

SCOTT VALLEY UNIFIED SCHOOL DISTRICT
Board Packet



BOARD OF TRUSTEES
Brandon Fawaz, President
Jennifer Thackeray, Clerk
Jason Finley
Jim Harris
Sandy Hogge

SUPERINTENDENT
Micheline G Miglis

EXECUTIVE ASSISTANT
Julie Hogun

"ENSURING HIGH LEVELS OF LEARNING FOR ALL STUDENTS"

Scott Valley Unified School District
Micheline Miglis, Superintendent
Julie Hogun, Executive Assistant
11918 Main Street
Fort Jones, CA 96032
(530) 468-2727



Board of Trustees
Brandon Fawaz, President
Jennifer Thackeray, Clerk
Jason Finley
Jim Harris
Sandy Hogge

Ensuring High Levels of Learning for All Students

Regular Meeting of the Board of Trustees

Wednesday, August 16, 2023
Closed Session 5 p.m. • Open Session 6:00 p.m.
Etna High School
400 Howell Avenue, Etna, California

AGENDA

Agenda and supporting documents are available on the district website, www.svUSD.us as well as at the District Office during normal business hours. Meeting facilities are accessible to persons with disabilities. By request, alternative agenda document formats are available to persons with disabilities. To arrange an alternative agenda document format or to arrange aid or services to modify or accommodate persons with a disability to participate in a public meeting, please provide a written request to: Julie Hogun, Executive Assistant at the Scott Valley Unified School District Office at least three working days prior to any public meeting. All Board of Education meetings are audio recorded and kept on file for 30 days after Board approval of the meeting minutes.

1.0 CALL TO ORDER

- 1.1 Roll Call
 - Brandon Fawaz, President of the Board Jim Harris, Trustee
 - Jennifer Thackeray, Clerk of the Board Sandy Hogge, Trustee
 - Jason Finley, Trustee

- 1.2 Public Comment regarding Closed Session items

2.0 CLOSED SESSION

Personnel Matters Pursuant to Government Code Section 54957

- 2.1 Public Employee Discipline/Dismissal/Release/Complaint
- 2.2 Employment for 2023-24 School Year
 - 2.2.1 Teacher, Physical Education, EHS
 - 2.2.2 Teacher, Elementary Science, 80%, EES & FJE
 - 2.2.3 Student Services Specialist, EHS
 - 2.2.4 Paraprofessional, EES

- 2.2.5 Special Education Paraprofessional, SVJH
- 2.3 Volunteer Employment for 2023-24
 - 2.3.1 Assistant Volleyball Coach, EHS
 - 2.3.2 Assistant Volleyball Coach, EHS

Confidential Student Matters Pursuant to Education Code Sections 35146, 48900 et seq., 48912(b) and 49060 et seq., and 20 U.S.C. Section 1232g

2.4 Confidential Student Matters

Negotiation Matters Pursuant to Government Code Section 54957.6

Designated Representative: Micheline Miglis, Superintendent

- 2.5 SVTA
- 2.6 CSEA
- 2.7 Unrepresented

3.0 OPEN SESSION – CALL TO ORDER

- 3.1 Flag Salute
- 3.2 Approve the agenda for the Regular Meeting of the SVUSD Board of Trustees for August 16, 2023
- 3.3 Reportable Action taken in Closed Session as per Government Code Section 54957.1(A)(5)

4.0 PUBLIC COMMENT

Public comment is invited on any matter included on the agenda or items not on the agenda. Presentations are limited to three minutes. Please be aware that this is a private meeting held in a public place and the Board is prohibited by law from taking action on any item presented if it is not listed on the agenda.

5.0 CONSENT AGENDA

Items listed under the Consent Calendar are considered to be routine and are acted on by the Board of Trustees in one motion. There is no discussion of these items before the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent agenda. It is understood that the Administration recommends approval on all Consent Items. Each item on the Consent agenda approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

- 5.1 Approve Minutes
 - 5.1.1 Regular Board Meeting: June 21, 2023
 - 5.1.2 Special Board Meetings: June 22, 2023 and July 19, 2023

Julie Hogun

- 5.2 Approve Warrants Russell Sweet/Julie Hogun
- 5.3 Approve Stipends for 2023-24 Joy Edwards
- 5.4 Ratify Employment listed on Closed Session Agenda
- 5.5 Approve Extra Duty Hours for Classified, Short Term and Certificated Employees
- 5.6 Approve Contracts for Services and Materials Russell Sweet
- 5.7 Appoint Superintendent, Micheline Miglis as Chief Labor Negotiator
- 5.8 Approve Resolution #24-006, to Appoint Representative and Alternate for Northeastern JPA
- 5.9 Approve the Appointment of CTE Advisory Committees
- 5.10 Approve Resolution #24-007, Siskiyou Adult Education Consortium Representatives

6.0 REPORTS AND COMMUNICATIONS

- 6.1 Reports
 - 6.1.1 Tribal Report – Indian Parents Committee
(Per PL874 Grant: This allows the parents/guardians of the Indian children time to present to the school Board Members any issues or questions that they may have.)
 - 6.1.2 Developer Fee Report Russell Sweet, CBO
 - 6.1.3 Superintendent’s Report
 - 6.1.3.1 Resignations
 - 6.1.3.1.1 Director of School Operations, EHS, Matt Chester
 - 6.1.3.1.2 RSP Teacher, EHS, Mitch Thackeray
 - 6.1.3.1.3 RSP Teacher, SVJH, Tammy Luiz
 - 6.1.3.1.4 Paraprofessional, Samantha Paladeni
 - 6.1.3.1.5 Paraprofessional, Shelley Jespersen
 - 6.1.3.1.6 Paraprofessional, Deena Hahn
 - 6.1.3.1.7 Special Services Specialist, Charmain Mortenson
 - 6.1.3.1.8 Food Service Worker, FJE, Holly Seibold
 - 6.1.3.1.9 Athletic Director, EHS, Charmain Mortenson
 - 6.1.3.1.10 Head Baseball Coach, EHS, Mitch Thackeray
 - 6.1.3.1.11 Head Cross Country Coach, SVJH, Jim Harris
 - 6.1.3.1.12 Assistant Track Coach, EHS, Brit March
 - 6.1.3.1.13 Head Boys Track Coach, SVJH, Melanie Mendenhall

6.1.3.2 District News and Updates

7.0	REGULAR AGENDA	Discussion and/or Action
7.1	Approve Resolution #24-005, Authorization to Teach Single Subjects	
7.2	Approve Declaration of Need for Fully Qualified Educators	
7.3	Approve Provisional Intern Permits for: Alexis McDonald to teach Science at Etna and Fort Jones Elementary and McKenzie Denman, to teach Special Education and intervention at Fort Jones Elementary	
7.4	Approve Waiver for Tia Palangvanh to provide Counseling Services and Charmain Mortenson to teach Physical Education	
7.5	Approve Resolution #24-003, Bank Account Signers	Julie Hogun
7.6	Approve School Handbooks for 2023-24: Etna High School, Scott Valley Junior High, Etna Elementary, Fort Jones Elementary, Scott River High School, and Scott Valley Options	
7.7	Approve Etna High School Course Catalog	Joy Isbell
7.8	Approve Assistant Principal or Administrative Intern Job Description	Micheline Miglis
7.9	Approve Administrative Intern Employment Agreement	
7.10	Approve Certificated Management, Unrepresented Salary Schedule	
7.11	Approve Agricultural Career Technical Education Incentive Grant Application	Joy Isbell
7.12	Approve Memo of Understanding with SVTA Re: Extra Teacher Paid Days for Elementary Reconfiguration	Micheline Miglis
7.13	1 st Reading, Board Policies and Administrative Regulations, June Batch	Micheline Miglis
	7.13.1 BP 0420.41, Charter School Oversight	
	7.13.2 BP 1113, District and School Websites	
	7.13.3 BP/AR 4112.2, Certification	
	7.13.4 BP 4140, 4240, 4340, Bargaining Units	
	7.13.5 AR 4161.1, 4261.1, 4361.1, Personal Illness/Injury Leave	
	7.13.6 AR 4161.2, 4261.2, 4361.2, Personal Leaves	
	7.13.7 AR 4161.8, 4261.8, 4361.8, Family Care and Medical Leave	
	7.13.8 BP 5117, Interdistrict Attendance	
	7.13.9 BP 5141.5, Mental Health	
	7.13.10 BP/AR 5141.6, School Health Services	
	7.13.11 BP 5145.6, Parent Guardian Notifications	
	7.13.12 BP/AR 5148, Child Care and Development	
	7.13.13 BP 6146.4, Differential Graduation and Competency Standards/Students with Disabilities	

- 7.13.14BP 6159.2, Non-public, Nonsectarian School and Agency Services for Special Education
- 7.13.15 BP 6173.4, Education for American Indian Students
- 7.13.16AR 6173.4, Title VI Indian Education Program
- 7.13.17BP/AR 6174, Education for English Learners
- 7.13.18BB 9322, Agenda/Meeting Materials

8.0 BOARD REPORTS

Board Member Reports and/or comments, requests for information or future agenda items

9.0 RECONVENE TO CLOSED SESSION

Personnel Matters Pursuant to Government Code Section 54957

- 9.1 Public Employee Discipline/Dismissal/Release/Complaint

10.0 RECONVENE TO OPEN SESSION

- 10.1 Reportable Action taken in Closed Session as per Government Code Section 54957.1(A)(5)

11.0 ADJOURNMENT

The next Regular Board Meeting is scheduled for:
Wednesday, September 20, 2023 at Etna High School



Consent

Scott Valley Unified School District
Micheline Miglis, Superintendent
Julie Hogun, Executive Assistant
11918 Main Street
Fort Jones, CA 96032
(530) 468-2727



Board of Trustees
Brandon Fawaz, Presiding President
Jennifer Thackeray, Clerk
Jason Finley
Jim Harris
Sandy Hogge

Ensuring High Levels of Learning for All Students

Regular Meeting of the Board of Trustees

Wednesday, June 21, 2023

MINUTES

CALL TO ORDER

A Regular meeting of the Governing Board of the Scott Valley Unified School District was called to order by Brandon Fawaz at 5:00 p.m. on Wednesday, June 21, 2023 at Etna High School.

Roll Call - Members Present

Brandon Fawaz, President of the Board

Jennifer Thackeray, Clerk

Jason Finley

Jim Harris

Sandy Hogge

Members Absent

None

Public Comment regarding Closed Session items: None

CLOSED SESSION

The Board adjourned to Closed Session from 5:00 – 6:32 p.m.

OPEN SESSION

President Fawaz called the meeting to order at 6:35 p.m. and led the Board and Audience in the Pledge of Allegiance.

Jennifer Thackeray moved, seconded by Sandy Hogge, to approve the agenda for the Regular Meeting of the SVUSD Board of Trustees for June 21, 2023

The motion passed with a vote of 5 – 0

Ayes:

Brandon Fawaz

Jason Finley

Jim Harris

Sandy Hogge

Jennifer Thackeray

Noes: None

Absent: None

Reportable action taken in Closed Session

- No reportable action taken in Closed Session

PUBLIC COMMENT FOR OPEN SESSION

- No public comment

CONSENT AGENDA

- 5.1 Approved Minutes
 - 5.1.1 Regular Board Meeting: May 17, 2023
- 5.2 Approved Warrants
- 5.3 Approved Stipends for 2022-23
- 5.4 Ratified Employment listed on Closed Session Agenda
 - Employment for 2023-24 School Year
 - Resource and Intervention Teacher, FJE, Makenzie Denman
 - Counselor, EHS, Tia Palangvanh
 - Student Services Specialist, FJE, Cynthia Keno
 - Paraprofessional, EES, Bridgette Gomes
 - Paraprofessional, EES, Tawny Campbell
 - Bus Driver, 5 hours/day, Neil Whipple
 - Volunteer Employment
 - Assistant Football Coach, EHS, Wade Dickinson
 - Assistant Football Coach, EHS, Andrew Leland
- 5.5 Approved Contracts for Services and Materials
- 5.6 Approved Quarterly Report Williams Uniform Complaints
- 5.7 Approved Certification of Signatures with Siskiyou County Office of Education
- 5.8 Approved Resolution #24-001, Authorizing Contract Document Signers for Scott Valley Unified School District
- 5.9 Approved Master Contractor List for 2023-24
- 5.10 Approved Cell Phone Allowance Agreement for 2022-23
- 5.11 Approved Surplus List

Motion to Approve Consent Agenda: Jennifer Thackeray, 2nd: Jason Finley

Ayes:

Brandon Fawaz

Jason Finley

Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None

PUBLIC HEARINGS

- 6.1 Topic of Hearing: 2023/24 Budget
No Public Input/Questions
- 6.2 Topic of Hearing: Local Control Accountability Plan
No Public Input/Questions

REPORTS AND COMMUNICATIONS

- 7.1 Reports
 - 7.1.1 Tribal Report – Indian Parents Committee – None
 - 7.1.2 Superintendent’s Report
 - 7.1.2.1 Resignations
 - 7.1.2.1.1 Teacher, PE, EHS, Eric Bobkowski
 - 7.1.2.1.2 Paraprofessional, Susan Thackeray
 - 7.1.2.2 District News and Updates
 - Kidder Creek and Etna High School Summer Programs
 - Acknowledged work with SVTA and CSEA and 10% salary increase and contract language

REGULAR AGENDA

- 8.1 Approved Public Disclosure with Bargaining Unit SVTA
Motion to Approve: Jason Finley, 2nd: Jennifer Thackeray
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None
- 8.2 Approved Public Disclosure with Bargaining Unit CSEA
Motion to Approve: Jim Harris, 2nd: Sandy Hogge
Vote of 5 – 0

Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None

- 8.3 Approved Tentative Agreement with SVTA and attached Appendix B and Certificated Salary Schedules; 185 work days, 210 work days and Dean of Students
Motion to Approve: Jennifer Thackeray, 2nd: Jim Harris
Vote of 5 – 0

Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None

- 8.4 Approved Tentative Agreement with CSEA and attached Classified Salary Schedule and Safe Classified Salary Schedule
Motion to Approve: Jennifer Thackeray, 2nd: Sandy Hogge
Vote of 5 – 0

Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None

- 8.5 Approved Salary Schedules for 2023-24
Motion to Approve: Jim Harris 2nd: Jennifer Thackeray
Vote of 5 – 0

Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None

- 8.6 Approved Master Stipend List for 2023-24
Motion to Approve: Jason Finley, 2nd: Sandy Hogge
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None
- 8.7 Selected Board Meeting Locations for August through December 2023
- 8.8 Approved Phone Allowance Agreements for 2023-24
Motion to Approve: Jennifer Thackeray, 2nd: Sandy Hogge
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None
- 8.9 Approved Employment Contracts with Principals and Director of Educational Services
Motion to Approve: Jennifer Thackeray, 2nd: Sandy Hogge
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None
- 8.10 Approved Unrepresented Classified Contracts, removing Director of Operations
Motion to Approve: Jim Harris, 2nd: Jennifer Thackeray
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None

Absent: None

- 8.11 Approved MOU with CSEA RE: Hiring Retired Bus Driver
Motion to Approve: Jennifer Thackeray, 2nd: Sandy Hogge
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None
- 8.12 Approved Resolution #24-002, Transfer Funds from Fund 40 to Fund 01
Motion to Approve: Jason Finley, 2nd: Sandy Hogge
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None
- 8.13 Approved School-Based Medi-Cal Administrative Activities (SMAA) Alternative
Format Plan
Motion to Approve: Jennifer Thackeray, 2nd: Sandy Hogge
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None
- 8.14 Approved Resolution #24-003, Bank Account Signers
Motion to Approve: Sandy Hogge, 2nd: Jennifer Thackeray
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray

Noes: None
Absent: None

- 8.15 Reviewed 1st Reading School Handbooks for 2023-24: Etna High School, Scott Valley Junior High, Etna Elementary, Fort Jones Elementary, Scott River High School, and Scott Valley Options
- 8.16 Reviewed 1st Reading Etna High School Course Catalog
- 8.17 Approved Resolution #24-004, Dual Enrollment Partnership and MOU with College of the Siskiyous for 2023-24
Motion to Approve: Jennifer Thackeray, 2nd: Jim Harris
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None
- 8.18 Approved 2023-24 Consolidated Application and Reporting System (CARS)
Motion to Approve: Jennifer Thackeray, 2nd: Sandy Hogge
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None
- 8.19 Approved Revised High School (EHS/SRHS) Guidance Counselor Job Description
Motion to Approve: Sandy Hogge, 2nd: Jennifer Thackeray
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None

BOARD REPORTS

Board Member Reports and/or comments, requests for information or future agenda items: None

ADJOURNMENT

President Fawaz adjourned the meeting at 7:11 p.m.

Julie Hogun, Executive Assistant

Brandon Fawaz
President, SVUSD Board of Trustees

Jennifer Thackeray
Clerk, SVUSD Board of Trustees

Scott Valley Unified School District
Micheline Miglis, Superintendent
Julie Hogun, Executive Assistant
11918 Main Street
Fort Jones, CA 96032
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Board of Trustees
Brandon Fawaz, Presiding President
Jennifer Thackeray, Clerk
Jason Finley
Jim Harris
Sandy Hogge

Ensuring High Levels of Learning for All Students

Special Meeting of the Board of Trustees

Wednesday, June 22, 2023

MINUTES

CALL TO ORDER

A Special meeting of the Governing Board of the Scott Valley Unified School District was called to order by Brandon Fawaz at 5:00 p.m. on Wednesday, June 22, 2023 at Etna High School.

Roll Call - Members Present

Brandon Fawaz, President of the Board

Jennifer Thackeray, Clerk

Jason Finley

Jim Harris

Sandy Hogge

Members Absent

None

Public Comment regarding Closed Session items: None

CLOSED SESSION

The Board adjourned to Closed Session from 5:00 – 6:04 p.m.

OPEN SESSION

President Fawaz called the meeting to order at 6:08 p.m. and led the Board and Audience in the Pledge of Allegiance.

Jennifer Thackeray moved, seconded by Sandy Hogge, to approve the agenda for the Special Meeting of the SVUSD Board of Trustees for June 22, 2023

The motion passed with a vote of 5 – 0

Ayes:

Brandon Fawaz

Jason Finley

Jim Harris

Sandy Hogge

Jennifer Thackeray

Noes: None

Absent: None

Reportable action taken in Closed Session

- No reportable action taken in Closed Session

PUBLIC COMMENT FOR OPEN SESSION

- No public comment

REGULAR AGENDA

- 5.1 Approved Local Control Accountability Plan (LCAP) for 2023/24, LCAP Annual Update, and LCFF Budget Overview for Parents for 2023/2024
Power Point by Lillian Eastlick and Russell Sweet, CBOs, 6:10 – 6:36 p.m.
Motion to Approve: Jim Harris, 2nd: Jennifer Thackeray
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None
- 5.2 Approved Budget for 2023/2024
Motion to Approve: Jennifer Thackeray, 2nd: Sandy Hogge
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None
- 5.3 Approved Resolution # 23-020, Budget Transfer for 2022/2023
Motion to Approve: Jennifer Thackeray, 2nd: Jason Finley
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None

- 5.4 Approved Education Protection Account for 2023/2024
Motion to Approve: Sandy Hogge, 2nd: Jennifer Thackeray
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None

- 5.5 Adopted Local Performance Indicator Self-Reflection
Motion to Approve: Sandy Hogge, 2nd: Jim Harris
Vote of 5 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Jennifer Thackeray
Noes: None
Absent: None

BOARD REPORTS

Board Member Reports and/or comments, requests for information or future agenda items: None

ADJOURNMENT

President Fawaz adjourned the meeting at 6:48 p.m.

Julie Hogun, Executive Assistant

Brandon Fawaz
President, SVUSD Board of Trustees

Jennifer Thackeray
Clerk, SVUSD Board of Trustees

Scott Valley Unified School District
Micheline Miglis, Superintendent
Julie Hogun, Executive Assistant
11918 Main Street
Fort Jones, CA 96032
(530) 468-2727



Board of Trustees
Brandon Fawaz, Presiding President
Jennifer Thackeray, Clerk
Jason Finley
Jim Harris
Sandy Hogge

Ensuring High Levels of Learning for All Students

Special Meeting of the Board of Trustees

Wednesday, July 19, 2023

MINUTES

CALL TO ORDER

A Special meeting of the Governing Board of the Scott Valley Unified School District was called to order by Brandon Fawaz at 2:00 p.m. on Wednesday, July 19, 2023 at the District Office.

Roll Call - Members Present

Brandon Fawaz, President of the Board

Jason Finley

Jim Harris

Sandy Hogge

Members Absent

Jennifer Thackeray, Clerk

None

Public Comment regarding Closed Session items: None

CLOSED SESSION

The Board adjourned to Closed Session from 2:00 – 3:25 p.m.

OPEN SESSION

President Fawaz called the meeting to order at 3:25 p.m.

Reportable action taken in Closed Session

- 3.1 President Fawaz announced offer of employment for Assistant Principal at EHS to Mitch Thackeray
- 3.2 Board Ratified Employment on Closed Session Agenda
 - Employment for 2023-24 School Year
 - Assistant Principal, EHS, Mitch Thackeray

Motion to Approve: Jason Finley, 2nd: Jim Harris
Vote of 4 – 0
Ayes:
Brandon Fawaz
Jason Finley
Jim Harris
Sandy Hogge
Noes: None
Absent: Jennifer Thackeray

ADJOURNMENT

President Fawaz adjourned the meeting at 3:27 p.m.

Julie Hogun, Executive Assistant

Brandon Fawaz
President, SVUSD Board of Trustees

Jennifer Thackeray
Clerk, SVUSD Board of Trustees

- Payables -

Batch # 606

**SISKIYOU COUNTY OFFICE OF EDUCATION
REQUEST FOR WARRANT PROCESSING**

District # 40 District Name: Scott Valley Unified

Fund #	Fund Name	District Total	Audited Total
01	General Fund	204,145. ⁴²	
11	Adult Education Fund	1,325. ⁴⁷	
12	Child Development Fund		
13	Cafeteria Fund	399. ⁶⁶	
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund (Other than Capital Outlay)	XXXXXXXX	XXXXXXXX
25	Capital Facilities Fund (Developer Fees)		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
35	County School Facility		
	Batch Total	205,870. ⁵⁵	

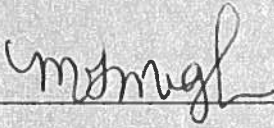
By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing:

Trustee _____ Trustee _____

Trustee _____ Trustee _____

Trustee _____ Trustee _____

Trustee _____

District Superintendent/Administrator:  Date: 6-23-23

Board Approval Date: _____ Mail: _____ Hold: _____

For Siskiyou County Office of Education Use Only

Audited By: _____ Audited Date: _____

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 606

J85388

ACCOUNTS PAYABLE PRELIST
BATCH: 0606 PAYABLES BATCH 606
FUND : 01 GENERAL FUND

APY500 L.00.21 06/23/23 15:41 PAGE 1
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef				
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount

302336/00	AMAZON CAPITAL SERVICES												
CL-230051	07/01/2023	IMPDR14TGJ3Y SVJH				01-3213-0-4300-1110-1000-002-00000	NN	F				94.32	94.32
TOTAL PAYMENT AMOUNT												94.32	94.32
301253/00	ARAMARK UNIFORM SERVICE												
CL-230041	07/01/2023	5066318394 SVJH				01-0000-0-5500-0000-8100-002-00000	NN	F				82.66	82.66
CL-230042	07/01/2023	5066318399 EES				01-0000-0-5500-0000-8100-010-00000	NN	F				84.15	84.15
CL-230043	07/01/2023	5066318396 FJE				01-0000-0-5500-0000-8100-020-00000	NN	F				117.84	117.84
TOTAL PAYMENT AMOUNT												284.65	284.65
302040/00	CAL FIRE												
CL-230016	07/01/2023	0000001521338 DEADWOOD CREWS				01-0000-0-5800-0000-8100-001-00000	NN	F				226.94	226.94
TOTAL PAYMENT AMOUNT												226.94	226.94
040880/00	CROSS PETROLEUM												
CL-230048	07/01/2023	0387469 TRANSP				01-0000-0-4341-0000-3600-006-00000	NN	F				494.71	494.71
CL-230049	07/01/2023	0387468 TRANSP				01-0000-0-4342-0000-3600-006-00000	NN	F				707.40	707.40
TOTAL PAYMENT AMOUNT												1,202.11	1,202.11
061060/00	FORT JONES ACE HARDWARE												
CL-230010	07/01/2023	5255 SVJH				01-0000-0-4300-0000-8100-002-00000	NN	F				77.19	77.19
CL-230011	07/01/2023	5288 SVJH				01-0000-0-4300-0000-8100-002-00000	NN	F				30.86	30.86
CL-230012	07/01/2023	5254 SVJH				01-0000-0-4300-0000-8100-002-00000	NN	F				27.64	27.64
CL-230013	07/01/2023	5305 FJE				01-0000-0-4300-0000-8100-020-00000	NN	F				101.86	101.86
CL-230014	07/01/2023	5291 FJE				01-0000-0-4300-0000-8100-020-00000	NN	F				75.65	75.65
CL-230015	07/01/2023	5224 FJE				01-0000-0-4300-0000-8100-020-00000	NN	F				108.26	108.26
TOTAL PAYMENT AMOUNT												421.46	421.46
061100/00	FORT JONES LUMBER YARD												
CL-230050	07/01/2023	280570 EES				01-0000-0-4300-0000-8100-010-00000	NN	F				21.50	21.50
TOTAL PAYMENT AMOUNT												21.50	21.50

040 SCOTT VALLEY UNIFIED
 PAYABLES BATCH 606

J85388

ACCOUNTS PAYABLE PRELIST
 BATCH: 0606 PAYABLES BATCH 606
 FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL	T9MPS	Liq Amt	Net	Amount

300477/00	GERARD PELLETIER	TRANSFER							
	CL-230025	07/01/2023	1035	EHS	01-0000-0-5550-0000-8100-001-00000	NN	F	345.04	345.04
	CL-230026	07/01/2023	1035	EES	01-0000-0-5550-0000-8100-010-00000	NN	F	232.70	232.70
	CL-230027	07/01/2023	1035	SRHS	01-0000-0-5550-3200-8100-003-00000	NN	F	112.33	112.33
	CL-230028	07/01/2023	1035	TRANSP	01-0000-0-5550-0000-8100-006-00000	NN	F	112.33	112.33
	TOTAL PAYMENT AMOUNT						802.40	*	802.40
149640/00	MT SHASTA AREA	NEWSPAPERS							
	CL-230031	07/01/2023	0005602945	DO	01-0000-0-5800-0000-7200-004-00000	NN	F	331.09	331.09
	TOTAL PAYMENT AMOUNT						331.09	*	331.09
111076/00	MT SHASTA	SPRING WATER							
	CL-230053	07/01/2023	307228	SVJH	01-9624-0-5600-0000-2700-002-00000	NN	F	13.41	13.41
	CL-230054	07/01/2023	307229	SVJH	01-9624-0-5600-0000-2700-002-00000	NN	F	13.41	13.41
	TOTAL PAYMENT AMOUNT						26.82	*	26.82
119783/00	ODP BUSINESS	SOLUTIONS INC							
	CL-230020	07/01/2023	314782134001	DO	01-0000-0-4300-0000-7200-004-00000	NN	F	10.71	10.71
	TOTAL PAYMENT AMOUNT						10.71	*	10.71
302012/00	RAMSEY	EDUCATION							
	CL-230047	07/01/2023	1065283	EHS	01-0000-0-5800-1500-1000-001-00000	NN	F	399.84	399.84
	TOTAL PAYMENT AMOUNT						399.84	*	399.84
300071/00	RAY'S FOOD	PLACE ETNA							
	CL-230009	07/01/2023	1791909	EHS	01-0000-0-4300-0000-8100-001-00000	NN	F	20.76	20.76
	TOTAL PAYMENT AMOUNT						20.76	*	20.76
142401/00	SCHOOL	SERVICES OF CA							
	CL-230032	07/01/2023	W131326	DO	01-0000-0-5200-0000-7300-004-00000	NN	F	295.00	295.00
	TOTAL PAYMENT AMOUNT						295.00	*	295.00

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 606

J85388

ACCOUNTS PAYABLE PRELIST
BATCH: 0606 PAYABLES BATCH 606
FUND : 01 GENERAL FUND

APY500 L.00.21 06/23/23 15:41 PAGE 3
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef					
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount	

200689/00	SCHOOL SPECIALTY													
CL-230044	07/01/2023	208132411896	EES	01-0000-0-4400-1150-1000-010-10000	NN	F						29,504.21	29,504.21	
CL-230045	07/01/2023	208132412708	FJE	01-0000-0-4400-1150-1000-020-10000	NN	F						2,158.97	2,158.97	
TOTAL PAYMENT AMOUNT												31,663.18	*	31,663.18
300237/00	SCOTT VALLEY UNIFIED S.D.													
CL-230055	07/01/2023	FUND TRANSER		01-8150-0-7619-0000-9300-000-00000	NN	F						25,000.00	25,000.00	
CL-230056	07/01/2023	FUND TRANSFER		01-0000-0-7619-0000-9300-000-00000	NN	F						116,137.00	116,137.00	
CL-230057	07/01/2023	FUND TRANSFER		01-5466-0-8220-0000-0000-000-00000	NN	F						20,010.23	20,010.23	
TOTAL PAYMENT AMOUNT												161,147.23	*	161,147.23
301740/00	SW MAINTENANCE CORP													
CL-230052	07/01/2023	278621 FJE UST		01-0000-0-5800-0000-8100-020-00000	NN	F						936.00	936.00	
TOTAL PAYMENT AMOUNT												936.00	*	936.00
300726/00	ULINE													
CL-230030	07/01/2023	164519265 EHS		01-8150-0-4400-0000-8100-001-00000	NN	F						5,120.57	5,120.57	
TOTAL PAYMENT AMOUNT												5,120.57	*	5,120.57
172120/00	VALLEY TIRE & TACKLE INC													
CL-230046	07/01/2023	53538 SVJH		01-0000-0-4300-0000-8100-002-00000	NN	F						47.36	47.36	
TOTAL PAYMENT AMOUNT												47.36	*	47.36
301677/00	WALTER E NELSON CO													
CL-230017	07/01/2023	156359 SVJH		01-0000-0-4300-0000-8100-002-00000	NN	F						57.92	57.92	
CL-230018	07/01/2023	156390 SVJH		01-0000-0-4300-0000-8100-002-00000	NN	F						734.76	734.76	
CL-230019	07/01/2023	156404 EES		01-0000-0-4300-0000-8100-010-00000	NN	F						58.92	58.92	
TOTAL PAYMENT AMOUNT												851.60	*	851.60
182731/00	XEROX FINANCIAL SERVICES													
CL-230021	07/01/2023	4378668 SRHS		01-0000-0-5600-3200-1000-003-00000	NN	F						92.32	92.32	
CL-230022	07/01/2023	4378668 SRHS		01-0000-0-5600-0000-2700-003-00000	NN	F						39.56	39.56	
TOTAL PAYMENT AMOUNT												131.88	*	131.88

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 606

J85388

ACCOUNTS PAYABLE PRELIST
BATCH: 0606 PAYABLES BATCH 606
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net Amount	
300986/00	YREKA IMMEDIATE CARE							
CL-230029	07/01/2023	HEALTH SERVICES			01-0000-0-5800-0000-7200-004-00000 N6 F	110.00	110.00	
TOTAL PAYMENT AMOUNT						110.00 *	110.00	
TOTAL FUND				PAYMENT	204,145.42 **		204,145.42	

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 606

J85388

ACCOUNTS PAYABLE PRELIST
BATCH: 0606 PAYABLES BATCH 606
FUND : 11 ADULT EDUCATION

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef					
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount	

300753/00	CDW GOVERNMENT INC													
CL-230033	07/01/2023	KC83641 ADULT ED				11-6391-0-4300-4110-1000-008-00000	NN	F				463.66	463.66	
CL-230034	07/01/2023	KC90043 ADULT ED				11-6391-0-4400-4110-1000-008-00000	NN	F				729.94	729.94	
TOTAL PAYMENT AMOUNT												1,193.60	*	1,193.60
182731/00	XEROX FINANCIAL SERVICES													
CL-230023	07/01/2023	4378668 ADULT ED				11-6391-0-5600-4110-1000-008-00000	NN	F				92.31	92.31	
CL-230024	07/01/2023	4378668 ADULT ED				11-6391-0-5600-4110-2700-008-00000	NN	F				39.56	39.56	
TOTAL PAYMENT AMOUNT												131.87	*	131.87
TOTAL FUND PAYMENT												1,325.47	**	1,325.47

040 SCOTT VALLEY UNIFIED
 PAYABLES BATCH 606

J85388

ACCOUNTS PAYABLE PRELIST
 BATCH: 0606 PAYABLES BATCH 606
 FUND : 13 CAFETERIA

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef				
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount

300753/00	CDW GOVERNMENT INC												
CL-230035	07/01/2023	JZ16403 EHS										54.96	54.96
CL-230036	07/01/2023	JZ16403 EES										54.96	54.96
CL-230037	07/01/2023	JZ16403 FJE/SVJH										109.90	109.90
CL-230038	07/01/2023	KC72130 EHS										44.96	44.96
CL-230039	07/01/2023	KC72130 EES										44.96	44.96
CL-230040	07/01/2023	KC72130 FJE/SVJH										89.92	89.92
TOTAL PAYMENT AMOUNT											399.66 *	399.66	
TOTAL FUND PAYMENT											399.66 **	399.66	
TOTAL BATCH PAYMENT											205,870.55 ***	0.00	205,870.55
TOTAL DISTRICT PAYMENT											205,870.55 ****	0.00	205,870.55
TOTAL FOR ALL DISTRICTS:											205,870.55 ****	0.00	205,870.55
Number of checks to be printed:											24, not counting voids due to stub overflows.	205,870.55	

2023 / 24

Batch # 701

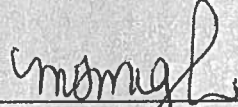
SISKIYOU COUNTY OFFICE OF EDUCATION REQUEST FOR WARRANT PROCESSING * NBS for Kathy *

District # 40 District Name: Scott Valley Unified

Fund #	Fund Name	District Total	Audited Total
01	General Fund	262,093.45	
11	Adult Education Fund		
12	Child Development Fund	601.26	
13	Cafeteria Fund	3,887.49	
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund (Other than Capital Outlay)	XXXXXXXX	XXXXXXXX
25	Capital Facilities Fund (Developer Fees)		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
35	County School Facility		
		Batch Total	266,582.20

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing:

Trustee _____ Trustee _____
Trustee _____ Trustee _____
Trustee _____ Trustee _____
Trustee _____

District Superintendent/Administrator:  Date: 6/28/23

Board Approval Date: _____ Mail: _____ Hold: _____

For Siskiyou County Office of Education Use Only

Audited By: _____ Audited Date: _____

040 SCOTT VALLEY UNIFIED
SPECIAL BATCH 701

J85819

ACCOUNTS PAYABLE PRELIST
BATCH: 0701 SPECIAL BATCH 0701
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net Amount	

030185/00 CALIFORNIA'S VALUED TRUST

PV-240000	07/01/2023	1689 HEALTH PREMIUMS		01-0000-0-9514-0000-0000-0000-000000	NN		81,256.37		
TOTAL PAYMENT AMOUNT							81,256.37 *	81,256.37	

301766/00 HEALTH EQUITY

PV-240001	07/01/2023	23250 HEALTH SAVINGS		01-0000-0-9514-0000-0000-0000-000000	NN		1,845.83		
TOTAL PAYMENT AMOUNT							1,845.83 *	1,845.83	

113056/00 N C S I G

PO-004030	07/01/2023	SCOTT VALLEY USD	3	01-0000-0-5400-0000-7200-004-000000	NN F	10,576.00	10,576.00		
PO-004030	07/01/2023	SCOTT VALLEY USD	1	01-0000-0-5400-0000-3600-006-000000	NN F	42,000.00	42,000.00		
PO-004030	07/01/2023	SCOTT VALLEY USD	2	01-0000-0-5400-0000-7200-004-000000	NN F	71,023.00	71,023.00		
TOTAL PAYMENT AMOUNT							123,599.00 *	123,599.00	

301995/00 NBS RETIREMENT SERVICES

PV-240002	07/01/2023	403 (B) TSA		01-0000-0-3902-1150-1000-010-000000	NN		62.50		
PV-240002	07/01/2023	403 (B) TSA		01-3010-0-3902-1150-1000-010-000000	NN		62.50		
PV-240002	07/01/2023	403 (B) TSA		01-6500-0-3902-5760-1120-020-000000	NN		92.20		
PV-240002	07/01/2023	403 (B) TSA		01-0000-0-3902-1150-1000-020-000000	NN		32.80		
PV-240002	07/01/2023	403 (B) TSA		01-0000-0-3902-1150-1000-010-000000	NN		64.88		
PV-240002	07/01/2023	403 (B) TSA		01-0000-0-3902-1150-1000-020-000000	NN		60.12		
TOTAL PAYMENT AMOUNT							375.00 *	375.00	

200587/00 NORTHEASTERN JPA

PV-240003	07/01/2023	JPA20241 WORKERS COMP INS		01-0000-0-9330-0000-0000-000-000000	NN		55,017.25		
TOTAL PAYMENT AMOUNT							55,017.25 *	55,017.25	

TOTAL FUND	PAYMENT	262,093.45 **	262,093.45
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040 SCOTT VALLEY UNIFIED
SPECIAL BATCH 701

J85819

ACCOUNTS PAYABLE PRELIST
BATCH: 0701 SPECIAL BATCH 0701
FUND : 12 CHILD DEVELOPMENT

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC SCH LOCAL T9MPS	Liq Amt	Net Amount			

030185/00	CALIFORNIA'S VALUED TRUST							
PV-240000	07/01/2023	1689 HEALTH PREMIUMS		12-6105-0-9514-0000-0000-000-00000 NN				601.26
		TOTAL PAYMENT AMOUNT			601.26 *			601.26
		TOTAL FUND	PAYMENT		601.26 **			601.26

040 SCOTT VALLEY UNIFIED
SPECIAL BATCH 701

J85819

ACCOUNTS PAYABLE PRELIST
BATCH: 0701 SPECIAL BATCH 0701
FUND : 13 CAFETERIA

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef				
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount

030185/00 CALIFORNIA'S VALUED TRUST

PV-240000	07/01/2023	1689 HEALTH PREMIUMS											3,887.49
													3,887.49

TOTAL PAYMENT AMOUNT 13-5310-0-9514-0000-0000-000-00000 NN 3,887.49 * 3,887.49

TOTAL FUND PAYMENT 3,887.49 ** 3,887.49

TOTAL BATCH PAYMENT 266,582.20 *** 0.00 266,582.20

TOTAL DISTRICT PAYMENT 266,582.20 **** 0.00 266,582.20

TOTAL FOR ALL DISTRICTS: 266,582.20 **** 0.00 266,582.20

Number of checks to be printed: 7, not counting voids due to stub overflows. 266,582.20

Payables

Batch # 702

**SISKIYOU COUNTY OFFICE OF EDUCATION
REQUEST FOR WARRANT PROCESSING**

District # 40 District Name: Scott Valley Unified

Fund #	Fund Name	District Total	Audited Total
01	General Fund	67,589.83	
11	Adult Education Fund	24.26	
12	Child Development Fund	2,865.53	
13	Cafeteria Fund		
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund (Other than Capital Outlay)	XXXXXXXX	XXXXXXXX
25	Capital Facilities Fund (Developer Fees)		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
35	County School Facility		
	Batch Total	70,479.62	

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing:

Trustee _____ Trustee _____

Trustee _____ Trustee _____

Trustee _____ Trustee _____

Trustee _____

District Superintendent/Administrator: mmugl Date: 7/7/23

Board Approval Date: _____ Mail: _____ Hold: _____

For Siskiyou County Office of Education Use Only

Audited By: _____ Audited Date: _____

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 702

J86356

ACCOUNTS PAYABLE PRELIST
BATCH: 0702 PAYABLES BATCH 702
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef					
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount	

302336/00	AMAZON CAPITAL SERVICES													
	CL-230125	07/07/2023	1J77FQ77CKCP	SVJH		01-0000-0-4300-1280-1000-002-00000	NN	F				189.90	189.90	
	CL-230127	07/07/2023	1XCVVNTPCN6R	DO		01-0000-0-4300-0000-7200-004-00000	NN	F				99.72	99.72	
	TOTAL PAYMENT AMOUNT											289.62	*	289.62
301253/00	ARAMARK UNIFORM SERVICE													
	CL-230109	07/07/2023	5066328911	SVJH		01-0000-0-5500-0000-8100-002-00000	NN	F				115.97	115.97	
	CL-230110	07/07/2023	5066328913	FJE		01-0000-0-5500-0000-8100-020-00000	NN	F				131.41	131.41	
	CL-230111	07/07/2023	5066328916	EES		01-0000-0-5500-0000-8100-010-00000	NN	F				94.99	94.99	
	CL-230112	07/07/2023	5066324259	TRANSP		01-0000-0-5500-0000-8100-006-00000	NN	F				77.70	77.70	
	TOTAL PAYMENT AMOUNT											420.07	*	420.07
300026/00	BAXTER AUTO PARTS													
	CL-230087	07/07/2023	57804	TRANSP		01-0000-0-4300-0000-3600-006-00000	NN	F				82.68	82.68	
	CL-230088	07/07/2023	57805	TRANSP		01-0000-0-4300-0000-3600-006-00000	NN	F				82.68	82.68	
	CL-230089	07/07/2023	57862	TRANSP		01-0000-0-4300-0000-3600-006-00000	NN	F				322.54	322.54	
	CL-230090	07/07/2023	56463	TRANSP		01-0000-0-4300-0000-3600-006-00000	NN	F				58.10	58.10	
	CL-230091	07/07/2023	56464	TRANSP		01-0000-0-4300-0000-3600-006-00000	NN	F				202.49	202.49	
	CL-230092	07/07/2023	56325	TRANSP		01-0000-0-4300-0000-3600-006-00000	NN	F				18.62	18.62	
	CL-230093	07/07/2023	56344	SVJH		01-0000-0-4300-0000-8100-002-00000	NN	F				17.52	17.52	
	TOTAL PAYMENT AMOUNT											784.63	*	784.63
302208/00	C R COMBUSTION INC													
	CL-230079	07/07/2023	2022482	EHS		01-0000-0-5600-0000-8100-001-00000	NN	F				880.00	880.00	
	TOTAL PAYMENT AMOUNT											880.00	*	880.00
302373/00	COLLABORATIVE CLASSROOM													
	CL-230132	07/07/2023	244884	SVJH		01-3010-0-4300-1280-1000-002-00000	NN	F				720.31	720.31	
	TOTAL PAYMENT AMOUNT											720.31	*	720.31
200039/00	ERIN FOWLE													
	CL-230130	07/07/2023	EHS	REIMB		01-4035-0-5200-1500-1000-001-00000	NN	F				92.00	92.00	
	TOTAL PAYMENT AMOUNT											92.00	*	92.00

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 702

J86356

ACCOUNTS PAYABLE PRELIST
BATCH: 0702 PAYABLES BATCH 702
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net Amount	

055970/00	ETNA CITY OF							
CL-230146	07/07/2023	EHS		01-0000-0-5530-0000-8100-001-00000	NN F	738.18	738.18	
CL-230147	07/07/2023	EES		01-0000-0-5530-0000-8100-010-00000	NN F	637.04	637.04	
CL-230148	07/07/2023	SRHS		01-0000-0-5530-0000-8100-003-00000	NN F	74.30	74.30	
CL-230149	07/07/2023	SVO		01-0000-0-5530-0000-8100-009-00000	NN F	97.51	97.51	
TOTAL PAYMENT AMOUNT					1,547.03 *		1,547.03	
061060/00	FORT JONES ACE HARDWARE							
CL-230081	07/07/2023	5426 FJE		01-0000-0-4300-0000-8100-020-00000	NN F	44.33	44.33	
CL-230082	07/07/2023	5318 FJE		01-0000-0-4300-0000-8100-020-00000	NN F	187.64	187.64	
CL-230083	07/07/2023	5328 FJE		01-0000-0-4300-0000-8100-020-00000	NN F	-150.14	-150.14	
CL-230084	07/07/2023	5405 FJE		01-0000-0-4300-0000-8100-020-00000	NN F	71.80	71.80	
CL-230086	07/07/2023	5298 FJE		01-0000-0-4300-0000-8100-020-00000	NN F	17.15	17.15	
TOTAL PAYMENT AMOUNT					170.78 *		170.78	
061100/00	FORT JONES LUMBER YARD							
CL-230101	07/07/2023	283302 FJE		01-0000-0-4300-0000-8100-020-00000	NN F	278.61	278.61	
CL-230102	07/07/2023	283090 FJE		01-0000-0-4300-0000-8100-020-00000	NN F	45.97	45.97	
CL-230103	07/07/2023	283172 FJE		01-0000-0-4300-0000-8100-020-00000	NN F	123.94	123.94	
CL-230104	07/07/2023	283209 FJE		01-0000-0-4300-0000-8100-020-00000	NN F	-117.98	-117.98	
CL-230105	07/07/2023	282264 FJE		01-0000-0-4300-0000-8100-020-00000	NN F	17.71	17.71	
TOTAL PAYMENT AMOUNT					348.25 *		348.25	
061280/00	FORT JONES, TOWN OF							
CL-230074	07/07/2023	SVJH		01-0000-0-5530-0000-8100-002-00000	NN F	432.50	432.50	
CL-230075	07/07/2023	FJE		01-0000-0-5530-0000-8100-020-00000	NN F	657.50	657.50	
TOTAL PAYMENT AMOUNT					1,090.00 *		1,090.00	
031440/00	FUELMAN							
CL-230122	07/07/2023	BG2315288		01-0000-0-4341-0000-3600-006-00000	NN F	1,125.16	1,125.16	
TOTAL PAYMENT AMOUNT					1,125.16 *		1,125.16	
065280/00	GENERAL PRODUCE CO LTD							
CL-230131	07/07/2023	0478102 04879342 04884427		01-0000-0-4300-0000-7200-004-00000	NN F	22.50	22.50	
TOTAL PAYMENT AMOUNT					22.50 *		22.50	

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 702

J86356

ACCOUNTS PAYABLE PRELIST
BATCH: 0702 PAYABLES BATCH 702
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef					
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount	

300054/00	JOY ISBELL													
	CL-230128	07/07/2023	EHS			01-0000-0-5200-0000-2700-001-00000	NN	F				110.17	110.17	
	CL-230129	07/07/2023	EHS			01-0000-0-5200-0000-2700-001-00000	NN	F				299.95	299.95	
												TOTAL PAYMENT AMOUNT	410.12 *	410.12
301608/00	KIDDER CREEK CAMP													
	CL-230113	07/07/2023	SCOTT VALLEY JUNIOR HIGH 5/19			01-9624-0-5800-1280-1000-002-00000	NN	F				3,640.00	3,640.00	
												TOTAL PAYMENT AMOUNT	3,640.00 *	3,640.00
300730/00	LOZANO SMITH LLP													
	CL-230124	07/07/2023	001687 DO			01-0000-0-5801-0000-7100-004-00000	NY	F				5,264.61	5,264.61	
												TOTAL PAYMENT AMOUNT	5,264.61 *	5,264.61
100032/00	MARBLE MOUNTAIN MACHINERY													
	CL-230106	07/07/2023	736 SVJH			01-0000-0-4300-0000-8100-002-00000	NN	F				30.97	30.97	
												TOTAL PAYMENT AMOUNT	30.97 *	30.97
302383/00	MICHAEL JOHNSON													
	CL-230107	07/07/2023	SVJH			01-0000-0-4341-0000-3600-006-00000	NN	F				15.00	15.00	
												TOTAL PAYMENT AMOUNT	15.00 *	15.00
301681/00	MICHAEL THACKERAY													
	CL-230108	07/07/2023	REIMB			01-0000-0-4300-0000-8100-001-00000	NN	F				136.83	136.83	
												TOTAL PAYMENT AMOUNT	136.83 *	136.83
111076/00	MT SHASTA SPRING WATER													
	CL-230096	07/07/2023	307246 EHS			01-0000-0-5800-0000-2700-001-00000	NN	F				10.73	10.73	
	CL-230097	07/07/2023	307901 DO			01-0000-0-4300-0000-7200-004-00000	NN	F				88.42	88.42	
	CL-230098	07/07/2023	307487 DO			01-0000-0-5600-0000-7200-004-00000	NN	F				9.65	9.65	
	CL-230099	07/07/2023	306409 DO			01-0000-0-5800-0000-7200-004-00000	NN	F				10.00	10.00	
												TOTAL PAYMENT AMOUNT	118.80 *	118.80

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 702

J86356

ACCOUNTS PAYABLE PRELIST
BATCH: 0702 PAYABLES BATCH 702
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net	Amount

119783/00	ODP BUSINESS SOLUTIONS INC							
CL-230116	07/07/2023	310580526001 DO			01-0000-0-4300-0000-7200-004-00000 NN F	3.15		3.15
CL-230117	07/07/2023	310580527001 DO			01-0000-0-4300-0000-7200-004-00000 NN F	4.82		4.82
CL-230118	07/07/2023	311423623001 EHS			01-0000-0-4300-0000-2700-001-00000 NN F	10.47		10.47
CL-230119	07/07/2023	310580224001 DO			01-0000-0-4300-0000-7200-004-00000 NN F	64.34		64.34
CL-230120	07/07/2023	316085417001 DO			01-0000-0-4300-0000-7200-004-00000 NN F	37.61		37.61
CL-230121	07/07/2023	31821283001 DO			01-0000-0-4300-0000-7200-004-00000 NN F	35.37		35.37
TOTAL PAYMENT AMOUNT					155.76 *			155.76
123000/00	PACIFIC POWER							
CL-230058	07/07/2023	EHS			01-0000-0-5520-0000-8100-001-00000 NN F	2,924.41		2,924.41
CL-230059	07/07/2023	SVJH			01-0000-0-5520-0000-8100-002-00000 NN F	1,312.98		1,312.98
CL-230060	07/07/2023	FJE			01-0000-0-5520-0000-8100-020-00000 NN F	1,447.22		1,447.22
CL-230061	07/07/2023	TRANS			01-0000-0-5520-0000-8100-006-00000 NN F	175.50		175.50
CL-230062	07/07/2023	EES			01-0000-0-5520-0000-8100-010-00000 NN F	1,297.82		1,297.82
CL-230063	07/07/2023	SRHS			01-0000-0-5520-3200-8100-003-00000 NN F	441.70		441.70
CL-230064	07/07/2023	QVS			01-0000-0-5520-0000-8100-004-00000 NN F	66.09		66.09
CL-230065	07/07/2023	230065 SVO			01-0000-0-5520-0000-8100-009-00000 NN F	60.45		60.45
TOTAL PAYMENT AMOUNT					7,726.17 *			7,726.17
300856/00	PURCHASE POWER - PITNEY BOWES							
CL-230136	07/07/2023	8000 9090 0608 7196			01-0000-0-5930-0000-7200-004-00000 NN F	567.49		567.49
TOTAL PAYMENT AMOUNT					567.49 *			567.49
300063/00	RAY'S FOOD PLACE FORT JONES							
CL-230100	07/07/2023	1778392 SVJH			01-0000-0-4300-0000-8100-002-00000 NN F	25.03		25.03
TOTAL PAYMENT AMOUNT					25.03 *			25.03
302371/00	SCHOOL PRIDE							
CL-230123	07/07/2023	91933 ETNA HIGH			01-9624-0-4300-1500-1000-001-00000 YN F	1,305.00		1,305.00
TOTAL PAYMENT AMOUNT					1,305.00 *			1,305.00
TOTAL USE TAX AMOUNT								94.61

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 702

J86356

ACCOUNTS PAYABLE PRELIST
BATCH: 0702 PAYABLES BATCH 702
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net	Amount

200689/00	SCHOOL SPECIALTY							
CL-230133	07/07/2023	208132446108	FJE	01-2600-0-4400-1150-1000-020-10000	NN F	13,586.51	13,586.51	
CL-230135	07/07/2023	208132431706	FJE	01-0000-0-4300-1150-1000-020-10000	NN F	9,811.53	9,811.53	
TOTAL PAYMENT AMOUNT						23,398.04	*	23,398.04
143300/00	SCOTT VALLEY AUTO PARTS							
CL-230094	07/07/2023	372372	TRANSP	01-0000-0-4300-0000-3600-006-00000	NN F	10.79	10.79	
CL-230095	07/07/2023	372607	TRANSP	01-0000-0-4300-0000-3600-006-00000	NN F	126.57	126.57	
TOTAL PAYMENT AMOUNT						137.36	*	137.36
143360/00	SCOTT VALLEY DISPOSAL INC							
CL-230076	07/07/2023	288	SVJH	01-0000-0-5550-0000-8100-002-00000	NN F	575.00	575.00	
CL-230077	07/07/2023	291	FJE	01-0000-0-5550-0000-8100-020-00000	NN F	775.00	775.00	
CL-230078	07/07/2023	1507	EHS	01-0000-0-5550-0000-8100-001-00000	NN F	1,150.00	1,150.00	
TOTAL PAYMENT AMOUNT						2,500.00	*	2,500.00
150080/00	SISKIYOU TELEPHONE CO							
CL-230150	07/07/2023	EHS		01-0000-0-5900-0000-2700-001-00000	NN F	197.15	197.15	
CL-230151	07/07/2023	SVJH		01-0000-0-5900-0000-2700-002-00000	NN F	188.21	188.21	
CL-230152	07/07/2023	EES		01-0000-0-5900-0000-2700-010-00000	NN F	98.12	98.12	
CL-230153	07/07/2023	FJE		01-0000-0-5900-0000-2700-020-00000	NN F	108.65	108.65	
CL-230154	07/07/2023	TRANSP		01-0000-0-5900-0000-3600-006-00000	NN F	175.58	175.58	
CL-230155	07/07/2023	DO		01-0000-0-5900-0000-7200-004-00000	NN F	882.31	882.31	
CL-230156	07/07/2023	SRHS		01-0000-0-5900-3200-2700-003-00000	NN F	151.36	151.36	
CL-230157	07/07/2023	QVS		01-0000-0-5900-0000-7200-004-00000	NN F	150.20	150.20	
TOTAL PAYMENT AMOUNT						1,951.58	*	1,951.58
302041/00	TRAFERA LLC							
CL-230114	07/07/2023	I000762660	IT	01-6762-0-5800-0000-2460-004-00000	NN F	3,419.50	3,419.50	
CL-230115	07/07/2023	I000762659	IT	01-6762-0-5800-0000-2460-004-00000	NN F	1,465.50	1,465.50	
TOTAL PAYMENT AMOUNT						4,885.00	*	4,885.00
300261/00	U.S. BANK							
CL-230066	07/07/2023	DO		01-0000-0-5800-0000-7200-004-00000	NN F	119.88	119.88	
CL-230067	07/07/2023	EHS		01-0000-0-5200-1700-4200-001-00000	NN F	593.21	593.21	
CL-230068	07/07/2023	SRHS		01-9624-0-4300-3200-1000-003-00000	NN F	479.90	479.90	

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 702

J86356

ACCOUNTS PAYABLE PRELIST
BATCH: 0702 PAYABLES BATCH 702
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq	Amt	Net	Amount

300261	(CONTINUED)								
CL-230069	07/07/2023	EHS			01-0000-0-5800-1500-1000-001-00000 NN F		7.00		7.00
CL-230070	07/07/2023	EHS			01-0000-0-5800-1700-4200-001-00000 NN F		935.53		935.53
CL-230071	07/07/2023	EHS			01-0000-0-5800-1700-4200-001-00000 NN F		824.71		824.71
CL-230072	07/07/2023	EHS			01-0000-0-4300-0000-8100-001-00000 NN F		247.45		247.45
TOTAL PAYMENT AMOUNT							3,207.68 *		3,207.68
201040/00	VERIZON WIRELESS								
CL-230073	07/07/2023	9937830959			01-0000-0-5900-0000-7200-004-00000 NN F		356.24		356.24
TOTAL PAYMENT AMOUNT							356.24 *		356.24
301677/00	WALTER E NELSON CO								
CL-230137	07/07/2023	156589	EHS		01-0000-0-4300-0000-8100-001-00000 NN F		293.13		293.13
CL-230138	07/07/2023	157025	SVJH		01-0000-0-4400-0000-8100-002-00000 NN F		1,369.51		1,369.51
CL-230139	07/07/2023	156577	SVJH		01-0000-0-4300-0000-8100-002-00000 NN F		681.04		681.04
CL-230140	07/07/2023	156820	SVJH		01-0000-0-4300-0000-8100-002-00000 NN F		89.53		89.53
CL-230141	07/07/2023	156845	EES		01-0000-0-4300-0000-8100-010-00000 NN F		104.75		104.75
CL-230142	07/07/2023	156840	EES		01-0000-0-4300-0000-8100-010-00000 NN F		71.85		71.85
CL-230143	07/07/2023	156590	EES		01-0000-0-4300-0000-8100-010-00000 NN F		1,225.03		1,225.03
CL-230144	07/07/2023	156821	FJE		01-0000-0-4300-0000-8100-020-00000 NN F		307.06		307.06
CL-230145	07/07/2023	156975	FJE		01-0000-0-4300-0000-8100-020-00000 NN F		125.90		125.90
TOTAL PAYMENT AMOUNT							4,267.80 *		4,267.80
TOTAL FUND PAYMENT							67,589.83 **		67,589.83
TOTAL USE TAX AMOUNT									94.61

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 702

J86356

ACCOUNTS PAYABLE PRELIST
BATCH: 0702 PAYABLES BATCH 702
FUND : 11 ADULT EDUCATION

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net Amount		

302336/00	AMAZON CAPITAL SERVICES							
CL-230126	07/07/2023	1CRX463K13LC ADULT ED		11-6391-0-4300-4110-1000-008-00000	NN F	24.26		24.26
		TOTAL PAYMENT AMOUNT			24.26 *			24.26
		TOTAL FUND	PAYMENT		24.26 **			24.26

040 SCOTT VALLEY UNIFIED
 PAYABLES BATCH 702

J86356

ACCOUNTS PAYABLE PRELIST
 BATCH: 0702 PAYABLES BATCH 702
 FUND : 12 CHILD DEVELOPMENT

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net	Amount
200689/00		SCHOOL SPECIALTY						
CL-230134	07/07/2023	208132421967 FJE			12-0000-0-4300-0001-1000-022-00000 NN F	2,865.53	2,865.53	2,865.53
					TOTAL PAYMENT AMOUNT	2,865.53 *		2,865.53
					TOTAL FUND PAYMENT	2,865.53 **		2,865.53
					TOTAL BATCH PAYMENT	70,479.62 ***	0.00	70,479.62
					TOTAL USE TAX AMOUNT			94.61
					TOTAL DISTRICT PAYMENT	70,479.62 ****	0.00	70,479.62
					TOTAL USE TAX AMOUNT			94.61
					TOTAL FOR ALL DISTRICTS:	70,479.62 ****	0.00	70,479.62
					TOTAL USE TAX AMOUNT			94.61
Number of checks to be printed: 34, not counting voids due to stub overflows.								70,479.62

Special

Batch # 703

SISKIYOU COUNTY OFFICE OF EDUCATION REQUEST FOR WARRANT PROCESSING

District # 40 District Name: Scott Valley Unified

Fund #	Fund Name	District Total	Audited Total
01	General Fund	11,590. ⁰⁰	
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Fund		
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund (Other than Capital Outlay)	XXXXXXXX	XXXXXXXX
25	Capital Facilities Fund (Developer Fees)		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
35	County School Facility		
	Batch Total	11,590. ⁰⁰	

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing:

Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____

District Superintendent/Administrator: ymough Date: 7/11/23
 Board Approval Date: _____ Mail: _____ Hold: _____

For Siskiyou County Office of Education Use Only

Audited By: _____ Audited Date: _____

040 SCOTT VALLEY UNIFIED
SPECIAL BATCH 703

J86521

ACCOUNTS PAYABLE PRELIST
BATCH: 0703 SPECIAL BATCH 703
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC SCH LOCAL T9MPS	Liq Amt	Net Amount			

300783/00	BNG FINISH PRODUCTS INC							
PO-009014	07/05/2023	FJE LIBRARY WALL	1 01-8150-0-6400-0000-8100-020-10000 NN F	11,590.00	11,590.00			
			TOTAL PAYMENT AMOUNT	11,590.00 *	11,590.00			
			TOTAL FUND PAYMENT	11,590.00 **	11,590.00			
			TOTAL BATCH PAYMENT	11,590.00 ***	0.00	11,590.00		
			TOTAL DISTRICT PAYMENT	11,590.00 ****	0.00	11,590.00		
			TOTAL FOR ALL DISTRICTS:	11,590.00 ****	0.00	11,590.00		
Number of checks to be printed:					1, not counting voids due to stub overflows.	11,590.00		

Payables

Batch # 704

**SISKIYOU COUNTY OFFICE OF EDUCATION
REQUEST FOR WARRANT PROCESSING**

District # 40 District Name: Scott Valley Unified

Fund #	Fund Name	District Total	Audited Total
01	General Fund	38,856. ⁸²	
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Fund		
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund (Other than Capital Outlay)	XXXXXXXX	XXXXXXXX
25	Capital Facilities Fund (Developer Fees)		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
35	County School Facility		
	Batch Total	38,856. ⁸²	

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing:

Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____

District Superintendent/Administrator: *m. mough* Date: 7/14/23

Board Approval Date: _____ Mail: _____ Hold: _____

For Siskiyou County Office of Education Use Only

Audited By: _____ Audited Date: _____

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 704

J87193

ACCOUNTS PAYABLE PRELIST
BATCH: 0704 PAYABLES 704
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net Amount	
300424/00	AMY HURLIMANN							
CL-230186	07/14/2023	CHARTWELL		01-9072-0-5200-1280-1000-002-00000	NN F	777.15	777.15	
		TOTAL PAYMENT AMOUNT			777.15 *		777.15	
301200/00	AMY WALTON							
CL-230185	07/14/2023	CHARTWELL		01-9072-0-5200-3200-2700-003-00000	NN F	736.54	736.54	
		TOTAL PAYMENT AMOUNT			736.54 *		736.54	
302311/00	ANGELEE DOWLING							
CL-230184	07/14/2023	CATA CONF		01-4035-0-5200-1500-1000-001-00000	NN F	906.57	906.57	
		TOTAL PAYMENT AMOUNT			906.57 *		906.57	
300353/00	BARBARA THACKERAY							
CL-230190	07/14/2023	CHARTWELL		01-9072-0-5200-1150-1000-010-00000	NN F	168.00	168.00	
		TOTAL PAYMENT AMOUNT			168.00 *		168.00	
302352/00	CAITLIN BENNETT							
CL-230191	07/14/2023	CHARTWELL		01-9072-0-5200-1280-1000-002-00000	NN F	168.00	168.00	
		TOTAL PAYMENT AMOUNT			168.00 *		168.00	
300430/00	CATA							
CL-230158	07/14/2023	CONF23-379 ETNA HIGH		01-7010-0-5200-3802-1000-001-00000	NN F	1,020.00	1,020.00	
CL-230159	07/14/2023	CONF23-379 ETNA HIGH		01-4035-0-5200-1500-1000-001-00000	NN F	425.00	425.00	
		TOTAL PAYMENT AMOUNT			1,445.00 *		1,445.00	
200039/00	ERIN FOWLE							
CL-230188	07/14/2023	CHARTWELL		01-9072-0-5200-1500-1000-001-00000	NN F	738.64	738.64	
		TOTAL PAYMENT AMOUNT			738.64 *		738.64	

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 704

J87193

ACCOUNTS PAYABLE PRELIST
BATCH: 0704 PAYABLES 704
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL	FUNC	SCH LOCAL T9MPS	Liq Amt	Net Amount	

056080/00	ETNA HARDWARE & SPORTING GOODS							
CL-230164	07/14/2023	325790 EHS	01-0000-0-4300-0000-8100-001-00000	NN F		159.85	159.85	
CL-230165	07/14/2023	326001 EHS	01-0000-0-4300-0000-8100-001-00000	NN F		15.00	15.00	
CL-230166	07/14/2023	326015 EHS	01-0000-0-4300-0000-8100-001-00000	NN F		73.41	73.41	
CL-230167	07/14/2023	326307 EHS	01-0000-0-4300-0000-8100-001-00000	NN F		44.47	44.47	
CL-230168	07/14/2023	325491 EES	01-0000-0-4300-0000-8100-010-00000	NN F		2.13	2.13	
CL-230169	07/14/2023	325509 EES	01-0000-0-4300-0000-8100-010-00000	NN F		5.53	5.53	
CL-230170	07/14/2023	325917 EES	01-0000-0-4300-0000-8100-010-00000	NN F		4.73	4.73	
CL-230171	07/14/2023	326323 EES	01-0000-0-4300-0000-8100-010-00000	NN F		13.93	13.93	
		TOTAL PAYMENT AMOUNT		319.05 *			319.05	
061100/00	FORT JONES LUMBER YARD							
CL-230161	07/14/2023	283786 FJE	01-0000-0-4300-0000-8100-020-00000	NN F		331.86	331.86	
		TOTAL PAYMENT AMOUNT		331.86 *			331.86	
300477/00	GERARD PELLETTIER TRANSFER							
CL-230160	07/14/2023	1035	01-0000-0-5550-0000-8100-001-00000	NN F		503.20	503.20	
		TOTAL PAYMENT AMOUNT		503.20 *			503.20	
300874/00	HANNAH SHICKLE							
CL-230189	07/14/2023	CHARTWELL	01-9072-0-5200-1280-1000-002-00000	NN F		168.00	168.00	
		TOTAL PAYMENT AMOUNT		168.00 *			168.00	
302035/00	IMAGINE LEARNING LLC							
CL-230179	07/14/2023	932473 SVO	01-0000-0-5800-1110-1000-009-00000	NN F		20,150.00	20,150.00	
		TOTAL PAYMENT AMOUNT		20,150.00 *			20,150.00	
300572/00	JACOB HARGETT							
CL-230183	07/14/2023	CATA CONF	01-7010-0-5200-3802-1000-001-00000	NN F		1,016.57	1,016.57	
		TOTAL PAYMENT AMOUNT		1,016.57 *			1,016.57	

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 704

J87193

ACCOUNTS PAYABLE PRELIST
BATCH: 0704 PAYABLES 704
FUND : 01 GENERAL FUND

APY500 L.00.21 07/14/23 11:15 PAGE 3
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net Amount	
300476/00	KELLIE N HARGETT							
	CL-230182	07/14/2023	CATA CONF		01-7010-0-5200-3802-1000-001-00000	NN F	254.00	254.00
			TOTAL PAYMENT AMOUNT		254.00 *		254.00	
300046/00	LISA THEOFANIDES							
	CL-230187	07/14/2023	CHARTWELL		01-9072-0-5200-1110-1000-009-00000	NN F	777.15	777.15
			TOTAL PAYMENT AMOUNT		777.15 *		777.15	
301996/00	MICHELINE MIGLIS							
	CL-230193	07/14/2023	CHARTWELL		01-9072-0-5200-0000-7200-004-00000	NN F	777.15	777.15
			TOTAL PAYMENT AMOUNT		777.15 *		777.15	
301752/00	MITCH THACKERAY							
	CL-230192	07/14/2023	CHARTWELL		01-9072-0-5200-1500-1000-001-00000	NN F	792.87	792.87
			TOTAL PAYMENT AMOUNT		792.87 *		792.87	
123000/00	PACIFIC POWER							
	CL-230163	07/14/2023	SVJH		01-0000-0-5520-0000-8100-002-00000	NN F	211.07	211.07
			TOTAL PAYMENT AMOUNT		211.07 *		211.07	
302012/00	RAMSEY EDUCATION							
	CL-230162	07/14/2023	1065283 EHS		01-0000-0-5800-1500-1000-001-00000	NN F	399.84	399.84
			TOTAL PAYMENT AMOUNT		399.84 *		399.84	
143300/00	SCOTT VALLEY AUTO PARTS							
	CL-230181	07/14/2023	372605 EHS		01-0000-0-4300-0000-2700-001-00000	NN F	28.66	28.66
			TOTAL PAYMENT AMOUNT		28.66 *		28.66	
301428/00	SHELLY SUETTA							
	CL-230180	07/14/2023	ETNA HIGH SCHOOL		01-0000-0-4300-0000-2700-001-00000	NY F	200.00	200.00
			TOTAL PAYMENT AMOUNT		200.00 *		200.00	

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net Amount	
300324/00	TANA PIERSALL							
	CL-230194	07/14/2023	CHARTWELL		01-9072-0-5200-0000-7200-004-00000 NN F	777.15	777.15	
			TOTAL PAYMENT AMOUNT		777.15 *		777.15	
300261/00	U.S. BANK							
	CL-230172	07/14/2023	DO		01-0000-0-4300-0000-7200-004-00000 NN F	218.39	218.39	
	CL-230173	07/14/2023	EHS		01-0000-0-5200-0000-2700-001-00000 NN F	523.02	523.02	
	CL-230174	07/14/2023	EHS		01-4035-0-5200-1500-1000-001-00000 NN F	523.02	523.02	
	CL-230175	07/14/2023	EHS		01-0000-0-5800-1700-4200-001-00000 NN F	18.80	18.80	
	CL-230176	07/14/2023	EHS		01-0000-0-4300-0000-8100-001-00000 NN F	247.45	247.45	
	CL-230177	07/14/2023	EHS		01-7010-0-5200-3802-1000-001-00000 NN F	1,065.81	1,065.81	
	CL-230178	07/14/2023	DO		01-9072-0-5200-0000-7200-004-00000 NN F	1,957.37	1,957.37	
			TOTAL PAYMENT AMOUNT		4,553.86 *		4,553.86	
182731/00	XEROX FINANCIAL SERVICES							
	CL-230195	07/14/2023	4501744 DO		01-0000-0-5600-0000-7200-004-00000 NN F	396.80	396.80	
	CL-230196	07/14/2023	4501739 DO		01-0000-0-5600-0000-7200-004-00000 NN F	204.08	204.08	
	CL-230197	07/14/2023	4501738 EHS		01-0000-0-5600-1500-1000-001-00000 NN F	136.31	136.31	
	CL-230198	07/14/2023	4501738 EHS		01-0000-0-5600-0000-2700-001-00000 NN F	58.42	58.42	
	CL-230199	07/14/2023	4501735 EHS		01-0000-0-5600-1500-2420-001-00000 NN F	149.31	149.31	
	CL-230200	07/14/2023	4501735 EHS		01-0000-0-5600-0000-2700-001-00000 NN F	21.33	21.33	
	CL-230201	07/14/2023	4501736 SVJH		01-0000-0-5600-1280-1000-002-00000 NN F	182.40	182.40	
	CL-230202	07/14/2023	451736 SVJH		01-0000-0-5600-0000-2700-002-00000 NN F	78.17	78.17	
	CL-230203	07/14/2023	4501743 SVJH		01-0000-0-5600-1280-1000-002-00000 NN F	135.69	135.69	
	CL-230204	07/14/2023	4501743 SVJH		01-0000-0-5600-0000-2700-002-00000 NN F	58.15	58.15	
	CL-230205	07/14/2023	4501740 SRHS		01-0000-0-5600-3200-1000-003-00000 NN F	157.39	157.39	
	CL-230206	07/14/2023	4501740 SRHS		01-0000-0-5600-0000-2700-003-00000 NN F	67.45	67.45	
	CL-230207	07/14/2023	4501742 EES		01-0000-0-5600-1150-1000-010-00000 NN F	219.13	219.13	
	CL-230208	07/14/2023	4501742 EHS		01-0000-0-5600-0000-2700-001-00000 NN F	93.91	93.91	
	CL-230209	07/14/2023	4501737 EES		01-0000-0-5600-1150-1000-010-00000 NN F	155.70	155.70	
	CL-230210	07/14/2023	4501737 EES		01-0000-0-5600-0000-2700-010-00000 NN F	66.73	66.73	
	CL-230211	07/14/2023	4501734 FJE		01-0000-0-5600-1150-1000-020-00000 NN F	197.72	197.72	
	CL-230212	07/14/2023	4501734 FJE		01-0000-0-5600-0000-2700-020-00000 NN F	84.74	84.74	
	CL-230213	07/14/2023	4501741 FJE		01-0000-0-5600-1150-1000-020-00000 NN F	135.14	135.14	
	CL-230214	07/14/2023	4501741 FJE		01-0000-0-5600-0000-2700-020-00000 NN F	57.92	57.92	
			TOTAL PAYMENT AMOUNT		2,656.49 *		2,656.49	
			TOTAL FUND PAYMENT		38,856.82 **		38,856.82	
			TOTAL BATCH PAYMENT		38,856.82 ***	0.00	38,856.82	

040 SCOTT VALLEY UNIFIED
PAYABLES BATCH 704

J87193

ACCOUNTS PAYABLE PRELIST
BATCH: 0704 PAYABLES 704
FUND : 01 GENERAL FUND

APY500 L.00.21 07/14/23 11:15 PAGE 5
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Vendor/Addr	Remit name		Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description		FD RESC Y OBJT GOAL FUNC SCH LOCAL T9MPS			Liq Amt	Net Amount	

TOTAL DISTRICT PAYMENT 38,856.82 **** 0.00 38,856.82

TOTAL FOR ALL DISTRICTS: 38,856.82 **** 0.00 38,856.82

Number of checks to be printed: 24, not counting voids due to stub overflows. 38,856.82

**SISKIYOU COUNTY OFFICE OF EDUCATION
REQUEST FOR WARRANT PROCESSING**

District # 40 District Name: Scott Valley Unified

Fund #	Fund Name	District Total	Audited Total
01	General Fund	5,653.95	
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Fund		
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund (Other than Capital Outlay)	XXXXXXXX	XXXXXXXX
25	Capital Facilities Fund (Developer Fees)		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
35	County School Facility		
	Batch Total	5,653.95	

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing:

Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____

District Superintendent/Administrator: *Monaghan* Date: 7/14/23

Board Approval Date: _____ Mail: _____ Hold: _____

For Siskiyou County Office of Education Use Only

Audited By: _____ Audited Date: _____

040 SCOTT VALLEY UNIFIED
BATCH 705

J87200

ACCOUNTS PAYABLE PRELIST
BATCH: 0705 BATCH 705
FUND : 01 GENERAL FUND

APY500 L.00.21 07/14/23 11:42 PAGE 1
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL	T9MPS	Liq Amt	Net Amount

302302/00 JASON FINLEY

PV-240004	07/14/2023	HEALTH INS REIMB 2ND QTR		01-0000-0-3402-0000-7110-004-00000	NN			2,686.56
		TOTAL PAYMENT AMOUNT						2,686.56

302301/00 JENNIFER THACKERAY

PV-240005	07/14/2023	HEALTH INS REIMB 2ND QTR		01-0000-0-3402-0000-7110-004-00000	NN			989.16
		TOTAL PAYMENT AMOUNT						989.16

302353/00 JIM HARRIS

PV-240006	07/14/2023	HEALTH INS REIMB 2ND QTR		01-0000-0-3402-0000-7110-004-00000	NN			1,518.00
		TOTAL PAYMENT AMOUNT						1,518.00

302299/00 SANDY HOGGE

PV-240007	07/14/2023	HEALTH INS REIMB 2ND QTR		01-0000-0-3402-0000-7110-004-00000	NN			460.23
		TOTAL PAYMENT AMOUNT						460.23

TOTAL FUND	PAYMENT	5,653.95	**					5,653.95
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TOTAL BATCH PAYMENT		5,653.95	***	0.00				5,653.95
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TOTAL DISTRICT PAYMENT		5,653.95	****	0.00				5,653.95
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TOTAL FOR ALL DISTRICTS:		5,653.95	****	0.00				5,653.95
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Number of checks to be printed: 4, not counting voids due to stub overflows. 5,653.95

Batch # 706

SISKIYOU COUNTY OFFICE OF EDUCATION REQUEST FOR WARRANT PROCESSING

District # 40 District Name: Scott Valley Unified

Fund #	Fund Name	District Total	Audited Total
01	General Fund	23,658.34	
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Fund		
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund (Other than Capital Outlay)	XXXXXXXX	XXXXXXXX
25	Capital Facilities Fund (Developer Fees)		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
35	County School Facility		
	Batch Total	23,658.34	

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing:

Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____

District Superintendent/Administrator: [Signature] Date: 7/19/23

Board Approval Date: _____ Mail: _____ Hold: _____

For Siskiyou County Office of Education Use Only

Audited By: _____ Audited Date: _____

040 SCOTT VALLEY UNIFIED
SPECIAL BATCH 706

J87717

ACCOUNTS PAYABLE PRELIST
BATCH: 0706 SPECIAL BATCH
FUND : 01 GENERAL FUND

APY500 L.00.21 07/19/23 11:05 PAGE 1
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net Amount		

100032/00	MARBLE MOUNTAIN MACHINERY								
PO-004501	07/01/2023	2748 SVJH GRASSHOPPER	1	01-8150-0-6400-0000-8100-002-00000	NN F	11,829.17	11,829.17		
PO-004501	07/01/2023	2748 FJE GRASSHOPPER	2	01-8150-0-6400-0000-8100-020-00000	NN F	11,829.17	11,829.17		
TOTAL PAYMENT AMOUNT				23,658.34 *			23,658.34		
TOTAL FUND PAYMENT				23,658.34 **			23,658.34		
TOTAL BATCH PAYMENT				23,658.34 ***		0.00	23,658.34		
TOTAL DISTRICT PAYMENT				23,658.34 ****		0.00	23,658.34		
TOTAL FOR ALL DISTRICTS:				23,658.34 ****		0.00	23,658.34		
Number of checks to be printed: 1, not counting voids due to stub overflows.							23,658.34		

Batch # 707

SISKIYOU COUNTY OFFICE OF EDUCATION REQUEST FOR WARRANT PROCESSING

District # 40 District Name: Scott Valley Unified

Fund #	Fund Name	District Total	Audited Total
01	General Fund	143,821. ⁵²	
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Fund	2,870. ⁰⁰	
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund (Other than Capital Outlay)	XXXXXXXX	XXXXXXXX
25	Capital Facilities Fund (Developer Fees)		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects	188,788. ⁰⁰	
71	Retiree Benefit Fund		
35	County School Facility		
	Batch Total	335,479. ⁵²	

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing:

Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____

District Superintendent/Administrator: *Myrteugh* Date: 7/20/23

Board Approval Date: _____ Mail: _____ Hold: _____

For Siskiyou County Office of Education Use Only

Audited By: _____ Audited Date: _____

040 SCOTT VALLEY UNIFIED
BATCH 707

J88077

ACCOUNTS PAYABLE PRELIST
BATCH: 0707 BATCH 707
FUND : 01 GENERAL FUND

APY500 L.00.21 07/20/23 14:01 PAGE 1
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef				
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount

301992/00	AMS.NET												
	PO-005043	07/13/2023	0067766	IT		1	01-9621-0-5800-0000-2460-004-00000	NN	F			6,195.00	6,195.00
	TOTAL PAYMENT AMOUNT											6,195.00 *	6,195.00
301253/00	ARAMARK UNIFORM SERVICE												
	PO-004502	07/12/2023	5066340051	SVJH		1	01-0000-0-5500-0000-8100-002-30011	NN	P			115.97	115.97
	PO-004502	07/12/2023	5066340056	EES		2	01-0000-0-5500-0000-8100-010-30011	NN	P			114.01	114.01
	PO-004502	07/12/2023	5066340052	FJE		3	01-0000-0-5500-0000-8100-020-30011	NN	P			165.35	165.35
	PO-006019	07/05/2023	5066334368	TRANSP		1	01-0000-0-5500-0000-8100-006-20008	NN	P			77.70	77.70
	PO-006019	07/19/2023	5066346759	TRANSP		1	01-0000-0-5500-0000-8100-006-20008	NN	P			77.70	77.70
	TOTAL PAYMENT AMOUNT											550.73 *	550.73
302070/00	ARTS ATTACK												
	PO-005021	07/13/2023	22-5885	EES		1	01-0000-0-5800-1150-1000-010-00000	NN	F			652.50	652.50
	PO-005021	07/13/2023	22-5885	EES SAFE		2	01-6010-0-5800-1150-1000-010-00000	NN	F			652.00	652.50
	TOTAL PAYMENT AMOUNT											1,305.00 *	1,305.00
300842/00	ASBURY ENVIRONMENTAL SERVICES												
	PO-006005	07/03/2023	I500-00940313	TRANSP		1	01-0000-0-5800-0000-3600-006-00000	NN	F			95.00	95.00
	TOTAL PAYMENT AMOUNT											95.00 *	95.00
301718/00	BAY ALARM												
	PO-004007	07/01/2023	20580869	EHS		1	01-0000-0-5500-0000-8100-001-00000	NN	P			871.59	871.59
	PO-004007	07/01/2023	20571899	SRHS		2	01-0000-0-5500-0000-8100-003-00000	NN	P			320.91	320.91
	PO-004007	07/01/2023	20587080	QVS		3	01-0000-0-5500-0000-8100-004-00000	NN	P			213.00	213.00
	TOTAL PAYMENT AMOUNT											1,405.50 *	1,405.50
301262/00	BRAINPOP LLC												
	PO-005014	07/11/2023	US432243	EHS		1	01-0000-0-5800-1500-1000-001-00000	NN	F			2,819.70	2,819.70
	TOTAL PAYMENT AMOUNT											2,819.70 *	2,819.70

040 SCOTT VALLEY UNIFIED
BATCH 707

J88077

ACCOUNTS PAYABLE PRELIST
BATCH: 0707 BATCH 707
FUND : 01 GENERAL FUND

APY500 L.00.21 07/20/23 14:01 PAGE 2
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef				
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount

023005/00	CALIFORNIA SCHOOL BOARDS ASSN.												
PO-004038	07/01/2023	66517-T4W0T2	GAMUT	2	01-0000-0-5800-0000-7200-004-00000	NN	F					3,795.00	4,070.00
PO-004038	07/01/2023	67505-K9H2C2	MEMBERSHIP	1	01-0000-0-5300-0000-7200-004-00000	NN	F					6,486.00	7,039.00
												TOTAL PAYMENT AMOUNT	11,109.00 *
022185/00	CASBO												
PO-004063	07/01/2023	000200351	DO	1	01-0000-0-5300-0000-7200-004-00000	NN	F					1,750.00	1,750.00
												TOTAL PAYMENT AMOUNT	1,750.00 *
040880/00	CROSS PETROLEUM												
PO-006022	07/10/2023	0387602		1	01-0000-0-4341-0000-3600-006-20008	NN	P					975.47	975.47
PO-006022	07/10/2023	0387601		2	01-0000-0-4342-0000-3600-006-20008	NN	P					971.21	971.21
												TOTAL PAYMENT AMOUNT	1,946.68 *
302376/00	DIGITAL THEATRE US LLC												
PO-005032	07/11/2023	INV-5370	EHS	1	01-0000-0-5800-1500-1000-001-00000	NN	F					895.00	895.00
												TOTAL PAYMENT AMOUNT	895.00 *
300865/00	EDGEWOOD CUSTOM INTERIORS												
PO-001139	07/01/2023	81611	EHS LIBRARY	1	01-9624-0-5600-0000-8100-001-00000	NY	F					4,853.63	4,853.63
PO-010013	07/11/2023	EES		1	01-9624-0-5600-0000-8100-010-00000	NY	F					867.53	867.53
PO-010062	07/01/2023	81612	EES	1	01-9624-0-5600-0000-8100-010-00000	NY	F					16,602.30	16,602.30
												TOTAL PAYMENT AMOUNT	22,323.46 *
301460/00	ESGI SOFTWARE LLC												
PO-005011	07/10/2023	ESGI44492	FJE	1	01-0000-0-5800-1150-1000-020-00000	NN	F					666.00	666.00
												TOTAL PAYMENT AMOUNT	666.00 *
301772/00	FAMILY ID												
PO-005047	07/17/2023	52640	EHS	1	01-0000-0-5800-1500-1000-001-00000	NN	F					687.50	687.50
PO-005047	07/17/2023	52640	SVJH	2	01-0000-0-5800-1280-1000-002-00000	NN	F					687.50	687.50
												TOTAL PAYMENT AMOUNT	1,375.00 *

040 SCOTT VALLEY UNIFIED
BATCH 707

J88077

ACCOUNTS PAYABLE PRELIST
BATCH: 0707 BATCH 707
FUND : 01 GENERAL FUND

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<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net	Amount

301888/00	FRONTLINE TECHNOLOGIES LLC							
PO-005006	07/01/2023	INVUS182607	1	01-0000-0-5800-0000-7200-004-00000	NN F	5,484.93	5,485.93	
TOTAL PAYMENT AMOUNT						5,485.93 *		5,485.93
301860/00	GO GUARDIAN							
PO-005044	07/10/2023	103491 IT	1	01-3214-0-5800-0000-2460-004-30006	NN F	10,803.00	10,803.00	
TOTAL PAYMENT AMOUNT						10,803.00 *		10,803.00
067590/00	GOPHER							
PO-005036	07/10/2023	IN299451 EES	1	01-0000-0-5800-1150-1000-010-00000	NN F	150.00	149.00	
TOTAL PAYMENT AMOUNT						149.00 *		149.00
302375/00	GOT TO TEACH, LLC							
PO-005033	07/10/2023	2567 EES	1	01-0000-0-5800-1150-1000-010-00000	NN F	516.00	516.00	
TOTAL PAYMENT AMOUNT						516.00 *		516.00
072521/00	HOUGHTON MIFFLIN COMPANY							
PO-004071	07/11/2023	955849254 6TH GO MATH	1	01-6300-0-4100-1110-1000-002-00000	NN P	1,707.05	1,707.05	
PO-004071	07/12/2023	955853338 6TH GO MATH	1	01-6300-0-4100-1110-1000-002-00000	NN F	4,111.54	4,111.54	
PO-004072	07/13/2023	955853683 EES GO MATH	1	01-6300-0-4100-1110-1000-010-00000	NN P	4,295.50	4,295.50	
PO-004073	07/11/2023	955850172 FJE GO MATH	1	01-6300-0-4100-1110-1000-020-00000	NN P	4,392.00	4,392.00	
PO-004073	07/11/2023	955855014 FJE GO MATH	1	01-6300-0-4100-1110-1000-020-00000	NN F	4,429.42	4,429.42	
TOTAL PAYMENT AMOUNT						18,935.51 *		18,935.51
200106/00	HUE & CRY SECURITY SYSTEMS							
PO-004009	07/01/2023	835922 SVJH	3	01-0000-0-5500-0000-8100-002-00000	NN P	495.00	495.00	
PO-004009	07/01/2023	835922 FJE	2	01-0000-0-5500-0000-8100-020-00000	NN P	165.00	165.00	
PO-004009	07/01/2023	835922 EES	1	01-0000-0-5500-0000-8100-010-00000	NN P	190.00	190.00	
PO-004009	08/01/2023	838145 EES	1	01-0000-0-5500-0000-8100-010-00000	NN P	190.00	190.00	
TOTAL PAYMENT AMOUNT						1,040.00 *		1,040.00

040 SCOTT VALLEY UNIFIED
BATCH 707

J88077

ACCOUNTS PAYABLE PRELIST
BATCH: 0707 BATCH 707
FUND : 01 GENERAL FUND

APY500 L.00.21 07/20/23 14:01 PAGE 4
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net	Amount

300934/00	I X L SUBSCRIPTIONS DEPARTMENT							
PO-005039	07/12/2023	S468962 EES	1	01-0000-0-5800-1150-1000-010-00000	NN F	3,250.00		3,250.00
PO-005039	07/12/2023	S468962 FJE	2	01-0000-0-5800-1150-1000-020-00000	NN F	3,250.00		3,250.00
PO-005039	07/12/2023	S468962 SVJH	3	01-0000-0-5800-1280-1000-002-00000	NN F	3,250.00		3,250.00
PO-005039	07/12/2023	S468962 EHS	4	01-0000-0-5800-1500-1000-001-00000	NN F	3,950.00		3,950.00
TOTAL PAYMENT AMOUNT				13,700.00	*			13,700.00
302297/00	IVS C/O US BANK N.A.							
PO-005049	07/13/2023	23-0183 IT	1	01-9621-0-5800-0000-2460-004-00000	NN F	295.00		295.00
TOTAL PAYMENT AMOUNT				295.00	*			295.00
302091/00	KAHOOT ASA							
PO-005019	07/12/2023	6423723 EES	1	01-0000-0-5800-1150-1000-010-00000	NN F	432.00		432.00
PO-005019	07/12/2023	6423723 EHS	2	01-0000-0-5800-1500-1000-001-00000	NN F	720.00		720.00
TOTAL PAYMENT AMOUNT				1,152.00	*			1,152.00
302386/00	LA COUNTY OFFICE OF ED							
PO-004045	07/20/2023	READING COLLABORATIVE TP	1	01-3010-0-5200-0000-7200-004-10001	NN F	50.00		50.00
TOTAL PAYMENT AMOUNT				50.00	*			50.00
302072/00	LEARNING A-Z							
PO-005012	07/10/2023	6868905 EES	1	01-0000-0-5800-1150-1000-010-00000	NN F	2,106.00		2,106.00
TOTAL PAYMENT AMOUNT				2,106.00	*			2,106.00
302319/00	MCGRAW HILL LLC							
PO-005042	07/11/2023	128595560001 EHS	1	01-0000-0-5800-1500-1000-001-00000	NN F	358.98		358.98
PO-005042	07/11/2023	128595560001 SVJH	2	01-0000-0-5800-1280-1000-002-00000	NN F	358.98		358.98
TOTAL PAYMENT AMOUNT				717.96	*			717.96
111076/00	MT SHASTA SPRING WATER							
PO-002006	07/11/2023	308465 SVJH	2	01-9624-0-5600-0000-2700-002-00000	NN P	13.41		13.41
PO-002006	07/11/2023	308466 SVJH	2	01-9624-0-5600-0000-2700-002-00000	NN P	13.41		13.41
PO-004012	07/11/2023	308505 EHS	1	01-0000-0-4300-0000-7200-004-00000	NN P	4.92		4.92
TOTAL PAYMENT AMOUNT				31.74	*			31.74

040 SCOTT VALLEY UNIFIED
BATCH 707

J88077

ACCOUNTS PAYABLE PRELIST
BATCH: 0707 BATCH 707
FUND : 01 GENERAL FUND

APY500 L.00.21 07/20/23 14:01 PAGE 5
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net	Amount

301793/00	MYSTERY SCIENCE INC.							
PO-005034	07/10/2023	220816 FJE	1	01-0000-0-5800-1150-1000-020-00000	NN F	895.00		895.00
			TOTAL PAYMENT AMOUNT		895.00 *			895.00
301434/00	ORBIT SOFTWARE							
PO-005008	07/01/2023	2023085 BUS BOSS SOFTWARE	1	01-0000-0-5800-0000-3600-006-00000	NN F	1,548.00		1,548.50
			TOTAL PAYMENT AMOUNT		1,548.50 *			1,548.50
122900/00	PACIFIC EDUCATORS INC							
PO-004021	07/01/2023	07012023	1	01-0000-0-5440-0000-2700-010-00000	NN F	1,050.00		1,050.00
PO-004021	07/01/2023	07012023	2	01-0000-0-5440-0000-2700-020-00000	NN F	1,050.00		1,050.00
			TOTAL PAYMENT AMOUNT		2,100.00 *			2,100.00
302077/00	PLATFORM ATHLETICS LLC							
PO-005016	07/11/2023	EHS PE CURRICULUM	1	01-0000-0-5800-1500-4200-001-00000	NN F	1,300.00		1,300.00
			TOTAL PAYMENT AMOUNT		1,300.00 *			1,300.00
200182/00	RENAISSANCE LEARNING INC.							
PO-005013	07/03/2023	5292135 EES	1	01-1100-0-5800-1150-1000-010-10008	NN F	5,877.25		5,877.25
PO-005013	07/03/2023	5292135 SVJH	2	01-1100-0-5800-1280-1000-002-10008	NN F	5,877.25		5,877.25
PO-005013	07/03/2023	5292135 FJE	3	01-1100-0-5800-1150-1000-020-10008	NN F	5,877.25		5,877.25
			TOTAL PAYMENT AMOUNT		17,631.75 *			17,631.75
200865/00	SCHOOL INNOVATIONS &							
PO-004031	07/01/2023	INV-SIA-358 MANDATED COSTS	1	01-0000-0-5800-0000-7200-004-00000	NN F	9,800.00		9,800.00
			TOTAL PAYMENT AMOUNT		9,800.00 *			9,800.00
143300/00	SCOTT VALLEY AUTO PARTS							
PO-006012	07/12/2023	373291 SVJH	3	01-0000-0-4300-0000-8100-002-00000	NN P	5.06		5.06
			TOTAL PAYMENT AMOUNT		5.06 *			5.06

040 SCOTT VALLEY UNIFIED
BATCH 707

J88077

ACCOUNTS PAYABLE PRELIST
BATCH: 0707 BATCH 707
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef					
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount	

300006/00	SCOTT VALLEY UNIFIED REV													
	RC-072023	07/20/2023	SVUSD REV REIMB			01-0000-0-9508-0000-0000-000-00000							732.00	
	RC-072023	07/20/2023	SVUSD REV REIMB			01-0000-0-5800-0000-3600-006-00000							116.00	
			TOTAL PAYMENT AMOUNT									848.00	*	848.00
150080/00	SISKIYOU TELEPHONE CO													
	PO-004002	07/11/2023	99-3743 DO			1 01-0000-0-5600-0000-8700-004-00000	NN	P				820.00		820.00
			TOTAL PAYMENT AMOUNT									820.00	*	820.00
301869/00	SMARTTRASH													
	PO-004515	07/01/2023	013201			1 01-0000-0-5800-0000-8100-001-30011	NN	P				80.00		80.00
			TOTAL PAYMENT AMOUNT									80.00	*	80.00
200870/00	SSDA													
	PO-004019	07/01/2023	17-05244 MEMBERSHIP			1 01-0000-0-5300-0000-7100-004-00000	NN	F				675.00		675.00
			TOTAL PAYMENT AMOUNT									675.00	*	675.00
302066/00	STOCK-TRAK INC													
	PO-005018	07/10/2023	28740 EHS			1 01-0000-0-5800-3802-1000-001-00000	NN	F				200.00		200.00
			TOTAL PAYMENT AMOUNT									200.00	*	200.00
302101/00	XTRAMATH													
	PO-005030	07/17/2023	2234 EES			1 01-0000-0-5800-1150-1000-010-00000	NN	F				300.00		300.00
	PO-005030	07/17/2023	2234 FJE			2 01-0000-0-5800-1150-1000-020-00000	NN	F				200.00		200.00
			TOTAL PAYMENT AMOUNT									500.00	*	500.00
			TOTAL FUND	PAYMENT								143,821.52	**	143,821.52

040 SCOTT VALLEY UNIFIED
BATCH 707

J88077

ACCOUNTS PAYABLE PRELIST
BATCH: 0707 BATCH 707
FUND : 13 CAFETERIA

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL	T9MPS	Liq Amt	Net	Amount

097763/00	NUTRIKIDS								
PO-005001	07/01/2023	HSSREC026435	EES	1	13-5310-0-5800-0000-3700-010-20010	NN	F	956.66	956.67
PO-005001	07/01/2023	HSSREC026435	FJE	2	13-5310-0-5800-0000-3700-020-20010	NN	F	956.66	956.67
PO-005001	07/01/2023	HSSREC026435	EHS	3	13-5310-0-5800-0000-3700-001-20010	NN	F	956.66	956.66
TOTAL PAYMENT AMOUNT								2,870.00 *	2,870.00
TOTAL FUND PAYMENT								2,870.00 **	2,870.00

040 SCOTT VALLEY UNIFIED
BATCH 707

J88077

ACCOUNTS PAYABLE PRELIST
BATCH: 0707 BATCH 707
FUND : 40 SPECIAL RESERVE - CAP OUTLAY

APY500 L.00.21 07/20/23 14:01 PAGE 8
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef				
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount

300237/00 SCOTT VALLEY UNIFIED S.D.

PV-240008	07/20/2023	FUND TRANSFER						40-0000-0-7619-0000-9300-000-00000	NN				115,145.00
PV-240008	07/20/2023	FUND TRANSFER						40-0008-0-7619-0000-9300-000-00000	NN				73,643.00

TOTAL PAYMENT AMOUNT								188,788.00	*				188,788.00
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TOTAL FUND	PAYMENT							188,788.00	**				188,788.00
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TOTAL BATCH PAYMENT								335,479.52	***		0.00		335,479.52
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TOTAL DISTRICT PAYMENT								335,479.52	****		0.00		335,479.52
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TOTAL FOR ALL DISTRICTS:								335,479.52	****		0.00		335,479.52
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Number of checks to be printed: 41, not counting voids due to stub overflows. 335,479.52

Batch # 708

**SISKIYOU COUNTY OFFICE OF EDUCATION
REQUEST FOR WARRANT PROCESSING**

District # 40 District Name: Scott Valley Unified

Fund #	Fund Name	District Total	Audited Total
01	General Fund	15,566. ⁰⁰	
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Fund		
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund (Other than Capital Outlay)	XXXXXXXX	XXXXXXXX
25	Capital Facilities Fund (Developer Fees)		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
35	County School Facility		
	Batch Total	15,566. ⁰⁰	

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing:

Trustee _____ Trustee _____
Trustee _____ Trustee _____
Trustee _____ Trustee _____
Trustee _____

District Superintendent/Administrator: *m. mugh* Date: 7/20/23

Board Approval Date: _____ Mail: _____ Hold: _____

For Siskiyou County Office of Education Use Only

Audited By: _____ Audited Date: _____

040 SCOTT VALLEY UNIFIED
SPECIAL BATCH 708

J88091

ACCOUNTS PAYABLE PRELIST
BATCH: 0708 SPECIAL BATCH 708
FUND : 01 GENERAL FUND

APY500 L.00.21 07/20/23 15:10 PAGE 1
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef				
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount

300383/00	DOWNEY HEATING & COOLING INC												
PO-004510	07/19/2023	8794 SVJH	1	01-3213-0-5600-0000-8100-002-00000	NN	F						13,720.00	13,720.00
PO-004510	07/19/2023	8795 SVJH	2	01-0000-0-5600-0000-8100-002-00000	NN	F						1,846.00	1,846.00
TOTAL PAYMENT AMOUNT				15,566.00		*							15,566.00
TOTAL FUND PAYMENT				15,566.00		**							15,566.00
TOTAL BATCH PAYMENT				15,566.00		***	0.00						15,566.00
TOTAL DISTRICT PAYMENT				15,566.00		****	0.00						15,566.00
TOTAL FOR ALL DISTRICTS:				15,566.00		****	0.00						15,566.00
Number of checks to be printed: 1, not counting voids due to stub overflows.												15,566.00	

Payables

Batch # 709

SISKIYOU COUNTY OFFICE OF EDUCATION
REQUEST FOR WARRANT PROCESSING

District # 40 District Name: Scott Valley Unified

Fund #	Fund Name	District Total	Audited Total
01	General Fund	10,686.93	
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Fund		
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund (Other than Capital Outlay)	XXXXXXXX	XXXXXXXX
25	Capital Facilities Fund (Developer Fees)		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
35	County School Facility		
	Batch Total	10,686.93	

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing:

Trustee _____ Trustee _____
Trustee _____ Trustee _____
Trustee _____ Trustee _____
Trustee _____

District Superintendent/Administrator: mmmgls Date: 7/27/23

Board Approval Date: _____ Mail: _____ Hold: _____

For Siskiyou County Office of Education Use Only

Audited By: _____ Audited Date: _____

040 SCOTT VALLEY UNIFIED
BATCH 709

J89097

ACCOUNTS PAYABLE PRELIST
BATCH: 0709 PAYABLES BATCH 709
FUND : 01 GENERAL FUND

APY500 L.00.21 07/27/23 16:06 PAGE 1
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net	Amount
302387/00	BACK SAVERS MOVING SERVICE							
PO-009015	07/26/2023	37259 EES/FJE MOVE	1	01-0000-0-5800-0000-8100-004-10000	NY F	3,635.00		3,635.00
			TOTAL PAYMENT AMOUNT		3,635.00 *			3,635.00
057717/00	FAIRCHILD MEDICAL CLINICS							
CL-230219	07/27/2023	750002129 DO		01-0000-0-5800-0000-7200-004-00000	N6 F	235.00		235.00
			TOTAL PAYMENT AMOUNT		235.00 *			235.00
061060/00	FORT JONES ACE HARDWARE							
CL-230222	07/27/2023	4886 EHS		01-0000-0-4300-0000-8100-001-00000	NN F	86.36		86.36
CL-230223	07/27/2023	4759 SVJH		01-0000-0-4300-0000-8100-002-00000	NN F	21.44		21.44
			TOTAL PAYMENT AMOUNT		107.80 *			107.80
300730/00	LOZANO SMITH LLP							
CL-230216	07/27/2023	001687 DO		01-0000-0-5801-0000-7100-004-00000	NY F	7,409.61		2,145.00
			TOTAL PAYMENT AMOUNT		2,145.00 *			2,145.00
149640/00	MT SHASTA AREA NEWSPAPERS							
CL-230221	07/27/2023	614469 616533		01-0000-0-5800-0000-7200-004-00000	NN F	84.60		84.60
			TOTAL PAYMENT AMOUNT		84.60 *			84.60
123000/00	PACIFIC POWER							
CL-230220	07/27/2023	FJE		01-0000-0-5520-0000-8100-020-00000	NN F	974.13		974.13
			TOTAL PAYMENT AMOUNT		974.13 *			974.13
143360/00	SCOTT VALLEY DISPOSAL INC							
CL-230215	07/27/2023	1507 EES		01-0000-0-5550-0000-8100-010-10000	NN F	700.00		700.00
			TOTAL PAYMENT AMOUNT		700.00 *			700.00

040 SCOTT VALLEY UNIFIED
BATCH 709

J89097

ACCOUNTS PAYABLE PRELIST
BATCH: 0709 PAYABLES BATCH 709
FUND : 01 GENERAL FUND

APY500 L.00.21 07/27/23 16:06 PAGE 2
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net	Amount
301761/00	SISKIYOU COUNTY PROBATION DEPT							
CL-230217	07/27/2023	SV2223-04		01-0000-0-5800-0000-7200-004-00000	NN F	2,336.25		2,336.25
			TOTAL PAYMENT AMOUNT		2,336.25 *			2,336.25
150080/00	SISKIYOU TELEPHONE CO							
CL-230218	07/27/2023	ETHERNET		01-0000-0-5900-0000-7200-004-00000	NN F	469.15		469.15
			TOTAL PAYMENT AMOUNT		469.15 *			469.15
			TOTAL FUND PAYMENT		10,686.93 **			10,686.93
			TOTAL BATCH PAYMENT		10,686.93 ***	0.00		10,686.93
			TOTAL DISTRICT PAYMENT		10,686.93 ****	0.00		10,686.93
			TOTAL FOR ALL DISTRICTS:		10,686.93 ****	0.00		10,686.93
			Number of checks to be printed:		9, not counting voids due to stub overflows.			10,686.93

Special

**SISKIYOU COUNTY OFFICE OF EDUCATION
REQUEST FOR WARRANT PROCESSING**

Batch # 801

* NBS for Kathy *

District # 40 District Name: Scott Valley Unified

Fund #	Fund Name	District Total	Audited Total
01	General Fund	83,288. ⁶¹	
11	Adult Education Fund		
12	Child Development Fund	601.26	
13	Cafeteria Fund	3,887.49	
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund (Other than Capital Outlay)	XXXXXXXX	XXXXXXXX
25	Capital Facilities Fund (Developer Fees)		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
35	County School Facility		
	Batch Total	87,777. ³⁶	

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing:

Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____

District Superintendent/Administrator: mmugl Date: 8/1/23

Board Approval Date: _____ Mail: _____ Hold: _____

For Siskiyou County Office of Education Use Only

Audited By: _____ Audited Date: _____

040 SCOTT VALLEY UNIFIED
SPECIAL BATCH 801

J89538

ACCOUNTS PAYABLE PRELIST
BATCH: 0801 SPECIAL BATCH 801
FUND : 01 GENERAL FUND

APY500 L.00.21 08/01/23 09:24 PAGE 1
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt	Net	Amount

030185/00	CALIFORNIA'S VALUED TRUST							
PV-240009	08/01/2023	1689 PREMIUMS			01-0000-0-9514-0000-0000-0000-0000 NN			81,067.78
					TOTAL PAYMENT AMOUNT	81,067.78 *		81,067.78
301766/00	HEALTH EQUITY							
PV-240010	08/01/2023	23250 HEALTH SAVINGS			01-0000-0-9514-0000-0000-0000-0000 NN			1,845.83
					TOTAL PAYMENT AMOUNT	1,845.83 *		1,845.83
301995/00	NBS RETIREMENT SERVICES							
PV-240011	08/01/2023	403 (B) TSA			01-0000-0-3902-1150-1000-010-00000 NN			62.50
PV-240011	08/01/2023	403 (B) TSA			01-3010-0-3902-1150-1000-010-00000 NN			62.50
PV-240011	08/01/2023	403 (B) TSA			01-6500-0-3902-5760-1120-020-00000 NN			92.20
PV-240011	08/01/2023	403 (B) TSA			01-0000-0-3902-1150-1000-020-00000 NN			32.80
PV-240011	08/01/2023	403 (B) TSA			01-0000-0-3902-1150-1000-010-00000 NN			64.87
PV-240011	08/01/2023	403 (B) TSA			01-0000-0-3902-1150-1000-020-00000 NN			60.13
					TOTAL PAYMENT AMOUNT	375.00 *		375.00
					TOTAL FUND PAYMENT	83,288.61 **		83,288.61

040 SCOTT VALLEY UNIFIED
SPECIAL BATCH 801

J89538

ACCOUNTS PAYABLE PRELIST
BATCH: 0801 SPECIAL BATCH 801
FUND : 12 CHILD DEVELOPMENT

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef				
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount

030185/00	CALIFORNIA'S VALUED TRUST												
PV-240009	08/01/2023	1689 PREMIUMS									12-6105-0-9514-0000-0000-0000-0000 NN		601.26
TOTAL PAYMENT AMOUNT												601.26 *	601.26
TOTAL FUND PAYMENT												601.26 **	601.26

040 SCOTT VALLEY UNIFIED
SPECIAL BATCH 801

J89538

ACCOUNTS PAYABLE PRELIST
BATCH: 0801 SPECIAL BATCH 801
FUND : 13 CAFETERIA

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL	T9MPS	Liq Amt	Net Amount

030185/00	CALIFORNIA'S VALUED TRUST							
PV-240009	08/01/2023	1689 PREMIUMS		13-5310-0-9514-0000-0000-000-00000	NN			3,887.49
				TOTAL PAYMENT AMOUNT		3,887.49 *		3,887.49
				TOTAL FUND	PAYMENT	3,887.49 **		3,887.49
				TOTAL BATCH PAYMENT		87,777.36 ***	0.00	87,777.36
				TOTAL DISTRICT PAYMENT		87,777.36 ****	0.00	87,777.36
				TOTAL FOR ALL DISTRICTS:		87,777.36 ****	0.00	87,777.36
Number of checks to be printed: 5, not counting voids due to stub overflows.								87,777.36

Batch # 802

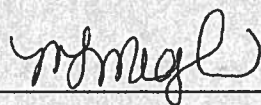
**SISKIYOU COUNTY OFFICE OF EDUCATION
REQUEST FOR WARRANT PROCESSING**

District # 40 District Name: Scott Valley Unified

Fund #	Fund Name	District Total	Audited Total
01	General Fund	143,794. ²⁰	
11	Adult Education Fund	1,081.18	
12	Child Development Fund		
13	Cafeteria Fund	175. ⁰⁰	
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund (Other than Capital Outlay)	XXXXXXXX	XXXXXXXX
25	Capital Facilities Fund (Developer Fees)		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
35	County School Facility		
	Batch Total	145,050. ³⁸	

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing:

Trustee _____ Trustee _____
Trustee _____ Trustee _____
Trustee _____ Trustee _____
Trustee _____

District Superintendent/Administrator:  Date: 8/9/23

Board Approval Date: _____ Mail: _____ Hold: _____

For Siskiyou County Office of Education Use Only

Audited By: _____ Audited Date: _____

040 SCOTT VALLEY UNIFIED
BATCH 802

J90612

ACCOUNTS PAYABLE PRELIST
BATCH: 0802 BATCH 802
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL	FUNC SCH LOCAL	T9MPS	Liq Amt	Net Amount

302336/00	AMAZON CAPITAL SERVICES							
PO-001001	07/12/2023	1FHRMMYYRQWF EHS	1	01-0000-0-4300-1500-1000-001-00000	NN F		1,803.07	1,803.07
PO-001003	07/16/2023	11NJM99QDKWV EHS	1	01-0000-0-4300-0000-2700-001-00000	NN F		133.58	133.58
PO-001005	07/12/2023	1FDFGP3YYF4V EHS	1	01-0000-0-4300-1500-1000-001-00000	NN F		193.16	193.16
PO-001008	07/28/2023	1Y9N6C7PCPGG EHS	1	01-0000-0-4300-0000-2700-001-00000	NN F		156.31	156.31
PO-001030	07/28/2023	16JTVPVVLW6KM EHS	1	01-0000-0-4300-1500-1000-001-00000	NN P		16.84	16.84
PO-001030	08/08/2023	11FXDGP617MM EHS	1	01-0000-0-4300-1500-1000-001-00000	NN F		121.02	137.86
PO-002000	07/11/2023	193GKGYVL4W6 SVJH	3	01-0000-0-4300-0000-2700-002-00000	NN F		4,253.60	4,253.60
PO-002000	07/11/2023	193GKYVL4W6 SVJH	2	01-0000-0-4300-1280-1000-002-00000	NN P		1,505.99	1,505.99
PO-002000	07/12/2023	1YD37N113K4Q SVJH	2	01-0000-0-4300-1280-1000-002-00000	NN P		377.52	377.52
PO-002000	07/21/2023	11F4G3Q9NK11 SVJH	2	01-0000-0-4300-1280-1000-002-00000	NN P		249.59	249.59
PO-002000	07/17/2023	11NJM99QMP4P SVJH	2	01-0000-0-4300-1280-1000-002-00000	NN F		922.26	922.26
PO-002003	07/12/2023	1J6KJ43Q3QXF SVJH	1	01-3010-0-4300-1280-1000-002-00000	NN F		35.28	35.28
PO-003500	07/24/2023	1VNJMPND1KVR SVO	1	01-0000-0-4300-0000-2700-009-00000	NN P		187.60	187.60
PO-005064	08/07/2023	1LHVX6MDRDLF IT	1	01-9621-0-4300-0000-2460-004-00000	NN F		85.82	82.85
PO-006011	07/26/2023	1P3KMH4HLJQK TRANSP	1	01-0000-0-4300-0000-3600-006-20008	NN P		17.12	17.12
PO-006011	07/07/2023	11DQL7JKLCGW TRANSP	1	01-0000-0-4300-0000-3600-006-20008	NN P		28.94	28.94
TOTAL PAYMENT AMOUNT							10,101.57 *	10,101.57
301992/00	AMS.NET							
PO-005003	07/31/2023	0068525 IT	1	01-9621-0-5800-0000-2460-004-00000	NN F		10,681.20	10,681.20
TOTAL PAYMENT AMOUNT							10,681.20 *	10,681.20
301253/00	ARAMARK UNIFORM SERVICE							
PO-004502	07/26/2023	5066352472 SVJH	1	01-0000-0-5500-0000-8100-002-30011	NN P		115.97	115.97
PO-004502	07/26/2023	5066352473 EES	2	01-0000-0-5500-0000-8100-010-30011	NN P		165.35	165.35
PO-004502	07/26/2023	5066352477 FJE	3	01-0000-0-5500-0000-8100-020-30011	NN P		114.01	114.01
PO-006019	08/02/2023	5066357809 TRANSP	1	01-0000-0-5500-0000-8100-006-20008	NN P		77.70	77.70
TOTAL PAYMENT AMOUNT							473.03 *	473.03
040880/00	CROSS PETROLEUM							
PO-006022	07/24/2023	0387624	1	01-0000-0-4341-0000-3600-006-20008	NN P		420.43	420.43
PO-006022	08/07/2023	0387640	1	01-0000-0-4341-0000-3600-006-20008	NN P		989.42	989.42
PO-006022	07/24/2023	0387623	2	01-0000-0-4342-0000-3600-006-20008	NN P		358.90	358.90
PO-006022	08/07/2023	0387641	2	01-0000-0-4342-0000-3600-006-20008	NN P		807.72	807.72
TOTAL PAYMENT AMOUNT							2,576.47 *	2,576.47

040 SCOTT VALLEY UNIFIED
BATCH 802

J90612

ACCOUNTS PAYABLE PRELIST
BATCH: 0802 BATCH 802
FUND : 01 GENERAL FUND

APY500 L.00.22 08/09/23 14:57 PAGE 2
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Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date				FD RESC Y OBJT GOAL	FUNC SCH LOCAL T9MPS	Liq Amt		Net Amount	
300913/00	DELL MARKETING									
PO-005061	07/25/2023	10687534719 IT			1 01-9621-0-4400-0000-2460-004-00000	NN F	6,787.50		6,787.50	
					TOTAL PAYMENT AMOUNT	6,787.50 *			6,787.50	
055970/00	ETNA CITY OF									
PO-004017	08/08/2023	EHS			1 01-0000-0-5530-0000-8100-001-00000	NN P	1,005.83		1,005.83	
PO-004017	08/08/2023	EES			2 01-0000-0-5530-0000-8100-010-00000	NN P	1,062.54		1,062.54	
PO-004017	08/08/2023	SVO			3 01-0000-0-5530-0000-8100-009-00000	NN P	132.98		132.98	
PO-004017	08/08/2023	SRHS			4 01-0000-0-5530-3200-8100-003-00000	NN P	63.85		63.85	
					TOTAL PAYMENT AMOUNT	2,265.20 *			2,265.20	
056080/00	ETNA HARDWARE & SPORTING GOODS									
PO-004509	07/18/2023	326991 EHS			1 01-0000-0-4300-0000-8100-001-30011	NN P	58.98		58.98	
PO-004509	07/26/2023	327275 EHS			1 01-0000-0-4300-0000-8100-001-30011	NN P	13.91		13.91	
PO-004509	07/28/2023	327328 EHS			1 01-0000-0-4300-0000-8100-001-30011	NN P	6.42		6.42	
PO-004509	07/27/2023	327290 EES			2 01-0000-0-4300-0000-8100-010-30011	NN P	9.20		9.20	
PO-004509	07/19/2023	327021 EES			2 01-0000-0-4300-0000-8100-010-30011	NN P	3.73		3.73	
PO-004509	07/12/2023	326741 EES			2 01-0000-0-4300-0000-8100-010-30011	NN P	13.90		13.90	
PO-006010	07/26/2023	327282 TRANSP			1 01-0000-0-4300-0000-3600-006-20008	NN P	24.65		24.65	
					TOTAL PAYMENT AMOUNT	130.79 *			130.79	
061100/00	FORT JONES LUMBER YARD									
PO-004505	07/06/2023	284590 SVJH			1 01-0000-0-4300-0000-8100-002-30011	NN P	329.18		329.18	
PO-004505	07/12/2023	285179 FJE			2 01-0000-0-4300-0000-8100-020-30011	NN P	258.84		258.84	
					TOTAL PAYMENT AMOUNT	588.02 *			588.02	
061280/00	FORT JONES, TOWN OF									
PO-004018	08/08/2023	330 SVJH			1 01-0000-0-5530-0000-8100-002-00000	NN P	507.75		507.75	
PO-004018	08/08/2023	99 FJE			2 01-0000-0-5530-0000-8100-020-00000	NN P	504.00		504.00	
					TOTAL PAYMENT AMOUNT	1,011.75 *			1,011.75	
031440/00	FUELMAN									
FV-240014	08/08/2023	BG2315288			01-0000-0-5800-0000-3600-006-00000	NN			119.80	
					TOTAL PAYMENT AMOUNT	119.80 *			119.80	

040 SCOTT VALLEY UNIFIED
BATCH 802

J90612

ACCOUNTS PAYABLE PRELIST
BATCH: 0802 BATCH 802
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef		
Req Reference	Date	Description	FD	RESC	Y OBJT GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount

072521/00	HOUGHTON MIFFLIN COMPANY										
PO-004072	07/14/2023	955856838 GO MATH	1	01-6300-0-4100-1110-1000-010-00000	NN	F				6,011.40	6,011.40
TOTAL PAYMENT AMOUNT										6,011.40 *	6,011.40
302035/00	IMAGINE LEARNING LLC										
PO-005017	07/18/2023	943138	1	01-3214-0-5800-1150-1000-001-10005	NN	P				13,870.00	13,870.00
PO-005017	07/18/2023	943138	2	01-3214-0-5800-1280-1000-002-10005	NN	P				13,870.00	13,870.00
PO-005017	07/18/2023	743138	3	01-3214-0-5800-1110-1000-009-10005	NN	P				13,870.00	13,870.00
PO-005017	07/17/2023	942928	1	01-3214-0-5800-1150-1000-001-10005	NN	F				9,816.66	9,816.66
PO-005017	07/17/2023	942928	2	01-3214-0-5800-1280-1000-002-10005	NN	F				9,816.66	9,816.66
PO-005017	07/17/2023	942928	3	01-3214-0-5800-1110-1000-009-10005	NN	F				9,816.68	9,816.68
TOTAL PAYMENT AMOUNT										71,060.00 *	71,060.00
200436/00	LEARNING WITHOUT TEARS										
PO-020001	07/15/2023	179354 FJE	1	01-0000-0-4300-1150-1000-020-00000	NN	F				2,422.93	2,422.93
TOTAL PAYMENT AMOUNT										2,422.93 *	2,422.93
302298/00	LEXIA LEARNING SYSTEMS LLC										
PO-005020	07/13/2023	6879200 EES	1	01-3214-0-5800-1150-1000-010-00000	NN	P				5,706.50	5,706.50
PO-005020	07/13/2023	6879200 FJE	2	01-3214-0-5800-1150-1000-020-00000	NN	P				5,706.50	5,706.50
TOTAL PAYMENT AMOUNT										11,413.00 *	11,413.00
123000/00	PACIFIC POWER										
PO-004000	08/08/2023	EHS	1	01-0000-0-5520-0000-8100-001-00000	NN	P				2,351.14	2,351.14
PO-004000	08/08/2023	SVJH	2	01-0000-0-5520-0000-8100-002-00000	NN	P				668.20	668.20
PO-004000	08/08/2023	FJE	3	01-0000-0-5520-0000-8100-020-00000	NN	P				179.18	179.18
PO-004000	08/08/2023	TRANSP	4	01-0000-0-5520-0000-8100-006-00000	NN	P				171.96	171.96
PO-004000	08/08/2023	SRHS	6	01-0000-0-5520-3200-8100-003-00000	NN	P				587.22	587.22
PO-004000	08/08/2023	QVS	7	01-0000-0-5520-0000-8100-004-00000	NN	P				66.09	66.09
PO-004000	08/08/2023	SVO	8	01-0000-0-5520-0000-8100-009-00000	NN	P				63.81	63.81
TOTAL PAYMENT AMOUNT										4,087.60 *	4,087.60
300856/00	PURCHASE POWER - PITNEY BOWES										
PO-004001	08/08/2023	8000 9090 0608 7196	1	01-0000-0-5930-0000-7200-004-00000	NN	P				4,138.19	4,138.19
TOTAL PAYMENT AMOUNT										4,138.19 *	4,138.19

040 SCOTT VALLEY UNIFIED
BATCH 802

J90612

ACCOUNTS PAYABLE PRELIST
BATCH: 0802 BATCH 802
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef				
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount
139565/00	SAN JOAQUIN CO.	OFFICE OF ED											
PO-004065	07/24/2023	241566 EDJOIN	1	01-0000-0-5300-0000-7200-004-00000	NN	F						800.00	800.00
TOTAL PAYMENT AMOUNT												800.00 *	800.00
143360/00	SCOTT VALLEY DISPOSAL INC												
PO-004004	08/08/2023	288 SVJH	5	01-0000-0-5550-0000-8100-002-00000	NN	P						500.00	500.00
PO-004004	08/08/2023	291 FJE	6	01-0000-0-5550-0000-8100-020-00000	NN	P						775.00	775.00
TOTAL PAYMENT AMOUNT												1,275.00 *	1,275.00
301998/00	SCREENCASTIFY LLC												
PO-005053	08/07/2023	SC696094 EHS	1	01-0000-0-5800-1500-1000-001-00000	NN	F						168.00	168.00
PO-005053	08/07/2023	SC696094 SVJH	2	01-0000-0-5800-1280-1000-002-00000	NN	F						168.00	168.00
PO-005053	08/07/2023	SC696094 EES	3	01-0000-0-5800-1150-1000-010-00000	NN	F						168.00	168.00
TOTAL PAYMENT AMOUNT												504.00 *	504.00
302073/00	SHI INTERNATIONAL COPR												
PO-005046	07/31/2023	188399 EHS	1	01-0000-0-5800-3802-1000-001-00000	NN	F						846.83	834.75
TOTAL PAYMENT AMOUNT												834.75 *	834.75
150080/00	SISKIYOU TELEPHONE CO												
PO-004002	08/01/2023	99-3752 DO OFFICE SPACE	1	01-0000-0-5600-0000-8700-004-00000	NN	P						820.00	820.00
PV-240012	08/08/2023	PHONE SERVICES		01-0000-0-5900-0000-2700-001-00000	NN								196.24
PV-240012	08/08/2023	PHONE SERVICES		01-0000-0-5900-0000-2700-002-00000	NN								174.51
PV-240012	08/08/2023	PHONE SERVICES		01-0000-0-5900-0000-2700-010-00000	NN								98.12
PV-240012	08/08/2023	PHONE SERVICES		01-0000-0-5900-0000-2700-020-00000	NN								108.65
PV-240012	08/08/2023	PHONE SERVICES		01-0000-0-5900-0000-3600-006-00000	NN								174.47
PV-240012	08/08/2023	PHONE SERVICES		01-0000-0-5900-0000-7200-004-00000	NN								793.22
PV-240012	08/08/2023	PHONE SERVICES		01-0000-0-5900-3200-2700-003-00000	NN								151.67
PV-240012	08/08/2023	PHONE SERVICES		01-0000-0-5900-0000-7200-004-00000	NN								150.20
TOTAL PAYMENT AMOUNT												2,667.08 *	2,667.08
300965/00	TYPETASTIC SALES- STEPWARE INC												
PO-005054	07/20/2023	001467 EES	1	01-0000-0-5800-1150-1000-010-00000	NN	F						315.00	315.00
PO-005054	07/20/2023	001467 FJE	2	01-0000-0-5800-1150-1000-020-00000	NN	F						315.00	315.00
TOTAL PAYMENT AMOUNT												630.00 *	630.00

040 SCOTT VALLEY UNIFIED
BATCH 802

J90612

ACCOUNTS PAYABLE PRELIST
BATCH: 0802 BATCH 802
FUND : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef					
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount	

300261/00	U.S. BANK													
PO-001004	08/09/2023	EHS	1	01-0000-0-4300-1500-1000-001-00000	YN	F						107.00	101.65	
PO-004025	08/09/2023	EES	1	01-3213-0-4300-1150-3110-010-10004	NN	F					677.25	677.25		
PO-004036	08/09/2023	DO	2	01-0000-0-5800-0000-7200-004-00000	NN	P					7.00	7.00		
PO-004051	08/09/2023	DO	1	01-0000-0-4300-0000-7200-004-00000	NN	F					318.53	318.53		
PO-005056	08/09/2023	IT	1	01-9621-0-5800-0000-2460-004-00000	NN	F					300.00	349.30		
TOTAL PAYMENT AMOUNT												1,453.73	*	1,453.73
TOTAL USE TAX AMOUNT														7.37
201040/00	VERIZON WIRELESS													
PV-240013	08/08/2023	PHONE SERVICES		01-0000-0-5900-0000-7200-004-00000	NN							62.41		
PV-240013	08/08/2023	PHONE SERVICES		01-0000-0-5900-0000-2700-001-00000	NN							70.98		
PV-240013	08/08/2023	PHONE SERVICES		01-0000-0-5900-0000-2700-002-00000	NN							260.72		
PV-240013	08/08/2023	PHONE SERVICES		01-0000-0-5900-0000-3600-006-00000	NN							6.36		
PV-240013	08/08/2023	PHONE SERVICES		01-0000-0-5900-0000-2700-009-00000	NN							93.62		
PV-240013	08/08/2023	PHONE SERVICES		01-6010-0-5900-0000-2700-002-00000	NN							20.83		
PV-240013	08/08/2023	PHONE SERVICES		01-6010-0-5900-0000-2700-010-00000	NN							26.58		
PV-240013	08/08/2023	PHONE SERVICES		01-6010-0-5900-0000-2700-020-00000	NN							26.58		
TOTAL PAYMENT AMOUNT												568.08	*	568.08
301735/00	YREKA MOTORS													
PO-006013	07/25/2023	26643 TRANSP	1	01-0000-0-4400-0000-3600-006-20008	NN	F						1,085.86	1,085.86	
TOTAL PAYMENT AMOUNT												1,085.86	*	1,085.86
302111/00	ZEPTIVE INC													
PO-005062	07/18/2023	12472 SVJH	1	01-9624-0-5800-1280-1000-002-00000	NN	F						107.25	107.25	
TOTAL PAYMENT AMOUNT												107.25	*	107.25
TOTAL FUND PAYMENT												143,794.20	**	143,794.20
TOTAL USE TAX AMOUNT														7.37

040 SCOTT VALLEY UNIFIED
BATCH 802

J90612

ACCOUNTS PAYABLE PRELIST
BATCH: 0802 BATCH 802
FUND : 11 ADULT EDUCATION

APY500 L.00.22 08/09/23 14:57 PAGE 6
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef					
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	T9MPS	Liq Amt	Net Amount	

302336/00	AMAZON CAPITAL SERVICES													
PO-003200	07/13/2023	1Y9N6C7PCDJT	ADULT	ED	1	11-6391-0-4300-4110-1000-008-00000	NN	M				0.00	-11.79	
PO-003200	07/13/2023	1G61X3HFN6NM	ADULT	ED	1	11-6391-0-4300-4110-1000-008-00000	NN	F				687.97	687.97	
			TOTAL PAYMENT AMOUNT									676.18	676.18	
302084/00	ESSENTIAL EDUCATION													
PO-003202	08/02/2023	32723	ADULT	ED	1	11-6391-0-4100-4110-1000-008-04110	NN	F				405.00	405.00	
			TOTAL PAYMENT AMOUNT									405.00	405.00	
			TOTAL FUND	PAYMENT								1,081.18	**	1,081.18

040 SCOTT VALLEY UNIFIED
BATCH 802

J90612

ACCOUNTS PAYABLE PRELIST
BATCH: 0802 BATCH 802
FUND : 13 CAFETERIA

APY500 L.00.22 08/09/23 14:57 PAGE 7
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD	RESC	Y OBJT GOAL FUNC SCH LOCAL	T9MPS	Liq Amt	Net	Amount

300143/00 ENTERPRISE ELEMENTARY

PO-008010	08/09/2023	EHS CO-OP	1	13-5310-0-5800-0000-3700-001-00000	NN F		58.34	58.34
PO-008010	08/09/2023	EES FOOD CO-OP	2	13-5310-0-5800-0000-3700-010-00000	NN F		58.33	58.33
PO-008010	08/09/2023	FJE FOOD CO-OP	3	13-5310-0-5800-0000-3700-020-00000	NN F		58.33	58.33

TOTAL PAYMENT AMOUNT 175.00 * 175.00

TOTAL FUND PAYMENT 175.00 ** 175.00

TOTAL BATCH PAYMENT 145,050.38 *** 0.00 145,050.38
TOTAL USE TAX AMOUNT 7.37

TOTAL DISTRICT PAYMENT 145,050.38 **** 0.00 145,050.38
TOTAL USE TAX AMOUNT 7.37

TOTAL FOR ALL DISTRICTS: 145,050.38 **** 0.00 145,050.38
TOTAL USE TAX AMOUNT 7.37

Number of checks to be printed: 29, not counting voids due to stub overflows. 145,050.38

2023-2024 Master Stipend List

Certificated and Classified

Board approval: presented for approval 8/16/2023

Description
Adult Ed Coordinator
Athletic Director EHS
Athletic Director SVJH
Coach, basketball asst 7th SVJH Boys
Coach, basketball asst 8th SVJH Boys
Coach, cross country head SVJH
Coach, football asst EHS
Coach, volleyball asst, 8th SVJH
Coach, volleyball asst, 7th SVJH
CTSO Coach-Other Parli-Pro
CTSO Coach-Other Fall Judging Team
Lead Tech Teacher, SVJH
Professional Development Stipend-Supp Chartwell
Summer Adventure Camp Bus Driver
Summer Adventure Camp Bus Driver

Extra Duty hours for Classified, Short Term, and Certificated Employees-08/16/2023

Extra hours for School Secretaries, Technology Department and Library Media Technicians-**As needed**

Extra hours for Maintenance Staff, as needed up to 8 hours per day

Extra hours for classified staff to complete ALICE training-**All classified employees**

Classified extra hours for Back to School Staff Meetings

Extra hours for SAFE Staff to Attend Annual Orientation at County Office

One extra day for Kindergarten and TK Teachers for Orientation and Assessments – **K and TK Teachers**

Extra hours for Preschool Staff for Enrollments/Round Up

SCOTT VALLEY UNIFIED SCHOOL DISTRICT
2023-2024 CONTRACTS FOR SERVICES AND MATERIALS
LISTING FOR BOARD REVIEW

The Board shall review all transactions entered into by the Superintendent or designee on behalf of the Board every 60 days. (Education Code 17605) Insofar as possible, goods and services purchased shall meet the needs of the person or department ordering them at the lowest price consistent with standard purchasing practices. Maintenance costs, replacement costs, and trade-in values shall be considered when determining the most economical purchase price. When price, fitness, and quality are equal, recycled products shall be preferred when procuring materials for use in district schools and buildings. (BP 3300)

All purchases shall be made by formal contract or purchase order or shall be accompanied by a receipt. In order to eliminate the processing of numerous small purchase orders, the Superintendent or designee may create a "blanket" or "open" purchase order system for the purchase of minor items as needed from a vendor. He/she shall ensure that the "open" purchase order system details a maximum purchase amount, the types of items that can be purchased under this order, the individuals authorized to approve purchases, and the expiration date of the "open" order. (BP 3300)

CONTRACTS				
CONTRACT NO. / PROJECT NO.	CONTRACTOR	AMOUNT	PROJECT	BOARD APPROVAL DATE
24-001	DOWNEY HEATING & COOLING	\$15,000	DISTRICT-WIDE BLANKET PERMIT	8/16/2023
24-002	DOWNEY HEATING & COOLING	\$13,720	SVJH ROOM 7	8/16/2023
24-003	BNG FINISH PRODUCTS	\$18,850	FJE CABINETS FOR RECONFIGURATION	8/16/2023
24-004	DOWNEY HEATING & COOLING	\$51,850	Fort Jones Elementary School Gym - HVAC	8/16/2023



Scott Valley Unified School District
Resolution 24-006

WHEREAS, Scott Valley Unified School District is a member of the Northeastern Joint Powers Authority; and,

WHEREAS, Northeastern Joint Powers Authority entitles each member district to have a Representative attend all meetings of the Board of Directors; and,

WHEREAS, the Bylaws of the Northeastern Joint Powers Authority entitles each member district to appoint this Representative; and,

WHEREAS, the Bylaws of the Northeastern Joint Powers Authority entitles each of the Authority to designate his/her Alternate;

BE IT RESOLVED that Micheline Miglis is hereby appointed as Official Representative and Joy Edwards is hereby designated as Official Alternate for Scott Valley Unified School District to attend the Northeastern Joint Powers Authority meetings.

PASSED AND ADOPTED THIS 16th day of August, 2023 by the Governing Board of Scott Valley Unified School District of Siskiyou County, California.

Ayes:

Absent:

Noes:

Abstentions:

In witness where of, this instrument has been duly signed and sealed as of the 16th day of August, 2023.

President, Board of Trustees

I, Jennifer Thackeray, Clerk of the Governing Board of Scott Valley Unified School District, of Siskiyou County, California, certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Trustees at its meeting held on August 16, 2023.

Clerk, Board of Trustees



**SCOTT VALLEY UNIFIED SCHOOL DISTRICT
RESOLUTION
#24-007**

This resolution must be adopted in order to certify the approval of the Governing Board to designate district representatives for the purpose of signing and receiving correspondence from the Siskiyou Adult Education Consortium for the Fiscal Year 2023-24.

RESOLUTION

BE IT RESOLVED that the Governing Board of Scott Valley Unified School District authorizes the following designees as authorized representatives of the school district for the purpose signing, and receiving correspondences with the Siskiyou Adult Education Consortium.

Name	Title	Signature
Micheline Miglis	Superintendent	_____
Russell Sweet	Business Manager/CBO	_____
Brianna Moyles	Member Representative	_____

PASSED AND ADOPTED THIS 16th day of August 2023, by the Governing Board of Scott Valley Unified School District of Siskiyou County, California.

I, Jennifer Thackeray, Clerk of the Governing Board of Scott Valley Unified School District, of Siskiyou, County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a Regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

Clerk's Signature

Date



Developer Fee Report

Russell Sweet, CBO



Annual and Five-Year Developer Fee Report Fiscal Year 2022/2023

Government Code 66006 requires that an annual report of income and expenditures from developer fees and the beginning and ending fund balances in the Capital Facilities Fund be made available to the public within 180 days, after the end of each fiscal year.

Government Code 66001 requires a five-year report if there are any funds remaining in the Fund at the end of the prior fiscal year. The five-year report identifies the project to which the fee is to be applied and identifies all sources and amounts of funding anticipated to complete financing on incomplete improvements.

Scott Valley Unified School District combines both reports and completes them annually. The following report is provided to answer specific questions required by the statute.

Developer Fee Financial Report Fiscal Year

The following report is provided to reflect the specific financial activity that has occurred during FY 2022/2023. Government Code 66006(b) defines the information that must be included in this report.

- a) Provide a brief description of the type of fee in the account or fund:

The Capital Facilities Fund is used to segregate the developer fee collections from all other revenues the District collects.

- b) Provide the amount of the fee:

The fees below were Board approved on April 20, 2022, effective on June 20, 2022

Fee Type	Fee
Residential	\$4.79
Commercial	\$.78

- c) Provide the beginning and ending balance of the account or fund:

The July 1, 2022 beginning balance was 98,780.06

The June 30, 2023 ending balance is 147,766.01

- d) Provide the amount of the fees collected and the interest earned:

Developer Fees	\$ 46,179.95
Transfers	
Interest	\$ 0
Total Income	\$ 46,179.95

- e) Identify each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

Expense	Total Amount Expended on Project	Amount Supported by Developer Fees	% of cost funded
	\$0	\$0	0
Total Expenditures	\$0	\$0	0

f) Identify an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 66001, and the public improvement remains incomplete. **N/A**

g) Describe each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fess will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan. **N/A**

h) Provide the amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.

No refunds were given during fiscal year 2022/2023.

Five Year Financial Report

Government Code 66001 requires that for the fifth fiscal year following the first deposit into the account or fund, and every five years thereafter, the local agency shall make all of the following findings with respect to that portion of the account or fund remaining unexpended, whether committed or uncommitted:

a) Identify the purpose to which the fee is to be put.

See table under item (d) below.

b) Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.

See table under item (d) below.

c) Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in paragraph (2) of subdivision (a).

See table under item (d) below.

d) Designate the approximate dates on which the funding referred to in subparagraph (c) is expected to be deposited into the appropriate account or fund.

Potential Projects	Relationship to Developer Fee	Funding Sources	Estimated	Date Fee will be deposited into appropriate fund
New/improved facilities to accommodate growth	Provide facilities for student population growth and update to facilities	Developer Fees	\$ 29,876	2018-19
			\$ 31,945	2019-20
			\$ 49,944	2020-21
			\$ 37,527	2021-22
			\$46,180	2022-23

Any members of the public desiring more detailed information regarding developer fees may contact the Superintendent. Please refer to the March 22, 2022, Developer Fee Justification Study for further explanation on the fees charged.

Scott Valley Unified School District
Developer Fee Accounting
New Residential and Commercial Development
2022-2023

Rates:

Jul 1-Jun 30

Residential Development Over 500 sq. ft.
Commercial Development

\$4.79
\$0.66

FUND: 25 CAPITAL FACILITIES-DEVELOPER FEE FUND						
DEVELOPER FEE RECEIPTS						
#	Date	Non-Exempt Square Footage	Fee Collected	Rate Type	Permit Type	APN
1	6/26/2023	1,687	\$8,080.73	Residential	Addition to existing dwelling	015-520-060
2	4/10/2023	1,408	\$6,744.32	Residential	Addition to existing dwelling	031-480-190
6	3/9/2023	2,969	\$14,221.51	Residential	New Single Family Dwelling	014-130-490
7	2/21/2023	524	\$2,137.92	Residential	Addition to existing dwelling	023-690-040
8	1/30/2023	2,565	\$12,286.35	Residential	New Single Family Dwelling	024-061-180
11	12/6/2022	664	\$2,709.12	Residential	Addition to existing dwelling	056-001-100
12						
			\$46,179.95			

DEVELOPER FEE EXPENDITURES
Developer fees received in the 2022/2023 fiscal years were received into Fund 25 and currently are still in Fund 25. Developer Fee Study coming soon.

Note: All developer fees are accounted for in Fund 25: Capital Facilities-Developer Fees.



Regular Agenda



RESOLUTION #24-005
ANNUAL BOARD AUTHORIZATION TO TEACH SINGLE SUBJECTS
2023-2024

WHEREAS, Education Code Sections 44263, 44865, 44258.3, and 44258.7 (c, d) provide for the annual Board Authorization of credentialed teachers to teach, with their consent, single subjects outside of their credential authorization,

WHEREAS, the site principals and the superintendent have verified that the conditions required for such authorization have been met,

AND WHEREAS, authorization to teach in the designated subject area must be granted by resolution of the governing board of the district on an annual basis;

NOW, THEREFORE, BE IT RESOLVED that the following teachers are Board authorized to teach the single subjects listed below in accordance with the requirements of the listed Education Code sections during the 2023-2024 school year:

Teacher	School	Subject	Ed Code Section	Grade	From	To
Angelee Dowling	Etna High School	Biology, Chemistry, Physics, Physical Science	44865 Small Schools	9-12	8/23/2023	6/7/2024
Erin Fowle	Etna High School	Senior Seminar	Title 5 section 80005(b)	9-12	8/23/2023	6/7/2024
Kristy Franklin	Etna High School	Integrated Math III	44865 Small Schools	9-12	8/23/2023	6/7/2024
Kay Isbell	Etna High School	Chemistry, Physics, Physical	44865 Small Schools	9-12	8/23/2023	6/7/2024
Lynn Karpinski	Etna High School	Guitar	44865 Small Schools	9-12	8/23/2023	6/7/2024
Kathleen Morris	Etna High School	Senior Seminar	Title 5 section 80005(b)	9-12	8/23/2023	6/7/2024
Danielle Yokel	Etna High School	Pre-Calculus	44865 Small Schools	9-12	8/23/2023	6/7/2024
Danielle Yokel	Etna High School	Math Tutorial	Title 5 section 80005(b)	9-12	8/23/2023	6/7/2024
Amy Walton	Scott River Alternative Programs	Math, Social Science, Science, Art, Physical Education	44865 Non Traditional Schools	9-12	8/23/2023	6/7/2024
Lindsey Rompon	Scott Valley Jr. High	Industrial Arts	44258.7 Assignment to	7-8	8/23/2023	6/7/2024
Kerstin Edmiston	Scott Valley Jr. High	Home Economics/Home Arts	44258.7 Assignment to	7-8	8/23/2023	6/7/2024
Amy Hurlimann	Scott Valley Options	Independent Study	44865 Alt. Schools	K-12	8/23/2023	6/7/2024
Amy Hurlimann	Scott Valley Options	Facilitated Online Courses	Title 5 section 80005(b)	K-12	8/23/2023	6/7/2024
Lisa Theofanides	Scott Valley Options	Independent Study	44865 Alt. Schools	K-12	8/23/2023	6/7/2024
Lisa Theofanides	Scott Valley Options	Facilitated Online Courses	Title 5 section 80005(b)	K-12	8/23/2023	6/7/2024

PASSED AND ADOPTED by the Governing Board of the Scott Valley Unified School District at its regular meeting held on the August 16, 2023 by unanimous vote of Trustees in attendance, unless otherwise designated.

_____ Yes
 _____ No
 _____ Absent
 _____ Abstain

 Board Clerk or President



State of California
 Commission on Teacher Credentialing
 Certification Division
 1900 Capitol Avenue
 Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: _____

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Scott Valley Unified School District District CDS Code: 47-76455

Name of County: Siskiyou County CDS Code: 47

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 8 / 16 / 23 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2024.

Submitted by (Superintendent, Board Secretary, or Designee):

Russell Sweet  CBO
Name Signature Title

530-468-2729 530-468-2727 8/9/23
Fax Number Telephone Number Date

PO Box 687, Fort Jones, CA 96032
Mailing Address

rsweet@svusd.us
E-Mail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ___/___/___, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____	_____	_____
<i>Name</i>	<i>Signature</i>	<i>Title</i>
_____	_____	_____
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>

<i>Mailing Address</i>		

<i>E-Mail Address</i>		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	0 _____
Bilingual Authorization (applicant already holds teaching credential)	0 _____
List target language(s) for bilingual authorization: _____	
Resource Specialist	1 _____
Teacher Librarian Services	0 _____
Emergency Transitional Kindergarten (ETK)	0 _____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	3
Single Subject	3
Special Education	1
TOTAL	7

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	
Business		Physical Education	1
Dance		Science: Biological Sciences	1
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?

Yes No

If no, explain. Utilize interns from commission approved colleges or universities

Does your agency participate in a Commission-approved college or university internship program?

Yes No

If yes, how many interns do you expect to have this year? two

If yes, list each college or university with which you participate in an internship program.

CSU Chico, Reach University, National University, CalState Teach

If no, explain why you do not participate in an internship program.



RESOLUTION # 24-003

BE IT RESOLVED that the Governing Board of Scott Valley Unified School District authorize the following signers on the Scott Valley Bank Accounts listed:

Account #	Description	Signers
	SVUSD - FJE Student Activity Fund	Raylene Lang, Nicole Stacher, Lisa Dean, Russell Sweet
	SVUSD - FJE Revolving Account	Raylene Lang, Nicole Stacher, Lisa Dean, Russell Sweet
	SVUSD - EES Student Council	James Pindell, Danielle Eastlick, Tammy Dean, Russell Sweet
	SVUSD - EES Revolving Account	James Pindell, Danielle Eastlick, Tammy Dean, Russell Sweet
	SVUSD - SVJH Revolving Account	Ken Dysert, Scott Forrester, Michele Johnson, Russell Sweet
	SVUSD - SVJH Student Body	Ken Dysert, Scott Forrester, Michele Johnson, Russell Sweet
	SVUSD Cafeteria Account	Micheline Miglis, Russell Sweet, Joy Edwards, Julie Hogun
	SVUSD Flex Spending	Account closed June 2023
	SVUSD Revolving Fund	Micheline Miglis, Russell Sweet, Joy Edwards, Julie Hogun
	SVUSD - Alternative Education Revolving Account	Joy Isbell, Mitch Thackeray, Brianna Moyles, Russell Sweet
	SVUSD - EHS - Scott River High School ASB	Joy Isbell, Mitch Thackeray, Amy Walton, Brianna Moyles, Russell Sweet
	SVUSD - Etna High School Revolving Account	Joy Isbell, Mitch Thackeray, Brittany Lund, Sara Uwekoolani, Russell Sweet
	SVUSD - Etna High School Student Body	Joy Isbell, Mitch Thackeray, Brittany Lund, Sara Uwekoolani, Russell Sweet

PASSED AND ADOPTED THIS 16th day of August, 2023 by the Governing Board of Scott Valley Unified School District of Siskiyou County, California.

Ayes:

Absent:

Noes:

Abstentions:

In witness where of, this instrument has been duly signed and sealed as of the 16th day of August, 2023.

President, Board of Trustees

I, Jennifer Thackeray, Clerk of the Governing Board of Scott Valley Unified School District, of Siskiyou County, California, certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Trustees at its meeting held on August 16, 2023.

Clerk, Board of Trustees



Handbooks

2023-24

Etna High School

Parent/Student

Handbook 2023-2024



Welcome to your school. Etna High is a great place to learn. Here, teachers, students, and the community work together to establish high standards of achievement in classrooms and beyond. In college/career prep, honors, AP courses, career technical pathways, and in an interesting array of elective courses, Etna students experience exceptional opportunities. Beyond this, thriving and competitive interscholastic athletic teams, outstanding FFA and Culinary programs, and other club opportunities combine to provide a diverse and well-rounded education experience.

The purpose of this handbook is to acquaint you with school procedures and policies designed to facilitate a safe and positive learning environment in order to help you meet high standards and achieve success. We trust this handbook will answer many basic questions students and parents might have about Etna High School.

Etna High Contacts and School Hours

400 Howell Avenue
PO Box 721
Etna, CA 96027

Phone: (530) 467-3244 Fax: (530) 467-5763
Website: www.svUSD.us/etnahighschool

Bus Transportation: (530) 467-3297

Regular Day 8:05 – 3:15 (Buses depart 3:20)
Collaboration Day: 8:05 – 1:35 (Buses depart 1:40)

Office hours: 7:30am – 3:30pm

Scott Valley Unified School District

11918 Main Street
PO Box 687
Fort Jones, CA 96032

Phone: (530)468-2727 Fax: (530) 468-2729
Website: www.svUSD.us

Superintendent: Micheline Miglis

Board of Trustees

Brandon Fawaz, President
Jennifer Thackeray, Clerk
Jim Harris
Jason Finley
Sandy Hogge

School Motto, Mission, and Vision

MOTTO: Lions are Lifelong Learners

MISSION: Etna High School is committed to promoting the success of every student by providing a learning environment that will facilitate intellectual, personal and social growth. We endeavor to help students be life-long learners, and to be college or career ready upon graduation.

VISION: Etna High School is a learning community that helps all students become productive citizens through participation in academic, social, co-curricular and extracurricular opportunities. The school is a partnership of staff, students, parents, and community members dedicated to academic excellence and Lion Pride. Etna High School will develop and graduate the most highly employable graduates in the state.

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Please sign & return the EHS Handbook Signature Page to the office.

Etna High School Vision and Outcomes

Vision:

Etna High School is a learning community that helps all students become productive citizens through participation in academic, social, co-curricular and extracurricular opportunities. The school is a partnership of staff, students, parents, and community members dedicated to academic excellence and Lion Pride.

Mission Statement:

Etna High School is committed to promoting the success of every student by providing a learning environment that will facilitate intellectual, personal and social growth. We endeavor to help students be life-long learners, and to be college or career ready upon graduation.

Schoolwide Learner Outcomes:

P*roductive*

- Practice a healthy lifestyle that balances intellectual, physical, social, and creative activities
- Serve as productive contributors to society and invest in the common good of the community
- Develop academic proficiencies and literacy
- Set goals and priorities, organize time and resources, and plan productively

R*esourceful*

- Develop and apply learned skills, complex problem-solving processes, and critical thinking to new problems encountered in academia and real life
- Proficiently access, organize, and present data using appropriate technology
- Competently use career-related technologies
- Analyze, integrate, and synthesize multiple resources and perspectives to formulate a justifiable rationale within various contexts

I*nterpersonal*

- Practice interpersonal communication skills
- Function ethically in society and respect the diversity of others
- Work effectively with others while maintaining high standards of character and citizenship

D*irected*

- Exhibit good study and work habits that prioritize school work, attendance, promptness, and effective time management
- Develop self-discipline, self-respect, and a strong work ethic
- Explore and develop readiness for post-secondary options which may include college, military, or certificated technical careers

E*mpowered*

- Practice and fulfill civic duties with responsibility and integrity
- Self-advocate in a respectful manner and practice social decorum in a variety of situations both in person and online
- Become creative innovators who have the ability to visualize possibility and implement action to improve society
- Develop confidence in their ability to make things happen and persevere even when things do not go as planned
- Exhibit creativity of thought, ask questions, pursue new interests, and develop new skills

Hail to Etna High School

$\text{♩} = 250$ "Our Director" E. F. Bigelow

Hail to Et - na High School; Hail to red and
white; For we will al - ways ral - ly;
We will al - ways FIGHT! FIGHT! FIGHT! Ours it is to
con - quer, Ours to hon - or thee; True to
Et - na High School, We'll al - ways be... NUM-BER 1!

The image shows a musical score for the song 'Hail to Etna High School'. It consists of five staves of music in a treble clef, with a key signature of one sharp (F#) and a time signature of 2/4. The tempo is marked as quarter note = 250. The lyrics are written below the notes. The music is a simple melody with some rests and ties. The lyrics are: 'Hail to Et - na High School; Hail to red and white; For we will al - ways ral - ly; We will al - ways FIGHT! FIGHT! FIGHT! Ours it is to con - quer, Ours to hon - or thee; True to Et - na High School, We'll al - ways be... NUM-BER 1!'. The word 'NUM-BER' is written in all caps.

Visitors

Anyone visiting the campus during the school day must first report to the school office and receive a visitor pass. The right to visit the school campus is subject to the principal's approval.

During school hours, student visitors are generally not permitted. In special circumstances, prior approval may be obtained from the principal.

Student in Good Standing

At Etna High School, a Student in Good Standing is a student:

- Without an outstanding school bills/fines and athletic uniforms
- Who has served no more than one day suspension in a quarter
- Without excessive tardies (more than 10 in a quarter)
- With no more than one truancy (or more than three unexcused or unverified absences) [See Truancy and Procedures for Leaving..", page 10]

In order to attend and participate in co-curricular or extracurricular activities such as games, dances and Senior Trip, a student must be in "Good Standing." The period of ineligibility resets at each quarter. Students may earn "Student in Good Standing" status with administrative approval/contract.

Etna High School Personnel

Subject to Change

Teaching Staff	Assignments	Phone Ext	E-mail
Maria Berry	Spanish 1, 2, 3, 4, AP Spanish	1500	mberry@svusd.us
Matt Chester	Director of School Operations	1502	mchester@svusd.us
Angelee Dowling	Ag Sciences, Biology, Chemistry	1202	adowling@svusd.us
Monica Facey	Culinary Arts	1510	mfacey@svusd.us
Erin Fowle	Senior Seminar, Career English, English 9, Lion Focus	1303	efowle@svusd.us
Kristy Franklin	IM I, IM II, IM III	1308	kfranklin@svusd.us
Jennifer Gomes	COS English 1001, English 1502, Upward Bound	1302	jgomes@svusd.us
Jacob Hargett	Ag Mechanics 1, 2, 3, Ag Woodshop,, Ag Core	1603	jhargett@svusd.us
Kellie Hargett	Ag Business, Ag Core, Floriculture, Natural Resources	1601	khargett@svusd.us
Joy Isbell	Principal	1503	jisbell@svusd.us
Kay Isbell	Physics, Honors Physics, Biology	1202	kisbell@svusd.us
Lynn Karpinski	Drama, Yearbook, Computer Graphics, Art 1, Adv Art	1103	lkarpinski@svusd.us
Brit March	Upward Bound Advisor	1302	bmarch@svusd.us
Katie Morris	English 12, English 11, Honors English, English 10	1402	kmorris@svusd.us
	PE 1, PE 2, Health & Human Development, Strength & Conditioning	1514	
Tia Palangvanh	Academic Guidance Counselor	1503	
Sean Stapleton	World History, US History, Civics, Economics	1401	stapleton@svusd.us
Mitch Thackeray	Resource Specialist	1304	mthackeray@svusd.us
Amy Walton	Resource Specialist	SRHS	awalton@svusd.us

Support Staff	Assignment	Phone Ext.	Email Address
Uwekoolani, Sara	School Secretary	1500	suwekoolani@svusd.us
Barden, Diana	County Nurse	1507	dbarden@siskiyoucoe.net
Casey, Mike	Custodian	1605	mcasey@svusd.us
Denman, Christina	Technology Supervisor	1104	cdenman@svusd.us
Hardaway, Dylan	Maintenance/Custodian	1605	dhardaway@svusd.us
Hurlimann, Wendy	Librarian/Media Tech	1101	whurlimann@svusd.us
George, Louis	Technology	1104	Techhelp@svusd.us
Lund, Brittany	Business Office	1505	miannios@svusd.us
Mortenson, Charmain	Student Services / Athletic Director	1508	cmortenson@svusd.us
Neely, Justin	Lead Maintenance	1605	jneely@svusd.us
O'Brien, Lacie	Resource Paraprofessional	1304	lobrien@svusd.us
Padilla, Elizabeth	Maintenance/Custodian	1605	epadilla@svusd.us
Waleri, Mike	Maintenance/Custodian	1506	mwaleri@svusd.us

Bell Schedules & Academic Calendar

Regular Day (Monday-Thursday)

Period 1	8:05 - 9:00	55 min
Period 2	9:05 - 9:55	50 min
Break	9:55 - 10:10	15 min
Period 3	10:15 - 11:05	50 min
Period 4	11:10 - 12:00	50 min
Lunch	12:00 - 12:35	35 min
Period 5	12:40 - 1:30	50 min
Period 6	1:35 - 2:25	50 min
Period 7	2:30 - 3:20	50 min
Bus departs: 3:25		

Collaboration Day (Friday)

Period 1	8:05 - 8:44	39 min
Period 2	8:49 - 9:25	36 min
Break	9:25 - 9:40	15 min
Period 3	9:45 - 10:21	36 min
Period 4	10:26 - 11:02	36 min
Period 5	11:07 - 11:43	36 min
Lunch	11:43 - 12:18	35 min
Period 6	12:23 - 12:59	36 min
Period 7	1:04 - 1:40	36 min
Bus departs: 1:45		

Advisory Schedule (bi-monthly TBA)

Period 1	8:05 - 8:50	45 min
Period 2	8:55 - 9:40	45 min
Break	9:40 - 9:55	15 min
Advisory	10:00 - 10:30	30 min
Period 3	10:35 - 11:20	45 min
Period 4	11:25 - 12:10	45 min
Lunch	12:10 - 12:45	35 min
Period 5	12:50 - 1:35	45 min
Period 6	1:40 - 2:25	45 min
Period 7	2:30 - 3:20	50 min
Bus departs: 3:25		

Late Start

Grab & Go breakfast on way to 1st period		
Period 1	10:05 - 10:42	37min
Period 2	10:46 - 11:23	37 min
Period 3	11:27 - 12:04	37 min
Period 4	12:08 - 12:45	37 min
Lunch	12:45 - 1:19	34 min
Period 5	1:19 - 1:56	37 min
Period 6	2:00 - 2:37	37 min
Period 7	2:41 - 3:15	34 min
Bus departs: 3:25		

ACADEMIC REPORT MAILING DATES 2023-24		
FIRST SEMESTER REPORTS	REPORT PERIOD	DATE
Progress Report	Week 4	9/22/23
Q1 Progress Report	Week 8	10/20/23
Progress Report	Week 12	11/17/23
Deficiency Report	Week 15	12/15/23
S1 Report Card	Week 18	1/19/24
SECOND SEMESTER		
Progress Report	Week 4	2/16/24
Q3 Progress Report	Week 9	3/22/24
Progress Report	Week 13	4/26/24
Deficiency Report	Week 16	5/22/24
S2 Report Card	Week 19	6/12/24

General Information / Student Expectations

Student Expectations

Etna High School students are expected to be safe, respectful, and responsible members of the Scott Valley and greater community. The school is a partnership of staff, students, parents, and community members dedicated to academic excellence and Lion Pride. All students and staff represent EHS on- and off-campus, setting the example together with our community. Offensive, threatening, or inappropriate behavior, to include derogatory, degrading, or disrespectful language damages this relationship with our community and will not be tolerated.

Schedule Change Requests

See 2023-24 EHS Course Catalog And Academic Planning Guide for scheduling policies and requirements.

On Time and Prepared

Every student is expected to report on time to each class, sitting in the assigned seat before the tardy bell rings. Every student is expected to be prepared for class each day. Preparation includes possessing all information, materials, equipment, and work necessary for the specific class.

Any student not on time and prepared will be marked absent or tardy.

Absence Verification

When returning from an absence, planned or unplanned, students must bring a note explaining the reason for missing school. This note should be handed to the school secretary before school begins. The secretary will then give the student an absence verification form to take to each class.

