

2017-2018

PARENT/STUDENT HANDBOOK

Tulare Joint Union High School District



SIERRA VISTA

CHARTER HIGH SCHOOL

The Best View, Is The View From The Top

351 N. K Street
Tulare, CA 93274
559-687-7384
<http://svchs.tjuhsd.org>

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MISSION, VISION, STUDENT LEARNING OUTCOMES WE ARE THE MOUNTAIN LIONS!

MISSION

The mission of Sierra Vista Charter High School is to provide a comprehensive developmental program addressing the academic, career, and personal/social development of all students. The program provides services to enhance academics, encourages self-awareness, fosters interpersonal communication skills, develops college and career readiness skills, and prepares all students to be contributing members of society.

VISION STATEMENT

The vision and purpose of Sierra Vista Charter High School is to provide a quality education to students in grades 9-12 who are in need of an alternative academic setting.

STUDENT LEARNING OUTCOMES

The goals for students at Sierra Vista Charter High School are as follows:

- Become effective communicators.
- Develop the 21st Century Skills of critical thinking, creativity, communication and collaboration that result in college and career readiness.
- Develop strong learning skills through literacy instruction, collaborative learning, and independent tasks.
- Develop information, media, and technological skills.

SVCHS ADMINISTRATION, FACULTY, SUPPORT STAFF FOR 2017-2018

Meet our Highly Qualified Sierra Vista Charter High School Staff

Under the provisions of the No Child Left Behind Act (NCLB) all public school teachers and para-professionals are required to be “Highly Qualified”. Information concerning the professional qualifications of our teachers and para-professionals is available by contacting the Tulare Joint Union High School District’s Assistant Superintendent for Human Resources.

The main office at Sierra Vista Charter High School is open Monday through Friday from 7:30 a.m.- 4:30 p.m. All visitors are required to check in immediately upon arrival.

<u>Administrative Team</u>	<u>Position</u>	<u>Email Address</u>
Tammy Aldaco	Principal	tammy.aldaco@tjuhsd.org
Veronica Covert	Counselor	veronica.covert@tjuhsd.org
Susan Meadows	School Psychologist	susan.meadows@tjuhsd.org
<u>Teachers (Alphabetized)</u>		
Juan Alvarado	Teacher	juan.alvarado@tjuhsd.org
Christe Byerlee	Teacher	christe.byerlee@tjuhsd.org
Dan Brichta	Mathematics Teacher	dan.brichta@tjuhsd.org
Sesar Carreno	Teacher	sesar.carreno@tjuhsd.org
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Corinna Gilbert	Teacher	corinna.gilbert@tjuhsd.org
David Heckelman	Teacher	david.heckelman@tjuhsd.org
Gloria Hernandez	English Support Teacher	gloria.hernandez@tjuhsd.org
Greg Knight	Teacher	greg.knight@tjuhsd.org
Tiffini Knight	Teacher	tiffini.knight@tjuhsd.org
Larry Lyons	Teacher	larry.lyons@tjuhsd.org
Ruthie Milburn	Teacher	ruthie.milburn@tjuhsd.org
Wendy Miller	Mathematics Teacher	wendy.miller@tjuhsd.org
Jill Monitz	Resource Specialist	jill.monitz@tjuhsd.org
Gloria Parke	Teacher	gloria.parke@tjuhsd.org
Carlos Peralta	Teacher	carlos.peralta@tjuhsd.org
Jeff Riggs	Culinary Arts Teacher	jeffrey.riggs@tjuhsd.org
Silvia Saucedo	Teacher	silvia.saucedo@tjuhsd.org
George Vega	Teacher	george.vega@tjuhsd.org
Donna Weaver	Mathematics Teacher	
Katie Wilding	Teacher	katie.wilding@tjuhsd.org
<u>Support Staff (Alphabetized)</u>		
Gabriella Fanucchi	Instructional Aide	gabriella.fanucchi@tjuhsd.org
Jacquelyn Gamez	Computer Lab Aide	jacquelyn.gamez@tjuhsd.org
Jackie Medeiros	Principal’s Secretary	jackie.medeiros@tjuhsd.org
Victoria Perez-Hinojosa	Community Liaison/Testing Coordinator	victoria.perez@tjuhsd.org
Danielle Quihuiz	Resource Aide	danielle.quihuiz@tjuhsd.org

2017-2018 COURSE LIST FOR SIERRA VISTA CHARTER HIGH SCHOOL

ENGLISH	MATH	SCIENCE
*English 9	*Pre-Algebra	*Physical Science
*English 10	**CA-Common Core Algebra 1	CA-Physical Science
*English 11	*Algebra 1	*Life Science
*English 12	**CA-Common Core Geometry	Biology
**CA Common Core English Language Arts 9 (Romeo, Juliet)	Geometry	CA-Biology
**CA Common Core English Language Arts 10 (Julius Cesar)	**CA-Common Core Algebra II	Chemistry
**CA Common Core English Language Arts 11 (American Literature)	*Algebra II	Earth
**CA Common Core English Language Arts 12 (Macbeth)	*Applied Math/Fundamentals	
	Culinary Math	
SOCIAL SCIENCE	FOREIGN LANGUAGE	PE/HEALTH
*World History and Geography	**Spanish 1	*Health/Physical Ed. 1
CA-World History and Geography (1 semester course)	**Spanish 2	*Health/Nutrition/Physical Ed. 2
*U.S. History and Geography	ELECTIVES	Health and Physical Education Bundle
**CA-United States History and Geography	Strategies for Academic Success-Study Skills	OTHER
*Government	Career Planning and Development	College and Career Readiness Curriculum
CA-Principles of American Democracy (1 semester course)	Psychology (year-long course)	Edmentum/Plato-Credit Recovery
*Economics		

