

**Parent Informational Handbook 2022-2023 for all school sites:
Harmony Elementary, Schendel Elementary, El Capitan Elementary,
Delhi Middle School, and Delhi High School**



**Delhi Unified School District
Jose Miguel Kubes, Superintendent
9716 Hinton Ave
Delhi CA 95315
(209) 656-2000**

**Board of Trustees
Maggie Reyes, President
Juan Pena, Vice President
Cynthia Caldera, Clerk
Ariel Gonzalez, Member
Brenda Saavedra, Member
Desiree Rodriguez, Member
Vidal Preciado, Member**

Delhi Unified School District — Family Compact

Staff Pledge

We understand the importance of the school experience to every student and our role as educators and models. We agree to carry out the following responsibilities to the best of our ability:

- Teach grade level skills and concepts.
- Strive to address the individual needs of your student.
- Maintain home/school communication through home visits, phone calls and written reports.
- Teach classes through interesting and challenging lessons that promote student achievement.
- Have high expectations and help every child to develop a love of learning.
- Provide a warm, safe and caring learning environment.
- Participate in professional development opportunities that improve teaching and learning and support the formation of partnerships with families and the community.

Student Pledge

I realize that my education is important. I know I am the one responsible for my own success. I agree to carry out the following responsibilities to the best of my ability:

- Get to class on time every day and be ready to learn.
- Be a cooperative learner.
- Ask for help when needed.
- Bring necessary materials, completed assignments and homework.
- Know and follow school and class rules.
- Limit my TV watching and instead study or read every day after school.
- Respect the school, classmates, staff and families.

Family/Parent Pledge

I understand that my participation in my student's education will help his/her achievement and attitude. Therefore, I will carry out the following responsibilities to the best of my ability:

- Provide a quiet time and place for homework, and monitor TV viewing.
- Ensure that my child attends school every day, gets adequate sleep, regular medical attention and a healthy diet.
- Participate at school in activities such as school decision making, community meetings, volunteering and/or attending parent-teacher conferences.
- Respect the school, staff, students, and families.
- Encourage my student to engage in reading activities for at least 20 minutes every Monday through Thursday.
- Support the school/district's homework, discipline and attendance policies.

I certify that I have received the Parent Informational Handbook and we have read and understand the contents disclosed. We have reviewed the family compact and would like to work together to help our son/daughter achieve academic success.

Student Name (print)

Grade Level

School

Date

Student Signature

Parent/Guardian signature

ACKNOWLEDGEMENT OF PARENT OR GUARDIAN OF ANNUAL RIGHTS NOTIFICATION

Detach, sign, and return this page to your child's school indicating you have received the Parent Notice of Rights and Responsibilities. Also, where specified on this page, indicate if you do not wish directory information to be released.

Print Student's Name: _____ Grade: _____

School: ☐ Harmony Elementary ☐ Schendel Elementary ☐ El Capitan Elementary
☐ Delhi Middle School ☐ Delhi High School

I hereby acknowledge receipt of information regarding my rights, responsibilities, and protections.


Signature of Parent or Guardian: _____ Date: _____

Complete this section only if you are selecting to Opt Out of Releasing Student Information

Delhi Unified School District Opt Out of Releasing Student Information

If you do not wish directory information released, please sign where indicated below and return to the school office within the next 30 days. Note that this will prohibit the District from providing the student's name and other information to the news media, interested schools, parent-teacher associations, interested employers, and similar parties.

Do NOT release directory information regarding _____
(Student's Name)

 *Check this box, if an exception may be made to include student information and school photos in the yearbook.*

Signature of Parent or Guardian: _____ Date: _____

Distrito Escolar Unificado de Delhi

Promesa del Personal

Entendemos la importancia de la experiencia escolar para cada estudiante y nuestro papel como educadores y modelos. Estamos de acuerdo en llevar a cabo las siguientes responsabilidades lo mejor que podamos:

- Enseñar habilidades y conceptos de nivel de grado.
- Esfuércese por abordar las necesidades individuales de su estudiante.
- Mantener la comunicación entre el hogar y la escuela a través de visitas domiciliarias, llamadas telefónicas e informes escritos.
- Enseñe clases a través de lecciones interesantes y desafiantes que promuevan el logro de los estudiantes.
- Tenga altas expectativas y ayude a cada niño a desarrollar un amor por el aprendizaje.
- Proporcionar un ambiente de aprendizaje cálido, seguro y afectuoso.
- Participar en oportunidades de desarrollo profesional que mejoren la enseñanza y el aprendizaje y apoyen la formación de asociaciones con las familias y la comunidad.

Compromiso del estudiante

Me doy cuenta de que mi educación es importante. Sé que soy el responsable de mi propio éxito. Acepto llevar a cabo las siguientes responsabilidades lo mejor que pueda:

- Llegar a clase a tiempo todos los días y estar listo para aprender.
- Ser un aprendiz cooperativo.
- Pida ayuda cuando sea necesario.
- Traiga los materiales necesarios, las tareas completadas y la tarea.
- Conozca y siga las reglas de la escuela y la clase.
- Limitar mi tiempo para ver televisión y, en cambio, estudiar o leer todos los días después de la escuela.
- Respetar la escuela, los compañeros de clase, el personal y las familias.

Compromiso de la familia/padres

Entiendo que mi participación en la educación de mi estudiante ayudará a su rendimiento y actitud. Por lo tanto, llevaré a cabo las siguientes responsabilidades lo mejor que pueda:

- Proporcionar un momento y un lugar tranquilos para la tarea y monitorear la televisión.
- Asegurar que mi hijo asista a la escuela todos los días, duerma lo suficiente, reciba atención médica regular y tenga una dieta saludable.
- Participar en la escuela en actividades como la toma de decisiones escolares, reuniones comunitarias, voluntariado y/o asistir a conferencias de padres y maestros.
- Respetar la escuela, el personal, los estudiantes y las familias.
- Alentar a mi estudiante a participar en actividades de lectura durante al menos 20 minutos de lunes a jueves.
- Apoyar las pólizas de tareas, disciplina y asistencia de la escuela/distrito.

Certifico que he recibido el Manual Informativo para padres y que hemos leído y comprendido el contenido divulgado. Hemos revisado el pacto familiar. y me gustaría trabajar juntos para ayudar a nuestro hijo/hija a lograr el éxito académico.

Nombre del estudiante (letra de imprenta)

Nivel de grado

Fecha

Firma del estudiante

Firma del padre/tutor

RECONOCIMIENTO DEL PADRE/GUARDIÁN DEL AVISO ANUAL DE LOS DERECHOS

Recorte, firme, y devuelva esta página a la escuela de su niño, indicando que Ud. Ha recibido el Aviso de Derechos y Responsabilidades a los Padres/Guardianes. Además, donde está indicado en esta página, indique si no desea que su información directoria sea hecha pública.

Nombre y apellido del estudiante: _____ Grado: _____

Escuela: ☐ Harmony Elementary ☐ Schendel Elementary ☐ El Capitan Elementary

☐ Delhi Middle School ☐ Delhi High School

Por la presente acuso recibo de información sobre mis derechos, responsabilidades y protecciones.

Firma del padre o tutor: _____ Fecha: _____

Complete esta sección solo si está optando por no divulgar información del estudiante

El Distrito Escolar Unificado de Delhi forma de opta por no divulgar información del estudiante

Si Ud. No desea que revele la información del directorio favor de firmar en el lugar indicado abajo y devolverlo a la oficina de la escuela dentro de los próximos 30 días. Note que esto prohíbe que el Distrito provea el nombre y otra información a los medios de comunicación, escuelas interesadas, asociaciones de padres y maestros, empleadores interesados, y otras partes.

Favor de NO revelar información del directorio sobre _____(nombre y apellido del estudiante)

☐ Marque aquí si permite la excepción para incluir información y fotos en el libro anuario "Yearbook."

Firma de padre o guardián: _____ Fecha: _____

Choose How You Receive News from your student's school and the District!

Delhi Unified uses Parentsquare to keep parents up-to-date on news and information affecting students, schools and education in general. Parentsquare is also used to provide families information in case of an emergency. The information is sent via recorded calls, messages.

To manage how you receive news and information from your student's school and the District, download the Parentsquare app from your app store, or go to www.Parentsquare.com. Each parent/guardian must have an email address connected to each student's record.

**Download the
ParentSquare
app today!**

Stay involved with your child's learning and activities at school. From anywhere.



Visit our website - <https://www.delhi.k12.ca.us/>

“Like” us on Facebook - @DelhiUnifiedSchoolDistrict

Delhi Unified Schools prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying in educational programs, activities, or employment based on a person's actual or perceived race, color, ancestry, nationality/national origin, immigration status, ethnic group identification/ethnicity, age, religion, marital status/ pregnancy/ parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, genetic information, medical information or association with a person or group with one or more of these actual or perceived characteristics. For questions or complaints, contact Equity Officer and Title IX Compliance Officer: Allison Davis, Director of Human Resources, Delhi Unified School District – 9716 Hinton Ave, Delhi , CA 95315. Phone: 209-656-2000, Email: advais@delhiusd.org

Directory of Schools

ELEMENTARY SCHOOLS

EL CAPITAN Gena Buchanan, Principal 10115 5th St. Delhi, CA 95315 209-656-2030	HARMONY Rosa Gonzalez, Principal 16464 August Ave. Delhi, CA 95315 209-656-2010	SCHENDEL Maria Salazar, Principal 16114 Schendel Ave. Delhi, CA 95315 209-656-2040
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MIDDLE SCHOOL

HIGH SCHOOL

DELHI MIDDLE Reed Yancey, Principal 16881 Schendel Ave. Delhi, CA 95315 209-656-2050	DELHI HIGH Edward Taylor, Principal 16881 Schendel Ave. Delhi, CA 95315 209-656-2050
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Board of Education

The Delhi Unified School District (DUSD) Board of Education is made up of seven members elected to the district from within Delhi boundaries. They set District policy based on recommendations from the Superintendent and input from parents and community members. They approve new programs and curriculums, evaluate instructional programs, adopt budgets, select new school sites, approve plans for new buildings, and provide a link between the community and the schools. Board of Education meetings are open to the public. Meetings are held on the second Tuesday of the month in the evening, beginning at 7 p.m. at the Delhi Educational Park, located at 16881 Schendel Ave., Delhi CA 95315. During each meeting, time is set aside for parents and interested community members to speak to the Board on issues of interest. Board meeting agendas are available to the public at Board meetings, or on the Friday afternoon before each regularly scheduled meeting posted at the school sites and at the district office. A hard copy may be requested at the Superintendent's Office located at 9716 Hinton Ave., Delhi CA 95315. The agenda and supporting documents is also posted on the District website at <https://www.delhi.k12.ca.us/browse/43791>

Individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent's Office at least two days before the meeting date. This will allow the District to make arrangements for an interpreter or the necessary accommodations to ensure the availability of services during the meeting. Interpreters shall translate those portions of the meeting requested by the individual, including statements, discussions, and presentations.