Absences and Schoolwork

It is the responsibility of the student to complete assignments missed because of an absence. Students who are absent because of athletics or other school-related activities are expected to request their assignments at least 24 hours in advance of the absence and to turn in their assignments on the day they return to campus, or before.

Upon returning from an unplanned absence, students should consult with teachers to determine what work was missed and the procedure for making up this work. The deadline for completing work missed because of an absence will be determined by each teacher.

When they are ill, it is best for the student to rest and recover. Upon returning to campus, students need to follow procedures outlined in their class syllabi and/or contact teachers to makeup required assignments/classwork.

Students participating in co-curricular activities outside of the regular school day must be present the day prior or of the activity in order to participate unless preapproval is given by administration. Please see specific attendance requirements for athletics and dances.

Homework

Homework is an integral part of a student's educational program. The staff believes that students must not only develop proficiency in subject matter, but must also learn to budget time efficiently to complete assignments on time. Homework may be assigned for a variety of purposes, including reinforcement of classroom learning and preparation for a future classroom experience. Students should check with individual teachers for late work policies.

Physical Education

All students enrolled in physical education (PE) are expected to attend and participate in all PE class activities unless excused for medical reasons. A student missing more than three consecutive days of PE must bring a written excuse from an authorized health care professional. Students must wear designated PE clothing, appropriately.

Grades and Course Credit

Students earn grades based on academic performance. This performance includes, but is not limited to: knowing the subject matter, mastering thinking skills, demonstrating good work habits, and exhibiting an attitude conducive to personal learning and the learning of others. Students receive updates of their grades in various ways. All instructors post grades online in our Aeries records system. Check with the school secretary for your student password required to check grades in Aeries. Also, teachers regularly post grades, by student identification number, in the classrooms. Please see the Etna High School Course Catalog for in depth academic planning and information.

GRADUATION CEREMONIES AND ACTIVITIES

Honors and Awards

To honor superior academic achievement, high school graduation ceremonies shall include recognition of a valedictorian and salutatorian. The Superintendent or designee shall establish procedures that ensure a fair determination of the students who have achieved the highest grade point average in the graduating class and have taken the most rigorous courses. If a tie exists, the principal may honor more than one valedictorian and/or salutatorian.

The **valedictorian** and **salutatorian** shall be selected by the following process:

1. The list of seniors who have been enrolled as full-time regular EHS students for the entire senior year, and have **completed UC and/or CSU entrance requirements** shall be notified of eligibility for valedictorian.
2. The **Weighted Total GPA** of each of the listed seniors shall be calculated from grades received in 9th -12th grades **through 3rd quarter of the senior year**.
3. The list of seniors shall be sorted by **Weighted Total GPA**, descending, calculated to the **nearest hundredth** (i.e. 3.98).
4. The student with the highest GPA on the list is selected as the valedictorian and the student with the second highest GPA on the list will be selected as the salutatorian.
5. In the event of a tie, administration and board policy will determine valedictorian & salutatorian based on academic program rigor. This decision may include multiple valedictorians and/or salutatorians.

Graduation activities

Participation in the graduation ceremony and activities is optional. However, if students choose to participate in the graduation ceremony **ALL graduation practices are MANDATORY.**

Students not in good standing, awaiting final grade determination, or awaiting disciplinary determination may not be eligible to walk in the graduation ceremony at the discretion of the Administration.

Any graduating student who has completed basic training and is an active member of any branch of the United States Armed Forces may, at the student's option, wear a military dress uniform at the ceremony. (Education Code 35183.3)

Students shall be permitted to wear tribal regalia or recognized objects of religious or cultural significance as an adornment to the customary ceremonial attire, as long as the adornment does not cause a substantial disruption of, or material interference with, the graduation ceremony. (Education Code 35183.1)

Student Services

Library

The Etna High School Library is intended for the use of students and faculty. Our librarian is present during the school day to provide materials and assistance to students and staff members, alike. Students are encouraged to use the library as a valuable resource, to handle all books with care and respect, return books promptly, make every attempt to keep lost books to a minimum and learn about research and digital literacy.

Students who do not return books or have other fines at the end of a quarter will be placed on campus restriction until the books are returned and fines are paid. Having financial obligations will remove the student from Good Standing status.

School Guidance Counselor

The importance of the School Counselor becomes more apparent as students enter high school. School counselors provide a variety of services to Etna High School students, including:

- Choosing a course of study at Etna High School and monitoring progress towards graduation
- Assisting students in determining their abilities and areas of special interest
- Explaining graduation requirements to students
- Assisting students experiencing academic difficulties
- Providing and interpreting information on ACT, PSAT, SAT, ASVAB, competency, and other tests
- Supplying information about career areas, college placement, trade schools, financial aid, and scholarships
- Discussing student concerns on an informal basis

Please see the EHS Course Catalog and Academic Planning Guide for further details.

Lockers

Although Etna High School provides students with the use of lockers, these lockers remain the property of the school and should be treated as such. Each student is responsible for the condition of his lockers and the contents of those lockers. Students will be financially responsible for repair of damages for which they will have been responsible. The following rules and regulations pertain to lockers and locker use:

- Every student will be issued a hallway locker and PE locker (if necessary).
- Students should use a school-issued lock for each of their lockers.
- Students must use their own lockers only and must not share a lock combination with anyone else.
- Students found tampering with lockers, locks, and locker contents will be subject to disciplinary measures.
- All lockers issued to students are school property and the school reserves the right to search lockers in the interest of the safe and orderly operation of the school.
- Request for a change in hallway locker assignment must be made through the school secretary. Request for a change in PE lockers must be made through the PE Staff.
- Students are cautioned not to leave money or other valuable items in their lockers. Cash or other items of personal value should not be brought to school. The school is not responsible for the loss and/or theft of those items.
- Pictures, photographs, and other representations depicting illegal substances, alcohol, tobacco or topics that are sexual in nature are not permitted in or on lockers.

Vehicles and Parking

The district provides parking for student vehicles on campus. However, the district assumes no responsibility for vehicle loss, theft, or damage. Vehicles parked on school property are subject to search by the school principal or designee. Campus Way is a city street and citations may be issued for traffic violations. Students should not park in staff parking spaces.

Parking passes will be issued to students and staff. Passes are numbered and may be picked up in the office.

Work Permits for Students

Minors employed in the state of California must have a Permit to Employ and Work (commonly referred to as a “work permit”. Work permits are typically issued by the school where the student is enrolled. Work permits indicate the duties and location where the work will be done as well as the number of hours a minor may work. In most cases it is a two-step process, the minor along with the parent/guardian and employer fill out the B1-1 form (Request for Work Permit) and issues the B1-4 (Work Permit). Forms can be picked up in the office.

Video Surveillance

The principal or designee shall supervise the use and maintenance of video cameras. Students and staff shall not tamper nor interfere with video equipment.

Video cameras record events in school hallways, multipurpose room, and in several locations outside. Video recordings may be reviewed at any time by the principal or designee and may result in disciplinary action against a student if there is documentation of student misconduct.

Tapes retained as part of an individual student’s disciplinary record shall be maintained in accordance with law and Board policy governing the access, review, and release of student records. Tapes retained as part of an expulsion record are non-privileged, disclosable, public records pursuant to Education Code 48918.

Internet Access

In order for students to access the Internet at Etna High School, they must have a parent-signed/student-signed Student Acceptable Use Agreement on file. The form is available in the registration packet. It is also available in the EHS office or on the school website. If a student violates the Internet Access agreement, Internet privileges may be revoked.

Open Campus

Etna High School has an open campus at lunchtime only for students in “Good Standing.” Students may not leave during breakfast break. Students may not drive or walk off campus at any other time without receiving prior permission.

Since the Governing Board of the Scott Valley Unified School District permits students of Etna High School to leave the school grounds during the lunch period, the following notice is given to all parents and guardians by section 4890 of the California Education Code: “The Governing Board of the Scott Valley Unified School District, pursuant to section of the California Education Code further states ‘*Neither the school district nor an officer or employee thereof shall be liable for the conduct and safety of any pupil during such time as the pupil has left the school grounds pursuant to this section.*’”

Additionally, students are subject to the EHS discipline plan if their behavior during lunch violates district policies. Students exhibiting inappropriate, dangerous, or illegal behavior while off campus during the lunch period may be referred to the proper authorities and may lose their off campus lunch privileges.

Off Limits at Breakfast and Lunch

During the school day, students are to be on the “lower campus,” only—in places supervised by school personnel. Athletic and PE fields, the school grounds above the football field stairs and anywhere within the Etna City Park are off-limits.

Students may not go to their vehicles except during lunchtime.

School Property Loss or Damage (Board Regulation 3515.4)

In the case of damage to or loss of school property, the Superintendent or designee shall conduct a complete investigation of any instance of damage to or loss of school property and shall consult law enforcement officials when appropriate.

If the responsible person is a minor student of the district and the student's parents/guardians are unable to pay for the damages or to return the property, the district shall offer a program of voluntary work for the student in lieu of the payment of monetary damages. The district may offer any other student or former student, with parent/guardian

permission, the option to provide service, work, or other alternative, nonmonetary forms of compensation to settle the debt owed as a result of property loss or damage. Service or work exchanged for repayment of a debt shall comply with all provisions of the Labor Code related to youth employment. (Education Code 48904, 49014)

The Superintendent or designee may withhold the student's grades, diploma, and/or transcripts until the student's parents/guardians have paid for the damages or the voluntary work has been completed. Prior to withholding a student's grades, diploma, or transcripts, due process shall be afforded the student in accordance with law. (Education Code 48904)

Attendance Policies and Procedures

Regular and punctual attendance is expected and essential for all students. Success in school is directly related to consistent attendance.

California state law requires that all people under the age of 18 attend school, except for those who have already graduated from high school. The only exceptions to this are in cases of personal illness, medical appointments, quarantines, a death in the immediate family, court appearances, and for school-sponsored activities. All other absences (i.e. baby-sitting, taking care of a sick family member, work, personal trips/vacations, etc.) are considered unexcused by the State of California and Etna High School.

Absence Notification

1. Parents are encouraged to phone the school the morning of a student's absence. This phone call will verify the student's legitimate absence and will function as a note. Otherwise, students returning to school from an absence must supply a note, written by a parent or legal guardian, to the attendance office. The note should contain the following information:
 1. First and last name of the student
 2. Date or time of absence
 3. Specific reason for the absence
 4. Parent signature

Students must submit absence notes before period 1 begins. If the school does not receive this note within two school days following the student's return to school, the unexcused absence will automatically convert to a cut (truancy). A parent note may excuse a student's absence for illness for three consecutive days. On the fourth day, a doctor's note is required. If a student's absences due to illness become excessive within a semester, all subsequent absences may require a doctor's note, or remain unexcused. Notes must specify the dates absent and the reason(s) for the absence.

Students excessively absent from school will be referred to the Student Attendance Review Board (SARB) or to the District Attendance Review Team (DART), which could result in a change of school placement to Scott River High School or Scott Valley Community Day School

Planned Absence

Students who know in advance that they will be absent are encouraged to complete a Planned Absence Form (Intent to be Absent) and to obtain teacher permission & assignments prior to absence.

Truancy and Procedures for Leaving School

Generally, truancy is an unexcused absence. Specifically, a student is truant if he or she:

- Leaves school without prior permission from a parent or legal guardian
- Leaves school without first reporting to an office secretary
- Comes to school but does not report to class or the office within 10 minutes
- Leaves a teaching area without permission
- Fails to return from lunch without a parent or legal guardian informing the office

Consequences for truancy include detention and possible suspension.

Tardies

A student shall be considered tardy if he or she is not in assigned seat or at assigned workplace when the bell rings signifying the beginning of class. Students who arrive at school later than 10 minutes after the tardy bell must report to the office for an admit slip.

Students who are tardy to class are subject to the school discipline plan with consequences increasing in severity as tardies accumulate. **Students who are absent without excuse from any class for more than 10 minutes will be marked truant.** After 5 tardies in a quarter a student will serve an after-school detention. Excessive tardies (beyond 9) will result in additional consequences, including parent meeting, in-school suspension, SARB referral, and loss of student in good standing status. See additional tardy information in the Discipline Matrix.

Good Standing Designation

A student who loses his or her “Good Standing” designation will no longer be allowed to participate in sports competitions, attend after-school activities including games and dances, and will remain on campus at lunch.

A student may request to earn “Student in Good Standing” status with administrative approval/contract by setting up an appointment with the administration.

Student Attendance Review Team

School officials may make Student Attendance Review Team (SART) referrals upon the third unexcused absence. (Note: three unexcused tardies equal one unexcused absence). The purpose of SART is to divert students with school attendance or behavior problems from the juvenile justice system by providing guidance and coordinated community services to meet special needs.

A SART is made up of representatives from the school, probation, social services, law enforcement, youth services, health services, and other community institutions. SART guarantees students with truancy or school behavior problems a hearing and provides that available school and community resources are exhausted before the student is referred to juvenile court (EC 48321, 48322 and 48324).

Schools initiate the SART process by notifying parents of their student’s attendance problem with the first of a series of three letters. All three letters request a conference to explore ways to address the identified problem. If the measures established during these conferences do not solve the attendance problem(s), a SART meeting is scheduled.

If the SART intervention does not correct the problem, a fourth letter is mailed to the parent and the case is referred to the criminal justice system.

Truancy Reduction and Intervention Program

Students will be referred to Siskiyou County Probation if poor attendance occurs. The following guidelines will be used:

1. Any youth who has one unexcused absence, multiple unexcused absences or has been classified as truant.
2. Youth who is consistently 30 minutes late or more to school.
3. Youth who is at risk of entering the SARB process or being expelled from school.
4. Youth who come to school, then depart school without permission, during the school day.
5. Parent/Guardian is willing to participate if needed.

Absence flow chart

Number of absences	Excused Absences Flow Chart
<i>5 excused</i>	<i>Secretary calls parent every absence. Reminder letter sent home about the importance of attendance. After 7th absence, school nurse will talk to student about health issues</i>
<i>10 excused</i>	<i>Meeting is set either phone/in person with parent and administration. Truancy officer invited to meeting. Review of site level consequences for additional absences reviewed. School nurse will contact parent/guardian to discuss health issues</i>
<i>15 excused</i>	<i>Chronic absence letter mailed to parent/guardian. Student referred to Truancy Officer via TRIP form. Parent/Student/Administrator meeting takes place. All subsequent absences must be cleared by a doctor’s note</i>
	Unexcused Absences Flow Chart
<i>3 unexcused</i>	<i>1st truancy letter, Secretary calls parent after every absence</i>
<i>4 unexcused</i>	<i>2nd truancy letter, TRIP referral, Student Study Team meeting</i>
<i>5 unexcused</i>	<i>3rd truancy letter, School request SARB hearing with DA’s office</i>

EHS discipline Matrix

2022-2023 Guidelines for Student Behavior

DISCIPLINARY ACTIONS

Students who become involved in areas of problem behavior will be subject to certain disciplinary actions. Depending upon the behavior problem of the student, one or more of the following actions may be taken by school officials. The action taken will be according to Board Policies and State Law.

	<p>INFORMAL TALK - A school official (teacher, administrator or counselor) will talk with the student to discuss student behavior. The discussion will be recorded in the student discipline record. Multiple informal talks will result in a formal parent conference.</p>
	<p>DETENTION - After School Detention will be served in a designated room. Students <u>must</u> bring work with them (any student sent to the office for disciplinary reasons will receive an automatic detention unless otherwise noted in AERIES by the teacher). Saturday School Detention will be served in a designated room from 8am - 12pm.. Students <u>must</u> bring work with them.</p>
	<p>CONFERENCE - A formal conference is held between the student/parent and one or more school officials. During this conference, the student must agree to correct his/her behavior. A conference may result in an academic/behavior contract and/or involuntary alternate placement. All actions will be recorded in the student discipline record.</p>
	<p>TRIP/SARB - Truancy Reduction and Intervention Program through Probation/School Attendance Review Board</p>
	<p>REMOVAL FROM CLASSES - When a student is removed from one or more classes for disciplinary reasons, he/she remains in the office during these class periods. Consequences for removal from class:: 1) one or more detentions, including Saturday School 2) may include privileges suspended 3) may include removal from class for grading period (results in F for semester) 4)may include alternate placement. All actions will be recorded in the student discipline record.</p>
	<p>BEHAVIORAL INTERVENTION - A student may be assigned to behavioral intervention at the discretion of a school official for offenses for which suspension is permitted.</p>
	<p>SUSPENSION - The student is informed that he/she is subject to suspension (5 days or less). The student is also informed regarding the due process procedure. The student's parent/guardian is notified that the student is subject to suspension. Notification to the parent/guardian must include clear instructions regarding the due process. Recorded in the student discipline record.</p>
	<p>INVOLUNTARY TRANSFER - A proposed involuntary transfer notice may be sent to the parent/guardian to initiate the transfer for the student to receive special behavioral and educational services. Parents/students have an opportunity to appeal per Board Policy.</p>
	<p>EXPULSION - The student is informed that he/she is subject to expulsion. The student is also informed regarding their due process. The student's parent/guardian is notified by certified letter that the student is subject to expulsion. Notification to the parent/guardian must include clear instructions regarding the due process. The school administration will recommend to the Board of Education that the student be expelled. Board will take action. Recorded in the student discipline record.</p>
	<p>COMMUNITY SERVICE PROGRAM - Students that are suspended or have their expulsion stayed may be allowed to maintain their attendance at School while entering a mutually agreed upon C.S. program. If the student violates the written contract, he/she is automatically suspended/expelled.</p>

Behavior	Actions to be taken (actions are recorded in the student discipline record)		
	1st Offense	2nd Offense	3rd Offense
Unauthorized Use of any Electronic Devices (such as computer, cell phone, MP3 player, iPod, earbuds, headphones, and camera)	<ul style="list-style-type: none"> Loss of property for the day 	<ul style="list-style-type: none"> Loss of property until parent picks up property 	<ul style="list-style-type: none"> Parent must pick up property Detention
Dress Code Violation Policy posted in classrooms	<ul style="list-style-type: none"> Warning Change of clothes 	<ul style="list-style-type: none"> Parent notified Detention 	<ul style="list-style-type: none"> Parent conference 1 day Behavioral Intervention
Defiance of Authority and/or Classroom Misconduct Willfully refusing to do what someone in (valid) authority: supervisors, teachers, or administrator, tells you to do.	<ul style="list-style-type: none"> Detention- Any student sent to the office for disciplinary reason will receive an automatic detention unless otherwise noted in AERIES by the teacher Notify parent 	<ul style="list-style-type: none"> 1 - 3 days behavioral intervention or suspension Parent conference 	<ul style="list-style-type: none"> 3-5 days behavioral intervention or suspension Parent conference Behavior contract
Public Display of Affection	<ul style="list-style-type: none"> Warning 	<ul style="list-style-type: none"> Notify parent Detention 	<ul style="list-style-type: none"> Parent conference 1-3 day behavioral intervention
Forgery, Lying, Misrepresentation, Cheating, Plagiarism, Academic Dishonesty**	<ul style="list-style-type: none"> Parent notification One (1) Detention "0" assigned to the project – no makeup work 	<ul style="list-style-type: none"> Parent Notification "0" assigned to the project – no makeup work 1 day Behavioral Intervention Parent conference 	<p>3rd Offense:</p> <ul style="list-style-type: none"> "0" assigned to the project – no makeup work 1-3 day suspension <p>4th Offense:</p> <ul style="list-style-type: none"> "0" assigned to the project – no makeup work Academic/behavior Contract, possible involuntary transfer
Misconduct in a Vehicle on or About Campus (bicycle, skateboard, scooter, or unauthorized use of motorized vehicles)	<ul style="list-style-type: none"> Warning Notify parent Lose on-campus parking privileges for 1-2 weeks May notify law enforcement 	<ul style="list-style-type: none"> Lose on-campus parking privileges for a quarter 	<ul style="list-style-type: none"> Lose on-campus parking privileges for the balance of the school year Notify law enforcement
<p>Tardiness: Tardies are looked at schoolwide, not for individual classes per quarter.</p> <p>*Note: If the student misses detention, student will lose "Good Standing" until they make up the detention and placed on the watch list. No participation in any extracurricular activities (including practice).</p>	<p>Tardies 5 – 9 may result in detentions</p> <p>5th Tardy</p> <ul style="list-style-type: none"> Detention Parent called <p>9th Tardy</p> <ul style="list-style-type: none"> Detention Parent called Student conference with counselor SARB letter 1 	<p>10th Tardy</p> <ul style="list-style-type: none"> 1 day Behavioral Intervention or out of school suspension Parent meeting with counselor 	<p>15th Tardy</p> <ul style="list-style-type: none"> Referral to SARB Discussion of alternatives

<p>Truancy</p>	<ul style="list-style-type: none"> • Detention issued for class cut. • After the 3rd. truancy, student will be entered into the TRIP & SARB process and parents will be sent the 1st SARB notice. 	<ul style="list-style-type: none"> • The next truant after the previous offense will result in the 2nd SARB notice being sent to parents, as well as communication with the truant officer. • Parent Conference 	<ul style="list-style-type: none"> • Subsequent truanancies will result in the 3rd SARB letter being sent to parents requesting their presence at a SARB hearing with the SARB board and truant officer.
<p>Profanity/Obscenity**</p>	<ul style="list-style-type: none"> • Notify Parent • Detention, Saturday School or behavioral intervention 	<ul style="list-style-type: none"> • 2-5 day Suspension • Parent conference 	<ul style="list-style-type: none"> • 5 day suspension • Expulsion recommendation.
<p>Profanity Directed at Another Person (Staff member or student) (Including Electronic/Social Media)</p>	<ul style="list-style-type: none"> • 1-3 day behavioral intervention • Parent conference 	<ul style="list-style-type: none"> • 3-5 day suspension • Parent conference 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Notify law enforcement • Expulsion recommendation
<p>*Theft** School property or personal property on school grounds</p>	<ul style="list-style-type: none"> • 1-3 day behavioral intervention • Notification of law enforcement • Parent conference • Possible Expulsion recommendation 	<ul style="list-style-type: none"> • 3-5 day suspension • Notification of law enforcement • Parent conference • Possible Expulsion recommendation 	<ul style="list-style-type: none"> • 5 day suspension • Expulsion recommendation • Notify law enforcement
<p>Under the Influence of Alcohol/Controlled Substance**</p>	<ul style="list-style-type: none"> • 2 - 5 days behavioral intervention • In School suspension • Notification of law enforcement • Parent conference • Counseling • Behavioral Health referral 	<ul style="list-style-type: none"> • Notification of law enforcement. • Expulsion Recommendation 	
<p>*Possession of Dangerous Objects**(+) </p>	<ul style="list-style-type: none"> • Confiscate property • Parent notification and retrieval of object • Notification of law enforcement • Possible 1-3 day Suspension 	<ul style="list-style-type: none"> • 3-5 day suspension • Notify law enforcement • Parent conference and retrieval of object. 	<ul style="list-style-type: none"> • 3-5 day suspension • Parent conference • Notify law enforcement • Expulsion recommendation
<p>Hate Crimes, Gang Affiliation/Tagging:** Behaviors or statements that degrade on the basis of race, ethnicity, culture, heritage, gender, sexual orientation, physical attributes, religious beliefs or practices. (Includes Electronic/Social Media)</p>	<ul style="list-style-type: none"> • Parent notification • Detention • 1 -3 days behavioral intervention • 1-3 days suspension 	<ul style="list-style-type: none"> • Parent notification • Contact law enforcement • 3-5 day suspension • Behavior Contract 	<ul style="list-style-type: none"> • Parent notification • 5 day suspension • Contact law enforcement • Expulsion recommendation

<p>Harassment: Hazing, Sexual, Bullying, Cyber-Bullying, and/or Threatening** Actions reported, impacting the educational process of a student, inclusive of Electronic/ Social Media (E.C. 48900a).</p>	<ul style="list-style-type: none"> • Parent conference • Written Assignment • 1-3 days behavioral intervention or suspension • Behavior Contract 	<ul style="list-style-type: none"> • Parent conference • 3-5 day suspension • Behavior Contract 	<ul style="list-style-type: none"> • 5 day suspension • Expulsion recommendation
<p>Fighting** Any physical confrontation involving students. Inclusive of Students recording, antagonizing or other supporting the incident in any way</p>	<ul style="list-style-type: none"> • 1-5 days behavioral intervention • Counseling • Notification of parents/guardian 	<ul style="list-style-type: none"> • 3-5 day suspension • Counseling 	<ul style="list-style-type: none"> • 5 day suspension • Expulsion recommendation
<p>Assault/Battery** Physical attack of one person, or of a group of persons, upon another person. Verbal assault is the threat of physical attack.</p>	<ul style="list-style-type: none"> • 1-5 day suspension • Parent notification • Notification of law enforcement • Possible Expulsion recommendation 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Counseling 	<ul style="list-style-type: none"> • Notification of law enforcement • Notify parent • Expulsion recommendation
<p>Destroy and/or Deface Property** School property or personal property on school grounds School property means anything belonging to the school; such as desks, books, school electronics, tables, walls, or floors (E.C. 48900f).**</p>	<ul style="list-style-type: none"> • Parent conference • 1-3 days behavioral intervention • Repair and restitution • Possible law enforcement • Community service • Fees for damages 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Notification of law enforcement • Repair and restitution 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Repair and restitution • Notification of law enforcement • Expulsion recommendation
<p>*Possession of Drug Paraphernalia 48900 (e) (j)** Possessed or unlawfully offered, arranged or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.</p>	<ul style="list-style-type: none"> • Parent conference • 3 days behavioral intervention • Notification of law enforcement 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Notification of law enforcement 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Notification of law enforcement • Expulsion recommendation
<p>*Sales/Possession/Use of Controlled Substances, Alcohol, Tobacco, Nicotine, or Look-A-Likes** Transferring controlled substances to another, holding in/on person/personal belongings/clothing, being caught in the act of consuming controlled substance.</p>	<ul style="list-style-type: none"> • Notify Parent • 1 -3 days suspension • Notify law enforcement • Behavioral Health referral 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Notification of law enforcement • Expulsion recommendation 	

***Arson, Bomb Threat,
False Fire Alarm,
Possession and/or
Furnishing Firearm****

- 5 day suspension
- Notification of law enforcement
- Notify Parent
- Expulsion recommendation

***Expulsion may occur on first offense.**

****Offenses are cumulative throughout high school career.**

DANGEROUS OBJECTS (+) - *Such as but not limited to knife with blade longer than 2.5 inches, any locking blade knife, switchblade knife, razor with unguarded blade, dirk, dagger, taser, stun gun, nunchuck, any explosive device or materials, tear gas, pepper gas, drug paraphernalia, imitation firearm, laser pointer any other objects deemed to be a danger to the safety of the students or staff of the school.*

YOUR RIGHTS - DUE PROCESS Suspensions and Expulsions - *The school principal or designee has the right to suspend a student for a period up to five days. In cases of this type, an informal hearing between the principal, student and other appropriate persons will be conducted, if possible. After the hearing is completed, the principal/designee will decide if a suspension is necessary. Parents will be notified. A written notice will be sent home.*

The school principal has the right to recommend to the district superintendent that a student should be expelled. In cases of this type, a hearing will be conducted at the school district central office before the Board hearing.

When a student has violated a school rule or is subject to a suspension, involuntary transfer, or expulsion, the student and his/her parents, guardians will be formally notified. Part of the notification process will include instructions regarding the due process procedure.

APPEAL - *The student or the student's parent(s)/guardian have the right to appeal the suspension or expulsion. An appeal for a formal hearing at the District, must be made within 10 business days after notice has been received regarding a potential suspension or transfer or expulsion.*

CLASSROOM SUSPENSION - *A teacher may suspend any pupil from their class room for any act or the acts enumerated in E.C. 48900 for the period, it will be issued for the day following the incident and an in school retention. The teacher shall ask for a parent conference as soon as possible (E.C. 48910). The Administration reserves the right to apply a more severe penalty depending upon the facts of the case for any offense outlined in the Consequences of Inappropriate Behavior Section of the Discipline Code. Suspension and/or expulsion of a student will be governed by California Education Code 48900 inclusive.*

CALIFORNIA EDUCATION CODE FOR STUDENT DISCIPLINE

Students who display inappropriate behavior may be subject to suspension as outlined in the California State Education Code 48900 and 48915. A student may be suspended or expelled for acts which are related to school activity or attendance while on the school grounds, while going to or coming from school, during the lunch period whether on or off campus, and during or while going to or coming from a school sponsored activity.

EDUCATION CODE, SECTION 48900:

A student who has committed the following acts is subject to discipline by suspension or expulsion:

- (a)(1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (a)(2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any such object, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) (1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
(2) Except as provided in Section 48910, a pupil enrolled in Kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the acts enumerated in this subdivision, and this subdivision shall not constitute grounds for a pupil enrolled in Kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph shall become inoperative on July 1, 2018, unless a later enacted statute that becomes operative before July 1, 2018, deletes or extends that date.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization of body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-

sanctioned events.

- (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
- (1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
 - (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
 - (B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
 - (C) Causing a reasonable pupil to experience substantial interference with his or her academic performance.
 - (D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.
 - (2)
 - (A) "Electronic act" means the transmission, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication.
 - (i) A message, text, sound, or image.
 - (ii) A post on a social network Internet Web site including, but not limited to:
 - (I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1).
 - (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
 - (B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.
 - (3) "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.
- (s) A pupil may not be suspended or expelled for any of the acts enumerated unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following.
- (1) While on school grounds.
 - (2) While going to or coming from school.
 - (3) During the lunch period whether on or off the campus.
 - (4) During, or while going to or coming from, a school sponsored activity.
- (t) A pupil who aids or abets, as defined in Sec. 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may suffer suspension, but not expulsion, pursuant to the provisions of this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily

injury shall be subject to discipline pursuant to subdivision (a).

EDUCATION CODE 48900.2: SEXUAL HARASSMENT:

In addition to the reasons specified in Section 48900, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5.

For the purpose of this chapter, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive education environment. This section shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive. (Add. Stats. 1992, Ch. 909).

EDUCATION CODE 48900.3: HATE VIOLENCE:

In addition to the reasons specified in Sections 48900 and 48900.2 a pupil in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of, hate violence.

EDUCATION CODE 48900.4: HARASSMENT, THREATS, OR INTIMIDATION:

In addition to the grounds specified in Sections 48900 and 48900.2, a pupil enrolled in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class-work, creating an intimidating or hostile educational environment.

A pupil may not be suspended or expelled for any of the acts enumerated unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or expelled for acts which are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following:

- (1) While on school grounds.
- (2) While going to or coming from school.
- (3) During lunch period whether on or off the campus.
- (4) During, or while going to or coming from, a school sponsored activity.

It is the intent of the Legislature that alternatives to suspensions or expulsion be imposed against any pupil who is truant, tardy, or otherwise absent from school activities.

EDUCATION CODE 48900.5: REQUIRED OTHER MEANS OF CORRECTION/EXCEPTIONS:

"At the very minimum...students who are threatened with removal from school, depriving them of the fundamental right to a publicly financed education, are entitled to notice of the grounds for the removal and an opportunity to be heard."

(Goss v. Lopez)

Suspension, including supervised suspension as described in Section 48911.1, shall be imposed only when other means of correction fail to bring about proper conduct. A school district may document the other means of correction used and place the documentation in the pupil's record, which may be accessed pursuant to Section 49069. However, a pupil, including an individual with exceptional needs, as defined in Section 560026, may be suspended, subject to Section 1415 of Title 20 of the United States code, for any of the reasons enumerated in Section 48900 upon a first offense, if the principal or superintendent of schools determines that the pupil violated subdivision (a), (b), (c), (d), or (e) of section 48900 or that the pupil's presence causes a danger to persons.

- (b) Other means of correction include, but are not limited to, the following:
- (1) A conference between school personnel, the pupil's parent or guardian, and the pupil.
 - (2) Referrals to the school counselor, psychologist, social worker, child welfare attendance personnel, or other school support service personnel for case management and counseling.
 - (3) Study teams, guidance teams, resource panel teams, or other intervention-related teams that assess the behavior, and develop and implement individualized plans to address the behavior in partnership with the

- pupil and his or her parents.
- (4) Referral for a comprehensive psychosocial or psycho educational assessment, including for purposes of creating an individualized education program, or a plan adopted pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794(a)).
 - (5) Enrollment in a program for teaching prosocial behavior or anger management.
 - (6) Participation in a restorative justice program.
 - (7) A positive behavior support approach with tiered interventions that occur during the school day on campus.
 - (8) After-school programs that address specific behavioral issues or expose pupils to positive activities and behaviors, including, but not limited to, those operated in collaboration with local parent and community groups.
 - (9) Any of the alternatives described in Section 48900.6. (Amend. Stats. 2012, Ch. 425)

EDUCATION CODE 48900.6: DISCIPLINARY ACTION/COMMUNITY SERVICE:

Instead of disciplinary action prescribed by this article, the principal of a school, the principal's designee, or the superintendent of schools, or the governing board, may require a pupil to perform community service on school grounds during non-school hours. For the purposes of this section "community service" may include, but is not limited to, work performed on school grounds in the areas of outdoor beautification, campus betterment, and teacher or peer assistance programs. This section shall not apply to instance where suspension or expulsion is required by this article. (Add. Stats. 1995, Ch. 972).

EDUCATION CODE 48900.7: SUSPENSION OR EXPULSION FOR TERRORISTIC THREATS:

- (a) In addition to the reasons specified in Sections 48900, 48900.2, 48900.3, and 48900.4, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both.
- (b) For the purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family. (Add. Stats. 1997, Ch. 405)

EDUCATION CODE 48900.8: SUSPENSION, EXPULSION, PARENT NOTIFICATION AND STATE DEPARTMENT OF EDUCATION REPORT:

For purposes of notification to parents, and for the reporting of expulsion or suspension offenses to the State Department of Education, each school district shall specifically identify, by offense committed, in all appropriate official records of a pupil each suspension or expulsion of that pupil for the commission of any of the offenses set forth in subdivisions (a) to (o), inclusive, of subdivision (a) of, or paragraphs (1) to (4), inclusive of subdivision (c) of, Section 48915. (Add Stats. 1997, Ch637).

EDUCATION CODE SECTION 48915:

- (a) **Mandatory Recommendations, Permissive Expulsions:** Except as provided in subdivisions (c) and (e) the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent finds that expulsion is inappropriate, due to the particular circumstances or that an alternative means of correction would address the conduct.
 - (1)(A) Causing serious physical injury to another person, except in self-defense.

Penal Code 243 - Serious Bodily Injury, Definition – Partial Quotation

(f)(4) " Serious bodily injury" means a serious impairment of physical condition including, but not limited to, the following: loss of consciousness; concussion; bone fracture; protracted loss of impairment of function of any bodily member or organ; a wound requiring extensive suturing; and serious disfigurement.

- (1)(B) Possession of any knife or other dangerous object of no reasonable use to the pupil.
- (1)(C) Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053 of Division 10 of the Health and Safety Code, except for either of the following:
 - (i) The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
 - (ii) The possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.
- (1)(D) Robbery or extortion.
- (1)(E) Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.
- (b) **Dual finding required for 48915(a) and 48900(a), (b), (c), (d) and (e):** Upon recommendation by the principal, superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board may order a pupil expelled upon finding that the pupil committed an act listed in subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of section 48900. A decision to expel shall be based on a finding of one or both of the following:
 - (1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
 - (2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.
- (c) **Mandatory Expulsions (one year from date of expulsion):** Principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds:
 - (1) Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a fire arm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district.
 - (2) Brandishing a knife at another person. As used in this section, "knife" means any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade longer than 3 ½ inches, a folding knife with a blade (any size) that locks into place, or a razor with an unguarded blade.
 - (3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code. (any amount)
 - (4) 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.
 - (5) Possession of an explosive.

School Discipline

The Governing Board and the staff of Etna High desire to prepare students for responsible citizenship by fostering self-discipline and personal responsibility. High expectations for student behavior, effective classroom management, and parent involvement can minimize the need for school-imposed disciplinary action. Yet when misconduct occurs, school staff members shall implement appropriate disciplinary measures and attempt to identify and address the causes of the student's behavior.

At all times, the safety of students and staff and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline.

Education Code 48915 Violations (Mandatory Recommendation and Mandatory Expulsion Offenses)

The principal, superintendent or designee shall recommend and the Board shall expel any student found at school or at a school activity committing any of the following acts:

- Possessing selling, or furnishing a firearm (EC48915c1)
- Brandishing a knife at another person (48915c2)
- Unlawfully selling a controlled substance (48915c3)
- Committing or attempting to commit a sexual assault (48915c4)
- Possessing an explosive (48915c5)

Detention

Lunchtime and after-school detention are assigned in order to bring about a positive change in behavior. Lunchtime detention, supervised by a school administrator (or designee) lasts for the entire lunch period—with time to get food and visit the bathroom. After-school detention sessions last from 3:30 to 4:30 PM. (Parents will be notified 24 hours before these.)

Detention students may not attend athletic practices or athletic games on the day of after-school detention, even if the detention ends before the practice or game has ended. Students who do not attend their assigned detention session, without a legitimate excuse, may be placed on Behavioral Intervention and loss of “Student in Good Standing.” This intervention will usually take place during the next day. **Students may not attend athletic practices, games, or other extra-curricular activities on the day of Behavioral Intervention or suspension.**

Suspension and Expulsion

A student may be suspended or expelled for acts listed in a Suspensions and Expulsions Chart, if the act occurs on school grounds, at a school-sponsored activity, while going to or coming from school, off campus during the lunch period, or going to or coming from a school-sponsored activity. This includes District Vehicles as well as School Buses as well as visiting School District transportation.

During the term of an off-campus suspension, students may not enter any school campus without the written permission of the site administrator.

The District Instructional Leaders shall serve as the review body for recommendations and decisions regarding: expulsions, voluntary and involuntary transfers, new student placement, readmission placements, and inter-district transfers. This team is composed of all site administrators and the superintendent. The team may also include teachers, counselors, and others.

Public Display of Affection

Respect people and their space. EHS is an active learning environment and inability to maintain appropriate boundaries may result in discipline or reference to counseling services.

- Keep your hands to yourself
- The only allowable public display of affection is holding hands
- Kissing; affectionate hugging; and arms around neck, waist, and shoulders of one another are not permitted
- Excessive public displays of affection will result in parent/student conferences and further discipline if necessary

Food and Drink

Food and drink (except for water) is not allowed in classrooms during regular classroom time. Energy drinks are not allowed on campus.

Safe, Respectful, and Responsible.

Other inappropriate behavior includes, but is not limited to: horseplay, running in the halls, throwing snowballs, use of inappropriate language, and any other action that is not **safe, respectful, and responsible**.

Dress Code

While clothing may be a personal choice at many places and times, the business of Etna High School is education; at this place, students and staff are expected to dress appropriately and modestly. Student clothing and personal appearance should promote an environment of school pride and professionalism. The administration has the final word on appropriate clothing. These details will help make this clear:

1. All clothing, including hats, must be free of any reference to alcohol, drugs, cannabis, sex, tobacco, violence, obscenities or gangs.
 - Any “Cookies” or “Danny Duncan 69” clothing or other manufactured items are prohibited.
2. Clothing may not depict or reference pornography, nudity, or sexual acts.

3. Clothing many not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected groups.
4. Pants must be worn high enough to allow no exposure of undergarments or bottom. Ripped or torn pants may be deemed inappropriate. Tops and dresses must not reveal cleavage.
5. Tops shall cover undergarments.
6. Tube tops, strapless tops, or backless tops may not be worn.
7. Sleeveless shirts must have sewn edges, with armholes small enough to fit closely around the arms.
8. Pajama pants and/or lounge wear shall not be worn.
9. Tops must be long enough to continually cover the stomach and the top of the pants.
10. Shorts and skirts must be mid-thigh in length and not reveal undergarments.
11. If worn, leggings or tights must be worn with a top long enough to continually cover the mid-thigh.
12. Hats and other headwear must allow the face to be visible and not interfere with the line of sight to any student to staff. Hoodies must allow the student's face and ears to be visible to staff.
13. Hats, inclusive of beanies, may not be worn in classrooms.
14. Bandannas/handkerchiefs of any color shall not be visible.
15. Appropriate shoes must be worn at all times; slippers are not acceptable at school.
16. Any uniforms for school sports, which do not conform to these dress guidelines, may not be worn during the school day.

Unauthorized Use of Electronic Devices (such as computer, cell phone, MP3 player, iPod, camera, earbuds, headphones)

Emergency phone calls, in from a parent or out from a student, can be quickly directed through the office (530-467-3244).

The EHS school campus will be **cell phone free** during the school day (Mon - Thur from 8:05 - 3:20 & Fri 8:05 - 1:40) except at lunch. Cell phones must be off and put away during school hours inclusive of break, except at lunch.

The responsible use of cell phones and other mobile devices is permitted in the classroom for educational purposes only as permitted by the classroom teacher.

Upon the first offense, the electronic device will be collected by the teacher and turned into the office for pick-up by the student at day's end. Upon a second offense, the device will be given to the school secretary and released to the parent or guardian, after school or the next day. Upon a third offense, the device will be given to the school secretary and released to the parent or guardian, after school or the next day plus the student will receive detention. Emergency phone calls, in from a parent or out from a student, can be quickly directed through the office (530-467-3244).

Any student using their electronic devices for sexting or any other inappropriate behavior will be disciplined accordingly.

Bullying/Harassment Policy (BP 5131.2)

Bullying is an aggressive behavior that involves a real or perceived imbalance of power between individuals with the intent to cause emotional or physical harm. Bullying can be physical, verbal, or social/relational and may involve a single severe act or repetition or potential repetition of a deliberate act. Bullying includes, but is not limited to, any act described in Education Cod 48900(r).

Cyber-bullying (AR 5131.2)

Cyber-bullying includes the electronic creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images. Cyberbullying also includes breaking into another person's electronic account or assuming that person's online identity in order to damage that person's reputation.

If such activity is engaged in on campus, coming to or going home from school, during lunch (even if off campus), during school-sponsored activities (including sports activities), on any district provided transportation, at a school bus stop, or is received with the assistance of school-provided equipment, then the student responsible shall be subject to disciplinary action.

That action may include, but is not limited to: suspension, expulsion, transfer to an alternative program, or denial of the privilege of participation in extracurricular or co-curricular activities— according to board policy and administrative regulation. The principal or designee shall notify local law enforcement as appropriate.

Knives

While many of our students come from a rural background where knives are tools used to perform many tasks, California State law prohibits knives on school campuses. Students need to be aware and leave knives at home. Possession of any knife or other dangerous object at school may lead to expulsion EC 48915 (2).

Academic Integrity

We value academic integrity and do not permit any form of dishonesty or deception that unfairly, improperly or illegally enhances a grade on an individual assignment or a course grade. Cheating represents a violation of mutual trust and respect between teacher and student. The following is a list of behaviors that constitute academic dishonesty. This list may be incomplete due to new forms of cheating, plagiarism, and other forms of dishonesty that may arise as technology becomes more advanced:

1. Cheating on exams
2. Copying from others
3. Having or using notes, formulas or other information in a programmable calculator or other electronic device without explicit teacher permission.
4. Having or using a communication device such as a cell phone to send or obtain unauthorized information.
5. Taking an exam for another student, or permitting someone else to take a test for you.
6. Providing or receiving information about all or part of an exam, including answers.
7. Having or using a “cheat sheet” that is not authorized by the teacher.
8. Altering a graded exam and resubmitting it for a better grade.
9. Working together on a take-home exam, unless specifically authorized by the teacher.
10. Gaining or providing unauthorized access to examination materials.
11. Plagiarism in papers and assignments
 - Including, in any assignment turned in for credit, any portion not based on your own research or thinking. This includes: using the services of a commercial term paper company, using the services of another student, and copying part or all of another person’s paper and submitting it as your own.
 - Acting as a provider of assignment responses for another student.
 - Submitting substantial portions of the same academic work for credit in more than one course without consulting both teachers.
 - Failing to use quotation marks where appropriate.
 - Failing to properly acknowledge paraphrased materials via textual attribution, footnotes, endnotes, or bibliography.
 - Making up data for an experiment.
 - Citing nonexistent sources.
12. Misrepresenting your academic accomplishments.
13. Deceiving a teacher or making up a false reason or excuse to get special consideration on an exam or paper.
14. Failing to promptly stop work on an exam when the time allocated has elapsed.
15. Forging a signature.
16. Copying or letting someone copy homework assignments.

If you have any doubt as to whether a particular act constitutes academic dishonesty, ask a teacher for clarification.

A student found to be cheating will be contacted by the teacher the same day, receive an “F” or a zero on that assignment, and one (1) detention. If that student cheats on a subsequent assignment, the student will, at the discretion of the teacher involved, receive an “F” for the assignment and suspension. A third occurrence may result in failure of the course for the semester in which the incident occurs. Cheating on an exam will serve a Behavioral Intervention. Parents will be notified of each occurrence of plagiarism and/or cheating. Incidents of cheating will be reported in writing to the

counselor/administrator and will be placed in students' discipline files. Cheating will also earn other disciplinary consequences. Certain severe acts of cheating may result in a recommendation for expulsion.

Honesty

We value honesty. It is more important than good grades. We expect students to be fully truthful in their interactions with members of our staff and their assistants. Dishonesty will earn disciplinary consequences.

Student Activities

Associated Student Body (ASB)

Student Council schedules student activities, provides students with representation to the school community, and acts as a general advocate for Etna High School students. Elections are held in the spring for the following year for both school-wide officers and class officers and representatives.

Fundraising and Activities

All fundraising activities sponsored by student council, classes, clubs, or any other group must be pre-approved. Funds received through unapproved fundraising activities will be assigned to the ASB General Fund.

All requests for student activities must be submitted on the proper written form to the activities' director no later than one week prior to the activity/event. All proposed student activities must be approved by the Student Council, activities director, and the principal. Each has the authority to veto any activity.

Dances

Dances are a privilege. All school rules apply. Regular, school dances are sponsored by the Etna High School Student Council—or by clubs and other organizations—with approval from the Student Council, activities director and principal. Dances are provided as extracurricular activities for the enjoyment of Etna High School students.

Dance Security, Contracts, and Behavior

Students will check all coats, backpacks, and purses with school officials before entering a dance. No outside food or drink will be allowed.

Any student who comes to a dance (presenting himself at the entrance, displaying ID for admission and/or attempting to pay for entry), after consuming alcohol or other drugs, or possessing an illegal substance, or prescription medication not prescribed for that student, will be referred to a peace officer and subject to the school disciplinary system. The offending student may be released to the custody of his or her parent, subject to school disciplinary action and/or referral to a peace officer.

A student warned about inappropriate behavior (including inappropriate “rubbing/touching,” “grinding,” or “lewd dancing” not allowed at dances) will be ejected from the dance upon engaging in such behavior a second time once students enter a dance, they may not leave the chaperoned dance area. If a student decides to leave the dance more than 30 minutes before the scheduled end of the dance, school officials will make a reasonable attempt to notify parents.

After being ejected from one dance, a student will not receive future warnings at subsequent dances, but will be immediately ejected for any, inappropriate conduct. After a second ejection, the student will not be allowed to attend any other dances for the remainder of the school year, including Prom. See the dance contract for more details about this policy.

Dance-Related School Attendance Requirements

In order to be eligible to attend a dance, students must attend school, for the full day, on the day of the dance (or on Friday, if the dance is on Saturday). When unique circumstances arise, students can make special arrangements with the principal at least 24 hours before the dance begins.

Remember, only students in “Good Standing” may attend dances.

Dance Guest Passes

Guest passes and dance contracts are required for all non-Etna High School students attending school dances. Guest passes must be signed by the student, the student’s parent or legal guardian, and the principal before the guest will be admitted to the dance. The principal has the right to refuse any guest pass. All guest passes must be completed and

returned to the office no later than 3:30 PM on the Wednesday before the dance. Each Etna High School student may have one dance guest, but that student must be at the dance for his or her guest to be admitted.

Guests will be expected to adhere to all Etna High School rules and standards of student conduct. If a guest violates any of Etna High School's rules or standards of conduct he or she will be asked to leave and will not be eligible to attend any school dances for the remainder of the school year. Junior High School students are not eligible for guest passes and will not, under any circumstances, be admitted to an Etna High School dance. Guests may be no older than 19.

Late Arrival and Early Departure

Students and guests arriving to the dance more than one-half hour after the starting time of the dance will not be admitted. Once in, no student or guest may leave the dance and subsequently reenter. Again, school officials will make reasonable attempts to contact the parents of students who leave the dance early.

Dance Dress Code

The School dress code sanctions for strapless and haltered tops and gowns will be eased at dances. However, attire must fully cover the body, as stated in the dress code. In addition, the back of a dress, top, or gown may be cut as far as mid-way down the back—half way from the neckline to the natural waistline—but no lower. Dresses must be at least mid-thigh in length and not so tight that they will "ride up." If you are in doubt, have your dress checked before the dance by a school official. Students wearing inappropriate clothing will not be allowed into the dance or will be asked to leave.



Regulations Governing Pupils Riding School Buses

Dear Parent or Guardian:

The Scott Valley Unified School District Governing Board has adopted rules and regulations to assist students understanding their responsibilities while riding buses of the school district. These rules will assure safe and proper travel to and from school and are to be observed while riding the bus and waiting at school bus stops. The following list of student actions constitute violations of the established rules and regulations.

1. Abusive body contact, (slapping, hitting, poking, shoving, pulling hair, etc.) in or when loading or unloading the bus.
2. Fighting on the bus or at the bus stop.
3. Weapons (pocket knife, gun, arrows, decorative swords, etc.) are not allowed.
4. Using for purposes other than the student's regularly designated bus stop (this will be permissible only if parent note or authorization from the office, is presented to the driver and the bus is not overloaded).
5. Using profane language or obscene gesture.
6. Unauthorized exits (from emergency doors and windows).
7. Putting any part of body out windows at any time.
8. Not wearing seat belt if the bus is so equipped.
9. Any movement OUT of seats while bus is in motion.
10. Cell phones, tablets, laptops are to be stowed out of sight at all times while on the bus. No audible sounds are to be heard from the devices. Students may listen to their device using head phones only, and may not share earbuds or headphones with others.
11. Riding bus after receiving no ride penalty.
12. Legs, feet and objects obstructing aisle or facing to the rear in seats while bus is in motion.
13. Creating excessive noise.
14. Any improper bus stop procedures (not lining up, rock throwing, playing in streets, any property damage at the bus stop, etc.).
15. Unauthorized opening, closing or tampering of any kind with bus doors, windows or emergency exits.
16. Any type of damage or defacing bus.
17. Lighting of matches, cigarettes, smoking or vaping on the bus.
18. Throwing any objects in, out of, or at the bus.
19. Littering of any kind.
20. Transporting live animals, reptiles, or insects on bus, or in keeping with Article 14277 of the Official State Regulations and laws relating to pupil transporting in California i.e.: Any article that, in the opinion of the bus driver, could be considered hazardous.
21. Carrying any non-prescribed medications or illegal substances (marijuana, alcohol, etc.).
22. Eating or drinking on the bus.
23. Disrespect to the bus driver.
24. Give improper identification when requested by the driver.
25. Tampering with bus controls.
26. Failure to obey driver.
27. Failure to remain quiet at all railroad crossings.
28. Endangering life or limb or other people.
29. Other unauthorized or unsafe actions.

California Administrative Code Title 5; Section 14263 (Authority Of Bus Driver) (a) Pupils transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver, shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus en route between home and school or other destinations. (b) Board of Trustees shall adopt rules and regulations to enforce this section. The regulations shall include, but not be limited to, specific administrative procedures relating to suspension of riding privileges and shall be made available to parent, pupils, teachers, and other interested parties.

SVUSD July 1, 2022

Etna High School Athletic Policy



Scott Valley Board of Trustees Commitments

WHEREAS, the Scott Valley School District Board of Trustees represents the public's interest in creating knowledgeable, healthy, socially responsible citizens in the global community; and

WHEREAS, the Scott Valley School District Board of Trustees and administration promote a healthy learning environment by defining a student athletic code of conduct which outlines positive expectations for coaches, parents, and student-athletes based on common values, shared goals, and agreed upon principles; and

WHEREAS, members of the Scott Valley School District Board of Trustees and administration have spent one year dialoguing with and collecting information from students, parents, community members, coaches, and local and national health education experts on the role and substance of an effective student athletic code of conduct; and

WHEREAS, as a result of these conversations, the following priorities and opportunities for strengthening the current Scott Valley Unified School District Student Athletic Code of Conduct were identified:

- Focus on student and parent education,
- Provide opportunities for students to be responsible and learn from their mistakes,
- Create a multifaceted approach that will impact the largest number of students,
- Empower community members and parents to help support efforts; and

WHEREAS, the American Athletic Institute philosophy for the review and revisions of a student code of conduct speaks to each of these priorities, advocating policies that are proactive rather than punitive in approach and include education, social responsibility, parental involvement, community involvement, and evaluation as critical components for a successful student athletic code of conduct;

NOW, THEREFORE, BE IT RESOLVED that it is the intent and direction of the Scott Valley School District Board of Trustees to support site administration to review, revise, communicate, and implement the District's Student Athletic Code of Conduct.

Etna High School Athletic Policy

We expect all EHS Athletes to be a Student in Good Standing

At Etna High School, a **Student in Good Standing** is a student:

- Without an outstanding school bills/fines and athletic uniforms
- Who has served no more than one day suspension in a quarter
- Without excessive tardies (more than 10 in a quarter)
- With no more than one truancy (or more than three unexcused or unverified absences) [See Truancy and Procedures for Leaving...", student handbook, page 16]

In order to attend and participate in extracurricular activities such as games, dances, and Senior Trip, a student must be in "Good Standing." The period of ineligibility is one quarter from the point of the disqualifying infraction. A student may earn back "student in good standing status".

A student-athlete not in good standing may practice only with a team sport if they meet all of the following:

- 1) Coach's consent
- 2) Admin/AD consent.

An ineligible player may not dress out or miss class time for a sport activity; they may practice only.

Interscholastic Athletic Policy

The term "athlete" in this document shall be defined as any student participating as an individual, or group member, under staff supervision of an interscholastic athletic team.

Success depends upon the attitude and behavior of those who hope to achieve it. Hard work, self-discipline, dedication, loyalty, teamwork, fair-play, sacrifice, and a belief in oneself all factors to achieving success as an athlete. Because of the public nature of the interscholastic athletic program, it can be a forceful and effective way to develop school and community pride. We trust that our athletic programs strive to instill these qualities in our student athletes.

Since each athlete represents Etna High and the Scott Valley Community, interscholastic participation is a privilege and an honor. Therefore, we expect athletes to follow the rules established by the California Interscholastic Federation (CIF), and the North Section California Interscholastic Federation (NSCIF), the Etna High School Athletic Board of Control, and each of their athletic teams.

There are expectations for the parents of athletes as well. If a parent feels a need to talk to a coach about a problem, the parent should let the coach choose the appropriate time and place. In addition, some issues are up for discussion while others are not. It is expected that the parent will follow the chain of command, beginning first with the coach, then to the AD, then to the Site Administration.

Appropriate concerns for parents to discuss with their child's coach include:

- Their child's mental and physical treatment
- Ways to help their child improve
- Concerns about their child's behavior

Inappropriate areas of concern that parents **should not** discuss with their child's coach include:

- Playing time
- Team strategy or play-calling
- Other team members

EXPECTATIONS FOR COACHES

Coaches are educators and therefore are to be dedicated to more than the X's and O's of competition. As less than

2% of high school athletes go on to play sports at the college level, coaches must understand that high school athletics provide student-athletes a unique opportunity for the development of not only physical conditioning and athletic skill but also character traits essential for success in life. Recognizing his or her role as an educator, coaches are expected to:

- Exemplify the highest moral character as a role model for young people, behaving ethically at all times.
- Recognize the individual worth and reinforce the self-image of each team member.
- Establish a realistic team goal or vision for each season and communicate that to the athletes and parents.
- Strive for excellence in coaching skills and techniques through professional improvement.
- Gain an awareness of the importance of prevention, care, and treatment of athletic injuries.
- Teach and abide by the rules of the game in letter and spirit.
- Support and reinforce the expectations set out in the Athletic Code of Conduct.
- Respect the integrity and judgment of game officials.
- Provide a safe, challenging, and encouraging environment for practice and competition.

EXPECTATIONS FOR STUDENTS

- Encourage and assist team members in setting personal goals to achieve their highest academic potential.
- Strive to develop the qualities of competence, character, civility, and citizenship.
- Respect the integrity and judgment of game officials.
- Build and maintain ethical relationships with coaches and administrators.
- Promote personal fitness and good nutrition.
- Be modest in victory and gracious in defeat.

EXPECTATIONS FOR PARENTS

Parents play a vital role in the development of their child's character and decision making skills as well as the development of his or her athletic ability. A student-athlete's success, his or her team's success, and ultimately the athletic program's success, is a partnership between the student-athlete, his or her parent(s), the coach, and the athletic administration. Recognizing parents' important role in the success of their student-athletes, it is expected parents will:

- Be a positive role model so that, through their actions, they can help make sure their student-athlete(s) has the best athletic experience possible.
- Be a "team" fan, not a "my kid" fan.
- Weigh what their student-athlete(s) says in any controversy, rather than rushing to judgment.
- Show respect for the opposing players, coaches, and fans.
- Be respectful of all officials' decisions.
- Not instruct their student-athlete(s) before or after a game, because it may conflict with the coach's plans and strategies.
- Praise their student-athlete(s) in his or her attempts to improve as a student, as an athlete, and as a person.
- Gain an understanding and appreciation for the rules of the sport in which their student-athlete(s) competes.
- Don't engage in or permit profanity or obscene gestures during practices, sporting events, on team buses, or any other situation where the behavior could reflect badly on the school or the sports program.

- Recognize and show appreciation for an outstanding play by either team.
- Help their student-athlete(s) learn that success is experienced in the development of skills and that an individual can feel positive about his or her skill development during the season regardless of the team's record.
- Take the time to talk with coaches in an appropriate manner, including proper time and place, if they have a concern. This includes showing respect for the coach and following the chain of command by not going first to the athletic director or principal.
- Support the tobacco, alcohol, and other drug-free expectations of the school district by refraining from the use of any such substances before and during athletic contests.
- Support and reinforce the expectations set out in the Athletic Code of Conduct.

Failure to abide by these agreements will result in a suspension from attending home and/or away athletic events and it will be required for the parent/fan to complete curriculum regarding appropriate behavior provided by Athletic Director.

Suspension from school and participation

Students suspended from school are ineligible to participate in any type of school activity on or off campus during the period of suspension. **For FIVE SCHOOL DAYS AFTER THE PERIOD OF SUSPENSION**, student athletes are to attend all practices but are not allowed to participate in games or travel with the team. Saturday games/activities are not to be counted as a school day. Students violating this rule will be subject to further school suspension or discipline. Student behaviors should also remain exemplary outside of the regular school day and during school sponsored activities.

Coach or Program Complaints: It is imperative parents respect the position of the coach and direct any concerns **TO THE COACH FIRST**. There is a difference between a concern and a complaint. If you wish to discuss a problem or issue concerning your child, begin by contacting his/her coach. Often the problem or issue is resolved at this level. For communication to be productive, please make an appointment to speak with the coach prior to or after game day. Please respect game day as a time where coach and player focus should be 100% on the competition. If you have a valid complaint about the coach, please contact the Athletic Director and a conference will be set up with the parent, coach and Athletic Director. A valid complaint will be required to be brought to our attention within 72 hours in order to properly address it in a timely fashion. Your complaint will be dealt with immediately. However, due to confidentiality issues, you may or may not be made aware of steps taken with our coaching staff.

“Reviewable” complaints/concerns will deal with:

- Violations in the CIF “Code of Conduct for Interscholastic Coaches”.
- Complaints/Concerns as they relate to:
 - The treatment of your child mentally and physically.
 - Ways to help your child improve.
 - Inappropriate behaviors observed in your child.

“Non-Reviewable” complaints/concerns will deal with:

- Playing time.
- Team Strategy.
- Play Calling.
- Student athletes other than your child.

ATHLETIC TRAINING

1. MISCONDUCT, on or off campus

Any conduct on the part of an athlete at any time (including weekends), which, because of its extreme nature, tends to bring discredit to the Etna High School athletic program and school in general, will be dealt with on an individual basis by the principal, athletic director and coach, with the Athletic Board of Control acting in an advisory capacity.

- A. Smoking, drinking, vaping, and the use cannabis or drugs are definitely detrimental to an athlete. Possession or use of tobacco, alcohol, cannabis or drugs is a violation of this standard of behavior and will result in action described below:

An athlete who is found (through verifiable proof utilizing due process) to be directly involved with drug or alcohol use during the season of sport will receive the consequences below:

1. 1st OFFENSE during a school year: The athlete is suspended from game play for 25 percent of the team's competitive contacts (games). (A tournament equals two contacts.) During this suspension period, the athlete may not travel to away games or suit up for home games. If the offense occurs near the end of a season, the punishment may extend to playoff games and into the season of the student's next sport. At the end of the suspension time, the coach may reinstate the player if all the coach's expectations are met. The coach has the option of not reinstating the player. During the suspension, the athlete should attend practice but may not participate in athletic contests any more (in quality or quantity) than any other uninjured player on the team. A coach may also apply a stricter policy, see "awards"
2. A SECOND OFFENSE during the school year will result in the removal of the student from the team and the loss of athletic eligibility for the remainder of the school year.

In addition to the above, if the use or possession occurs while on campus, during a school activity, or under the supervision of a SVUSD employee, penalties that all students face for Education Code 48900 and 48915 violations will ensue. In addition to these penalties, further actions by the Athletic Department may occur.

2. ACADEMIC ELIGIBILITY

Academic eligibility is framed through CIF rules.

- A. To be eligible to participate in sports, a student athlete must have compiled a 2.0 Total GPA, with no more than one F during the previous grading period—and, be on track to graduate on time. Grading periods include progress report grades, quarter grades, and semester grades. A mid-term probationary period for those falling between 1.75 and 1.99 GPA, with no more than one F, and on track to graduate, will be allowed. The student must then earn a 2.0 Total GPA or higher (with no more than one F—and be on track to graduate) during the next grading period to become eligible again.
- B. Incoming 9th graders who haven't achieved a 2.0 can only practice and are not eligible to participate in scrimmages and games. They may gain eligibility during the first progress report grading period.
- C. A student must have taken and be taking a minimum of five, full-credit courses during the previous and current grading periods to maintain extracurricular eligibility. Eligible athletes must attend Etna High School classes regularly and be a "Student in Good Standing."
- D. Coaches will encourage academic achievement. The athletic director will set up a procedure to facilitate communication between teachers and coaches regarding the academic standing of athletes.
- E. Eligibility will take effect on Monday following the issuing of grades.
- F. For transfer students, eligibility will be determined by the student's most recent grading period at their former school.
- G. Ineligible players are not allowed to travel to, suit up for, or play in games. Ineligible players may practice with the team.

3. ATHLETIC ATTENDANCE POLICY

- A. **On game days, in order to participate in any athletic contest, student athletes MUST:**
- **Attend every class until dismissed to go to the game.**
 - **Have no tardies in excess of 10 minutes to any class.**

Any exceptions to the above rules, require advanced clearance approval by the athletic director or principal. Legitimate reasons that permit exceptions to the above rules are:

- **Doctor appointments, medical, dentists, chiropractor etc. MUST BRING A DOCTOR'S NOTE ON GAME DAY**
- Religious observances
- Bereavement
- Other extraordinary circumstances as approved in advance by the athletic director or principal

Academic attendance and practice. Student athletes may not practice if absent from school for an illness or unexcused absence.

4. APPEARANCE OF THE ATHLETE

- Our athletes represent their teams, school, and community. This makes it important for them to appear well-groomed on game days, in our community and as they travel.
- For all games, home and away, each team's athletes should dress as a team, in a manner prescribed by their coach and abiding by school dress code

5. SOCIAL MEDIA

It is expected that students, parents, and coaches use appropriate and ethical etiquette when utilizing social media. Conduct that is unethical, immoral, or otherwise inappropriate for school will be considered as such on social media. Any issue that would fall under this athletic policy to review with a coach or administrator will not be discussed on social media.

6. TRAVEL

- Athletes must travel to and from all away events in vehicles provided by or approved by Etna High School. Exceptions to this policy will be made by the principal only after receiving a written, parent/legal guardian request and a telephone call at least one day prior to the event. A school form, "Permission To Ride With Another Adult," is available. It must be completed properly.
- For return trips, at the site of the event, parent/ legal guardians may "sign their own children off the bus, assuming all responsibility for their child's transportation home. Athletes not signed off the bus at the game, or without a "Permission to Ride With Another Adult" form, must return to Scott Valley in the vehicle in which they arrived. During bus trips to athletic events, male and female students may not sit together.
- On game days, or any other time a team will be traveling in district-sponsored vehicles, athletes may drive their own vehicles from EHS to a parking site, appointed by their coach. From this place they will board their school vehicle departing Scott Valley. This is also where they will be dropped off as the school vehicle returns to Scott Valley. These student drivers may not transport other students from EHS to this parking site or to any other location. Exceptions to this policy will be made by the principal only after receiving a written, parent/legal guardian request and a telephone call at least one day prior to the event. A school form, "Permission To Ride With a Student," is available. It must be completed properly.

7. EQUIPMENT

Athletes are responsible for returning all uniforms and gear issued by the school. Students who do not return all equipment will be ineligible to participate in any interscholastic contest until the equipment is returned and/or paid for. During this time of ineligibility, the athlete must attend all practices and contests to remain a team member.

8. AWARDS

- After their first varsity season, varsity team members (VB, FB, CC, S, BKB, WR, SB, BB,TR,TEN) will receive a Varsity Block "E" and an emblem representing that sport, provided they complete the season meeting the expectations of their head coach.
- After all subsequent varsity seasons, athletes who letter will receive only a sport emblem for each sport in which they qualify.
- Every JV athlete on an interscholastic team (VB, FB, BB, WR,TR, SB, BB) will receive a participation award. (An athlete suspended for an athletic training violation will not letter, that season, in the sport during which the violation occurred.

- C. Athletes are expected to attend the team award activity concluding each of their athletic seasons unless permission to be excused is granted by the coach BEFORE the awards activity.
- D. The Athletic Department is responsible for perpetual trophies: Varsity M.V.P. , League Championships, the annual, Outstanding Senior Athlete (Male & Female), and the Don & Emily Duncan and Suzanne Wilkins Trophies.

9. SPORTS TRYOUT POLICY

- A. Athletes trying out for a team must have passed a sports physical administered by a qualified healthcare provider, show proof of medical insurance, and submit a signed Concussion Awareness form prior to participation. Students who have not submitted these completed forms may not participate in any sport, in any way.
- B. A student athlete may petition to compete in dual sports during a single season. To do so, a student will need to meet all of the following criteria:
 1. Submit a request to the athletic director before the seasons start.
 2. Have and maintain a 3.0 Grade Point Average (unweighted).
 3. Gain permission from parents, the academic counselor, both head coaches, and the athletic director.
 4. Designate a priority sport, of the two, in case grades or other conflicts make it necessary to drop one. (If one is a team sport, it will always be the priority.)
- C. When players are cut from a team, they may try out for another sport with that coach's consent.
- D. Prospective athletes must tryout within the coach's established tryout period. EXCEPTION: Students on a team still in season (playoffs) will need to let the next sport coach know their intention to play in writing order to tryout when playoffs are complete.

10. QUITTING A SPORT

A firm commitment to a team and coach is important. Participants who quit a sport after 5 individual team days of practice or the final cut are not allowed to try out for any other sport during that sports season or practice for another sport until the original sport season ends and will miss 20% of games of a sport during the subsequent season. Any special circumstances will be referred to the Athletic Board of Control for a decision. Athletes who quit a team lose the privileges of being a team member including, but not limited to, awards or postseason honors.

11. PRACTICE

- A. Conditioning should be a regular part of the practice plan in every sport. Athletes in every sport are expected to practice or have competitions for an average of at least one and a half hours, four days a week.
- B. Athletes in fall sports must participate in a minimum of 10 days of practice before competing in scrimmages or games. Athletes in winter or spring sports must participate in five days of practice before competing, unless they could not do so because of playoff games in a previous sport.
- C. Athletes must be well-supervised at all times.

12. Competition on an Outside Team

A student on a high school team becomes ineligible if the student competes in a contest on an "outside" team, in the same sport, during the student's high school season of sport.

13. MINIMUM NUMBERS

Minimum numbers will be determined by the Athletic Director in collaboration with the Principal.

14. THE ATHLETIC BOARD OF CONTROL

This board consists of all high school interscholastic varsity head coaches, the athletic director, and the principal. Their duties include:

- A. Make recommendations regarding athletics and athletic policy to the superintendent and board of trustees.
- B. Hear appeals and make recommendations regarding athletic code violations. (Appeals can only be heard if reported to the principal or athletic director in writing and signed by an adult.)

- C. A majority vote of the members present determines the outcome of the appeal. Two thirds of the Athletic Board of Control must be present to constitute a quorum and one of those present must be an athletic director or the principal. If a coach has a conflict of interest they will not be part of the voting process.
- D. Select individual coaches for a committee to interview athletic director candidates.

Transportation

The Scott Valley Unified School District provides “home- to-school” bus service in accordance with the district transportation policy. The privilege of riding these buses is granted to all eligible students as long as they follow the rules and regulations found in the Guide to Student Responsibilities while Riding the Buses (BP 5131.1).

Activity Buses

School buses and/or vans are provided to transport EHS students to and from many school-sponsored activities such as field trips, concerts and athletic events. Students riding to and from these events are subject to the same rules and regulations as home-to-school riders. Permission slips are required on all school-sponsored trips with the exception of athletics.

Transportation by Private Automobile

The Superintendent or designee may authorize the transportation of students by private automobile for approved field trips and activities when the vehicle is driven by a responsible adult (non-high school student) with a completed School Driver Certification Form, copy of the Driver’s License and Proof of Insurance, and an H-6 form on file with the transportation office. This form must be resubmitted each school year.

Athletic Events

Students participating in athletic contests are subject to all district transportation policies and specifically those policies relating to transportation to and from athletic events.

Special Circumstances Transportation

Any Etna High School student participating in a school- sponsored activity will utilize the transportation provided by the district (bus, van, private automobile, etc.) to and from the concerned activity except in cases where prior approval is given by the principal for the student to be transported to and from the activity by his or her parent, or legal guardian.

If a parent or legal guardian wishes to transport his or her child home from the event to which the child traveled via district transportation, the parent or legal guardian, and only the parent or legal guardian, may sign for the release of said child. This signed release must be made in the presence of the district transportation driver or designee.

Requests by parents for their child to ride home with another parent must be turned in on the request form the day prior to the event. No phone call requests will be accepted. We must have a signed document. In addition, a confirming telephone call must be made to the secretary by the parent or legal guardian before the event. This form is also available on our website.

If a student rides home with someone other than his or her parent or legal guardian without the properly signed release, that student may be suspended from district transportation privileges and from participation in extra-curricular activities for a period not to exceed one school year.

DISTRICT NOTIFICATIONS

13.0 Uniform Complaint Procedure and Scott Valley Unified School District and Scott Valley Junior High School Parent Involvement Policies

13.1 ANNUAL NOTIFICATION OF THE UNIFORM COMPLAINT PROCEDURES (UCP)

For students, employees, parents or guardians of its students, school and district advisory committees, appropriate private school officials or representatives, and other interested parties

The Scott Valley Unified School District has the primary responsibility to insure compliance with applicable state and federal laws and regulations and has established procedures to address allegations of unlawful discrimination and complaints alleging violation of state or federal laws governing educational programs.

The Scott Valley Unified School District shall investigate and seek to resolve complaints using policies and procedures known as the Uniform Complaint Procedures (UCP) adopted by our local board. Unlawful discrimination complaints may be based on actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity that receives or benefits from state financial assistance. The UCP shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in Adult Education, Consolidated Categorical Aid Programs, Career Technical and Technical Education and Child Care and Developmental Programs, Special Education Programs, and Federal Safety Planning Requirements.

Complaints must be filed in writing with the following compliance officer:

Name and/or Title of Compliance Officer: Micheline Miglis

Address: 11918 Main Street, Fort Jones, CA, 96032

Telephone Number: (530) 468-2727

Complaints alleging discrimination must be filed within six (6) months from the date the alleged discrimination occurred or the date the complainant first obtained knowledge of the facts of the alleged discrimination, unless the time for filing is extended by the superintendent or his or her designee.

Complaints will be investigated and a written Decision or report will be sent to the complainant within sixty (60) days from the receipt of the complaint. This sixty (60) day time period may be extended by written agreement of the complainant. The LEA person responsible for investigating the complaint shall conduct and complete the investigation in accordance with sections 4680-4687 and in accordance with local procedures adopted under section 4621.

The complainant has a right to appeal the LEA's Decision to the California Department of Education (CDE) by filing a written appeal within 15 days of receiving the LEA's Decision. The appeal must include a copy of the complaint filed with the LEA and a copy of the LEA's Decision.

Civil law remedies may be available under state or federal discrimination laws, if applicable. In appropriate cases, an appeal may be filed pursuant to Education Code Section 262.3. A complainant may pursue available civil law remedies outside of the LEA's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders.

A copy of the Scott Valley Unified School District's UCP policy and complaint procedures shall be available free of charge.

13.2 Scott Valley Unified School District Board Policy -- Parent Involvement

BP 6020 Instruction

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in district and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

(cf. 0420 - School Plans/Site Councils)
(cf. 0420.1 - School-Based Program Coordination)
(cf. 0420.5 - School-Based Decision Making)
(cf. 0520.1 - High Priority Schools Grant Program)
(cf. 0520.2 - Title I Program Improvement Schools)
(cf. 1220 - Citizen Advisory Committees)
(cf. 1230 - School-Connected Organizations)
(cf. 1240 - Volunteer Assistance)
(cf. 1250 - Visitors/Outsiders)

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

(cf. 5020 - Parent Rights and Responsibilities)
(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

(cf. 0500 - Accountability)

Title I Schools

Each year the Superintendent or designee shall identify specific objectives of the district's parent involvement program for schools that receive Title I funding. He/she shall ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the parent involvement program. (Education Code 11503)

(cf. 6171 - Title I Programs)

The Superintendent or designee shall ensure that the district's parent involvement strategies are jointly developed with and agreed upon by parents/guardians of students participating in Title I programs. Those strategies shall establish expectations for parent involvement and describe how the district will carry out each activity listed in 20 USC 6318. (20 USC 6318)

The Superintendent or designee shall consult with parents/guardians of participating students in the planning and implementation of parent involvement programs, activities, and regulations. He/she also shall involve parents/guardians of participating students in decisions regarding how the district's Title I funds will be allotted for parent involvement activities. (20 USC 6318)

(cf. 3100 - Budget)

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent involvement policy in accordance with 20 USC 6318.

Non-Title I Schools

The Superintendent or designee shall develop and implement strategies applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502. (Education Code 11504)

Legal Reference:

EDUCATION CODE

11500-11506 Programs to encourage parent involvement

48985 Notices in languages other than English

51101 Parent rights and responsibilities

64001 Single plan for student achievement

LABOR CODE

230.8 Time off to visit child's school

UNITED STATES CODE, TITLE 20

6311 Parental notice of teacher qualifications and student achievement

6312 Local educational agency plan

6314 Schoolwide programs

6316 School improvement

6318 Parent involvement

CODE OF FEDERAL REGULATIONS, TITLE 28

35.104 Definitions, auxiliary aids and services

35.160 Communications

Management Resources:

CSBA PUBLICATIONS

Parent Involvement: Development of Effective and Legally Compliant Policies, Governance and Policy Services Policy Briefs, August 2006

STATE BOARD OF EDUCATION POLICIES

89-01 Parent Involvement in the Education of Their Children, rev. 1994

U.S. DEPARTMENT OF EDUCATION NON-REGULATORY GUIDANCE

Parental Involvement: Title I, Part A, April 23, 2004

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Family, School, Community Partnerships: <http://www.cde.ca.gov/ls/pf>

California Parent Center: <http://parent.sdsu.edu>

California State PTA: <http://www.capta.org>

National Coalition for Parent Involvement in Education: <http://www.ncpie.org>

National PTA: <http://www.pta.org>

No Child Left Behind: <http://www.ed.gov/nclb>

Parent Information and Resource Centers: <http://www.pirc-info.net>

Parents as Teachers National Center: <http://www.parentsasteachers.org>

U.S. Department of Education: <http://www.ed.gov>

Policy SCOTT VALLEY UNIFIED SCHOOL DISTRICT
adopted: January 21, 2009 Fort Jones, California

13.3 *Etna High School* Parental Involvement Policy

Part I: General Expectations

Etna High School agrees to implement the following statutory requirements:

- The school will jointly develop with parents, distribute to parents of participating children, a School Parental Involvement Policy that the school and parents of participating children agree on.
- The school will notify parents about the School Parental Involvement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents in a language the parents can understand.
- The school will make the School Parental Involvement Policy available to the local community.
- The school will periodically update the School Parental Involvement Policy to meet the changing needs of parents and the school
- The school will adopt the school's school-parent compact as a component of its School Parental Involvement Policy.
- The school agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring that parents play an integral role in assisting their child's learning;

b. that parents are encouraged to be actively involved in their child's education at school;

c. that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;

d. the carrying out of other activities, such as those described in section 1118 of the ESEA.

Part II: Description of How the School Will Implement Required School Parental Involvement Policy Components

1. *Etna High School* will take the following actions to involve parents in the joint development and joint agreement of its School Parental Involvement Policy and its school-wide plan, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:

The following will be disseminated to parents for review through newsletters, informational meetings, back to school packets, advisory committees, and school site council:

- District Parental Involvement Policy;
- School Parental Involvement Policy;
- Student-Parent-School Compact;
- Parent Notices as they apply to the Title I, Part A Non-Regulatory Guidance.

2. *Etna High School* will convene an annual meeting during the first quarter of the school year at a number of flexible and convenient times to inform parents of the following:

- That their child's school participates in Title I,
- About the requirements of Title I,
- Of their rights to be involved,
- About their school's participation in Title I.

3. *Etna High School* will provide information about Title I programs to parents of participating children in a timely manner:

- Newsletters;
- School Site Council;
- Back to School Packets;

4. *Etna High School* will provide parents of participating children a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, the proficiency levels students are

expected to meet, and an opportunity for parents of participating children to provide suggestions as practicably possible through:

- School Site Council Meetings;
- School Board Meetings;
- IEP's (Individual Education Plan);
- SST (Student Study Teams);
- Needs Assessment Surveys;
- Title I Annual Meetings;
- On-line grades available to parents and students.