CA-Economics (1 semester course)	*Teen Parenting	
	*Personal Finance	

 = Virtual classroom courses available in Edgenuity (online)

* = Practical Curriculum Available

** = Edgenuity Course and indicates that the course is UCOP approved for the a-g requirements.

CA-VT= CA Virtual Tutor Course through Edgenuity (online)

The following is a current list of courses offered at Sierra Vista Charter High School. The “A-G” requirements for UC and CSU entrance are as follows:

A-History, Social Science: 2 years required (World History, US History, and Government)

B-English: 4 years required

C-Mathematics: 3 years required, 4 years recommended (Algebra 1, Geometry, and Algebra 2)

D-Laboratory Science: 2 years required, 3 years recommended (Biology, Chemistry or Physics)

E-Foreign Language: 2 years required, 3 years recommended

F-Visual & Performing Arts: 1 year required (Art, Dance, Drama or Music)

G-Electives: 1 year required (Art, History, Social Science, English, Advanced math, Laboratory Science, Foreign Language)

To learn more about the UC and CSU admission process, please visit the following websites:

- <http://www.admission.universityofcalifornia.edu/>
- <http://www.csumentor.edu/>

The counselor, Mrs. Covert will assist students in choosing courses that will meet college admission requirements.

COMMON CORE STATE STANDARDS AND SMARTER BALANCED ASSESSMENTS



In spring 2015, Sierra Vista Charter High School 11th graders were part of the three million California public school students who took the new Smarter Balanced assessments using computers, tablets and other digital devices. If taking the tests online wasn't challenging enough, the assessments measured how well students met new academic standards in English language arts and math known as [the Common Core](#). The massive effort to assess the students in grades three through eight and eleven using the new standardized tests is practically over; we are now just waiting for the results.

The California Department of Education is allowing each of the state's 1,028 school districts the flexibility to decide how to use these initial test scores. The state has put on hold any school penalties or rewards for standardized tests scores while students get used to taking the new assessments. Tests results are scheduled to be mailed to parents in a report format describing if a student exceeded, met, nearly met or did not meet standards in English language arts and math.

The Common Core standards were designed to develop student skills such as problem-solving and critical thinking, competencies needed in college and an increasingly competitive job market. All school districts in the state are now held accountable for assessing students based on the new standards. Some of you may still have questions:

“Common Core Standards”: What does that mean?

The Common Core State Standards Initiative is a state-led effort intended to establish a set of educational standards for students in kindergarten through 12th grade. Having the same standards helps to ensure all students receive a quality education, even if they change schools or move to a different state. Educational standards describe what students should know and be able to do in each subject in each grade. Common standards provide a consistent, clear understanding of what students are expected to learn, so teachers and parents know what they need to do to help them. The Common Core Standards are designed to be robust and relevant to the real world, reflecting the knowledge and skills our students need for success in college and careers. With our students fully prepared for the future, our communities will be best positioned to compete successfully in the global economy.

Student assessments are not new, of course. Statewide tests were used in California prior to 1990, but in the early 1990s the state began assessing students more comprehensively in language arts, writing, mathematics, social science, science and physical education. In 1995, the Standardized Testing and Reporting (STAR) program was implemented. In 1998, the Stanford 9 (SAT-9) was selected and administered as the statewide test. In 2001, STAR began incorporating assessments called the California Standards Test (CST), developed to specifically measure California standards. Our school board required that all students attain and maintain a minimum score every year on each of the STAR subject tests in order to graduate from the district. The results of these assessments were reflected in the annual reports published regarding our student's academic progress and in Tulare Union's Academic Performance Index (API) score.

Beginning with the 2014-15 school year, the new Smarter Balanced Assessments in English language arts and mathematics were administered to juniors, based on the new Common Core State Standards.

How were the Common Core State Standards developed?

It began as an initiative that started with educators across the nation asking for a better-defined road map of grade level content to promote consistency among the nation's public schools. Then, our nation's governors through the National Governors Association and educational leaders through the Council of Chief State School Officers developed the Common Core State Standards. Teachers, parents, school administrators, state departments of education, assessment developers, scholars, students, community members and experts also provided input into the development of the CCSS.

The standards were written using the best and highest state standards already in existence throughout the country. The standards are written based on research around effective instruction, internationally benchmarked, and aligned with college and work expectations.

What does this mean for my student and Sierra Vista Charter High School?

We have made it a priority through the years to align our written, taught and tested curriculum, providing teachers with regular time during the school year, as well as during the regular winter and summer breaks to research data and modify essential learnings, benchmarks and assessments. We use the state standards as a basis for what students are supposed to know and be able to do. The new Common Core Standards emphasize helping students analyze and understand *why* an answer is correct.

Where can I learn more?