Board of Education members are here to serve you. Your ideas and concerns are important. For more information on Board of Education meetings, call (209) 656-2000.

Board of Education

Maggie Reyes President

Juan Pena, Vice President

Cynthia Caldera

Ariel Gonzalez

Vidal Preciado

Brenda Saavedra

Desiree Rodriguez

Board Approved 2022-2023 Meeting Dates

August 9, 2022

September 13, 2022

October 12, 2022

November 8, 2022

December 13, 2022

January 10, 2023

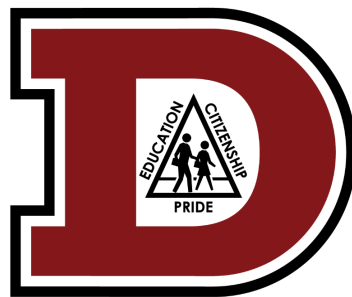
February 14, 2023

March 14, 2023

April 11, 2023

May 9, 2023

June 13, 2023



Delhi Unified School District

Learners today.

Leaders tomorrow.

Title I

Delhi Unified School District school sites have developed a written Title I Parental Involvement Policy with input from Title I parents. This policy has been reviewed by the School Site Council and will benefit by providing parents with valuable information and allowing them to participate in educational and extracurricular programs. The policy is distributed to parents of Title I students during the parent meeting held at the beginning of the year. Delhi Unified School policy describes the means for carrying out the following Title I parental involvement requirements. *[Title I Parental Involvement, 20 USC 6318(a)-(f)]*

Each school site does the following: Convenes an annual meeting to inform parents of Title I students of Title I requirements and their rights to be involved in the Title I program:

- The school provides information to parents of Title I students of Title I requirements and their rights to be involved in the Title I program at a general session held at the beginning of the year. These rights are also available on the school website.
- In addition to the annual information meeting on Back to School Night, presentations are also scheduled through the English Language Advisory Committee, School Site Council, and other parent events.

Involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I programs and the Title I Parental Involvement Policy:

- This procedure is ongoing through the School Site Council and ELAC's regularly scheduled meetings where the focus is on student needs and academic achievement.

Provides parents of Title I students with timely information about Title I programs:

- *This is executed systematically by ensuring that Title I concerns are added to regularly scheduled parent meetings or assemblies such as Back to School Night, English Learner Advisory Committee Meetings, Report Card Night, and School Site Council Meetings.*

Provides parents of Title I students with an explanation of the curriculum, assessments, and proficiency levels students are expected to meet

- This is primarily done at the Back to School Night and with individual meetings by the counselors and teachers reviewing the Common Core State Standards, student's most current proficiency level from the California Assessment of Student Performance and Progress, and by developing academic goals. Together with parents and students as well as signing educational school compacts between parents, teachers, and students.

Provides parents of Title I students, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children

- Parents are provided information about the Response to Intervention program and formal and informal referral processes by our counselors and teachers and are encouraged to make a verbal or written request to hold a meeting with the principal, teacher, or other school personnel to address a particular concern.

PRINCIPLES OF RIGHTS, RESPONSIBILITIES AND RESPECT TO ENSURE A SAFE SCHOOL ENVIRONMENT

The Board of Education recognizes that parents/guardians of district students have certain rights as well as responsibilities related to the education of their children.

The Board believes that the education of the district's students is a shared responsibility. The Superintendent or designee shall work with parents/guardians, including parents/guardians of English learners, to determine appropriate roles and responsibilities of parents/guardians, school staff and students for continuing the intellectual, physical, emotional and social development and well-being of students at each school site, including the means by which the schools and parents/guardians can help students achieve academic and other standards of the school.

Within this framework, the school's primary responsibility shall be to provide a high-quality curriculum and instructional program in a supportive and effective learning environment that enables all students to meet the academic expectations of the school.

Parents/guardians shall have the opportunity to work with schools in a mutually supportive and respectful partnership and to help their children succeed in school.

Student Enrollment/Admissions & Photos and Media Access to Students

Student Enrollment & Admissions

1. All children between the ages of 6-18 years are subject to compulsory full-time education, unless specifically exempted. (Education Code 48200)
2. The Governing Board encourages the enrollment and appropriate placement of all school-aged children in school. The Superintendent or designee shall inform parents/guardians of children entering a district school at any grade level about admission requirements and shall assist them with enrollment procedures.
3. Before enrolling any child in a district school, the Superintendent or designee shall verify the child's age, residency, immunization, and other applicable eligibility criteria specified in law, the accompanying administrative regulation, or other applicable Board policy or administrative regulation.
4. The Superintendent or designee shall ensure that the enrollment of a homeless or foster child or a child of a military family is not delayed because of outstanding fees or fines owed to the child's last school or for his/her inability to produce previous academic, medical, or other records normally required for enrollment.
5. In addition, no child shall be denied enrollment in a district school solely on the basis of his/her arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other contact with the juvenile justice system. (Education Code 48645.5)
6. The Superintendent or designee shall not inquire into or request documentation of a student's citizenship or immigration status, and shall not deny a student enrollment in a district school on the basis of the citizenship or immigration status of the student or his/her parents/guardians. Any information obtained about a student's or parent/guardian's citizenship or immigration status shall not be shared without parent/guardian consent or a lawful judicial order, in accordance with laws pertaining to the confidentiality of student records.
7. When enrolling in any district school, including a school in their attendance area, children whose parents/ guardians reside within district boundaries shall be subject to the timelines established by the Board for open enrollment. Children whose parents/guardians do not reside within the district or who are not otherwise eligible for enrollment in the district may apply for interdistrict attendance in accordance with the timelines specified in applicable Board policies and administrative regulations.

New student enrollees to Delhi Unified Schools are required to provide the following documentation:

- Completed Registration Packet
- Address Verification: One of the following must be submitted:
 - Copy of recent utility bill (i.e. PG&E, or City of Modesto)
 - Copy of recent rental agreement
 - Copy of recent purchase agreement or escrow title paperwork stating buyer will live in the home (Parent/Guardian name on this address verification must be the same parent/guardian name and address that are written on the registration card.)
- Adult I.D. verification: The adult registering the student must provide proof of identification, i.e. Driver's license, or other photo I.D.
- Immunization Verification, Board Policy 5141.31, Senate Bill 277
- Withdrawal documents/drop papers/unofficial transcripts from the most recent previous school, if the student has been attending another school
- Guardian/caregiver documentation, if applicable
- Current IEP or current 504 plan, if applicable
- Evidence of student's age (Education Code 48002, Administrative Regulation 5111) – Copy of birth record or a statement by local registrar or a county recorder certifying the date of birth – Baptism certificate duly attested – Passport – When none of the foregoing is obtainable, affidavit of the parent, guardian, or custodian of the minor

Photos and Media Access to Students

Families may opt-out of their students' photos or video recordings being used in district materials including newsletters, brochures, websites, marketing materials, social media and video published on the internet or in other venues by notifying the district in writing. The annual parent rights and responsibilities signature page has a designated opt-out section parent/guardians complete at the beginning of each school year and remains valid through the end of the school year.

The district does not have the legal authority to prevent your student from talking with the media or dictating who media outlets film or photograph. You are encouraged to have a discussion with your student about your wishes should the media ask to interview them about controversial subjects. Students, families and visitors should be aware that public events such as athletic competitions or student performances may be filmed by news media or other parties.

Release of Student Information: The District does not release information or records concerning a child to non educational organizations or individuals without parent consent except by court order, receipt of a lawfully issued subpoena, or when otherwise allowed by law. The following categories of directory information may be made available to various persons, agencies or institutions unless the parent or guardian notifies the District in writing not to release such information: Name, address, telephone, date of birth, email address, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, diplomas and awards received, and most recent previous educational institution attended. (Ed. Code, §§ 49060 et seq., 49073, 20 U.S.C. § 1232g, 34 C.F.R. § 99.7) In accordance with state and federal law, the District may also make available photographs, videos, and class rosters. Directory information will not be released regarding a pupil identified as a homeless child or youth unless a parent, or pupil accorded parental rights, has provided written consent that directory information may be released. (Ed. Code, § 49073(c), 20 U.S.C. § 1232g, 42 U.S.C. § 11434a(2))

Positive Behavioral Interventions & Support

Delhi Unified Schools is committed to Positive Behavioral Interventions and Support (PBIS) at each of our school sites. PBIS is a proactive approach to establishing the behavioral supports and social culture needed for all students in a school to achieve social, emotional, and academic success.

Bus Rules and Regulations and Student Transportation Form

The State of California has authorized the Delhi Unified Schools to establish rules and regulations for students riding the school buses. The Transportation Department needs your assistance to make sure that each student rider is assured a safe ride.

It is important to remember that the students being transported are under the direct authority of the bus driver and it is the student's responsibility to follow the rules to protect their privilege of riding the bus.

Rules and Regulations, for Student Safety:

The following rules apply at all times when students are riding a school bus, including when on school activity trips (*AR 5131.1*):

1. Riders shall follow the instructions and directions of the bus driver at all times.
2. Riders should arrive at their designated bus stop on time and stand in a safe place at the stop to wait quietly for the bus.
3. Riders shall enter the bus in an orderly manner and go directly to their seats.
4. Riders shall sit down and fasten any passenger restraint systems. Riders shall remain seated while the bus is in motion.
5. Riders shall not block the aisle or emergency exit with their body or personal belongings. Riders may bring large or bulky items, such as class projects or musical instruments, on the bus only if the item does not displace any other rider or obstruct the driver's vision.
6. Riders should be courteous to the driver and to fellow passengers. Vulgarity, rude, or abusive behavior is prohibited.
7. Any noise or behavior that could distract the driver, such as loud talking, scuffling or fighting, throwing objects, or standing or changing seats, is prohibited and may lead to suspension of riding privileges.
8. Riders shall not use tobacco products, eat, or drink while riding the bus.
9. Riders may bring electronic devices onto the bus only if such devices are permitted at school. If the use of cellular telephones or similar devices disrupts the safe operation of the school bus, the bus driver may direct the student to no longer use the device on the bus.
10. Riders shall not put any part of the body out of the window nor throw any item from the bus.
11. Riders shall help keep the bus and the area around the bus stop clean. Riders shall not damage or deface the bus or tamper with bus equipment.
12. Service animals are permitted on school transportation services; all other animals are prohibited. (Education Code 39839; 13 CCR 1216)
13. Upon reaching their destination, riders shall remain seated until the bus comes to a complete stop and upon the signal from the driver, unfasten any restraint system, enter the aisle, and go directly to the exit.
14. Riders should be alert for traffic when leaving the bus and shall follow the district's transportation safety plan when crossing the road and exiting the bus.