5. *Etna High School* will submit to the district any parent comments if the school-wide plan under section (1114)(b)(2) is not satisfactory to parents of participating children. Submission of comments will be made to the Superintendent and parent will be notified by the district for conference.

Part III: Shared Responsibilities for High Student Academic Achievement

1. *Etna High School* will build the schools' and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- Daily Bulletins
- Monthly Newsletters
- Orientation Day
- SST Meetings
- School Site Council
- Back to School Packets
- Course Catalogs
- Syllabi

2. *Etna High School* will incorporate the school-parent-student compact as a component of its School Parental Involvement Policy and will be disseminated in the Back to School Packets at the beginning of every school year.

3. *Etna High School* will, with the assistance of the district, provide assistance to parents of children served by the school in understanding topics such as the following:

- The State's academic content standards;
- The State's student academic achievement standards;
- The State and Local Academic Assessments including alternate assessments;
- The requirement of Title I;
- How to monitor their child's progress, and
- How to work with educators.

4. *Etna High School* will, to the extent feasible and appropriate, ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parent of participating children in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language the parents can understand.

Volunteers

EHS welcomes volunteers at our school site. There are many different ways one can volunteer. Your efforts, and the efforts of our many other volunteers, help to make our school the exceptional place that it is. While you are on campus, you are a role model for students. Even as a volunteer, your commitment needs to be professional. Please read through the SVUSD Volunteer Handbook prior to beginning your volunteer work. [See Volunteer Handbook](#)



Student and Parent Acknowledgment Form

2023-2024

Signature Page

We have read and understand the Etna High School Student-Parent Handbook and agree to comply with all school policies and procedures contained within.

One per family. Each student needs to sign next to their printed name and grade. Parents please sign & date.

Student Name (please print)

Grade

Student Signature

Date

Student Name (please print)

Grade

Student Signature

Date

Student Name (please print)

Grade

Student Signature

Date

Parent/Guardian Name (please print)

Parent/Guardian Signature

Date

Please sign this page and return it to the office. Thank you.

SVJH Family/Student Handbook Acknowledgement of Receipt

Dear SVJH Parents/Guardians:

Please complete, sign, and return this sheet to Scott Valley Junior High School in acknowledgment that you have received the 2023-2024 Scott Valley Junior High School **Family/Student Handbook**.

Your signature **DOES NOT** indicate consent for your child to participate in any particular program offered at the school. It simply acknowledges your receipt of the Family/Student Handbook.

Parent/Guardian of: _____
(Name of Student)

School: Scott Valley Junior High School Grade: _____

I have received the 2023-2024 SVJH Student/Parent Handbook.

Signature of Parent/Guardian: _____

Please return completed form to SVJH office by Friday,
September 1st, 2023. Thank you!

**Scott Valley Junior High School
Family-Student Handbook
2023-2024**



237 Butte Street
P.O. Box 607
Fort Jones, CA 96032

Telephone: (530) 468-5565
Fax: (530) 468-5658
Webpage: <http://www.svUSD.us>

Principal: Mr. Ken Dysert

“Empowering all students to be kind, confident, capable leaders.”

Property of: _____

Address: _____

Phone: _____ *Grade:* _____

Welcome to Scott Valley Junior High School!

Welcome to Scott Valley Junior High School. It should be an exciting year for all of us as we meet new people, explore opportunities, and set new goals. This Handbook is presented to acquaint you with our traditions, with our priorities for the new school year, and especially with our school policies and expectations. Please read this carefully as it will answer many of the questions you will have about our school. If questions do arise, please feel free to call, email or visit our school at any time!

Home of the



School Colors: Black and Silver

Grades: 6, 7 & 8

Important Phone Numbers and Times

SVJH Main Office: 530-468-5565

Main Office Fax: 530-468-5658

Bus Transportation: 530-467-3297

Homework: www.svusd.us

The Scott Valley Junior High Main Office is open from 7:45 a.m. - 4:00 p.m.

Instructional Time:

Regular Day 8:05 a.m. - 2:59 p.m. (Buses depart @ 3:02 p.m.)

Collaboration Day 8:05 a.m. - 1:00 p.m. (Buses depart @ 1:03 p.m.)

Late Start Day 10:00 a.m.- 2:59 p.m. (Buses depart @ 3:02 p.m.)

Activity bus leaves SVJH on Regular Days @ 4:30 p.m. and Collaboration Days @ 2:30 p.m. with stops in Greenview and Etna. The SAFE bus leaves SVJH @ 5:30 p.m. M-F.

INTERNET ACCESS

In order for students to access the Internet at Scott Valley Junior High and/or other SVUSD school sites, they must have a parent-signed/student-signed *Student Acceptable Use Agreement* from the enrollment process on file. The form is available in the registration packet through Aeries. It is also available in the SVJH office and on the school website. If a student violates the Internet Access agreement, Internet privileges may be revoked.

School Vision, Mission and Values:

The Vision of the Scott Valley Junior High School community is to:

"Empower all students to be kind, confident, capable leaders."

The Mission of the Scott Valley Junior High School community is for our families, staff and community to work together to create a school culture where all students feel safe to learn, build a growth mindset, and aspire to achieve their full potential. We are committed to developing healthy relationships and providing positive community connections to meet students' unique needs to succeed in their future endeavors.

The Values of the Scott Valley Junior High School community: Generosity, Hard Work, Hope, Integrity, Respect

Student in Good Standing

In order for SVJH students to be eligible to participate in certain extracurricular activities such as dances, field trips, and athletic contests, they must be a **Student in Good Standing**:

- Without an outstanding fine/ bill/ athletic uniform
- Without excessive tardies (more than 5 in a quarter)
- Without excessive missing assignments (as determined by the classroom teacher)
- Without an 'F' in any class
- Not serving more than 1 suspension in a quarter*
- Not receiving more than 2 referrals in a quarter*

**The period of ineligibility is 45 days from the disqualifying infraction*

BEHAVIORAL EXPECTATIONS

Behavior is usually the result of decisions or reactions people make based on what they value. At Scott Valley Junior High School, we expect students to be safe, respectful, responsible, and successful. We also expect this from our staff members, our parents and the community. Working together, SVJH's learning community can deliver effective educational opportunities for all. This means that we need to honor each other, our differences, our unique qualities, and our sense of purpose. We are here to learn.

If we are to provide the most flexible, responsive, personal system of education available, then we need to all work together with that purpose in mind. As teachers and staff members, we want students to incorporate the highest values of behavior and so we consistently model those values. As we interact with students, we want them to learn and act on those values consistently. We seek to either remind students about the expected values or teach those values when disciplining a student. If a student does receive a formal referral, please know the staff has given reminders, had private conversations with students, and modeled expected behaviors before arriving at the referral.

An area which we regularly intervene and educate about is whether or not peers are joking, teasing, or bullying. Joking is when all parties involved are laughing, the intent is to be silly, and nobody's feelings are hurt. Teasing occurs when the "teaser" uses a joking voice, rather than hostile or aggressive voice, the person being teased does not look distressed, and those involved have a positive relationship and understand the teasing to be affectionate. The situation is considered bullying when the feeling turns from affectionate to hostile, there is a power imbalance, the behavior is repeated, and/or the intent is to upset or hurt the child being teased. Examples and explanations of each can be found at: <https://www.prevnet.ca/bullying/educators/the-difference-between-teasing-and-bullying> .

We place a high priority on constructive and appropriate behavior, and will use every means necessary to ensure students make good choices. The teaching of values through positive reinforcements, restorative practices, appropriate consequences and other means may vary depending on the circumstances, the staff member, and the student learning the lesson. We appreciate your support.

I look forward to working with students, parents/ guardians, staff and community members to help each student grow!

Ken Dysert, Principal

BOARD OF TRUSTEES

Brandon Fawaz Jason Finley Jim Harris
Sandra Hogge Jennifer Thackeray

Scott Valley Unified School District

Micheline Miglis District Superintendent mmiglis@svusd.us

SVJH ADMINISTRATION

Ken Dysert Principal kdysert@svusd.us
Athletic Director

TEACHING STAFF

Caitlin Bennett	7 th English/Social Science	cbennett@svusd.us
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	6 th English/Social Studies	@svusd.us
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Hannah Shickle	8 th English/Social Science	hshickle@svusd.us
Kerstin Edminston	8 th Math/Science	kedminston@svusd.us

SCHOOL STAFF

Christi Boudro	Librarian/Media Technician	cboudro@svusd.us
Thane Forrester	SAFE Assistant	tforrester@svusd.us
Regina Hanna	School Counselor/ Title VI Coordinator	rhanna@svusd.us
	RS Paraprofessional	@svusd.us
Shelley Jespersen	Paraprofessional	sjespersen@svusd.us
Michael Johnson	Custodian/Lead Maintenance	mwjohnson@svusd.us
Michele Johnson	Secretary/Bookkeeper	mjohnson@svusd.us
Shelly Kutzer	Paraprofessional	skutzer@svusd.us
Genevieve Markussen	Student Services Specialist	gmarkussen@svusd.us
Kelsey McEwen	Paraprofessional	kmcewen@svusd.us
Aubrie Palmer	SAFE Coordinator	apalmer@svusd.us
Peggy Weatherton	Custodian/ Maintenance	pweatherton@svusd.us

SUPPORT STAFF

Diana Barden	County School Nurse	dbarden@siskiyoucoe.net
Nancy Gonzalez	County School Behaviorist	ngonzalez@siskiyoucoe.net
Katie Quinn	County School Psychologist	kquinn@siskiyoucoe.net
Debbie Pindell	County Speech and Language Therapist	dpindell@siskiyoucoe.net

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12.0 FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

13.0 Uniform Complaint Procedures/ Parent Involvement Policies

1.0 WELCOME

Welcome to another school year at SCOTT VALLEY JUNIOR HIGH SCHOOL-HOME OF THE PANTHERS!!!!

Scott Valley Junior High produces:

- Growth in social skills
- Independent thinkers
- Strong academic success for high school
- Student leaders
- Winners in athletics
- Artists, writers and performers

It is a great place for students to be themselves and take advantage of opportunities to grow.

This student guide is designed to provide answers to questions most often asked by parents and students. Included is information on:

- school regulations
- school programs
- procedures
- rights and responsibilities of parents and students

We hope this guide will answer many of your questions; if not please feel free to call the office at 468-5565 for any additional information.

Every member of the staff is here to help you have a successful and enjoyable school year. Each student is urged to seek the aid of the principal or teachers if the need arises.

Some items discussed in this Handbook are based on sections of the California State Education Code. Ed. Code references (EC) are noted at the end of many sections. References are also made to Scott Valley Unified School District Board Policies (BP) and Administrative Regulations (AR). Board Policies and Administrative Regulations are available at the District Office. This Student-Parent Handbook and the accompanying Parents' Rights Booklet serve as notification of parents' rights as specified in the California Education Code.

1.1 Visitor's Check-In

Scott Valley Junior High School is a closed campus. People coming on campus need approval. **ALL visitors must check in at the office.**

Parent/guardians are welcome to visit their child's classroom at any time. Please make prior arrangements and sign in at the office. The office staff will notify the teacher.

2.0 ACADEMICS

The biggest indicator of student success is regular attendance in school. It's a fact that students, who attend school regularly, learn more and are more successful than students who do not. Parents who make regular school attendance a priority are also helping their children learn to accept responsibility.

2.1 California Junior Scholarship Federation

Students may receive recognition with the Scott Valley Junior High Chapter of the California Junior Scholarship Federation. This recognition is applied for at the end of each semester. Students must receive at least 3 A's and 1 B in Core subjects (Science, Math, Social Studies and English). Students who qualify for membership in at least three of the four semesters during their 7th and 8th grade years will receive special recognition at the 8th grade graduation ceremony.

2.2 8th Graduation Celebration

In order to participate in the 8th grade graduation ceremony, students must meet academic promotion requirements (see 2.8). In order to attend the graduation celebration, students must meet academic promotion requirements as well as behavior requirements:

- *no more than 1 referral during the 4th quarter*
- *no more than seven total referrals during the school year*
- *no more than one suspension during the school year.*

Students who meet academic requirements but do not meet the behavior requirements will still be promoted to 9th grade and will be allowed to participate in the graduation ceremony, but not allowed to attend the 8th grade graduation celebration.

2.3 8th Grade Trip

In order to participate in the 8th grade trip students must have:

- at least 90% attendance during the school year (i.e. on the 130th day of school, cannot have more than 13 absences, whole day or class periods, **excused or unexcused**)
- been enrolled in SVJH for 2 of the 4 quarters, 4th quarter is mandatory
- no more than 1 referral during the 4th quarter, or 7 total referrals
- no more than 1 suspension for the entire year
- must be on track academically to graduate

Students who meet promotion requirements (see 2.8), attendance requirements and the behavior requirements (see above) are invited to participate in the 8th grade trip.

2.4 Homework

The State Board of Education and the California Department of Education hold the common belief that homework is an essential ingredient in improving student learning. Students can expect to have homework in all classes several days per week. Some classes have homework every night. "Class time shall be conserved for learning activities which benefit most from teacher interaction; homework shall be used for work which the student is most able to do independently." (BP 6152(a)) Class time will be used to introduce, clarify, and wrap-up concepts, ideas, and information. In class, students do assignments that cannot be accomplished as easily anywhere else. Homework will usually consist of assignments that can be done independently, at home -- reading, writing, research, and work begun in class that day, and so on. Students are expected to complete all homework assignments and turn them in at the beginning of the class in which they're due.

Students missing an assignment will be given an opportunity to make up a PORTION of the homework points based on the teacher's late work policy. Students who have missing assignments may be asked to complete the work in lunch restriction, during an enrichment period or in the after-school program.

A "missing assignment" notification may be sent via Aeries for students who fail to complete work consistently. Hopefully, with parent involvement students will understand the importance of turning in homework and classroom assignments on time. Students who continually fail to complete assignments may be assigned to serve a Friday after-school detention from 1:00-2:30

This intervention program is designed to help students become aware of the importance of doing their homework and completing assignments.

In addition, it will assist parents in their efforts to know when their child has not accomplished important work. Teachers will be able to move on with their curriculum without trying to constantly play catch up with a group of students who habitually choose not to do their homework.

2.5 Homework Online/ Calendar

The Homework link on the school website is a live document shared by each teacher. Assignments will be viewable on a weekly calendar passed out to students or accessed online at the beginning of each week. Each week's assignments may be reviewed by checking the website at: <http://www.svusd.us> or by checking your child's Google Classrooms.

2.6 Honor Roll

Students with a grade point average of 3.0 or better in Core classes (Math, Science, Social Studies, Physical Education & English) and with no D's or F's (fails) make the honor roll. Students who have a 4.0 GPA (straight A's) earn special recognition. Awards are given for both of these achievements at quarterly school awards assemblies.

2.7 Grades, Progress Reports and Report Cards

School-wide progress reports and report cards are mailed to students' homes. Progress reports with grades, deficiency notices (only mailed to those students in danger of failing), and report cards are mailed home close to the following dates:

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Progress Reports	9/21/23	11/30/23	2/22/24	4/25/24
Deficiency Notices	10/5/23	12/14/23	3/7/24	5/9/24
Report Cards	10/20/23	1/19/24	3/22/24	6/4/24

All student's grades may be checked online at the school's webpage:

<http://www.svusd.us>

- Click on link: "Student Grades"
- Enter your email address and password
- Follow prompts using information from school to create account
- Grades are updated weekly at a minimum

Should a student receive an Incomplete as a grade at the end of a grading period, the student has two weeks to clear the Incomplete. If the Incomplete is not cleared the student will receive a Fail for the class. Should students or parents wish to challenge a grade, they need to do so within two weeks of the end of the grading period.

2.8 Promotion/Retention

All students must take seven courses/classes each quarter. In order to be promoted to the next grade a student must pass (D or better):

1. 3 out of the 4 quarters of each academic course.
2. The fourth quarter of **ALL** academic courses. (BP 6146.5)

Students who are considered "at risk" for retention shall be identified as soon after enrollment or as early in the school year as possible, will be counseled, and may be referred to the SST Process. They will be offered programs of direct, supplemental, systematic, and intensive intervention to allow them to achieve proficiency. This intervention may include tutorial programs, after-school programs, Small Learning Environment (SLE) classes, parental assistance, and/or referral to

SART to consider alternative program placement. The decision to retain a student may be appealed consistent with Board policy, administrative regulation, and law. (AR 5123(e))

2.9 Summer School

Summer school may be offered as an in-person learning opportunity or as an independent study program, dependent upon funding as determined by Scott Valley Junior High School and/or Scott Valley Unified School District, for students who need credit recovery.

2.10 Textbooks

Textbooks are assigned to students at the beginning of the year. When appropriate, these books are to be used by that student for the entire school year. They are to be returned at the end of the year without unusual wear to the book. Students who do not return the textbook assigned to them will be charged the replacement cost. Students who return damaged books will be charged an appropriate fee. (EC 48904) Some classes use textbooks as classroom resources and check out the books to students on an intermittent basis.

2.11 CAASPP Testing

SVJH conducts state testing annually for all students. ALL students participate in ELA and Math assessments each spring. In addition to ELA and math, 7th graders participate in the Physical Fitness Test, while 8th graders complete the California Assessment of Science Test. Should you not want your child to partake in these assessments, the school must be notified annually in writing. ALL Scott Valley Options students must participate in annual cumulative assessments.

3.0 ATHLETICS

Scott Valley Junior High's athletic program is run through the Siskiyou After School for Everyone (SAFE) program. SVJH has a **No Cut Sports Policy**. All students who are eligible to participate in accordance with the SVJH Student-Parent Handbook will be given the opportunity to participate. In the event that a very large number of students try out for a sport, there is a possibility that a "traveling team" will be formed so that only a part of the team will travel to away games and/or suit up for home games. Student athletes who are chosen to be on the "traveling team" will be the decision of the coach. The "traveling team" may rotate weekly so that different student athletes travel to away games. All student athletes, however, will still have the right to attend practices throughout the season and have the right to earn their way onto the "traveling team".

3.1 Athletic Accident Insurance and Sports Physical

Students are required to have a sports physical performed by a physician or medical clinic and proof of insurance before they may practice. Forms for the physical are available in the office and on our website. Families who are not covered by a medical insurance policy, or who choose to upgrade their level of coverage, may purchase a student accident policy through Pacific Educators. Rates range from approximately \$10.00 to \$125.00, depending on the level of benefits chosen. Brochures are available in the office. Student accident insurance purchased through Pacific Educators will not become effective until the company receives the application and the school has received verification.

Prior to competing in any athletic activities, students and their parents must sign the Participation Agreement for CIF (Acknowledgment and Assumption of Potential Risk), SVUSD Non-District Transportation Notice, CIF Code of Conduct, Concussion Notice and the SVJH Athletic Handbook.

Student and adult fans are invited to attend athletic contests. Athletes are required to stay on campus with the team between the end of school and the games, unless other arrangements are made with the coach, athletic director, or administrator. Student fans may go off campus between the end of school and the beginning of the game. Once student fans come on campus for the games, they are required to be in the gym or by the snack shack. The grounds are "off limits" during athletic contests.

3.2 Athletic Handbook in Appendix

3.3 Athletic/Sports Programs

SVJH belongs to the Siskiyou County Athletic League (SCAL) and offers a seventh grade and eighth grade team for each of the following sports:

- Co-ed Cross Country
- Co-ed Volleyball
- Girls Basketball
- Boys Basketball
- Co-ed Wrestling
- Co-ed Track

Sixth grade students may only participate in Cross County, Wrestling and Track.

Any student, currently enrolled at SVJH, who is willing to commit to being at every practice, behaving appropriately, encouraging others, trying their best and maintaining their grades, is eligible to become a member of the team.

Being on a team is a big commitment. Members of the team practice daily. Some weeks the team has "early" practice, which is over at 4:30 p.m., and other weeks the team has "late" practice, which goes from 4:30 p.m. - 6:00 p.m. Game nights often last until 9:00 p.m. or later.

3.4 Athletic Transportation

1. Whenever possible, school buses and/or school vans will be used to transport students. Parents of athletes must sign the Non-District Transportation Notice, which addresses the use of parent drivers.
2. If school transportation is provided, the athlete is expected to ride with the team. Parents may take their own child to a school athletic event with prior approval by the principal. A parent may request that his/her student ride with another responsible adult cleared to drive students, as long as that request is made, in writing, 24 hours prior to the athletic event, and this request has been confirmed by the principal. A form is available in the office and on our website for this purpose.
3. A student may be released to his/her own parent after an athletic event. The parent must sign off with the bus/van driver in person. A student may be released to another responsible adult (non-high school student) as long as the parent has made the request in writing, 24 hours prior to the athletic event, and the request has been confirmed by the office. A form is available for this purpose in the office or on the school web page under the link "Forms".
4. If a student rides home with someone other than his or her parent or legal guardian without the proper signed release, that student may be suspended from district transportation privileges and participation in extra-curricular activities for a period not to exceed one school year.

4.0 ATTENDANCE

4.1 Absences

- Students in school take advantage of educational opportunities.
- Attending school helps students reach their full potential.
- Students are expected to be in school daily to maintain their grades.

Legally excused absences, determined by state codes, are:

- Personal illness or
- Medical, dental, optometric, or chiropractic appointments
- Quarantine directed by a county or city health official
- Attending the funeral services of a member of the pupil's immediate family to the extent of not more than one day if the service is conducted in California and not more than three days if the service is conducted outside of California; members of the immediate family include the mother, father, grandmother or grandfather or sibling of the student (EC 45194)
- Participation in a religious exercise, following attendance of at least 240 minutes. Maximum of 4 days per month. (EC 46014).

The day after a student is absent an absence note is required (if a student returns without a note, lunch restriction may be assigned). The absence note must include:

- Date of the note
- Absent student's name
- Date of the absence
- Name of the person who wrote the note
- Signature of the person who wrote the note
- Relationship to student

Absences not verified by a note within three days after returning from the absence will be declared a truancy and referred to the principal.

4.2 Homework When Absent

A goal of the SVJH staff is to create a nurturing and caring environment for student success and promote student responsibility.

When a student is absent and needs to make up their work they will need to do the following:

1. The day they return to school, ask each teacher for their assignments. When the teacher gives a student their missed classwork they will have the opportunity to explain to the student what to do and what is expected.
2. Check the school website for updated assignments.

Per Education Code 48205: "Pupils absent from school for any excusable reason shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided, and upon satisfactory completion within a reasonable period of time, shall be given full credit therefore. As the teacher of any class from which a pupil is absent shall determine, the tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence." (EC 48205)

4.3 Planned Absences of 5 or more Consecutive Days (Short-Term Independent Study)

Short-Term Independent Study requires a written parent request with prior approval of the principal. Absences of this type might include a family trip/reunion, weddings, etc. Requests for short-term independent study must be made at least **1 week** in advance of the first day of absence.

Students/parents are responsible to:

- Pick up forms in the office
- Fill out forms and get parent signature(s)
- Getting school staff signatures
- Provide teachers with a request for work

Teachers will accept all work done under a short-term independent study plan and not deduct points or give a penalty. The work assigned under a short-term independent study plan must be completed and submitted to the office the day the student returns to school. If work is not turned in at that time, the days of absence are deemed a truancy. (EC 46010.1, 46010.5, 46014, 48205)

4.4 Planned Absences of Less Than Five Days

Students who plan on an absence of less than five days may request an "Intent to be Absent" form. This form provides the student with the assignments in advance of the absence. The days away from school may be counted as unexcused absences; however, the student can turn in work that is missed. This intent to be absent request may be denied if the student's current grades indicate that absence from class would be likely to place the student in academic jeopardy.

"Intent to be Absent" forms should be requested from the office at least one day before the planned absence.

4.5 School Bell Schedule

	Regular Day, Mon. -Thur.	Fridays/Early Release Days	Late Start Days
School Begins	8:05 am	8:05 am	10:00 am
Breakfast	8:57 am- 9:12am	8:45 am-9am	N/A
Lunch	11:52am- 12:27pm	11:32am- 12:07pm	11:52 am-12:27 pm
School Dismissal	2:59 pm	1:00 pm	2:59 pm

On the days of special school activities (for example: Spelling Bee, School assemblies, etc.) the bell schedule may vary slightly. Release times will always be the same.

4.6 Tardies

Three-minute passing periods are allotted between classes. This is ample time to get from one classroom to another. When the bell at the end of the period rings, students wait to be dismissed by the teacher. Then, students are expected to get to their next class, be in their seats, ready for instruction when the tardy bell rings. Physical education students are expected to be in the locker room dressing when the tardy bell rings. They must be dressed and in their assigned place for attendance three minutes after the tardy bell.

Students who are tardy to a class without a valid excuse from a teacher or staff member are marked tardy in the teacher's attendance. See Discipline Matrix for consequences for accruing tardies.

4.7 Chronic Absences/Truancy/SART/SARB

Students are expected to attend school daily and on time. Students who are not in school run the risk of falling behind academically and risking retention. To that end, we encourage our parents to review the following definitions and processes used in the Scott Valley Unified School District to ensure positive attendance for all students.

California Definition of Chronic Absentee

A "chronic absentee" has been defined in *California Education Code (EC) Section 60901(c)(1)* as "a pupil who is absent on 10 percent or more of the school days in the school year when the total number of days a pupil is absent is divided by the total number of days the pupil is enrolled and school was actually taught in the regular day schools of the district, exclusive of Saturdays and Sundays."

Definition of a Truant

The California Legislature defined a truant in very precise language. In summary, it states that a student missing more than 30 minutes of instruction without an excuse three times during the school year must be classified as a truant and reported to the proper school authority. Effective January 1, 2013, the law was amended to authorize school administrators to excuse school absences due to the pupil's circumstances, even if the excuse is not one of the valid excuses listed in the California Education Code (EC) or the uniform standards established by the governing board of the district.

Definition of a Chronic Truant

Effective January 1, 2011, *EC Section 48263.6*: Any pupil subject to compulsory full-time education or to compulsory continuation education who is absent from school without a valid excuse for ten percent or more of the school days in one school year, from the date of enrollment to the current date, is deemed a chronic truant, provided that the appropriate school district officer or employee has complied with *EC sections 48260, 48260.5, 48261, 48262, 48263, and 48291*.

Definition of Excused Absences

A student's absence shall be excused for any of the following reasons:

1. Personal illness (Education Code [48205](#))
2. Quarantine under the direction of a county or city health officer (Education Code [48205](#)) (cf. [5112.2](#) - Exclusions from Attendance)
3. Medical, dental, optometric, or chiropractic appointment (Education Code [48205](#))
4. Attendance at funeral services for a member of the immediate family, which shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state (Education Code [48205](#)). Immediate family shall be defined as mother, father, grandmother, grandfather, spouse, son/son-in-law, daughter/daughter-in-law, brother, sister, or any relative living in the student's immediate household. (Education Code [45194, 48205](#))
5. Jury duty in the manner provided by law (Education Code [48205](#))
6. The illness or medical appointment of a child to whom the student is the custodial parent (Education Code [48205](#)) (cf. [5146](#) - Married/Pregnant/Parenting Students)
7. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including, but not limited to: (Education Code [48205](#))
 - a. Appearance in court
 - b. Attendance at a funeral service
 - c. Observation of a holiday or ceremony of his/her religion
 - d. Attendance at religious retreats for no more than four hours per semester
 - e. Attendance at an employment conference
 - f. Attendance at an educational conference offered by a nonprofit organization on the legislative or judicial process

8. Service as a member of a precinct board for an election pursuant to Elections Code [12302](#) (Education Code [48205](#)) (cf. [6142.3](#) - Civic Education)
9. To spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code [49701](#), and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment (Education Code [48205](#)) (cf. [6173.2](#) - Education of Children of Military Families)
10. To attend his/her naturalization ceremony to become a United States citizen. (Education Code [48205](#))
11. Participation in religious exercises or to receive moral and religious instruction in accordance with district policy, subject to the following conditions: (Education Code [46014](#))
 - a. The student's parent/guardian shall provide written consent for the absence.
 - b. The student shall attend at least the minimum school day.
 - c. The student shall be excused from school for this purpose on no more than four days per school month. (cf. [6141.2](#) - Recognition of Religious Beliefs and Customs)

Method of Verification

When a student who has been absent returns to school, he/she shall present a satisfactory explanation verifying the reason for the absence. Absences shall be verified by the student's parent/guardian, other person having control of the minor, or the student if age 18 or older. (Education Code [46012](#); 5 CCR [306](#))

The following methods may be used to verify student absences:

1. Written note, fax, email, or voice mail from parent/guardian or parent representative.
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
 - a. Name of student
 - b. Name of parent/guardian or parent representative
 - c. Name of verifying employee
 - d. Date(s) of absence
 - e. Reason for absence
3. Visit to the student's home by the verifying employee, or any other reasonable method which establishes the fact that the student was absent for the reasons stated. The employee shall document the verification and include the information specified in item #2 above.
4. Physician's verification.
 - a. When excusing students for confidential medical services or verifying such appointments, district staff shall not ask the purpose of such appointments but may request a note from the medical office to confirm the time of the appointment.
 - b. If a student shows a pattern of chronic absenteeism due to illness, district staff may require physician verification of any further student absences.

Parental Notifications

At the beginning of each school year, the Superintendent or designee shall:

1. Notify parents/guardians of the right to excuse a student from school in order to participate in religious exercises or to receive moral and religious instruction at their places of worship, or at other suitable places away from school property designated by a

religious group, church, or denomination (Education Code [46014](#), [48980](#))

2. Notify students in grades 7-12 and the parents/guardians of all students that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian (Education Code [46010.1](#))
3. Notify parents/guardians that a student shall not have his/her grade reduced or lose academic credit for any excused absence if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time, and include the full text of Education Code [48205](#) in the notice (Education Code [48980](#))

SART/SARB process in the Scott Valley Unified District

Working in conjunction with our Truancy Officers at Siskiyou County probation, all school sites will follow the adopted process for unexcused absences. The Superintendent or designee shall investigate a complaint from any person that a parent/guardian has violated the state compulsory education laws contained in Education Code [48200-48341](#). (Education Code [48290](#)). When a student has been identified as a truant as defined above, the following steps shall be implemented based on the number of truantries he/she has committed:

1. Initial truancy
 - a. The student shall be reported to the Superintendent or designee. (Education Code [48260](#))
 - b. The student's parent/guardian shall be notified by the most cost-effective method possible, which may include email or a telephone call, that: (Education Code [48260.5](#))
 - (1) The student is truant.
 - (2) The parent/guardian is obligated to compel the student to attend school. If the parent/guardian fails to meet this obligation, he/she may be guilty of an infraction of the law and subject to prosecution pursuant to Education Code [48290-48296](#).
 - (3) Alternative educational programs are available in the district.
 - (4) The parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the student's truancy.
 - (5) The student may be subject to arrest or held in temporary custody by a probation officer, a peace officer, a school administrator or designee, or attendance supervisor or designee pursuant to Education Code [48264](#) if found away from home and absent from school without a valid excuse.
 - (6) The student may be subject to suspension, restriction, or delay of his/her driving privilege pursuant to Vehicle Code [13202.7](#).
 - (7) It is recommended that the parent/guardian accompany the student to school and attend classes with the student for one day. (cf. [5145.6](#) - Parental Notifications)
 - c. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code [37223](#). (Education Code [48264.5](#))
 - d. The student and, as appropriate, his/her parent/guardian may be requested to attend a meeting with a school counselor or other school designee to discuss the root causes of the attendance issue and develop a joint plan to improve the student's attendance. (Education Code [48264.5](#))

- e. The Superintendent or designee may notify the district attorney and/or probation officer of the student's name and the name and address of his/her parents/guardians. (Education Code [48260.6](#))
2. Second truancy
- a. Any student who has once been reported as a truant shall again be reported to the Superintendent or designee as a truant if he/she is absent from school without a valid excuse one or more days or is tardy on one or more days during the school year. (Education Code [48261](#))
 - b. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code [37223](#). (Education Code [48264.5](#))
 - c. The student may be assigned to an after-school or weekend study program within the county. If the student fails to successfully complete this study program, he/she shall be subject to item #3 below. (Education Code [48264.5](#))
 - d. An appropriate district staff member shall make a conscientious effort to hold at least one conference with the student and his/her parent/guardian by communicating with the parent/guardian at least once using the most cost-effective method possible, which may include email or a telephone call. (Education Code [48262](#))
 - e. The student may be given a written warning by a peace officer. A record of that warning may be kept at the school for not less than two years or until the student graduates or transfers from the school. If the student transfers, the record may be forwarded to the new school. (Education Code [48264.5](#))
 - f. The Superintendent or designee may notify the district attorney and/or probation officer when the student continues to be classified as a truant after the parents/guardians have been notified in accordance with item #1b above. (Education Code [48260.6](#))
3. Third truancy (habitual truancy)
- a. A student who is habitually truant, irregular in school attendance, or habitually insubordinate or disorderly during attendance at school may be referred to, and required to attend, a school attendance review board (SARB) program, a truancy mediation program established by the district attorney or the probation officer, or a comparable program deemed acceptable by the Superintendent or designee. (Education Code [48263](#), [48264.5](#)) (cf. 5113.12 - District School Attendance Review Board)
 - b. Upon making a referral to the SARB or the probation department, the Superintendent or designee shall provide the student and parent/guardian, in writing, the name and address of the SARB or probation department and the reason for the referral. This notice shall indicate that the student and parent/guardian shall be required, along with the district staff person making the referral, to meet with the SARB or a probation officer to consider a proper disposition of the referral. (Education Code [48263](#))
 - c. If the student does not successfully complete the truancy mediation program or other similar program, he/she shall be subject to item #4 below. (Education Code [48264.5](#))
 - d. If the Superintendent or designee determines that available community services cannot resolve the problem of the truant or insubordinate student or if the student and/or his/her parents/guardians have failed to respond to the directives of the district or to services provided, the Superintendent or designee may so notify the district

attorney and/or the probation officer. (Education Code [48263](#))

- 4. Fourth truancy
 - a. Upon his/her fourth truancy within the same school year, the student may be referred to the jurisdiction of the juvenile court. (Education Code [48264.5](#); Welfare and Institutions Code [601](#))
 - b. If a student has been adjudged by the county juvenile court to be a habitual truant, the Superintendent or designee shall notify the juvenile court and the student's probation or parole officer whenever the student is truant or tardy on one or more days without a valid excuse in the same or succeeding school year, or is habitually insubordinate or disorderly at school. The juvenile court and probation or parole officer shall be notified within 10 days of the violation. (Education Code [48267](#))
- 5. Chronic truancy (unexcused absence for 10 percent of school days)
 - a. The Superintendent or designee shall ensure that the student's parents/guardians are offered language-accessible support services to address the student's truancy.
 - b. If a chronically truant student is at least age six years and is in any of grades K-8, the Superintendent or designee shall notify the student's parents/guardians that failure to reasonably supervise and encourage the student's school attendance may result in the parent/guardian being found guilty of a misdemeanor pursuant to Penal Code [270.1](#).

5.0 CAMPUS ROUTINES

5.1 Bicycles, Roller Blades/Skates, Hoverboards, Skateboards, Scooters

Students shall not use bicycles, roller blades, roller skates, roller shoes, scooters, hoverboards or skateboards on school grounds at any time, whether during or after school hours. This includes parking lots, sidewalks, outdoor tennis and basketball courts. Students on roller blades or roller skates shall remove such equipment before entering the parking lot. Students on skateboards or bicycles shall dismount before entering the parking lot. Bicycles may be parked in the bicycle rack. Students are encouraged to lock their bikes. Roller blades, roller skates, scooters, or skateboards may be stored during the school day with the principal. It is advised that students using roller blades, roller skates, skateboards, scooters, or bicycles wear safety helmets. The school assumes no responsibility for condition or loss of student bicycles, scooters, skateboards, etc.

5.2 Field Trips

Students must be a "Student in Good Standing" to participate in field trip opportunities. The student must participate fully in PE to be eligible to attend. With prior approval from the principal, exceptions are: doctor appointment, religious observances, bereavement, and independent study. All school rules related to clothing and behavior apply at all field trips.

5.3 Dances

The SVJH ASB sponsors several dances per year for SVJH students and their junior high age friends. Students must attend school the entire day of a dance, fully participate in PE, and be a "Student in Good Standing" to attend the dance. With prior approval from the principal, exceptions are: doctor appointment, religious observances, bereavement, and independent study. If there are extenuating

circumstances that make attendance at school impossible the day of a dance, it is the student's responsibility to contact the principal, in advance of the absence, and request permission to attend.

All school rules related to clothing and behavior apply at dances.

SVJH students who want to bring a 6th, 7th or 8th grade friend from another school need to have a dance guest pass (available in the office) approved by the principal by 3:00 p.m. 48 hours before the dance. Limit of one guest per student.

Dance Rules:

- The doors close 30 minutes after the dance begins. No one will be admitted after that.
- Students must remain in the designated area during the dance.
- Devices are not allowed to be used during the dance.
- No one is allowed to go outside the designated area.
- Once a student leaves the dance, he/she may not re-enter.
- Anyone who leaves the dance early may not remain on the school grounds.
- Any student asked to leave the dance for inappropriate behavior will not be allowed to attend the following dance, in addition to other disciplinary consequences.
- Students must be picked up by parent(s)/ guardian(s) at the end of the dance.
- Tickets are only sold in advance, not at the gate.

5.4 Dress Code

For the most part students, with their parent's input, are free to determine what clothing they will wear at school. Parents and students are reminded that school is a working and learning environment where appropriate dress is expected. Students may not attend school dressed in a manner which:

1. creates a safety hazard for him/her or for other students,
2. constitutes a serious or unnecessary distraction to the learning process,
3. disrupts the campus order,
4. is in conflict with the goal of preventing substance abuse and gang activity.

Fashions change. Questionable clothing styles not listed will be deemed acceptable or unacceptable by the administrator in order to promote safety and to eliminate any distractions to the educational process. (EC 35183)

All changes or additions will be addressed with individuals or through school-wide announcements.

The following is a list of items deemed unacceptable:

- Clothing, hairstyles, and jewelry that could impair health or safety
- Loosely fitting shorts/pants worn below the waist (sagging)
- Obscene or suggestive messages on clothing
- Clothes printed with messages promoting alcohol, tobacco, or other drugs or drug associated items
- Low cut shirts, strapless tops, "muscle" shirts, midriff/crop tops, spaghetti straps, tops that expose undergarments or can be deemed to be an undergarment, tops that have a strap narrower than 2", sleeveless tops with large openings exposing the back and/or chest, or backless tops.
- Hats are not to be worn in classrooms or at school assemblies.
- Hoods and beanies are not to be worn inside.
- Sheer, fish-net, and see-through fabric that is revealing or exposes undergarments.

- Shorts may be worn in suitable weather. Shorts must have a minimum 6" inseam. Skirts and dresses, and holes must be at a length equivalent to, or longer than that of shorts with a 6" inseam.
- Shoes must be worn at all times. Bedroom slippers are never appropriate. Sandals may be worn during appropriate weather.
- Glasses, other than a student's own prescription glasses, shall not be worn indoors.
- Any style of clothing or symbols that indicate gang affiliation or which create a risk of potential violence is prohibited.
- Leggings must be worn with a top that extends to the mid-thigh.
- Pajamas are never appropriate, unless approved as a school spirit dress up day.

5.5 Early Dismissal

In the event a student needs to be dismissed early from school, the parent/ guardian shall:

1. notify the office in advance that the student will need to be released early from school.
2. parent/guardian must report directly to the main office when picking up student (parents/guardians are not permitted to go directly to the classroom to get the student).
3. the parent/ guardian must sign the log book before leaving with the student.

5.6 Gum/Sunflower Seeds/Spitting

Because of problems associated with the clean-up of gum and sunflower seed shells, neither of these items are allowed at SVJH. Spitting around campus is unhealthy and presents a safety issue. Students are reminded about our policy the first two weeks of school. After that, students who violate this rule will receive an office referral and lunch restriction.

Students who are under the supervision of a dentist/orthodontist may chew gum as a pain reliever with written physician note indicating a specified period of time.

5.7 High Energy Drinks/Foods/Sodas

The use of High Energy drinks has been the source of growing concern among health researchers and school officials. Around the country, the drinks have been linked with reports of nausea, abnormal heart rhythms and emergency room visits. All high energy drinks such as Red Bull, Monster, Full Throttle, Amp, etc. are prohibited on campus and at school sponsored field trips. If any staff member sees them, they will be confiscated and not returned.

5.8 Lockers and Locker Room Use

SVJH provides lockers and locks for students to use. These are school property. Lockers are assigned to students for the storage of PE uniforms. During the PE period, students may use the large lockers (girls) or the cubicles (boys) to store coats, books, street clothes, etc., but at the end of the period, all PE belongings must be back in the small lockers again. Students may bring deodorant and/or hair spray to store in the locker, if they choose. However, no glass containers or aerosols may be brought to school. Perfumes, colognes, and after shave fragrances can cause an allergic reaction in some people and are not appropriate at school. For health and safety reasons, lockers may periodically be searched to be sure that they are being used appropriately. SVJH cannot be responsible for items not properly locked up. Occasionally, students feel that their combination is no longer private. In cases such as these, the student may get a new lock

and a new combination by contacting the locker room supervisor. The locker rooms are off limits for all students except those dressing for PE or after school practices. **Devices are to NEVER be used in the locker rooms. Students are NEVER to be in the locker room without adult supervision. Locker rooms are monitored by school staff.**

5.9 Meal Time

SVJH is a closed campus. That means students will remain on campus throughout the entire breakfast and lunch period. Students may not go downtown for lunch or to make purchases.

Students who live within close proximity to the campus may be allowed to eat lunch at home, with parent/guardian and principal permission. This privilege will be revoked if the student does not return to campus on time following lunch.

Students may bring meals from home or eat meals offered at school. Students are required to take a certain number of items offered during meal times depending on the number of items offered. During lunch meal, students are required to take the hot entrée. Meals are available to all students free of charge. (EC 49512, 49550)

Students may serve lunch on a rotating basis. All students eat their meals in the gym or at outside lunch tables, weather permitting. Students are expected to clean up their own trays and trash and any accidents that may occur before they are excused.

Following dismissal, students may play on the outside basketball courts or the PAR course during good weather. School hallways, the front of the school and the south side of the school are off limits at lunch. During rainy days or cold weather, students may be kept inside during breakfast and/or lunch.

The hall restrooms are available at lunch with permission. The locker rooms are closed during lunch. During lunch the hallway is not a gathering place for student activities.

5.10 Sidewalks/Landscaping

Sidewalks are designed to get students from one place to another conveniently, quickly, and cleanly. Students are not to cut corners nor trample the grass while passing from one class to another. They may use the lawn areas during SAFE.

The outside classes have ramps that are to be used for entrance to and exit of the buildings. Students may not cross through the landscaped areas. Students are not to jump over or crawl under the railings on the ramped areas.

5.11 Snowballs, Water Balloons, Squirt Guns, Paint Ball Guns

Scott Valley Junior High School does not allow snowballs, paint balls, water balloons, squirt guns, or any other items to be thrown, sprayed, splashed, or shot at anyone on campus, at bus stops, on the way to or from school, or on the school bus.

5.12 Student Council

Student council is made up of the elected officers (President, Vice President, Secretary, Treasurer, and two Grade Level Representatives from each grade). They will plan dances and assemblies and sponsor other activities during the school year.

Student Council finances many of the fun events with the money earned

from Student Body Cards. Students who purchase ASB Cards receive a laminated SVJH Panther card with their photo on it. This card will reduce admission prices for students at most Scott Valley Unified School District events.

5.13 Student Visitors

Junior high age student visitors (cousins, friends, etc.) may attend school with a SVJH student only with prior principal approval. This may be available on a limited basis, at the discretion of the principal.

5.14 Telephone Use and Phone Messages

Parents and students sometimes need to talk during the day. We encourage students and their families to make transportation arrangements and social plans **before** coming to school. We will, however, deliver telephone messages to students at the end of a class period on an "as needed" basis.

When it is necessary for a student to call a parent, such a call may take place before school, or during lunch, on the student phone in the office. Such phone calls may be made by one person at a time with a staff member's permission.

Students may ask permission to use the school phone for school business. Anytime students are ill, they may use the school phone and call home from the office. If there are changes in athletic games or practices, students may use the office phone.

5.15 Laser Pointers/Entertainment Devices/ Cell Phones/ Electronic Equipment

It is illegal to aim a laser pointer at another person, to sell a laser pointer to a minor, or for students to be in possession of laser pointers on school campuses. Laser pointers should never be brought to school. If they are brought to school, they will be confiscated and not returned.

All electronic personal devices (tablets, phones, etc.) must remain turned off and kept in the student's backpack, out of sight.

(Sticking out of a pocket, or a visible outline is not out of sight.) If these items are "seen" by a staff member, they will be confiscated and sent to the principal. Students may have their cell phones in their backpack, but they are not allowed to be turned on during school hours. Devices are becoming more of a distraction during the school day and having them "off limits" for students will help bring the focus back to academics and appropriate social behaviors. This means from the morning bell to the end of the academic school day students are not allowed to use their devices, and only with staff permission during SAFE. SVJH is not responsible for lost or stolen devices or damage to a device. Students who are using devices in restrooms or locker rooms may be subject to increased disciplinary consequences.

5.16 Campus Surveillance

Our campus is equipped with numerous video cameras to ensure the security of our facility and the safety of our students, staff and guests. Video footage may only be reviewed by a district staff member.

6.0 EXPENSES

6.1 Locks

Students are required to use a school lock provided by the office for locking their PE locker. Students may not use their own locks on school lockers. If a student loses their lock, they must purchase a new one for \$8 in the school office.

6.2 Physical Education

Physical education uniforms are to be purchased at the beginning of the school year. Cost of entire uniform is \$20. If a student needs a replacement uniform, they will be required to pay \$10 for the shirt and \$10 for the shorts. Students are required to wear their PE uniform and appropriate shoes during Physical Education class. They are not required to return their PE uniform at the end of the school year and they may use it at Etna High School.

6.3 Yearbooks

Students may choose to purchase yearbooks, student body cards, etc. If yearbooks are not purchased at the beginning of the school year and extras are available at the end of the year they may be purchased for an additional cost.

6.4 Outstanding Debts

- Students are responsible for the replacement of any damaged or lost school property.
- Students who have certain financial obligations must clear these obligations by payment or labor to receive diplomas and may not be eligible to attend certain school events until cleared.

7.0 HEALTH AND SUPPORT SERVICES

7.1 First Aid and CPR

First aid may be provided by any member of the school staff. Anything beyond superficial bumps, bruises, and scrapes will be reported to the parent/guardian. CPR and first aid instruction may be provided to eighth graders through physical education and/or science classes.

7.2 Home/Hospital Instruction

The district provides home and hospital instruction for students who have a medically verified temporary disability that causes them to be out of school for two weeks or longer. For further information, contact the school secretary.

7.3 Inhalers/ Medications/ Prescription Drugs

Students at SVJH who use an inhaler may carry the inhaler with them during the day. A Medication Release Form from the physician and parent needs to be on file for a student to have their inhaler at school. The school nurse meets with students who have a prescription for an inhaler to review appropriate care and use of the inhaler. Students may not share this prescription drug with other students, as with all medications.

School personnel may not supply students with any over-the-counter medications, such as aspirin, Tylenol, cold medications, etc.

Any student who is required to take any medication (prescription or over-the-counter) during the school day is required to bring the medication in the original container to the office with a signed permission slip which details the method, amount, and time schedules by which such medication is to be taken indicating the desire that the school district assist the student with taking the medication. Forms for this purpose are available in the school office. (EC 49423) Many local physicians supply the student with this information at the time the prescription is written.

7.4 Injuries, Medical Insurance, and Transporting Injured Students

SVJH takes appropriate steps to protect students from injuries. Even so, accidents can and do happen while participating in the normal activities that take place on campus, on school trips, and during extra-curricular activities and sports.

The school district does NOT provide medical insurance for school accidents. This means that parents are responsible for their child's medical bills if he/she gets hurt during school hours or at school activities.

FREE or LOW-COST Comprehensive Medical, Dental, and Vision Insurance is available to families through Medi-Cal for Children and Healthy Families programs. Application forms are available from the school secretary.

School employees will make every attempt to contact parents in the event of an injury to their child. Parents may be asked for permission to have the child transported by ambulance to a medical facility. Parents should check with their medical insurance carrier to see if there are situations where this transportation may not be covered by insurance. This enables the parent to make an informed decision in the event of an emergency and avoid billing problems that might arise after the bill is due for payment.

7.5 Immunization Requirements

Effective July 1, 2011, all incoming sixth graders must meet the immunization entry requirements before entering school. The immunizations for sixth graders are:

- Measles, Mumps, Rubella (MMR)- 1 dose
- Hepatitis B- 3 doses
- Tdap- 4 doses
- Polio- 4 doses
- Varicella- 1 dose

The personal beliefs statement and/or waiver are no longer available.

A new school immunization law requires all students entering 7th through 12th grades to be immunized with a pertussis (whooping cough) vaccine booster called Tdap, as well as 2 doses of MMR vaccine.

The school nurse evaluates students' immunization records.

7.6 Limitation of Activities

If a minor injury causes a student's activities to be limited, a parent can write a note to excuse the student from P.E. for up to two days. Any other additional limitations to a student's activity must be supported by a note from a doctor.

7.7 Student Support Groups

SVJH may provide student support group meetings to help students address alcohol/drug prevention education, at-risk behaviors, or any life issue which may be impacting their education. These groups may include Girls Circle, Boys Counsel and other supports deemed helpful.

7.8 The School Nurse

The school nurse is on campus approximately once per week. Hearing and vision screening for eighth graders, and scoliosis examinations for seventh and eighth graders are provided. "Tobacco use, prevention education" with the nurse or designee is assigned by the principal to students through the disciplinary process. Parents or staff members may refer students to the school nurse on an individual basis. Parents may refuse a physical examination of their child. (EC 49451, 49452.5, 49455, 49456).

8.0 PARENT INVOLVEMENT

8.1 Parents Welcome

SVJH sponsors a Back to School Meet and Greet, and may plan for other events to inform parents of student progress or share activities. Information about curriculum, grading and homework policies, and classroom management procedures is available. Parent/guardians can tour the school and ask questions of our teaching staff.

8.2 Panther Power

Panther Power is the academic and sports booster club for SVJH. This group sponsors various sports tournaments and academic recognition events. They also run the Panther Power Snack Shack at home games. They help chaperone school dances and may furnish refreshments for evening parent meetings.

8.3 Parent-Teacher Conference

Parent-Teacher conferences are held sometime in the fall, after the 1st quarter. At that time, it is highly encouraged parents meet with their child's teachers to discuss specific strengths and weaknesses in their child's performance. Throughout the year teachers are available by telephone, email, or personal conference to discuss a student's progress.

8.4 School Site Council

School Site Council has ongoing responsibility to review and assess the effectiveness of the school program. It serves as an advisory committee for certain school expenditures and also helps write and set goals for the School Plan for Student Achievement.

8.5 Volunteers

SVJH welcomes volunteers at our school site. There are many different ways one can volunteer. Your efforts, and the efforts of our many other volunteers, help to make our school the exceptional place that it is. While you are on campus, you are a role model for students. Even as a volunteer, your commitment needs to be professional. Please read through the SVUSD Volunteer Handbook prior to beginning your volunteer work. See Volunteer Handbook in Appendix.

9.0 SCHOOL CANCELLATION

9.1 Notification

If school is closed, notification would be announced to all families via our school-to-home communication program Parent Square. Families will receive a phone call, text message, and/or email to confirm the closure.

9.2 Power Outage Contingency Plan

In the event of an extended power outage during school hours:

- We will remain in session until the district superintendent, after consulting with school principals, decides that school will be dismissed.
- We will conduct "class as usual" as is possible. Students will remain in their classrooms. We will find a way to signal period changes if the bell system does not operate.
- Our telephone systems have battery back-up and will operate during power outages. Please limit phone use to urgent or emergency messages only to conserve battery power.

The decision to dismiss early would be influenced by several factors, including:

- Estimated repair time, as determined by the power company.
- Temperature in the classrooms.

- Availability of food service.
- Availability of buses for transportation to home.
- Ability to provide ample notification to parents (K-12) of an early dismissal.

Individual students with fragile medical conditions may be released as necessary to their parents by arrangement.

9.3 Emergency Closure Procedures

In the event of extreme winter weather, snow accumulation, and/or other natural disaster emergency conditions, the superintendent may find it necessary to declare an "Emergency Closure Day." If an "Emergency Closure Day" is called, there will be no school that day. The decision to cancel school will be made as soon as possible. Parents may be informed of an "Emergency Closure Day" by the school district's "Auto-Dialer" message system as well as posts on the school Facebook page. If there is no announcement of a school closure then there will be school as usual. If there is a need for a late start, school will begin 2 hours later.

10.0 SCHOOL DISCIPLINE PLAN

SVJH Discipline Matrix in Appendix

10.1 Standards of Student Conduct

School wide Expectations are:

- Be Safe
- Be Respectful
- Be Responsible
- Be Successful

Students not meeting these expectations will fall under the SVJH School Discipline Matrix and appropriate disciplinary action will be taken.

"The Governing Board believes that one of the major functions of the public schools is the preparation of youth for responsible citizenship. The district shall foster a learning environment, which reinforces the concepts of self-discipline and the acceptance of personal responsibility. Students are expected to progress from being adult-directed to self-directed with minimal application of disciplinary measures. In order to maintain an environment conducive to attaining the highest quality of education in the district, there must exist certain disciplinary policies and regulations relating to student conduct which delineates acceptable behavior and provides the basis for sound disciplinary practices within each school in the district. These policies and regulations will be enforced fairly and uniformly and consistently without regard to race, creed, color or gender." (Scott Valley Unified School District Administrative Regulation 5144)

"The Governing Board believes that all students have the right to a public education in a positive environment free from disruptions which interfere with teaching and learning activities. In order to promote an atmosphere conducive to learning, it is imperative that the Board, parents, students, teachers and the administration be cognizant of their responsibilities related to student conduct." (AR 5131)

The goal of the SVJH School Discipline Plan is to stop unacceptable behavior and help students make better choices or learn new behavior. The SVJH Discipline Plan is progressive, with the degree of the consequence increasing with either the frequency of the infraction or the severity of the specific act.

Much of the "discipline" that occurs at SVJH is informal and private. Adults give reminders or warnings, such as, "Jason, the direction was to work without talking" or "Judy, thank you for walking in the hallways."

If students do not follow an adult's directions, the adult typically provides a consequence, such as changing a student's seat, telling the student to go back and walk through the halls, etc. Typically, once the student does what is asked, the matter is dropped. Neither the parents nor the principal is involved. These kinds of interactions are between student and the SVJH adult. If adults see a pattern of misbehavior or defiance of rules, the formal discipline process begins.

Adults on the SVJH campus may refer a student to the principal when a pattern of misbehavior has developed that has not been resolved through the informal process or when the student's behavior is so severe that the student must be removed from the class with a referral.

If a student has been removed from classes 2-3 times, a student success team (SST) meeting may be scheduled. The SST team may develop a behavior/attendance/achievement contract for the student. Failure to follow the contract may result in referral to District Administrative Review Team (DART) or Student Attendance Review board (SARB).

If a student were to be removed from classes for a cumulative total of 5 school days, he or she may be referred to the governing board for an expulsion hearing.

Students whose pattern of misbehavior has resulted in automatic suspension may become ineligible to attend or participate in any after school and/or extracurricular activities for the remainder of the school year, including sports, dances, and eighth grade activities.

10.2 Lunch Time Restriction

Lunch time restriction may be assigned as result of any referral and/or inadequate classroom performance. Students that are assigned lunch time restriction(s) are required to sit and do homework or class work in a designated area. Students are given reminders at lunch on the days of the assigned restriction.

11.0 TRANSPORTATION

11.1 Bus Service

The Scott Valley Unified School District provides home-to-school transportation. The transportation department is responsible for designing and assigning buses and routes. Students must be at their assigned stop five minutes before the bus is scheduled to arrive. The safety of school bus passengers is the most important part of school bus operation. The Scott Valley Unified School District Governing Board has adopted rules and regulations to assist students in understanding their responsibilities while riding buses of the school district. These rules will assure safe and proper travel to and from school and are to be observed while riding the bus and waiting at school bus stops. (AR 5131.1)

11.2 School Bus Rules

1. Abusive body contact, (slapping, hitting, poking, shoving, pulling hair, etc.) in or when loading or unloading the bus.
2. Fighting on the bus or at the bus stop.

3. Weapons (pocket knife, gun, arrows, decorative swords, etc.) are not allowed.
4. Using for purposes other than the student's regularly designated bus stop (this will be permissible only if parent note or authorization from the office, is presented to the driver and the bus is not overloaded).
5. Using profane language or obscene gesture.
6. Unauthorized exits (from emergency doors and windows).
7. Putting any part of body out windows at any time.
8. Not wearing seat belt if the bus is so equipped.
9. Any movement OUT of seats while bus is in motion.
10. Cell phones, tablets, laptops are to be stowed out of sight at all times while on the bus. No audible sounds are to be heard from the devices. Students may listen to their device using head phones only, and may not share earbuds or headphones with others.
11. Riding bus after receiving no ride penalty.
12. Legs, feet and objects obstructing aisle or facing to the rear in seats while bus is in motion.
13. Creating excessive noise.
14. Any improper bus stop procedures (not lining up, rock throwing, playing in streets, any property damage at the bus stop, etc.).
15. Unauthorized opening, closing or tampering of any kind with bus doors, windows or emergency exits.
16. Any type of damage or defacing bus.
17. Lighting of matches, cigarettes, smoking or vaping on the bus.
18. Throwing any objects in, out of, or at the bus.
19. Littering of any kind.
20. Transporting live animals, reptiles, or insects on bus, or in keeping with Article 14277 of the Official State Regulations and laws relating to pupil transporting in California i.e.: Any article that, in the opinion of the bus driver, could be considered hazardous.
21. Carrying any non-prescribed medications or illegal substances (marijuana, alcohol, etc.).
22. Eating or drinking on the bus.
23. Disrespect to the bus driver.
24. Give improper identification when requested by the driver.
25. Tampering with bus controls.
26. Failure to obey driver.
27. Failure to remain quiet at all railroad crossings.
28. Endangering life or limb or other people.
29. Other unauthorized or unsafe actions.

11.3 Bus Violations and Consequences

Riders who fail to comply with any of the above rules shall be reported to the school principal by means of a written Bus Citation. The school principal shall determine the severity of the misconduct and shall take action accordingly. In all instances of misconduct, the rider and his/her parent/guardian shall be given a written copy of the Citation indicating the nature of the violation and indicating the action taken by the site administrator. In the case of a severe violation or repeated offenses, the rider may be denied transportation for a period of time to be

determined by the principal, up to the remainder of the school year. Bus drivers shall not deny transportation except as directed in writing by the principal.

Minor Violations

1st Citation	Warning
2nd Citation	2-day loss of riding privilege
3rd Citation	2 week loss of riding privilege
4th Citation	6 week loss of riding privilege
5th Citation	Loss of riding privilege for year

Major Violations

1st Violation	2 week loss of riding privilege
2nd Violation	6 week loss of riding privilege
3rd Violation	Loss of riding privilege for year

11.4 Video Camera Surveillance

Each school bus is equipped with a video monitoring system. Video surveillance may occur on any school bus and that video recording may be used in student disciplinary proceedings. Students and staff shall not tamper nor interfere with video camera equipment on school buses. District personnel (not parents or students) will review video footage when necessary and report their findings to the appropriate parties.

12.0 FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students." Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons of great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- School officials with legitimate educational interest
- Other schools to which a student is transferring
- Specified officials for audit or evaluation purposes
- Appropriate parties in connection with financial aid to a student
- Organizations conducting certain studies for or on behalf of the school
- Accrediting organizations
- To comply with a judicial order or lawfully issued subpoena
- Appropriate officials in cases of health and safety emergencies
- State and local authorities, within a juvenile justice system, pursuant to specific State law

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student Handbook, or newspaper article) is left to the discretion of each school.

If you have additional questions about your rights as a parent, below is the link to the California Department of Education's website with helpful information for parents including the Parent's Rights Handbooks for English, History, Math & Science and the Parents' Legal rights of parents to participate in their children's education.

<http://www.cde.ca.gov/ls/pf/pf/>

For additional information or technical assistance, you may call (202) 260-3887 (voice).

Individuals that use the TDD may call the Information Relay Service at 1-800-877-8339, or you may contact us at the following address:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-59

13.0 UNIFORM COMPLAINT PROCEDURE and Scott Valley Unified School District and Scott Valley Junior High School Parent Involvement Policies

13.1 Annual Notification of the Uniform Complaint Procedures (UCP)

For students, employees, parents or guardians of its students, school and district advisory committees, appropriate private school officials or representatives, and other interested parties

The Scott Valley Unified School District has the primary responsibility to insure compliance with applicable state and federal laws and regulations and has established procedures to address allegations of unlawful discrimination and complaints alleging violation of state or federal laws governing educational programs.

The Scott Valley Unified School District shall investigate and seek to resolve complaints using policies and procedures known as the Uniform Complaint Procedures (UCP) adopted by our local board. Unlawful discrimination complaints may be based on actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity that receives or benefits from state financial assistance. The UCP shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in Adult Education, Consolidated Categorical Aid Programs, Career Technical and Technical Education and Child Care and Developmental Programs, Special Education Programs, and Federal Safety Planning Requirements.

Complaints must be filed in writing with the following compliance officer:

Name and/or Title of Compliance Officer: Micheline Miglis

Address: 11918 Main Street, Fort Jones, CA, 96032

Telephone Number: (530) 468-2727

Complaints alleging discrimination must be filed within six (6) months from the date the alleged discrimination occurred or the date the complainant first obtained knowledge of the facts of the alleged discrimination, unless the time for filing is extended by the superintendent or his or her designee.

Complaints will be investigated and a written Decision or report will be sent to the complainant within sixty (60) days from the receipt of the complaint. This sixty (60) day time period may be extended by written agreement of the complainant. The LEA person responsible for investigating the complaint shall conduct and complete the investigation in accordance with sections 4680-4687 and in accordance with local procedures adopted under section 4621.

The complainant has a right to appeal the LEA's Decision to the California Department of Education (CDE) by filing a written appeal within 15 days of receiving the LEA's Decision. The appeal must include a copy of the complaint filed with the LEA and a copy of the LEA's Decision.

Civil law remedies may be available under state or federal discrimination laws, if applicable. In appropriate cases, an appeal may be filed pursuant to Education Code Section 262.3. A complainant may pursue available civil law remedies outside of the LEA's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders.

A copy of the Scott Valley Unified School District's UCP policy and complaint procedures shall be available free of charge.

13.2 Scott Valley Unified School District Board Policy -- Parent Involvement

BP 6020 Instruction

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in district and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

(cf. 0420 - School Plans/Site Councils)

(cf. 0420.1 - School-Based Program Coordination)

(cf. 0420.5 - School-Based Decision Making)

(cf. 0520.1 - High Priority Schools Grant Program)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1230 - School-Connected Organizations)

(cf. 1240 - Volunteer Assistance)

(cf. 1250 - Visitors/Outsiders)

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

(cf. 0500 - Accountability)

Title I Schools

Each year the Superintendent or designee shall identify specific objectives of the district's parent involvement program for schools that receive Title I funding. He/she shall ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the parent involvement program. (Education Code 11503)

(cf. 6171 - Title I Programs)

The Superintendent or designee shall ensure that the district's parent involvement strategies are jointly developed with and agreed upon by parents/guardians of students participating in Title I programs. Those strategies shall establish expectations for parent involvement and describe how the district will carry out each activity listed in 20 USC 6318. (20 USC 6318)

The Superintendent or designee shall consult with parents/guardians of participating students in the planning and implementation of parent involvement programs, activities, and regulations. He/she also shall involve parents/guardians of participating students in decisions regarding how the district's Title I funds will be allotted for parent involvement activities. (20 USC 6318)

(cf. 3100 - Budget)

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent involvement policy in accordance with 20 USC 6318.

Non-Title I Schools

The Superintendent or designee shall develop and implement strategies applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502. (Education Code 11504)

Legal Reference:

EDUCATION CODE

11500-11506 Programs to encourage parent involvement

48985 Notices in languages other than English

51101 Parent rights and responsibilities

64001 Single plan for student achievement

LABOR CODE

230.8 Time off to visit child's school

UNITED STATES CODE, TITLE 20

6311 Parental notice of teacher qualifications and student achievement

6312 Local educational agency plan

6314 Schoolwide programs

6316 School improvement

6318 Parent involvement

CODE OF FEDERAL REGULATIONS, TITLE 28

35.104 Definitions, auxiliary aids and services

35.160 Communications

Management Resources:

CSBA PUBLICATIONS

Parent Involvement: Development of Effective and Legally Compliant Policies, Governance and Policy Services Policy Briefs, August 2006

STATE BOARD OF EDUCATION POLICIES

89-01 Parent Involvement in the Education of Their Children, rev. 1994

U.S. DEPARTMENT OF EDUCATION NON-REGULATORY GUIDANCE

Parental Involvement: Title I, Part A, April 23, 2004

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Family, School, Community Partnerships: <http://www.cde.ca.gov/ls/pf>

California Parent Center: <http://parent.sdsu.edu>

California State PTA: <http://www.capta.org>

National Coalition for Parent Involvement in Education: <http://www.ncpie.org>

National PTA: <http://www.pta.org>

No Child Left Behind: <http://www.ed.gov/nclb>

Parent Information and Resource Centers: <http://www.pirc-info.net>

Parents as Teachers National Center: <http://www.parentsasteachers.org>

U.S. Department of Education: <http://www.ed.gov>

Policy SCOTT VALLEY UNIFIED SCHOOL DISTRICT

adopted: January 21, 2009 Fort Jones, California

13.3 Scott Valley Junior High School Parental Involvement Policy

Part I: General Expectations

Scott Valley Junior High agrees to implement the following statutory requirements:

- The school will jointly develop with parents, distribute to parents of participating children, a School Parental

Involvement Policy that the school and parents of participating children agree on.

- The school will notify parents about the School Parental Involvement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents in a language the parents can understand.
- The school will make the School Parental Involvement Policy available to the local community.
- The school will periodically update the School Parental Involvement Policy to meet the changing needs of parents and the school
- The school will adopt the school's school-parent compact as a component of its School Parental Involvement Policy.
- The school agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring that parents play an integral role in assisting their child's learning;

b. that parents are encouraged to be actively involved in their child's education at school;

c. that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;

d. the carrying out of other activities, such as those described in section 1118 of the ESEA.

Part II: Description of How the School Will Implement Required School Parental Involvement Policy Components

1. **Scott Valley Junior High** will take the following actions to involve parents in the joint development and joint agreement of its School Parental Involvement Policy and its school-wide plan, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:

The following will be disseminated to parents for review through newsletters, informational meetings, back to school packets, advisory committees, and school site council:

- District Parental Involvement Policy;
- School Parental Involvement Policy;
- Student-Parent-School Compact;
- Parent Notices as they apply to the Title I, Part A Non-Regulatory Guidance.

2. **Scott Valley Junior High** will convene an annual meeting during the first quarter of the school year at a number of flexible and convenient times to inform parents of the following:

- That their child's school participates in Title I,
- About the requirements of Title I,
- Of their rights to be involved,
- About their school's participation in Title I.

3. **Scott Valley Junior High** will provide information about Title I programs to parents of participating children in a timely manner:

- Newsletters;
- School Site Council;
- Back to School Packets;

4. **Scott Valley Junior High** will provide parents of participating children a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, the proficiency levels students are expected to meet, and an opportunity for parents of participating children to

provide suggestions as practicably possible through:

- School Site Council Meetings;
- Parent-Teacher Conferences;
- School Board Meetings;
- IEP's (Individual Education Plan);
- SST (Student Study Teams);
- Needs Assessment Surveys;
- Title I Annual Meetings;
- On-line grades available to parents and students.

5. **Scott Valley Junior High** will submit to the district any parent comments if the school-wide plan under section (1114)(b)(2) is not satisfactory to parents of participating children. Submission of comments will be made to the Superintendent and parent will be notified by the district for conference.

Part III: Shared Responsibilities for High Student Academic Achievement

1. **Scott Valley Junior High** will build the schools' and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - Newsletters
 - Orientation Day
 - Parent-Teacher Conferences
 - School Site Council
 - Back to School Packets
2. **Scott Valley Junior High** will incorporate the school-parent-student compact as a component of its School Parental Involvement Policy and will be disseminated in the Back to School Packets at the beginning of every school year.
3. **Scott Valley Junior High** will, with the assistance of the district, provide assistance to parents of children served by the school in understanding topics such as the following:
 - The State's academic content standards;
 - The State's student academic achievement standards;
 - The State and Local Academic Assessments including alternate assessments;
 - The requirement of Title I;
 - How to monitor their child's progress, and
 - How to work with educators.
4. **Scott Valley Junior High** will, to the extent feasible and appropriate, ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parent of participating children in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language the parents can understand.



Athletic Handbook

Athletic Code of Conduct Handbook

At Scott Valley Jr. High, we strive to create an environment for athletics that is encouraging, competitive, and fundamentally based.

Please read the following document. It outlines expectations for coaches, student-athletes, and parents. It also explains our policies regarding grades, school and practice attendance, as well as game day travel to name a few.

If you have questions please contact the athletic director,.

Scott Valley Jr. High

SVJH Athletic Program Objectives:

The administration feels that S.V.J.H. is a fundamental developing ground for our student body in both academics and athletics. It is because of this philosophy that many of our policies and procedures are in place.

The SVJH coaching staff has five primary coaching **objectives** which are believed to be of equal importance across the sports.

1. Learn about the importance of teamwork and sportsmanship
2. To have fun and have the student-athletes develop a love for sports/physical activity.
3. Develop the skills necessary to be successful at this level and to prepare student-athletes for the next season.
4. Focus on finding positive ways to connect and build student-athletes whole personhood.
5. Provide a safe and healthy environment for every student-athlete on the team.

Coaching Staff Commitment

The coaching staff of Scott Valley Jr. High School is committed to:

1. I will be on time to practices and prepared with a practice plan every day.
2. I will communicate with players their strengths, weaknesses, and role on the team.
3. I will treat all players fairly.
4. I will model good sportsmanship in victory and defeat at all times.

PARENT EXPECTATIONS

1. I will get my child to school and practice every day.
2. I will be supportive of the coaching staff and the decisions they make.
3. I will model good sportsmanship in victory and defeat at all times.
4. I will never attempt to coach my child during a game.
5. **I WILL BE ON TIME TO PICK MY CHILD UP FROM PRACTICE AND CONTESTS** (No more than 10 minutes after the end of practice or game). A student may be removed from the team if a verbal warning has been given once and the student's ride continues to be late.

The parent(s), friends, or family spectators may NOT discuss any game-athlete related concern with a coach after a contest. They MUST wait 24 hours from the event's end and set up a meeting with the coach. IF this is not followed, it will result in the following disciplinary action: sport suspension, removal from the team, and/or banned from contests.

Student-Athlete Code of Conduct

ATTITUDE AND BEHAVIOR

<p>DURING PRACTICES</p> <ol style="list-style-type: none"> 1. Be on time and dressed appropriately. 2. Pay attention and follow the coach's directions. 3. Use no foul, vulgar or abusive language. 4. Clear all practice absences with your coach and/or athletic director ahead of time. 	<p>REGARDING YOUR ROLE ON THE TEAM</p> <ol style="list-style-type: none"> 1. It will be the coach's responsibility to communicate this information regarding each member's role on the team in private. 2. Each member should feel free to discuss with the coach in private, any questions or concerns they may have regarding their role on the team. 3. Each member is expected to place the team above himself/herself in order for the team to function as a cohesive unit.
<p>DURING CONTESTS</p> <ol style="list-style-type: none"> 1. Follow all appropriate rules of practice conduct listed above. 2. Display no disrespectful behavior towards referees. 3. Make no negative or other inappropriate comments to opponents before, during, or after meets. 4. Positively cheer on other members. 	<p>AS A MEMBER OF THE TEAM WHEN NOT COMPETING</p> <ol style="list-style-type: none"> 1. As a spectator, your actions should reflect positive support for all teams while they are competing. 2. Sit and watch the contest, be attentive and positive while your school team and others are competing. 3. Students are not permitted to use devices when spectating, unless given specific permission by the coach.
<p>APPEARANCE</p> <ol style="list-style-type: none"> 1. No jewelry will be worn in practice or games. 2. Hair must be out of the eyes, and in no way interfere with your ability to participate. 	<p><u>NOTE:</u> Violations of the conduct standards listed in the "Student's Code of Conduct" WILL RESULT IN DISCIPLINARY ACTION INCLUDING BUT NOT LIMITED TO SPORT SUSPENSION (GAME and/or PRACTICE) OR REMOVAL FROM THE TEAM as determined by the administrative team.</p>

SVJH Student Handbook Items:

It is understood that all provisions of the SVJH Athletic Policy (as stated in the student handbook) are to be followed. It should also be understood that the coach may add conduct standards to this code during the season as he/she may determine to be appropriate.

Athletic Attendance (as stated in SVJH Family/Student Handbook)

In order to participate in an athletic contest or practice, student-athletes **MUST**:

1. Be in school all day and FULLY participate in **every class until dismissed** to attend a game.
2. Be in school all day FULLY participate in **every class on Friday** if the game is on a Saturday.
3. Be in school all day FULLY participate in **every class the day prior** to an event, even if the team will be leaving for the event before school starts.
4. On the event day have no tardies in excess of 10 minutes to any class.
5. Athletes assigned suspension will not be allowed to practice or participate in contests on that date.

An athlete who misses five (5) days of practice or contests (regardless of the reason) may be removed from the team per administrative discretion.

Any exceptions to rule 1, 2, 3 or 4 above, require advanced clearance approval by the Principal or designee. Legitimate reasons that permit exceptions to rule 1, 2, 3 or 4 above are:

- Doctor Appointments (Medical, dentists, chiropractor etc.)
- Religious observances
- Bereavement
- Other: extraordinary circumstances as approved in advance by the Principal or designee

If there are extenuating emergency circumstances which make attendance impossible on a practice day or on the day of a meet, it is the athlete's responsibility to contact the principal or athletic director, in advance of the absence, and request permission to participate.

- Athletes who have late practice are required to attend the After-School Program until excused to attend practice.
- Athletes waiting for home contests or away contests may not leave campus. They are required to be on campus with the team and under the supervision of the coach and/or the After-School Program.

GRADE Eligibility

Athletic/Extracurricular Eligibility (as stated in SVJH Family/Student Handbook)

To participate in athletic and/or extracurricular activities, students must maintain an overall grade point average of 2.0 or better throughout the athletic season and/or extracurricular period with no F's.

There will be two grade checks within most seasons. See the *Grade Check Calendar*. If the athletes do not maintain a GPA of 2.0 with no F's, the athlete will NO longer be allowed to participate on the team.

Uniform Agreement

Below are the listed prices for all uniforms and equipment for each sport offered at S.V.J.H. If an assigned uniform or piece of equipment is damaged you will be charged the following cost to replace the uniform or piece of equipment.

A friendly reminder, ALL uniforms SHOULD NOT be dried in the dryer. Please hang dry to protect the lettering/numbering.

Sport	Equipment	Cost
X-Country	Jersey Top	30.00
	Jersey Short	30.00
Volleyball	Jersey Top	50.00
	Jersey Short	50.00
Basketball	Jersey Top	80.00
	Jersey Short	80.00
Wrestling	Shorts	20.00
	Jersey	40.00
	Headgear	50.00
	Shoes (if needed)	60.00
Track	Jersey Top	30.00
	Jersey Short	30.00

SVUSD Volunteer Guidelines

Thank you for your willingness to share your time, enthusiasm, and skills with our students. Your efforts, and the efforts of our many other volunteers, help to make our school the exceptional place that it is. While you are on campus, you are a role model for students. Even as a volunteer, your commitment needs to be professional. Please read through the SVUSD Volunteer Handbook prior to beginning your volunteer work. Please see the list below of things you should and should not do while volunteering. If you have any questions, please feel free to contact me. Thank you for participating directly in our fine school. You make the difference!

Working Together for the PANTHERS,
Ken Dysert

VOLUNTEER EXPECTATIONS AT SVUSD

ATTENDANCE/ABSENCE

If you are unable to volunteer at your assigned time, please call within 24 hours to the staff member you are scheduled to work with, or the school's office.

BATHROOMS

Use the "adults only" bathrooms. Student bathrooms are off-limits.

CELL PHONE ETIQUETTE AND RESTRICTIONS

Please put your cell phone on vibrate mode when working on campus. Cell phone ring tones and conversations are disruptive to the learning environment. Do not use your cell phone while driving in our parking lot or when transporting students.

CONFIDENTIALITY

All volunteers, no matter what job they perform, have an obligation to keep in confidence all information that pertains to the students and staff they assist. Breaching confidentiality can be hurtful to students, their families and SVUSD staff. A law established by the Family and Education Rights to Privacy Act (FERPA) protects a student's records. The SVUSD staff is responsible for confidential student information and records and may not share their content with volunteers. To help, below are some sample issues that can arise regarding confidentiality:

- Protect embarrassing personal information from disclosure
- Prevent the improper dissemination of information about children and families
- Protect personal security

- Protect family security
- Avoid prejudice or differential treatment

GENERAL GUIDELINES

Please:

1. Remember that the SVUSD staff have ultimate responsibility for rules, programs, students, staff and volunteers.
2. Follow the rules of the SVUSD site.
3. Be reliable. Please arrive on time and on schedule, and notify the SVUSD site in advance of any absences.
4. Sign in upon arrival and sign out at departure.
5. Notify the appropriate SVUSD school secretary of any changes in residency, employment or emergency contact information.
6. Be receptive to, and participate in orientation and training with the SVUSD staff as offered.
7. Remember you are a role model for students.
8. Only engage in age-appropriate physical contact with students such as handshakes, fist bumps and side hugs (no tickling, wrestling or children sitting in laps).
9. Maintain the highest standards of confidentiality and ethics.
10. Respect the confidential information of students, their families and staff.
11. Dress in a manner that is appropriate to the educational setting where the volunteer activity is taking place.
12. Be familiar with the fire, shelter in place, lock down, and disaster drill procedures at the SVUSD school site.

Volunteers supplement and support our student programs, and MAY NOT:

1. Be left alone with students.
2. Have visitors during their time on an SVUSD site.
3. Use, possess, or be under the influence of alcohol or illegal drugs and follow our office's tobacco-free policy and refrain from smoking or using tobacco products while on SVUSD property.
4. Release students to anyone (but will contact SVUSD staff if someone asks for a student).
5. Assign grades, be responsible for instructional objectives, lesson plans, curriculum or have access to student's records.
6. Give out nor accept money or personal information from students (telephone numbers, e-mail or home address).