If you have any other questions, we recommend that you visit the California Department of Education (CDE) website at <http://www.cde.ca.gov>. You may also follow CDE Superintendent Tom Torlakson on Twitter at <https://twitter.com/cadepd> and Facebook at <http://www.facebook.com/CAEducation>. Another informative web site is the Common Core State Standards Initiative: <http://www.corestandards.org/>.

We hope this information is helpful to you. If you have any further questions, please contact the school office at 687-7384.

TULARE COUNTY COLLEGE NIGHT

September 12, 2017 (5:30 pm - 8:30 pm)

Visalia Convention Center

Join us and meet representatives from over 90 colleges, universities and specialty schools, to learn more about their campuses and educational programs. Attend valuable informational seminars on:

- College and University Admissions
- Financial Aid
- Scholarship Opportunities
- Writing College Admission Essays
- Spanish Language Sessions

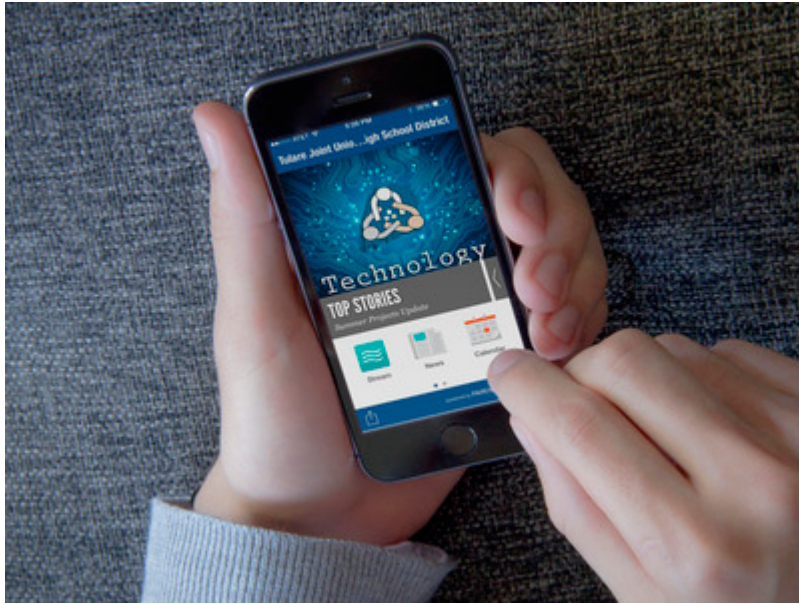


Students can download the College Night helpful hints handout to use when talking with college representatives and making a determination as to which college or university to attend. See website address below.

Sponsored by: Tulare County Office of Education, College Night Parent Advisors, Tulare County High Schools, Tulare County Community Organizations and Businesses.

http://www.tcoe.org/collegenight/docs/helpful_hints.pdf

PARENTLINK



ParentLink is an iOS and Android App designed to connect parents, students and the community with their schools. The App is free to download and provides users with news, calendars, notifications and more. With ParentLink, you can control exactly how much information you want to receive. In the App settings you can choose which schools you want to follow, and even which categories in a school.

The district has been working throughout the summer to align our new website with our ParentLink App in order to provide an effective outreach tool with the community. While we are proud to release the App today, we are just starting to scratch the surface of what this amazing App can do. We will be rolling out new features in the coming weeks and providing more content via the ParentLink App. Download today and watch for more information.

TULARE JOINT UNION HIGH SCHOOL DISTRICT STUDENT DRESS CODE POLICIES

The District encourages student to dress appropriately for school and enforces a dress code for all high school students. Research has shown that student dress and appearance affect student attitude and conduct and that appropriate grooming and dress are a part of the learning process. We understand that students and their parents freely choose a style of dress that reflects the student's individuality, but we also believe that there are standards of appropriateness in grooming so not to distract from the educational process. If you have any questions regarding the dress code policy, please contact the Principal at your convenience. It is important to note that the dress code shall apply at school and at all school-sponsored activities.

Each school shall allow students to wear sun-protective clothing, including but not limited to hats, for outdoor use during the school day. (Education Code 35183.5)

THE FOLLOWING GUIDELINES SHALL APPLY TO ALL REGULAR SCHOOL ACTIVITIES:

All clothing shall be neat, clean and acceptable in repair and appearance and shall be worn within the bounds of decency, safety, and good taste as deemed appropriate by school administration.

1. Footwear must be worn at all times

2. Any apparel, jewelry, accessory, notebook, backpack, or manner of grooming, which, by virtue of its color, arrangement, trademark or any other attribute, denotes membership in gangs, advocates drug use, violence, disruptive behavior or is offensive is prohibited. A behavior contract is enforced based on gang associated activities.

3. Caps and hats are not permitted on campus. From November 1st to March 1st, beanies will be allowed outdoors and must be:

- Free of designs other than district/school logos
- Free of any gang affiliation
- Free from advocating any alcohol, drug, or tobacco product

Any beanie not deemed appropriate by a school administrator will be confiscated.