If your bus privileges are suspended, you are suspended from riding all buses. By Board Policy, home to school transportation is provided to students who reside beyond the following distances of their assigned schools: K-6: 1 mile, 7-8: 2 miles, 9-12: 2 miles.

For more information, please call Transportation at (209) 656-2000 ext 1114.

Nutrition Services/Special Programs & Alternative Education

Programs Nutrition Services • Community Eligibility Provision

Nutrition Services is dedicated to creating and maintaining a healthy learning environment for all students by providing nutritious meals through the USDA National School Lunch program. To help reduce the burden for families and to ensure students receive nutritious meals, Delhi Unified Schools offers breakfast and lunch at no charge to all students through a program called the Community Eligibility Provision (CEP). CEP allows eligible schools and groups of schools to serve breakfast and lunch at no charge to students.

STUDENTS AT ALL DUSD SCHOOLS WILL BE OFFERED A HEALTHY BREAKFAST AND LUNCH AT NO CHARGE.

For menu information and other updates, please visit the district website <https://www.delhi.k12.ca.us/>
For more information, please contact Nutrition Services at (209) 656-2000 ext 5108.

Special Programs & Alternative Education Programs

Delhi Unified Schools offer a variety of special and alternative education programs. Some programs are available to all students; others are designed to meet the special needs of specific students.

- **Academy, Career Technical Education Pathways (CTE) and Regional Occupations Program (ROP)** The high school offers a medical academy, has CTE pathways, and ROP courses, which combine core academics and specialized classes to teach students marketable occupational skills, abilities, attitudes and work habits. CTE/ROP courses focus on developing rigorous skills training in an exciting array of programs including, but not limited to, agriculture, auto technology, computer technology, health career education, public safety and business. Courses also prepare students for work after high school through exploration of career options and expectations of business/industry.
- **After School Student Education: Teamwork for Success and Safety (ASSETS)** Merced County ASSETS provides a safe, secure environment for students in grades TK-8 during after school hours until 6 p.m. Students have the opportunity to receive homework assistance, as well as participate in extended learning activities, such as art, music, fitness and wellness, science, and service learning. The program is open every school day, beginning immediately after school with a nutritious snack.
- **Dual Language Academy (DLA)** at the elementary sites is a parent choice program for English fluent students and English Learners, and requires a specific application process. The program goal is bilingualism and biliteracy in both English and Spanish. The DLA program is K-8.
- **English Language Development (ELD)** The District offers an ELD program for English Learners. The goals for this program are to develop English language proficiency and to meet grade level standards in order to ensure high academic achievement.
- **Honors** classes provide 9th-12th grade students with advanced classes in core subject areas. Teachers lead students in experiencing greater depth, breadth, and complexity in their areas of study.
- **Advanced Placement (AP)** courses provide 9th-12th grade students rigorous, college-level classes in a variety of subjects that give students an opportunity to gain the skills and experience colleges recognize. These courses are designed to provide advanced or accelerated instruction for students wishing to gain college credit while in high school. College credit is determined by the results of end of course AP examinations. Every college and university has its own policies regarding AP credit. For more information about AP credit, visit www.collegeboard.org/apcreditpolicy.
- **Independent Study** is an online independent study program. Students will be issued a

District device, access coursework from home and receive assistance through weekly meetings with their instructor. Students continue to be a part of their school of residence with access to extracurricular activities, student support services and academic support.

Special Education & State Testing Notification

Delhi Unified School District Special Education Local Plan Area (SELPA) offers programs for students found eligible for Special Education services under the Individuals with Disabilities Education Act (IDEA). The District provides services from birth to 22 years of age. Students are identified through the assessment process and an Individualized Education Program (IEP) is developed if a student is found eligible. IEPs are reviewed annually as students progress on their established goals and objectives. The overall purpose of Special Education is to meet individual student needs by providing support and services that allow students to access core instruction and participate in the least restrictive environment.

Delhi Unified Schools SELPA provides a full continuum of services to meet the needs of students with disabilities. This includes but is not limited to:

Designated Instructional Services

- Language, Speech, and Hearing
- Adapted Physical Education
- Deaf and Hard of Hearing Services
- Orientation and Mobility Instruction
- Occupational Therapy
- Vision Services
- Health and Nursing Services

- Assistive Technology
- Inclusion Services
- Counseling
- Behavior Intervention Services
- Other needs as determined by IEP

Resource Specialist Program

Special Day Classes for Students

Statewide Testing Notification

California students take several mandated statewide tests. These tests provide parents/guardians, teachers, and educators with information about how well students are learning and becoming college and career ready. The test results may be used for local, state, and federal accountability purposes.

The California Assessment of Student Performance and Progress (CAASPP) tests consist of the following:

- **Smarter Balanced Assessment Consortium Assessments**

The Smarter Balanced computer adaptive assessments are aligned with the Common Core State Standards (CCSS). English language arts/literacy (ELA) and mathematics tests are administered in grades three through eight and grade eleven to measure whether students are on track to college and career readiness. In grade eleven, results from the ELA and mathematics assessments can be used as an indicator of college readiness.

- **California Science Tests (CAST)**

The computer-based CAST measures students' achievement of the California Next Generation Science Standards (CA NGSS) through the application of their knowledge and skills of the Science and Engineering Practices, Disciplinary Core Ideas, and Crosscutting Concepts. The CAST is administered to all students in grades five and eight and once in high school (i.e., grade ten, eleven, or twelve).

- **California Alternate Assessments (CAAs)**

Only eligible students—students whose individualized education program (IEP) identifies the use of alternate assessments—may participate in the administration of the CAAs. Test examiners administer the computer-based CAAs for ELA, mathematics, and science one-on-one to students. Students in grades three through eight and grade eleven will take the CAA for ELA and mathematics. Test items developed for ELA and mathematics are aligned with the CCSS and are based on the Core Content Connectors.

Students in grades five and eight and once in high school (i.e., grade ten, eleven, or twelve) will take the CAA for Science. The CAA for Science embedded performance tasks are based on alternate achievement standards derived from the CA NGSS. Students taking the CAA for Science will take three embedded performance tasks in spring 2019.

- **California Spanish Assessment (CSA) for Reading/Language Arts**

The optional CSA for Reading/Language Arts in Spanish is aligned with the California Common Core State Standards en Español. This computer-based test allows students to demonstrate their Spanish skills in listening, reading, and writing mechanics.

Pursuant to California Education Code Section 60615, parents/guardians may annually submit to the school a written request to excuse their child from any or all of the CAASPP assessments.

- **English Language Proficiency Assessments for California**

The English Language Proficiency Assessments for California (ELPAC) in 2017–18 is aligned with the 2012 California English Language Development Standards. It consists of two separate English Language Proficiency (ELP) assessments: one for the initial identification of students as English learners and the other for the annual summative assessment to identify students' English language proficiency level and to measure their progress in learning English.

- Alternate ELPAC: Only eligible students—students whose individualized education program (IEP) identifies the use of alternate assessments—may participate in the administration of the Alternate ELPAC.

- **Physical Fitness Test**

The physical fitness test for students in California schools is the FitnessGram®. The main goal of the test is to help students in starting lifelong habits of regular physical activity. Students in grades five, seven, and nine take the fitness test.

Student Score Reports: Per Education Code 60641, Delhi Unified School District ensures CAASPP student score reports are made available to all students and parents in a secure electronic format. Students and parents can access three years of score reports by logging into the Parent or Student Aeries Portal. If you need assistance accessing your child's score report or wish to request a printed copy, please visit your child's school office.

College Entrance Tests: College entrance tests are tests of ability and knowledge required of each college applicant necessary for successful college performance. Though some California colleges do not currently require these exams, entrance tests are required by many private or out-of-state colleges and are used for counseling and placing students in appropriate college courses. Some colleges and universities require minimum scores for admission. In addition, scholarships may be based on scores from college entrance tests. The most common tests are the SAT Reasoning Tests, SAT Subject Tests, and the ACT. It is extremely important that students observe deadlines for the submission of test scores. It is recommended that ALL college-bound eleventh-grade students check the entrance requirements of prospective colleges and, if required, take the SAT and/or ACT by the end of their junior year. **Contact your College Counselor with any questions about college entrance tests.**

DUSD Student Technology & Device Use

We believe our students are preparing to enter an ever-changing world where they will need to solve problems, think critically, communicate effectively, collaborate, take initiative and be adaptable. Technology should be a tool to help students reach their learning goals. Technology can extend, enhance, and engage students in learning. DUSD is committed to:

- fostering and leading a culture of digital learning within our schools,

- empowering educators through professional learning opportunities,
- accelerating progress toward universal access for all students to quality devices, and
- offering digital tools to help students and families.

DUSD will provide high school, middle school, and elementary school students with a chromebook to use in class for school related work. Students will have the opportunity to access District adopted digital content, as well as other supplemental content for all subjects. As a student and a computer network user, the student hereby agrees to comply with the DUSD Student Acceptable Use Policy (see AR 6163.4 and BP 6163.4).

The computer and its components are the sole property of DUSD and are for educational purposes only. The equipment is loaned to the student and will be returned when the student drops, completes the school year, graduates or upon request of the school. The computer may not be transferred or given to any other student.

While the District's intent is to make computer access available to further the delivery of curriculum and other content areas, students may find ways to access inappropriate material. Ultimately, parents/guardians are responsible for setting and conveying the standards that their children should follow when using media and information sources. The Internet is a powerful learning tool, but it should not be used indiscriminately or without supervision. While your child is at school, District staff will make every effort to assure this resource is used appropriately. It is the parents'/guardians' responsibility to monitor this resource at home, not unlike the manner in which they monitor the use of TV, video games, and mobile devices in the home. It is not advisable for children to engage in long hours of unsupervised time online.

Middle School Promotion and High School Graduation Requirements

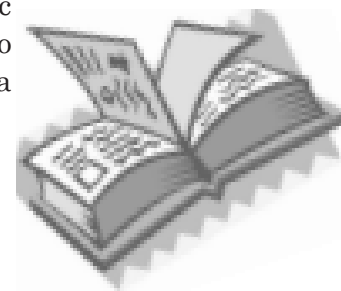
Building a Strong Academic Foundation in Middle School

A major focus of middle school is to help students make a successful transition to high school. To accomplish this, students must satisfactorily complete a rigorous core academic curriculum. Students who need extra help will be provided opportunities to improve their skills or make up for failed courses. Parents will be notified on a regular basis of their students' progress towards meeting promotion requirements.