7. Abuse children. This includes physical abuse (strike, spank, shake, slap, pull, push), verbal or mental abuse (humiliate, degrade, threaten, insult), sexual abuse. (inappropriate sexual touching or exposure), and neglect (withhold food, water, basic care, etc.).
8. Give any medication or first aid to a student, but notify a staff member immediately if a student is ill or injured.
9. Transport a student without proper and prior approval from parent and SVUSD staff.
10. Drive SVUSD vehicles, operate any power tools or equipment or use any hazardous chemicals other than common office equipment and general supplies such as cleanser and copier toner.
11. Use the student restroom areas unless specifically directed to do so by the SVUSD site staff.
12. Be in possession of SVUSD site keys, computer passwords, or utilize office equipment for personal use.
13. Share food with students (due to special meal requirements or allergies).
14. Photograph or videotape students.
15. Use cell phones (excluding emergencies) or the Internet for personal use while in the classroom.
16. Discipline students, counsel students or be present when students are being counselled.
17. Diagnose student needs, evaluate achievement or discuss their progress with anyone including parents.
18. Contact students outside of the school site hours.
19. Engage in unethical, illegal, immoral or unprofessional behaviors with students or staff.

FINGER PRINTING

All volunteers must be fingerprinted or have a current record of fingerprinting on file with the district office.

TB TEST

All volunteers must have a current TB test on file with the district office

SIGN IN/OUT TIME SHEETS/ VISITORS ON CAMPUS

Anyone entering the building must sign in and out, and also wear a volunteer badge at all times. Please document all volunteer hours by recording your hours in the book in the office at the front desk. It is very important to us to know who is on campus at all times. Volunteer badges help alert us to any strangers who might be on campus. All visitors on campus should have a designated purpose for their visit, and a designated role or responsibility. Visitors may not loiter on campus or the playground.

VISITING WITH OTHER VOLUNTEERS

Please refrain from visiting with other volunteers when in your child's classroom. Parents gathering to chat outside a classroom can also be disruptive.

YOUNGER SIBLINGS

Check with your child's teacher before bringing a younger sibling to class. We are committed to a quiet learning environment. Sibling participation in class during your volunteer hours will be left to individual teachers' discretion. However, your younger sibling must always be within your sight and must be your immediate concern. Note: Siblings may not accompany parents on field trips.

SCHOOL PROCEDURES YOU NEED TO KNOW:

- Fire Drill: Exit the nearest outside door that is not blocked.
- Emergency Drill: An announcement will come over intercom: "This is a lock down." "This is a code red lock down." Please go to a homeroom and follow the instruction of the classroom teacher, or evacuate the building.
- Dress Code: Dress as a positive role model for children. Our student dress code should guide you.

Scott Valley Junior High Behavior Matrix*

Incidental Violations (Non-referred/ Non-recorded)	Minor Referrals (Referred/ Recorded)	Major Referrals (Referred/ Recorded)
<ul style="list-style-type: none"> ● Running in hall or in crowded area ● Loud voices/ yelling ● Off-task behavior ● Disruptive sounds ● Out of seat ● Missing homework ● Not being prepared for class ● Disruptive ● Breaking cafeteria rules ● Breaking common area rules ● Inappropriate behavior in the restroom ● Inappropriate use of electronic device ● Tardy ● Hats/ hoods on in class ● Repeated behavior may become a minor referral ● Other: <p>★ Staff addresses the behavior using classroom management strategies and logical consequences. Student may need to check in with CARE staff.</p>	<ul style="list-style-type: none"> ● Lying ● Cheating/ plagiarism ● Indirect, inappropriate language/ gestures ● Inappropriate dress ● Minor disruption ● Minor disrespect ● Minor misuse of device ● Gum, food or drink in class ● Tardy (≥5) ● Possession of a pocket knife ● Repeated behavior may become a major referral offense ● Other: <p>★ Staff addresses behavior, completes referral form, parent contacted, administrator will assign logical consequence. Student will check in with CARE staff.</p>	<ul style="list-style-type: none"> ● Direct inappropriate language/ gestures ● Fighting/ physical aggression ● Harassment ● Overt defiance ● Major disruption ● Major disrespect ● Property destruction/ misuse ● Device misuse/ cyberbullying ● Theft ● Bullying ● Forgery ● Possession/Use/Sales/Furnishing Alcohol or a Controlled Substance ● Possession/ Use of tobacco (including vape devices) ● Brandishing a weapon/ knife ● Other: <p>★ Staff immediately sends student to office where administrator addresses the behavior, assigns consequence and follows up with parent and referring staff member. May complete referral or suspension form.</p>

Administration will use discretion and take all relevant information into account for each case.

SVJH Discipline Matrix

2023-2024 Guidelines for Student Behavior

DISCIPLINARY ACTIONS

Students who become involved in areas of problem behavior will be subject to certain disciplinary actions. Depending upon the behavior problem of the student, one or more of the following actions may be taken by school officials. The action taken will be according to Board Policies and State Law.

	<p>INFORMAL TALK - A school official (teacher, administrator or counselor) will talk with the student to discuss student behavior. The discussion will be recorded in the student discipline record. Multiple informal talks will result in a formal parent conference.</p>
	<p>DETENTION - Will be served at lunchtime in a designated room. Students <u>must</u> bring work with them (any student sent to the office for disciplinary reasons will receive an automatic detention unless otherwise noted in AERIES by the teacher).</p>
	<p>CONFERENCE - A formal conference is held between the student/parent and one or more school officials. During this conference, the student must agree to correct his/her behavior. A conference may result in an academic/behavior contract and/or involuntary alternate placement. All actions will be recorded in the student discipline record.</p>
	<p>SART/SARB - School Attendance Review Team/School Attendance Review Board</p>
	<p>REMOVAL FROM CLASSES - When a student is removed from one or more classes for disciplinary reasons, he/she remains in the office during these class periods. Consequences for removal from class: 1) one or more detentions 2) may include privileges suspended 3) may include removal from class for grading period (results in F for semester) 4) may include alternate placement. All actions will be recorded in the student discipline record.</p>
	<p>IN-SCHOOL RETENTION - A student may be assigned to an in-school suspension program at the discretion of a school official for offenses for which suspension is permitted.</p>
	<p>SUSPENSION - The student is informed that he/she is subject to suspension (5 days or less). The student is also informed regarding the due process procedure. The student's parent/guardian is notified that the student is subject to suspension. Notification to the parent/guardian must include clear instructions regarding the due process. Recorded in the student discipline record.</p>
	<p>INVOLUNTARY TRANSFER - A proposed involuntary transfer notice may be sent to the parent/guardian to initiate the transfer for the student to receive special behavioral and educational services. Parents/students have an opportunity to appeal per Board Policy.</p>
	<p>EXPULSION - The student is informed that he/she is subject to expulsion. The student is also informed regarding their due process. The student's parent/guardian is notified by certified letter that the student is subject to expulsion. Notification to the parent/guardian must include clear instructions regarding the due process. The school administration will recommend to the Board of Education that the student be expelled. Board will take action. Recorded in the student discipline record.</p>
	<p>COMMUNITY SERVICE PROGRAM - Students that are suspended or have their expulsion stayed may be allowed to maintain their attendance at School while entering a mutually agreed upon Community Service program. If the student violates the written contract, he/she is automatically suspended/expelled.</p>

Behavior	Actions to be taken (actions are recorded in the student discipline record)		
	1st Offense	2nd Offense	3rd Offense
Unauthorized use of any Electronic Devices (such as computer, cell phone, MP3 player, iPod, earbuds, headphones, and camera)	<ul style="list-style-type: none"> Loss of property for the day 	<ul style="list-style-type: none"> Loss of property until parent picks up 	<ul style="list-style-type: none"> Parent must pick up property Student will not be allowed to bring device to school for remainder of the year
Unauthorized use of an Electronic Device (computer, cell phone, camera, iPod) in a restroom or locker room	<ul style="list-style-type: none"> Loss of property until parent picks up Lunch Restriction 	<ul style="list-style-type: none"> 1-3 days Suspension Loss of property for the remainder of the school year Parent conference 	<ul style="list-style-type: none"> 3-5 days Suspension Parent Conference Behavior contract
Dress Code Violation Policy posted in classrooms	<ul style="list-style-type: none"> Warning Change of clothes 	<ul style="list-style-type: none"> Parent notified Lunch Restriction 	<ul style="list-style-type: none"> Parent conference 1 day Behavior Intervention Behavior contract
Defiance of Authority or Safety Rules Willfully refusing to do what someone in (valid) authority: supervisors, teachers, or administrator, tells you to do.	<ul style="list-style-type: none"> Detention- Unless otherwise noted in Aeries by the teacher Notify parent 	<ul style="list-style-type: none"> 1-3 days Behavior Intervention Suspension Parent conference 	<ul style="list-style-type: none"> 3-5 days Behavior Intervention or Suspension Parent may be required to follow student at school Parent conference Behavior contract
Disruption of Classroom Routine Willfully acting in a manner that disrupts the learning environment of others.	<ul style="list-style-type: none"> Detention- Any student sent to the office for disciplinary reasons will receive an automatic detention Notify parent 	<ul style="list-style-type: none"> 1-3 days Behavior Intervention Parent conference Behavior Contract 	<ul style="list-style-type: none"> 3-5 days Behavior Intervention or Suspension Parent may be required to follow student at school Parent conference Behavior contract
Public Display of Affection	<ul style="list-style-type: none"> Student warning 	<ul style="list-style-type: none"> Notify parent Detention 	<ul style="list-style-type: none"> Parent conference 1-3 day Behavior Intervention Parent may be required to follow student at school Behavior contract

Behavior	1 st Offense	2 nd Offense	3 rd Offense
Forgery, Lying, Misrepresentation, Cheating, Academic Dishonesty, Plagiarism**	<ul style="list-style-type: none"> • Parent notification • 1 day lunch detention • "0" score assigned, no make-up 	<ul style="list-style-type: none"> • Parent Notification • 1 day Behavior Intervention • "0" score assigned, no make-up • Parent conference 	<p>3rd Offense:</p> <ul style="list-style-type: none"> • 1-3 day Suspension • "0" score assigned, no make-up <p>4th Offense:</p> <ul style="list-style-type: none"> • 3-5 days Suspension • "0" score assigned, no make-up • Academic/behavior contract
Misconduct on a bicycle, skateboard, scooter, or other means of transportation, on or about campus	<ul style="list-style-type: none"> • Warning • Notify parent 	<ul style="list-style-type: none"> • Lose privilege of storing item for two weeks 	<ul style="list-style-type: none"> • Lose privilege of storing item for remainder of school year • Notify law enforcement
<p>Tardiness: Tardies are cumulative, school wide, across all classes, each quarter.</p> <p>*Note: Student may lose their Student in Good Standing status</p>	<p>5th Tardy</p> <ul style="list-style-type: none"> • Detention • Policy mailed home to parents • Policy given to student 	<p>10th Tardy</p> <ul style="list-style-type: none"> • 1 day Behavior Intervention • Parent meeting with counselor • Academic/behavior contract, possible involuntary transfer • Refer to SART 	<p>15th Tardy</p> <ul style="list-style-type: none"> • Continue SARB process
Truancy	<ul style="list-style-type: none"> • Detention issued for class cut • After the 3rd truancy, student will be entered into the SARB process and parents will be sent the 1st SART notice. 	<ul style="list-style-type: none"> • The next truant after the previous offense will result in the 2nd SARB notice being sent to parents, as well as communication with the truancy officer, and a scheduled SART hearing. 	<ul style="list-style-type: none"> • Subsequent truanancies will result in the 3rd SARB letter being sent to parents requesting their presence at a SARB hearing with the SARB board.
<p>Profanity/Obscenity** (Committed an obscene act or engaged in habitual profanity or vulgarity.)</p>	<ul style="list-style-type: none"> • Notify Parent • Lunch restriction or Behavior Intervention 	<ul style="list-style-type: none"> • 2-5 days Suspension • Parent may be required to follow student at school • Parent conference 	<ul style="list-style-type: none"> • 5 days Suspension • Parent conference • Behavior contract

Behavior	1 st Offense	2 nd Offense	3 rd Offense
<p>Profanity/Obscenity directed at another person (student, staff or guest)** (Committed an obscene act or engaged in habitual profanity or vulgarity.)</p>	<ul style="list-style-type: none"> • 1-3 days Behavior Intervention or Suspension • Parent conference 	<ul style="list-style-type: none"> • 3-5 days Suspension • Parent may be required to follow student at school • Parent conference • Behavior contract 	<ul style="list-style-type: none"> • 5 days Suspension • Parent conference • Notify law enforcement • Expulsion recommendation
<p>*Theft** School property or personal property on school grounds</p>	<ul style="list-style-type: none"> • 1-3 days Behavior Intervention • Notification of law enforcement • Parent conference • Counseling if available 	<ul style="list-style-type: none"> • 3-5 days Suspension • Notification of law enforcement • Parent conference • Possible Expulsion recommendation 	<ul style="list-style-type: none"> • 5 days Suspension • Expulsion recommendation • Notification of law enforcement.
<p>Under the Influence of Alcohol/Controlled Substance</p>	<ul style="list-style-type: none"> • 5 days Suspension • Notification of law enforcement • Parent conference • Counseling if available • Behavioral Health referral 	<ul style="list-style-type: none"> • Notification of law enforcement. • 5 days Suspension • Expulsion recommendation 	
<p>*Possession of knife or other dangerous object**(+) (Threatening someone with or brandishing a knife or other dangerous object automatically goes to 3rd offense consequences.)</p>	<ul style="list-style-type: none"> • Confiscate property • Parent notification and retrieval of object • Notification of law enforcement • Detention or 1-3 days Suspension 	<ul style="list-style-type: none"> • Confiscate property • Parent notification and retrieval of object • 3-5 days Suspension 	<ul style="list-style-type: none"> • Confiscate property • Parent notification and retrieval of object • 5 days Suspension • Notify law enforcement • Expulsion recommendation
<p>Hate Crimes, Gang Affiliation/Tagging:** Behaviors or statements that degrade on the basis of race, ethnicity, culture, heritage, gender, sexual orientation, physical attributes, religious beliefs or practices. (Includes Electronic/Social Media)</p>	<ul style="list-style-type: none"> • Parent conference • Written Assignment • 1-3 days Behavior Intervention or Suspension 	<ul style="list-style-type: none"> • Parent notification • Contact law enforcement • 3-5 days Suspension • Behavior Contract 	<ul style="list-style-type: none"> • Parent notification • 5 days Suspension • Contact law enforcement • Expulsion recommendation

Behavior	1 st Offense	2 nd Offense	3 rd Offense
<p>Harassment: Hazing, Sexual, Bullying, Cyber-Bullying, and/ or Threatening** Actions reported, impacting the educational process of a student, inclusive of Electronic/ Social Media (E.C. 48900a).</p>	<ul style="list-style-type: none"> • Parent conference • Written Assignment • 1-3 days Behavior Intervention or Suspension • Behavior contract 	<ul style="list-style-type: none"> • Parent conference • 3-5 days Suspension • Parent may be required to follow student at school 	<ul style="list-style-type: none"> • 5 days Suspension • Expulsion recommendation
<p>Fighting** Any physical confrontation involving students. Inclusive of students recording, antagonizing or other means of supporting the incident in any way.</p>	<ul style="list-style-type: none"> • 1-5 days Behavior Intervention or Suspension • Counseling • Parent notification • May notify law enforcement 	<ul style="list-style-type: none"> • 3-5 days Suspension • Parent may be required to follow student at school • Counseling • May notify law enforcement • Behavior contract 	<ul style="list-style-type: none"> • 5 days Suspension • Expulsion recommendation • Notification of law enforcement
<p>*Assault/Battery** Physical attack of one person, or of a group of persons, upon another person. Verbal assault is the threat of physical attack.</p>	<ul style="list-style-type: none"> • 1-5 days Suspension • Parent notification • May notify law enforcement 	<ul style="list-style-type: none"> • 5 days Suspension • Notification of law enforcement • Parent conference • Counseling 	<ul style="list-style-type: none"> • 5 days Suspension • Notification of law enforcement • Parent notification • Expulsion recommendation
<p>Destroy and/or Deface Property** School property or personal property on school grounds. School property means anything belonging to the school; such as desks, books, tables, walls, or floors (E.C. 48900f).**</p>	<ul style="list-style-type: none"> • Parent conference • 1-3 days Suspension • Repair and restitution • May notify law enforcement • Community Service 	<ul style="list-style-type: none"> • 5 days Suspension • Parent conference • Notification of law enforcement • Repair and restitution 	<ul style="list-style-type: none"> • 5 days Suspension • Parent conference • Repair and restitution • Notification of law enforcement • Expulsion recommendation

Behavior	1 st Offense	2 nd Offense	3 rd Offense
Possession of Drug Paraphernalia 48900 (e) (j)** Possessed or unlawfully offered, arranged or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.	<ul style="list-style-type: none"> • Parent conference • 3 days Suspension • Notification of law enforcement • Behavioral Health referral 	<ul style="list-style-type: none"> • 5 days Suspension • Parent conference • Notification of law enforcement • Expulsion recommendation 	<ul style="list-style-type: none"> • 5 days Suspension • Parent conference • Notification of law enforcement • Expulsion recommendation
	1 st Offense	2 nd Offense	
*Sales/Possession/Use of Controlled Substances, Alcohol, Tobacco, Nicotine or Look-A-Likes** Transferring controlled substances to another, holding in/on person/personal belongings/clothing, being caught in the act of consuming controlled substance.	<ul style="list-style-type: none"> • Notification of law enforcement • Notify Parent • 1-3 days Suspension • Behavioral Health referral 	<ul style="list-style-type: none"> • Notification of law enforcement • Parent notification • 5 days Suspension • Expulsion recommendation 	
*Arson, bomb Threat, False Fire Alarm, Possession and/or Furnishing Firearm**	<ul style="list-style-type: none"> • Notification of law enforcement • Parent notification • 5 days Suspension • Expulsion recommendation 		

***Expulsion may occur on first offense.**

****Offenses are cumulative throughout school career.**

DANGEROUS OBJECTS (+) - Such as but not limited to knife with blade longer than 2.5 inches, any locking blade knife, switchblade knife, razor with unguarded blade, dirk, dagger, taser, stun gun, nun chuck, any explosive device or materials, tear gas, pepper gas, drug paraphernalia, imitation firearm, laser pointer or any other objects deemed to be a danger to the safety of the students or staff of the school.

YOUR RIGHTS - DUE PROCESS Suspensions and Expulsions - The school principal or designee has the right to suspend a student for a period up to five days. In cases of this type, an informal hearing between the principal, student and other appropriate persons will be conducted, if possible. After the hearing is completed, the principal/designee will decide if a suspension is necessary. Parents will be notified. A written notice will be sent home.

The school principal has the right to recommend to the district superintendent that a student should be expelled. In cases of this type, a hearing will be conducted at the school district central office before the Board hearing.

When a student has violated a school rule or is subject to a suspension, involuntary transfer or expulsion, the student and his/her parents/ guardians will be formally notified. Part of the notification process will include instructions regarding the due process procedure.

APPEAL - The student or the student's parent(s)/guardian have the right to appeal the suspension or expulsion. An appeal for a formal hearing at the District, must be made within 10 business days after notice has been received regarding a potential suspension or transfer or expulsion.

CLASSROOM SUSPENSION - A teacher may suspend a student from class for the remainder of the day and the following day from that class period for any of the acts specified in Education Code 48900 or for disruption or willful defiance at any grade level, including grades K-8. (Education Code 48910)

When suspending a student from class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. As soon as possible after the teacher decides to suspend the student, the teacher shall ask the student's parent/ guardian to attend a parent-teacher conference regarding the suspension.

A student suspended from class shall not be placed in another regular class during the period of suspension. However, a student assigned to more than one class per day may continue to attend other regular classes except those held at the same time as the class from which the student was suspended. (Education Code 48910)

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

CALIFORNIA EDUCATION CODE FOR STUDENT DISCIPLINE

Students who display inappropriate behavior may be subject to suspension as outlined in the California State Education Code 48900 and 48915. A student may be suspended or expelled for acts which are related to school activity or attendance while on the school grounds, while going to or coming from school, during the lunch period whether on or off campus, and during or while going to or coming from a school sponsored activity.

EDUCATION CODE, SECTION 48900:

A student who has committed the following acts is subject to discipline by suspension or expulsion:

- (a)(1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (a)(2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any such object, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k)
 - (1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
 - (2) Except as provided in Section 48910, a pupil enrolled in Kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the acts enumerated in this subdivision, and this subdivision shall not constitute grounds for a pupil enrolled in Kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph shall become inoperative on July 1, 2018, unless a later enacted statute that becomes operative before July 1, 2018, deletes or extends that date.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261,266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization of body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-

sanctioned events.

- (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
- (1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
 - (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
 - (B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
 - (C) Causing a reasonable pupil to experience substantial interference with his or her academic performance.
 - (D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.
 - (2)
 - (A) "Electronic act" means the transmission, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication.
 - (i) A message, text, sound, or image.
 - (ii) A post on a social network Internet Web site including, but not limited to:
 - (I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph. (1).
 - (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
 - (B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.
 - (3) "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.
- (s) A pupil may not be suspended or expelled for any of the acts enumerated unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following:
- (1) While on school grounds.
 - (2) While going to or coming from school.
 - (3) During the lunch period whether on or off the campus.
 - (4) During, or while going to or coming from, a school sponsored activity.
- (t) A pupil who aids or abets, as defined in Sec. 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may suffer suspension, but not expulsion, pursuant to the provisions of this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily

injury shall be subject to discipline pursuant to subdivision (a).

EDUCATION CODE 48900.2: SEXUAL HARASSMENT:

In addition to the reasons specified in Section 48900, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5.

For the purpose of this chapter, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive education environment. This section shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive. (Add. Stats. 1992, Ch. 909).

EDUCATION CODE 48900.3: HATE VIOLENCE:

In addition to the reasons specified in Sections 48900 and 48900.2 a pupil in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of, hate violence.

EDUCATION CODE 48900.4: HARASSMENT, THREATS, OR INTIMIDATION:

In addition to the grounds specified in Sections 48900 and 48900.2, a pupil enrolled in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class-work, creating an intimidating or hostile educational environment.

A pupil may not be suspended or expelled for any of the acts enumerated unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or expelled for acts which are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following:

- (1) While on school grounds.
- (2) While going to or coming from school.
- (3) During lunch period whether on or off the campus.
- (4) During, or while going to or coming from, a school sponsored activity.

It is the intent of the Legislature that alternatives to suspensions or expulsion be imposed against any pupil who is truant, tardy, or otherwise absent from school activities.

EDUCATION CODE 48900.5: REQUIRED OTHER MEANS OF CORRECTION/EXCEPTIONS:

“At the very minimum...students who are threatened with removal from school, depriving them of the fundamental right to a publicly financed education, are entitled to notice of the grounds for the removal and an opportunity to be heard.”
(Goss v. Lopez)

Suspension, including supervised suspension as described in Section 48911.1, shall be imposed only when other means of correction fail to bring about proper conduct. A school district may document the other means of correction used and place the documentation in the pupil's record, which may be accessed pursuant to Section 49069. However, a pupil, including an individual with exceptional needs, as defined in Section 560026, may be suspended, subject to Section 1415 of Title 20 of the United States code, for any of the reasons enumerated in Section 48900 upon a first offense, if the principal or superintendent of schools determines that the pupil violated subdivision (a), (b), (c), (d), or (e) of section 48900 or that the pupil's presence causes a danger to persons.

- (b) Other means of correction include, but are not limited to, the following:
 - (1) A conference between school personnel, the pupil's parent or guardian, and the pupil.
 - (2) Referrals to the school counselor, psychologist, social worker, child welfare attendance personnel, or other school support service personnel for case management and counseling.
 - (3) Study teams, guidance teams, resource panel teams, or other intervention-related teams that assess the behavior, and develop and implement individualized plans to address the behavior in partnership with the

- pupil and his or her parents.
- (4) Referral for a comprehensive psychosocial or psycho educational assessment, including for purposes of creating an individualized education program, or a plan adopted pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794(a)).
 - (5) Enrollment in a program for teaching prosocial behavior or anger management.
 - (6) Participation in a restorative justice program.
 - (7) A positive behavior support approach with tiered interventions that occur during the school day on campus.
 - (8) After-school programs that address specific behavioral issues or expose pupils to positive activities and behaviors, including, but not limited to, those operated in collaboration with local parent and community groups.
 - (9) Any of the alternatives described in Section 48900.6. (Amend. Stats. 2012, Ch. 425)

EDUCATION CODE 48900.6: DISCIPLINARY ACTION/COMMUNITY SERVICE:

Instead of disciplinary action prescribed by this article, the principal of a school, the principal's designee, or the superintendent of schools, or the governing board, may require a pupil to perform community service on school grounds during non-school hours. For the purposes of this section "community service" may include, but is not limited to, work performed on school grounds in the areas of outdoor beautification, campus betterment, and teacher or peer assistance programs. This section shall not apply to instance where suspension or expulsion is required by this article. (Add. Stats. 1995, Ch. 972).

EDUCATION CODE 48900.7: SUSPENSION OR EXPULSION FOR TERRORISTIC THREATS:

- (a) In addition to the reasons specified in Sections 48900, 48900.2, 48900.3, and 48900.4, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both.
- (b) For the purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family. (Add. Stats. 1997, Ch. 405)

EDUCATION CODE 48900.8: SUSPENSION, EXPULSION, PARENT NOTIFICATION AND STATE DEPARTMENT OF EDUCATION REPORT:

For purposes of notification to parents, and for the reporting of expulsion or suspension offenses to the State Department of Education, each school district shall specifically identify, by offense committed, in all appropriate official records of a pupil each suspension or expulsion of that pupil for the commission of any of the offenses set forth in subdivisions (a) to (o), inclusive, of subdivision (a) of, or paragraphs (1) to (4), inclusive of subdivision (c) of, Section 48915. (Add Stats. 1997, Ch637).

EDUCATION CODE SECTION 48915:

- (a) **Mandatory Recommendations, Permissive Expulsions:** Except as provided in subdivisions (c) and (e) the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent finds that expulsion is inappropriate, due to the particular circumstances or that an alternative means of correction would address the conduct.

- (1)(A) Causing serious physical injury to another person, except in self-defense.

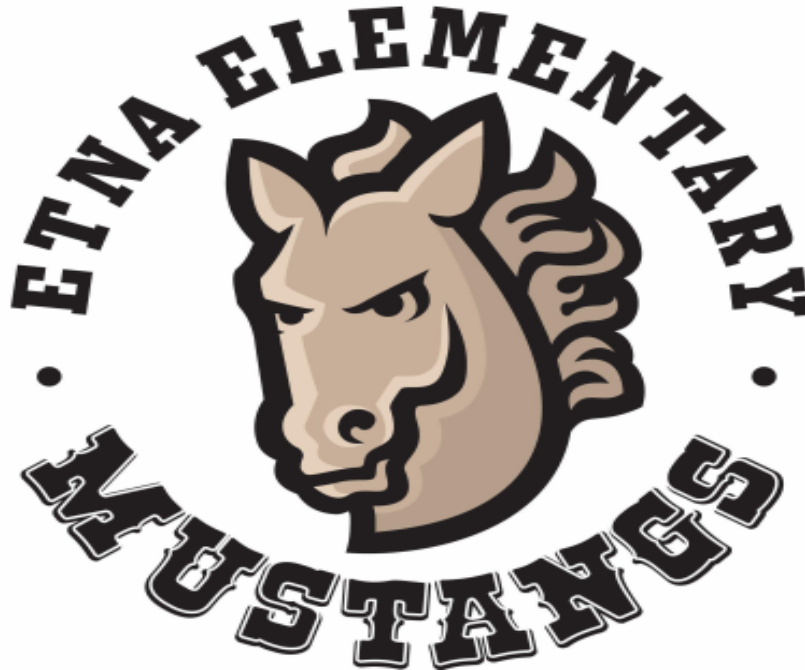
Penal Code 243 - Serious Bodily Injury, Definition – Partial Quotation

(f)(4) "Serious bodily injury" means a serious impairment of physical condition including, but not limited to, the following: loss of consciousness; concussion; bone fracture; protracted loss of impairment of function of any bodily member or organ; a wound requiring extensive suturing; and serious disfigurement.

- (1)(B) Possession of any knife or other dangerous object of no reasonable use to the pupil.
- (1)(C) Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053 of Division 10 of the Health and Safety Code, except for either of the following:
 - (i) The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
 - (ii) The possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.
- (1)(D) Robbery or extortion.
- (1)(E) Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.
- (b) **Dual finding required for 48915(a) and 48900(a), (b), (c), (d) and (e):** Upon recommendation by the principal, superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board may order a pupil expelled upon finding that the pupil committed an act listed in subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of section 48900. A decision to expel shall be based on a finding of one or both of the following:
 - (1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
 - (2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.
- (c) **Mandatory Expulsions (one year from date of expulsion):** Principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds:
 - (1) Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a fire arm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district.
 - (2) Brandishing a knife at another person. As used in this section, “knife” means any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade longer than 3 ½ inches, a folding knife with a blade (any size) that locks into place, or a razor with an unguarded blade.
 - (3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code. (any amount)
 - (4) 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.
 - (5) Possession of an explosive.

Etna Elementary School

Parent/Family/Student Handbook



2023 - 2024

Principal
Jim Pindell
jpindell@svusd.us

Secretary
Tammy Dean
tdean@svusd.us

220 Collier Way
Etna, California 96027
(530) 467-3320

www.svusd.us

Welcome to Etna Elementary School
Our Vision:

The Vision of Etna Elementary School is to engage students in high quality learning experiences that will encourage them to achieve their full potential and become responsible students, citizens, and future members of our community.



Office Hours and Contact Information

8:00am to 3:30pm Monday – Friday

Phone: (530) 467-3320

Fax: (530) 467-3465

www.svusd.us

Principal

Jim Pindell

School Secretary

Tammy Dean

School Colors and Mascot

Our school colors are red, white, and black. Our school mascot is the Mustang. Each Monday is **Mustang Monday**, and all students and staff are encouraged to wear school colors.

Scott Valley Unified School District

Mission: "To ensure high levels of learning for all students"

Superintendent

Micheline G. Miglis

Scott Valley Unified Board of Trustees

Brandon Fawaz,

President

Jen Thackeray, Clerk

Jason Finley

Jim Harris

Sandy Hogge

District Office

11918 Main Street, PO Box 687

Fort Jones, CA 96032

Superintendent: Micheline Miglis

Phone: (530) 468-2727

Email: mmiglis@svusd.us

Etna Elementary School

220 Collier Way

Etna, CA 96027

Principal: Jim Pindell

Phone: (530) 467-3320

Email: jpindell@svusd.us

Alyssa Burrone - 3rd Grade
aborrone@svusd.us
Barb Thackeray - 3rd Grade
bthackeray@svusd.us
Debbie Hymas 4th Grade
dhymas@svusd.u
Ella Early - 4th Grade
eearly@svusd.us
Danielle Eastlick - 5th Grade
deastlick@svusd.
Mike Thomas - Resource Specialist
michael.thomas@siskiyoucoe.net
(Open) - Opportunity Class

Classified Staff

Chastity Adams- Student Services Specialist
cadams@svusd.us
Chrystal Ash - Maintenance/custodial
Gil Calleja - Maintenance/custodial
Holly Cousineau - SAFE Coordinator
hcousineau@svusd.us
Tssiuvvi Dewey - Title VI
tdewey@svusd.us
Chelsea Fonseca - Paraprofessional
Deena Hahn - Paraprofessional
Laurie Sweezy - Paraprofessional
Tawney Campbell - Paraprofessional
Bridgette Gomes- Paraprofessional
Open-Title 1 Paraprofessional
Pat Lytken - Food Service Worker
Emi Loogman - RSP/ Paraprofessional
Irene Martin - Librarian
Alexis McDonald – Science Instructor
amedonald@svusd.us
Abbey Nelson - SAFE Assistant
Kristy Sweezy - Food Service Worker

Etna High School
400 Howell Avenue
Etna, CA 96027
Principal: Joy Isbell
Phone: (530) 467-3244
Email: jisbell@svusd.us

Fort Jones Elementary School
11501 Mathews Street
Fort Jones, CA 96032
Principal: Raylene Lang
Phone: (530) 468-2412
Email: rlang@svusd.us

Scott Valley Junior High School
237 Butte Street
Fort Jones, CA 96032
Principal: Ken Dysert
Phone: (530) 468-5565
Email: tpiersall@svusd.us

Scott River High School
450 Campus Way
Etna, CA 96027
Principal: Joy Isbell
Phone: (530) 467-5279
Email: bmoyles@svusdi.us

County and SELPA Office Staff
Diana Barden- School Nurse
Debbie Pindell -Speech Pathologist
Mary Goss- Special Day Teacher
Caitlin Chappelle - Special Day Paraprofessional
Katie Quinn- School Psychologist

School Expectations:

Be Safe
Be Respectful
Be Responsible

School Schedule

7:40-8:15 Morning Supervision
7:55-8:15 Breakfast
8:20 Instruction Begins
9:55-10:15 Morning Recess
11:55-12:35 K-5 Lunch and Recess
2:50 Dismissal
2:50--5:30 SAFE

Friday Early Release day

7:30-8:17 Morning Supervision
7:55 Breakfast
8:20 Instruction Begins
9:55-10:15 Morning Recess
11:30-12:10 Lunch/Recess
1:35 Dismissal
1:35-5:30 SAFE

Arrival at School

Student drop off will be at the back of the school at the Diggles St. entrance. Students drop backpacks on the dots and play on the playground until 8:17 am. At 8:17 am, they will line up, say the pledge of allegiance, and go to class. Instruction begins at 8:20 am. Supervision begins on the yard for grades 3-5 at 7:40 am with breakfast being served at 7:40 am.

Attendance and Tardies

Consistent attendance is essential to your child's educational progress. Frequent absences and habitual tardiness disrupt not only your child's daily program, but it can interrupt the learning of others. Please plan vacations during school breaks and doctor appointments in the afternoon so your child can start their day in school. Each student is only excused for three illness days; all other absences are considered unexcused.

The beginning of the school day is an important part of your child's day and sets the educational stage for the rest of the day. Being on time to school develops an important habit and builds responsibility.

California State Education Code requires parents of children from ages six to eighteen to send their children to school. The only valid reasons that students may be excused from school attendance include the following:

- Personal illness
- Observing a religious holiday
- Court appearance
- Attending a funeral

A "Student in Good Standing" is as follows:

- No outstanding debts
- School work completed
- All enrollment paperwork completed and turned in
- Consistently displaying safe, respectful, and responsible behaviors during the regular school day, on the bus, and in SAFE
- For non-academic field trips, activities and intramural sports exhibits, no failing grades are required for participation. Students who have been suspended on the week including a field trip, will not participate. Zap

cards issued the day before or the day of the field trip may also result in loss of privilege to participate in the field trip.

Attendance for Extra Curricular Activities

In order to participate in an after-school or during-school extra-curricular activity, students must do the following. ● Be in school on time, all day, until dismissed to attend the activity.

- Be in school all day on Friday if the activity is on a Saturday.
- Be in school all day the day prior to the activity if the student will be leaving for the activity before school starts the next day.

Extra Curricular activities shall include but not be limited to intramural sports, theater arts and music performances not assigned as part of class assignments, and walking field trips

Bus Transportation Safety Plan

Sec. 22112 of the Vehicle Code, effective October 5, 1999: Not all designated bus stops are red-light stops. However, whenever a bus displays flashing red lights, all traffic in both directions of the bus must stop until the red lights are turned off. Violators will be reported to the California Highway Patrol.

Loading and Unloading Students

The driver of a school bus shall operate warning lights and signs at all school bus stops and at all times when the school bus is stopped for the purpose of loading or unloading students. This is done regardless of whether the students must cross the highway or a private road.

In addition, the driver shall escort students in grades 3-5 who must cross a highway, roadway or private road. If the bus travels in both directions on the same road, the child shall remain on the bus so that he/she can depart on the correct side of the road.

The driver shall stop to load/unload students only at a school bus stop designated for students by the school district. A student may not depart the bus at any stop other than his/her own unless he/she has a note that has been authorized by the school office. A TK/K student may not be released from the bus without an adult present at the bus stop. Parents are annually notified of departure and arrival times. Students who arrive late for district transportation are the responsibility of the parent for transportation to the correct campus.

Regulations Governing Pupils Riding School Buses

Dear Parent or Guardian:

The Scott Valley Unified School District Governing Board has adopted rules and regulations to assist students in understanding their responsibilities while riding buses of the school district. These rules will assure safe and proper travel to and from school and are to be observed while riding the bus and waiting at school bus stops. The following list of student actions constitute violations of the established rules and regulations.

1. Abusive body contact, (slapping, hitting, poking, shoving, pulling hair, etc.) in or when loading or unloading the bus.
2. Fighting on the bus or at the bus stop.
3. Weapons (pocket knife, gun, arrows, decorative swords, etc.) are not allowed.
4. Using for purposes other than the student's regularly designated bus stop (this will be permissible only if parent note or authorization from the office is presented to the driver and the bus is not overloaded).

5. Using profane language or obscene gestures.
6. Unauthorized exits (from emergency doors and windows).
7. Putting any part of the body out of the windows at any time.
8. Not wearing a seat belt if the bus is so equipped.
9. Any movement OUT of seats while the bus is in motion.
10. Cell phones, tablets, laptops are to be stowed out of sight at all times while on the bus. No audible sounds are to be heard from the devices. Students may listen to their device using headphones only, and may not share earbuds or headphones with others.
11. Riding the bus after receiving no ride penalty.
12. Legs, feet and objects obstructing the aisles or facing to the rear in seats while the bus is in motion.
13. Creating excessive noise.
14. Any improper bus stop procedures (for example, not lining up, rock throwing, playing in streets, any property damage at the bus stop).
15. Unauthorized opening, closing or tampering of any kind with bus doors, windows or emergency exits.
16. Any type of damage or defacing the bus.
17. Lighting of matches, cigarettes, smoking or vaping on the bus.
18. Throwing any objects in, out of, or at the bus.
19. Littering of any kind.
20. Transporting live animals, reptiles, or insects on bus, or in keeping with Article 14277 of the Official State Regulations and laws relating to pupil transporting in California I.E. any article that, in the opinion of the bus driver, could be considered hazardous.
21. Carrying any non-prescribed medications or illegal substances (marijuana, alcohol, etc.).
22. Eating or drinking on the bus.
23. Disrespect to the bus driver.
24. Giving improper identification when requested by the driver.
25. . Tampering with bus controls.
26. Failure to obey the driver.
27. Failure to remain quiet at all railroad crossings.
28. Endangering life or limb of other people.
29. Other unauthorized or unsafe actions.

California Administrative Code Title 5; Section 14263 (Authority Of Bus Driver) (a) Pupils transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver, shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus en route between home and school or other destinations. (b) Board of Trustees shall adopt rules and regulations to enforce this section. The regulations shall include, but not be limited to, specific administrative procedures relating to suspension of riding privileges and shall be made available to parents, pupils, teachers, and other interested parties.

SVUSD July 1, 2022

Bus Options

Students have an additional busing opportunity through the SAFE programs. This bus route runs after school between Elementary sites. The late bus requires an adult to be visible to release any TK-1 grade student. Because this bus runs after hours, if someone is not visible for a TK-1 grade student, the bus driver will call administration or the local police, because the campus is closed at this time. Failure to pick up your student at the proper time will result in suspension from the late bus.

Bus Violations

When a bus rider is guilty of misconduct, they will be reported to the school principal. The consequence for bus violations is as follows:

Minor Violations

- 1st Citation: Warning or possible bus riding suspension
- 2nd Citation: 3-day bus riding suspension
- 3rd Citation: 2-week bus riding suspension
- 4th Citation: Balance of year bus riding suspension

- **Immediate suspension for threatened or actual bodily harm.**
- **Incidents of a serious nature may result in immediate suspension from bus privileges.**
- **Students who have lost bus riding privileges are not allowed to ride on field trips or athletic events.**
- **Students suspended from riding the bus must continue to attend school. It is the responsibility of the parent or guardian to ensure that the student attends school.**

Child Abuse

All school employees are required by law to report suspected and known child abuse to Child Protective Services.

Rules of Student Conduct

Students, parents and staff members are all expected to be **Safe**, be **Respectful** and be **Responsible**.

- Chewing of gum is not permitted at school, unless it is a special privilege allowed by staff.
- Please remove head covering when entering buildings.
- Intimidating another person (verbally or physically) and fighting are strictly prohibited.
- Throwing rocks, sand, snowballs, or any other dangerous object is not permitted.
- Students are to walk quietly inside the buildings.
- Bikes are not to be ridden on campus during the school day.
- Skates, skateboards, and scooters are not permitted on campus at any time.
- **Restroom Use:**
 - Inside restrooms are for use by grade 3 students, with the exception of instructional time when interior bathrooms may be used by grades 4&5 at teacher discretion.
 - Restrooms across from the library are for grades 4-5
- Baseball has to be played at a backstop and no one is allowed to be a catcher. Metal bats are not allowed at recess; hard balls are not allowed.
- Balls may be kicked on the fields or kickball court. Do not kick balls on the basketball courts.
- Electronic devices and toys (i.e. iPods, CD players, camera watches, etc.) from home are not allowed unless the teacher requests these as part of a classroom project. Neither the school nor the district are responsible for lost or stolen items from home.
- Cell phones are prohibited except with special allowances at the discretion of the School Principal. Cell phones that are permitted, must be turned off and stored in the Principal's Office, or the front desk during school hours. Student cell phone use is prohibited during school hours/ Permissible access during SAFE hours shall be at the discretion of the program coordinator. Students who need to call home during school hours must have permission from their classroom teacher or the office staff and call from a school phone.
- Sexual harassment of students or staff is strictly prohibited.
- Weapons, replicas of weapons, and antique weapons are strictly prohibited on school grounds.

Student Dress Code

In the interest of safety and modesty, students should wear appropriate clothing to school. Any clothing with symbols, words, or pictures that promote the use of drugs or alcohol, are violent in nature or are sexually explicit, are not allowed at school. Bare backs, bare midriffs, see-through or netting, and low-slung attire that reveals

underwear is also inappropriate clothing at our school. Dresses, shorts, or skirts shall be at least mid-way between the student's knee and hip. Pants that are torn or styled to reveal skin shall meet the same criteria. Shoulder straps/sleeves need to be at least 2 finger width. Students are expected to wear shoes appropriate for physical activity. Flip flops and slides are not allowed, sandals must have a back strap, and wearing these types of shoes could result in exclusion from physical activities and recess games. Etna Elementary School shall retain replacement garments for students in violation of the dress code when parents cannot be reached for a change of clothing for that school day.

Suspension

Suspension means the removal of a student from ongoing instruction for the purpose of adjustment. Students may be assigned an in-school suspension. In this case, the student will be sent with his/her class materials to the office or other classroom location and will work under the supervision of the principal and/or designee. In more severe cases the student will be required to remain at home for the length of suspension. Please reference the Education Code.

Expulsion

Expulsion is an action taken by the Board of Trustees for severe or prolonged breaches of the discipline code by a student. Expulsion, except for single acts of a grave nature, is usually reserved for cases where there is a history of misconduct and where other forms of discipline, including suspension, have failed. .

Mandatory Recommendation and Mandatory Expulsion (48915) The principal, superintendent or designee shall recommend and the Board shall expel any student found at school or at a school activity committing any of the following acts
Possessed, sold, or furnished a firearm (EC 48915 c1)
Brandished a knife at another person (48915c2)
Unlawfully sold a controlled substance (48915c3)
Committed or attempted to commit a sexual assault (48915c4)
Possessed an explosive (48915c5)

Mandatory Suspension and Recommendation for Expulsion (48915) Unless the principal or superintendent finds that expulsion is inappropriate due to particular circumstances, the principal, superintendent, or designee shall recommend a student's expulsion for any of the following acts:
Caused serious physical injury to another person (EC 48915a1)
Possessed a knife or other dangerous object (EC 48915a2)
Unlawfully possessed a controlled substance (EC 48915a3)
Committed robbery or extortion (EC48915a4)
Committed assault or battery upon any school employee (EC 48915a5)

Earthquake Emergency System and Disaster

Preparedness Plan

Recognizing that California will continue to experience moderate to severe earthquakes, and in compliance with a legislative measure, Scott Valley Unified School Board has instituted preparedness training for staff and students. “Drop and Cover” Drills are held to ensure that students and staff will act instinctively in an emergency. The district also realizes that the school building could be used as a community shelter and the office assigned as disaster headquarters under disaster conditions. The administrator will act as the director.

Intruder Drills/Fire Drills

ALICE training is used for training staff and students if there is an intruder on campus. These two annual drills are focused on preparedness and safety. Fire drills or other emergency drills are conducted monthly.

Enrollment Requirements

The laws concerning health issues are numerous and must be followed by parents. Please read the following requirements carefully.

State Requirements:

1. A physical examination within 18 months prior entering first grade
2. Up-to-date immunizations
3. A listing of the child’s allergies and/or any health concerns and medications

District Information Requirements:

1. A certified birth certificate
2. Resident in the Scott Valley School District
3. Occupation of parents
4. Primary language spoken in the home
5. Emergency telephone numbers

Any concerns regarding exceptions should be referred to the school office.

Experiential Learning

We are committed to providing experiences from which students can learn and apply their knowledge beyond the classroom setting. These experiences are directly related to the information being discussed in class and relate to the state standards we are required to teach. There are three primary components of our experiential learning program.

- Field Experiences
- Service Learning
- Science Lab and Outdoor Learning Center

Participation in these experiences is critical to ensuring that students can apply knowledge, enjoy learning and participate in their community.

Homework Policy

Etna Elementary School, in conjunction with the board policy adopted by the Scott Valley Unified School District, recognizes that meaningful homework, assigned in moderation and with realistic expectations, can be a valuable extension of student learning time and enforce life skills. Etna Elementary School is committed to the “10-minute homework rule” endorsed by both the National PTA and the National Education Association (NEA). This agreement supports the idea of no more than 10 minutes of homework (which may or may not include independent reading time) times the grade level.

3rd grade - 30 mins

4th grade - 40 mins

5th grade - 50 mins

Homework expectations and assignments will be communicated by the classroom teachers via classroom newsletter, and/or red folders and planners. Third through 5th grade students are expected to bring their folder and planner from school to home daily.



General Health

Immunizations:

- Parents or guardians must provide the dates of each immunization received.
- Students not meeting the standards will be excluded from school by authorization of the health department.
- To protect the health of all students and staff and to curtail the spread of infectious diseases, the Governing Board shall cooperate with state and local public health agencies to encourage and facilitate immunization of all district students against preventable diseases. Each student enrolling for the first time in a district elementary or secondary school, preschool, or child care and development program shall present an immunization record from any authorized private or public health care provider certifying that he/she has received all required immunizations in accordance with law. Students shall be excluded from school or exempted from immunization requirements only as allowed by law. Each transfer student shall be requested to present his/her immunization record upon registration.

Child Health and Disability Prevention Program

The Child Health and Disability Prevention Program requires all children to have a health check-up or screening before entering first grade. It also includes periodic health screenings for persons under age twenty one who are eligible for Medi-Cal.

Before entering first grade, students must present their school district with a certificate, signed by a doctor, showing that they have received the health check-up. If parents do not want their child to have the health check-up, they may sign a waiver. If your child has had a health check-up by your family doctor during the 18 months before he enters first grade, your doctor may sign a form saying this check-up has been done.

Communicable Diseases

If your child complains of stomach, earache, sore throat, cold symptoms, or has not been free of fever for at least

24 hours, he/she should be kept home for observation and care. If your child has a communicable disease, please contact the school for guidelines on when they may safely return to school.

(Parents will be contacted and) *Any child with an oral temperature of 100° or over will be sent home.*

Medication

California State Law states that medications may not be dispensed by school personnel without a physician's order. Occasionally a child under medical care may continue to attend school. In these special cases, school personnel may administer medication when parents provide a physician's order, which includes the name of medication, dosage, time, and duration that the medicine is to be given to the child.

Health Screening

Vision and hearing screenings are completed upon request, by the school nurse. Parents are contacted for follow-up if the student fails the screening.

Accidents

If a child incurs a minor injury, basic first aid is used. Cuts and skin abrasions are washed and a sterile bandage is applied, if necessary. If an accident other than that of minor nature occurs to your child, we will make every effort to contact you. If contact cannot be made, we will contact your doctor and/or the clinic for treatment. If your child is hurt or injured while on the school grounds at any time, it is important that he/she report the injury immediately to the adult who is in charge. An accident report will then be recorded in the office.

Leaving School during the School Day

For the welfare and protection of your child, your cooperation in the following will be appreciated:

- Children leaving the school during the day must bring a signed note from home permitting the school to excuse him/her, on that day and/or for regularly scheduled appointments.
- Parents are to pick up their child at the school office after signing him/her out. Parents are not to go directly to the classroom. The office personnel will retrieve your child. This is a continued effort to minimize disruption to the learning process.

Lost and Found

Please write your child's name on coats, sweatshirts, lunch pails etc. as these items are much easier to locate when identified by student name. We maintain lost and found articles in the cafeteria. Students are reminded to locate displaced items on a regular basis. Parents are invited to search during SAFE hours.

School Support Programs and Services

Parents may request a referral to any of the available programs anytime throughout the school year.

Special Education and Related Services

Annual Notification

Pursuant to Board Policy 6164.5 and Education Code 56301, all parents/guardians have a right to request a referral for a child who may need special education and related services. Such a referral includes: identification, assessment, instructional planning, implementation and review, and procedures.

Parents/guardians are strongly encouraged to discuss this matter with the regular classroom teacher, resource specialist or principal. A referral can be initiated at any time. Early intervention is the best approach.

Intervening Services

Additional instructional support designed to better meet the reading and math needs of students, is offered in small group instructional settings, school wide. Intervention strategies assist students in specific skills practice in reading, writing, or math and is integrated with regular classroom instruction. These services are provided to students performing below grade-level expectations.

Title VI Program

The Title VI program provides tutorial and cultural enrichment opportunities for eligible students. Annual, the school shall secure parental eligibility for Title VI services which is required for receiving services.

English Language Development (ELD) Program

This program is designed to develop fluency in speaking, reading and writing English for students whose primary language is not English. The program also strives to enhance self-esteem, promote cross-cultural understanding, and provide equal opportunity for academic instruction.

Resource Specialist/Special Education

The resource specialist is a classroom teacher with special certification in special education and learning disabilities. The resource specialist provides specific prescriptive instruction in academic areas and plays an active role as a resource to teachers in designing and implementing teaching strategies for students with learning difficulties. Services are also provided to non-disabled children. Pursuant to BP 6164.4, all parents/guardians have a right to request a referral for a child who may need special education services. A referral may be initiated at any time. Please contact the school office.

Opportunity Class

The Scott Valley Unified School District has adopted a State of California sponsored alternative education program Referred to as the EES Opportunity Class. (Please refer to <https://www.cde.ca.gov/sp/eo/oe/guide.asp>)

School Accountability Report Card (SARC)

The School Accountability Report Card (SARC) for Etna Elementary School is available on the schools website and in hard copy in the school office.

School Nurse

The school nurse is on campus several days per month. In addition to hearing and vision screening, she plays an important role in:

- Providing health education resources for teachers.
- Maintaining health records for children.
- Contacting parents regarding illness, health problems, and excessive absence observed at school.
- Conditions and/or hazards, which may affect the operation of the school.

School Psychologist

Our county school psychologist is on campus one day per week. The psychologist is available to provide testing and psychological information beyond the scope of the classroom teacher. All psychological testing requires written parental permission.

Speech and Language Specialist

The speech and language specialist is on campus one day per week. This specialist works with children who are in need of specialized and developmental instruction in *oral* language proficiency.

Siskiyou After School For Everyone (SAFE)

Parents/Guardians please refer to the supplemental parent/student handbook for SAFE.

Parents/Guardians register your children in the Siskiyou After School For Everyone (SAFE) program at the Etna Elementary School Office. The program provides a healthy snack, homework support time, physical activity, as well as enrichment experiences in science, music and the arts. The program operates from the time school is dismissed until 5:30pm, Monday through Friday. Our SAFE coordinator is *Holly Cousineau* and she can be reached at (530) 598-1261 or by email hcousineau@svusd.us

Science Lab

Alexis McDonald is our staff member in a part-time capacity. She serves as our science instructor and uses the science lab and outdoor learning center for instruction two days per week.

Fine Arts/Electives Program

When offered a specialized teacher provides all students in grades 3-5 in fine arts and/or electives. Adopted curriculum provides focus and continuity of instruction in the fine arts. This is a shared position with Fort Jones Elementary School.

Social Emotional Learning (SEL) and Wellbeing Program

A CARE team works together to teach SEL skills to every student in grades 3 -5 through whole group instruction and activities. Small group guidance and individual meetings also help students gain skills. Classroom teachers support lessons using programs such as Second Steps and Positive Behavior Intervention and Supports. Individualized guidance and support is available at Etna Elementary School by a student services specialist who is supervised by credentialed counselors and/or administration. Students may be provided one-on-one sessions, individual check-ins, or small group sessions. If you feel that your child could benefit from additional guidance services, please contact the Principal. Parent contact shall be extended prior to providing guidance services.

Social Emotional Learning Lessons Matrix

Month	Focused Character Trait	SEL Lessons (are subject to change)
August	Safe- The condition of being free from danger or injury.	<ul style="list-style-type: none">● Teach/ review school expectations.● Introduce the definition of SAFE.

September	Safe- The condition of being free from danger or injury.	<ul style="list-style-type: none"> ● Teach/review fire drills and other school drills. ● Friendships.
October	Respectful- Caring enough about others' feelings to think before you act.	<ul style="list-style-type: none"> ● Training on problem solving processes. ● Lesson on being respectful.
November	Responsible- Doing the things you are expected to do and accepting the consequences (positive or negative) of your actions.	<ul style="list-style-type: none"> ● Kindness ● Gratitude ● What is bullying/ bullying behavior?
December	Gratitude- To express thankfulness and appreciation for what you have.	<ul style="list-style-type: none"> ● Review playground expectations. ● Community SEL project.
January	Self-Control- The ability to manage your own behavior by stopping and thinking before acting.	<ul style="list-style-type: none"> ● Stress relief/ review calming tools. ● Review school expectations. ● Lesson on Self-control.
February	Focus- To pay particular attention to or concentrate on what you are being asked to do or learn.	<ul style="list-style-type: none"> ● Growth mindset. ● Focus/ Goal setting.
March	Honesty- To speak and act truthfully and morally.	<ul style="list-style-type: none"> ● Self regulation. ● Positive self-talk. ● Honesty
April	Cooperation -The ability to work together so that everyone can benefit.	<ul style="list-style-type: none"> ● Review playground and dress code expectations. ● Cooperations. ● Review state testing expectations.
May	Motivated- To have an inner drive that inspires an individual to make plans and follow through with the	<ul style="list-style-type: none"> ● Review bus and field trip expectations. ● Motivation/what motivates you.
June	Motivated- To have an inner drive that inspires an individual to make plans and follow through with the	<ul style="list-style-type: none"> ● Summer goals.

Emergency/Snow Days/ Late Start

In the event that school is canceled because of natural disasters and unsafe snow conditions, you will receive a telephone call via our All Call system based in AERIES. If you do not have a phone, and the bus does not arrive at its regularly scheduled time (or shortly thereafter), you must assume a snow day has been called. A “late start” is a 2 hour delay.

State Required Testing

Students at Etna Elementary are involved in the required standardized testing as prescribed by the State of California. Students in third through fifth grades will participate. In addition to state standardized testing, fifth grade will complete a Physical Education assessment, and all grades ongoing district benchmark assessments.

Student Accident Insurance

Etna Elementary offers supplemental accident insurance for accidents that occur on the bus or on the school grounds. The insurance is supplemental only and should not be considered primary insurance.

Volunteers

Studies have shown that the child whose parents or family members are involved in their education will, in general, outperform the child whose parents do not become involved in the school.

Parent volunteers enhance opportunities for learning in our classrooms by increasing the effectiveness of individual pupil learning. Parent volunteers are encouraged to participate in the classroom and in a variety of curricular and co-curricular activities, with approval by the School Principal. Volunteer times are at the ultimate discretion of the administration and will be made in alignment with teacher needs. Please see the SVUSD Parent Volunteer Guidelines

SVUSD Volunteer Guidelines

Thank you for your willingness to share your time, enthusiasm, and skills with our students. Your efforts, and the efforts of our many other volunteers, help to make our school the exceptional place that it is. While you are on campus, you are a role model for students. Even as a volunteer, your commitment needs to be professional. Please read through the SVUSD Volunteer Handbook prior to beginning your volunteer work. Please see the list below of things you should and should not do while volunteering. If you have any questions, please feel free to contact me. Thank you for participating directly in our fine school. You make the difference!

VOLUNTEER EXPECTATIONS OF THE SCOTT VALLEY USD

ATTENDANCE/ABSENCE

If you are unable to volunteer at your assigned time, please call within 24 hours to the staff member you are scheduled to work with or the school's office.

BATHROOMS

Use the "adults only" bathrooms. Student bathrooms are off-limits.

CELL PHONE ETIQUETTE AND RESTRICTIONS

Please put your cell phone on vibrate mode when working on campus. Cell phone ring tones and conversations are disruptive to the learning environment. Do not use your cell phone while driving in our parking lot or when transporting students.

CONFIDENTIALITY

All volunteers, no matter what job they perform, have an obligation to keep in confidence all information that pertains to the students and staff they assist. Breaching confidentiality can be hurtful to students, their families, and SVUSD staff. A law established by the Family and Education Rights to Privacy Act (FERPA)

protects a student's records. The SVUSD staff is responsible for confidential student information and records and may not share their content with volunteers. To help, below are some sample issues that can arise regarding confidentiality:

- Protect embarrassing personal information from disclosure
- Prevent the improper dissemination of information about children and families
- Protect personal security
- Protect family security
- Avoid prejudice or differential treatment

GENERAL GUIDELINES

Please:

1. Remember that the SVUSD staff has ultimate responsibility for rules, programs, students, staff, and volunteers.
2. Follow the rules of the SVUSD site.
3. Be reliable. Please arrive on time and on schedule, and notify the SVUSD site in advance of any absences.
4. Sign in upon arrival and sign out at departure.
5. Notify the appropriate SVUSD school secretary of any changes in residency, employment or emergency contact information.
6. Be receptive to, and participate in orientation and training with the SVUSD staff as offered.
7. Remember you are a role model for students.
8. Only engage in age-appropriate physical contact with students such as handshakes, fist bumps, and side hugs (no tickling, wrestling, or children sitting in laps).
9. Maintain the highest standards of confidentiality and ethics.
10. Respect the confidential information of students, their families, and staff.
11. Dress in a manner that is appropriate to the educational setting where the volunteer activity is taking place.
12. Be familiar with the fire, shelter in place, lockdown, and disaster drill procedures at the SVUSD school site.

Volunteers supplement and support our student programs, and MAY NOT:

1. Be left alone with students.
2. Have visitors during their time on an SVUSD site.
3. Use, possess, or be under the influence of alcohol or illegal drugs and follow our office's tobacco-free policy and refrain from smoking or using tobacco products while on SVUSD property.
4. Release students to anyone (but will contact SVUSD staff if someone asks for a student).
5. Assign grades, be responsible for instructional objectives, lesson plans, curriculum, or have access to student records.
6. Give out nor accept money or personal information from students (telephone numbers, e-mail, or home address).
7. Abuse children. This includes physical abuse (strike, spank, shake, slap, pull, push), verbal or mental abuse (humiliate, degrade, threaten, insult), sexual abuse. (inappropriate sexual touching or exposure), and neglect (withhold food, water, basic care, etc.).
8. Give any medication or first aid to a student, but notify a staff member immediately if a student is ill or injured.
9. Transport a student without proper and prior approval from parent and SVUSD staff.
10. Drive SVUSD vehicles, operate any power tools or equipment or use any hazardous chemicals other than common office equipment and general supplies such as cleanser and copier toner.
11. Use the student restroom areas unless specifically directed to do so by the SVUSD site staff.
12. Be in possession of SVUSD site keys, computer passwords, or utilize office equipment for personal use.
13. Share food with students (due to special meal requirements or allergies).
14. Photograph or videotape students.
15. Use cell phones (excluding emergencies) or the Internet for personal use while in the classroom.
16. Discipline students, counsel students or be present when students are being counseled.
17. Diagnose student needs, evaluate achievement or discuss their progress with anyone including parents.

18. Contact students outside of the school site hours.

19. Engage in unethical, illegal, immoral or unprofessional behaviors with students or staff.

TB TESTING AND OTHER REQUIREMENTS

All volunteers must have a current TB test on file with the district office and adhere to current COVID-19 testing protocols or provide up-to-date vaccination status.

VISITING WITH OTHER VOLUNTEERS

Please refrain from visiting with other volunteers when in your child's classroom. Parents gathering to chat outside a classroom can also be disruptive.

YOUNGER SIBLINGS

Siblings may not accompany parents on *district sponsored* field trips.

SCHOOL PROCEDURES YOU NEED TO KNOW:

- Fire Drill: Exit the nearest outside door that is *assigned for fire drills and is* not blocked.
- Emergency Intruder Drill: An announcement will come over the intercom: Please stay in place if not able to return immediately to a homeroom and follow the instruction of the classroom teachers during drills
- Emergency Drill, Other emergency drills require students to follow the Fire Drill protocol or evacuate the building through the nearest door that is not blocked.
- Dress Code: Dress as a positive role model for children. Our student dress code should guide you.

VISITORS MUST CHECK IN AT THE OFFICE.

We welcome authorized volunteers. Volunteers will be issued a visitor sticker at the office upon arrival. There are many areas in which to help the school community including classroom assistance with academic subjects, art activities, field trips, library, communications, fundraisers, reading buddies, playground games, and office assistance.

Notice to Parents and Guardians Parental Notification (BP 5145.6) Education Codes and Privacy Rights:

17612, 48980.3	Notice of pesticide product, active ingredients, internet address to access information
35291, 35291.5, 48980	Notification of district and site discipline rules
37616	Before implementing a continuous school program, a school district must consult with parents of students who would be affected
48205, 48980	Absence for justifiable personal reasons
48205, 48980	Students grade/credit cannot be reduced due to excused absence if work or test has been completed
48206e, 48207, 48208, 48980	Availability of home/hospital instruction for students with temporary disabilities
48216, 48980	Pupils may be excluded from school because pupil is not immunized

48980	Notification that parents have the option of their pupil attending a school in which the parent/guardian works within the boundaries of the district
48980, 231.5 48980, 52244 48980 49063, 49091.14	<u>Parent must be provided a copy of the sexual harassment policy as related to students</u> <u>Notice of availability of state funds to cover costs of advanced placement exam fees</u> <u>Parent and student must be provided a copy of policy on student access to the internet</u> <u>Notice of availability of course prospectus</u>
49510-49520	Notice of free and reduced-priced meals
49472, 48980	Notice of availability of insurance
51550	Parents may exempt pupil from sex education instruction
58501	Notice of alternative schools
20 USC 1681-1688, 42 USC 2001d-7	Notice of nondiscrimination on basis of sex, disability, ethnicity or lack of English skills
46014	The right to excuse pupil for religious reasons

49403	The right to exempt pupil from immunization
49423	The right to allow the nurse to assist with medication
49472	Exempt pupil from medical or hospital services
51240	Exempt the pupil from health, family life, sex education instruction if they conflict with religious beliefs
49451	Exempt the pupil from physical exams, vision and hearing screenings
56031	The right to apply for special tuition payments when the district cannot provide the appropriate special education program
49063	Access and right to challenge the content of child's records
49073	No address or phone information may be released without parental permission
49480	Parents are to inform designated school employees of the type of medication, dosage, and physician if not for non-episodic condition
48910	Parent must be asked to attend a meeting concerning the suspension no later than the third day

48912	Notification of suspension
49065	Parents following procedures must be granted their child's records for use during school hours
49067	There must be a conference or written report when the teacher becomes aware that a student is failing
49068	Upon transfer, the records may be obtained if requested. The parent has the right to challenge <u>the content</u>
49069	<u>Parents have absolute access to student records related to their children</u>
49077	The parents and student must be notified prior to the release of information pursuant to a court order
48914	Notification in writing at least ten days prior to an expulsion hearing
51820	Notification at least 15 days prior to venereal disease education course
60650	Parent must give written consent to allow student to take test, survey or written questionnaire concerning personal beliefs
87044	Parent is to be notified if student is released to a peace officer

Notice to Parents/Guardians

- Parents/guardians have the right to request information regarding the professional qualifications of their child's teacher and paraprofessional.

Parents of English Language Learner Students

In addition, the parents of limited English Proficient (English language learner) students participating in a language instruction program shall be notified, not later than 30 days after the beginning of the school year, of the following.

- The reasons for the identification of their child as limited English proficient and in need of placement in a language instruction educational program;
- The child's level of English proficiency, how such level was assessed, and the status of the child's academic achievement;
- The methods of instruction used in the program in which their child is, or will be participating, and the methods of instruction used in other available programs, including how such programs differ in content, instructional goals, and the use of English and a native language in instruction
- How the program in which their child is in, or will be participating in, will meet the educational strengths and needs of their child;
- How such a program will specifically help their child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation;
- The specific exit requirements for the program, including the expected rate of transition from such a program into classrooms that are not tailored for limited English proficient children, and the expected rate of graduation from secondary school, if applicable;
- In the case of a child with a disability, how such program meets the objectives of the individualized education program of the child;
- Information pertaining to parental rights that includes written guidance detailing the right of parents to have

their child immediately removed from such a program upon their request, and the options parents have to decline to enroll their child in such a program or choose another program or method of instruction, if available, and assisting parents in selecting among various programs if more than one program is offered.



Etna Elementary School

School Site Parental Involvement Policy

Part I: General Expectations

Etna Elementary agrees to implement the following statutory requirements:

- The school will jointly develop with parents, distribute to parents of participating children, a School Parental Involvement Policy that the school and parents of participating children agree upon.
- The school will notify parents about the School Parental Involvement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents in a language the parents can understand.
- The school will make the School Parental Involvement Policy available to the local community.
 - The school will periodically update the School Parental Involvement Policy to meet the changing needs of parents and the school.
- The school will adopt the school's school-parent compact as a component of its School Parental Involvement Policy.
- The school agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

a. Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring that parents play an integral role in assisting their child's learning;

b. that parents are encouraged to be actively involved in their child's education at school, including daily attention to student (red) folders.

c. that parents are full partners in their child's education and are included, as appropriate, in decision-making

and on advisory committees to assist in the education of their child;

d. the carrying out of other activities, such as those described in section 1118 of the ESEA.

Part II: Description of How the School Will Implement Required School Parental Involvement Policy Components

1. *Etna Elementary* will take the following actions to involve parents in the joint development and joint agreement of its School Parental Involvement Policy and its school-wide plan, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:

The following will be disseminated to parents for review through newsletters, informational meetings, back to school packets, advisory committees, and school site council:

- District Parental Involvement Policy
- School Parental Involvement Policy
- Student-Parent-School Compact
- Parental Notices as they apply to the Title I, Part A Non-Regulatory Guidance

2. *Etna Elementary* will convene an annual meeting during the first month of the school year, *during the annual Meet and Greet event*, or at a convenient time to inform parents of the following:

- That their child's school participates in Title I
- About the requirements of Title I
- Of their rights to be involved
- About their school's participation in Title I

3. *Etna Elementary* will provide information about Title I programs to parents of participating children in a timely manner by using the following:

- Newsletters
- Parent/Student/Teacher Meet and Greet
- School Site Council
- Back to School/Enrollment Packets
- Parent-Student Handbook
- Email Directory

4. *Etna Elementary* will provide parents of Title I participating children a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, the proficiency levels students are expected to meet, and an opportunity for parents of participating children to provide suggestions through:

- School Site Council Meetings
- Parent-Teacher Conferences
- School Board Meetings
- Title I Annual Meetings
- IEP (Individual Education Plan) and 504 Plans
- SST (Student Study Team) Meeting
- Needs Assessment Surveys

5. **Etna Elementary** will submit to the district any parent comments if the school-wide plan under section (1114)(b)(2) is not satisfactory to parents of participating Title I children. Submission of comments will be made to the Superintendent and parents will be notified by the district for a conference.

Part III: Shared Responsibilities for High Student Academic Achievement

1. **Etna Elementary** will build the schools' and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- Newsletters
- Parent/Student/Teacher Meet and Greet
- Parent-Teacher Conferences
- Parent-Student Handbook
- Parent Volunteers in the Classroom
- Parent Volunteers in the Science Lab
- School Site Council
- Back to School/Enrollment Packets/Online Enrollment
- Class Parties
- Field Trips

2. **Etna Elementary** will incorporate the school-parent-student compact as a component of its School Parental Involvement Policy and will be disseminated in the Parent-Student Handbook at the beginning of every school year.

3. **Etna Elementary** will, with the coordination of the district, provide assistance to parents of children served by the school in understanding topics such as the following:

- The State's academic content standards
- The State's student academic achievement standards
- The State and Local Academic Assessments including alternate assessments
- The requirement of Title I
- How to monitor their child's progress
- How to work with educators

4. **Etna Elementary** will, to the extent feasible and appropriate, ensure that information related to the school and parent programs, meetings, and other activities, is communicated to the parent of participating children in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language the parents can understand.



The staff at Etna Elementary School look forward to another year of teaching and learning. We appreciate your support and involvement in our school

SCOTT VALLEY UNIFIED SCHOOL DISTRICT

ANNUAL NOTIFICATION OF THE UNIFORM COMPLAINT PROCEDURES (UCP)

For students, employees, parents/guardians, school and district advisory committee members, appropriate private school officials, and other interested parties

The Scott Valley Unified School District has the primary responsibility to insure compliance with applicable state and federal laws and regulations and has established procedures to address allegations of unlawful discrimination, harassment, intimidation, and bullying, and complaints alleging violation of state or federal laws governing educational programs and the charging of unlawful pupil fees.

The Scott Valley Unified School will investigate all allegations of unlawful discrimination, harassment, intimidation or bullying against any protected group as identified in Education Code section 200 and 220 and Government Code section 11135, including any actual or perceived characteristics as set forth in Penal Code section 422.55 or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any program or activity conducted by the LEA, which is funded directly by, or that receives or benefits from any state financial assistance.

The UCP shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in:

Adult Education

Migrant Education

Consolidated Categorical Aid Programs

Career Technical and Technical Education and Training Programs

Child Care and Developmental Programs

Child Nutrition Programs

Special Education Programs

Safety Planning Requirements

A complaint of noncompliance with laws relating to pupil fees may be filed pursuant to the local UCP. A pupil enrolled in a public school shall not be required to pay a pupil fee for participation in an educational activity.

A pupil fee includes, but is not limited to, all of the following:

1. A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in a class or an extracurricular activity, regardless of whether the class or activity is elective or compulsory, or is for credit.
2. A security deposit, or other payment, that a pupil is required to make to obtain a lock, locker, book, class apparatus, musical instrument, clothes, or other materials or equipment.
3. A purchase that a pupil is required to make to obtain materials, supplies, equipment, or clothes associated with an educational activity.

A pupil fee complaint shall not be filed later than one year from the date the alleged violation occurred. Complaints

other than complaints relating to pupil fees must be filed in writing with the following compliance officer: Name*

and/or Title: Mrs. Micheline Miglis Superintendent

Unit or office: Scott Valley Unified School District

Address: 11918 Main Street, Fort Jones, California, 96032

Telephone Number: (530) 468-2727

*Complaints of noncompliance with laws relating to pupil fees are filed with a principal of a school. A complaint regarding pupil fees may be filed anonymously if the complaint provides evidence or information to support an allegation of noncompliance with laws relating to pupil fees.

Complaints alleging discrimination, harassment, intimidation, or bullying, must be filed within six (6) months from the date the alleged discrimination, harassment, intimidation, or bullying, occurred or the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation, or bullying, unless the time for filing is extended by the superintendent or his or her designee.

Complaints will be investigated and a written Decision or report will be sent to the complainant within sixty (60) days from the receipt of the complaint. This sixty (60) day time period may be extended by written agreement of the complainant. The LEA person responsible for investigating the complaint shall conduct and complete the investigation in accordance with sections 4680-4687 and in accordance with local procedures adopted under section 4621.

The complainant has a right to appeal Scott Valley Unified School District's Decision to the California Department of Education (CDE) by filing a written appeal within 15 days of receiving Scott Valley Unified School District's Decision. The appeal must include a copy of the complaint filed with Scott Valley Unified School District and a copy of Scott Valley Unified School District's Decision.

Civil law remedies may be available under state or federal discrimination, harassment, intimidation, or bullying laws, if applicable. In appropriate cases, an appeal may be filed pursuant to Education Code Section 262.3. A complainant may pursue available civil law remedies outside of Scott Valley Unified School District's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders.

A copy of the Scott Valley Unified School District's UCP policy and complaint procedures shall be available free of charge.

Scott Valley USD

Board Policy, Parent Involvement

BP 6020

Instruction

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in district and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

(cf. 0420 - School Plans/Site Councils)

(cf. 0420.1 - School-Based Program Coordination)

(cf. 0420.5 - School-Based Decision Making)

(cf. 0520.1 - High Priority Schools Grant Program)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1230 - School-Connected Organizations)

(cf. 1240 - Volunteer Assistance)

(cf. 1250 - Visitors/Outsiders)

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

(cf. 0500 - Accountability)

Title I Schools

Each year the Superintendent or designee shall identify specific objectives of the district's parent involvement program for schools that receive Title I funding. He/she shall ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the parent involvement program. (Education Code 11503)

(cf. 6171 - Title I Programs)

The Superintendent or designee shall ensure that the district's parent involvement strategies are jointly developed with and agreed upon by parents/guardians of students participating in Title I programs. Those strategies shall establish expectations for parent involvement and describe how the district will carry out each activity listed in 20 USC 6318. (20 USC 6318)

The Superintendent or designee shall consult with parents/guardians of participating students in the planning and implementation of parent involvement programs, activities, and regulations. He/she also shall involve parents/guardians of participating students in decisions regarding how the district's Title I funds will be allotted for parent involvement activities. (20 USC 6318)

(cf. 3100 - Budget)

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent involvement policy in accordance with 20 USC 6318.

Non-Title I Schools

The Superintendent or designee shall develop and implement strategies applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502. (Education Code 11504)

Legal Reference:

EDUCATION CODE

11500-11506 Programs to encourage parent involvement
48985 Notices in languages other than English
51101 Parent rights and responsibilities
64001 Single plan for student achievement

LABOR CODE

230.8 Time off to visit child's school

UNITED STATES CODE, TITLE 20

6311 Parental notice of teacher qualifications and student achievement
6312 Local educational agency plan
6314 Schoolwide programs
6316 School improvement
6318 Parent involvement

CODE OF FEDERAL REGULATIONS, TITLE 28

35.104 Definitions, auxiliary aids and services
35.160 Communications

Management Resources:

CSBA PUBLICATIONS

Parent Involvement: Development of Effective and Legally Compliant Policies, Governance and Policy Services Policy Briefs, August 2006

STATE BOARD OF EDUCATION POLICIES

89-01 Parent Involvement in the Education of Their Children, rev. 1994
U.S. DEPARTMENT OF EDUCATION NON-REGULATORY GUIDANCE
Parental Involvement: Title I, Part A, April 23, 2004

WEB SITES

CSBA: <http://www.csba.org>
California Department of Education, Family, School, Community Partnerships:
<http://www.cde.ca.gov/ls/pf> California Parent Center: <http://parent.sdsu.edu>
California State PTA: <http://www.capta.org>
National Coalition for Parent Involvement in Education: <http://www.ncpie.org>
National PTA: <http://www.pta.org>
No Child Left Behind: <http://www.ed.gov/nclb>
Parent Information and Resource Centers: <http://www.pirc-info.net>
Parents as Teachers National Center: <http://www.parentsasteachers.org>
U.S. Department of Education: <http://www.ed.gov>
Policy SCOTT VALLEY UNIFIED SCHOOL DISTRICT adopted: January 21, 2009 Fort Jones, California

SVUSD TK-5 *

Discipline Matrix

2023-2024 Guidelines for Student Behavior

DISCIPLINARY ACTIONS

Students who become involved in areas of problem behavior will be subject to certain disciplinary actions. Depending upon the behavior problem of the student, one or more of the following actions may be taken by school officials. The action taken will be according to Board Policies and State Law.

	<p>INFORMAL TALK - A school official (teacher, administrator, or counselor) will talk with the student to discuss student behavior. The discussion will be recorded in the student discipline record. Multiple informal talks will result in a formal parent conference.</p>
	<p>ZAP CARD/Trainer Tracker/Think Sheet/REFERRAL - Will be administered by any school official. Students must bring back the following school day signed by a parent/guardian. Discussion about issued zap card, Trainer Tracker, Think Sheet, or referral at morning recess.</p> <p>Behavioral Intervention - Will be served at a recess time in a designated room or with SEL team. Students will complete a "think sheet".</p>
	<p>CONFERENCE - A formal conference is held between the student/parent and one or more school officials. During this conference, the student must agree to correct his/her behavior. A conference may result in an academic/behavior contract and/or involuntary alternate placement. All actions will be recorded in the student discipline record.</p>
	<p>SARB - School Attendance Review Board.</p>
	<p>REMOVAL FROM CLASSES - When a student is removed from one or more classes for disciplinary reasons, he/she remains in the office during this time.</p>
	<p>IN-SCHOOL SUSPENSION - A student may be assigned to an in-school suspension program at the discretion of a school official for offenses for which suspension is permitted.</p>
	<p>SUSPENSION - The student is informed that he/she is subject to suspension (5 days or less). The student is also informed regarding the due process procedure. The student's parent/guardian is notified that the student is</p>

	subject to suspension. Notification to the parent/guardian must include clear instructions regarding the due process. Recorded in the student discipline record.
	INVOLUNTARY TRANSFER
	EXPULSION - The student is informed that he/she is subject to expulsion. The student is also informed regarding their due process. The student's parent/guardian is notified by certified letter that the student is subject to expulsion. Notification to the parent/guardian must include clear instructions regarding the due process. The school administration will recommend to the Board of Education that the student be expelled. Board will take action. Recorded in the student discipline record.
	COMMUNITY SERVICE PROGRAM - Students that are suspended or have their expulsion stayed may be allowed to maintain their attendance at School while entering a mutually agreed upon C.S. program. If the student violates the written contract, he/she is automatically suspended/expelled.
	Actions to be taken (actions are recorded in the student discipline record)

Behavior	1st Offense	2nd Offense	3rd Offense
Inappropriate use of any Electronic Devices (such as computer, cell phone, MP3 player, iPod, smartwatch, and camera)	<ul style="list-style-type: none"> Loss of property for the day Notify parent Behavioral intervention 	<ul style="list-style-type: none"> Loss of property for the day. Parent must pick up property Behavioral intervention. 	<ul style="list-style-type: none"> Students must check property into the office daily or it must be left home.
Inappropriate internet use/ searches.	<ul style="list-style-type: none"> Restricted internet use for one month. Parent Notification. Think Sheet 	<ul style="list-style-type: none"> Restricted internet use for an additional length of time. Parent Notification. Think Sheet Behavioral intervention. 	<ul style="list-style-type: none"> Limited/ restricted internet access. Parent Conference. Think Sheet. Behavioral intervention. Possible 1-3 day in school suspension.