Upon approval by site administration and for sun protection, students are allowed to wear a full brim hat that is constructed of cotton or canvas material, capable of being folded up while in the classroom. These hats must be:

- Free of any type of logo or writing
- Solid white or khaki color
- Removed upon entering building

4. See-through, bare midriff, fishnet blouses, spaghetti strap tops (straps must be one (1) inch or wider), low cut, revealing tops, muscle shirts, strapless tops, off-the-shoulder and undershirts are prohibited. Shirts cut low under the arm will not be acceptable. No student may wear clothing that contains words that are suggestive or has suggestive double meanings of lewdness, obscenity or vulgarity.

Clothing advertising alcohol, drug or tobacco products is prohibited.

5. The length of shorts must be within the bounds of decency and in good taste as appropriate for school. All shorts, skirts, and skorts must reach mid-thigh. Biker shorts shall not be worn as outer garments.

6. Any clothing, hairstyle, piercings, or styles of dress that may cause a threat, have a negative effect, or disrupt the educational process will not be permitted.

7. Shirts must be worn at all school activities including sporting events. Bare midriffs will not be allowed.

8. No bagging or sagging clothes are permitted. Pants must fit at the waist, hips, crotch and thighs. Belts must be tucked into the pant loop. No inappropriate holes or frays will be permitted.

9. Bandannas are not allowed at school or at school-sponsored events.

10. Towels, T-shirts, folded shirts or any other clothing article cannot be worn around the neck, draped over the shoulder, or hanging from the pocket.

11. Heavy chains that may pose a danger are prohibited.

12. Sports jerseys are not allowed on campus other than those with district/school logos effective 2014-2015.

Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes.

(cf. 3260 – Fees and Charges)

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code 49066)

(cf. 5121 – Grades/Evaluation of Student Achievement)

AR 5132(c)

DRESS AND GROOMING

The principal, staff, students and parent/guardians at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

GANG-RELATED APPAREL

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff and parents/guardians participating in the development of the school safety plan shall define “gang-related apparel” and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. (Education Code 32282)

Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received.

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TJUHSD SENIOR ATTENDANCE POLICY

Attendance is necessary for success in high school and on the job. The district has established an attendance policy to encourage students to be punctual and regular in their attendance.

Tulare Joint Union High School District has implemented a 95% attendance policy that must be met during the senior year for participation in commencement ceremonies.

1. Students must be in class at least 95% of the periods during the senior year of high school to participate in commencement ceremonies. Seniors not meeting the 95% attendance requirement will still graduate and receive a diploma but will not be part of the commencement ceremonies.
2. This is not an excused/unexcused absence policy. It is an attendance policy. Any absence will be counted against the 95% attendance requirements. The type of absence does not matter with the following exceptions:
 - a. Doctor appointment or doctor mandated stay at home
 - b. Subpoenas to court
 - c. Funeral for an immediate family member
 - d. Participation in a school activity
3. It is up to the student to bring verification from the doctor or court for an exception. Otherwise the absence will count against the policy. Verification must be brought within five (5) school days upon the return of the absence.
4. Saturday School attendance (all four hours) may clear an absence. Banking of Saturday School credit is NOT allowed.

TULARE UNION SCHOOL FOOD



JOINT HIGH DISTRICT SERVICES

Breakfast, lunch and dinner at Sierra Vista Charter High School (SVCHS) offers all kinds of convenient, economic, and healthy alternatives. When your student joins us, you can rest assured they are eating a nutritious meal.

- **Your student may be eligible for Free meals.** To participate in the program you must complete an application. Only one application is required for all children in the same household within Tulare Joint High School District. All application information is confidential.
- Applications will be mailed home two weeks before school begins. Applications are also available at the school's office or you can apply online at lunchapp.TJUHSD.org. Applications must be returned to the school's office and take 7 working days to process.
- If you qualified last school year, your eligibility will carry over for the first 30 days of the current school year. You must turn in a new application to continue eligibility or your student will be required to pay full price for their meals.
- The district has a **NO-CHARGE** policy for meals. All meals must be paid at the time of purchase or prepaid. Students need to bring money or parents can make payments online at EZSchoolpay.com. Money remaining on the account at the end of the school year will be automatically rolled over to the next school year. Parents can request a refund in writing at any time.

- Students ID cards are required to receive a meal.

Please contact your school's Principal or Director of Food Services with any questions.

Additional information is available at <http://www.tjuhsd.org/> (click on Food Services under Departments).

TULARE JOINT UNION HIGH SCHOOL DISTRICT UNIFORM COMPLAINT PROCEDURES

The Board of Trustees recognizes that the district is primarily responsible for complying with applicable state and federal laws and regulations governing educational programs. The district shall investigate complaints alleging failure to comply with such laws and/or alleging unlawful discrimination and shall seek to resolve those complaints in accordance with the district's uniform complaint procedures. (5 CCR 4620)

The district shall use the uniform complaint procedures to resolve any complaint alleging unlawful discrimination in district programs and activities based on actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4031 - Complaints Concerning Discrimination in Employment)

Uniform complaint procedures shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and career technical and technical training programs, child care and development programs, child nutrition programs, and special education programs, and the development and adoption of the school safety plan. (5 CCR 4610)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 3553 - Free and Reduced Price Meals)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 5141.4 - Child Abuse Prevention and Reporting)
(cf. 5148 - Child Care and Development)
(cf. 6159 - Individualized Education Program)
(cf. 6171 - Title I Programs)
(cf. 6174 - Education for English Language Learners)
(cf. 6175 - Migrant Education Program)
(cf. 6178 - Career Technical Education)
(cf. 6200 - Adult Education)

Complaints related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, and teacher vacancies and misassignments shall be investigated pursuant to the district's Williams uniform complaint procedure (AR 1312.4).