Promotion Requirements

To receive a certification of promotion from middle school, students must:

- Cumulative GPA of 2.0 in 7th and 8th grade years.
 - A student will not miss more than 15 days of school (major injuries/chronic illnesses can be reviewed by the Student Study Team consisting of principal, associate principal and counselor upon parent request).
 - No home suspensions within 30 school days of the promotion ceremony.
 - No more than 4 F's in 7th and 8th grade in any core subject.
 - All obligations to school will be cleared before attaining the Certificate of Promotion.
1. Students are required to participate in remediation for "F" grades in core subjects. Remediation classes will be aimed at helping students who are at risk of not being promoted.
 2. Students who are at risk of not meeting promotion criteria will be referred to the Response to Intervention (RTI) Team for appropriate support and intervention services.



High School Graduation Requirements

Students must earn a minimum of 240 credits and pass required core courses:

<ul style="list-style-type: none">• English 8 semesters (40) credits	<ul style="list-style-type: none">• Physical Education 4 semesters (20 credits)
<ul style="list-style-type: none">• Math 6 semesters (30 credits) <i>including the successful completion of Algebra</i>	<ul style="list-style-type: none">• Electives 16 semesters (80 credits)
<ul style="list-style-type: none">• Science 6 semesters (30 credits)<ul style="list-style-type: none">• 2 semesters of biological science (10 credits)• 2 semesters of physical science (10 credits) OR successful completion of 4 semesters of integrated science (20 credits)	<ul style="list-style-type: none">• Visual Arts/Performing Arts OR World Language 2 semesters (10 credits) (One course in visual/performing arts <u>or</u> world language <u>or</u> American Sign Language)
<ul style="list-style-type: none">• Social Science 6 semesters (30 credits)<ul style="list-style-type: none">• 2 semesters U.S. History (10 credits)• 2 semesters World History (10 credits)• 1 semester U.S. Government (5 credits)• 1 semester Economics (5 credits)	

To be on track for graduation, students must earn the following number of credits each semester:

Year in school	End of 1st Semester	End of 2nd Semester
9th Grade	35 credits	70 credits
10th Grade	105 credits	140 credits
11th Grade	175 credits	210 credits
12th Grade	220 credits	240 credits

Parent Involvement is Key to Student Success! Studies show that parent involvement positively affects student achievement, and contributes to higher quality education and better performance of schools overall. There are a number of ways you can get involved: Introduce yourself to your child(ren)'s teacher(s); join a parent group at your child(ren)'s school; volunteer in the classroom; read with your student(s) every day; ask your student(s) about their day. Talk with your child(ren)'s teachers about how you can help your child(ren) be successful.

College Counseling Program & CC/CSU/UC Minimum Admission Requirements

College Counseling Program: Delhi Unified Schools offers a comprehensive College Counseling Program at each of its eight high school campuses. The program provides the services of fully-trained College Counselors who are responsible for serving all students interested in pursuing university

degrees, junior college, and vocational schools. College Counselors serve students and their parents by providing a wide array of current information on issues related to college/university entrance requirements, costs, scholarships, and much more. They have access to critical information to help students make sound and realistic choices about college/university admittance. During the school year, College Counselors host evening programs at each high school campus. During these programs, counselors discuss general issues related to college/university selection and acceptance; the application process; financial aid and scholarship opportunities; the PSAT, SAT, and ACT; timelines for completing admission forms; and other important topics. There are also question and answer periods after each program. College Counselors are available to all high school students and their parents.

Community College Admission Requirements: Graduation from high school, passing the California High School Proficiency Examination, or reaching the minimum age of 18 years are the only requirements for junior college admission. There are no subject or grade requirements. However, the better preparation a student has in high school, the better the chances for success. **CSU/UC Admission Requirements and Higher Education Information:** Each school year, a school district shall provide the parents of students in grades 9 through 12 with a written explanation of the requirements for admission to the California State University (“CSU”) and the University of California (“UC”) systems. (Ed. Code, § 51229) To qualify for admission to the UC or CSU systems, high school students must meet the “Subject Requirements,” otherwise known as the “a-g” requirements. To learn more about college admission requirements, please visit the UC (www.universityofcalifornia.edu) or CSU (www.calstate.edu) websites or your student’s counseling office. For a list of District courses that have been certified by the University of California as satisfying the requirements for admission to the UC and CSU systems, please see your school’s course catalog and refer to: <https://doorways.ucop.edu/list>.

Career Technical Education (CTE): CTE may be offered by the District as career and workforce preparation for high school students, preparation for advanced training, and the upgrading of existing skills. CTE provides high school students who are 16 years of age or older with valuable career and technical education so students can: (1) enter the workforce with skills and competencies to be successful; (2) pursue advanced training in postsecondary educational institutions; or (3) upgrade existing skills and knowledge. A CTE course may also satisfy a graduation requirement and a subject matter requirement for admission to the UC and CSU. For a list of CTE courses offered by the District that may satisfy a subject matter requirement for admission to the UC and CSU, please see your school’s course catalog and refer to: <https://doorways.ucop.edu/list>.

To learn more about CTE, please visit www.cde.ca.gov/ci/ct. Students are encouraged to meet with school counselors to help them choose courses at their school that will meet college admission requirements or to enroll in career technical education courses, or both. Please contact your school’s counseling office.

A-G Courses	Subject	CSU/UC Requirements for Freshman Admissions
A	History/Social Science	2 years required
B	English	4 years required
C	Mathematics	3 years required (e.g., Algebra, Geometry & Advanced Algebra) 4 years recommended
D	Laboratory Science	2 years required (1 year of a physical science & 1 year of a biological science) 3 years recommended (e.g., Biology, Chemistry &

		Physics)
E	World Language other than English	2 years required, 3 years recommended (All years must be in same language)
F	Visual and Performing Arts (VPA)	1 year required
G	College-Preparatory Elective	1 year required

Guidelines for Visitors

GUIDELINES FOR VISITORS: To build community awareness and appreciation of the many programs offered by public schools, Delhi Unified Schools encourages parents and interested community members to visit school campuses. Throughout the year, special events are held at each school to which visitors are invited.

Today, schools must take reasonable precautions to avoid interruptions and disruptions during the school day that could jeopardize the health and safety of students and staff.

Signs posted at all school entrances show regular school hours and inform visitors they must report to the school office.

To help ensure school safety and security, the principal/designee needs a visible means of identifying visitors while they are on the school grounds. This identification is required for all visitors, including parents (or guardians), and can be picked up at the school office.

Visitors are: 1) Parents (or guardians) of students enrolled at the school; 2) School volunteers; 3) Public employees whose job requires they be on school grounds; 4) Elected public officials; 5) Reporters, publishers, editors or other persons connected with, or employed by, a newspaper, magazine or other publication, radio or television station; 6) Representatives of a school employee organization engaged in activities related to the representation of school employees; and 7) anyone else, except site/District staff, students of the school, delivery persons or other contracted workers who are on the school grounds at the school's request. Upon reporting to the school office, visitors may be required to furnish the principal/designee identification and any other information considered pertinent.

GUIDELINES FOR PARENT/GUARDIAN VISITS: School visits require staff time and commitment. Staff members are encouraged to accommodate as many requests as possible.

1. To ensure minimum interruption or disruption of the instructional program, visits to any classroom during school hours must be arranged in advance with the teacher. If the teacher or principal/designee feels a classroom visit would disrupt the instructional program, the request may be denied or rescheduled. (If a teacher/parent conference is desired, an appointment will be made with the teacher during non-instructional time.)

2. Parents (or guardians) who need to leave lunches, clothing, or other articles for their children, or who need to contact students or staff, however briefly, must first report to the school office to make their request. Usually, items will be delivered to the student by school staff to avoid interruption of the instructional program.

3. Parents (custodial or non-custodial) or guardians may not use the school setting to resolve visitation or other custodial rights. Such issues should be addressed after regular school hours.

4. No electronic listening or recording devices may be used in a classroom without the teacher's and principal's permission (E.C. 51512). Persons who do so will be guilty of a misdemeanor.

The principal/designee may refuse to allow a visitor the privilege of visiting the school if the principal believes the individual's presence or acts have the potential to interrupt the school, its students, teachers and other staff members; jeopardize the health and safety of students and staff; or cause property damage. Visitors need to know that the school principal/designee

has the authority to direct an individual to leave the campus.

This direction is given when the principal determines that the visitor's presence or acts have the potential to interrupt or disrupt the school, its students, teachers or other employees; to jeopardize the health and safety of students and staff; or cause property damage. The principal's/designee's verbal direction to leave campus will be documented. If the individual re-enters the campus without permission within seven days after being directed to leave the school grounds, he/she will be guilty of a misdemeanor and subject to arrest (P.C. 626.6).

If the individual refuses to leave after being asked by the principal/designee, law enforcement will be called. Specific circumstances of the case and advice from law enforcement will determine further action.

As soon as possible, school staff will document all facts regarding the situation. A full description of the incident will assist the District Attorney in determining appropriate charges - disturbing the peace, threats of violence, use of obscene language, assault, etc. (An appeals process is defined in Delhi Unified Schools Board Policy 1250.) **Delhi Unified Schools wants to emphasize that the majority of school visits are beneficial to the school, students, school staff, and individual visitors. However, it is important that parents and others be aware of the District's guidelines regarding visitors at school.**

Obviously, it is in the best interest of our young people that interruptions, disruptions, or other more serious actions be avoided in order to provide a safe school environment where students can enjoy learning.

Tobacco Products are Prohibited: In the best interest of students, employees and the general public, the Board of Education prohibits the use of tobacco products at all times in District-owned or leased buildings, on District property, and in District vehicles. This includes, but is not limited to, common work areas, auditoriums, classrooms, conference and meeting rooms, private offices, elevators, hallways, medical facilities, cafeterias, employee lounges, stairs, restrooms, vehicles and all other enclosed facilities, as well as indoor and outdoor athletic facilities.

Rights and Responsibilities of the Delhi Unified Family

Rights of Students

- Confidentiality within limits of the law and district policy.
- To attend school unless removed under due process as specified in the Education Code.
- To enjoy the full benefits of their teacher's efforts.
- To be informed of school rules and regulations.
- To attend school in a secure academic and social climate, free of fear and violence.
- To enjoy a school environment of courtesy and respect.

Responsibilities of Students

- To ask for help from school staff when needed.
- To attend school and classes regularly and on time.
- To be prepared for class with appropriate materials and work.
- To know and obey school personnel, students, and community.
- To demonstrate respect for the school district and other people's property.
- To proactively participate in their educational activities.