Dress Code Violation Policy	<ul style="list-style-type: none"> • Warning. • Change of clothes given by the office if available. • Phone call home to notify and request a change of clothes. • Behavioral Intervention. 	<ul style="list-style-type: none"> • Warning • Phone call home to notify and request a change of clothes. • Behavioral intervention. • Think Sheet 	<ul style="list-style-type: none"> • Warning • Phone call home to notify and request a change of clothes. • Think Sheet • Parent Conference • Possible 1-day in-school suspension.
Forgery, Lying, Misrepresentation, Cheating, Plagiarism, academic dishonesty	<ul style="list-style-type: none"> • Parent notification. • Behavioral Intervention. • <i>"O" assigned to the project/assignment.</i> 	<ul style="list-style-type: none"> • Parent Notification • 1 day in school suspension • Parent Conference. • "O" assigned to the project/assignment. 	<ul style="list-style-type: none"> • 3rd Offense: 1-3 day suspension. • 4th Offense: Academic/behavior Contract.
Inappropriate Display of Affection	<ul style="list-style-type: none"> • Student warning. • Behavioral Intervention. • Parent Notification. 	<ul style="list-style-type: none"> • Behavioral Intervention. • Think Sheet • Parent Notification. 	<ul style="list-style-type: none"> • Parent Conference. • Counseling.
Defiance of Safe, Respectful, and/or Responsible Agreements	<ul style="list-style-type: none"> • Notify parent/Think Sheet • Behavioral Intervention. 	<ul style="list-style-type: none"> • Removal from class • Behavioral Intervention/Behavior check in/check out. • Parent Notification. • Think sheet 	<ul style="list-style-type: none"> • Parent Conference. • Counseling. • Think sheet • Possible referral to outside agencies. • Possible behavior contract.
Tobacco Use/Possession	<ul style="list-style-type: none"> • Parent Notification. • Think Sheet • Tobacco education program. • Behavioral intervention. 	<ul style="list-style-type: none"> • Parent Notification. • 1-3 days in school suspension. • Tobacco Education Program. • Behavioral Intervention. 	<ul style="list-style-type: none"> • 3-5 day suspension • Parent Conference. • Notification to law enforcement.

Truancy	<ul style="list-style-type: none"> Behavioral Intervention. After the 3rd. Truancy, students will be entered into the SARB process and parents will be sent the 1st SARB notice. 	<ul style="list-style-type: none"> The next truant after the previous offense will result in the 2nd SARB notice being sent to parents, as well as communication with the truant officer. Parent Conference. 	<ul style="list-style-type: none"> Subsequent truancies will result in the 3rd SARB letter being sent to parents requesting their presence at a SARB hearing with the SARB board and truant officer.
Profanity Directed at Another Person (Staff member or student) (Including Electronic/Social Media)	<ul style="list-style-type: none"> Parent Notification. Think Sheet Behavioral Intervention. 	<ul style="list-style-type: none"> Behavioral Intervention 1-3 day in school suspension. Parent Conference. 	<ul style="list-style-type: none"> 3-5 day suspension. Parent Conference. Counseling.
Under the Influence of Alcohol/Controlled Substance	<ul style="list-style-type: none"> 1-3 day suspension Notification to law enforcement. Parent Conference. TUPE Referral. Behavioral Intervention. 	<ul style="list-style-type: none"> Notification to law enforcement. 3-5 day suspension. Parent Conference. Counseling Referral to outside agen 	
Possession of Knife, or Other Dangerous Objects.	<ul style="list-style-type: none"> Confiscate Property. Parent Notification and retrieval of the object. Behavioral Intervention. 	<ul style="list-style-type: none"> Confiscate Property. Think Sheet Parent Notification and retrieval of the object. 1-3 day in school suspension. 	<ul style="list-style-type: none"> Confiscate property Parent notification and retrieval of the object. 3-5 day suspension. Possible expulsion recommendation
Harassment: Hazing, Sexual, Bullying, Cyber-Bullying, and/ or Threatening Actions reported, impacting the educational process of a student, inclusive of Electronic/ Social Media (E.C. 48900a).	<ul style="list-style-type: none"> Parent conference. Written Assignment. Possible 1-3 days of suspension (Not applicable K-3). Behavioral Intervention. 	<ul style="list-style-type: none"> Parent conference. 3-5 day suspension (Not applicable K-3). Behavior Contract/ Check in/Check out. Behavioral Intervention. 	<ul style="list-style-type: none"> 5-day suspension (Not applicable K-3) Referral to Counseling agencies. Behavioral Intervention.

<p>Fighting Any physical confrontation involving students. Inclusive of Students recording, antagonizing or otherwise supporting the incident in any way.</p>	<ul style="list-style-type: none"> • 1-3 day suspension. • Counseling. • Parent Notification. • Behavioral Intervention. 	<ul style="list-style-type: none"> • 3-5 day suspension. • Counseling. • Behavioral Intervention. 	<ul style="list-style-type: none"> • 5-day suspension. • Referral to Counseling agencies.
<p>Hate Crimes, Game Affiliation/Tagging: Behaviors or statements that degrade on the basis of race, ethnicity, culture, heritage, gender, sexual orientation, physical attributes, religious beliefs or practices. (Includes Electronic/Social Media)</p>	<ul style="list-style-type: none"> • Parent Notification. • Behavioral Intervention. • 1 -3 day suspension. 	<ul style="list-style-type: none"> • Parent Notification. • Contact law enforcement. • 3-5 day suspension. • Behavior Contract. 	<ul style="list-style-type: none"> • Parent Notification. • 5 day suspension • Contact law enforcement. • Referral to Counseling agencies.
<p>Assault/Battery Physical attack of one person, or of a group of persons, upon another person. Verbal assault is the threat of physical attack.</p>	<ul style="list-style-type: none"> • 1-3 days in school suspension. • Parent Notification. • Notification to law enforcement. • Behavioral Intervention. 	<ul style="list-style-type: none"> • 3-5 day suspension. • Parent Conference. • Counseling. • Behavioral Intervention. • Notification to law enforcement. 	<ul style="list-style-type: none"> • Notification to law enforcement. • Parent Conference. • Referral to Counseling agencies.
<p>Destroy and/or Deface Property School property or personal property on school grounds School property means anything belonging to the school; such as desks, books, tables, walls, or floors (E.C. 48900 (f)).**</p>	<ul style="list-style-type: none"> • Parent conference. • 1-3 day school suspension. • Repair and restitution. • Possible Notification to law enforcement. • Behavioral Intervention. 	<ul style="list-style-type: none"> • 3-5 day suspension. • Parent Conference. • Notification to law enforcement. • Repair and restitution. • Behavioral Intervention. 	<ul style="list-style-type: none"> • 5-day suspension. • Parent Conference. • Repair and restitution. • Notification to law enforcement. • Referral to Counseling agencies.
<p>Possession of Drug Paraphernalia</p>	<ul style="list-style-type: none"> • Parent Conference. 	<ul style="list-style-type: none"> • 3-5 day suspension. 	<ul style="list-style-type: none"> • 5-day suspension • Parent Conference.

<p>48900 (e) (j) Possessed or unlawfully offered, arranged or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code</p>	<ul style="list-style-type: none"> • TUPE Referral. • 1-3 day suspension. • Notification to law enforcement. • Behavioral Intervention. 	<ul style="list-style-type: none"> • Parent Conference. • Notification to law enforcement. • Behavioral Intervention. 	<ul style="list-style-type: none"> • Notification to law enforcement. • Expulsion recommendation
<p>Sales/Possession/Use of Controlled Substances, Alcohol or Look-Alikes Transferring controlled substances to another, holding in/on person/personal belongings/clothing, being caught in the act of consuming controlled substances..</p>	<ul style="list-style-type: none"> • Notification to law enforcement. • Parent Conference. • Expulsion recommendation if in possession of more than 1oz. • 1-3 day suspension. • Behavioral Intervention. 	<ul style="list-style-type: none"> • Notification to law enforcement. • Parent Conference. • 3-5 day suspension. • Expulsion recommendation. • Behavioral Intervention • Referral to outside agencies. 	<ul style="list-style-type: none"> • Notification to law enforcement. • Parent Conference. • Expulsion recommendation. • Behavioral Intervention. • Referral to outside agencies.
<p>Arson, bomb Threat, Possession and/or Furnishing Firearm</p>	<ul style="list-style-type: none"> • Notification to law enforcement • Parent Conference. • Expulsion recommendation. • Referral to outside agencies. 		

DANGEROUS OBJECTS (+) - Such as but not limited to knife with blade longer than 2.5 inches, any locking blade knife, switchblade knife, razor with unguarded blade, dirk, dagger, taser, stun gun, nunchuck, any explosive device or materials, tear gas, pepper gas, drug paraphernalia, imitation firearm, laser pointer any other objects deemed to be a danger to the safety of the students or staff of the school.

YOUR RIGHTS - DUE PROCESS Suspensions and Expulsions - The school principal or designee has the right to suspend a student for a period up to five days. In cases of this type, an informal hearing between the principal, student and other appropriate persons will be conducted, if possible. After the hearing is completed, the principal/designee will decide if a suspension is necessary. Parents will be notified. A written notice will be sent home.

The school principal has the right to recommend to the district superintendent that a student should be expelled. In cases of this type, a hearing will be conducted at the school district central office before the Board Meeting.

If a student has violated a school rule or is subject to suspension, involuntary transfer to or expulsion, the student and his/her parents, guardians will be formally notified. Part of the notification process will include instructions regarding the due process procedure.

APPEAL - The student or the student's parent(s)/guardian(s) have the right to appeal the suspension or expulsion. An appeal for a formal hearing at the District, must be made within 10 business days after notice has been received regarding a potential suspension or transfer or expulsion.



The Mustang Compact

It is important that families and schools work together to help students achieve high academic and behavioral standards. The following are agreed upon rules and responsibilities that we as partners will uphold and support for the success of our students in school and in life.

Staff Pledge

- Provide high-quality curriculum and instruction
- Motivate my students to learn.
- Maintain high expectations for behavior and academic success.
- Communicate regularly with families about student progress.
- Provide a safe and supportive learning environment.
- Participate in professional development and seek to improve teaching and learning.
- Actively participate in collaborative decision making and serve as an active participant in the school community.
- Be safe, be respectful, and be responsible.

Student Pledge

- Arrive at school ready to learn and work hard.
- Bring the necessary materials, completed assignments and homework.
- Know and follow school agreements.
- Ask for help when I need it.
- Communicate with my parents and teachers about school experiences so they can help me be successful in school.
- Contribute to the well-being of the school community
- Be safe, be respectful, and be responsible.

Family/Parent Pledge

- Provide a quiet time and place for homework.
- Read to my child or encourage my child to read every day (20 minutes grades K-2, and 30 minutes for grades 3-6).
- Communicate with the teacher or principal when I have a concern.
- Ensure that my child attends school every day, gets adequate sleep, regular medical attention, and proper nutrition.
- Regularly monitor my child's progress in school.
- Participate in the school by volunteering, attending parent-teacher conferences and enjoying productions.
- Communicate the importance of education and learning to my child.
- Be safe, be respectful, and be responsible.

Thank you for committing to serve our students and our school.

We have read and understand the Etna Elementary School Student-Parent Handbook and agree to comply with all school policies and procedures contained within.

Student

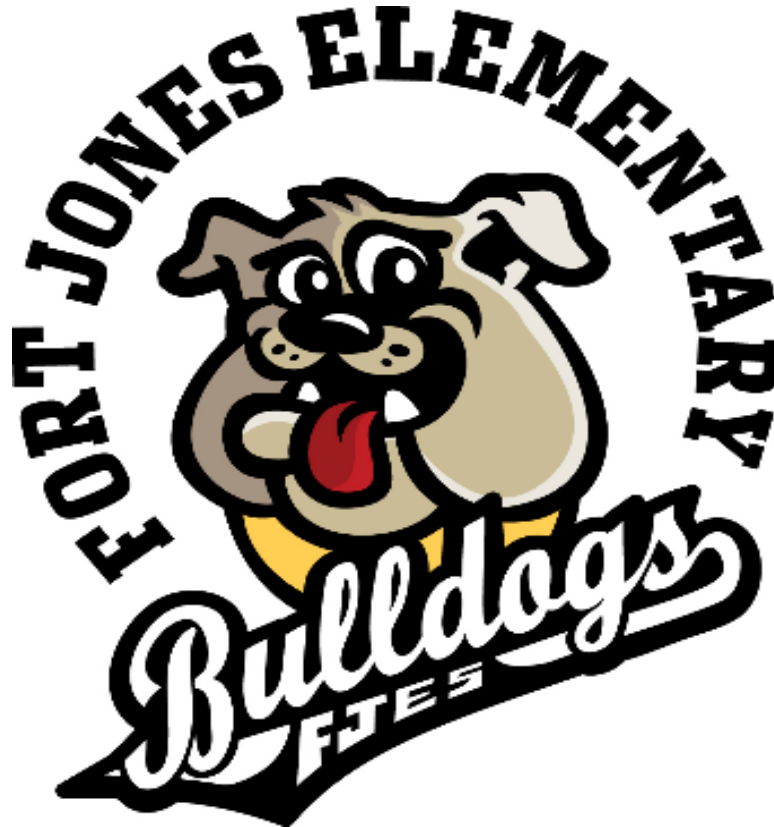
Student

Student

Parent/Guardian Date

Fort Jones Elementary School Parent Student Handbook 2023 – 2024

A Positive Place for Children to Learn



Principal
Raylene Lang
rlang@svusd.us

Secretary
Nicole Stacher
nstacher@svusd.us

11501 Mathews Street
Fort Jones, CA 96032
Phone: (530) 468-2412
Fax: (530) 468-2742

Scott Valley Unified School District

To ensure high levels of learning for all students.



Superintendent: Micheline Miglis

Scott Valley Unified Board of Trustees

Brandon Fawaz, President
Jen Thackeray, Clerk
Jason Finley
Jim Harris
Sandy Hogge

District Office

11918 Main Street
PO Box 687
Fort Jones, CA 96027
Phone: (530) 468-2727
Fax: (530) 468-2729

Fort Jones Elementary School

Vision:

The Vision of Fort Jones Elementary, a partnership of students, parents, staff, and community, is to empower all students of various ethnic and socio-economic backgrounds to:

- Achieve optimal growth to meet or to exceed grade-level state content standards.
- Become self-reliant individuals with integrity
- Become creative, critical thinkers and communicators.

Mission:

The Mission of Fort Jones Elementary, in partnership with students, parents, staff, and community, is to provide each student with:

- An approved state-adopted curriculum
- Challenging goals
- Timely, effective feedback
- A safe, friendly, and professional learning environment

Teaching Staff:

FJE Staff Member	Position	Email
Raylene Lang	Principal	rlang@svusd.us
Nicole Stacher	Secretary	nstacher@svusd.us
Michele Murphy	Transitional Kindergarten	mmurphy@svusd.us
Jodi Deppen	Kindergarten Teacher	jdeppen@svusd.us
Brooke Mason	Kindergarten Teacher	bmason@svusd.us
Lisa Dean	1st Grade Teacher	ldean@svusd.us
Angelina Rosberg	1st Grade Teacher	arosberg@svusd.us
Casandra Merrihew	2nd Grade Teacher	cmerrihew@svusd.us
Kerry Wessell	2nd Grade Teacher	kwessell@svusd.us
Makenzie Denman	Resource Intervention Teacher	mdenman@svusd.us

Be Safe, Be Respectful, and Be Responsible!

7:55 Breakfast Served
7:55 Morning Recess
8:15 First Bell to Class
8:20 Instruction Time/Tardy
10:00 Morning Recess
11:45 Lunch/Recess
2:40 Student Dismissal
5:30 Safe Program ENDS
Friday dismissal 1:15 pm

Accidents

If an accident other than that of a minor nature occurs to your child, we will make every effort to contact you. If contact cannot be made, we will contact your doctor and/or the clinic for treatment. If your child is hurt or injured while on the school grounds at any time, it is important that he/she report the injury immediately to the adult who is in charge. **An accident report will then be made in the office.**

Arrival at School

- The safety of your children is extremely important to us. *Children who walk to school must cross at the crosswalks.*
- There is absolutely NO PARKING on the yellow curb between 7:30 am and 8:10 am. The yellow curb will be designated for a “rolling drop-off”.
- Vehicles must wait in line at the yellow curb until they reach the spot closest to the school, this will be called the “drop off point”. Students may only exit the vehicle when they have reached the “drop off point” and exit the vehicle to the yellow curbside only.
- If parents or guardians have to exit their vehicle to walk students into school or unbuckle students, then they need to do so in the parking area between the Little League field and the school. **Parents may not exit the vehicle in the rolling drop-off.** The front parking lot is designated for staff parking only with the exception of one visitor space and one disabled space. Please abstain from parking in the parking spots labeled as “STAFF”.
- Upon arrival at school, your child should put their belongings on their hook, and then go directly to the playground or the multipurpose room for breakfast.

Annual Notification

Special Education and Related Services

Pursuant to Board Policy and Education Code 56301 all parents/guardians have a right to request a referral for a child who may need Special Education and Related Services. Such a referral includes identification, assessment, instructional planning, implementation and review, and procedures. Parents/guardians are strongly encouraged to discuss this matter with the regular classroom teacher, resource specialist, or principal. A referral can be initiated at any time. Early intervention is the best approach.

Attendance Procedure

Scott Valley Unified Attendance Process

We strongly encourage each of our Scott Valley Unified students to attend every day of the school year. Students who are not in school every day run the risk of falling behind academically and risk retention. To that end, we encourage our parents to review the following definitions and processes used in the Scott Valley Unified School District to ensure positive attendance for all students.

California Definition of Chronic Absenteeism

A "chronic absentee" has been defined in California *Education Code (EC)* Section 60901(c)(1) as "a pupil who is absent on 10 percent or more of the school days in the school year when the total number of days a pupil is absent is divided by the total number of days the pupil is enrolled and school was actually taught in the regular day schools of the district, exclusive of Saturdays and Sundays."

Definition of a Truant

The California Legislature defined a truant in very precise language. In summary, it states that a student missing more than 30 minutes of instruction without an excuse three times during the school year must be classified as a truant and reported to the proper school authority. Effective January 1, 2013, the law was amended to authorize school administrators to excuse school absences due to the pupil's circumstances, even if the excuse is not one of the valid excuses listed in the California *Education Code (EC)* or the uniform standards established by the governing board of the district.

Definition of a Chronic Truant

Effective January 1, 2011, *EC* Section 48263.6: Any pupil subject to compulsory full-time education or to compulsory continuing education who is absent from school without a valid excuse for ten percent or more of the school days in one school year, from the date of enrollment to the current date, is deemed a chronic truant, provided that the appropriate school district officer or employee has complied with *EC sections* 48260, 48260.5, 48261, 48262, 48263, and 48291.

Definition of Excused Absences

A student's absence shall be excused for any of the following reasons:

1. Personal illness (Education Code [48205](#))
2. Quarantine under the direction of a county or city health officer (Education Code [48205](#))
3. Medical, dental, optometrical, or chiropractic appointment (Education Code [48205](#))
4. Attendance at funeral services for a member of the immediate family.
5. Jury duty in the manner provided by law (Education Code [48205](#))
6. The illness or medical appointment of a child to whom the student is the custodial parent.
7. Upon advance written request by parent/guardian and approval of the principal/designee.
 - a. Appearance in court
 - b. Attendance at a funeral service
 - c. Observation of a holiday or ceremony of his/her religion
 - d. Attendance at religious retreats for no more than four hours per semester
 - e. Attendance at an employment conference
 - f. Attendance at an educational conference offered by a nonprofit organization on the legislative or judicial process
8. Service as a member of a precinct board for an election pursuant to Elections Code [12302](#) (Education Code [48205](#)) (cf. [6142.3](#) - Civic Education)

9. To spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code [49701](#), and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment (Education Code [48205](#)) (cf. [6173.2](#) - Education of Children of Military Families)
10. To attend his/her naturalization ceremony to become a United States citizen. (Education Code [48205](#))
11. Participation in religious exercises or to receive moral and religious instruction in accordance with district policy, subject to the following conditions: (Education Code [46014](#))
 - a. The student's parent/guardian shall provide written consent for the absence.
 - b. The student shall attend at least the minimum school day.
 - c. The student shall be excused from school for this purpose on no more than four days per school month. (cf. [6141.2](#) - Recognition of Religious Beliefs and Customs)

Method of Verification

When a student who has been absent returns to school, he/she shall present a satisfactory explanation verifying the reason for the absence. Absences shall be verified by the student's parent/guardian, another person having control of the minor, or the student if age 18 or older. (Education Code [46012](#); 5 CCR [306](#))

The following methods may be used to verify student absences:

1. Written note, fax, email, or voice mail from parent/guardian or parent representative.
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
 - a. Name of student
 - b. Name of parent/guardian or parent representative
 - c. Name of verifying employee
 - d. Date(s) of absence
 - e. Reason for absence
3. Visit to the student's home by the verifying employee, or any other reasonable method which establishes the fact that the student was absent for the reasons stated. The employee shall document the verification and include the information specified in item #2 above.
4. Physician's verification.
 - a. When excusing students for confidential medical services or verifying such appointments, district staff shall not ask the purpose of such appointments but may request a note from the medical office to confirm the time of the appointment.
 - b. If a student shows a pattern of chronic absenteeism due to illness, district staff may require physician verification of any further student absences.

Parental Notifications

At the beginning of each school year, the Superintendent or designee shall:

1. Notify parents/guardians of the right to excuse a student from school in order to participate in religious exercises or to receive moral and religious instruction at their places of worship, or at other suitable places away from school property designated by a religious group, church, or denomination (Education Code [46014](#), [48980](#))
2. Notify students in grades 7-12 and the parents/guardians of all students that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian (Education Code [46010.1](#))
3. Notify parents/guardians that a student shall not have his/her grade reduced or lose academic credit for any excused absence if missed assignments and tests that can

reasonably be provided are satisfactorily completed within a reasonable period of time, and include the full text of Education Code [48205](#) in the notice (Education Code [48980](#))

SARB process in the Scott Valley Unified District

Working in conjunction with our Truancy Officers at Siskiyou County probation, all school sites will follow the adopted process for unexcused absences. The Superintendent or designee shall investigate a complaint from any person that a parent/guardian has violated the state compulsory education laws contained in Education Code [48200-48341](#). (Education Code [48290](#)). When a student has been identified as a truant as defined above, the following steps shall be implemented based on the number of trancies he/she has committed:

1. Initial truancy

- a. The student shall be reported to the Superintendent or designee. (Education Code [48260](#))
- b. The student's parent/guardian shall be notified by the most cost-effective method possible, which may include email or a telephone call, that: (Education Code [48260.5](#))
 - (1) The student is truant.
 - (2) The parent/guardian is obligated to compel the student to attend school. If the parent/guardian fails to meet this obligation, he/she may be guilty of an infraction of the law and subject to prosecution pursuant to Education Code [48290-48296](#).
 - (3) Alternative educational programs are available in the district.
 - (4) The parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the student's truancy.
 - (5) The student may be subject to arrest or held in temporary custody by a probation officer, a peace officer, a school administrator or designee, or attendance supervisor or designee pursuant to Education Code [48264](#) if found away from home and absent from school without a valid excuse.
 - (6) The student may be subject to suspension, restriction, or delay of his/her driving privilege pursuant to Vehicle Code [13202.7](#).
 - (7) It is recommended that the parent/guardian accompany the student to school and attend classes with the student for one day. (cf. [5145.6](#) - Parental Notifications)
- c. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code [37223](#). (Education Code [48264.5](#)).
- d. The student and, as appropriate, his/her parent/guardian may be requested to attend a meeting with a school counselor or other school designee to discuss the root causes of the attendance issue and develop a joint plan to improve the student's attendance. (Education Code [48264.5](#))
- e. The Superintendent or designee may notify the district attorney and/or probation officer of the student's name and the name and address of his/her parents/guardians. (Education Code [48260.6](#))

2. Second truancy

- a. Any student who has once been reported as a truant shall again be reported to the Superintendent or designee as a truant if he/she is absent from school without a valid excuse one or more days or is tardy on one or more days during the school year. (Education Code [48261](#))
- b. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code [37223](#). (Education Code [48264.5](#))
- c. The student may be assigned to an after-school or weekend study program within the county. If the student fails to successfully complete this study program, he/she

- shall be subject to item #3 below. (Education Code [48264.5](#))
- d. An appropriate district staff member shall make a conscientious effort to hold at least one conference with the student and his/her parent/guardian by communicating with the parent/guardian at least once using the most cost-effective method possible, which may include email or a telephone call. (Education Code [48262](#))
 - e. The student may be given a written warning by a peace officer. A record of that warning may be kept at the school for not less than two years or until the student graduates or transfers from the school. If the student transfers, the record may be forwarded to the new school. (Education Code [48264.5](#))
 - f. The Superintendent or designee may notify the district attorney and/or probation officer when the student continues to be classified as a truant after the parent/ guardians have been notified in accordance with item #1b above. (Education Code [48260.6](#))
- 3. Third truancy (habitual truancy)**
- a. A student who is habitually truant, irregular in school attendance, or habitually insubordinate or disorderly during attendance at school may be referred to, and required to attend, a school attendance review board (SARB) program, a truancy mediation program established by the district attorney or the probation officer, or a comparable program deemed acceptable by the Superintendent or designee. (Education Code [48263](#), [48264.5](#)) (cf. 5113.12 - District School Attendance Review Board)
 - b. Upon making a referral to the SARB or the probation department, the Superintendent or designee shall provide the student and parent/guardian, in writing, the name and address of the SARB or probation department and the reason for the referral. This notice shall indicate that the student and parent/guardian shall be required, along with the district staff person making the referral, to meet with the SARB or a probation officer to consider a proper disposition of the referral. (Education Code [48263](#))
 - c. If the student does not successfully complete the truancy mediation program or other similar program, he/she shall be subject to item #4 below. (Education Code [48264.5](#))
 - d. If the Superintendent or designee determines that available community services cannot resolve the problem of the truant or insubordinate student or if the student and/or his/her parents/guardians have failed to respond to the directives of the district or to services provided, the Superintendent or designee may so notify the district attorney and/or the probation officer. (Education Code [48263](#))
- 4. Fourth truancy**
- a. Upon his/her fourth truancy within the same school year, the student may be referred to the jurisdiction of the juvenile court. (Education Code [48264.5](#); Welfare and Institutions Code [601](#))
 - b. If a student has been adjudged by the county juvenile court to be a habitual truant, the Superintendent or designee shall notify the juvenile court and the student's probation or parole officer whenever the student is truant or tardy on one or more days without a valid excuse in the same or succeeding school year, or is habitually insubordinate or disorderly at school.
The juvenile court and probation or parole officer shall be notified within 10 days of the violation. (Education Code [48267](#))
- 5. Chronic truancy (unexcused absence for 10 percent of school days)**
- a. The Superintendent or designee shall ensure that the student's parents/guardians are offered language-accessible support services to address the student's truancy.
 - b. If a chronically truant student is at least age six years and is in any of grades K-8, the Superintendent or designee shall notify the student's parents/guardians that failure to reasonably supervise and encourage the student's school attendance may result in the parent/guardian being found guilty of a misdemeanor pursuant to

Breakfast and Lunch Program

Breakfast and lunch are served each school day. Menus are sent home at the beginning of the month and are also on our website. All students have the opportunity to receive free meals.

Bus Transportation Safety Plan

Sec. 22112 of the Vehicle Code, effective October 5, 1999.

NOT ALL DESIGNATED **BUS STOPS** ARE RED-LIGHT STOPS. HOWEVER, WHENEVER A BUS **DISPLAYS FLASHING RED LIGHTS, ALL TRAFFIC TRAVELING IN BOTH DIRECTIONS OF THE BUS MUST STOP UNTIL THE RED LIGHTS ARE TURNED OFF.** VIOLATORS WILL BE REPORTED TO THE CHP.

Loading and Unloading Pupils

The driver of a school bus shall operate warning lights and signs at all school bus stops and at all times when the school bus is stopped for the purpose of loading or unloading pupils, regardless of whether the pupils must cross the highway or private road.

The School District, in consultation with the California Highway Patrol, may identify locations that are determined to present a unique traffic hazard due to roadway design or proximity to an intersection, or where special education pupils are boarding or pupils may require assistance to board or unload the school bus at regular stops, or activity trip stops. These stops may be exempted.

In addition the driver shall escort pupils in grades pre-kindergarten, kindergarten, or any grades 1 to 8 inclusive who must cross a highway, roadway or private road. If the bus travels in both directions on the same road, the child shall remain on the bus so that he/she can depart on the correct side of the road.

The driver shall stop to load or unload pupils only at a school bus stop designated for pupils by the School District. **A STUDENT MAY NOT DEPART THE BUS AT ANY STOP OTHER THAN HIS/HER OWN UNLESS HE/SHE HAS A NOTE/PASS WHICH HAS BEEN AUTHORIZED BY THE SCHOOL OFFICE.**

Procedure at Designated Stops or Other Trip Destination

- Students shall be at their bus stop **five minutes** prior to the scheduled bus arrival time. If the bus is approaching, a student shall never cross the street but rather wait for the driver to escort him/her across the street.
- Students should wait until the bus has completely stopped, red lights have been activated, and the door has opened. They shall never rush or run to the bus. If there is a group, they must wait in an orderly line and never crowd or push.
- Upon boarding the bus, students shall go quickly to their seat, sit facing the front with their back against the seatbacks, and remain seated until their destination has been reached and the bus has come to a complete stop. The driver will indicate when it is safe to stand and depart.
- The same procedure shall be followed when a student is discharged from the bus. That is, he/she shall never cross the street unescorted.
- Students shall wait for direction from the driver, and shall not cross the street until directed to do so. He/she shall then cross between the driver and the bus.
- Students shall never run back to the bus, or cross back over to get mail, etc.
- Students shall never cross behind the bus.

School Activity Trip

Prior to departure, all students and appropriate staff shall receive safety instruction which includes, but is not limited to, the location of the emergency exit, and the location and use of emergency equipment. Instruction may also include the responsibilities of passengers seated next to an emergency exit.

Procedures for Discharging Students at Stops Other Than Designated

In order for a student is to be discharged at a stop other than his/her designated stop, EITHER WRITTEN OR VERBAL VERIFICATION FROM THE PARENT OR GUARDIAN, THROUGH THE SCHOOL OFFICE, IS REQUIRED.

Scott Valley Unified School District Bus Rules and Prohibited Behavior

- Abusive body contact, (slapping, hitting, poking, shoving, pulling hair, etc.) while being transported, or when loading or unloading the bus.
- Fighting on the bus or at the bus stop.
- Weapons (pocket knife, gun, arrows, decorative swords, etc.) are not allowed.
- Using other than the student's regularly designated bus stop (this will be permissible only if parent note or authorization from the office, is presented to the driver and the bus is not overloaded).
- Using profane language or obscene gestures.
- Unauthorized exits (from emergency doors and windows).
- Putting any part of body windows at any time.
- Not wearing seat belt if the bus is so equipped.
- Any movement OUT of seats while bus is in motion.
- Cell phones, tablets, laptops are to be stowed out of sight at all times while on the bus. No audible sounds are to be heard from the devices. Students may listen to their device using head phones only.
- Riding bus after receiving a ride penalty.
- Legs, feet and objects obstructing aisle or facing to the rear in seats while bus is in motion.
- Creating excessive noise.
- Any improper bus stop procedures (not lining up, rock throwing, playing in streets, any property damage at the bus stop, etc.).
- Unauthorized opening, closing or tampering of any kind with bus doors, windows or emergency exits.
- Any type of damage or defacing bus.
- Lighting of matches, cigarettes, or smoking on the bus.
- Throwing any objects in, out of, or at the bus.
- Littering of any kind.
- Transporting live animals, reptiles, or insects on bus, or in keeping with Article 14277 of the Official State Regulations and laws relating to pupil transporting in California i.e.: Any article that, in the opinion of the bus driver, could be considered hazardous.
- Carrying any non-prescribed medications illegal (marijuana, etc.)
- Eating or drinking on the bus.
- Disrespect to the bus driver.
- Give improper identification when requested by the driver.
- Tampering with bus controls.
- Failure to obey driver.
- Failure to remain quite at all railroad crossings.
- Endangering life or limb or other people
- Other unauthorized or unsafe actions.

California Administrative Code Title 5; Section 14263 (Authority Of Bus Driver) (a) Pupils transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street,

highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver, shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus en route between home, school, or other destinations. (b) Board of Trustees shall adopt rules and regulations to enforce this section. The regulations shall include, but not be limited to, specific administrative procedures relating to suspension of riding privileges and shall be made available to parent, pupils, teachers, and other interested parties.

SVUSD July 1, 2022

Bus Rules and Procedures

Whenever a child rides a school bus, the following rules apply:

- Pupils being transported in a school bus shall be under the authority of and responsible directly to the driver of the bus. (CAC Title 5, Sec. 14263.)
- It is the pupil's responsibility to be on time for the bus for both morning and afternoon and any other scheduled bus runs.
- Pupils who are in **TK, kindergarten, or first grade** need to have an adult pick them up at the bus stop. If an adult is not visible at the bus stop the pupil will not be released by the driver and will be returned to school. An older sibling may walk a kindergarten or first-grade student if a parent or guardian submits a written note to the school or bus shop at least 24 hours in advance.

NOTE 1: Cell phones are on the buses to permit contact with the school office or parents when an emergency exists.

NOTE 2: Be aware that surveillance cameras are used to identify and address discipline problems. They are located in the front of each bus. They record video as well as audio data.

Late Bus

Students have an additional busing opportunity through the SAFE late bus. This bus route runs after school hours and requires an adult to be visible to release any K-1 grade student. Because this bus runs after hours, if someone is not visible for a K-1 grade student, the bus driver will call administration or the local police, because the campus is closed at this time of night. Failure to pick up your student at the proper time will result in suspension from the late bus.

Bus Violations

When a bus rider is guilty of misconduct, they will be reported to the school principal. The consequence for bus violations is as follows:

- 1st citation: Warning or possible bus riding suspension
 - 2nd citation: 3-day bus riding suspension
 - 3rd citation: 2-week bus riding suspension
 - 4th citation: Balance of year bus riding suspension
-
- **Immediate suspension for threatened or actual bodily harm.**
 - **Incidents of a serious nature may result in immediate suspension from bus privileges.**
 - **Students who have lost their riding privilege are not allowed to ride on field trips or athletic events.**
 - **Students suspended from riding the bus must continue to attend school. It is the responsibility of the parent or guardian to ensure that the student attends school.**

Cell Phones

Cell phones must be kept on silent and in the child's backpack, or they will be confiscated by the teacher/ office. All phone calls during the school day should be made to or from the school office.

Child Abuse

All school employees are required by law to report suspected or known child abuse and neglect

to Child Protective Services.

Counseling

Counseling is available to students of Fort Jones Elementary through the shared services of a student service specialist. Students can have one on one meetings, individual check in's, or group sessions. Every student receives weekly Social-Emotional Lessons that are taught in each classroom. If you feel your student could benefit from additional counseling services, please contact the principal.

Fort Jones Elementary Social Emotional Lesson Matrix

Month	Focused Character Trait	SEL Lessons (are subject to change)
August	Safe- The condition of being free from danger or injury.	<ul style="list-style-type: none"> ● Teach/ review school expectations. ● Introduce the definition of SAFE.
September	Safe- The condition of being free from danger or injury.	<ul style="list-style-type: none"> ● Teach/review fire drills and other school drills. ● Friendships.
October	Respectful- Caring enough about others' feelings to think before you act.	<ul style="list-style-type: none"> ● Training on the problem-solving process. ● Lesson on being respectful.
November	Responsible- Doing the things you are expected to do and accepting the consequences (positive or negative) of your actions.	<ul style="list-style-type: none"> ● Kindness ● Gratitude ● What is bullying/ bullying behavior.
December	Gratitude- To express thankfulness and appreciation for what you have.	<ul style="list-style-type: none"> ● Review playground expectations. ● Community SEL project.
January	Self-Control- The ability to manage your own behavior by stopping and thinking before acting.	<ul style="list-style-type: none"> ● Stress relief/ review calming tools. ● Review school expectations. ● Lesson on Self-control.
February	Focus- To pay particular attention to or concentrate on what you are being asked to do or learn.	<ul style="list-style-type: none"> ● Growth mindset. ● Focus/ Goal setting.
March	Honesty- To speak and act truthfully and morally.	<ul style="list-style-type: none"> ● Self-regulation. ● Positive self-talk. ● Honesty
April	Cooperation -The ability to work together so that everyone can benefit.	<ul style="list-style-type: none"> ● Review playground and dress code expectations. ● Cooperations. ● Review state testing expectations.
May	Motivated- To have an inner drive that inspires an individual to make plans and follow through with them.	<ul style="list-style-type: none"> ● Review bus and field trip expectations. ● Motivation/what motivates you.

June	Motivated- To have an inner drive that inspires an individual to make plans and follow through with them.	<ul style="list-style-type: none"> • Summer goals.
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Concerns, Complaints, and Questions

Please see Annual Notification Requirements Regarding Complaints, in your student's packet.

Dress Code

In the interest of safety and modesty, students should wear appropriate clothing to school. Parents and students are reminded that school is a working and learning environment where the appropriate dress is expected. Students may not attend school dressed in a manner which:

1. Creates a safety hazard for him/her or for other students,
2. Constitutes a serious or unnecessary distraction to the learning process,
3. Disrupts the campus order,
4. Is in conflict with the goal of preventing substance abuse and gang activity.

Fashions change. Questionable clothing styles not listed will be judged acceptable or not by the principal. (EC 35183)

The following is a list of items deemed unacceptable:

- Clothing, hairstyles, and jewelry that could impair health or safety are not acceptable.
- Loosely fitting shorts/pants worn below the waist (sagging) is not appropriate.
- Obscene or suggestive messages on clothing are not allowed.
- Clothes printed with messages promoting alcohol, tobacco, or other drugs or drug-associated items, are not allowed.
- Low cut shirts, strapless tops, "muscle" shirts, midriff/crop tops; tops that expose undergarments or can be deemed to be an undergarment, tops that have a strap narrower than 2", sleeveless tops with large openings exposing the back and/or chest or backless tops may not be worn.
- Any clothing where skin or underwear shows between the pants and a top is not appropriate for school.
- Hats are not to be worn in classrooms, hallways, or at school assemblies.
- Sheer, fish-net, and see-through fabric is not appropriate.
- Shoes must be worn at all times. Bedroom slippers are never appropriate. Open-toed shoes with straps on the back may be worn during appropriate weather.
- Glasses, other than a student's own prescription glasses, shall not be worn indoors.
- Any style of clothing or symbols that indicate gang affiliation or which create a risk of potential violence is prohibited.
- Shorts and dresses need to be mid-thigh length.

Violations of the dress code as outlined are subject to the following disciplinary procedures:

1st OFFENSE:

1. Verbal warning, change of clothes or a phone call home to request clothing to be brought from home to change the inappropriate garment

2nd OFFENSE:

1. Verbal warning, and a phone call home to request clothing to be brought from home to change the inappropriate garment
2. Documentation of the incident (Think Sheet/ZAP card)

3rd OFFENSE:

1. Verbal warning, and a phone call home to request clothing to be brought from home to change the inappropriate garment
2. Documentation of the incident (Think Sheet/ZAP card)

3. Parent conference.
4. Disciplinary action and behavioral intervention.

When it snows students are expected to be dressed in appropriate snow gear. When students are playing in the snow only snow gear may touch the snow (snow boots, gloves, jackets, pants). Students not wearing snow gear will not be allowed in the snow.

Earthquake Emergency System and Disaster

Preparedness Plan

Recognizing that California will continue to experience moderate to severe earthquakes, and in compliance with a legislative measure, Scott Valley Unified School Board has instituted preparedness training for staff and students. "Drop and Cover" Drills are held to ensure that students and staff will act instinctively in an emergency. The district also realizes that the school building could be used as a community shelter and the office assigned as disaster headquarters under disaster conditions. The administrator will act as the director.

Intruder Drills/Fire Drills

ALICE training is used for training staff and students if there is an intruder on campus. These once a year drills are focused on preparedness and safety. Fire drills are conducted monthly.

Expectations for Students

The student expectations will be taught by classroom teachers, student services specialists, and other school staff in order for all students to understand behavior expectations on campus.

	Be Safe	Be Respectful	Be Responsible
Hallway	<ul style="list-style-type: none"> • Walk facing forward with hands at sides • Leave 3ft space • Keep to the right • Keep hallways clear and clean 	<ul style="list-style-type: none"> • Keep hands and feet to self • Stay quiet - classes are in progress • Hold doors for others. • Hands off bulletin boards and walls. 	<ul style="list-style-type: none"> • Go directly to your destination • Set a good example • Follow directions
Restroom	<ul style="list-style-type: none"> • Wash hands • Report problems to an adult • Walk at all times • Keep water in the sink. 	<ul style="list-style-type: none"> • Respect privacy • Use kind words and actions • Use equipment and supplies properly • Wait your turn 	<ul style="list-style-type: none"> • Throw trash in a receptacle • Use time wisely • Go, flush, wash

<p>Assembly</p>	<ul style="list-style-type: none"> • Enter and exit quietly in your line. • Walk at all times. • Stay in the designated area. 	<ul style="list-style-type: none"> • Eyes and ears on speaker. • Participate appropriately. • Use appropriate applause. • Enter and exit quietly. 	<ul style="list-style-type: none"> • Keep hands and feet to yourself • Sit appropriately • Follow directions from adults
<p>Playground</p> <p><u>(Stop, Walk, Talk)</u></p>	<ul style="list-style-type: none"> • Stay within the eyesight of an adult at all times. • Hands off. • Use equipment appropriately. • Follow directions the first time. • Be mindful of others. • Whistle Blow-Stop, Look, & Listen, Get off equipment. (Voice Level 0) • Walk to line up. • Stay inside the fenced area. 	<ul style="list-style-type: none"> • Use kind words • Include others • Play fair • Share and take turns • Line up quickly.(walk) 	<ul style="list-style-type: none"> • Solve small problems on your own. • Clean up equipment. • Follow game rules. • What's on the ground, stays on the ground. • Ask an adult for help to solve big problems. • Keep the snack area clean. • Ask if you need to enter the building. (bathroom, classroom)
<p>Cafeteria</p>	<ul style="list-style-type: none"> • Follow directions from adults • Walk at all times • Eat only your food • Raise your hand for help and to be excused. 	<ul style="list-style-type: none"> • Respect other's space • Use kind words and actions. Use "Please, and Thank you." • Use an indoor voice. 	<ul style="list-style-type: none"> • Clean up your area- Up, down, all around. • Sit with feet under table. • Stay seated until excused.
<p>Library</p>	<ul style="list-style-type: none"> • Follow directions from adults • Walk at all times 	<ul style="list-style-type: none"> • Take care of books and equipment • Respect others trying to read and learn • Be quiet (voice level 0) 	<ul style="list-style-type: none"> • Stay on task • Put things away in their proper place • Return materials on time • Use time wisely

<p>Classroom</p>	<ul style="list-style-type: none"> • Use classroom materials appropriately • Walk at all times • Keep hands, feet and objects to yourself 	<ul style="list-style-type: none"> • Pay attention to your teacher • Follow instructions • Use kind words and actions • Raise your hand to speak • Participate appropriately. 	<ul style="list-style-type: none"> • Complete your work • Organize • Be ready to learn and try your best • Stay on task
<p>Bus</p>	<ul style="list-style-type: none"> • Stay seated face forward. • Watch for traffic when entering/exiting. • Keep hands and feet to yourself. • Report problems to an adult. 	<ul style="list-style-type: none"> • Keep noise level low. • Use kind words and actions. • Listen for your stop. 	<ul style="list-style-type: none"> • Listen to the bus driver. • No eating or drinking. • Keep track of your belongings. • Keep your backpack closed.
<p>Four Square</p>	<ul style="list-style-type: none"> • Players in line must stay behind the white line. • When the whistle is blown, all play stops, and students freeze. • The game continues until someone makes an error. • Stay in your own square. • If you think a ball is out of the game, let it go out. 	<ul style="list-style-type: none"> • The second person in line is the referee. If the referee is not paying attention they must go to the end of the line. No arguing with the referee. • Practice good sportsmanship. Use kind, encouraging words to one another. • Outside lines are in bounds and inside lines are out of bounds. 	<ul style="list-style-type: none"> • A server may only have one re-serve. When serving the ball, it must bounce in the server's square, and then it goes to the first square. • A player may not hold the ball or slam the ball.(cherry bomb) • You must hit the ball with your hands. Other body parts do not count. • If a ball hits your feet, (chicken feet) you are out. • The person who hits the ball out of the square is out.

<p>Basketball</p>	<ul style="list-style-type: none"> • You may only touch the basketball. No pushing or shoving players. • Limit the games to 5 on 5. • Switch teams daily. • Take turns being captain and picking teams. • Choose fair and equitable teams. • When the whistle is blown, all play stops, students freeze. 	<ul style="list-style-type: none"> • Practice good sportsmanship. Use kind, encouraging words to one another. 	<ul style="list-style-type: none"> • Put all materials away. • Be honest about fouls and rules. • The ball outside the court is out on the last person who touched the ball.
<p>Baseball</p>	<ul style="list-style-type: none"> • Players waiting to bat must stand behind the dugout. No climbing on the dugout. • A player cannot steal a base when the pitcher has the ball on the mound. • Switch teams daily. • Take turns being captain and picking teams. • Choose fair and equitable teams. • When the whistle is blown, all play stops, students freeze. 	<ul style="list-style-type: none"> • Practice good sportsmanship. Use kind, encouraging words to one another. • 	<ul style="list-style-type: none"> • The catcher determines if a ball is a strike or a ball. • Players can not argue with the catcher. • Everyone on a team gets to bat once, or three outs, whichever comes first. • Only tennis balls and wiffle bats can be used to play.

Fort Jones Elementary School Response to Intervention Model

Behavior

Tier 3

- *Check-In/Check-Out P.A.W.S.
- *Individualized Daily/Weekly Incentives
- *Probation department communication and home visits.
- *Referrals to outside agencies.
- *Communication with county behaviorist.

Tier 2

- *Social Restriction
- *Behavioral Intervention
- *Study Hall
- *Student Conferences
- *Small group Social Emotional lessons.
- *Goal-setting activities .
- *Lunch Bunch for social and emotional skills.
- * Bulldog Champions

Tier 1

- *Social Emotional Learning weekly classroom lessons. .
- *Bulldog Bucks.
- *Bulldog Buck Store.
- *Bulldog Leader of the pack.
- *Character education word of the Month.
- *Community events and community partnerships.
- *Parent education night.
- *Morning Greeting.
- *Positive Paws
- *Positive interactions 8 to 1.
- *Student leadership opportunities.
- *Bulldog Bus Bucks.

Academics

Tier 3

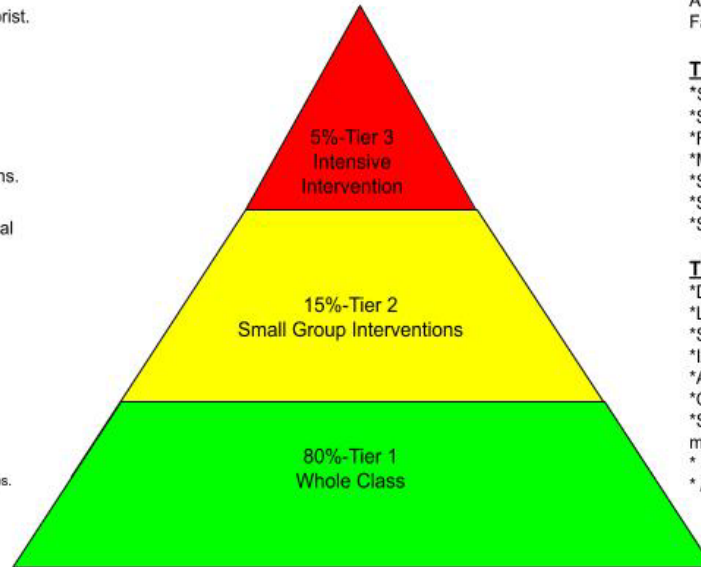
- *1:1
- *504 Plan
- *Individualized Education Plan (IEP)
- *Behavior Intervention Plan (BIP)
- * Referrals to outside agencies(PAL, ANAV counseling, Behavioral Health, Family Resource Center)

Tier 2

- *SIPPS
- *Small group academic instruction
- *Reading Academy
- *Math Academy
- *Study Hall
- *Summer School
- *Student Study Team Meeting

Tier 1

- *Daily Differentiated Instruction (DI)
- *Lexia
- *State adopted curriculum
- *IXL
- *Accelerated Reader
- *Quarterly benchmarks and assessments.
- *Student Progress Monitoring quarterly meetings.
- * SAFE homework time.
- * Accelerated Reader Challenges



Last Edited: 2/15/23

Discipline

Please see our comprehensive discipline matrix.

Staff and Student Rights

All staff and students shall be:

- SAFE
- RESPECTFUL
- RESPONSIBLE

Standards--THE STUDENT WILL:

- Be on time, prepared with proper materials, including a planner or folder.
- Be kind, cooperate, and respect others and property.
- Attend school regularly.
- Follow directions, complete assignments, and stay on task.
- Not disrupt the school or use unacceptable language.
- Keep their hands and feet to themselves at all times.

Consequences

Some actions may result in immediate removal from the classroom or the campus.

Zap Card

The **ZAP CARD** may be issued by any staff member. It is an immediate notice to the student that he/she has behaved inappropriately. The student is to take the Zap Card home for a parent/guardian

signature and return it the next day to Mrs. Lang at first-morning recess. Failure to do so will result in a second ZAP Card and a phone call home.

Behavioral Intervention

Behavioral Intervention may be assigned by any staff member. Behavior Intervention will be held from 11:50 AM to 12:20 PM Monday thru Friday.

Suspension (Determined by following the behavior matrix)

Suspension means the removal of a student from ongoing instruction for the purpose of adjustment. **Students may be assigned an in-school suspension/behavioral intervention.** In this case, the student will be sent with his/her class materials to the office and will work under the supervision of the Principal and/or a substitute teacher. In more severe cases the student will be required to remain at home for the length of the suspension.

BULLDOG P.A.W.S – Positive Action With Support

Students who continue to break our school agreements of being SAFE, RESPECTFUL, or RESPONSIBLE, and/or receive multiple zap cards or suspensions, may be nominated for our P.A.W.S. check-in/check-out program. This program allows students to focus on and ultimately change specific behaviors. The program is the result of a partnership between home, student, and school, which is defined in our P.A.W.S. contract. Students enrolled in P.A.W.S. will check in with the school principal each day to enforce positive behaviors and focus on goals, and they will check out with their homeroom teacher at the end of the day.

Expulsion

Expulsion is an action taken by the Board of Trustees for severe or prolonged breaches of the discipline code by a student. Expulsion, except for single acts of a grave nature, is usually reserved for application where there is a history of misconduct and where other forms of discipline, including suspension, have failed.

SVUSD TK-5 Discipline Matrix

2022-2023 Guidelines for Student Behavior

DISCIPLINARY ACTIONS

Students who become involved in areas of problem behavior will be subject to certain disciplinary actions. Depending upon the behavior problem of the student, one or more of the following actions may be taken by school officials. The action taken will be according to Board Policies and State Law.

	INFORMAL TALK- A school official (teacher, administrator, or counselor) will talk with the student to discuss student behavior. The discussion will be recorded in the student discipline record. Multiple informal talks will result in a formal parent conference.
	ZAP CARD/Think Sheet/REFERRAL Will be administered by any school official. Students must bring back the following school day signed by a parent/guardian. Discussion about issued zap card, Think Sheet, or referral at morning recess.

	Behavioral Intervention - Will be served at lunchtime in a designated room or with SEL team. Students <u>must</u> bring work with them or complete a “think sheet”.
	CONFERENCE - A formal conference is held between the student/parent and one or more school officials. During this conference, the student must agree to correct his/her behavior. A conference may result in an academic/behavior contract and/or involuntary alternate placement. All actions will be recorded in the student discipline record.
	SARB - School Attendance Review Board.
	REMOVAL FROM CLASSES When a student is removed from one or more classes for disciplinary reasons, he/she remains in the office during this time.
	IN-SCHOOL SUSPENSION A student may be assigned to an in-school suspension program at the discretion of a school official for offenses for which suspension is permitted.
	SUSPENSION - The student is informed that he/she is subject to suspension (5 days or less). The student is also informed regarding the due process procedure. The student's parent/guardian is notified that the student is subject to suspension. Notification to the parent/guardian must include clear instructions regarding the due process. Recorded in the student discipline record.
	EXPULSION - The student is informed that he/she is subject to expulsion. The student is also informed regarding their due process. The student's parent/guardian is notified by certified letter that the student is subject to expulsion. Notification to the parent/guardian must include clear instructions regarding the due process. The school administration will recommend to the Board of Education that the student be expelled. Board will take action. Recorded in the student discipline record.
	COMMUNITY SERVICE PROGRAM Students that are suspended or have their expulsion stayed may be allowed to maintain their attendance at School while entering a mutually agreed upon C.S. program. If the student violates the written contract, he/she is automatically suspended/expelled.
	Actions to be taken (actions are recorded in the student discipline record)

Behavior	1st Offense	2nd Offense	3rd Offense
Inappropriate use of any Electronic Devices (such as computer, cell phone, MP3 player, iPod, smartwatch, and camera)	<ul style="list-style-type: none"> Loss of property for the day Notify parent Behavioral intervention 	<ul style="list-style-type: none"> Loss of property for the day. Parent must pick up property Behavioral intervention. 	<ul style="list-style-type: none"> Students must check property into the office daily or it must be left home.
Inappropriate internet use/ searches.	<ul style="list-style-type: none"> Restricted internet use for one month. Parent Notification. Think Sheet/ ZAP card. 	<ul style="list-style-type: none"> Restricted internet use for an additional length of time. Parent Notification. Think Sheet/ ZAP card. Behavioral intervention. 	<ul style="list-style-type: none"> Limited/ restricted internet access. Parent Conference. ZAP card/Think Sheet. Behavioral intervention. Possible 1-3 day in school suspension.
Dress Code Violation Policy	<ul style="list-style-type: none"> Warning. Change of clothes given by the office if available. Phone call home to notify and request a change of clothes. Behavioral Intervention. 	<ul style="list-style-type: none"> Warning Phone call home to notify and request a change of clothes. Behavioral intervention. Think Sheet/ZAP Card. 	<ul style="list-style-type: none"> Warning Phone call home to notify and request a change of clothes. Think Sheet/ZAP card. Parent Conference Possible 1-day in-school suspension.
Forgery, Lying, Misrepresentation, Cheating, Plagiarism, academic dishonesty	<ul style="list-style-type: none"> Parent notification. Behavioral Intervention. <i>"0" assigned to the project/ assignment.</i> 	<ul style="list-style-type: none"> Parent Notification 1 day in school suspension Parent Conference. <i>"0" assigned to the project/assignment.</i> 	<ul style="list-style-type: none"> 3rd Offense: 1-3 day suspension. 4th Offense: Academic/behavior Contract.

Inappropriate Display of Affection	<ul style="list-style-type: none"> • Student warning. • Behavioral Intervention. • Parent Notification. 	<ul style="list-style-type: none"> • Behavioral Intervention. • Think Sheet/ZAP card. • Parent Notification. 	<ul style="list-style-type: none"> • Parent Conference. • Counseling.
Defiance of Safe, Respectful, and/or Responsible Agreements	<ul style="list-style-type: none"> • Notify parent/Think Sheet/ ZAP card • Behavioral Intervention. 	<ul style="list-style-type: none"> • Removal from class • Behavioral Intervention/ PAWS/Behavior check in/check out. • Parent Notification. • Think sheet/ZAP card. 	<ul style="list-style-type: none"> • Parent Conference. • Counseling. • Think sheet/ZAP card. • Possible referral to outside agencies. • Possible behavior contract.
Tobacco Use/Possession	<ul style="list-style-type: none"> • Tobacco education program. • Behavioral intervention. • Parent Notification. • Think Sheet/ ZAP card. 	<ul style="list-style-type: none"> • Parent Notification. • 1-3 days in school suspension. • Tobacco Education Program. • Behavioral Intervention. 	<ul style="list-style-type: none"> • 3-5 day suspension • Parent Conference. • Notification to law enforcement.
Truancy	<ul style="list-style-type: none"> • Behavioral Intervention. • After the 3rd. Truancy, students will be entered into the SARB process and parents will be sent the 1st SARB notice. 	<ul style="list-style-type: none"> • The next truant after the previous offense will result in the 2nd SARB notice being sent to parents, as well as communication with the truant officer. • Parent Conference. 	<ul style="list-style-type: none"> • Subsequent truancies will result in the 3rd SARB letter being sent to parents requesting their presence at a SARB hearing with the SARB board and truant officer.
Profanity Directed at Another Person (Staff member or student) (Including Electronic/Social Media)	<ul style="list-style-type: none"> • Parent Notification. • Think Sheet/ZAP card. • Behavioral Intervention. 	<ul style="list-style-type: none"> • Behavioral Intervention • 1-3 day in school suspension. • Parent Conference. 	<ul style="list-style-type: none"> • 3-5 day suspension. • Parent Conference. • Counseling.

<p>Under the Influence of Alcohol/Controlled Substance</p>	<ul style="list-style-type: none"> • 1-3 day suspension • Notification to law enforcement. • Parent Conference. • TUPE Referral. • Behavioral Intervention. 	<ul style="list-style-type: none"> • Notification to law enforcement. • 3-5 day suspension. • Parent Conference. • Counseling Referral to outside agencies. 	
<p>Possession of Knife, or Other Dangerous Objects.</p>	<ul style="list-style-type: none"> • Confiscate Property. • Parent Notification and retrieval of the object. • Behavioral Intervention. 	<ul style="list-style-type: none"> • Confiscate Property. • Think Sheet/ZAP card. • Parent Notification and retrieval of the object. • 1-3 day in school suspension. 	<ul style="list-style-type: none"> • Confiscate property • Parent notification and retrieval of the object. • 3-5 day suspension
<p>Harassment: Hazing, Sexual, Bullying, Cyber-Bullying, and/ or Threatening Actions reported, impacting the educational process of a student, inclusive of Electronic/ Social Media (E.C. 48900a).</p>	<ul style="list-style-type: none"> • Parent Conference. • Written Assignment. • Possible 1-3 days of suspension (Not applicable K-3). • Behavioral Intervention. 	<ul style="list-style-type: none"> • Parent Conference. • 3-5 day suspension (Not applicable K-3). • Behavior Contract/ PAWS/ Check in/Check out. • Behavioral Intervention. 	<ul style="list-style-type: none"> • 5-day suspension (Not applicable K-3) • Referral to Counseling agencies. • Behavioral Intervention.
<p>Fighting Any physical confrontation involving students. Inclusive of Students recording, antagonizing or otherwise supporting the incident in any way.</p>	<ul style="list-style-type: none"> • 1-3 day suspension. • Counseling. • Parent Notification. • Behavioral Intervention. 	<ul style="list-style-type: none"> • 3-5 day suspension. • Counseling. • Behavioral Intervention. • Parent Conference. 	<ul style="list-style-type: none"> • 5-day suspension. • Referral to Counseling agencies.

<p>Hate Crimes, Game Affiliation/Tagging: Behaviors or statements that degrade on the basis of race, ethnicity, culture, heritage, gender, sexual orientation, physical attributes, religious beliefs or practices. (Includes Electronic/Social Media)</p>	<ul style="list-style-type: none"> ● Parent Notification. ● Behavioral Intervention. ● 1 -3 day suspension. 	<ul style="list-style-type: none"> ● Parent Notification. ● Contact law enforcement. ● 3-5 day suspension. ● PAWS/ Behavior Contract. 	<ul style="list-style-type: none"> ● Parent Notification. ● 5 day suspension ● Contact law enforcement. ● Referral to Counseling agencies.
<p>Assault/Battery Physical attack of one person, or of a group of persons, upon another person. Verbal assault is the threat of physical attack.</p>	<ul style="list-style-type: none"> ● 1-3 day in school suspension. ● Parent Notification. ● Notification to law enforcement. ● Behavioral Intervention. 	<ul style="list-style-type: none"> ● 3-5 day suspension. ● Parent Conference. ● Counseling. ● Behavioral Intervention. ● Notification to law enforcement. 	<ul style="list-style-type: none"> ● Notification to law enforcement. ● Parent Conference. ● Referral to Counseling agencies.
<p>Destroy and/or Deface Property School property or personal property on school grounds School property means anything belonging to the school; such as desks, books, tables, walls, or floors (E.C. 48900f).**</p>	<ul style="list-style-type: none"> ● Parent Conference. ● 1-3 day school suspension. ● Repair and restitution. ● Possible Notification to law enforcement. ● Behavioral Intervention. 	<ul style="list-style-type: none"> ● 3-5 day suspension. ● Parent Conference. ● Notification to law enforcement. ● Repair and restitution. ● Behavioral Intervention. 	<ul style="list-style-type: none"> ● 5-day suspension. ● Parent Conference. ● Repair and restitution. ● Notification to law enforcement. ● Referral to Counseling agencies.
<p>Possession of Drug Paraphernalia 48900 (e) (j) Possessed or unlawfully offered, arranged or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code</p>	<ul style="list-style-type: none"> ● Parent Conference. ● TUPE Referral. ● 1-3 day suspension. ● Notification to law enforcement. ● Behavioral Intervention. 	<ul style="list-style-type: none"> ● 3-5 day suspension. ● Parent Conference. ● Notification to law enforcement. ● Behavioral Intervention. 	<ul style="list-style-type: none"> ● 5-day suspension ● Parent Conference. ● Notification to law enforcement. ● Expulsion recommendation.

<p>Sales/Possession/Use of Controlled Substances, Alcohol or Look-A-Likes Transferring controlled substances to another, holding in/on person/personal belongings/clothing, being caught in the act of consuming controlled substance.</p>	<ul style="list-style-type: none"> • Notification to law enforcement. • Parent Conference. • Expulsion recommendation if in possession of more than 1 oz. • 1-3 day suspension. • Behavioral Intervention. 	<ul style="list-style-type: none"> • Notification to law enforcement. • Parent Conference. • 3-5 day suspension. • Expulsion recommendation. • Behavioral Intervention • Referral to outside agencies. 	<ul style="list-style-type: none"> • Notification to law enforcement. • Parent Conference. • Expulsion recommendation. • Behavioral Intervention. • Referral to outside agencies. • Expulsion recommendation.
<p>Arson, bomb Threat, Possession and/or Furnishing Firearm</p>	<ul style="list-style-type: none"> • Notification to law enforcement • Parent Conference. • Expulsion recommendation. • Referral to outside agencies. 		

DANGEROUS OBJECTS (+) Such as but not limited to knife with blade longer than 2.5 inches, any locking blade knife, switchblade knife, razor with unguarded blade, dirk, dagger, taser, stun gun, nunchuck, any explosive device or materials, tear gas, pepper gas, drug paraphernalia, imitation firearm, laser pointer any other objects deemed to be a danger to the safety of the students or staff of the school.

YOUR RIGHTS DUE PROCESS Suspensions and Expulsions The school principal or designee has the right to suspend a student for a period up to five days. In cases of this type, an informal hearing between the principal, student and other appropriate persons will be conducted, if possible. After the hearing is completed, the principal/designee will decide if a suspension is necessary. Parents will be notified. A written notice will be sent home.

The school principal has the right to recommend to the district superintendent that a student should be expelled. In cases of this type, a hearing will be conducted at the school district central office before the Board hearing.

When the school principal recommends to the district superintendent that a student should be expelled, the hearing will be conducted before the Board of Education. If a student has violated a school rule or is subject to a suspension or transfer to continuation/homeschool/I.S.P./community day or expulsion, the student and his/her parents, guardians will be formally notified. Part of the notification process will include instructions regarding the due process procedure.

APPEAL - The student or the student's parent(s)/guardian have the right to appeal the suspension or expulsion. An appeal for a formal hearing at the District, must be made within 10 business days after notice has been received regarding a potential suspension or transfer or expulsion.

Emergency Closure Day

In the event that school is canceled, you will receive a telephone call, text, parent square, and/or email **via our automated system**. Announcements will also be made via the 103.9 radio station and/or district social media. **Late start** will be two hours after the normal daily start time.

Enrollment Requirements

The laws concerning health issues are numerous and must be followed by parents. Please read the following requirements carefully.

State Requirements:

- A physical examination within 18 months prior to entering first grade.
- Up-to-date immunizations.
- A listing of the child's allergies and/or any health concerns and medications.

District Requirements:

- A certified birth certificate.
- Resident in the Scott Valley Unified School District.
- The primary language is spoken in the home.
- An emergency telephone number.

Experiential Learning

We are committed to providing experiences from which students can learn and apply their knowledge beyond the classroom setting. These experiences are directly related to the information being discussed in class and relate to the state standards we are required to teach. There are three primary components of our experiential learning program.

- Field Experiences
- Service Learning
- Science Lab and Outdoor Learning Center/Schoolyard Habitat

Participation in these experiences is critical to ensuring that students can apply knowledge, enjoy learning and participate in their community. Student participation is based on their ability to follow school behavior agreements on a consistent basis.

General Health

Immunizations:

- Your child will not be allowed to enroll in school if you do not present an immunization record. Be sure to give a copy of your child's immunization record to the school secretary each time your child receives an additional immunization.
- Students not meeting immunization requirements must present a schedule of immunizations from a physician's office, in order to enroll in school or they will be excluded from school by authorization of the health department.
- Parents or guardians must provide medically validated proof of immunizations which include the dates (month, day, and year) of each immunization received.

CHDP - Child Health and Disability Prevention Program

CHDP requires all children to have a health check-up or screening before entering first grade. It also includes periodic health screenings for persons under age 21 who are eligible for Medi-Cal.

All children who enter first grade must present their school district with a certificate, signed by a doctor, showing that they have received the health check-up. If some parents don't want their child to have the health check-up, they may sign a special form (Waiver). If your child has had a health check-up by your family doctor during the 18 months before he enters first grade, your doctor may sign a form saying this check-up has been done.

Communicable Diseases.

If your child complains of stomach ache, earache, sore throat, cold symptoms or has not been free of fever for at least 24 hours he/she should be kept home for observation and care. If your child has a communicable disease please contact the school for guidelines on when they may safely return to school.

Any child with a temperature of 100 degrees or over will be sent home.

Medication: CALIFORNIA STATE LAW STATES THAT *MEDICATIONS MAY NOT BE DISPENSED BY SCHOOL PERSONNEL WITHOUT A PHYSICIAN'S ORDER.* Occasionally a child under medical

care may continue to attend school. In these special cases, school personnel may administer medication **WHEN PARENTS PROVIDE A PHYSICIAN'S ORDER** which includes name (s) of the medication, dosage, time(s) and duration that the medicine is to be given to the child.

The doctor's instructions must be reviewed each year. Any changes in medication, amount, or means of administering require a new doctor's instructions.

Health Screening

Vision and hearing screenings are done at all grades, K thru 5th by the school nurse. Parents are contacted for follow-up if the student fails the recheck screening.

Homework Policy

Fort Jones Elementary School, in conjunction with the board policy adopted by the Scott Valley Unified School District, recognizes that meaningful homework, assigned in moderation and with realistic expectations, can be a valuable extension of student learning time and enforce life skills. Fort Jones Elementary School is committed to the "10-minute homework rule" endorsed by both the National PTA and the National Education Association (NEA). This agreement supports the idea of no more than 10 minutes of homework (which may or may not include independent reading time) times the grade level.

Kindergarten 0-10 mins, 1st grade 10 mins, 2nd grade 20 min, Homework expectations and assignments will be communicated by the classroom teachers via classroom newsletter, and/or green folders and planners. K-2nd grade students are expected to bring their green folder to school daily.

If a student habitually fails to do homework, teachers may:

- Contact Parent.
- Encourage the student to stay at SAFE to complete homework assignments.
- Behavioral Intervention.
- Issue Think Sheet/ZAP Cards.
- Assign study hall during lunch or part of morning recess.

Parents are encouraged to:

- Show a positive interest in homework and all of their children's work.
- To cooperate with the teacher to make homework more effective.
- Provide their children with a suitable place and quiet time for homework.

Short Term Independent Study/Homework (5 days+)

FORTY-EIGHT HOUR ADVANCE NOTICE IS REQUIRED to arrange for an independent study contract for your child. **YOU MUST COME TO THE OFFICE AND FILL OUT THE INDEPENDENT STUDY CONTRACT AND AGREE TO ABIDE BY THE INDEPENDENT STUDY POLICY AS MANDATED BY STATE LAW.** NOTE: Independent Study will only be considered if your student will be absent 5 days or more. If your child will be absent for less than 5 days you may request an intent to be absent form for the day(s) of absence.

Leaving School During the Day

For the **welfare and protection of your child**, your cooperation in the following areas will be appreciated:

- Children leaving the school during the day **MUST BRING A SIGNED NOTE FROM HOME PERMITTING THE SCHOOL TO EXCUSE HIM/HER.**
- **Parents are to pick-up their child at the school office after signing him or her out. PARENTS ARE NOT TO GO DIRECTLY TO THE CLASSROOM.** The office personnel will

retrieve your child. This is a continued effort to minimize a disruption to the learning process and provide continual safety for all students and staff on campus.

Lost and Found

Please write your child's name on sweaters, lunch pails, etc., as these items are much easier to locate.

We maintain a lost and found wall in the primary wing of the school. If your child does lose an article of clothing, lunch pail, etc., he/she may look for it there.

Parent Involvement

The governing board recognizes that parents/guardians are their children's first and most influential teachers and that continued parental involvement in the education of children **contributes greatly** to student achievement and a positive school environment.

Visiting School

There are many areas in which to help the school community including, classroom assistance with academic subjects, art activities, field trips, library, school pictures, communications, fundraisers, and science lab.

Please feel free to visit the school **by signing in** at the school office. **Visitors** (that includes parents) **are required by state law to sign in**. Please do so **at the office window**.

Individual conferences with teachers **should not be attempted during the class time** since the teachers are responsible for adhering to instruction. Individual conference appointments may be made through the teacher at a time convenient to both the parent and the teacher. **Please arrange to pick up any homework outside of class time.**

PTO Parent/Teacher Organization

This organization deals directly with local fundraising efforts and other school-related functions. Please watch the school calendar for meeting dates and times. **All parents are encouraged to attend and participate. It is a great way to support your school and child(ren).**

Promotion/Retention of Students

The Governing Board expects students to be placed in the best possible learning situation within the resources of the district. To accomplish this expectation, instruction at each grade level is based on the Board adopted grade-level standards and benchmarks. The instruction is also to accommodate the varying interests and growth patterns of individual students and include strategies for addressing academic deficiencies when needed. Students should only be placed where reasonable progress of success and growth can be expected

Pupil Recognition Program- Captain Super Bulldog Assemblies

Captain Super Bulldog Assemblies are held once a month to reinforce the academic and behavior standards of the school and to formally recognize students.

K-2nd Bulldog Leaders of the Pack

This aspect of the honors program spotlights students from each grade level who consistently demonstrate safety, respect, and responsibility.

Students are honored as follows:

1. Bulletin boards.
2. Certificate and plastic token provided at the assembly.

3. PTO provided a commemorative gift.

Classroom Goals

This aspect of the program honors students on a monthly basis for achieving goals set in their classroom

Captain Super Bulldog Recess.

This aspect of the program honors students for exemplary citizenship on a weekly basis. Captain Super Bulldog Recess is held each Friday from 12:20 to 12:30. In order for a student to attend Captain Super Bulldog Recess, the student must have received no bus citations, ZAP cards, detentions, office referrals, and turned in all homework for the week in order to earn this special recess. Attendance at Captain Super Bulldog Recess is ultimately up to the discretion of the teacher and principal.

Green Cards

This aspect of the program provides immediate reinforcement for acceptable academic performance or citizenship for students at all grade levels. Any staff member may award a GREEN CARD. These tickets are redeemable for school-related items at the Super Bulldog Store.

School Site Council

Our School Site Council (SSC) was established under the provisions of Assembly Bill 65, which provided for the development of a partnership between the school and the community. The SSC serves as an advisory group to the district administration and the Board of Trustees. **It is responsible for the annual development and monitoring of our School Plan: A Single Plan for Student Achievement.**

School Site Council meetings are held four times a school year. At the beginning of the school year parent elections to the School Site Council occur. Please join us in school planning by participating in these monthly meetings.

School Support Programs and Services

NOTE: *Parents may make a referral to any of the programs throughout the year.*

Intervention Services

This program is designed to better meet the reading, writing, or math needs of students. The Title 1 Program offers school-wide differentiated instruction intervention classes and several tutorials and small group intervention strategies. These intervention strategies provide directed reading, writing, or math instruction integrated with regular classroom instruction to eligible students performing below grade-level expectations. Intervention is provided to eligible students by classroom teachers, paraprofessionals, and the Resource Specialist Teacher.

English Language Learners Program

This program is designed to develop fluency in speaking, reading, and writing English in each student whose primary language is not English, enhance students' self-esteem, promote cross-cultural understanding, and provide equal opportunity for academic instruction.

Resource Specialist/Special Education

The resource specialist teacher is an educator with a special certification in special education and learning disabilities. The resource specialist provides specific prescriptive instruction in academic areas and plays an active role as a resource to teachers in designing and implementing teaching strategies

for students with learning difficulties. Pursuant to Board Policy all parents/guardians have a right to request testing for a child who may need Special Education Services. A testing referral may be initiated at any time. Please contact the school office.

School Nurse

The school nurse is on campus several days per month. In addition to hearing and vision screening, she plays an important role in:

1. Providing health education resources for teachers.
2. Maintaining health records for children.
3. Contacting parents regarding illness, health problems, and excessive absence observed at school.
4. Conditions and/or hazards that may affect the operation of the school.

School Psychologist

Our county school psychologist is on campus half a day per week. The psychologist is available to provide testing and psychological information beyond the scope of the classroom teacher. All psychological testing requires written parental permission.

Speech and Language Specialist

The speech and language specialist is on campus one day per week. She works with children who are in need of specialized remedial and developmental instruction in language proficiency, primarily speaking and hearing.

S.A.F.E.

(Safe, Afterschool, For Everyone)

Our frontier SAFE program runs from 2:40- 5:30 Monday- Thursday and from 1:15-5:30 on Fridays. A variety of enrichment activities will be offered for students throughout the year. Academic and behavioral expectations are the same during SAFE as they are during the regular instructional day.

Student in Good Standing

- No outstanding debts.
- Schoolwork completed.
- All enrollment paperwork was completed and turned in.
- Consistently displaying safe, respectful, and responsible behaviors during the regular school day, on the bus, and in SAFE.

Testing

Students are involved in standardized testing as prescribed by the State of California. Students in third through fifth grades will participate. In addition to state standardized testing, fifth grade will complete a Physical Education and science assessments.

Tobacco, Marijuana, and Alcohol-Free School

Notification to Parents/Visitors/Employees

The Scott Valley Unified School District is a tobacco, marijuana, and alcohol-free district. The use of tobacco, marijuana and alcohol products is illegally prohibited in all district facilities and vehicles during school and non-school hours.

A complete text of the Board Policy and Administrative Regulation is available from the District Office. This policy will be updated annually.

Parent Volunteers

Studies have shown that the child whose parents or family members are involved in their education will, in general, outperform the child whose parents do not become involved in the school.

Parent volunteers enhance opportunities for learning in our classrooms by increasing the effectiveness of individual pupil learning. Parent volunteers are encouraged to participate in the classroom and in a variety of curricular and co-curricular activities. Volunteer times are at the ultimate discretion of the administration and will be made in alignment with teacher needs.

Please see the SVUSD Parent Volunteer

SVUSD Volunteer Guidelines

Thank you for your willingness to share your time, enthusiasm, and skills with our students. Your efforts, and the efforts of our many other volunteers, help to make our school the exceptional place that it is. While you are on campus, you are a role model for students. Even as a volunteer, your commitment needs to be professional. Please read through the SVUSD Volunteer Handbook prior to beginning your volunteer work. Please see the list below of things you should and should not do while volunteering. If you have any questions, please feel free to contact me. Thank you for participating directly in our fine school. You make a difference!

Working Together for the Bulldogs.

Volunteer Expectations at SVUSD Attendance/Absence

If you are unable to volunteer at your assigned time, please call within 24 hours to the staff member you are scheduled to work with or the school's office.

Bathrooms

Use the "adults only" bathrooms. Student bathrooms are off-limits.

Cell Phone Etiquette and Restrictions

Please put your cell phone on vibrate mode when working on campus. Cell phone ringtones and conversations are disruptive to the learning environment. Do not use your cell phone while driving in our parking lot or when transporting students.

Confidentiality

All volunteers, no matter what job they perform, have an obligation to keep in confidence all information that pertains to the students and staff they assist. Breaching confidentiality can be hurtful to students, their families, and SVUSD staff. A law established by the Family and Education Rights to Privacy Act (FERPA) protects a student's records. The SVUSD staff is responsible for confidential student information and records and may not share their content with volunteers. To help, below are some sample issues that can arise regarding confidentiality:

- Protect embarrassing personal information from disclosure
- Prevent the improper dissemination of information about children and families
- Protect personal security
- Protect family security
- Avoid prejudice or differential treatment

General Guidelines

Please:

Remember that the SVUSD staff has ultimate responsibility for rules, programs, students, staff, and volunteers.