(cf. 1312.4 - Williams Uniform Complaint Procedures)

The Board encourages the early, informal resolution of complaints at the site level whenever possible.

The Board acknowledges and respects every individual's right to privacy. Discrimination complaints shall be investigated in a manner that protects the confidentiality of the parties and the integrity of the process. This may include keeping the identity of the complainant confidential, as appropriate and except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee, on a case-by-case basis.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 5125 - Student Records)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

The Board prohibits any form of retaliation against any complainant in the complaint process, including but not limited to a complainant's filing of a complaint or the reporting of instances of discrimination. Such participation shall not in any way affect the status, grades, or work assignments of the complainant.

The Board recognizes that a neutral mediator can often suggest a compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate that process. The Superintendent or designee shall ensure that the results are consistent with state and federal laws and regulations.

In investigating complaints, the confidentiality of the parties involved and the integrity of the process shall be protected. As appropriate, the Superintendent or designee may keep the identity of a complainant confidential to the extent that the investigation of the complaint is not obstructed.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 5125 - Student Records)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

The district's Williams uniform complaint procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to the following:

1. Sufficiency of textbooks or instructional materials
2. Emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff
3. Teacher vacancies and misassignments
4. Deficiency in the district's provision of instruction and/or services to any student who, by the completion of grade 12, has not passed one or both parts of the high school exit examination

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 6162.52 - High School Exit Examination)

(cf. 6179 - Supplemental Instruction)

ACCEPTABLE COMPUTER USE POLICY

The Tulare Joint Union High School District provides Internet access for the purpose of promoting the use of telecommunication and networking technology as a tool to enhance classroom teaching and learning. All use of the network must be consistent with this purpose and be in accordance with this policy. In addition, the user may connect with another network and be subject to the guidelines of that network. The purpose of this policy is to ensure that those using the information resources will do so with respect for the public trust and in accordance with the district's mission and educational goals.

The Internet links computer networks around the world and provides access to a wide variety of computer and information resources. It is essential for each user on the network to recognize his/her responsibility in having access to vast services, sites, systems and people. Sites accessible via the Internet may contain material that is objectionable, adult-oriented or otherwise inappropriate. The user is responsible for his/her actions and may not access, download, or print from these sites. The District reserves the right to monitor any on-line communication and/or computer activity for improper use. Access to the network is a privilege, which requires that each user adhere to the responsibility of acceptable use. Violation of this policy, abuse of the network and/or illegal conduct such as, but not limited to, any form of vandalism to equipment or information, including uploading or creation of computer viruses, may result in disciplinary action, revocation of access privileges, and/or appropriate legal action.

Transmission of material in violation of any state or federal regulation is prohibited. This prohibition extends to, but is not limited to: copyrighted material, threatening, obscene or any unlawful material, and material protected by trade secret. Use of the network for commercial activities, product advertisement, or political lobbying is prohibited. Use of the network for any illegal activities is prohibited.

Guidelines for Acceptable Use:

- Do not use offensive or inappropriate language or language that would promote violence or hatred, and do not respond to such.
- Do not use the system to promote unethical practices or any activity prohibited by law or District policy.
- Do not transmit material that is threatening, obscene, disruptive or sexually explicit, or that could be construed as harassment or disparagement of others based on their race, national origin, sex, sexual orientation, age, disability, religion or political beliefs.
- Do not reveal your (or other's) personal address, phone number or credit card information.
- Do not use the network in such a way as to disrupt use of the network by others or abuse access time.
- Do not harass anyone by sending uninvited communication.
- Do not send electronic information from accounts that do not belong to you.
- Do not access unauthorized or inappropriate areas on the network and do not change or interfere with a information found on the network.
- Do not misrepresent yourself or your age.
- Do not make unauthorized copies of software or information.
- Do not access the District network without a signed Computer Use Agreement.

- Do not damage computers, computer systems, or computer networks, including the uploading or creation of computer viruses.
- Do not use another's password.
- Do not change or destroy the data of another user.

The person in whose name an account is issued is responsible for its proper use at all times. Users shall keep personal account information, home addresses, and telephone numbers private. They shall use the system only under their own account.

The Tulare Joint Union High School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District reserves the right to modify the Acceptable Use Policy at any time. It is the responsibility for the user to check for policy changes.

LIFE AS A SIERRA VISTA CHARTER HIGH SCHOOL MOUNTAIN LION

A-Z

The following information and campus rules have been developed for the purpose of making Sierra Vista Charter High School a safe, enjoyable place for our students to pursue their education. Students who come to school to learn and to participate in school activities seldom have problems with school rules. We hope that every student will use the rules as a guide to productive behavior and make powerful, positive choices that will support a rich successful learning experience.

ABSENCES/ATTENDANCE POLICIES

Student attendance is strictly monitored. If a student is absent, their parent/guardian must call the school within 24 hours of the absence at 559-687-7384. State law requires that all students attend school until age 18 and attend classes during all days school is in session. The following are valid reasons for absences and will be considered excused when an excuse is called in to the office by a parent/guardian within 24 hours: 1) Illness of the student, 2) Serious illness or death in the immediate family, 3) Medical and dental appointments, 4) Absences approved in advance by the Principal's office.