Rights of Parents/Guardians

- To expect that their student will spend their time at school in a safe, wholesome, stimulating atmosphere engaged in productive activity under the care and direction of a dedicated staff.
- To be informed of district policies and regulations and school rules.
- To review their student's record with a certificated staff member providing assistance.

Responsibilities of Parents/Guardians

- To actively participate in their children's education, to include attending conferences with teachers, counselors and/or administrators regarding the academic and behavioral status of their student.
- To ensure their student attends school regularly, on time and ready to learn.
- To maintain consistent and adequate control over their students.
- To cooperate with the school in bringing about improvements designed to enhance the educational program offered students.
- To support and follow through with academic or disciplinary plans as applied by school personnel.
- 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 district policies, school rules and regulations.
- To provide quiet study time at home and encourage good study habits.
- To encourage their students to discuss their school experiences every day.
- To address concerns parents are asked to contact the teacher prior to contacting a site administrator to resolve a problem.

Rights of Teachers

- To expect and receive the attention, effort and participation of the students attending their classes.
- To have parental and administrative support when enforcing rules designated to provide an optimum learning climate.
- To teach with interruptions held to an absolute minimum.
- To enjoy a school environment of courtesy and respect.
- To enjoy a safe and secure working environment.

Responsibilities of Teachers

- To equally value each individual student.
- To hold students accountable for their actions.
- To deal with divergent ideas, opinions and expressions in an objective, balanced and unbiased manner.
- To inform parents and students about the student's school experience with timely and periodic reports.
- To continuously reflect on oneself behavior with the focus on improvement.
- To establish and enforce classroom and school rules consistent with school and district policies.
- To provide motivating and interesting learning experiences in the classroom using methods and materials appropriate for each student.
- To provide information regarding the goals, expectations, grading system, classroom and school rules to students and parents.
- To provide a safe and positive atmosphere for learning.
- To work with each parent to ensure their child's best possible education by providing ongoing, meaningful communication with the home.

Rights of Administrators

- To establish procedures to maintain an environment in which positive learning and teaching conditions exist.
- To make educational decisions based primarily on what is best for the students.
- To hold students accountable for their conduct.
- To take prompt and appropriate actions that enforce classroom and school rules, maintains safety, and protects the rights of all school community members.
- To expect that all school employees assist and fulfill their role in maintaining campus control.
- To enjoy a safe and secure working environment.

Responsibilities of Administrators

- To provide leadership that will establish and promote good teaching and effective learning.
- To establish, publicize and enforce school rules.
- To facilitate effective learning and promote good citizenship within the school community.
- To make an effort to stay attuned to feedback of student student/staff/parent/community concerns and to react with sensitivity toward them. To facilitate meetings between staff and parents.
- To create a welcoming and positive environment for students, parents, and the community.
- To communicate with students and parents about the school's mission, vision and goals.
- To promote the partnership between parents, Students, and staff.

Conduct Code - Attendance & Absences

Research shows that there is a direct relation between the amount of time spent in school and success in school. The DUSD Attendance policy, included in this handbook, reflects that belief. You are expected to be in your classes when they are in session. Make that your top priority. By state law, all students are required to attend school until 18 years of age, or the completion of high school, whichever occurs first.

Definition of “Absence”: An absence is defined as: (1) any period absence, (2) any all-day absence, (3) any tardy more than 30 minutes, (4) any early withdrawal more than 30 minutes that is unexcused. Verifying absences: (Phone: 656-2050 ext. 5105). Parents are required by law to verify the dates and reasons for their students’ absences. A signed note or an authorized telephone call from a parent/guardian is required.

Parentsquare: If the school has not received a note or phone call to verify an absence for the day, the parentsquare automated system will contact parents to notify them their student was absent for all or part of a school day. The automated system also notifies parents if their student is late to class.

The Attendance Office classifies absence in four ways:

EXCUSED - Absence due to illness, quarantine, death in the immediate family, medical, dental or optometric services. Work can be made up.

UNEXCUSED – Personal absence due to reasons the parent requests other than “Excused”. Absence is verified by the school, but still considered unexcused. Work cannot be made up.

TARDY/ CUT – Is an absence from any class or classes for a period of time in excess of 30 minutes without a justifiable excuse. Teachers may use discretion regarding make-up work. (Any unverified absence becomes an “Unexcused” if not cleared within three days).

SUSPENSION – Absence due to Administrative Suspension from full time daily attendance at school. Teacher discretion used regarding make-up work. Students will be allowed to make up all work missed during an in-school suspension.

REQUEST FOR HOMEWORK- Students who are absent have the responsibility for securing and completing the assignments missed during their absence. If a student is ill two days or more, a homework request may be submitted by calling the school office. Please allow at least 24 hours for your request to be filled.

ATTENDANCE POLICY:

Students’ Duties

CCR Title 5,330 Duties of Pupils

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

EC 35181. Pupils' Responsibilities; Policy Statements

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

EC 48200. Compulsory Full-Time Education

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

EC 48908. Duties of Pupils

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

Unverified Absence Policy as covered in California Education Code 49067b:

An unverified absence is any absence from a class that has not been cleared by the Attendance office within three (3) days (72 hours).

In order to encourage students to attend school and to realize the important relationship between school, attendance and learning, Delhi High School has established the following attendance policy.

I. Absences, which will be considered excused, are as follows:

- A. Medical appointments (with a signed note from a medical office. (Ed. Code 46010). If a student does not bring a signed note from a medical office, the absence will be considered unexcused.
- B. Illness (Ed. Code 48205)
 - i. Once a student has been ill for more than 10 days of absence from any one period, the Principal/Designee may require a doctor's note for every subsequent absence. The principal/designee will call the parent and make a determination as to whether a doctor's note should be required for subsequent illness absence. This decision may occur any time after the 10th illness absence in a semester. If the student does not bring a note from the doctor as requested, the subsequent absence will be considered unexcused for the purpose of this policy. (For attendance keeping purposes, it will be considered an unexcused verified absence.) Illness absences that have been cleared by a doctor's verification do not count towards these 10 days.
- C. School Business Absence
- D. Funeral of immediate family. Attending a funeral for a member of the pupil's immediate family to the extent of not more than one (1) day if the service is conducted in California and not more than three (3) days if the service is conducted outside the State of California. (Title 5, Sec. 420: Ed. Code 46010.) Members of immediate family means; mother, father, grandmother, grandfather, spouse, brother, sister or relative living in the immediate household of the pupil (Ed. Code 45194).
- E. Jury Duty (proof of service required) (Ed Code 48205)
- F. Absences covered under Education Code 48205, for example religious holidays and retreats, employment conferences. A pupil shall be excused from school for justifiable personal reasons including, but not limited to, an appearance in court, observance of a holiday or ceremony of his or her religion, attendance at religious retreats, or an employment conference, when the pupil's

absence is requested in writing by the parent or guardian and is approved by the principal/designee pursuant to uniform standards established by the governing board. For purposes of this section, attendance at religious retreats shall not exceed for (4) days per semester (Ed Code 48205).

II. Absences will be considered unexcused:

- A. Truancies
- B. Unexcused – Unverified
- C. Illness and medical appointments that are not verified as indicated
- D. Absences in excess for funerals.

III. Absences for eighteen-year-olds who abuse the privilege of verifying their own absences will be referred to the administration. A meeting with the student, an administrator, and if possible, the student's parent will be held for the following purposes:

- To discuss the student's attendance pattern.
- To state the reasons why the school feels the student is not giving a "valid" reason for his/her absences.
- To allow the student or parent the opportunity to state why they feel the student has not abused the privilege.
- To state the consequences for continued poor attendance.

Parents will receive letters of notification when a student accumulates 3 or more unverified absences per semester. Counselors are available in this instance for support in stopping the truancies, not to clear absences.

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

CLEARING ABSENCES/ABSENCE VERIFICATION

If a student is absent from any or all classes during the school day the following apply:

- 1) Absences need to be cleared **when the student returns** from the absence. This is the student's responsibility.
- 2) **Have a parent/guardian call the Attendance Office between the hours of 7:30 a.m. to 4:30 p.m., the day you are absent.**
---OR---
- 3) Bring a note signed by a parent/guardian specifying the date(s) and reason for the absence and turn the note into the attendance office before the first bell to get a **Re-Admit**. If not, you will be sent to the office by your teacher to get a Re-Admit slip.
- 4) Any absence not cleared will be deemed truant. **Excessive truancies may result in referral to the School Attendance Review Board (SARB).**

ABSENCES AND EXTRA CURRICULAR ACTIVITIES: For students to participate in extracurricular activities – (dances, rallies, athletics, plays, graduation, etc.) they must have been in school **all day** the day of the activity. Absences that have been pre-approved by the principal (or his designee), or by a valid doctor's note, may be accepted.

Truancy

A student may not participate in extracurricular activities for **nine weeks** if the student is **truant 4 times in any quarter**. If a student is truant 5 times in any quarter, the student is ineligible for the remainder of the semester.

It is important for a student to be successful to attend school regularly. We would like to implement a reward system for students with perfect attendance. Students receive recognition for perfect attendance for a semester/quarter.

Conduct Code - Attendance & Absences, Behavior Expectations & Consequences

SCHOOL ATTENDANCE REVIEW BOARD (SARB)

(E.C. 48320-48324, 48292-48293)

The Education Code provides for the establishment of School Attendance Review Boards to meet the special needs of pupils with school attendance problems or school behavior problems.

The School Attendance Review Board may include a parent and representatives of (1) the school, (2) the County Probation Department, (3) County Welfare Department, and (4) a representative of the County Superintendent of Schools.

SARB has the authority to recommend that parents and students take certain measures to correct inappropriate behavior, refer the pupil to community agencies for assistance, or suggest adjustments to the school assignment.

In the event that a parent or guardian or pupil fails to respond to the directives of SARB or to services offered on behalf of the minor, SARB may:

1. Direct that the minor be referred to the County Welfare Department under Section 300 of the Welfare and Institutions Code.
2. Direct that the minor be referred to the County Probation Department under Section 601 of the Welfare and Institutions Code.
3. Request the Director, Child Welfare and Attendance, to file a complaint against the parent, guardian, or other person in charge of such minor with the District Attorney.

DURING SUSPENSION:

1. Student shall not report to school during the period of suspension unless coming to the office on official business by prior arrangement with a school administrator. Student is expected to be under the supervision of a parent during school hours when serving suspension days at home. (7 a.m.-4:30 p.m.) P.C. 653b, P.C. 627.2
2. Student is not to attend any school event at any school campus during home suspension.
3. The responsibility of obtaining and doing class work lies with the student. The teacher may require the student to complete any assignments and tests missed during the suspension.