- Follow the rules of the SVUSD site.
- Be reliable. Please arrive on time and on schedule, and notify the SVUSD site in advance of any absences.
- Sign in upon arrival and sign out at departure.

- Notify the appropriate SVUSD school secretary of any changes in residency, employment or emergency contact information.
- Be receptive to, and participate in orientation and training with the SVUSD staff as offered.
- Remember you are a role model for students.
- Only engage in age-appropriate physical contact with students such as handshakes, fist bumps, and side hugs (no tickling, wrestling, or children sitting in laps).
- Maintain the highest standards of confidentiality and ethics.
- Respect the confidential information of students, their families, and staff.
- Dress in a manner that is appropriate to the educational setting where the volunteer activity is taking place.
- Be familiar with the fire, shelter in place, lockdown, and disaster drill procedures at the SVUSD school site.

Volunteers supplement and support our student programs, and MAY NOT:

- Be left alone with students.
- Have visitors during their time on an SVUSD site.
- Use, possess, or be under the influence of alcohol or illegal drugs and follow our office's tobacco-free policy and refrain from smoking or using tobacco products while on SVUSD property.
- Release students to anyone (but will contact SVUSD staff if someone asks for a student).
- Assign grades, be responsible for instructional objectives, lesson plans, curriculum, or have access to student records.
- Give out nor accept money or personal information from students (telephone numbers, e-mail, or home address).
- Abuse children. This includes physical abuse (strike, spank, shake, slap, pull, push), verbal or mental abuse (humiliate, degrade, threaten, insult), sexual abuse. (inappropriate sexual touching or exposure), and neglect (withhold food, water, basic care, etc.).
- Give any medication or first aid to a student, but notify a staff member immediately if a student is ill or injured.
- Transport a student without proper and prior approval from parent and SVUSD staff.
- Drive SVUSD vehicles, operate any power tools or equipment or use any hazardous chemicals other than common office equipment and general supplies such as cleanser and copier toner.
- Use the student restroom areas unless specifically directed to do so by the SVUSD site staff.
- Be in possession of SVUSD site keys, computer passwords, or utilize office equipment for personal use.
- Share food with students (due to special meal requirements or allergies).
- Photograph or videotape students.
- Use cell phones (excluding emergencies) or the Internet for personal use while in the classroom.
- Discipline students, counsel students or be present when students are being counseled.
- Diagnose student needs, evaluate achievement or discuss their progress with anyone including parents.
- Contact students outside of the school site hours.
- Engage in unethical, illegal, immoral or unprofessional behaviors with students or staff.

Fingerprinting

All volunteers must be fingerprinted or have a current record of fingerprinting on file with the district office.

TB Test

All volunteers must have a current TB test on file with the district office additional verifications

may be required due to COVID-19 restrictions.

Sign in/out Timesheets/ Visitors on Campus

Anyone entering the building must sign in and out, and also wear a volunteer badge at all times. Please document all volunteer hours by recording your hours in the book in the office at the front desk. It is very important to us to know who is on campus at all times. Volunteer badges help alert us to any strangers who might be on campus. All visitors on campus should have a designated purpose for their visit, and a designated role or responsibility. Visitors may not loiter on campus or the playground.

Visiting with other Volunteers

Please refrain from visiting with other volunteers when in your child's classroom. Parents gathering to chat outside a classroom can also be disruptive.

Younger Siblings

Check with your child's teacher before bringing a younger sibling to class. We are committed to a quiet learning environment. Sibling participation in class during your volunteer hours will be left to individual teachers' discretion. However, your younger sibling must always be within your sight and must be your immediate concern. Note: Siblings may not accompany parents on field trips.

School Procedures You Need to Know:

- Fire Drill: Exit the nearest outside door that is not blocked.
- Emergency Drill: An announcement will come over the intercom: "This is a lockdown." "This is a code red lockdown." Please go to a homeroom and follow the instruction of the classroom teacher, or evacuate the building.
- Dress Code: Dress as a positive role model for children. Our student dress code should guide you.

Fort Jones Elementary School School Site Parental Involvement Policy

Part I: General Expectations

Fort Jones Elementary agrees to implement the following statutory requirements:

- The school will jointly develop with parents, distribute to parents of participating children, a School Parental Involvement Policy that the school and parents of participating children agree on.
- The school will notify parents about the School Parental Involvement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents in a language the parents can understand.
- The school will make the School Parental Involvement Policy available to the local community.
- The school will periodically update the School Parental Involvement Policy to meet the changing needs of parents and the school.
- The school will adopt the school's school-parent compact as a component of its School Parental Involvement Policy.
- The school agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:
 - a. *Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring that parents play an integral role in assisting their child's learning;*
 - b. *that parents are encouraged to be actively involved in their child's education at school,*
 - c. *that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
 - d. *the carrying out of other activities, such as those described in section 1118 of the ESEA.*

Part II: Description of How the School Will Implement Required School Parental Involvement Policy Components

1. **Fort Jones Elementary** will take the following actions to involve parents in the joint development and joint agreement of its School Parental Involvement Policy and its schoolwide plan, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:

The following will be disseminated to parents for review through newsletters, informational meetings, back to school packets, advisory committees, and school site council:

- District Parental Involvement Policy
 - School Parental Involvement Policy
 - Student-Parent-School Compact
 - Parental Notices as they apply to the Title I, Part A Non-Regulatory Guidance
2. **Fort Jones Elementary** will convene an annual meeting during the first month of the school year at a convenient time to inform parents of the following:
 - That their child's school participates in Title I
 - About the requirements of Title I
 - Of their rights to be involved
 - About their school's participation in Title I
 3. **Fort Jones Elementary** will provide information about Title I programs to parents of participating children in a timely manner by using the following:
 - Newsletters
 - Back to School Meet and Greet
 - School Site Council
 - Parent-Student Handbook
 - Monthly Calendar
 - Email Directory
 4. **Fort Jones Elementary** will provide parents of participating children a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, the proficiency levels students are expected to meet, and an opportunity for parents of participating children to provide suggestions through:
 - School Site Council Meetings
 - Parent-Teacher Conferences
 - School Board Meetings
 - Title I Annual Meetings
 - IEP's (Individual Education Plan)
 - SST (Student Success Team)
 - Needs Assessment Surveys
 5. **Fort Jones Elementary** will submit to the district any parent comments if the school wide plan under section (1114)(b)(2) is not satisfactory to parents of participating children. Submission of comments will be made to the Superintendent and parents will be notified by the district for a conference.

Part III: Shared Responsibilities for High Student Academic Achievement

1. **Fort Jones Elementary** will build the schools' and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - Newsletters
 - Back to School Meet and Greet
 - Parent-Teacher Conferences
 - Parent-Student Handbook
 - Parent Volunteers in the Classroom
 - School Site Council
 - School Enrollment Packets
2. **Fort Jones Elementary** will, with the assistance of the district, provide assistance to parents of children

served by the school in understanding topics such as the following:

- The State's academic content standards
- The State's student academic achievement standards
- The State and Local Academic Assessments including alternate assessments
- The requirement of Title I
- How to monitor their child's progress
- How to work with an educator

3. **Fort Jones Elementary** will, to the extent feasible and appropriate, ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parent of participating children in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language the parents can understand.

Scott Valley USD Board Policy, Parent Involvement BP 6020 Instruction

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in district and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

- (cf. 0420 - School Plans/Site Councils)
- (cf. 0420.1 - School-Based Program Coordination)
- (cf. 0420.5 - School-Based Decision Making)
- (cf. 0520.1 - High Priority Schools Grant Program)
- (cf. 0520.2 - Title I Program Improvement Schools)
- (cf. 1220 - Citizen Advisory Committees)
- (cf. 1230 - School-Connected Organizations)
- (cf. 1240 - Volunteer Assistance)
- (cf. 1250 - Visitors/Outsiders)

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

- (cf. 5020 - Parent Rights and Responsibilities)
- (cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

- (cf. 0500 - Accountability)

Title I Schools

Each year, the Superintendent or designee shall identify specific objectives of the district's parent involvement program for schools that receive Title I funding. He/she shall ensure that parents/guardians are consulted and participate in the parent involvement program's planning, design, implementation, and evaluation. (Education Code 11503)

- (cf. 6171 - Title I Programs)

The Superintendent or designee shall ensure that the district's parent involvement strategies are jointly developed with and agreed upon by parents/guardians of students participating in Title I programs. Those strategies shall establish expectations for parent involvement and describe how the district will carry out each activity listed in 20 USC 6318. (20 USC 6318)

The Superintendent or designee shall consult with parents/guardians of participating students to plan and implement parent involvement programs, activities, and regulations. He/she also shall involve parents/guardians of participating students in decisions regarding how the district's Title I funds will be allotted for parent involvement

activities. (20 USC 6318)
(cf. 3100 - Budget)

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent involvement policy in accordance with 20 USC 6318.

Non-Title I Schools

The Superintendent or designee shall develop and implement strategies applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502. (Education Code 11504)

Legal Reference:

EDUCATION CODE

11500-11506 Programs to encourage parent involvement
48985 Notices in languages other than English
51101 Parent rights and responsibilities
64001 Single plan for student achievement

LABOR CODE

230.8 Time off to visit child's school

UNITED STATES CODE, TITLE 20

6311 Parental notice of teacher qualifications and student achievement
6312 Local educational agency plan
6314 School wide programs
6316 School improvement
6318 Parent involvement

CODE OF FEDERAL REGULATIONS, TITLE 28

35.104 Definitions, auxiliary aids and services
35.160 Communications

Management Resources:

CSBA PUBLICATIONS

Parent Involvement: Development of Effective and Legally Compliant Policies, Governance and Policy Services
Policy Briefs, August 2006

STATE BOARD OF EDUCATION POLICIES

89-01 Parent Involvement in the Education of Their Children, rev. 1994

U.S. DEPARTMENT OF EDUCATION NON-REGULATORY GUIDANCE

Parental Involvement: Title I, Part A, April 23, 2004

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Family, School, Community Partnerships: <http://www.cde.ca.gov/l/pf>

California Parent Center: <http://parent.sdsu.edu>

California State PTA: <http://www.capta.org>

National Coalition for Parent Involvement in Education: <http://www.ncpie.org>

National PTA: <http://www.pta.org>

No Child Left Behind: <http://www.ed.gov/nclb>

Parent Information and Resource Centers: <http://www.pirc-info.net>

Parents as Teachers National Center:

Notice to Parents and Guardians Parental Notification

Education Codes and Privacy Rights:

17612, 48980.3	Notice of pesticide product, active ingredients, internet address to access information
35291, 35291.5, 48980	Notification of district and site discipline rules
48205, 48980	Absence for justifiable personal reasons
48205, 48980	Students' grade/credit cannot be reduced due to excused absence if work or test has been completed
48206.e, 48207, 48208, 48980	Availability of home/hospital instruction for students with temporary disabilities
48216, 48980	Pupils may be excluded from school because the pupil is not immunized.
48980	Notification that parents have the option of their pupil attending a school in which the parent/guardian works within the boundaries of the district.
48980, 231.5	Parent must be provide a copy of the sexual harassment policy as related to students
48980, 52244	Notice of availability of state funds to cover costs of advanced placement exam fees
48980	Parent and student must be provided a copy of the policy on student access to the internet
49063, 49091.14	Notice of availability of course prospectus
49510-49520	Notice of free and reduced-price meals
49472, 48980	Notice of availability of insurance
51550	Parents may exempt pupil from sex education instruction
58501	Notice of alternative schools
20 USC 1681-1688, 42 USC 2001d-2001d-7	Notice of nondiscrimination on basis of sex, disability, ethnicity or lack of English skills.
46014	The right to excuse pupil for religion class
49403	The right to exempt pupil from immunization
49423	The right to allow the nurse to assist with medication
49472	Exempt pupil from medical or hospital services
51240	Exempt the pupil from health, family life, and sex education instruction if they conflict with religious beliefs
49451	Exempt the pupil from physical exams, vision and hearing screening
56031	The right to apply for special tuition payments when the District cannot provide the appropriate special education program
49063	Access and right to challenge the content of their child's records
49073	No address or phone information may be released without parental permission
49480	Parents are to inform designated school employees of the type of medication, dosage and physician if not for non-episodic condition
48912	Notification of suspension
48910	Parent must be asked to attend a meeting concerning the suspension no later than the third day
48914	Notification in writing at least 10 days prior to an expulsion hearing
87044	Parent is to be notified if pupil is released to a peace officer
60650	Parent must give written consent to allow pupil to take test, survey or written questionnaire concerning personal beliefs
51820	Notification at least 15 days prior to venereal disease education course
49068	Upon transfer the records may be obtained if requested. The parent has the right to challenge the content
49067	There must be a conference or written report when the teacher becomes aware that a pupil is failing
49077	The parents and pupil must be notified prior to the release of information pursuant to a court order
37616	Before implementing a continuous school program, a school district must consult with parents of pupils who would be affected
49065	Parents following procedures must be granted their child's records for use during school hours
49069	Parents have absolute access to pupil records related to their children

Notice to Parents and Guardians of Title 1 Students

As a result of the "No Child Left Behind Act", signed into law on January 22, 2002, parents/guardians have the following rights or notifications.

1. Parents/guardians have the right to request information regarding the professional qualification of their child's teacher and paraprofessional.
2. Parents/guardians must be notified if their child is taught by a teacher that is not "highly qualified" for four consecutive weeks.

Parents of English Learner Students

In addition, the parents of limited English Proficient (English Learner) students participating in a language instruction program shall be notified, not later than 30 days after the beginning of the school year, of the following:

1. the reasons for the identification of their child as limited English proficient and in need of placement in a language instruction educational program;
2. the child's level of English proficiency, how such level was assessed, and the status of the child's academic achievement;
3. the methods of instruction used in the program in which their child is, or will be participating, and the methods of instruction used in other available programs, including how such programs differ in content, instructional goals, and the use of English and a native language in instruction;
4. how the program in which their child is, or will be participating, will meet the educational strengths and needs of their child;
5. how such program will specifically help their child learn English, and meet age-appropriate academic achievement standards for grade promotion and graduation;
6. the specific exit requirements for the program, including the expected rate of transition from such program into classrooms that are not tailored for limited English proficient children, and the expected rate of graduation from secondary school, if applicable;
7. in the case of a child with a disability, how such program meets the objectives of the individualized education program of the child;
8. information pertaining to parental rights that includes written guidance detailing the right of parents to have their child immediately removed from such program upon their request, and the options parents have to decline to enroll their child in such program or choose another program or method of instruction, if available and assisting parents in selecting among various programs if more than one program is offered.

Scott Valley USD

Board Policy, Parent Involvement

BP 6020

Instruction

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in district and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

(cf. 0420 - School Plans/Site Councils)

(cf. 0420.1 - School-Based Program Coordination)

(cf. 0420.5 - School-Based Decision Making)

(cf. 0520.1 - High Priority Schools Grant Program)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1230 - School-Connected Organizations)

(cf. 1240 - Volunteer Assistance)

(cf. 1250 - Visitors/Outsiders)

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

(cf. 0500 - Accountability)

Title I Schools

Each year the Superintendent or designee shall identify specific objectives of the district's parent involvement program for schools that receive Title I funding. He/she shall ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the parent involvement program. (Education Code 11503)

(cf. 6171 - Title I Programs)

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The Superintendent or designee shall consult with parents/guardians of participating students in the planning and implementation of parent involvement programs, activities, and regulations. He/she also shall involve parents/guardians of participating students in decisions regarding how the district's Title I funds will be allotted for parent involvement activities. (20 USC 6318)

(cf. 3100 - Budget)

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WEB SITES

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No Child Left Behind: <http://www.ed.gov/nclb>

Parent Information and Resource Centers: <http://www.pirc-info.net>

Parents as Teachers National Center: <http://www.parentsasteachers.org>

U.S. Department of Education: <http://www.ed.gov>

Policy SCOTT VALLEY UNIFIED SCHOOL DISTRICT adopted: January 21, 2009 Fort Jones, California

Family/School Compact

Fort Jones Elementary encourages you and your children to work together as partners to help students achieve high academic standards.

Although it is required by Title 1 regulations, one's signature is completely voluntary. This compact is viewed as communicating the roles and expectations necessary to support student success in school and in life. Please view as helpful tips.

Please join the school in supporting this compact.

PRINCIPAL PLEDGE

I agree to carry out the following responsibilities:

1. Establish a safe/orderly school environment.
2. Involve teachers, parents, and students in crucial decisions that affect student learning.
3. Seek the involvement of parents and advisory groups in the school program.
4. Provide information to the community regarding academic achievement.
5. Ensure that systematic procedures for monitoring student progress are utilized by staff.
6. Make regular visits to the classroom.
7. Ensure that the school curriculum is congruent with the state's content standards.
8. Ensure that teachers grade to a clear standard or criteria.
9. Communicate high expectations for student academic performance.
10. Promote and participate in appropriate professional development activities.
11. Respect the school, students, staff and families.

STAFF PLEDGE

I agree to carry out the following responsibilities to the best of my ability:

1. Teach classes through interesting and challenging lessons that promote student achievement.
2. Endeavor to motivate my students to learn.
3. Have high expectations and help every child to develop a love of learning.
4. Communicate regularly with families about student progress.
5. Provide a warm, safe, and caring learning environment.
6. Participate in professional development opportunities that improve teaching and learning and support the formation of partnerships with families and the community.
7. Actively participate in collaborative decision making and consistently work with families and my school colleagues to make schools accessible and welcoming places for families which help each student achieve the school's high academic standards.
8. Respect the school, students, staff and families.

STUDENT PLEDGE

I agree to carry out the following responsibilities to the best of my ability:

1. Come to school ready to learn and work hard.
2. Bring necessary materials (planner or folder) EVERY DAY, complete assignments and homework.
3. Know and follow school and class rules.
4. Communicate regularly with my parents and teachers about school experiences so that they can help me to be successful in school.
5. Be SAFE, RESPECTFUL, AND RESPONSIBLE AT SCHOOL.
6. Respect the school, classmates, staff, and families.

FAMILY/PARENT PLEDGE

I/we agree to carry out the following responsibilities to the best of my/our ability:

1. Provide a quiet time and place for homework and monitor.
2. Read to my child or have my child read every day.
3. Ensure that my child attends school every day with the necessary materials, gets adequate sleep, regular medical attention, and proper nutrition.
4. Regularly monitor my child's progress in school.
5. Participate at school in activities such as school decision-making, volunteering, and/or attending parent/teacher conferences.
6. Communicate the importance of education and learning to my child.
7. Respect the school, staff, students, and families.

**Fort Jones Elementary School
SIGN AND RETURN**

TO YOUR CHILD'S TEACHER or the SCHOOL OFFICE

**We have read and understand all sections of the Student/Parent Handbook,
School Site Parental Involvement Policy, Family/School Compact, and
Annual Notification Requirements Regarding Complaints.**

Child's Signature

Date

Child's Signature

Date

Child's Signature

Date

Child's Signature

Date

Parent/Guardian Signature

Date

Scott River High School Parent/Student Handbook



2023-2024

Scott River High School Staff

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Scott River High School

450 Campus Way

PO Box 59

Etna, CA 96027

(530)467-5279

Rules and Consequences

Scott River High School offers flexibility in dealing with a broad range of student behaviors and academic needs. Every staff member is committed to serving each individual student with sincere concern and appreciation. A positive environment promotes success and responsible behavior, both personal and social, as well as academic achievement.

General Rules:

- Accept responsibility for your education and your actions
- Act with respect and courtesy to others
- Treat your school and all that is in and around it with respect and care
- Arrive to school daily and classes on time
- Morning transportation is provided by SVUSD, afternoon transportation is **not** provided by SVUSD
- Access to other school campuses is not open
- The Etna City Park is not open for student use during school hours
- Students must ask permission to use the phone
- Cell phones or other personal electronic devices must be kept at home or in backpacks at all times
- Early check-out requires pre-approval and students must check out through the office before leaving school early
- Follow the dress code of Scott Valley Unified School District
- Breakfast and lunch are provided on campus if a student signs-up

Consequences:

If a student does not meet expectations or follow rules the following actions may be employed:

- a. Conference between the student, staff and parent
- b. Removal from classroom
- c. Referral to principal
- d. Restriction from school activities and field trips
- e. Student Success Team (SST) meeting with parent/guardian, student, principal, and teachers
- f. Suspension
- g. Restoration
- h. Referral to counseling
- i. Referral to expulsion panel and recommendation for expulsion

*See Attached discipline matrix for more information

Dress Code:

While clothing may be a personal choice at many places and times, the business of Scott River High School is education; at this place, students and staff are expected to dress appropriately and modestly. Student clothing and personal appearance should promote an environment of school pride and professionalism. The administration has the final word on appropriate clothing. These details will help make this clear:

1. All clothing, including hats, must be free of any reference to alcohol, drugs, cannabis, sex, tobacco, violence, obscenities or gangs.
 - Any “Cookies” or “Danny Duncan 69” clothing or other manufactured items are prohibited.
2. Clothing may not depict or reference pornography, nudity, or sexual acts.
3. Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected groups.
4. Pants must be worn high enough to allow no exposure of undergarments or bottom. Ripped or torn pants may be deemed inappropriate. Tops and dresses must not reveal cleavage.
5. Tops shall cover undergarments.
6. Tube tops, strapless tops, or backless tops may not be worn.
7. Sleeveless shirts must have sewn edges, with armholes small enough to fit closely around the arms.
8. Pajama pants and/or lounge wear shall not be worn.
9. Tops must be long enough to continually cover the stomach and the top of the pants.
10. Shorts and skirts must be mid-thigh in length and not reveal undergarments.
11. If worn, leggings or tights must be worn with a top long enough to continually cover the mid-thigh.
12. Hats and other headwear must allow the face to be visible and not interfere with the line of sight to any student or staff. Hoodies must allow the student’s face and ears to be visible to staff.
13. Hats, inclusive of beanies, may not be worn in classrooms.
14. Bandannas/handkerchiefs of any color shall not be visible.
15. Appropriate shoes must be worn at all times; slippers are not acceptable at school.
16. Any uniforms for school sports, which do not conform to these dress guidelines, may not be worn during the school day.

EHS Dances:

- Must be approved by EHS & SRHS principal
- Scott River High School students must be invited as a guest of an EHS student
- The student must be in good standing

Continuation School Sports Eligibility:

Current Eligibility: While enrolled in a continuation school, a student is only eligible to represent the continuation school of attendance.

Transfer Eligibility: A student who transfers from continuation school to the student's school of residential eligibility is eligible immediately provided: (1) The student is currently enrolled in the school of residential eligibility in at least 20 semester credits of work. (2) The student was currently passing in at least 20 semester credits of work or a maximum program in the continuation school when the student transferred to the school of residential eligibility. (3) The student is maintaining minimum progress toward meeting the high school graduation requirements as prescribed by the governing board. (4) The student has maintained during the previous grading period a minimum of passing grades which is defined as at least an unweighted 2.0 grade-point average, on a 4.0 scale, in all enrolled courses.

Consequences for Imperfect Attendance

At **Scott River High School** the school day begins at 8:05 AM and ends at 11:45 AM, Monday-Thursday and 8:05 AM to 11:30 AM on Friday.

- **Student Success Team (SST)**

A student not meeting the attendance, achievement and/or attitude criteria will be required to have an SST meeting with the staff and parent/guardian. As a result of this meeting, several options may be used:

1. Student Contract
2. Goal setting and monitoring
3. Referral to SART
4. Referral to SARB
5. Referral to expulsion panel

- **Student Attendance Review Team (SART)**

Students with poor attendance, lack of achievement, and/or poor attitude may be referred to SART to determine the best course of action, interventions and supports. Administrators, teachers, parents or students may request a SART meeting.

- **Student Attendance Review Board (SARB)**

Scott Valley Unified School District is required by the State of California to track truancy. Truancy may be handled through in-house suspension and SARB action. Truancy can be defined by one unexcused absence and/or three unexcused tardies to school or classes. SARB Process:

Letter 1, advises parents that their student has **three trancies or 10 excused absences**.

Letter 2, advises parents that their student has **four truancies or 12 excused absences**. A date will be set for a Student Study Team meeting.

Letter 3, occurs when there are five **truancies**. It notifies parents and students of a SARB meeting with the Department of Human Services, Probation department, Child Protective Services, Sheriff and District Attorney's Office.

Excused Absences

A list of valid reason is as follows:

1. Personal illness (3 days requires a doctor's note)
2. Medical appointments (doctor, dentist, chiropractic)
3. Quarantine by health official
4. Bereavement
5. Religious observance

Alcohol and Other Drugs Prohibited

The Scott Valley Unified School District Board policy states "the staff intervene whenever students use alcohol and/or other drugs while on school property or under school jurisdiction."

Possession or use of alcohol, nicotine, e-cigarettes, vape pens, or illegal drugs (including prescription drugs not prescribed for you) may result in any or all of the following:

1. Parent/guardian contact
2. Law Enforcement Notification
3. Suspension
4. Referral to counseling
5. Recommendation for Expulsion

DO NOT COME TO school under the influence of alcohol or other drugs.

Action will be taken if you choose to come to school, classes, or field trips while under the influence of alcohol, nicotine or other drugs.

If you use alcohol, nicotine, or illegal drugs and you want to stop or talk to someone; help is available. Contact:

- Any staff member
- School Nurse
- School Counselor

Your conversations with all of the above are confidential as long as they do not involve mandated reporting subjects.

Confidential Medical Service Information

Scott Valley Unified School District is required by the State of California to inform parents/guardians that the school can excuse any student from school for the purpose of obtaining confidential medical services without the consent of the student's parents.

Achievement

A student is expected to be achieving at a reasonable rate toward graduation. A student needs to stay on task while at school; complete all assignments on time, in the proper format and quality; and be punctual to school and classes.

In order to graduate from Scott River High School a student must earn 210 credits.

If a Scott River High School student is not earning-fifteen credits per quarter or is not on track to graduate, the District Administrative Review Team may explore other, involuntary, educational options for the student.

Completed assignments are awarded credit on the basis of the quality of the work and demonstrated learning. Credit is only awarded for assignments earning a grade of "C" or better. Seat time in class does not generate credit.

Scott River High School Graduation Requirements

To obtain an Alternative Education Program diploma, students must:

1. Earn a minimum of 210 credits by completing the following courses, or their equivalent:
 - a. Four courses in English:
 - English I: 10 credits
 - English II: 10 credits
 - English III: 10 credits
 - English IV: 10 credits
 - b. Three courses in Mathematics:
 - Algebra I: 10 credits
 - Math Elective: 20 Credits Personal Finance, Integrated Math
 - c. Three courses in Science:
 - Physical Science: 10 credits
 - Life Science: 10 credits
 - Social Science Elective: 10 credits
 - d. Four courses in Social Studies:
 - World History: 10 credits
 - United States History: 10 credits
 - American Government and Civics: 5 credits
 - Economics: 5 credits
 - d. Fine Art or Career Tech: 10 units
 - e. Physical Education: 20 credits
 - g. Elective courses: 45 credits
 - h. CHE II/Health : 5 credits
- TOTAL: 210

Suspension and Expulsion Policies

A student may be suspended or expelled for acts listed in a Suspensions and Expulsions Chart, if the act occurs on school grounds, at a school-sponsored activity, while going to or coming from school, off campus during the lunch period, or going to or coming from a school-sponsored activity. During the term of an off-campus suspension, students may not enter any school campus without the written permission of the site administrator.

The Student Attendance Review Team (SART) shall serve as the review body for recommendations and decisions regarding: expulsions, voluntary and involuntary transfers, new student placement, readmission placements, and inter-district transfers. SART is composed of all site administrators and the superintendent, as needed. The team may also include teachers, counselors, and others.

Education Code 48900 Violations (Suspension/ Expulsion Offenses)

A student may be suspended or expelled for the following offenses:

- Stealing or attempting to steal school property or private property (EC 48900g)
- Possessing drug paraphernalia (EC 48900j)
- Disrupting school activities or willfully defying the authority of school personnel (EC 48900k)
- Knowingly receiving stolen school or private property (EC 48900l)
- Possessing an imitation firearm (EC 48900m)
- Committing or attempting to commit a sexual assault (EC 48900n)
- Harassing, threatening, or intimidating a pupil (EC 48900o)
- Forgery
- Engaging a fire alarm when no fire exists
- Causing, attempting to cause, or threatening to cause physical injury (EC 48900a1)
- Possessing, selling, or furnishing a firearm, knife, explosive, or other dangerous object (EC 48900b)
- Unlawfully possessing, using selling, or otherwise furnishing or being under the influence of any controlled substance or intoxicant (EC 48900c)
- Unlawfully offering, arranging, or negotiating to sell any controlled substance or intoxicant, and either selling, delivering, or otherwise furnishing to any person a controlled substance or intoxicant (EC 48900d)
- Committing robbery or extortion (EC 48900e)
- Causing or attempting to cause damage to school property or to private property (EC 48900 f)
- Possessing or using tobacco (EC 48900h)
- Willfully using force or violence upon the person of another, except in self-defense. (EC 48900a2)
- Committing an obscene act or engaging in habitual profanity or vulgarity. (EC 48900i)
- Committing sexual harassment (EC 48900.2)
- Causing, attempting to cause, threatening to cause, or participating in an act of hate violence. (EC 48900.3)
- Engaging in harassment, threats, or intimidation directed at a student or a group of students (EC 48900.4)

Education Code 48915 Violations (Mandatory Suspension / Recommendation for Expulsion Offenses)

Unless the principal or superintendent finds that expulsion is inappropriate due to particular circumstances, the principal, superintendent, or designee shall recommend a student's expulsion for any of the following acts:

- Causing serious physical injury to another person (EC 48915a1)
- Possessing a knife or other dangerous object (EC 48915a2)
- Unlawfully possessing a controlled substance (EC 48915a3)
- Committing robbery or extortion (EC48915a4)
- Committing assault or battery upon any school employee (EC 48915a5)

Education Code 48915 Violations (Mandatory Recommendation and Mandatory Expulsion Offenses)

The principal, superintendent or designee shall recommend and the Board shall expel any student found at school or at a school activity committing any of the following acts:

- Possessing selling, or furnishing a firearm (EC48915c1)
- Brandishing a knife at another person (48915c2)
- Unlawfully selling a controlled substance (48915c3)
- Committing or attempting to commit a sexual assault (48915c4)
- Possessing an explosive (48915c5)

SRHS Discipline Matrix

2023-2024 Guidelines for Student Behavior

DISCIPLINARY ACTIONS

Students who become involved in areas of problem behavior will be subject to certain disciplinary actions. Depending upon the behavior problem of the student, one or more of the following actions may be taken by school officials. The action taken will be according to Board Policies and State Law.

	INFORMAL TALK - A school official (teacher, administrator or counselor) will talk with the student to discuss student behavior. The discussion will be recorded in the student discipline record. Multiple informal talks will result in a formal parent conference.
	DETENTION - After School Detention will be served in a designated room. Students <u>must</u> bring work with them (any student sent to the office for disciplinary reasons will receive an automatic detention unless otherwise noted in AERIES by the teacher). Saturday School Detention will be served in a designated room from 8am - 12pm.. Students <u>must</u> bring work with them.
	CONFERENCE - A formal conference is held between the student/parent and one or more school officials. During this conference, the student must agree to correct his/her behavior. A conference may result in an academic/behavior contract and/or involuntary alternate placement. All actions will be recorded in the student discipline record.
	TRIP/SARB - Truancy Reduction and Intervention Program through Probation/School Attendance Review Board
	REMOVAL FROM CLASSES - When a student is removed from one or more classes for disciplinary reasons, he/she remains in the office during these class periods. Consequences for removal from class:: 1) one or more detentions, including Saturday School 2) may include privileges suspended 3) may include removal from class for

	grading period (results in F for semester) 4) may include alternate placement. All actions will be recorded in the student discipline record.
	BEHAVIORAL INTERVENTION - A student may be assigned to behavioral intervention at the discretion of a school official for offenses for which suspension is permitted.
	SUSPENSION - The student is informed that he/she is subject to suspension (5 days or less). The student is also informed regarding the due process procedure. The student's parent/guardian is notified that the student is subject to suspension. Notification to the parent/guardian must include clear instructions regarding the due process. Recorded in the student discipline record.
	INVOLUNTARY TRANSFER - A proposed involuntary transfer notice may be sent to the parent/guardian to initiate the transfer for the student to receive special behavioral and educational services. Parents/students have an opportunity to appeal per Board Policy.
	EXPULSION - The student is informed that he/she is subject to expulsion. The student is also informed regarding their due process. The student's parent/guardian is notified by certified letter that the student is subject to expulsion. Notification to the parent/guardian must include clear instructions regarding the due process. The school administration will recommend to the Board of Education that the student be expelled. Board will take action. Recorded in the student discipline record.
	COMMUNITY SERVICE PROGRAM - Students that are suspended or have their expulsion stayed may be allowed to maintain their attendance at School while entering a mutually agreed upon C.S. program. If the student violates the written contract, he/she is automatically suspended/expelled.

Behavior	Actions to be taken (actions are recorded in the student discipline record)
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	1st Offense	2nd Offense	3rd Offense
Unauthorized Use of any Electronic Devices (such as computer, cell phone, MP3 player, iPod, earbuds, headphones, and camera)	<ul style="list-style-type: none"> Loss of property for the day 	<ul style="list-style-type: none"> Loss of property until parent picks up property 	<ul style="list-style-type: none"> Parent must pick up property Detention
Dress Code Violation Policy posted in classrooms	<ul style="list-style-type: none"> Warning Change of clothes 	<ul style="list-style-type: none"> Parent notified Detention 	<ul style="list-style-type: none"> Parent conference 1 day Behavioral Intervention
Defiance of Authority and/or Classroom Misconduct Willfully refusing to do what someone in (valid) authority: supervisors, teachers, or administrator, tells you to do.	<ul style="list-style-type: none"> Detention- Any student sent to the office for disciplinary reason will receive an automatic detention unless otherwise noted in AERIES by the teacher Notify parent 	<ul style="list-style-type: none"> 1 - 3 days behavioral intervention or suspension Parent conference 	<ul style="list-style-type: none"> 3-5 days behavioral intervention or suspension Parent conference Behavior contract

Public Display of Affection	<ul style="list-style-type: none"> Warning 	<ul style="list-style-type: none"> Notify parent Detention 	<ul style="list-style-type: none"> Parent conference 1-3 day behavioral intervention
Forgery, Lying, Misrepresentation, Cheating, Plagiarism, Academic Dishonesty**	<ul style="list-style-type: none"> Parent notification One (1) Detention "O" assigned to the project – no makeup work 	<ul style="list-style-type: none"> Parent Notification "O" assigned to the project – no makeup work 1 day Behavioral Intervention Parent conference 	<p>3rd Offense:</p> <ul style="list-style-type: none"> "O" assigned to the project – no makeup work 1-3 day suspension <p>4th Offense:</p> <ul style="list-style-type: none"> "O" assigned to the project – no makeup work Academic/behavior Contract, possible involuntary transfer
Misconduct in a Vehicle on or About Campus (bicycle, skateboard, scooter, or unauthorized use of motorized vehicles)	<ul style="list-style-type: none"> Warning Notify parent Lose on-campus parking privileges for 1-2 weeks May notify law enforcement 	<ul style="list-style-type: none"> Lose on-campus parking privileges for a quarter 	<ul style="list-style-type: none"> Lose on-campus parking privileges for the balance of the school year Notify law enforcement
<p>Tardiness: Tardies are looked at schoolwide, not for individual classes per quarter.</p> <p>*Note: If the student misses detention, student will lose "Good Standing" until they make up the detention and placed on the watch list. No participation in any extracurricular activities (including practice).</p>	<p>Tardies 1 – 9 may result in detention</p> <p>9th Tardy</p> <ul style="list-style-type: none"> Detention Parent called Student conference with counselor SARB letter 1 	<p>10th Tardy</p> <ul style="list-style-type: none"> 1 day Behavioral Intervention or out of school suspension Parent meeting with counselor 	<p>15th Tardy</p> <ul style="list-style-type: none"> Referral to SARB Discussion of alternative placement.
Truancy	<ul style="list-style-type: none"> Detention issued for class cut. After the 3rd. truancy, student will be entered into the TRIP & SARB process and parents will be sent the 1st SARB notice. 	<p>The next truant after the previous offense will result in the 2nd SARB notice being sent to parents, as well as communication with the truant officer.</p> <ul style="list-style-type: none"> Parent Conference 	<ul style="list-style-type: none"> Subsequent truanties will result in the 3rd SARB letter being sent to parents requesting their presence at a SARB hearing with the SARB board and truant officer.
Profanity/Obscenity**	<ul style="list-style-type: none"> Notify Parent Detention, Saturday School or behavioral intervention 	<ul style="list-style-type: none"> 2-5 day Suspension Parent conference 	<ul style="list-style-type: none"> 5 day suspension Expulsion recommendation.

<p>Profanity Directed at Another Person (Staff member or student) (Including Electronic/Social Media)</p>	<ul style="list-style-type: none"> • 1-3 day behavioral intervention • Parent conference 	<ul style="list-style-type: none"> • 3-5 day suspension • Parent conference 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Notify law enforcement • Expulsion recommendation
<p>*Theft** School property or personal property on school grounds.</p>	<ul style="list-style-type: none"> • 1-3 day behavioral intervention • Notification of law enforcement • Parent conference • Possible Expulsion recommendation 	<ul style="list-style-type: none"> • 3-5 day suspension • Notification of law enforcement • Parent conference • Possible Expulsion recommendation 	<ul style="list-style-type: none"> • 5 day suspension • Expulsion recommendation • Notification of law enforcement.
<p>Under the Influence of Alcohol/Controlled Substance**</p>	<ul style="list-style-type: none"> • 2 - 5 days behavioral intervention • In School suspension • Notification of law enforcement • Parent conference • Counseling • Behavioral Health referral 	<ul style="list-style-type: none"> • Notification of law enforcement. • Expulsion Recommendation 	
<p>*Possession of Dangerous Objects**(+)</p>	<ul style="list-style-type: none"> • Confiscate property • Parent notification and retrieval of object • Notification of law enforcement • Possible 1-3 day Suspension 	<ul style="list-style-type: none"> • 3-5 day suspension • Notify law enforcement • Parent conference and retrieval of object. 	<ul style="list-style-type: none"> • 3-5 day suspension • Parent conference • Notify law enforcement • Expulsion recommendation
<p>Hate Crimes, Gang Affiliation/Tagging:** Behaviors or statements that degrade on the basis of race, ethnicity, culture, heritage, gender, sexual orientation, physical attributes, religious beliefs or practices. (Includes Electronic/Social Media)</p>	<ul style="list-style-type: none"> • Parent notification • Detention • 1 -3 days behavioral intervention • 1-3 days suspension 	<ul style="list-style-type: none"> • Parent notification • Contact law enforcement • 3-5 day suspension • Behavior Contract 	<ul style="list-style-type: none"> • Parent notification • 5 day suspension • Contact law enforcement • Expulsion recommendation

<p>Harassment: Hazing, Sexual, Bullying, Cyber-Bullying, and/ or Threatening** Actions reported, impacting the educational process of a student, inclusive of Electronic/ Social Media (E.C. 48900a).</p>	<ul style="list-style-type: none"> • Parent conference • Written Assignment • 1-3 days behavioral intervention or suspension • Behavior Contract 	<ul style="list-style-type: none"> • Parent conference • 3-5 day suspension • Behavior Contract 	<ul style="list-style-type: none"> • 5 day suspension • Expulsion recommendation
<p>Fighting** Any physical confrontation involving students. Inclusive of Students recording, antagonizing or other supporting the incident in any way.</p>	<ul style="list-style-type: none"> • 1-5 days behavioral intervention • Counseling • Notification of parents/guardian 	<ul style="list-style-type: none"> • 3-5 day suspension • Counseling 	<ul style="list-style-type: none"> • 5 day suspension • Expulsion recommendation
<p>Assault/Battery** Physical attack of one person, or of a group of persons, upon another person. Verbal assault is the threat of physical attack.</p>	<ul style="list-style-type: none"> • 1-5 day suspension • Parent notification • Notification of law enforcement • Possible Expulsion recommendation 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Counseling 	<ul style="list-style-type: none"> • Notification of law enforcement • Notify parent • Expulsion recommendation
<p>Destroy and/or Deface Property** School property or personal property on school grounds School property means anything belonging to the school; such as desks, books, school electronics, tables, walls, or floors (E.C. 48900f).**</p>	<ul style="list-style-type: none"> • Parent conference • 1-3 days behavioral intervention • Repair and restitution • Possible law enforcement • Community service • Fees for damages 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Notification of law enforcement • Repair and restitution 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Repair and restitution • Notification of law enforcement • Expulsion recommendation
<p>*Possession of Drug Paraphernalia 48900 (e) (j)** Possessed or unlawfully offered, arranged or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.</p>	<ul style="list-style-type: none"> • Parent conference • 3 days behavioral intervention • Notification of law enforcement 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Notification of law enforcement 	<ul style="list-style-type: none"> • 5 day suspension • Parent conference • Notification of law enforcement • Expulsion recommendation

<p>*Sales/Possession/Use of Controlled Substances, Alcohol, Tobacco, Nicotine, or Look-A-Likes** Transferring controlled substances to another, holding in/on person/personal belongings/clothing, being caught in the act of consuming controlled substance(s).</p>	<ul style="list-style-type: none"> ● Notify Parent ● 1 -3 days suspension ● Notify law enforcement ● Behavioral Health referral 	<ul style="list-style-type: none"> ● 5 day suspension ● Notification of law enforcement ● Notify parent ● Expulsion recommendation
<p>*Arson, Bomb Threat, False Fire Alarm, Possession and/or Furnishing Firearm**</p>	<ul style="list-style-type: none"> ● 5 day suspension ● Notification of law enforcement ● Notify Parent ● Expulsion recommendation 	

***Expulsion may occur on the first offense. **Offenses are cumulative throughout a high school career.**

DANGEROUS OBJECTS (+) - Such as but not limited to knife with blade longer than 2.5 inches, any locking blade knife, switchblade knife, razor with unguarded blade, dirk, dagger, taser, stun gun, nunchuck, any explosive device or materials, tear gas, pepper gas, drug paraphernalia, imitation firearm, laser pointer any other objects deemed to be a danger to the safety of the students or staff of the school.

YOUR RIGHTS - DUE PROCESS Suspensions and Expulsions - The school principal or designee has the right to suspend a student for a period up to five days. In cases of this type, an informal hearing between the principal, student and other appropriate persons will be conducted, if possible. After the hearing is completed, the principal/designee will decide if a suspension is necessary. Parents will be notified. A written notice will be sent home.

The school principal has the right to recommend to the district superintendent that a student should be expelled. In cases of this type, a hearing will be conducted at the school district central office before the Board hearing.

When a student has violated a school rule or is subject to a suspension, involuntary transfer, or expulsion, the student and his/her parents, guardians will be formally notified. Part of the notification process will include instructions regarding the due process procedure.

APPEAL - The student or the student's parent(s)/guardian have the right to appeal the suspension or expulsion. An appeal for a formal hearing at the District, must be made within 10 business days after notice has been received regarding a potential suspension or transfer or expulsion.

CLASSROOM SUSPENSION - A teacher may suspend any pupil from their class room for any act or the acts enumerated in E.C. 48900 for the period, it will be issued for the day following the incident and an in school retention. The teacher shall ask for a parent conference as soon as possible (E.C. 48910). The Administration reserves the right to apply a more severe penalty depending upon the facts of the case for any offense outlined in the Consequences of Inappropriate Behavior Section of the Discipline Code. Suspension and/or expulsion of a student will be governed by California Education Code 48900 inclusive.

SRHS Parent/Student Signature Page
(Must be signed and returned to school)

Scott Valley Unified School District requires that parents/guardians sign this form after reading the Scott River High School Handbook. If you have any questions regarding the Handbook, please call the school at (530) 467-5279.

I acknowledge that I have read the Scott River High School Handbook. I understand all of the information contained within. I will adhere to the Handbook's guidelines.

Parent/Guardian's signature _____ Date _____

Student's signature _____ Date _____

Scott Valley Options

An Independent Study Alternative for
Scott Valley Students



PARENT/STUDENT HANDBOOK

2023-2024

What is Scott Valley Options:

Scott Valley Options is an independent study alternative to daily in-person learning. Located 308 Center St, Etna, CA 96027 this program affords students the opportunity to learn more independently with a combination of live interaction, synchronous instruction, in person instruction, customization, and supplemental learning experiences. The instructional program is delivered online with supplemental in-person, explicit direct instruction as needed.

Our students will learn in a personalized environment that fosters continuous growth and improvement and promotes academic, social, emotional, and personal success.

Enrollment and Transfer into Scott Valley Options

If you are a student residing within our District boundaries and requesting an alternative to traditional, in-person instruction:

- Contact the counselor or principal of your home school: EES, FJE, SVJH, EHS
- An orientation meeting will be scheduled and possible subsequent enrollment appointment, which includes the teacher(s)
- The orientation meeting may be scheduled apart from the enrollment appointment
- The enrollment appointment will include an *Independent Study Master Agreement*, a quarter or semester Academic Plan, and a schedule
- Enrollment in Scott Valley Options is not guaranteed or automatic
- You will receive the respective Parent/Student Handbook of your home school
- At the orientation meeting, a conference will take place to determine whether or not Scott Valley Options is an appropriate and acceptable alternative for each individual student
- If your student receives services with an Individualized Education Plan (IEP) or a 504 Accommodation Plan (504), an additional meeting is required to review the IEP or 504 Plan and determine appropriate placement and services. Ultimately, the IEP team or 504 team will carefully review the appropriate placement for each individual student and for optimal learning success

If you are new to our District, please call the Scott Valley Options secretary at (530) 467-5279 to set up your appointment and please utilize the online enrollment link:

<https://scottvalleyusd.asp.aeries.net/air/>

To transfer from SVO to Etna Elementary or Fort Jones Elementary

- Students at Scott Valley Options may only transfer at the end of the grading period within 5 days of the request or referral
- Students will be evaluated at the time of transfer to determine best program placement, based on satisfactory academic achievement and educational progress

To transfer from SVO to Etna High School or Scott Valley Junior High School:

- Students at Scott Valley Options may only transfer at a new grading period to EHS or SVJH within 5 days of the request or referral

Academic Plan

You will be provided with a District issued device. If access to the internet is problematic please discuss this with the counselor or Principal at the orientation meeting. The class schedule and the number of classes will be determined at your enrollment appointment.

For high school students, graduation options and associated requirements will be reviewed as part of each student's academic plan. When a student transfers to Scott Valley Options from a traditional program, credits will be prorated based on seat time and grades.

The 9-12 grade students will adhere to Etna High School's grading calendar and credit allocation schedule. Students are expected to stay on-track to graduate on time or be placed on academic probation.

Student Progress

Every student will have a student progress monitoring meeting with the parent/guardian, principal, teacher(s), and other relevant staff, to assess their progress and success in the program, as needed. Attendance, engagement, academic progress, assignment completion and learning required concepts will be evaluated.

Attendance

All student-teacher interactions and attendance will be recorded by the teacher. Students are expected to attend all classes or meetings unless reported absent by parent/guardian in accordance with the SVUSD attendance guidelines and policies, found in the respective school Parent/Student Handbook.

Engagement

Students are required to attend and participate in all scheduled online sessions, in view of the camera, unless otherwise excused by the teacher periodically, and attend all scheduled in-person classes or meetings.

Academic Progress and Assignment Completion:

For students in primary grades satisfactory progress is defined by teacher reported attendance, engagement, meeting the standards for the grading period, approaching quarterly learning targets on District Benchmark Assessments. If a student is placed on academic probation, the Principal or counselor will contact the parent/guardian for an in-person conference and additional in-person time with the student will be required and scheduled for learning recovery. During the academic probationary period, the student must meet their weekly requirements for the time period prescribed.

For students in grades 6-12 satisfactory progress is defined by a grade C or better, engagement and regular attendance. If a student is placed on academic probation, the Principal or counselor will contact the parent/guardian for an in-person conference and additional in-person time with the student will be required and scheduled for learning recovery. During the academic probationary period, the student must meet their weekly requirements for the time period prescribed.

Extra-Curricular Activities

Scott Valley Options students may participate in any extracurricular activity such as school events, clubs, dances, or athletic teams, with prior approval from the principal(s). The student must be a student in good standing. Good standing is defined in each school's Parent/Student Handbook.

SAFE/BASS After School Program

- Scott Valley Options students may participate in SAFE/BASS with up-to-date immunizations, if capacity and space allow
- SAFE/BASS enrollment must be scheduled and approved two-weeks prior to attending
- Remain in good standing, as reported weekly by the teacher to the Principal, via email
- Abide by all school rules and expectations for behavior
- Maintain regular attendance

To participate in Interscholastic and athletic teams at the Junior High School and High School eligibility requirements are outlined in each school's Parent/Student Handbook and respective athletic policies.

- Meet with the Principal or designee and Athletic Director to determine eligibility
- Remain in good standing

Student Conduct

Students must leave campus, district property, and adjacent property when finished with their school work and/or meetings. This means not “hanging out” on or around district property during school hours. When eating lunch at school, you are to promptly leave campus when finished. All Scott Valley Unified school dress code and expected behavior guidelines are to be followed.

Scott Valley Options Independent Process Requirements

- A conference prior to enrolling or disenrolling a pupil from any learning option if requested by the parent or guardian;
- Instructional content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction;
- For high schools, access to all courses offered by SVUSD for graduation and approved as creditable under the A-G admissions criteria;
- For TK/K and grades 1-3, a plan to provide opportunities for daily synchronous instruction;
- For grades 4-8, a plan to provide opportunities for both daily live interaction and at least weekly synchronous instruction;
- For grades 9-12, a plan to provide opportunities for at least weekly synchronous instruction;
- Live interaction means interaction between the student and the teacher and may include the student's peers; this interaction may be in person, online or by phone.
- Synchronous instruction means classroom style instruction, or small group, or one on one instruction delivered in person or online or phone and involving two way communication between the student and the teacher.
- Documentation of a pupils participation in live interaction and synchronous instruction;
- Confirmation that the pupil has internet connectivity.

Etna High School

Course Catalog

And

Academic Planning Guide



2023-2024 School Year

NOTE:

Etna High School strives to maximize educational opportunities and a “student-first” master schedule. Course descriptions are provided for planning and course requests. Not all courses may be implemented pending student course requests, staffing, or other circumstances.

Welcome to your school. Etna High is a great place to learn. Here, teachers, students, and the community work together to establish high standards of achievement in classrooms and beyond. In college/career prep, honors, AP courses, career technical pathways, and in an interesting array of elective courses, Etna students experience exceptional opportunities. Beyond this, thriving and competitive interscholastic athletic teams, outstanding FFA, Culinary, and design programs, and other club opportunities combine to provide a diverse and well-rounded education experience.

The purpose of this catalog is to acquaint you with academic course offerings, requirements, and policies to assist students and parents in selecting the most appropriate classes for preparation toward future education, training, or employment.

Multiple tiers of counseling supports include course requests, group academic counseling, individual counseling, and digital support through the website or other media sources support this catalog and registration. If you have any questions regarding the selection of classes, please contact our School Counselor.

Etna High Contacts and School Hours

400 Howell Avenue
PO Box 721
Etna, CA 96027

Phone: (530) 467-3244 Fax: (530) 467-5763
Website: www.svusd.us/etnahighschool

Bus Transportation: (530) 467-3297

Regular Day 8:05 – 3:20 (Buses depart 3:20)
Collaboration Day: 8:05 – 1:40 (Buses depart 1:40)

Office hours: 7:30am – 3:30pm

Scott Valley Unified School District

11918 Main Street
PO Box 687
Fort Jones, CA 96032

Phone: (530) 468-2727 Fax: (530) 468-2729
Website: www.svusd.us

Superintendent: Micheline Miglis

Board of Trustees

Tammi Bennett, President
Jennifer Thackeray, Clerk
Jason Finley
Brandon Fawaz
Sandy Hogge

School Motto, Mission, and Vision

MOTTO: Lions are Lifelong Learners

MISSION: Etna High School is committed to promoting the success of every student by providing a learning environment that will facilitate intellectual, personal and social growth. We endeavor to help students be life-long learners, and to be college or career ready upon graduation.

VISION: Etna High School is a learning community that helps all students become productive citizens through participation in academic, social, co-curricular and extracurricular opportunities. The school is a partnership of staff, students, parents, and community members dedicated to academic excellence and Lion Pride. Etna High School will develop and graduate the most highly employable graduates in the state.

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DEFINITION OF SPECIAL TERMS

Abbreviation	Explanation
AP	Advanced Placement is a program of college-level courses and exams for secondary school students. These courses are offered in the 10th through 12th grades and culminate with an examination. Many colleges students attend give credit and/or advanced placement to students whose AP examination grades are considered acceptable.
CP	College Preparatory is used for courses that are highly academic, but not as demanding as Honors. CP classes satisfy entrance requirements for colleges and universities.
ELD	English Language Development is a program designed for students who are limited in English. Students receive instruction in listening, speaking, reading and writing through a variety of Specially Designed Academic Instruction in English (SDAIE) strategies.
H	Honors is a designation that indicates a highly challenging academic program, beyond the regular classroom, for those students who wish to pursue intensive preparation for college or university. Analytical writing, research papers, presentations, and projects extend student’s experiences in these classes.
SPED	Special Education (SPED) is a program designed for students who have been identified through a testing process. Placement is based upon an Individual Education Plan.
CTE	Career and Technical Education is a program of study that involves a multiyear sequence of courses that integrates core academic knowledge with technical and occupational knowledge to provide students with a pathway to postsecondary education and careers.

Non-Discrimination and Harassment Policy

The Governing Board is committed to providing equal opportunity for all individuals in district programs and activities. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on 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, or genetic information; a 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.

All individuals shall be treated equitably in the receipt of district and school services.

SCHOOL GUIDANCE COUNSELOR

The importance of the School Guidance Counselor becomes more apparent as students enter high school. At Etna High School, the academic counselor and administration work closely to ensure all students have support and are provided the opportunity to develop custom academic plans for success. EHS counselors provide a variety of services to Etna High School students, including:

- Choosing a course of study at Etna High School and monitoring progress towards graduation
- Assisting students in determining their abilities and areas of special interest
- Explaining graduation requirements to students
- Assisting students experiencing academic difficulties
- Providing and interpreting information on ACT, PSAT, SAT, ASVAB, competency, and other tests
- Supplying information about career areas, college placement, trade schools, financial aid, and scholarships
- Discussing student concerns on an informal basis

REGISTRATION PROCEDURES

Registration for classes at EHS is a comprehensive and dynamic process that allows administration and counselors to evaluate student needs and goals. These needs and goals are balanced with staffing, budget, and community values to develop a “student-first” schedule and course offerings.

- During the spring months in March or April, students will meet with their counselor to select and register for classes for the following year.
- Approximately one week prior to registration, students will receive a counselor planner form and have access to transcripts and this registration manual.
- Based on student transcripts, students will select appropriate classes for the following year. Any Honors/AP classes will require a teacher’s recommendation.
- During registration, students will meet with a counselor and complete course requests with their selected classes, signatures for any Honors/ AP classes, their signature, and their parent/ guardian’s signature.
- If a student is not recommended for Honors/AP courses a request can be made through the counseling office for reconsideration by Administration, teacher, student, and parent/guardian.
- Everyone must register for required courses. The required courses are indicated on your course request, according to your grade-level. These courses are required for graduation and/or UC/CSU eligibility.
- After registering for required courses, a student may register for elective courses. These courses meet graduation requirements and post-graduation plans.
- All courses are year-long unless otherwise indicated in the course description.

SCOTT VALLEY OPTIONS/TRANSFER STUDENT PROCEDURES

Scott Valley Options is the long-term independent study program within Scott Valley Unified School District. Approved student schedules for SVO students will be coordinated on a case-by-case basis and by appointment only.

School Withdrawal Information

Parents wishing to withdraw their student from Etna High School need to notify the Counseling/Registrar’s Office.

1. The Parent/Legal Guardian must sign a withdrawal form in the presence of the registrar.
2. The student will be given this withdrawal form to take with them on the last full day of attendance at Etna High School.
3. The student will take this form to all of their classes to obtain the teachers’ signatures and a withdrawal grade.
4. The Librarian will issue a “clearance” signature when all textbooks and Library books are returned.

5. The student will be given a copy of the withdrawal form, a copy of their unofficial transcript, and immunization records to be taken to the transferring school.

Alternative Education Referral Process

Students requiring additional support, academic recovery, or for safety, health, behavior reasons may require alternative education.

1. School counselor will recommend transfer of student to alternative education program based on transcripts and/or credit completion.
2. If student has an IEP, counselor contacts case manager for input. If in agreement, transfer IEP is scheduled. If the referral is considered an emergency transfer for safety or health, the IEP will not prevent the student from attending the alternative school immediately and will be scheduled within the first 10 days of the transfer.
3. The Principal, or designee, will receive the transfer recommendation from counselor and if approved:
 - a. Student and parent will attend orientation meeting and complete any necessary paperwork at SRHS.
 - b. SRHS secretary will complete change form and initiate transfer in Aeries.
 - c. Placement is reviewed each subsequent semester by counselor and administrators.

SCOTT VALLEY ADULT EDUCATION

High School Diploma completion through Scott Valley Adult Education

Scott Valley Adult Education offers the opportunity for Adult Learners (18 years of age) to complete credits required to earn a high school diploma, learn/improve English skills, and multiple CTE opportunities. Inquire with Scott Valley Adult Education at (530) 467-5279.

General Education Development (GED) Test through Scott Valley Adult Education

General Educational Development (GED) offers a high school equivalency diploma to students who pass a series of tests in Language Arts (Reading and Writing), Social Studies, Science, and Mathematics. Employers and colleges accept the GED tests as the equivalent of a high school diploma. Tests are given in each subject area and students must pass all of the subject area tests in order to earn a GED Equivalency certificate. Test preparation programs are available through Scott Valley Adult Ed.

To be eligible to take the General Education Development (GED) Test, a student must be:

- 18 years of age or within 60 days of his/her 18th birthday within 60 days of when he/she would have graduated had he/she followed the normal course of study and stayed in school
- At least 17 years of age, has been out of school for 60 consecutive days, and provides a letter from the military, postsecondary educational institution or prospective employers.

Career Technical Education through Scott Valley Adult Education

In addition to Diploma Completion and GED support, Scott Valley Adult Education offers English Language support and education as well as multiple CTE courses throughout each. Inquire with Scott Valley Adult Education at (530) 467-5279.

DIPLOMAS, CERTIFICATES AND EQUIVALENCIES

HIGH SCHOOL DIPLOMA

In order to graduate, a student must:

- Earn a total of at least 260 credits
- Complete Algebra I/Math 1 with a “D” grade or better
- Successfully complete all Senior Project components

MODIFIED CREDIT – 130 DIPLOMA – A NEW California law allows for an adjustment of the credits REQUIRED for graduation from California Public High schools (AB167), targeting foster care youth, homeless youth, a military family youth, a migratory child or newcomer program participant, as well as juvenile court school pupil, - after the second year of high school (AB2121).

SENIOR PROJECT AND COMMUNITY SERVICE HOURS

Etna High School has a long-standing tradition of outstanding senior projects that highlight the talent and achievements of our students while integrating community members through mentorship and advising. All students are required to complete a senior project. At a minimum, the senior project consists of a research paper, 20 hours of work, project log, portfolio, display, and oral presentation. During the spring semester, there will be a display night open to the community, family, and friends.

Certificates

Etna High School courses offer many opportunities to earn certification in career specific fields such as the Serv-Safe FOod Handler’s Card and a Wildland Firefighting Certificate. See the Guidance Counselor for more information.

GRADUATION REQUIREMENTS

In order to graduate, a student must:

- Earn a total of at least 260 credits
- Complete Algebra I/Math 1 with a “D” grade or better
- Successfully complete all Senior Project components

Specific Subject and Credit Requirements for Graduation			
Subjects	Years Required	Credits	Classes Meeting Requirements
English	4	40	English 9, English 10, English 11, English 11 (H), Tech Prep English, COS English (dual enrolled)
Math	3	30	Pre-Integrated Math, Integrated Math I, II, and III; Personal Finance, Pre-calculus, Statistics, Calculus - must include 10 units of Math I/Algebra
Science	3	30	Life Science – 1 Year, 10 Credits Physical Science – 1 Year, 10 Credits Science Elective – 1 Year, 10 Credits Physical Sciences (Chemistry, Ag Chemistry (H), Physics, Physics (H)) Life Sciences (Biology, Ag Biology, Natural Resources, Advanced Ag Science)
Social Studies	3	30	World History; US History; Civics (one semester); Economics (one semester - or completion of Agricultural Business)
Physical Education	2	20	Physical Education I and 2, Strength & Conditioning, Athletic PE Credit
World Language or Visual Performing Arts	1	10	Art, Drama, Guitar, Computer Graphics, Floriculture I and II, Spanish
Health & Human Development	1/2	5	Health & Human Development (one semester)
Career Technical Education (CTE)	1	10	All agricultural classes, Natural Resources, Culinary Arts (I, II, and III), Art (I, II, and Adv Fine Arts), Computer Graphics, Yearbook, Video Production
Senior Project / Community Service	N/A		Completion & passing grade
Electives		85	

Note: Seniors must submit all schoolwork one week before graduation **in order to participate in the graduation ceremony.**

UC/CSU COURSE REQUIREMENTS (A-G REQUIREMENTS)

Must pass all classes with a grade "C" or better in all A-G required courses

Subject	Courses	Minimum Credits	Recommended
(A) History/Social Science	World History	10	10
	US History	10	10
	Civics, Economics	5	5
(B) English	English	40	40
(C) Mathematics	Math Series (IM1, IM2, IM3)	30	40
(D) Lab Science	Biology	10	30-40
	Chemistry and/or Physics	10	
	Ag Sciences		
(E) Foreign Language	Spanish	20	30-40
(F) Visual Performing Arts	Art, Floral, etc.	10	10
(G) College Prep electives	Additional A-G courses (Ag Business, etc.)	10	As many as possible

Career Technical Education Pathways

Etna High School							
Career Technical Education (CTE) Programs ¹							
SECTOR	AGR ²	AGR ²	AGR ²	AGR ²	AME	HOS	
PATHWAY	Floral Design (105A)	Agricultural Business (100)	Agricultural Mechanics (101)	Agriscience (102)	Graphic Design (111A)	Food Service and Hospitality (201)	
COURSES	Introduction	Ag Core recommended	Ag Mechanics I (7120)	Ag Biology (7130) Ag Core recommended	Art I – Intro to AME (7200)	Culinary I (8020)	
	Concentrator	Floriculture (7164)	Ag Core (7111)	Ag Mechanics II (7121)	Ag Chemistry (7131)	Computer Graphics and Design (7211)	Culinary II (8021)
	Capstone	Advanced Floral Design (7165)	Agricultural Business (7112)	Ag Mechanics III (7122)	Advanced Ag Science (7132)	Yearbook (7212)	Culinary III (8021)
¹ – Lion Focus – GFSF with Get Focused Stay Focused provides CTE Introductory course for multiple pathways (CALPADS 7000) ² – Ag Core highly encouraged to ensure success in all AGR Pathways.							

ADVANCED PLACEMENT (AP) PROGRAM

The Advanced Placement Program® is a cooperative educational endeavor between secondary schools and colleges and universities. Students who participate in the Program not only gain college-level skills, but in many cases they also earn college credit while they are still in high school, by taking and passing the AP Exam. High school teachers, who follow course guidelines developed and published by the College Board, teach AP courses.

- AP courses are essentially college level courses, therefore requiring a greater time commitment and work level than the average high school course.
- Each department has individual prerequisites for each AP course. Students are responsible for ensuring that they meet those prerequisites. There is a student/parent waiver available in the event the student does not qualify.
- Students are expected to take the AP exam for each AP course in May, as many colleges will not acknowledge AP coursework for a student who has not taken the exam.
- AP classes are year-long and upon registration for them CANNOT be dropped.

Honors/AP Weighted Grades

Students may earn weighted grade credit for any honors or advanced placement courses completed. Students transferring from other districts shall be given weighted credit for their advanced placement and/or honor courses. Courses, which are to receive weighted grades, shall receive the approval of the Board of Education. The grade for any weighted course shall be computed as follow: A=5, B=4, C=3, D=2, F=0.

Criteria. Weighted courses shall meet the Honors/AP criteria and be approved by the Board of Education and/or the College Board.

Academics Honors Eligibility

Etna High School Honor Roll. At the conclusion of each semester, Etna High School recognizes those students who have attained Honor Roll or Honorable Mention status. To make Honor Roll students must earn a 3.5 Academic GPA or higher with no D's or F's. Honorable Mention is 3.0 – 3.49 Academic GPA with no D's or F's. All of these students are publicly recognized for their academic achievement.

To be eligible for an academic Block Letter "E" students must achieve Honor Roll for at least two semesters. Eligibility requires a minimum of four classes taken from California Scholarship Federation (CSF) Lists I and II, and at least two of those courses must be taken from List I. Seniors may qualify for Honor Roll or Honorable Mention by taking at least 4 classes in Lists I, II, and III.

GRADUATION CEREMONIES AND ACTIVITIES

Honors and Awards

To honor superior academic achievement, high school graduation ceremonies shall include recognition of a valedictorian and salutatorian. The Superintendent or designee shall establish procedures that ensure a fair determination of the students who have achieved the highest grade point average in the graduating class and have taken the most rigorous courses. If a tie exists, the principal may honor more than one valedictorian and/or salutatorian.

The **valedictorian** and **salutatorian** shall be selected by the following process:

1. The list of seniors who have been enrolled as full-time regular EHS students for the entire senior year, and have **completed UC and/or CSU entrance requirements** shall be notified of eligibility for valedictorian.
2. The **Weighted Total GPA** of each of the listed seniors shall be calculated from grades received in 9th -12th grades **through 3rd quarter of the senior year**.
3. The list of seniors shall be sorted by **Weighted Total GPA**, descending, calculated to the **nearest hundredth** (i.e. 3.98).

4. The student with the highest GPA on the list is selected as the valedictorian and the student with the second highest GPA on the list will be selected as the salutatorian.
5. In the event of a tie, administration and board policy will determine valedictorian & salutatorian based on academic program rigor. This decision may include multiple valedictorians and/or salutatorians.

Graduation activities

Participation in the graduation ceremony and activities is optional. However, if students choose to participate in the graduation ceremony **ALL graduation practices are MANDATORY.**

Students not in good standing, awaiting final grade determination, or awaiting disciplinary determination may not be eligible to walk in the graduation ceremony at the discretion of the Administration.

Any graduating student who has completed basic training and is an active member of any branch of the United States Armed Forces may, at the student's option, wear a military dress uniform at the ceremony. (Education Code 35183.3)

Students shall be permitted to wear tribal regalia or recognized objects of religious or cultural significance as an adornment to the customary ceremonial attire, as long as the adornment does not cause a substantial disruption of, or material interference with, the graduation ceremony. (Education Code 35183.1)

SCHEDULE CHANGE POLICIES AND PROCEDURES

Student Initiated Schedule Changes:

Fall

Students must initiate changes after picking up temporary schedules and before the beginning of the school year. Class change requests will only be accepted during the first five days of each semester.

- Changes must be for valid educational purposes.
- The student's parent must approve academic program, course changes.
- Students must meet all course prerequisites.
- Changes *will not be made* to overload a teacher's class.
- Changes *will not be made* based on teacher or period preference.
- Changes *will not be made* to accommodate work schedules.
- Classes changed after two weeks of each semester earn a Withdraw Fail (WF) that will appear on the transcript and is included in GPA calculations.

Spring

Students must initiate changes before the end of the first semester and all of the rules listed above continue to apply.

Teacher Initiated Changes:

Teachers may recommend that a student be moved up or down a level in a subject up to 10 days after the start of the semester. Administrative schedule changes can be recommended by a teacher at any time to ensure a safe and effective learning environment.

Administration Initiated Schedule Changes:

In order to balance classes, administration reserves the right to make involuntary changes.

GRADES, GRADING PERIODS, AND POLICIES

Grades

No course credit will be given for a grade of “F” in subject courses.

If a student receives a “D” or “F” and the master schedule can accommodate additional students, courses can be repeated for full credit during the school day. Both grades will be posted on the student’s transcript with only the higher grade calculated into the GPA, but the student shall receive credit *only once* for taking the course.

A “D” grade is passing in all subjects. A grade of “C” is required for the student to move to the next level as a pre-requisite in some selected classes. All credits earned in the regular school day grade program may be counted towards the total 260 credits required. This does not preclude the earning of extra credits beyond the regular school day or year for the purpose of acceleration or for credit recovery if those courses are approved by Scott Valley Unified School District (SVUSD) for transfer. Incoming 9th graders may earn credits that can be applied to their high school transcript if the courses are approved by SVUSD for transfer.

Students shall not apply more than 10 credits of “Teacher’s Assistant” (TA) towards graduation requirements

Repeating Classes

A student may repeat a course in which they received a “D” or “F” in order to raise his/her grade. The principal or designee shall determine the options available to the student for repeating the course: on site, accredited community college, summer school, Independent Study, etc. Both grades received shall be entered on the student’s transcript with only the higher grade calculated into the GPA, but the student shall receive credit only once for taking the course.

Students must consult with their counselors prior to signing up for summer school at another public or private school or for an on-line course. Students should be aware that some on-line courses do not meet NCAA eligibility rules and UC approval.

Grades for Achievement

Grades toward mastery of standards in middle and high school shall be reported for each marking period as follows:

- A - Advanced Mastery of Course Standards 4.0 grade points
- B - Proficient mastery of Course Standards 3.0 grade points
- C - Basic Mastery of Course Standards 2.0 grade points
- D - Below Basic Mastery of Course Standards 1.0 grade points
- F - Far Below Basic Mastery of Course Standards 0 grade points

Whenever it becomes evident to a teacher that a student is in danger of failing a course, the teacher shall arrange a conference with the student’s parent/guardian or send the parent/guardian a written report. (ED Code 49067, BP/AR# 5123). No “F” can be given for a course if parents/ guardians are not notified in a timely manner that the student is failing the course.

An Incomplete is given for a semester grade only when a student’s work is not finished because of extenuating circumstances that have been approved by the site administrator or designee. At the end of second semester

incomplete grades may be given only with prior administrative approval ensuring that a plan and timeline for completion of the course work is in place. The Incomplete shall become an “F” if not made up in accordance with the approved timeline.

Prerequisites

Basic mastery of course standards, or a grade of “C”, is the expectation for progression to higher-level classes within academic subjects. In the circumstance that a student does not achieve basic mastery, teachers and administration will consider progression on a case-by-case basis.

Absences and Schoolwork

It is the responsibility of the student to complete assignments missed because of an absence. Students who are absent because of athletics or other school-related activities are expected to request their assignments at least 24 hours in advance of the absence and to turn in their assignments on the day they return to campus, or before.

Upon returning from an unplanned absence, students should consult with teachers to determine what work was missed and the procedure for making up this work. The deadline for completing work missed because of an absence will be determined by each teacher.

When they are ill, it is best for the student to rest and recover. Upon returning to campus, students need to follow procedures outlined in their class syllabi and/or contact teachers to make up required assignments/classwork.

Students participating in co-curricular activities outside of the regular school day must be present the day prior or of the activity in order to participate unless preapproval is given by administration. Please see specific attendance requirements for athletics and dances.

Homework

Homework is an integral part of a student’s educational program. The staff believes that students must not only develop proficiency in subject matter, but must also learn to budget time efficiently to complete assignments on time.

Homework may be assigned for a variety of purposes, including reinforcement of classroom learning and preparation for a future classroom experience. Students should check with individual teachers for late work policies.

Academic Integrity

We value academic integrity and do not permit any form of dishonesty or deception that unfairly, improperly or illegally enhances a grade on an individual assignment or a course grade. Cheating represents a violation of mutual trust and respect between teacher and student. The following is a list of behaviors that constitute academic dishonesty. This list may be incomplete due to new forms of cheating, plagiarism, and other forms of dishonesty that may arise as technology becomes more advanced:

1. Cheating on exams.
2. Copying from others.
3. Having or using notes, formulas or other information in a programmable calculator or other electronic device without explicit teacher permission.
4. Having or using a communication device such as a cell phone to send or obtain unauthorized information.
5. Taking an exam for another student, or permitting someone else to take a test for you.
6. Providing or receiving information about all or part of an exam, including answers.
7. Having or using a “cheat sheet” that is not authorized by the teacher.
8. Altering a graded exam and resubmitting it for a better grade.
9. Working together on a take-home exam, unless specifically authorized by the teacher.
10. Gaining or providing unauthorized access to examination materials.
11. Plagiarism in papers and assignments:

- A. Including, in any assignment turned in for credit, any portion not based on your own research or thinking. This includes using the services of a commercial term paper company, using the services of another student, and copying part or all of another person's paper and submitting it as your own.
 - B. Acting as a provider of assignment responses for another student.
 - C. Submitting substantial portions of the same academic work for credit in more than one course without consulting both teachers.
 - D. Failing to use quotation marks where appropriate.
 - E. Failing to properly acknowledge paraphrased materials via textual attribution, footnotes, endnotes, or bibliography.
 - F. Making up data for an experiment.
 - G. Citing nonexistent sources.
12. Misrepresenting your academic accomplishments.
 13. Deceiving a teacher or making up a false reason or excuse to get special consideration on an exam or paper.
 14. Failing to promptly stop work on an exam when the time allocated has elapsed.
 15. Forging a signature.
 16. Copying or letting someone copy homework assignments.

If you have any doubt as to whether a particular act constitutes academic dishonesty, ask a teacher for clarification.

A student found to be cheating will be contacted by the teacher the same day, receive an "F" or a zero on that assignment, and one (1) detention. If that student cheats on a subsequent assignment, the student, at the discretion of the teacher involved, will receive an "F" for the assignment and suspension. A third occurrence may result in failure of the course for the semester in which the incident occurs. Cheating on an exam will serve a Behavioral Intervention. Parents will be notified of each occurrence of plagiarism and/or cheating. Incidents of cheating will be reported in writing to the counselor/administrator and will be placed in students' discipline files. Cheating will also earn other disciplinary consequences. Certain severe acts of cheating may result in a recommendation for expulsion.

Honesty

We value honesty. It is more important than good grades. We expect students to be fully truthful in their interactions with members of our staff and their assistants. Dishonesty will earn disciplinary consequences.

Concurrent High School & College Course Credit

Students in the district may avail themselves of the opportunity to earn credit toward graduation for successful completion of courses taken in a community college, state university, state college, or accredited private college. Courses may be taken on a collegiate campus or virtually through an independent study offering.

The counselor and administration must preapprove all courses. Such credit may be granted only under the following conditions.

- The student must get approval for credit from the current high school and community college prior to enrolling in the course.
- The course must be in a subject included in the district's areas of study (Ed. Code 51220): English, Social Sciences, Foreign Languages, Physical Education, Science, Mathematics, Visual and Performing Arts, Applied Arts, Vocational-Technical, and Automobile Driver Training.
- Students may only earn EHS credit for courses not offered at EHS. Student may not enroll in a college course for high school credit if a similar course is offered during the current year at the student's high school, except under unusual circumstances as determined by the administration.
- College transcripts and associated deadlines are not shared with the high school. The student is responsible for the college deadlines and ensuring transcripts are provided as necessary.

Concurrent/Dual Enrollment Courses Through EHS

Some of the courses offered at EHS provide the opportunity for college credit through College of the Siskiyous, such as COS ENG 1001. This is a concurrently enrolled class that provides COS credit. Other classes are dual enrolled, or articulated. Articulated courses can be applied toward requirements in college but do not typically receive the college credits. Specific details are available in the counseling office.

Physical Education – California Education Code Regulations

All students in grade 9 are required (Education Code 51225) to enroll in and successfully complete the physical education (PE) course and to satisfactorily pass at least five out of six fitness areas of the California Physical Fitness Test administered in grade 9 (Education Code 51241).

All students are required to pass a second year of physical education in grades 10, 11, or 12 unless they receive approval for a waiver exemption.

Athletic PE Credit:

- Eligible students participating in one season of high school sports during grades 10 or 11 receive Athletic PE credit for a semester waiver exemption from the PE requirement.
- The waiver exemption dismisses the student from the requirement to enroll in one or both semesters of the second year requirement of PE.
- This Athletic PE Credit Request Form is available in the Counseling Office. Students are asked to seek assistance in reviewing the regulations and completing the application form with the Athletic Director.

Off-Campus, Teacher’s Assistant, and College Study Periods

Etna High School strives to provide a rigorous academic experience that offers a broad course of instruction leading to postsecondary success in college, career, or other life opportunities.

Students will not be assigned to any course without educational content without consent, benefit, and written agreement between the school, student, and parent/guardian. Students requesting Off-Campus, Teacher’s Assistant, or College Study periods may seek more information from the Guidance Counselor.

SUGGESTED CLASSES TO MEET GRADUATION REQUIREMENTS

9th Grade

Fall Semester

English 9
 Integrated Math I
 Biology or Ag Biology with Ag Core
 PE 1
 Frosh Postsecondary Prep - GFSF
 Elective or Spanish I
 Career Technical Education (CTE) Elective

Spring Semester

English 9
 Integrated Math I
 Biology or Ag Biology with Ag Core
 PE 1
 Frosh Postsecondary Prep - GFSF
 Elective or Spanish I
 CTE Elective

(CTE Electives – Ag Core, Art I- Intro to AME, Culinary I)

10th Grade

Fall Semester

English 10
 Integrated Math II
 Chemistry or Ag Chemistry
 World History
 PE II or Strength & Conditioning
 Elective or Spanish II
 CTE Elective

Spring Semester

English 10
 Integrated Math II
 Chemistry or Ag Chemistry
 World History
 PE II or Strength & Conditioning
 Elective or Spanish II
 CTE Elective

(CTE Electives - Ag Mech I, Art II, Culinary II, Computer Graphics, Floriculture, etc.)