ACCIDENT INSURANCE

The school district does not carry medical, dental, or vision insurance for students while they are at school or school functions, If an injury occurs at school, students must have personal insurance to cover their medical expenses or be personally responsible, Brochures regarding accident insurance coverage may be obtained at the school office.

CHEATING, PLAGIARISM, OR FORGERY

Students are expected to conduct themselves honestly and with integrity in their work. The acts of cheating, plagiarism, or forgery in connection with academic endeavors or school process or procedures are detrimental to the education process and are grounds for disciplinary action. All forms of cheating and plagiarism are prohibited. Behavior that is unacceptable includes, but is not limited to:

- Copying another student's homework;
- Working with others on projects that are meant to be done individually;
- Looking at or copying another student's test or quiz answers;
- Allowing another student to look at or copy answers from your test or quiz;
- Using any other method to get/give test or quiz answers including, but not limited to, the use of technological devices such as cell phones;
- Taking a test or quiz in part or in whole to use or to give others;
- Copying information from a source without proper attribution; and
- Taking papers from other students, publications, or the Internet.

Violators of this policy will be discipline on a case-by-case basis depending on the seriousness of the violation, prior violations and other factors. Disciplinary measures include, but are not limited to, teacher/parent conference, redoing assignments/retaking test, receiving a failing grade on the project/test, receiving a lower overall grade in the class, referral to the Counselor or Principal.

CLEAN CAMPUS

Everyone is expected to assist in keeping the campus clean. Trash cans are placed throughout the campus to enable everyone to avoid littering with only a minimal effort. The cleanliness of the campus is a reflection of our students and our school.

COMPUTER USE AGREEMENTS AND ID NUMBERS

Computer Use Agreement forms are available in the school office. Students will be assigned a computer user name and password that will allow them to login and use the campus computers. The students should keep this information confidential. Computer use has become an integral part of every student's schedule. Therefore, students are encouraged to memorize their computer login information and not allow other students to use their account.

CONTACTING STUDENTS DURING THE SCHOOL DAY

If you need to contact your student at school, call the office. Only messages from the student's parent/legal guardians will be accepted. In order to minimize classroom interruptions, the school will NOT allow gifts, flowers or balloons to be delivered to students during the school day.

COUNSELING AND GUIDANCE

Counseling and guidance services are provided to students. Services available include educational planning for career and/or college, interpretation of test scores, counseling and guidance for school, personal, or social concerns and peer counseling. The counselor assist students with personal, social and academic issues.

DRUG AND ALCOHOL POLICY

The Board of Education believes that participation in extracurricular activities is a valuable educational experience for our students. The Board also believes that students who represent the school on such teams or groups are held to a higher standard, because they represent not only themselves, but their school. With that in mind, the Board has enacted the following regulations pertaining to the use, possession, sale, or otherwise furnishing of alcohol and drugs by members of extracurricular teams or groups that represent their school. These rules pertain to athletics and other activities listed below that are purely extracurricular in nature, meaning they are supported by the school district and are not part of a course where a grade is assigned. NEW LEGISLATION requires school personnel to contact the police department for any violation involving alcohol or drugs.

ELECTRONIC DEVICE POLICY-CELL PHONES, MP3 OR MP4 PLAYERS, ETC.

Electronic devices, including pagers, cellular/digital telephones, smart phones, iPods and MP3 or MP4 players, may be used on campus only during non-class times. Students found using their electronic devices during class time may have their device or phone confiscated and/or be subject to disciplinary action. Refer also to the section entitled Videotaping/Recording Fights (using an electronic device) for more information.

Board policy regarding electronic devices applies to all "high-stakes" testing. During the administration of the CSTs, CELDT, AP, SAT, Smarter Balanced testing all electronic devices (cellular phones, iPads, iPods, etc.) **must be check-in upon entering the testing site** (classroom, gym etc.). The device will be returned upon completion of the exam and the student leaving the testing site. The student must re-check the electronic device if they choose to re-enter the testing site.

If the student is caught in possession of, talking on, or taking photos with the device; it is considered a breach of security and will result in an automatic 5-day suspension; the exam will also be invalidated.

EMERGENCY EVACUATIONS

Instructions for exiting all school areas are posted by all exit doors. The signal for an emergency evacuation is a horn, alerting staff and students that there is a need to evacuate the building. Students are to exit the building in an organized manner and stay with their teacher. No

one is to re-enter the building until the all-clear signal is given. The all-clear signal will be a horn or verbal announcement given by an administrator.

FIELD TRIPS

Signed parent permission slips are required for all students wishing to participate in any off-campus school trip. Student may not transport other students on any school sponsored trip or event. Permission slips are available from the person in charge of the field trip or the office.

FELT TIP MARKERS

The use or possession of felt tip markers is prohibited on the school ground and at all school activities. Student's failing to follow this rule may be subject to disciplinary action.

FIGHTING

Fighting is not acceptable behavior while students are under the school's responsibility. Disciplinary action will be taken in accordance with California Education Code 48900 and students may be subject to legal action.