IMPORTANT NOTICE

1. (E.C. 48900) No pupil shall be suspended or expelled for any of the acts enumerated unless the act is related to school activity or school attendance. 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:

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

*All K-12 campuses are closed campuses. This means that students may not leave campus between periods or during lunch.

2. Students accumulating 20 days of home suspension only are subject to involuntary transfer to an alternative program.

3. Disciplinary action will be taken if a student's behavior is disruptive to the instructional process or causes a danger to persons or property even though the offense is not defined in this Conduct Code.
4. (E.C. 48904 sub-section a 4) 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 so caused by the minor. The liability of the parent or guardian shall not exceed the state established limit. The parent or guardian shall also be liable for the amount of any reward not exceeding the state established limit.
5. Students and parents have a right to appeal disciplinary action taken against a student. A meeting must be requested with the principal.
6. **DEBTS OWED FOR LOSS OR DAMAGE TO SCHOOL DISTRICT PROPERTY:** In grades K-6, parents/ guardians will be notified of debts incurred by their students. Any 6th grade student who owes for outstanding school debts will be ineligible to participate in extracurricular activities, grades 7-12, until the debt is paid or until the student completes a program of voluntary work as provided in Education Code 48904 in lieu of payment. However, attendance, substance abuse, behavior, and classroom citizenship eligibility consequences shall not carry over from elementary school to junior high school.
7. **Search and Seizure:** The Board authorizes school officials to conduct searches when there are reasonable grounds or 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 urges that discretion, good judgment, and common sense be exercised in all cases of search and seizure.

Vehicles are subject to search on school property. By entering school property, the person driving any vehicle is deemed to consent to a complete search of the vehicle--all its compartment 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)

EXTRA-CURRICULAR ACTIVITY ELIGIBILITY

1. ACADEMIC

In order for a pupil to participate in the extra-curricular activities listed above, as well as athletics (9-12); spirit leaders/cheerleaders (9-12); student government (7-12), the pupil shall achieve a grade point average of 2.0 with no more than one "F."

Grades 7-8

The eligibility grading periods shall be the first quarter, first semester, third quarter and second semester.

The grading periods shall be considered consecutive and uninterrupted. Therefore, the second semester grade of the 7th grade shall be the basis for determining the first quarter eligibility for the 8th grade year.

Three weeks after grades are released to students, any junior high student has five (5) school days to petition the principal/designee to be placed on academic probation and regain privileges. A student must maintain a "C" grade and satisfactory citizenship in each class to remain on probation.

Grades 9-12

Academic, attendance, substance abuse, behavior, and classroom citizenship eligibility consequences shall not carry over from junior high to high school. **Ineligibility due to Delhi Unified Schools textbook or library book debts shall carry over from junior high to high school and will be effective beginning 2nd quarter.** The eligibility grading periods shall be the first quarter, first semester, third quarter and second semester.

The grading periods shall be considered consecutive and uninterrupted. **Therefore, the second semester grade of the previous year shall be the basis for determining the first quarter eligibility for the following year. EXCEPTION: Initial high school eligibility will be waived for all incoming ninth grade students not meeting the district academic eligibility criteria.**

This shall be a one-time waiver for the first quarter of the fall semester only.

7-12 Summer School Grades--Effect on Eligibility

Summer school grades shall be included to determine eligibility.

In calculating eligibility, a summer school grade will replace the grade of a “like” course taken previously. Grades/credits earned in summer school classes which do not replace grades earned previously in “like” courses will be averaged with grades from the previous grading period.

Summer school grades shall not impair a student’s academic eligibility achieved in the previous grading period.

Athletic Probation

Athletic Probationary Policy

Student-athletes who are academically ineligible are allowed one appeal during grades 9 and 10, and one time during grades 11 and 12, if they meet the DHS requirements for an appeal.

Academic Appeal Requirements

1. Student-athletes with a 1.8 GPA or above and/or have no more than 2 “Fs” are eligible to appeal. Student-athletes below a 1.8 GPA are not allowed to appeal. Student-athletes with more than two “F’s” are not allowed to appeal.
2. A student-athlete is not allowed to appeal if he/she was ineligible the prior grading period. Example: A student-athlete who is ineligible for his/her first quarter grades is not eligible to appeal the next grading period (first semester grades).
3. A student-athlete is not allowed to appeal to participate on a team that limits the number of students that may participate, unless there is an available spot.
4. A student-athlete that is not eligible due to disciplinary consequences, may not be considered for an academic appeal.
5. A student-athlete who is currently ineligible will remain so until the next grading period when grades are officially posted. The Student-Athlete must meet school eligibility requirements at that time to be eligible for athletic participation.
6. Athletes who meet the Academic Appeal Requirements will be placed on team probation. The athlete will be allowed to stay with the team and participate in practices only. Students on probation may not travel with the team to games and may not dress with the team, nor sit on the bench or stand on the sideline with the team.
7. At the end of the quarter, those athletes who have regained their eligibility may fully participate with the team on the official district eligibility date.
8. Teams competing with athletes ineligible for any reason shall forfeit all contests in which the ineligible athlete(s) participated.

2. ATTENDANCE

Truancy

Absences will be considered unexcused and may affect extracurricular eligibility if not cleared within seven (7) school days after the student returns from the absence.

A student may not participate in extracurricular activities for nine (9) weeks if the student reaches Step 4 of the truancy policy.

If the student reaches Step 5, the student is ineligible to participate for nine (9) additional weeks from the date the student reached Step 5 of the truancy policy.

If a student reaches Step 6 of the truancy policy, the student is ineligible to participate in extracurricular activities for the remainder of the school year at the regular campus unless the student returns to the regular campus after successfully completing an alternative education program. A student reaching Step 6 of the truancy policy is also ineligible for 8th grade/senior trips; 8th grade graduation dance/high school prom; 8th grade/senior graduation ceremonies; athletics (9-12); spirit leaders/cheerleaders (9-12); student government (7-12).

Excessive Absenteeism

Students who are absent 15 days in one school year may be placed on Attendance Supervision which imposes the requirement that future absences be verified by a licensed medical practitioner.

If a student on Attendance Supervision accumulates five (5) unexcused absences (absences without medical verification), the student will be ineligible to participate in extracurricular activities the remainder of the school year at the regular campus unless the student returns to the regular campus after successfully completing an alternative education program.

3. SUBSTANCE ABUSE

A. A student who is suspended for:

1. Possession of not more than one ounce of marijuana, or possession, use, or being under the influence of an alcoholic beverage, or intoxicant; or
2. For possession of drug paraphernalia is ineligible to participate in extra-curricular activities according to the following guidelines:

1st Offense: Student is ineligible to participate in all extra-curricular activities as well as 8th grade/senior trips; 8th grade graduation dance, winter formal, high school prom; 8th grade/senior graduation ceremonies; athletics (9-12); spirit leaders/cheerleaders (9-12); student government (7-12) for 18 school weeks from the time of the suspension, unless the student completes a District-approved intervention program. Completion of the program will reduce the period of ineligibility to nine (9) school weeks.

2nd Offense: Student is ineligible for the length of the expulsion. If the student receives a suspended expulsion, the student is ineligible to participate in all extra-curricular activities as well as 8th grade/senior trips; 8th grade graduation dance, winter formal, high school prom; 8th grade/senior graduation ceremonies; athletics (9-12); spirit leaders/cheerleaders (9-12); student government (7-12) for 18 school weeks from the time of the first day of suspension unless the student completes a District-approved intervention program. Completion of the program will reduce the period of ineligibility to nine (9) school weeks.

B. A student who possesses a controlled substance (except for the first offense of possession of not more than one ounce of marijuana other than concentrated cannabis) or who sells, furnishes, or unlawfully offers, arranges, or negotiates to sell an alcoholic beverage, controlled substance, drug-paraphernalia, or an in-lieu substance (look-a-like purported to be a controlled substance) is ineligible to participate in extra-curricular activities according to the following guidelines:

1st Offense: Student is ineligible for the length of the expulsion. If the student receives a suspended expulsion, the student is ineligible to participate in all extra-curricular activities as well as 8th grade/senior trips; 8th grade graduation dance, winter formal, high school prom; 8th grade/senior graduation ceremonies; athletics (9-12); spirit leaders/cheerleaders (9-12); student government (7-12) for 18 school weeks from the date of suspension unless the student completes a District-approved intervention program. Completion of the program will reduce the period of the ineligibility to nine (9) school weeks.

4. BEHAVIOR

Students who are home suspended for four (4) days and/or home suspended twice within a quarter are to be declared "ineligible" and may not participate in extra-curricular activities as well as 8th grade/ senior trips; 8th grade graduation dance, winter formal, high school prom; 8th grade/senior graduation ceremonies; athletics (9-12); spirit leaders/cheerleaders (9-12); student government (7-12) for nine (9) school weeks commencing from the time of the suspension.

If an additional suspension occurs during the nine (9) school week period, the period of ineligibility is to be extended for nine (9) school weeks effective the date of the subsequent suspension, but will not extend beyond the current school year.

Students who are on involuntary transfer to alternative education will be ineligible to participate in

extracurricular activities as including the winter formal and senior prom, athletics (9-12), spirit leaders/cheerleaders (9-12), student government (7-12) for the remainder of the school year at the regular campus unless the student returns to the regular campus after successfully completing an alternative education program.

5. DEBTS OWED FOR LOSS OR DAMAGE TO SCHOOL DISTRICT PROPERTY Students with outstanding debts (K-12) will not be allowed to participate in extracurricular activities as well as 8th grade/senior trips; 8th grade graduation dance/high school prom; 8th grade/senior graduation ceremonies; athletics (9-12), spirit leaders/cheerleaders (9-12); student government (7-12) until the debt is paid or until the student establishes a program of voluntary work as provided by the Education Code 48904 in lieu of payment.

Notification to the parent/guardian regarding the debt will be made in writing. The effective date to determine eligibility shall be three (3) days after the issuance of the notification letter.

Loss of privileges includes participation in the graduation ceremony (grades 7-12) if the parent/guardian is notified of the debt at least three (3) days prior to the ceremony.

Note: Attendance, substance abuse, behavior, and classroom citizenship eligibility consequences shall not carry over from junior high to high school.

However, any student who owes for outstanding school debts will remain ineligible to participate in extracurricular activities, grades 7-12, athletics (9-12), spirit leaders/cheerleaders (9-12), student government (7-12), until the debt is paid or until the student establishes a program of voluntary work as provided in Education Code 48904 in lieu of payment. **EXCEPTION:** Initial high school eligibility will be waived for all incoming ninth grade students not meeting the district academic eligibility criteria. This shall be a one-time waiver for the first quarter of the fall semester only.

ALL 7-12 STUDENTS

The District reserves the right to exclude a student from the graduation ceremony or other activities for a flagrant infraction to the Conduct Code irrespective of the student's citizenship status.

RIGHT OF APPEAL AND DUE PROCESS SUSPENSION

1. Suspension by the principal/designee, or the superintendent, shall be preceded by an informal conference which is conducted by the principal or his/her designee between the pupil, and, whenever practicable, the teacher, supervisor, or school employee who referred the pupil to the principal. At the conference the pupil 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, sub-section b)

2. A principal/designee, or the superintendent, may suspend a pupil without affording the pupil an opportunity for a conference only if the principal or his/her designee determines that an "emergency situation" exists. If a pupil is suspended without a conference prior to a suspension, both the parent and pupil shall be notified of the pupil's right to such a conference and the pupil's right to return to school for such purpose. The conference shall be held within two (2) school days, unless the pupil waives his 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 pupil is physically able to return to school for the conference. (E.C. 48911, sub-section c)

3. At the time of suspension, a school employee shall make a reasonable effort to contact the parent or guardian of the pupil in person or by telephone. (E.C. 48911, sub-section d)

4. Whenever a pupil is suspended from school, the parent or guardian shall be notified in writing of the suspension. (E.C. 48911, sub-section d)

5. The parent or guardian of any pupil shall respond without delay to any request from school officials to attend a conference regarding his/her child's behavior. (E.C. 48911, sub-section f)

6. The pupil or pupil's parent or guardian has the right to appeal the suspension to the building principal whose decision will be final. A meeting must be requested within five (5) school days following the first day of suspension.

7. Students remain on suspension through the appeal process. If the suspension is overturned by the principal, all information related to the suspension will be deleted from the pupil's record.

EXPULSION

1. In a case where expulsion is being processed by the Governing Board, the superintendent/designee may extend the suspension until such time as the Governing Board has rendered a decision, provided that the superintendent/designee has determined that the presence of the pupil at the school or in an alternative school placement would cause a danger to persons or property or a threat of disrupting the instructional process. (E.C. 48911, sub-section g)

2. The pupil and the pupil's parent or guardian shall be entitled to a hearing to determine whether the pupil should be expelled. An expulsion hearing shall be held within 30 school days of the date the principal or superintendent determines that the pupil committed any of the acts enumerated in Section 48900 unless the pupil requests in writing that the hearing be postponed. The pupil shall be entitled to at least one postponement for a period of not more than 30 calendar days of an expulsion hearing. In the event that compliance by the Governing Board with the above time requirements is impracticable, 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, sub-section a)

3. Written notice of the hearing shall be forwarded to the pupil at least 10 calendar days prior to the date of the hearing. (E.C. 48918, sub-section b)

4. An Administrative Panel shall conduct a hearing to consider the expulsion of a pupil in a session closed to the public unless the pupil or the pupil's parent or guardian requests, in writing at least five (5) days prior to the date of the hearing, that the hearing be a public meeting. (E.C. 48918, sub-sections c, d)

5. Within three (3) school days following the hearing, the Administrative Panel shall determine whether to recommend expulsion of the pupil to the Governing Board. (E.C. 48918, sub-section e)

6. The expulsion order and the causes therefore shall be recorded in the pupil's mandatory interim record and shall be forwarded to any school in which the pupil subsequently enrolls upon receipt of a request from the admitting school for the pupil's school records. (E.C. 48918, sub-section j)

7. A decision of the Governing Board whether to expel a pupil shall be made within 10 school days following the conclusion of the hearing, unless the pupil requests in writing that the decision be postponed. If the hearing is held by an Administrative Panel, or if the district Governing Board does not meet on a weekly basis, the Governing Board shall make its decision about a pupil's expulsion within 40 school days after the date of the pupil's removal from his/her school of attendance for the incident for which the recommendation for expulsion is made by the principal or the superintendent, unless the pupil 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, sub-section i)

9. Students who have been expelled shall not participate in extracurricular activities, including the 8th grade/senior trips, 8th grade graduation dance, winter formal, high school prom, and the graduation ceremony (grades 8 & 12) 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.

10. Students who are on a suspended expulsion to another site will be ineligible to participate in extracurricular activities at the original site including the 8th grade/senior trips, 8th grade graduation dance, high school prom, winter formal, and the graduation ceremony (grades 8 & 12).

11. At the time an expulsion of a pupil is ordered for an act other than those described in subdivision (c) of Section 48915, the Governing Board shall set a date, not later than the last day of the semester following the semester in which the expulsion occurred, when the pupil shall be reviewed for readmission to a school maintained by the District. The Senior Director, Child Welfare and Attendance/Designee will determine if the conditions for readmittance in the expulsion order have been met.

12. For a pupil who has been expelled pursuant to subdivision (c) of Section 48915, 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 a school maintained by the District, except that the Governing Board may set an earlier date for readmission on a case-by-case basis. The Senior Director, Child Welfare and Attendance/Designee will determine if the conditions for readmittance in the expulsion order have been met. Subdivision (c) of Section 48915 offenses include:

- Possessing, selling, or otherwise furnishing a firearm.
 - Brandishing a knife at another person.
- Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.
- Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.
- Possession of explosives (except snappers, poppers, firecrackers, and fireworks).

INVOLUNTARY TRANSFER TO OPPORTUNITY SCHOOL

California Department of Education Guidelines

Opportunity Education schools, classes, and programs are established to provide additional support for students who are habitually truant from instruction, irregular in attendance, insubordinate, disorderly while in attendance, or failing academically.

A decision to transfer a pupil involuntarily shall be based on findings that the pupil (a) committed an act enumerated in E.C. 48900, or (b) has been habitually truant or irregular in attendance from instruction upon which he or she is lawfully required to attend.

The student and the student's parent or guardian will be notified in writing of the intended assignment to the Opportunity School program. The parent or guardian has the right to request a meeting with the school officials. The purpose of this meeting will be to discuss the specific reason(s) for the transfer being recommended. Following the third-party review of the referral document, a final decision for the transfer will be made. The student and parent or guardian has the right to appeal the third-party decision to the Senior Director, Child Welfare and Attendance.

At the request of the student's parent or guardian, the involuntary transfer shall be reviewed at the end of each semester/trimester of attendance at the alternative education site. Students who are on involuntary transfer to alternative education will be ineligible to participate in extracurricular activities, including winter formal and senior prom, for the remainder of the school year at the regular campus unless the student returns to the regular campus after successfully completing an alternative education program.

INVOLUNTARY TRANSFER TO CONTINUATION SCHOOL (E.C. 48432.5)

A decision to transfer the pupil involuntarily shall be based on finding that the pupil (a) committed an act enumerated in E.C. 48900, or (b) has been habitually truant or irregular in attendance from instruction upon which he or she is lawfully required to attend.

Involuntary transfer to a continuation school shall be imposed only when other means fail to bring about pupil improvement; provided that a pupil may be involuntarily transferred the first time he or she commits an act enumerated in Section 48900 if the principal determines that the pupil's presence causes a danger to persons or property, or threatens to disrupt the instructional process.

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 a designee of the district superintendent.

None of the persons involved in the final decision to make an involuntary transfer of a pupil to a continuation school shall be a member of the staff of the school in which the pupil is enrolled at the time that the decision is made.

Students who are on involuntary transfer to alternative education will be ineligible to participate in extracurricular activities, including the winter formal and senior prom, for the remainder of the school year at the regular campus unless the student returns to the regular campus after successfully

completing an alternative education program.

At the request of the student's parent or guardian, the involuntary transfer shall be reviewed following the second semester of attendance at the alternative education site.

SUSPENSION FROM CLASS

A teacher may suspend any pupil from the teacher's class for any violation of E.C. 48900, for the day of the suspension and the day following.

The teacher shall send the pupil to the principal/designee for appropriate action. If that action requires the continued presence of the pupil at the school site, the pupil shall be under appropriate supervision.

As soon as possible, the teacher shall ask the parent/guardian of the pupil to attend a parent/teacher conference regarding the suspension. If an in-person conference cannot be arranged, a telephone conference may be substituted. A school administrator shall attend the conference if the teacher or parent/guardian so requests.

The pupil shall not be returned to the class during the period of suspension without the concurrence of the teacher and the principal. A pupil suspended from a class shall not be placed in another regular class during the period of suspension.

DETENTION OF STUDENTS AFTER SCHOOL

Students may be detained after school for up to 15 minutes without prior notice to the parents.

Detention from 16 to 30 minutes requires a reasonable effort to give prior notice to the parent. Detention longer than 30 minutes requires prior notice to the parent. Prior notice includes telephone calls.

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.

DRESS CODE

"Dress for Success," Appropriate dress is just as important in the school setting as it is in the world of work. As part of the dress policy at DMS, we have established an expectation that **no clothes may be worn that are altered in any way** without prior approval at a school sanctioned activity or organization. That means that clothing may not have embroidery, decals, iron on names, no rolled up cuffs to the calf or knee or rubber bands on pant legs/cuffs, slogans, or decorations, unless it is associated with DMS/DHS athletics, clubs, classes, etc. **No hats or knit caps** allowed on campus (*Exception: DMS/DHS Hawk ball caps and knit caps*). **Knit caps, ball caps and hoodies are not to be worn in the classroom.** The dress code will be enforced on field trips and senior trips. Students in violation of the dress code are subject to disciplinary action.

It is our firm belief that most of the students at Delhi Middle School use exceptionally fine judgment regarding their personal appearance and standards of dress. A dress code is designed primarily to help students save themselves from possible embarrassment or health and safety hazards by wearing clothes that are inappropriate for school. We believe it is primarily a parental responsibility to see that student dress is acceptable for attending school.

1. Hair shall be clean and neatly groomed. Aerosol cans of hair color are not permitted at school. No spray-on-color that would drip, when wet, is allowed at school.
2. Shoes must be worn at all times. Shoes or foot attire must be reasonable and appropriate to school activity or program.
3. Commercial lettering or printing will be allowed on shirts and sweatshirts as long as it is acceptable as school attire. Alterations to shirts and sweatshirts will be prohibited if the alterations are not affiliated with school-sponsored programs or activities. Crude or vulgar printing or pictures depicting drugs, alcoholic beverages, tobacco, profanity or sexually suggestive are not acceptable.