FLOWERS, GIFTS, BALLOONS ARE NOT ALLOWED

In order to minimize classroom interruptions, the school will NOT allow gifts, flowers or balloons to be delivered to students during the school day.

FOOD RULES

Food and drinks are prohibited in all classrooms. Sierra Vista Charter High School students will eat in a designated area on campus.

GAMBLING

Gambling is a violation of the California Penal Code and is prohibited in all forms.

HAZING

California's Education Code includes hazing as an offense that is grounds for a student's suspension or recommended expulsion. Education Code section 32050 defines hazing as "any method of initiation or pre-initiation into a student organization or student body" or activity associated with "these organization which causes, or is likely to cause, bodily danger, physical harm, or personal degradation or disgrace." Conspiring to engage in hazing or committing hazing remains a misdemeanor.

HARASSMENT

California's Education Code specifically prohibits discrimination, harassment, intimidation and bullying against students and staff in schools on the basis of gender, ethnic group identification, race, national origin, religion, color, mental or physical disability, actual or perceived sexual orientation or gender identity. Sierra Vista Charter High School will not tolerate harassment, intimidation or bullying of any student by any other student or district employee. Any case of harassment or bullying should be reported immediately to a school administrator.

Sexual harassment includes, but is not limited to, unwelcome sexual flirtations or propositions, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the educational setting. Other types of conduct which may constitute sexual harassment include verbal abuse of a sexual nature, graphic verbal comments about an individual's body, sexually degrading words used to describe an individual, the display of sexually suggestive objects or pictures in an educational setting, and any act of retaliation against an individual who reports a violation of the District's sexual harassment policy or who participates in the investigation of a sexual harassment complaint. Refer to the Sexual harassment section for definitions and more information.

LOST AND FOUND

When a student loses or finds an article, it should be reported immediately to the Principal to assist in the quick recovery and return of the article to the owner. If a textbook is lost, the student should check first with the teacher and then with office staff or the Principal.

OBJECTIONABLE MATERIAL

Sex education, family life education, and birth control information may be presented in our Physical Education and Science classes. Parents have a right to ask that their student be excused

from these classes during times when these subject are being discussed. Parents also have the right to review any of the materials used in the classes. If a parent has any questions about the materials or their rights, their student's counselor will be happy to assist.

OVERT DISPLAYS OF AFFECTION

A high school campus is not the place for overt physical displays of affection between students. Students are expected to demonstrate appropriate behavior.

PHYSICAL BRUTALITY TOWARD AN INANIMATE OBJECT

Students will be held financially responsible for willful destruction or damages incurred to school facilities and/or property and will be subject to disciplinary action.

SEXUAL HARASSMENT POLICIES

California's Education code specifically prohibits discrimination, harassment, intimidation, and bullying against students and staff in school on the basis of gender, ethnic group identification, race, national origin, religion, color, mental or physical disability, actual or perceived sexual orientation or gender identity. Sierra Vista charter High School will not tolerate sexual harassment of any student by any other student or District employee. Any case of harassment should be reported immediately to a school administrator.

"Sexual Harassment" means any unwelcome sexual advance, unwelcome requests for sexual favors, or other unwelcome verbal, visual, or physical conduct of a sexual nature made by someone from or in the educational or work setting, whether it occurs between individuals of the same sex or individuals of opposite sexes, under any of the following conditions:

1. Submission to the conduct is made explicitly or implicitly a term or condition of an individual's academic status, employment, or progress.
2. Submission to or rejection of such conduct by the individual is used as the basis of academic or employment decisions affecting the individual.
3. The conduct has the purpose or effect of having a negative impact upon the individual's academic performance, work, or progress or has purpose or effect of creating an intimidating, hostile, or offensive educational or work environment. The conduct is sufficiently severe, persistent, pervasive or objectively offensive, so as to create a hostile or abusive educational or working environment or to limit the individual's ability to participate in or benefit from an education program or activity.
4. Submission to or rejection of the conduct by the other individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the school district.

"Verbal Sexual Harassment" includes, but is not limited to, unwelcome epithets, comments, or slurs of a sexual nature.

"Physical Sexual Harassment" includes, but is not limited to, assault, impeding or blocking movement, or any physical interference with work or school activities or movement when directed at an individual on the basis of sex.

"Visual Sexual Harassment" includes, but is not limited to, derogatory posters, cartoons, drawings, obscene gestures, or computer-generated images of a sexual nature.

"EDUCATIONAL ENVIRONMENT" includes, but is not limited to, the following:

1. The campus or school grounds.
2. Properties controlled or owned by the school district.
3. Off-campus, if such activity is sponsored by the school district or is conducted by organizations sponsored by or under the jurisdiction of the school district.

SIGNS AND POSTERS

All signs and posters displayed on campus must be approved by the administration and posted only in designated areas. Students who place non-approved signs or place signs in inappropriate areas will face disciplinary action.

STUDENT BODY ID CARDS

Student Body ID cards are issued on the first day of school to all students without cost. A student must have his/her picture taken in order to receive a card. These cards must be shown for admission to all school activities, to check out book or use the computer in the lab. Replacement of lost cards can be arranged through the Principal. There is a \$15 charge for replacement cards payable at the front desk.

STUDENT BILLS AND OBLIGATIONS

All student bills and obligations to the school must be taken care of before the student receives their diploma. Such obligations include, but are not limited to, book fines, damaged classroom materials, equipment, and lost or damaged textbooks.

TELEPHONE USAGE BY STUDENTS

There is a telephone available at the front desk for student use. Students are not allowed to use the phone during instructional time unless they have their teacher's permission. Cell phones may be used only during non-class times. Students found using their cell phones or any electronic devices during class time may have the phone or device confiscated and/or be subject to disciplinary action.

TEXTBOOKS

Textbooks are furnished to students free of charge. Students are responsible for all textbooks checked out to them and will be charged for any that are missing or damaged. It is suggested that students keep their textbooks with them at all times. The cost of textbooks is by far the most expensive item in schools today and students are encouraged to take care of them. All textbooks have been bar coded to assist in maintaining accurate records. Any student who deliberately removes or destroys the bar code on their textbook will be charged the replacement cost of the textbook.

At the end of every school year, some students do not return their textbooks or pay their fines and bills. A letter will be sent home to parents with all the details. Pursuant to California Education Code, diplomas will be held until all outstanding charges have been reconciled.

TOBACCO

The use or possession of tobacco in any form is prohibited on the school ground and at all school activities.

TUTORING

Tutoring is provided for students throughout the school year and all students are encouraged to take advantage of these opportunities. Interested students should check with their teachers or counselor for times and locations.

VALUABLES/STUDENT CARS

Students are encouraged to leave all valuables at home. While Sierra Vista Charter High School staff make every effort to minimize theft-and there are severe consequences for students who take the belongings of others-the school cannot be responsible for lost or stolen items. School insurance does not cover the loss of student valuables taken or damage to student cars parked in the parking lot.

VIDEOTAPING/RECORDING FIGHTS-OR INSTIGATING FIGHTS

Any use or illegal use of an electronic device (such as a cell phone, smart phone, video or digital camera, iPod, MP3 or MP4 player or any device capable of audio/video recording) that violates District policy is prohibited. Any student who intentionally uses an electronic device to record a fight; or instigate, aid or abet a fight for the purpose of recording such fight will be subject to disciplinary action.

VISITORS TO THE CAMPUS

Due to crowded conditions and the possible distraction from the instructional program, students are not allowed to bring visitors to campus. This includes family members, other relatives or siblings, or friends from outside school. We do encourage parents to visit campus anytime, but ask that they make arrangements in advance with the teachers and administration. All visitors must check in at the front desk upon arrival to the campus.

WORK PERMITS

The Tulare Joint Union High School District Board of Trustees recognizes that part-time jobs can provide students with income, work experience, and enhanced self-esteem. In accordance with law, students shall obtain work permits from school authorities before accepting employment. In order to qualify for a work permit, a student must demonstrate good attendance, good grades and maintain a minimum progress toward meeting the high school graduation requirements prescribed by the District Board of Trustees. In determining whether to grant a work permit, the school shall consider whether employment will significantly interfere with the student's schoolwork or jeopardize his/her health. Work permits for students who are ages 14-17 shall be limited to part-time employment defined by law and administrative regulations, except when the Superintendent or designee determines that circumstances warrant the granting of a permit for full-time employment.

Approval/Revocation of Work Permits: No work permit shall be issued until the student's parent/guardian, foster parent, caregiver with whom the student resides, or residential shelter services provider has filed a written request with the District. Work permits shall be requested and issued through the counseling office. A student 16 or 17 years of age may receive a permit to work outside of school hours for no more than four hours on a day on which the student is required by law to attend school. A student 14 or 15 years of age may receive a permit to work outside of school hours for no more than three hours on any school day and no more than 18 hours in any week. In order to be granted a work permit the student must:

- Have established in the previous grading period a GPA of no less than 2.0 on a 4.0 scale. A six-week probation period for the GPA may be granted to students requesting a work permit under the following conditions:
 - Parent/guardian permission is required.
 - The probation period must follow the first grading period in any continuous series of grading periods in which the student received less than a 2.0 GPA,
 - Summer school and summer vacation time shall not be considered a probationary period.
 - Student must meet the required standards by the end of the probationary period in order to remain eligible to be issued a work permit.
- Maintain a minimum progress toward meeting the high school graduation requirements prescribed by the Board of Trustees. Minimum progress toward graduation shall include all courses taken by the student and be based on the following: 55 units by the end of the 9th grade; 110 units by the end of the 10th grade; and 165 units by the end of the 11th grade.
- Maintain a minimum of 95% attendance rate in all classes.

Any requests for exemption from the GPA, unit or attendance requirements must be brought by the site Principal to the Superintendent's Cabinet for approval. After issuing a work permit, the student's counselor shall inspect the student's scholastic and attendance requirements for any grading period to ensure the maintenance of academic progress. If the student fails to maintain their scholastic and attendance requirements for any grading period to ensure the maintenance of academic progress. If the student fails to maintain their scholastic and attendance requirements for any grading period, the student's counselor shall contact the student's parent and employer and revoke the work permit. When the student has achieved the minimum GPA, attendance and credit requirements, a new work permit can be issued. Work permits issued during the school year shall expire five days after the opening of the next succeeding school year. Complete District guidelines regarding work permits are found in Board Policy 5113.2 and AR 5113.2 (a) (b) (c) (d).