4. All clothing shall be within the bounds of decency and good taste as appropriate for school. **Clothing shall be sufficient to conceal undergarments at all times.** Attire that is sexually suggestive or extremely brief is not allowed. This includes, but is not limited to: low-cut garments, strapless or off the shoulder tops, bare midriff, tank tops/muscle shirts, undershirts, fishnet tops, see through tops, halter tops, tube tops, spaghetti straps, shorts which are shorter than mid-thigh or fingertip length and shirts shorter than fingertip length. **T-shirts must not be more than one (1) size larger than the student's size and must not cover the entire pocket.** (A jacket or cover-up to conceal the above type of clothing is not acceptable). Shirts must be worn at all times.
5. Clothing or attire that is considered a safety hazard will be prohibited. For example, shirts/t-shirts that are extremely long are subject to administrative discretion.
6. Pajamas are not to be worn at school unless the day has been officially sanctioned as a "pajama" day by school administration.

The following attire is not allowed on campus.

1. No shirts, jackets or dress apparel etc., displaying or advocating profanity, obscenity, or vulgarity. No gang membership/affiliation, violence, including racial power or supremacy. (I.e. Smile Now/Cry Later, Eight Ball, Rolling Hard, Ben Johnson, Ben Davis, Vato Loco, My Crazy Life, Por Vida, etc.) will not be permitted. If a student is determined to have violated the dress code by wearing gang colors, he/she will be banned from wearing specific colors or any gang related apparel.
2. No clothing, jewelry etc., which advertises or promotes the use of illegal drugs/substance or gang affiliation, is allowed. No clothing that advertises or promotes the use of alcohol, drugs, tobacco, bigotry, promiscuity, and overt sexuality. (I.e. (i.e. High Times, Cookies, Jamin' Columns, domestic or foreign beer or alcohol shirts or jerseys. The marijuana leaf and the number "420" is unacceptable on any clothing or school/private gear. No 'gamecock" or fighting "rooster" shirts.)
3. No sport jerseys of any kind, professional or collegiate will be permitted on campus unless a day is designated and approved by the administration.
4. No bandanas, hair nets, scarves, etc. are permitted.
5. Only hats and beanies with DMS/DHS logos, unaltered, will be permitted on campus. However, Knit caps, ball caps, **beanies** or sweatshirt **hoods** are **not to be worn in the classroom.**
6. No all red or all blue belts. No military style belts (cloth, web, etc.). No belts or suspenders hanging down or dragging. Pants must be within two (2) sizes of the student's waist.
7. No monogram or lettered belt buckles or gang-related belt buckles (ie. "S", "N", "M", "13", "14").
8. No solid red or all blue T-shirts, shoes or shoe laces.
9. No gang affiliated graffiti on binders, book covers, spiral notebooks or any school related materials.
10. No magazines that feature gang graffiti, gang-related titles or topics or advocate gang membership are allowed on campus.
11. No magazines that advocate the usage of illegal drugs or related paraphernalia are allowed on campus. (i.e. High Times, Jamin' Columns)
12. No tattoo that advertises or promotes gang activity or affiliations, alcohol, drugs, tobacco, bigotry, promiscuity or overt sexuality is permitted on campus. The above type of tattoos must be covered up.
13. Sunglasses may not be worn indoors without a note from a physician or school administrator.
14. Students may not wear three (3) pieces of either red or blue.
15. **If there is any doubt as to whether the student's attire meets the dress code standards, the attire will be considered inappropriate. No borderline cases will be allowed.**

Emergency Alerts

IN AN EMERGENCY WHEN YOU HEAR IT. DO IT.

LOCKOUT! GET INSIDE. LOCK OUTSIDE DOORS.

STUDENTS

Return inside
Business as usual

TEACHER

Bring everyone indoors
Lock perimeter doors
Increase situational awareness
Business as usual
Take attendance



LOCKDOWN! LOCKS, LIGHTS, OUT OF SIGHT.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

TEACHER

Lock interior doors
Turn out the lights
Move away from sight
Do not open the door
Maintain silence
Take attendance



EVACUATE! TO ANNOUNCED LOCATION.

STUDENTS

Bring your phone
Leave your stuff behind
Follow instructions

TEACHER

Lead evacuation to location
Take attendance
Notify if missing, extra or injured students



SHELTER! HAZARD AND SAFETY STRATEGY.

STUDENTS

Hazard	Safety Strategy
Tornado	Evacuate to shelter area
Hazmat	Seal the room
Earthquake	Drop, cover and hold
Tsunami	Get to high ground

TEACHER

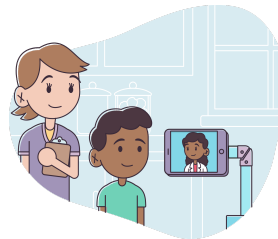
Lead safety strategy
Take attendance



HAZEL HEALTH: Hazel Health has partnered with the schools to keep kids healthy and ready to learn. Students must have a consent form on file to receive services from a medical provider at no charge. It is available during school hours to address your child's healthcare needs. The school can connect to a remote licensed medical practitioner through the Hazel Health telehealth system. By completing this form, your child can access the school health center.

Services Include:

- Urgent care visits
- Health screenings
- Follow-up care and consultation
- Coordination with family physician
- Prescriptions sent to preferred pharmacy
- Over-the-counter medication
- School and community resource referrals



UNIFORM COMPLAINT PROCEDURE – DISTRICT BOARD POLICY

Annual Notification of the Uniform Complaint Procedure

Parents, students, and guardians have the right to file a written complaint against specific state and federal programs operated by the district for alleged violation of state and federal law under Delhi Unified School District Board Policy. Complaints are to be submitted in writing to the District Superintendent,

who will distribute it to the appropriate Compliance Officer. If dissatisfied with the district's decision on the formal complaint, the decision may be appealed within fifteen (15) days of the district's written decision to the State Superintendent of Public Instruction, Attention: Complaint Process Management Services Unit, California Department of Education, P.O. Box 944272, Sacramento, Ca 94244-2740. In addition, there may be civil law remedies available. Review and appeal procedures concerning complaints are described in #4650, 4652 and 4671 of the California Code of Regulation requirement is available for review in the Delhi Unified School District Office, 9716 Hinton Ave., Delhi, CA 95315, telephone (209) 656-2000

Student Conduct: Board Policy 5131 Prohibited student conduct includes, but is not limited to:

Harassment of students or staff, including bullying, intimidation, so-called “cyber bullying,” hazing or initiation activity, ridicule, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause bodily harm, emotional suffering or substantial disruption.

CYBER BULLYING: A law aimed at deterring cyber bullying in public schools went into effect January 1, 2009. The law allows educators to suspend or expel students in grades 4-12 who engage in cyberbullying. Cyber bullying is deemed as harassing others through the use of any type of electronic device such as a computer (online) or cell phone used to create an intimidating, hostile or offensive environment in schools. Cyber bullying includes the posting of harassing messages, direct threats, social cruelty, or other harmful text, sounds or images on the Internet, social networking sites, or other digital technologies, as well as breaking into another person's account and assuming that person's identity in order to damage that person's reputation or friendships or to hide or mask oneself from discovery.

Consequences: Students who violate district or school rules and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs or denial or the privilege of participation in extracurricular or co-curricular activities in accordance with board policy and administrative regulation, and contact with local law enforcement as appropriate.

SEXUAL HARASSMENT

It is the school's policy that all persons regardless of their gender should enjoy freedom from discrimination of any kind. The purpose of this section is to provide notification of the prohibition against sexual harassment as a form of sexual discrimination and to provide notification of available remedies.

Behaviors that are defined as harassment include but not limited to:

1. Sexual Favors or Threats: Pinching, grabbing, patting, leering, or making explicit or implied threats or promises in return for submission to physical acts.
2. Verbal Harassment: Epithets, derogatory comments or slurs on the basis of sex, race, religious creed, color, national origin, ancestry, handicap, disability, medical condition, marital status or age.
3. Physical Harassment: Assault, impeding or blocking movement, using physical interference with normal work or movement when directed at an individual on the basis of the above listed categories.
4. Visual Forms of Harassment: Derogatory posters, notices, bulletins, cartoons, or drawings on the basis of the above listed categories.

SEXUAL HARASSMENT- COMPLAINT PROCEDURE

- A. **Filing:** Any person, student, employee or job applicant who believes he or she has been harassed may make a complaint orally or in writing with any of the following:
 1. Teacher, principal, or principal's designee.
 2. Superintendent or the Affirmative Action officerAny supervisor who receives a harassment complaint must notify the Superintendent or Affirmative Action officer immediately.

- B. **Notification:** Upon notification of a harassment complaint, the Superintendent or Affirmative Action officer shall:
1. Authorize and supervise the investigation of the complaint and/or investigate the complaint. The investigation will include interview with:
 - a. The complainant.
 - b. The accused harasser.
 - c. Any other person the Affirmative Action officer has reason to believe has relevant knowledge concerning the complaint. This may include victims of similar conduct;
Information collected will be maintained in the strictest of confidence.
 2. Review information gathered through the investigation to determine the facts and whether the alleged conduct constitutes harassment; consideration shall be given to all factual information, the totality of the circumstances, including the nature of the verbal, physical, visual or sexual conduct and the context in which the alleged incidents occurred;
 3. The complainant shall meet informally with the Affirmative Action officer in an attempt to resolve the complaint. If it cannot be resolved informally a written report shall be made.
 4. The complainant may submit a formal written complaint to the Superintendent within ten (10) days of the unresolved informal meeting. The complaint must include: a). the complainant's signature, name, address, and phone number. b). the name of the person who committed the alleged violation, c). A description of the conduct or harassment. d). a specific description of the time, place, nature, participants in and witnesses to the alleged violation. e). it should include any other pertinent information relating to the violation.
 5. If the complaint is not resolved at the Superintendent's level, the complainant may file a written appeal to the Governing Board. All previously gathered information would be forwarded to the Governing Board. If the complaint involves a district employee the matter will be conducted in close session as a personnel matter. The Board shall render its decision within ten (10) working days.
 6. If harassment occurred, take and/or recommend to the appropriate authority to take prompt and effective remedial action against the harasser. If discipline is imposed, the discipline will not be communicated to the complainant. The action will be commensurate with the severity of the offense.
 7. Take reasonable steps to protect the victim and other potential parties involved from further harassment;
 8. Take reasonable steps to protect the complainant from any retaliation as a result of communicating the complaint.
 9. If appropriate, take action to remedy the victim's loss, if any, which resulted from the harassment.

Other Remedies: Complainants may appeal the District's actions to the California Department of Education. The Superintendent or designee shall ensure that complainants be informed that injunctions, restraining orders and other civil law remedies may also be available to them. This information shall be published with the District's complaint procedures and included in any related notices.

Parents should also reference the Delhi Unified School District Annual Rights and Responsibilities available at each school site and on the district webpage.