11th Grade

Fall Semester

English 11 (Honors or Career Prep options)
 Integrated Math 3
 Physics (Honors option)
 US History
 Spanish 3 or Elective (College/Career Readiness)
 Ag Business or Elective (Upward Bound)
 CTE Elective

Spring Semester

English 11 (Honors or Career Prep options)
 Integrated Math 3
 Physics (Honors option)
 US History
 Spanish 3 or Elective (College/Career Readiness)
 Ag Business or Elective (Upward Bound)
 CTE Elective

(CTE Electives - Ag Mech II, Culinary III, Advanced Computer Graphics, Advanced Fine Art, Yearbook, Advanced Floral)

12th Grade

Fall Semester

English 12
 - English 12
 - COS ENG 1001/1502
 - Honors
 - Career Prep English
 Civics / Economics
 Health & Human Development
 Personal Finance or Elective
 Pre-Calculus / Statistics or Elective
 Elective
 CTE Elective

Spring Semester

English 12
 - English 12
 - COS ENG 1001/1502
 - Honors
 - Career Prep English
 Civics / Economics
 Health & Human Development
 Personal Finance or Elective
 Pre-Calculus / Statistics or Elective
 Elective
 CTE Elective

(AP Spanish Language & Culture, Ag Mech III, Restaurant Manager, Advanced Computer Graphics, Advanced Fine Art, Yearbook, Advanced Ag Science, Natural Resources)

COURSE OFFERINGS AND DESCRIPTIONS

English Department

English 9

COURSE TITLE (Course #) 11004 – English 9

Grade Level: 9

Prerequisite: N/A

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (B)

COURSE DESCRIPTION

English 9 is a college preparatory course designed to improve students' abilities in Language Arts, as defined by the California State Standards and Common Core Standards for Grade 9. Students will engage in activities in reading, writing, and listening/speaking, which will also incorporate vocabulary and grammar skills. Students will interact with digital and print activities.

- *Reading.* Students will read a variety of genres, non-literary as well as literary, including informational texts, classical and contemporary prose and poetry, and literary fiction and non-fiction.

- *Writing.* Students will write structured papers of varying lengths directed at various audiences and responding to a variety of rhetorical tasks using evidence taken from complex written sources. Assignments and activities will support understanding of rhetorical, grammatical, and syntactical patterns, forms, and structures by asking students to respond to texts of varying lengths in unassisted writing assignments. Assignments reflect the idea that writing is a recursive process involving invention, drafting, revision, and editing. The course will address basic issues of standard written English, including style, cohesion, and accuracy.

- *Listening and Speaking.* Assignments and activities will allow students to develop essential critical listening skills and provide them ample practice speaking in large and small groups.

English 10

COURSE TITLE (Course #) 11007 – English 10

Grade Level: 10

Prerequisite: Completion of English 9 with a "C" or better

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (B)

COURSE DESCRIPTION

English 10 is a college preparatory course designed to improve students' abilities in Language Arts, as defined by the California State Standards and Common Core Standards for Grade 10. Students will engage in activities in reading, writing, and listening/speaking, which will also incorporate vocabulary and grammar skills. Students will interact with digital and print activities.

- *Reading.* Students will read a variety of genres, non-literary as well as literary, including informational texts, classical and contemporary prose and poetry, and literary fiction and non-fiction.

- *Writing.* Students will write structured papers of varying lengths directed at various audiences and responding to a variety of rhetorical tasks using evidence taken from complex written sources. Assignments and activities will support understanding of rhetorical, grammatical, and syntactical patterns, forms, and structures by asking students to respond to texts of varying lengths in unassisted writing assignments. Assignments reflect the idea that writing is a recursive process involving invention, drafting, revision, and editing. The course will address basic issues of standard written English, including style, cohesion, and accuracy.

- *Listening and Speaking.* Assignments and activities will allow students to develop essential critical listening skills and provide them ample practice speaking in large and small groups.

English 11

COURSE TITLE (Course #) 11009 – English 11

LENGTH: Year (10 Credits)

Grade Level: 11

Meets UC/CSU A-G requirement: Yes (B)

Prerequisite: Completion of English 10 with a “C” or better

COURSE DESCRIPTION

This course has two major components. First, students read and analyze a wide variety of American literature, starting with the non-fiction accounts that dominate early American Literature prior to the American Revolution and moving through a selection of some of the key texts from different eras in the American literary tradition. To allow for the widest possible variety, most readings are short novels, excerpts, and non-fiction texts. The reading load is relatively consistent throughout the year, averaging 10-15 pages per school day. Second, students learn to write analytic academic essays. The emphasis is on crafting claims and supporting them using textual evidence and thorough analysis. Throughout the year, the assignments become progressively more complex. By the end of the school year, students should be able to understand a college level writing assignment, select an organizational strategy that fits the assignment, and craft a focused essay that is filled with substantial ideas and analysis.

English 11/12H (Honors)

COURSE TITLE (Course #) 11005 – English 11/12H

LENGTH: Year (10 Credits)

Grade Level: 11

Meets UC/CSU A-G requirement: Yes (B)

Prerequisite: Completion of English 10 or English 11 with a “B” or better and teacher recommendation

COURSE DESCRIPTION

Honors English will earn students honors credit and students will receive an inflated grade point average. The course is accelerated and rigorous. Students are expected to be RESPONSIBLE. This course will explore American, British, and World literature as students read and analyze non-fiction and fiction through multiple eras. The reading load is more rigorous and students will be expected to develop comprehensive and complex essays, speeches, and projects. Failure to complete required reading and assignments will result in disenrollment and placement into English 11 or 12 as appropriate.

English 12

COURSE TITLE (Course #) 11011 – English 12

LENGTH: Year (10 Credits)

Grade Level: 12

Meets UC/CSU A-G requirement: Yes (B)

Prerequisite: Completion of English 11 with a “C” or better

COURSE DESCRIPTION

This course has three major focuses. First, students read a selection of some of the key texts from different eras in the British and world literary traditions. To allow for the widest possible variety, most readings are short novels, excerpts, and non-fiction texts. The reading load is relatively consistent throughout the year, averaging 10-15 pages per school day. Second, students advance in their ability to write extended academic essays. The emphasis is on crafting claims and supporting them using evidence and thorough analysis. Throughout the year, the assignments become progressively more complex. The assignments pick up at the level where the 11th grade assignments left off, and focus on crafting longer essays that are designed to help students avoid the “page number” shock that can happen as they transition into the longer term papers in college. Finally, elements in the course are designed to help students with senior project, scholarship essays, and admission essays. These elements are strategically timed to coincide with the timeline of the senior project and the typical admission and scholarship deadlines for a student planning to attend a community college or trade school.

Career Prep English 11/12 (previously Tech English)

COURSE TITLE (Course #) 11020 – Career Prep English

LENGTH: Year (10 Credits)

Grade Level: 11/12

Meets UC/CSU A-G requirement: Yes (B)

Prerequisite: Completion of English 10 with a “C” or better

COURSE DESCRIPTION

This course is designed to give students a pathway to appropriate career choices as they move into a post-secondary education or career world. Students will access the California State Standards for English Language Arts through the study of and preparation for post-secondary education, employment in a chosen sector, and critical thinking skills as they relate to their life and work. Through the exploration of fiction, non-fiction, and technical reading and writing, students will build and survey future ready skills. These skills for success in this course include topics such as effective oral, written and multimedia communications, managing career plans, creating alternative solutions derived from critical thinking, safety policies and other positive work skills, attitudes and values.

COS ENG 1001 & 1502

COURSE TITLE (Course #) 11016 – COS ENG

LENGTH: Year (10 Credits)

Grade Level: 12

Meets UC/CSU A-G requirement: Yes (B)

Prerequisite: Eligibility as determined by College of the Siskiyous (COS) Placement Procedures

COURSE DESCRIPTION

ENGL 1001 - College Composition

This course is designed to teach the reading, writing, and research skills necessary to succeed in any subsequent college course. Students will critically read and write in a variety of rhetorical situations and contexts and incorporate college-level research. Minimum 6,000 words formal writing.

ENGL 1502 - Advanced Composition - Critical Thinking

Prerequisite: ENGL 1001 or qualification through assessment

This course emphasizes critical thinking in argumentation, including the principles of rhetoric and analysis of the writing process. Students will engage in close reading and evaluation of texts and apply the elements of logic to the creation of arguments. The course requires frequent writing assignments totaling a minimum of 8,000 words. (AA, CSU, UC) (C-ID: ENGL 105)

English Lab

COURSE TITLE (Course #) 11027/11028 – English Lab 10/11

LENGTH: Year (10 Credits)

Grade Level: 9-12

Meets UC/CSU A-G requirement: No

Prerequisite: N/A

COURSE DESCRIPTION

This course is designed to build English Language Arts skills in both reading and writing. Additionally, students will receive teacher support for other core classes, such as English, social studies, and science. The course will include skills in reading fluency, comprehension, and vocabulary. Writing skills will include fluency, organization, planning, and proofreading.

Mathematics Department

Pre-Integrated Math

COURSE TITLE (Course #) 12025 – Pre-Int Math
Grade Level: 9-12
Prerequisite: N/A

LENGTH: Year (10 Credits)
Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

This class and program teach mastery of specific skills and essential pre-algebra content that will help students to be successful in their mathematics courses throughout the rest of high school. It will provide an overview and introduction to the Integrated Math series.

The following is a list of the essential concepts that students will master by the end of this course:

- Short Division
- Decimal Rounding
- Decimal Operations
- Fraction Operations
- Fraction, Decimal, Percent Equivalences
- Geometry
- Rate Equations
- Fraction Simplification
- Algebra
- Algebra Translation
- Coordinate System
- Signed-Number Operations
- Decimal Division
- More Geometry
- Exponents
- Simultaneous Equations
- Probability
- Scientific Notation
- Proportion
- Box and Whisker Plots

Integrated Math I

COURSE TITLE (Course #) 12021 – Int Math I
Grade Level: 9-12
Prerequisite: Completion of 8th Grade Math with a “C” or better, or placement via testing and/or teacher, admin approval

LENGTH: Year (10 Credits)
Meets UC/CSU A-G requirement: Yes (C)

COURSE DESCRIPTION

This year-long class will focus on the Common Core State Standards for mathematics. We will be using the district-adopted Carnegie Learning Integrated Math I curriculum and a variety of other resources including IXL and MATHia. Carnegie Learning Integrated Math I is part of a three-course, three-year series that weaves together numeric, algebraic, geometric, and statistical curricula.

The following topics will be covered:

- Quantities and Relationships
- Sequences
- Linear Regressions
- Linear Functions
- Solving Linear Equations and Inequalities
- Systems of Equations and Inequalities
- Shapes on a Coordinate Plane
- Introduction to Exponential Functions
- Using Exponential Equations
- One-Variable Statistics
- Two-Variable Categorical Data
- Constructions
- Rigid Motions on a Plane
- Congruence

Integrated Math II

COURSE TITLE (Course #) 12022 – Int Math II

LENGTH: Year (10 Credits)

Grade Level: 9-12

Meets UC/CSU A-G requirement: Yes (C)

Prerequisite: Completion of Integrated Math I or equivalent with a “C” or better (*or teacher/parent agreement for concurrent enrollment in Integrated Math I for academically aggressive freshmen*)

COURSE DESCRIPTION

This year-long class will focus on the Common Core State Standards for mathematics. We will be using the district-adopted Carnegie Learning Integrated Math II curriculum and a variety of other resources including IXL and MATHia. Carnegie Learning Integrated Math II is part of a three-course, three-year series that weaves together numeric, algebraic, geometric, and statistical curricula.

The following topics will be covered:

- Composing and Decomposing Shapes
- Justifying Line and Angle Relationships
- Using Congruence Theorems
- Similarity
- Trigonometry
- Circles and Volume
- Functions Derived From Linear Relationships
- Exponentials
- Introduction to Quadratic Functions
- Solving Quadratic Equations
- Applications of Quadratic Equations
- Circles on a Coordinate Plane
- Independence and Conditional Probability
- Computing Probabilities

Integrated Math III

COURSE TITLE (Course #) 12023 – Int Math III

LENGTH: Year (10 Credits)

Grade Level: 10-12

Meets UC/CSU A-G requirement: Yes (C)

Prerequisite: Completion of Integrated Math II or equivalent with a “C” or better

COURSE DESCRIPTION

These yearlong classes will focus on the newly established Common Core State Standards. We will be using the Carnegie Learning Integrated Math I, II, and III curriculum and a variety of other resources. The Carnegie Learning Integrated Math curriculum is a three-course, three-year series that weaves together numeric, algebraic, geometric, and statistical curricula. The courses must be taken in order, and students should have previously completed an Algebra 1 class or Common Core 8th grade math class before beginning the series. With this course, students further explore quadratic functions and extend learning to polynomial functions. Students extend their understanding of arithmetic and geometric sequences to series, and their knowledge of trigonometric ratios to trigonometric functions. Additionally, students explore distributions of data, confidence intervals, and statistical significance.

Pre-Calculus

COURSE TITLE (Course #) 12014 – Pre-Calculus

LENGTH: Year (10 Credits)

Grade Level: 11-12

Meets UC/CSU A-G requirement: Yes (C)

Prerequisite: Completion of Integrated Math III or equivalent with a “B” or better

COURSE DESCRIPTION

Pre-calculus is a mathematics course in which students will expand upon their knowledge of functions, which will include transformations of previous functions and in addition, periodic (sinusoidal) functions. Linear, quadratic, power, exponential, cosine, sine and tangent and their inverses will be explored, investigated, and learned. Students will have the opportunity to learn mathematics in four ways—algebraically, numerically, graphically, and verbally. This variety of modes of learning increases learning opportunities for students. A graphing calculator is an essential tool in this course. The Prerequisite for this course is a B or an A grade in Algebra 2 or Integrated Math 3.

Statistics

COURSE TITLE (Course #) 12028 – Statistics

LENGTH: Year (10 Credits)

Grade Level: 11-12

Meets UC/CSU A-G requirement: Yes (C)

Prerequisite: Completion of Integrated Math III or equivalent with a “B” or better

COURSE DESCRIPTION

This introductory course in Statistics is designed to acquaint the student with the basic ideas and language of statistics, hypotheses testing, and providing students with the facility to process statistical information. Its emphasis is on concepts rather than an in-depth coverage of traditional statistical methods. Topics include descriptive statistics, correlation and regression, elementary probability, binomial and normal distributions, and estimation and test of hypotheses. This course does not prepare students to take the College Board’s Advanced Placement Exam in Statistics.

Personal Finance

COURSE TITLE (Course #) 12012 – Personal Finance

LENGTH: Semester (5 Credits)

Grade Level: 12

Meets UC/CSU A-G requirement: Yes (C)

Prerequisite: Completion of Integrated Math I and 20 additional credits of math

COURSE DESCRIPTION

Students will develop skills in and knowledge of personal financing. Instruction will be given in two ways—direct instruction and hands-on instruction in various projects. Each unit will include a project that will give students an opportunity to work with their hands as they demonstrate what they have learned. Course topics include, but are not limited to, taxes, debt management, living costs, loans, car buying, stock market, check books, job benefits, insurance, types of banking accounts, job portfolio, electronic money, retirement accounts, budgeting, how to open an account, and student loans.

Math Tutorial

COURSE TITLE (Course #) 19061 – Math Tutorial

LENGTH: Year (10 Credits)

Grade Level: 9-12

Meets UC/CSU A-G requirement: No

Prerequisite: Teacher recommendation or student/parent request

COURSE DESCRIPTION

This course is a tutorial period for students in Integrated Math I, II or III. The goal of this course is to help students be successful in their primary math class. It is an opportunity for students to ask questions and receive help on their assignments, complete their assignments, stay organized, and study for tests and quizzes in their mathematics class. This class will also be used to assess, target, and improve conceptual skills needed to be successful in mathematics.

Student Daily Goals:

1. Be productive
2. Organize your math notebook
3. Complete current math assignments
4. Make up any missing work from your math class
5. Study for math tests and quizzes
6. Use IXL Math and/or MATHia to improve areas of weakness

Social Science Department

World History

COURSE TITLE (Course #) 13009 – World History

Grade Level: 10

Prerequisite: N/A

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (A)

COURSE DESCRIPTION

World history is a 10th grade, yearlong course which studies the major developments in Western civilization that have shaped our society today. This class will cover the rise of democratic ideas and the quest for democracy to help students develop an understanding of the historical foundations of current world issues. Elements of this course will include historical linkage, Greek and Roman political developments, the Glorious Revolution, the American Revolution, the French Revolution, the Industrial Revolution, the rise of imperialism and colonialism, World War I, totalitarianism, World War II, and the Cold War. Throughout the year, students will cultivate an understanding of historic as well as current geographic, political, social, and economic consequences of the many areas and problems covered.

U.S. History

COURSE TITLE (Course #) 13008 – U.S. History

Grade Level: 11

Prerequisite: N/A

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (A)

COURSE DESCRIPTION

US history is an 11th grade, yearlong course in which students examine the major turning points in American history, predominately in the nineteenth and twentieth centuries. This course will cover colonial settlement; the American Revolution; the development of our constitution; westward expansion; the Civil War and Reconstruction; the US Industrial Revolution, including the rise of Big Business and the Progressive era; US imperialism; World War I; the Great Depression; World War II; the Cold War; and the Civil Rights movement. The course will then encompass contemporary domestic and foreign issues, especially concerning the role of the US as a major world power.

Civics

COURSE TITLE (Course #) 13003 – Civics

Grade Level: 12

Prerequisite: N/A

LENGTH: Semester (5 Credits)

Meets UC/CSU A-G requirement: Yes (A)

COURSE DESCRIPTION

US Government is a 12th grade, half-year course where students will apply knowledge gained in previous years of study to pursue a deeper understanding of the historical backgrounds, governing principles, and institutions of the government of the United States. Course focus will pertain to the principles and beliefs upon which the United States was founded and on the structure, functions, and powers of government at the national, state, and local levels. The principles of popular sovereignty, separation of powers, checks and balances, republicanism, federalism, and individual rights will be examined—as will the roles of individuals and groups in the American political system.

Economics

COURSE TITLE (Course #) 13005 – Economics

Grade Level: 12

Prerequisite: N/A

LENGTH: Semester (5 Credits)

Meets UC/CSU A-G requirement: Yes (A)

COURSE DESCRIPTION

Economics is a 12th grade, half-year course regarding the study of the principles of microeconomics and macroeconomics. Topics covered will include basic economic concepts, supply and demand, businesses and corporations, saving and investing, comparative economics systems, measurement and methods, U.S. monetary and fiscal policies, and the structure of global economics. Throughout the course, students will learn to make reasoned decisions on economic issues as citizens, workers, consumers, business owners, managers, and members of civic groups.

Agricultural Business

COURSE TITLE (Course #) 13006 – Ag Business

Grade Level: 11/12

Pathway (Code) - AGR Agricultural Business (100)

Prerequisite: Completion of Ag Core preferred

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (G)

CBEDS CODE: 7112

COURSE DESCRIPTION

Ag business provides economics credit for the college-bound, career oriented, and leadership driven (speaking, communication, & job readiness training) student. The course is focused on economics, which deals with the fundamental economic problem of scarcity. Scarcity is a condition caused by the combination of seemingly unlimited wants and limited resources. The study of economics will help you become a better decision maker. It will also help you develop a way of thinking about how to make the best choices for you. This course will also focus on agricultural business operation and management (FFA Dinner Auction nonprofit event planning and execution). Topics include stock market, accounting, finance, business organization, marketing, and sales. FFA participation is encouraged and SAEP (Supervised Agricultural Experience Project) is recommended for all students to earn FFA Degrees (State Degree 11th or 12th grade). FFA is an intracurricular activity.

Science Department

Biology

COURSE TITLE (Course #) 14003 – Biology

Grade Level: 9-12

Prerequisite: Completion of 8th Grade Math with a “C” or better

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (D)

COURSE DESCRIPTION

The Living Earth: Biology

Biology is a required laboratory science course designed to cover the NGSS content standards for biological and earth sciences. Topics that will be covered will be Structure and Function, Inheritance and Variation of Traits, Matter and Energy in Organisms and Ecosystems, Interdependent Relationships in Ecosystems, Natural Selection and Common Ancestry, Earth Systems, and The Earth and Human Activity, and The Earth and Human activity. Through biology we will explore the living earth, and human impacts. The curriculum includes the use of algebraic mathematics. This class fulfills both graduation and university entrance requirements in laboratory science.

Sustainable Agricultural Biology

COURSE TITLE (Course #) 14001 – Ag Biology

Grade Level: 9-12

Pathway (Code) - AGR Agriscience (102)

Prerequisite: Completion of 8th Grade Math with a “C” or better, concurrent enrollment in Ag Core preferred

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (D)

CBEDS CODE:7130

COURSE DESCRIPTION

This one-year hands-on course is a laboratory science class designed for the college-bound, career-oriented, and leadership driven (speaking, communication, & job readiness training) student. This is the first class to be taken in the process of becoming an Etna Future Farmers of America (FFA) program completer. Sustainable Ag Biology is a required laboratory science course designed to cover the NGSS content standards for biological and earth sciences. Topics that will be covered will be Structure and Function, Inheritance and Variation of Traits, Matter and Energy in Organisms and Ecosystems, Interdependent Relationships in Ecosystems, Natural Selection and Common Ancestry, Earth Systems, and The Earth and Human Activity. Anchoring phenomena will be based in agriculture and will showcase learning through an agricultural lens. The course culminates in the development of a sustainable farm model and portfolio of supporting student research. FFA participation is encouraged and a Supervised Agricultural Experience Project (SAEP) is recommended for all students. FFA is an inter-curricular activity. This class fulfills both graduation and university entrance requirements in laboratory science. The curriculum includes the use of algebraic mathematics.

Chemistry

COURSE TITLE (Course #) 14008 – Chemistry

Grade Level: 10-12

Prerequisite: Completion of Integrated Math I with a “C” or better

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (D)

COURSE DESCRIPTION

Chemistry in the Earth System

General Chemistry is a conceptual course in which students develop an understanding of composition, interactions, and reactions of matter. A variety of instructional and learning techniques are used to address several different modes of learning. This is accomplished through lectures, discussions, videos, group activities, individual work, reading, questions, assignments, laboratory experiments and activities, projects, and exams. Topics are designed to cover the NGSS content standards for Chemistry and the Earth Systems, which include Combustion, Heat and Energy in the Earth Systems, Atoms, Molecules and Elements, Chemical Reactions, Chemistry of the Climate, and Dynamics of Chemical Reactions and the Ocean. We will look at natural phenomena to help students understand chemistry in their everyday lives. This class fulfills both graduation and university entrance requirements in laboratory science. Students need to have passed Math 1 with a D or better, and be concurrently enrolled in Math 2.

Agricultural and Soils Chemistry

COURSE TITLE (Course #) 14017 – Ag/Soils Chem

LENGTH: Year (10 Credits)

Grade Level: 10-12

Meets UC/CSU A-G requirement: Yes (D)

Pathway (Code) - AGR Agriscience (102)

CBEDS CODE:7131

Prerequisite: Completion of Integrated Math I and Biology (or equivalents) with a “B” or better. Completion of Sustainable Agricultural Biology and Ag Core preferred.

COURSE DESCRIPTION

This course explores the physical and chemical nature of soil as well as the relationships between soil, plants, animals and agricultural practices. Students will examine properties of soil and land and their connections to plant and animal production. Using knowledge of scientific protocols as well as course content, students will develop an Agriscience research program to be conducted throughout the first semester of the course. To complete that whole project each student will investigate and test an Agriscience research question by formulating a scientific question related to the course content, formulating a hypothesis based on related research, conducting an experiment to test the hypothesis, collecting quantitative data, and forming a conclusion based on analysis of the data. The result of this research program will be an in depth research and experimentation paper that is technically written, based on scientific protocol, and cited using APA formatting. Additionally, as a capstone, students will develop and present a soil management plan for agricultural producers, using the content learned throughout the course. Throughout the course, students will be graded on participation in intra-curricular FFA activities as well as the development and maintenance of an ongoing Supervised Agricultural Experience (SAE) program.

Physics

COURSE TITLE (Course #) 14012 – Physics

LENGTH: Year (10 Credits)

Grade Level: 11-12

Meets UC/CSU A-G requirement: Yes (D)

Prerequisite: Completion of Integrated Math I with a “C” or better or teacher approval

COURSE DESCRIPTION

Physics in the Universe

General Physics in the universe conceptual course in which students develop an understanding of the physical world and its interactions. A variety of instructional and learning techniques is used to address several different modes of learning. This is accomplished through lectures, discussions, videos, group activities, individual work, reading, questions, assignments, laboratory experiments and activities, projects, and exams. This course is designed to cover NGSS standards in the subject of Physics in the universe. Topics covered include: Forces and Motion, Forces and distance Energy, Conversion and Alternative Energies, Nuclear Process and Earth’s History, Waves and Electromagnetic Radiation, and Stars and the Origins of the Universe. We take a look at physical interactions in both our world and the universe, and relate them to phenomena students can observe through laboratories. This class fulfills both graduation and university entrance requirements in laboratory science. Must have taken or are concurrently enrolled in Math 3.

Physics (H- Honors)

COURSE TITLE (Course #) 14025 – Physics (H)

LENGTH: Year (10 Credits)

Grade Level: 10-12

Meets UC/CSU A-G requirement: Yes (D)

Prerequisite: Completion of Integrated Math I and Chemistry (or equivalents) with a “B” or better

COURSE DESCRIPTION

Honors Physics in the Universe

This conceptual course in which students develop an understanding of the physical world and its interactions which will be explained by mathematical solutions of chemical problems and laboratory use of experimental data.. A variety of instructional and learning techniques will be used to address several different modes of learning. This will be accomplished through lectures, discussions, videos, group activities, individual work, reading, questions, assignments, laboratory experiments and activities, projects, and exams. This course is designed to cover NGSS standards in the subject of Physics in the universe. Topics covered include: Forces and Motion, Forces and distance Energy, Conversion and Alternative Energies, Nuclear Process and Earth’s History, Waves and Electromagnetic

Radiation, and Stars and the Origins of the Universe. We will look at physical interactions in both our world and the universe, and relate them to phenomena students can observe through laboratories. This class fulfills both graduation and university entrance requirements in laboratory science. Requirements of passing Math 2 and Chemistry (Or equivalent) with a B or better, or instructor/administrative approval.

Honors courses cover the same topics but they will be more in depth with added subtopics. This course will move at a faster pace and could rely on greater understanding of mathematical concepts and reasoning.

Advance Agricultural Science (H)

COURSE TITLE (Course #) 14020 – Adv Ag Science

LENGTH: Year (10 Credits)

Grade Level: 12

Meets UC/CSU A-G requirement: Yes (D)

Pathway (Code) - AGR Agriscience (102)

CBEDS CODE:7132

Prerequisite: Completion of Integrated Math II and Chemistry (or equivalents) with a “B” or better. Completion of Ag Biology, Ag/Soils Chemistry, and Ag Core preferred.

COURSE DESCRIPTION

This integrated class offers Honors credits. Adv Ag Science combines an interdisciplinary approach to laboratory science and research with agricultural management principles. Using skills and principles learned in the course, students design systems and experiments to solve agricultural management issues currently facing the industry. Additionally, students will connect the products created in this class with industry activities to link real world encounters and implement skills demanded by both colleges and careers. The course culminates with an agriscience experimental research project in which students design and conduct an experiment to solve a relevant issue. Final projects will be eligible for Career Development Event competition at FFA events. Throughout the course, students will be graded on participation in intracurricular FFA activities as well as the development and maintenance of an ongoing Supervised Agricultural Experience (SAE) program.

Natural Resources

COURSE TITLE (Course #) 18002 – Nat Res

LENGTH: Year (10 Credits)

Grade Level: 12

Meets UC/CSU A-G requirement: Yes (G)

Pathway (Code) - AGR Forestry and Natural Resources (104)

CBEDS CODE: 7152

Prerequisite: Completion of Integrated Math I and Biology (or equivalents) with a “B” or better. Completion of Ag Biology, Ag/Soils Chemistry, and Ag Core preferred.

COURSE DESCRIPTION

The Natural Resource course will provide the student with industry facts and career opportunities. This course is intended to successfully prepare those students who plan to major in agricultural sciences at a four-year college and/or university. Students are prepared for careers in soils, water management, forestry, fish & wildlife management, outdoor recreation, and energy, mineral, & metal resources. Topics include energy cycles, air & water conservation, soil science, fish & wildlife management, outdoor recreation, marketing industry, plant physiology, anatomy, taxonomy, fire, forest management practices, and mapping. *Students will walk away from this course with a Fire Science Certificate from the United States Forest Service. They may also walk away with a iCEV Ducks Unlimited Waterfowl Management Certification.* FFA participation is encouraged and SAEP (Supervised Agricultural Experience Project) are recommended for all students. FFA is an intracurricular activity.

Language Department

Spanish I

COURSE TITLE (Course #) 15001 – Spanish I

Grade Level: 9-12

Prerequisite: N/A

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (E)

COURSE DESCRIPTION

In this course, the students will acquire basic knowledge and language skills in the areas of listening, reading, writing, and speaking. Students will develop vocabulary skills through oral and written exercises and applying learned vocabulary to create simple sentences and short paragraphs in written and oral form. Students will gain listening and speaking skills. This class counts towards one of the two years of a foreign language required at the UC and CSU systems.

Spanish II

COURSE TITLE (Course #) 15002 – Spanish II

Grade Level: 9-12

Prerequisite: Completion of Spanish I with a “C” or better, or teacher approval through placement testing

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (E)

COURSE DESCRIPTION

In this course students will increase understanding of verb tenses, and explore Spanish and Latin American culture. Students will acquire basic target language skills in the areas of listening, reading, writing, and speaking. They will continue to develop vocabulary skills through oral and written exercises and apply learned vocabulary to be able to express themselves in oral and written form in full sentences and short conversations about a variety of subjects. Students will be able to discuss topics in the future, and past tense verb forms. This class counts towards the two years of a foreign language required at the UC and CSU systems.

Spanish III

COURSE TITLE (Course #) 15003 – Spanish III

Grade Level: 9-12

Prerequisite: Completion of Spanish II with a “C” or better, or teacher approval through placement testing

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (E)

COURSE DESCRIPTION

The purpose of this Spanish 3 course is for students to build upon target language skills in the areas of listening, reading, writing, and speaking. Students further develop vocabulary skills through oral and written exercises and through the application of vocabulary to create sentences and short paragraphs in written and oral form. Students gain listening and speaking skills through the use of online activities, audio and video resources. This includes conversational development in familiar topics and stories, major holidays and cultural celebrations, as well as understanding and responding to commands and questions.

Spanish IV

COURSE TITLE (Course #) 15003 – Spanish IV

Grade Level: 9-12

Prerequisite: Completion of Spanish III with a “B” or better, or teacher approval through placement testing

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (E)

COURSE DESCRIPTION

This course will help the students to build on target language skills in the areas of listening, reading, writing, and speaking. The students will develop vocabulary skills through oral and written exercises and apply learned vocabulary to create complex written and oral products. The students will also gain listening and speaking skills through online activities, audio and video resources. This course will include conversation development of familiar and contemporary topics, historical and cultural products, challenges facing the global community, making plans for the future, international travel, expressing preferences, visiting historical sites, driving, appropriate work behavior, the cinema, and studying the work of artists.

Students will continue to learn grammar concepts such as expressing preferences and dislikes, irregular verbs, the subjunctive, using verbs as nouns, the passive voice, demonstrative adjectives, relative clauses, the narrative past, and pluperfect, and the superlative.

AP Spanish Language and Culture

COURSE TITLE (Course #) 15014 – AP Spanish

LENGTH: Year (10 Credits)

Grade Level: 9-12

Meets UC/CSU A-G requirement: Yes (E)

Prerequisite: Completion of Spanish III with a “B” or better, or teacher approval through placement testing

COURSE DESCRIPTION

AP Spanish Language is designed for the college-preparatory students who have successfully completed Spanish 3 and wish to further their Spanish studies. The course emphasizes conversational and grammatical skills at an advanced level. Students focus on the verbal and auditory aspects in a range of settings and situations for a variety of purposes. Cultural literacy and appreciation of Spanish and Spanish speaking culture is incorporated. Particular attention is paid to the teaching of advanced language skills in all areas (listening, reading, speaking, and writing). The course is instructed exclusively in Spanish. Translation, reading, writing, and vocabulary are at an advanced level. Extensive work in grammar and content, pronunciation, idioms, structure and analysis is the objective. The testing and assessment combines grammar and content, structure, and student performance. Sample full-length practice tests and review questions, plus an in-depth review of Spanish grammar and vocabulary are used to test the extent of the student’s knowledge. This rigorous Spanish class is designed for the advanced student who plans to prepare for Spanish AP and college-level work.

AP Spanish Literature and Culture

COURSE TITLE (Course #) 15003 – AP Spanish Lit

LENGTH: Year (10 Credits)

Grade Level: 11-12

Meets UC/CSU A-G requirement: Yes (E)

Prerequisite: Completion of AP Spanish with a “B” or better, or teacher approval through placement testing

COURSE DESCRIPTION

The AP Spanish Literature and Culture course is a survey course which covers the six AP Spanish Literature themes and the entire reading list outlined within the AP Spanish Literature and Culture curriculum. The course is conducted entirely in Spanish and covers Spanish and Latin American authors, their works, from the medieval period to the present day. The works are presented in chronological order with the aim of integrating the historical themes and literary movements of the different time periods, and highlighting the schools of literature to which each piece belongs as well as the author’s style and the characteristics of each selection. The textbook and class lessons will provide students with the socio-culture context necessary to fully comprehend each piece. Abridged versions of the text are not used; the instructor provides the students with the full text in its original version. The two-semester course and its activities are intended to teach and enhance a student’s ability to acquire, identify, understand, discuss, interpret and analyze the form and content of literary works of prose, poetry and drama along with the literary terms and conceptual aspects of art and history of the time. The lessons are designed to help interpret the figures of speech, tone, genre, style, characters, themes and literary symbols in an effort to develop their analytical and interpretative skills.

Visual and Performing Arts

Art I

COURSE TITLE (Course #) 16003 – Art I
Grade Level: 9-12
Pathway (Code) - AME Multiple Pathways (999)
Prerequisite: N/A

LENGTH: Year (10 Credits)
Meets UC/CSU A-G requirement: Yes (F)
CBEDS CODE:7200

COURSE DESCRIPTION

Art I is a one-year, introductory art course that exposes students to the many dimensions of art including aesthetics, history, materials, criticism, and application. Additionally, it's a fast-paced, highly energized class that explores self-expression. The elements of art and the principles of design are the foundation of all projects. The majority of the required work is produced independently. Students work collaboratively on assignments as well. Students study and perform basic skills in drawing, one- and two-point perspective, composition, watercolor painting, ceramics, printmaking, collage, and papier maché. Throughout the year, student work will be featured on the main hall bulletin boards. There is also an end-of-the-year student exhibition during Senior Project Night. As an A-G course, assignments include: journals, eight to ten projects, one research paper and PowerPoint presentation, class critiques, quizzes, a mid-term, and a final.

Art II

COURSE TITLE (Course #) 16004 – Art II
Grade Level: 10-12
Prerequisite: Pass one, complete year of Art I with a "B" or higher.

LENGTH: Year (10 Credits)
Meets UC/CSU A-G requirement: Yes (F)

COURSE DESCRIPTION

Art II students have a solid understanding of the foundations of art explored in their first year of art and are now challenged to delve deeper into the elements of art and the principles of design. Additionally, Art II students may be asked to participate in collaborative work such as set design for the drama department's play. Art II students study and perform advanced skills in drawing, one- and two-point perspective, composition, watercolor painting, Chinese painting, ceramics, printmaking, collage, papier maché, and pastels. Students will also be expected to take tests, write and present research projects, and participate in critiques. The first Friday in March, there is a "First Friday" student art exhibition and reception at Marble Rim Gallery in Fort Jones for all Art II students.

Advanced Fine Arts

COURSE TITLE (Course #) 16001 – Advanced Fine Arts
Grade Level: 11-12
Prerequisite: Complete two years of Art (Art I and II) with a "B" or higher.

LENGTH: Year (10 Credits)
Meets UC/CSU A-G requirement: Yes (F)

COURSE DESCRIPTION

Advanced Fine Arts students have a solid understanding of the foundations of art explored in their first two years of art and are now challenged to delve deeper into the elements of art and the principles of design. Additionally, advanced art students may be asked to participate in collaborative work such as set design for the drama department's play. Advanced Fine Arts students study and perform advanced skills in drawing, one- and two-point perspective, composition, watercolor painting, Chinese painting, ceramics, printmaking, collage, papier maché, and acrylics. Students will also be expected to take tests, write and present research projects, and participate in critiques. The first Friday in March, there is a "First Friday" student art exhibition and reception at Marble Rim Gallery in Fort Jones for all Advanced Fine Arts students.

Drama

COURSE TITLE (Course #) 16007 – Drama
Grade Level: 9-12
Prerequisite: N/A

LENGTH: Year (10 Credits)
Meets UC/CSU A-G requirement: Yes (F)

COURSE DESCRIPTION

The Etna High School drama class is an introductory class that uses the art of theater performance to build a student's self-confidence, creativity, collaboration skills, and self-awareness through performance—including improvisation, a role in a play, and class monologues/duets. Additionally, students write critiques of community performances once per semester. Students study theater history and the vocabulary of theater on which they will be tested. There will also be several field trips to either perform or to watch plays. This is a very active class where students are given the opportunity to become a tight-knit theater troupe.

Guitar

COURSE TITLE (Course #) 19059 – Guitar

Grade Level: 9-12

Prerequisite: N/A

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

Guitar class is an introductory course that teaches chords, scales, finger picking, and strumming. Students also learn to read music and guitar tablature, learn some singing techniques, and learn how to perform for an audience. As a class, we will choose songs to learn and build a music repertoire. The basic foundation of the class is the Elements of Music, which include beat/meter, dynamics, harmony, melody, pitch, rhythm, tempo, texture, and timbre. In addition to learning these elements as they are applied to guitar, they will also apply these same elements to singing as a way to introduce them to ear training, which will allow students to tune a guitar without the aide of an electronic tuner and to sing in tune. Students will perform as an ensemble in front of the instructor during the first semester and perform for the school or a larger audience in the second semester.

Video Production

COURSE TITLE (Course #) 19076 – Video Production

Grade Level: 10-12

Pathway (Code) - AME Film/Video Production (113B)

Prerequisite: Completion of English 9 and Art I with a “C” or higher.

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: No

CBEDS CODE:7244

COURSE DESCRIPTION

In this year-long college prep/career tech digital arts course, students learn the basic language, concepts, and technical tools of the video production industry. It provides students with technical instruction and practical experiences for aspiring video and filmmakers. Students learn the principles of photographic composition and demonstrate the ability to create films by navigating through the technical aspects of filmmaking, using Adobe Premiere. Students learn the basic historical foundations of cinema. Students solve problems, reflect, discuss, evaluate, think critically, write, and give/receive/respond to constructive criticism about their own work and others’ work.

The video production course has a strong emphasis on storytelling. It teaches students to develop authentic, creative visual solutions, and gives students the confidence to make creative decisions, communicate their design ideas using the language and vocabulary of the visual arts, and gives them a better understanding of the world around them. Students produce project-based assignments with instruction given in the three phases of film production including pre-production (storytelling and storyboards), production (set up of scenes, lighting & sound equipment, time management, shooting film), and the editing process (yes, this includes peer critiques!).

Projects include a how-to video, music video, public service announcement (PSA), interviewing, 3- to 5-min. narrative video, green screen experimentation (optional). Through these projects, students learn basic competencies in computer basics, digital audio/video software, file formatting protocol, Canon Rebel Ti familiarity, camera composition, video production and editing, lighting equipment and techniques, and employability.

Yearbook

COURSE TITLE (course #): 19044 - Yearbook

Grade Level: 10-12

Pathway (Code) - AME Graphic Design (111A)

Prerequisite: Completion of Art I and computer graphics with a “C” or higher.

LENGTH: Year (10 credits)

Meets UC/CSU A-G requirement: No

CBEDS CODE:7212

COURSE DESCRIPTION

The EHS yearbook class is a Career Technical Education (CTE) capstone class and also satisfies “F” under the A-G high school requirements. The class is responsible for producing the Etna High School yearbook using Adobe software. Students also write, solicit advertising, work with advertisers, and oversee invoicing. Yearbook staff are expected to photograph extracurricular school events, student candid, and sports teams. It is also necessary for students to be available to work after school and/or weekends so

we may successfully meet printing deadlines. If the yearbook is not completed by spring break, yearbook staff are required to work during spring break to complete it.

Students learn basic graphic design layout skills; proofreading skills; color theory; photography; and offset printing technologies. Students will leave the class with the skills needed to work at a graphics industry business such as a design company or a publishing house.

Students learn skills that support career-readiness including critical thinking, collaboration, clear communication, proofreading, time management, marketing, basic accounting, publication design/production, photography, the Pantone Matching System, and offset printing technical skills using Adobe Creative Suite software including Adobe Photoshop, Adobe Illustrator, and Adobe InDesign. The class also serves as work experience that may be included on their résumés.

Floriculture

COURSE TITLE (Course #) 18020 – Floriculture

LENGTH: Year (10 Credits)

Grade Level: 10-12

Meets UC/CSU A-G requirement: Yes (F)

Pathway (Code) - AGR Floral Design (105A)

CBEDS CODE: 7164

Prerequisite: Completion of Sustainable Agricultural Biology and Ag Core preferred.

COURSE DESCRIPTION

This class involves the fundamentals of floral design theory, techniques, and skills currently practiced in the floral design industry, including wedding, sympathy, party, holiday, and themed floral designs. Subjects will include applied art principles, cut flower care & handling practices, proper and safe use of florist tools and materials, pricing of floral products, and use of current floral business technology. Skills to be developed include customer relations, consultations, pricing, and use of technology in the industry. Course instruction also includes construction of corsages, floral arrangements, foliage plant items, introductory ornamental horticulture, identification of plants and flowers, professional industry organizations, and career opportunities. Construction and servicing of special events, parties, and holiday floral displays are included. All designs are available to students at cost. In addition, the inter-curricular FFA program supports and enhances the materials covered in the classroom. This includes involvement in FFA activities, planning of an agriculture-based project, and keeping accurate records. FFA participation is encouraged and SAEP (Supervised Agricultural Experience Project) is recommended for all students. FFA is an intracurricular activity.

Advanced Floral Design

COURSE TITLE (Course #) 18023 – Advanced Floral Design

LENGTH: Year (10 Credits)

Grade Level: 11-12

Meets UC/CSU A-G requirement: Yes (D)

Pathway (Code) - AGR Floral Design (105A)

CBEDS CODE: 7165

Prerequisite: Completion of Floriculture and on track to complete Pathway 105A for Floral Design. Sustainable Agricultural Biology and Ag Core preferred.

COURSE DESCRIPTION

This course builds on the concentrator course, Floriculture, with the addition of marketing, sales, economics, cash flow and management of the retail and wholesale floral business. This will include how to prepare a bid for floral products and services for events. Advanced Floral students will help manage our online store orders and test to receive Benz School of Floral Design Principles of Floral Design industry recognized Certification. All designs are available to students at cost. In addition, the inter-curricular FFA program supports and enhances the materials covered in the classroom. This includes involvement in FFA activities, planning of an agriculture-based project, and keeping accurate records. FFA participation is encouraged and SAEP (Supervised Agricultural Experience Project) is recommended for all students. FFA is an intracurricular activity.

Physical Education Department and Athletics

Physical Education I

COURSE TITLE (Course #) 17001 – PE I

Grade Level: 9-12

Prerequisite: N/A

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

Physical Education I will include concepts of health and skill-related fitness. Students will be introduced to the fitness center and will be taught proper mechanics. Students will participate in individual, dual, and team sports. They will also engage in group decision-making and participate in state fitness testing. Students will be expected to achieve a selected norm-level in physical fitness and motor skills tests.

Physical Education II

COURSE TITLE (Course #) 19059 – Guitar

Grade Level: 9-12

Prerequisite: P.E. I

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

Physical Education II is designed to further enhance the skills learned in P.E. I and promote the development of a fit, healthy lifestyle. The fitness center will be used to address the five components of fitness—cardiorespiratory endurance, muscular strength, muscular endurance, flexibility, and body composition. Students will participate in competitive tournament play, lifelong fitness activities, and develop a personal fitness plan.

Strength and Conditioning

COURSE TITLE (Course #) 17006 – Strength&Conditioning

Grade Level: 10-12

Prerequisite: P.E. I and P.E. II

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

Strength and Conditioning / Advanced Physical Education class will provide an opportunity for development of strength and conditioning for various sports and fitness related activities. Free weights, exercise machines and conditioning activities will be incorporated to promote improvement in strength, endurance, balance, agility, and speed. Students will lift and participate in aerobic activities daily. Proper technique, safety precautions and proper application of the principles of training will be emphasized. A plan to achieve goals will be developed and implemented during this course.

Students taking this class for P.E. II credit will be required to develop a personal fitness plan, write 2 (1 per semester) reports about topics related to physical fitness. Prerequisites for PE 2 students: Pass the physical fitness test as a freshman, be involved in EHS athletics, and get prior approval of the instructor. This class is limited to 20 students and priority for enrollment goes to students who have completed P.E. I and P.E. II requirements.

Weightlifting

COURSE TITLE (Course #) 17006 – Weightlifting

Grade Level: 11-12

Prerequisite: P.E. I and P.E. II

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

Weightlifting class will provide an opportunity for development of strength and conditioning for various sports and fitness related activities. Free weights, exercise machines and conditioning activities will be incorporated to promote improvement in strength, endurance, balance, agility, and speed. Students will lift and participate daily in accordance with personal fitness plans. Proper technique, safety precautions and proper application of the principles of training will be emphasized. A plan to achieve goals will be developed and implemented during this course.

This class is limited to 20 students.

Special Education and Support Department

Basic Skills

COURSE TITLE (Course #) 19004 – Basic Skills
Grade Level: 9-12
Prerequisite: N/A

LENGTH: Year (10 Credits)
Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

RSP Skills/Intervention is designed to provide academic support and remediation to students with IEP and 504 plans in order to assist students with meeting academic goals. This class provides a setting for specialized academic instruction, progress monitoring, and implementation of student accommodations and modifications. Instruction and guidance in the areas of motivation, time management, organization, and behavioral skills are also provided. This course is available to students with special needs, including students with IEP and 504 plans; and, students who have been referred by a student study team.

Basic Math

COURSE TITLE (Course #) 19071 – Basic Math
Grade Level: 9-12
Prerequisite: N/A

LENGTH: Year (10 Credits)
Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

Basic Math is for students that would significantly benefit from extra math skills development and concepts practice before entering pre-integrated math. Students will work to build proficiency and fluency in mathematical skills and concepts in order to prepare themselves for pre-integrated math. The course provides specialized academic instruction in a small group setting including instruction specific to math goals within each student's individual education plan. This class is taught by an education specialist and is available to students with IEPs in math and students who have been referred by a student study team meeting.

Basic English

COURSE TITLE (Course #) 11003/11015/11013 – Basic English
Grade Level: 9-12
Prerequisite: N/A

LENGTH: Year (10 Credits)
Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

Basic English is for students that would significantly benefit from extra language arts skills development and concepts practice. Students will work to build proficiency and fluency in skills and concepts in order to prepare for high school graduation and career preparation. The course provides specialized academic instruction in a small group setting including instruction specific to goals within each student's individual education plan. This class is taught by an education specialist and is available to students with IEPs in English and students who have been referred by a student study team meeting.

Basic Science

COURSE TITLE (Course #) 14002/14007 – Basic Life/Physical Science
Grade Level: 9-12
Prerequisite: N/A

LENGTH: Year (10 Credits)
Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

Basic Science is for students that would significantly benefit from extra science skills development and concepts practice in specified life or physical sciences. Students will work to build proficiency and fluency in skills and concepts. The course provides specialized academic instruction in a small group setting including instruction specific to goals within each student's individual education plan. This class is taught by an education specialist and is available to students with IEPs in science and students who have been referred by a student study team meeting.

Basic History

COURSE TITLE (Course #) 13002/13001 – Basic World/U.S. History

LENGTH: Year (10 Credits)

Grade Level: 9-12

Meets UC/CSU A-G requirement: No

Prerequisite: N/A

COURSE DESCRIPTION

Basic History is for students that would significantly benefit from extra skills development and concepts practice in specified social sciences. Students will work to build proficiency and fluency in skills and concepts. The course provides specialized academic instruction in a small group setting including instruction specific to goals within each student's individual education plan. This class is taught by an education specialist and is available to students with IEPs in social sciences and students who have been referred by a student study team meeting.

Specialized Course Electives

Upward Bound

COURSE TITLE (Course #) 19072 – Upward Bound

Grade Level: 11-12

Prerequisite: Enrollment in UC Davis Upward Bound Program

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

This course is open to UC Davis Upward Bound students in 11th and 12th grade whose goal is to attend community college or a university immediately following high school graduation. The primary purpose of the class is to ensure students are academically supported through tutoring and develop study skills. Through the class, students will explore careers, colleges and majors. Students will be introduced to financial aid opportunities and financial literacy concepts. Students will engage in a curriculum focused on, developing self-awareness and cultural awareness. During 12th grade, in addition to academic support, students will have class time to work on college and scholarship applications, learn the differences between high school and college, schedule their college courses and engage in other activities designed to assist them with the transition to college.

Health and Human Development

COURSE TITLE (Course #) 19060 – Health&Human Development

Grade Level: 12

Prerequisite: N/A

LENGTH: Semester (5 Credits)

Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

This course is designed to prepare students with the knowledge, skills, and attitudes needed to effectively manage work and family responsibilities; and, to transition to the work force after high school. Instruction is provided in content areas including family foundations and human development; maturity and independence; consumer education and career exploration; identifying, strengthening and extending healthy relationships; Development and personal health, including sexual health and substance abuse prevention.

Work Experience Education

COURSE TITLE (Course #) 19028 – Work Experience

Grade Level: 12

Prerequisite: Counselor/administration approval, work permit, and contractual agreements

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: No

COURSE DESCRIPTION

The purpose of General Work Experience Education (GWEE) is to learn critical workplace skills and to provide students with opportunities for applying lessons learned about workplace competencies as well as academic skills such as reading, writing, and computation through a combination of supervised paid employment in any occupational field and related classroom instruction. Students participating in GWEE require a work permit. GWEE corresponds to the Career Preparation portion of the Work-based Learning Continuum.

Lion Focus - Freshman Postsecondary Prep & Get Focused Stay Focused

COURSE TITLE (Course #) 19041 – Lion Focus - GFSF

Grade Level: 9

Prerequisite: None, required of all 9th Graders

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (G)

COURSE DESCRIPTION

This is a yearlong course to help freshmen transition from a middle school setting to college and career success. This course is designed to help student's foster academic success in their high school years and to aid in successfully reaching life goals set by the individual student. This course introduces students to a decision-making process that will help them envision and plan for a future career that is productive, achievable, and stimulating. This personalized 10 Year Plan provides students with the focus and intrinsic motivation to succeed in high school, college, at work and in life.

There will be an emphasis on time management, study skills, note taking, negotiating high school, and stress management. Students will learn and practice valuable skills to help them to be career and college ready. Additionally, this course will cover state requirements for Driver's Education, Health Education, and nutrition.

Career Technical Education Pathways

At Etna High School, there are 7 Career Technical Education (CTE) Pathways representing 3 industry sectors offered to students seeking career training for their future. The 3 industry sectors available for CTE at EHS are Agriculture and Natural Resources; Arts, Media, and Entertainment; and Hospitality, Tourism, and Recreation.

A Pathway is a sequence of courses within an industry sector that can connect career interests from high school to college and/or career. These pathways serve as an educational road map to help you acquire the depth of knowledge and skill linked with specific post-secondary programs that will lead to a certificate or degree and/or career. Some of the classes within CTE Pathways offer the opportunity to earn certification or degrees such as the ServSafe Food Handler certification, Ducks Unlimited Certification, or FFA State Degree.

Why should students participate in a CTE pathway?

While at Etna High School, students have the opportunity to acquire free technical skills training in relevant career fields of interest. Students learn valuable technical skills along with soft skills making them employable regardless of the field of study they actually end up in.

How do CTE courses prepare students for careers?

All CTE courses support the Common Core and CTE Model Curriculum Standards (MCS). Learning rigorous academic skills, especially in English Language Arts and Mathematics is an integral part of each CTE course outline and competencies. These skills help our students put English Language Arts and Mathematics to work in a real-world, hands-on environment they can relate to.

How do CTE courses prepare students for college?

Some EHS CTE courses are articulated, concurrently enrolled, or dual enrolled with College of the Siskiyous (COS). An articulated course is one in which a course offered at the secondary (K-12) level has been deemed comparable to a specific community college course. These courses can be applied to COS requirements and articulated courses can meet certificate and major requirements for some degrees (primarily occupational) at COS. This enables students to go directly into the more advanced courses when they reach college. Please see the academic counselor or CTE teachers for detailed course information and processes for enrollment.

UC/CSU A-G Courses. Many EHS CTE courses are UC/CSU A-G Courses meaning they have been reviewed by the UC committee and deemed to have the rigor of a college preparatory course. Additionally some of these courses meet the requirements for designation as Honors classes and offer the opportunity for elevated GPA. In short, these classes are designed to prepare you for college. These courses are meant to emphasize analytical thinking – challenging the student with substantial reading, writing, and problem solving requirements.

AGRICULTURE AND NATURAL RESOURCES SECTOR (AGR)

The Agriculture and Natural Resources sector is designed to provide a foundation in agriculture for all agriculture students in California. Students engage in an instructional program that integrates academic and technical preparation and focuses on career awareness, career exploration, and skill preparation in multiple pathways. The pathways emphasize real-world, occupationally relevant experiences of significant scope and depth in Agricultural Business, Agricultural Mechanics, Agriscience, Animal Science, Forestry and Natural Resources, Ornamental Horticulture, and Plant and Soil Science. Integral components of classroom and laboratory instruction, supervised agricultural experience projects, and leadership and interpersonal skills development prepare students for continued training, advanced educational opportunities, or entry to a career.

ARTS, MEDIA, AND ENTERTAINMENT SECTOR (AME)

Of all the career industries, the Arts, Media, and Entertainment sector requires perhaps the greatest cross-disciplinary interaction because the work in this sector has a propensity to be largely project-based, requiring both independent work and interdependent management skills for career success. New technologies are also constantly reshaping the boundaries and skill sets of many arts career pathways. Consequently, core arts-sector occupations demand constantly varying combinations of artistic imagination, metaphoric representation, symbolic connections, and technical skills. Successful career preparation involves both broad and in-depth academic and technical preparation as well as the cultivation of twenty-first-century skill assets, such as flexibility, problem-solving abilities, and interpersonal skills. Through the manipulation of sight, sound, and motion, those choosing a pathway from this sector reach out in unique ways to enhance the quality of life for those around them.

HOSPITALITY, TOURISM, AND RECREATION SECTOR (HOS)

The Hospitality, Tourism, and Recreation sector provides students with the academic and technical preparation necessary to pursue high-skill, high-demand careers in these related and growing industries. The sector encompasses three distinct, yet interrelated, career pathways: Food Science, Dietetics, and Nutrition; Food Service and Hospitality; and Hospitality, Tourism, and Recreation. The standards are designed to integrate academic and career technical concepts. The anchor standards include Consumer and Family Studies comprehensive technical knowledge and skills that prepare students for learning in the pathways. The knowledge and skills are acquired within a sequential, standards-based pathway program that integrates hands-on projects, work-based instruction, and leadership development such as that offered through Family, Career and Community Leaders of America (FCCLA). Standards in this sector are designed to prepare students for technical training, postsecondary education, and entry to a career.

Etna High School							
Career Technical Education (CTE) Programs¹							
SECTOR		AGR²	AGR²	AGR²	AGR²	AME	HOS
PATHWAY		Floral Design (105A)	Agricultural Business (100)	Agricultural Mechanics (101)	Agriscience (102)	Graphic Design (111A)	Food Service and Hospitality (201)
COURSES	Introduction	Ag Core recommended		Ag Mechanics I (7120)	Ag Biology (7130) Ag Core recommended	Art I – Intro to AME (7200)	Culinary I (8020)
	Concentrator	Floriculture (7164)	Ag Core (7111)	Ag Mechanics II (7121)	Ag Chemistry (7131)	Computer Graphics and Design (7211)	Culinary II (8021)
	Capstone	Advanced Floral Design (7165)	Agricultural Business (7112)	Ag Mechanics III (7122)	Advanced Ag Science (7132)	Yearbook (7212)	Culinary III (8021)
<p>1 – Lion Focus – GFSF with Get Focused Stay Focused provides CTE Introductory course for multiple pathways (CALPADS 7000) 2 – Ag Core highly encouraged to ensure success in all AGR Pathways.</p>							

Career and Technical Education: Agriculture and Natural Resources Sector (AGR)

All Ag Pathways (AGR)

Ag Core – Introduction to Agriculture and Natural Resources

COURSE TITLE (Course #) 19069 – Ag Core

Grade Level: 9-12

Pathway (Code) - AGR Multiple Pathways (999)

Prerequisite: None

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (D)

CBEDS CODE: 7111

COURSE DESCRIPTION

Ag Core includes the study of a wide range of agricultural areas and careers. Basic areas of study include careers exploration, Future Farmers of America (FFA) leadership and speaking, California Agriculture, Mentoring, Plant Science and Animal Science. Students will be given the opportunity to participate in hands-on learning as it relates to skills used in agriculture. Practical application of skills will take place at the High School Farm, Greenhouse and Apple Orchard. Using knowledge of scientific protocols as well as course content, students will develop an Agriscience research program to be conducted throughout one semester of the course. Students will obtain leadership skills (speaking, communication, & job readiness training). This course is designed to be a co-curricular class with Sustainable Agriculture Biology. FFA participation is encouraged and Supervised Agricultural Experience Project are recommended for all students to earn FFA Degrees (Greenhand Degree 9th grade). Throughout the course, students will be graded on participation in intra-curricular FFA activities as well as the development and maintenance of an ongoing Supervised Agricultural Experience (SAE) program.

Floral Design (AGR-105A)

Floriculture

COURSE TITLE (Course #) 18020 – Floriculture

Grade Level: 10-12

Pathway (Code) - AGR Floral Design (105A)

Prerequisite: Completion of Sustainable Agricultural Biology and Ag Core preferred.

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (F)

CBEDS CODE: 7164

COURSE DESCRIPTION

This class involves the fundamentals of floral design theory, techniques, and skills currently practiced in the floral design industry, including wedding, sympathy, party, holiday, and themed floral designs. Subjects will include applied art principles, cut flower care & handling practices, proper and safe use of florist tools and materials, pricing of floral products, and use of current floral business technology. Skills to be developed include customer relations, consultations, pricing, and use of technology in the industry. Course instruction also includes construction of corsages, floral arrangements, foliage plant items, introductory ornamental horticulture, identification of plants and flowers, professional industry organizations, and career opportunities. Construction and servicing of special events, parties, and holiday floral displays are included. All designs are available to students at cost. In addition, the inter-curricular FFA program supports and enhances the materials covered in the classroom. This includes involvement in FFA activities, planning of an agriculture-based project, and keeping accurate records. FFA participation is encouraged and SAEP (Supervised Agricultural Experience Project) is recommended for all students. FFA is an intracurricular activity.

Advanced Floral Design

COURSE TITLE (Course #) 18023 – Advanced Floral Design

Grade Level: 11-12

Pathway (Code) - AGR Floral Design (105A)

Prerequisite: Completion of Floriculture and on track to complete Pathway 105A for Floral Design. Sustainable Agricultural Biology and Ag Core preferred.

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (D)

CBEDS CODE: 7165

COURSE DESCRIPTION

This course builds on the concentrator course, Floriculture, with the addition of marketing, sales, economics, cash flow and management of the retail and wholesale floral business. This will include how to prepare a bid for floral products and services for events. Advanced Floral students will help manage our online store orders and test to receive Benz School of Floral Design Principles of Floral Design industry recognized Certification. All designs are available to students at cost. In addition, the inter-curricular FFA program supports and enhances the materials covered in the classroom. This includes involvement in FFA activities, planning of an

agriculture-based project, and keeping accurate records. FFA participation is encouraged and SAEP (Supervised Agricultural Experience Project) is recommended for all students. FFA is an intracurricular activity.

Agricultural Mechanics Pathway (AGR-101)

Agricultural Mechanics I

COURSE TITLE (Course #) 18003 – Ag Mechanics I

LENGTH: Year (10 Credits)

Grade Level: 9-12

Meets UC/CSU A-G requirement: Yes (G)

Pathway (Code) - AGR Agricultural Mechanics (101)

CBEDS CODE:7120

Prerequisite: Concurrent enrollment or completion of Ag Core preferred.

COURSE DESCRIPTION

This is the introductory course for the Ag Mechanics Pathway. Students will learn basic safety management and knowledge of agriculture mechanics. They will also learn skills in electricity, small engines, concrete, plumbing, welding and cutting. Instruction will be given in two ways—direct instruction and hands-on instruction in the shop. Each unit will include a project that will give students an opportunity to demonstrate what they have learned.

Students will develop skills in computer aided design while utilizing Solid Works and other CAD software. Students will then design and manufacture projects using laser engravers, 3D printers, CNC router and plasma tables. This will prepare students in Engineering, Manufacturing and Agricultural fields.

Agricultural Mechanics II

COURSE TITLE (Course #) 18012 – Ag Mechanics II

LENGTH: Year (10 Credits)

Grade Level: 9-12

Meets UC/CSU A-G requirement: Yes (G)

Pathway (Code) - AGR Agricultural Mechanics (101)

CBEDS CODE:7121

Prerequisite: Completion of Agricultural Mechanics I with a “C” or better

COURSE DESCRIPTION

This is the concentrator course for the Ag Mechanics Pathway. Students will develop safety management and knowledge of agriculture mechanics. They will learn and practice advanced skills, as well. Instruction will be given in two ways—direct instruction and hands-on instruction in the shop. Each unit will include a project that will give students an opportunity to demonstrate what they have learned. Since this is a career-development course, students may have individual projects which they will be working on. This course is designed for the second-year agriculture mechanics student who will master skills in electricity, small engines, concrete, plumbing, and welding and cutting—along with skills in project design, hydraulics, and power transfer.

Students will develop skills in computer aided design while utilizing Solid Works and other CAD software. Students will then design and manufacture projects using laser engravers, 3D printers, CNC router and plasma tables. This will prepare students in Engineering, Manufacturing and Agricultural fields.

Agricultural Mechanics III

COURSE TITLE (Course #) 18012 – Ag Mechanics II

LENGTH: Year (10 Credits)

Grade Level: 9-12

Meets UC/CSU A-G requirement: Yes (G)

Pathway (Code) - AGR Agricultural Mechanics (101)

CBEDS CODE:7122

Prerequisite: Completion of Agricultural Mechanics II with a “C” or better

COURSE DESCRIPTION

This is the capstone course for the Ag Mechanics Pathway. Students will demonstrate mastery of the various areas of agriculture Mechanics by completing multiple, hands- on projects. Instruction will include a limited review and then focus on guidance and advice to students as they progress towards successful completion of each of their projects. This is a student-focused class that will challenge a student’s abilities. Projects will be large-scale. (Past projects have included trailers, bumpers, and log splitters.) Prerequisites for this class include Beginning Agriculture Mechanics and Farm Mechanics as well as instructor approval.

Students will develop skills in computer aided design while utilizing Solid Works and other CAD software. Students will then design and manufacture projects using laser engravers, 3D printers, CNC router and plasma tables. This will prepare students in Engineering, Manufacturing and Agricultural fields.

Agriscience Pathway (AGR-102)

Sustainable Agricultural Biology

COURSE TITLE (Course #) 14001 – Ag Biology

Grade Level: 9-12

Pathway (Code) - AGR Agriscience (102)

Prerequisite: Completion of 8th Grade Math with a “D” or better, concurrent enrollment in Ag Core preferred

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (D)

CBEDS CODE:7130

COURSE DESCRIPTION

This one-year hands-on course is a laboratory science class designed for the college-bound, career-oriented, and leadership driven (speaking, communication, & job readiness training) student. This is the first class to be taken in the process of becoming an Etna Future Farmers of America (FFA) program completer. Sustainable Ag Biology is a required laboratory science course designed to cover the NGSS content standards for biological and earth sciences. Topics that will be covered will be Structure and Function, Inheritance and Variation of Traits, Matter and Energy in Organisms and Ecosystems, Interdependent Relationships in Ecosystems, Natural Selection and Common Ancestry, Earth Systems, and The Earth and Human Activity. Anchoring phenomena will be based in agriculture and will showcase learning through an agricultural lens. The course culminates in the development of a sustainable farm model and portfolio of supporting student research. FFA participation is encouraged and a Supervised Agricultural Experience Project (SAEP) is recommended for all students. FFA is an inter-curricular activity. This class fulfills both graduation and university entrance requirements in laboratory science. The curriculum includes the use of algebraic mathematics.

Agricultural and Soils Chemistry

COURSE TITLE (Course #) 14017 – Ag & Soils Chem

Grade Level: 10-12

Pathway (Code) - AGR Agriscience (102)

Prerequisite: Completion of Integrated Math 1 and Biology (or equivalents) with a “B” or better. Completion of Sustainable Agricultural Biology and Ag Core preferred.

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (D)

CBEDS CODE:7131

COURSE DESCRIPTION

This course explores the physical and chemical nature of soil as well as the relationships between soil, plants, animals and agricultural practices. Students will examine properties of soil and land and their connections to plant and animal production. Using knowledge of scientific protocols as well as course content, students will develop an Agriscience research program to be conducted throughout the first semester of the course. To complete that whole project each student will investigate and test an Agriscience research question by formulating a scientific question related to the course content, formulating a hypothesis based on related research, conducting an experiment to test the hypothesis, collecting quantitative data, and forming a conclusion based on analysis of the data. The result of this research program will be an in depth research and experimentation paper that is technically written, based on scientific protocol, and cited using APA formatting. Additionally, as a capstone, students will develop and present a soil management plan for agricultural producers, using the content learned throughout the course. Throughout the course, students will be graded on participation in intra-curricular FFA activities as well as the development and maintenance of an ongoing Supervised Agricultural Experience (SAE) program.

Advance Agricultural Science (H)

COURSE TITLE (Course #) 14020 – Adv Ag Science

Grade Level: 12

Pathway (Code) - AGR Agriscience (102)

Prerequisite: Completion of Integrated Math 2 and Chemistry (or equivalents) with a “B” or better. Completion of Ag Biology, Ag/Soils Chemistry, and Ag Core preferred.

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (D)

CBEDS CODE:7132

COURSE DESCRIPTION

This integrated class offers Honors credits. Adv Ag Science combines an interdisciplinary approach to laboratory science and research with agricultural management principles. Using skills and principles learned in the course, students design systems and

experiments to solve agricultural management issues currently facing the industry. Additionally, students will connect the products created in this class with industry activities to link real world encounters and implement skills demanded by both colleges and careers. The course culminates with an agriscience experimental research project in which students design and conduct an experiment to solve a relevant issue. Final projects will be eligible for Career Development Event competition at FFA events. Throughout the course, students will be graded on participation in intracurricular FFA activities as well as the development and maintenance of an ongoing Supervised Agricultural Experience (SAE) program.

Agricultural Coursework

Agricultural Woodshop

COURSE TITLE (Course #) 18009 – Ag Woodshop

LENGTH: Year (10 Credits)

Grade Level: 9-12

Meets UC/CSU A-G requirement: Yes (D)

Pathway (Code) - AGR Agricultural Mechanics (101)

CBEDS CODE: TBD

Prerequisite: Concurrent enrollment or completion of Ag Core preferred.

COURSE DESCRIPTION

Students will learn safety management and fundamental woodworking skills. Instruction will be given in two ways—direct instruction and hands-on instruction in the shop. Each unit will include a project that will give students an opportunity to work with their hands as they demonstrate what they have learned. Since this is a career-development course, students may have individual projects which they will be working on. Wood is a natural and ever-changing building material that lends itself to the creation of unique, one-of-a-kind projects. Students will learn wood working skills that can be applied in numerous careers and useful in hobby work as well.

Agricultural CAD Manufacturing

COURSE TITLE (Course #) 19068 – Ag CAD Manufacturing

LENGTH: Year (10 Credits)

Grade Level: 9-12

Meets UC/CSU A-G requirement: Yes (D)

Pathway (Code) - AGR Agricultural Mechanics (101)

CBEDS CODE: TBD

Prerequisite: Concurrent enrollment or completion of Ag Core preferred.

COURSE DESCRIPTION

Students will develop skills in computer aided design while utilizing Solid Works and other CAD software. Students will then design and manufacture projects using laser engravers, 3D printers, CNC router and plasma tables. This will prepare students in Engineering, Manufacturing and Agricultural fields. Throughout the course, students will be graded on participation in intra-curricular FFA activities as well as the development and maintenance of an ongoing Supervised Agricultural Experience (SAE) program.

Natural Resources

COURSE TITLE (Course #) 18002 – Nat Res

LENGTH: Year (10 Credits)

Grade Level: 12

Meets UC/CSU A-G requirement: Yes (G)

Pathway (Code) - AGR Forestry and Natural Resources (104)

CBEDS CODE: 7152

Prerequisite: Completion of Integrated Math I and Biology (or equivalents) with a “B” or better. Completion of Ag Biology, Ag/Soils Chemistry, and Ag Core preferred.

COURSE DESCRIPTION

The Natural Resource course will provide the student with industry facts and career opportunities. This course is intended to successfully prepare those students who plan to major in agricultural sciences at a four-year college and/or university. Students are prepared for careers in soils, water management, forestry, fish & wildlife management, outdoor recreation, and energy, mineral, & metal resources. Topics include energy cycles, air & water conservation, soil science, fish & wildlife management, outdoor recreation, marketing industry, plant physiology, anatomy, taxonomy, fire, forest management practices, and mapping. *Students will walk away from this course with a Fire Science Certificate from the United States Forest Service. They may also walk away with a iCEV Ducks Unlimited Waterfowl Management Certification.* FFA participation is encouraged and SAEP (Supervised Agricultural Experience Project) are recommended for all students. FFA is an intracurricular activity.

Career and Technical Education: Arts, Media, and Entertainment Sector (AME)

Graphic Design (AME-111A)

Art I

COURSE TITLE (Course #) 16003 – Art I
Grade Level: 9-12
Pathway (Code) - AME Multiple Pathways (999)
Prerequisite: N/A

LENGTH: Year (10 Credits)
Meets UC/CSU A-G requirement: Yes (F)
CBEDS CODE: 7200

COURSE DESCRIPTION

Art I is a one-year, introductory art course that exposes students to the many dimensions of art including aesthetics, history, materials, criticism, and application. Additionally, it's a fast-paced, highly energized class that explores self-expression. The elements of art and the principles of design are the foundation of all projects. The majority of the required work is produced independently. Students work collaboratively on assignments as well. Students study and perform basic skills in drawing, one- and two-point perspective, composition, watercolor painting, ceramics, printmaking, collage, and papier maché. Throughout the year, student work will be featured on the main hall bulletin boards. There is also an end-of-the-year student exhibition during Senior Project Night. As an A-G course, assignments include: journals, eight to ten projects, one research paper and PowerPoint presentation, class critiques, quizzes, a mid-term, and a final.

Computer Graphics and Design

COURSE TITLE (Course #) 19036 – Computer Graphics
Grade Level: 10-12
Pathway (Code) - AME Graphic Design (111A)
Prerequisite: Completion of Art I with a "C" or better

LENGTH: Year (10 Credits)
Meets UC/CSU A-G requirement: Yes (D)
CBEDS CODE: 7211

COURSE DESCRIPTION

The computer graphics class focuses on the study of graphic design and the learning of computer software programs, namely Adobe Creative Suite 6.0. Most assignments can be done in class as long as students use their time efficiently. In addition to teaching the fundamentals of graphic design, my goal is to help students develop their higher order thinking skills through the production of computer-generated projects, from concept to final output. These projects will be displayed in a portfolio built by students throughout the year. This class will also serve as experience to include on

Yearbook

COURSE TITLE (course #): 19044 - Yearbook
Grade Level: 11-12
Pathway (Code) - AME Graphic Design (111A)
Prerequisite: Completion of Art I and computer graphics with a "C" or higher.

LENGTH: Year (10 credits)
Meets UC/CSU A-G requirement: No
CBEDS CODE: 7212

COURSE DESCRIPTION

The EHS yearbook class is a Career Technical Education (CTE) capstone class and also satisfies "F" under the A-G high school requirements. The class is responsible for producing the Etna High School yearbook using Adobe software. Students also write, solicit advertising, work with advertisers, and oversee invoicing. Yearbook staff are expected to photograph extracurricular school events, student candid, and sports teams. It is also necessary for students to be available to work after school and/or weekends so we may successfully meet printing deadlines. If the yearbook is not completed by spring break, yearbook staff are required to work during spring break to complete it.

Students learn basic graphic design layout skills; proofreading skills; color theory; photography; and offset printing technologies. Students will leave the class with the skills needed to work at a graphics industry business such as a design company or a publishing house.

Students learn skills that support career-readiness including critical thinking, collaboration, clear communication, proofreading, time management, marketing, basic accounting, publication design/production, photography, the Pantone Matching System, and offset printing technical skills using Adobe Creative Suite software including Adobe Photoshop, Adobe Illustrator, and Adobe InDesign. The class also serves as work experience that may be included on their résumés.

Film/Video Production (AME-113B)

Video Production

COURSE TITLE (Course #) 19076 – Video Production

Grade Level: 10-12

Pathway (Code) - AME Film/Video Production (113B)

Prerequisite: Completion of English 9 and Art I with a “C” or higher.

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: No

CBEDS CODE:7244

COURSE DESCRIPTION

In this year-long college prep/career tech digital arts course, students learn the basic language, concepts, and technical tools of the video production industry. It provides students with technical instruction and practical experiences for aspiring video and filmmakers. Students learn the principles of photographic composition and demonstrate the ability to create films by navigating through the technical aspects of filmmaking, using Adobe Premiere. Students learn the basic historical foundations of cinema. Students solve problems, reflect, discuss, evaluate, think critically, write, and give/receive/respond to constructive criticism about their own work and others’ work.

The video production course has a strong emphasis on storytelling. It teaches students to develop authentic, creative visual solutions, and gives students the confidence to make creative decisions, communicate their design ideas using the language and vocabulary of the visual arts, and gives them a better understanding of the world around them. Students produce project-based assignments with instruction given in the three phases of film production including pre-production (storytelling and storyboards), production (set up of scenes, lighting & sound equipment, time management, shooting film), and the editing process (yes, this includes peer critiques!).

Projects include a how-to video, music video, public service announcement (PSA), interviewing, 3- to 5-min. narrative video, green screen experimentation (optional). Through these projects, students learn basic competencies in computer basics, digital audio/video software, file formatting protocol, Canon Rebel Ti familiarity, camera composition, video production and editing, lighting equipment and techniques, and employability.

Career and Technical Education: Hospitality, Tourism, and Recreation Sector (HOS) (Culinary)

Food Service and Hospitality (HOS-201)

Culinary I

COURSE TITLE (Course #) 19010 – Culinary Arts I

Grade Level: 9-12

Pathway (Code) - HOS Food Service and Hospitality (201)

Prerequisite: N/A

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (G)

CBEDS CODE:8020

COURSE DESCRIPTION

19010 Culinary Arts I

This is a two-semester introduction to food nutrition, sanitation, consumer buying skills, food storage, and food preparation skills. Students will become familiar with a variety of cooking techniques while preparing breakfast and lunch for Etna High School students, daily. The class is designed for students interested in understanding the principles of cooking and in thinking about how the body uses food. Attention will be given to food selection and its impact on personal health and wellbeing. This course largely involves daily, hands-on experience in a commercial kitchen. Learning is enhanced through additional opportunities to cater events. At the end of the course, students will take the food handlers exam. Passing this qualifies students enter the food- service employment arena.

Culinary II

COURSE TITLE (Course #) 19046 – Culinary Arts II

Grade Level: 10-12

Pathway (Code) - HOS Food Service and Hospitality (201)

Prerequisite: Completion of Culinary I with a “C” or better

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (G)

CBEDS CODE:8021

COURSE DESCRIPTION

Students who have taken Culinary Arts in a prior year will experience more challenging assignments in this class. Students will plan and stage catering jobs and special activities. They will also receive in-depth training in knife and butchering skills. All students will be required to take the Serv-Safe Managerial Test at the end of the first semester.

Culinary III

COURSE TITLE (Course #) 19066 – Culinary Arts III

Grade Level: 11-12

Pathway (Code) - HOS Food Service and Hospitality (201)

Prerequisite: Completion of Culinary II with a “C” or better

LENGTH: Year (10 Credits)

Meets UC/CSU A-G requirement: Yes (G)

CBEDS CODE:8021

COURSE DESCRIPTION

This capstone course prepares students with food production, preparation, and service skills for employment institutional, commercial, or independently owned food establishments or other food and hospitality industry occupations. Instruction includes topics such as planning, selecting, storing, purchasing, preparing, testing, serving and selling of quality food and food products; nutritive values; safety and sanitation; use and care of commercial equipment; management of food establishments; cost and profitability analysis; side work and customer orders; and handling cash and credit transactions.

ASSISTANT PRINCIPAL OR ADMINISTRATIVE INTERN

Etna High School and Scott River High School
(Certificated Management or Supervisory, Unrepresented)

JOB SUMMARY

The Assistant Principal or the Administrative Intern is directly responsible to the Principal for assisting with the following services at the assigned schools: maintaining high student academic achievement by providing curriculum and instructional leadership; sustaining overall school safety and site operations; receiving, distributing and communicating information to enforce school, District and state policies; coordinating site activities; communicating information to staff; addressing situations, problems and/or conflicts that could negatively impact the students, staff and school; responsible for assigned certificated and classified personnel; coordinating, organizing, staffing, and scheduling all interscholastic athletic events and related activities for the school; plans, coordinates, implements, and evaluates the athletic program at the high school level in accordance with the Northern Section California Interscholastic Federal (NSCIF), the California Interscholastic Federation (CIF) and the Education Code.

ESSENTIAL FUNCTIONS of this position are, but not limited to, the following items:

- Assumes the role of teacher-in-charge/principal during the principal's absence and assists the principal in designated administrative areas
- The Assistant Principal shall assist the principal in the evaluation and supervision of designated regular and substitute certificated personnel
- Assists the Principal in the evaluation and supervision of the designated classified personnel assigned to the school
- Assists certificated staff through observation and feedback and related professional development competencies in the strategies of instruction, student engagement and assessment
- Provides guidance and supports to classified and support staff
- Assists in the development of performance objectives relating to expected standards of students' academic achievement
- Assists in providing direction and evaluation toward the improvement of the educational program at the school
- Assists the principal in interpreting curriculum, state standards, and graduation requirements to students, parents/families, and members of the community
- Maintains communication with the principal relating to problems, concerns, activities and achievements of students and staff
- Maintains connections and communication between students, parents/families, staff and the general community
- With parent/family involvement, confers with students who exhibit severe academic, social, behavioral or emotional problems that adversely affect optimum academic achievement
- Counsels students concerning personal and school problems
- Coordinates and attends SST meetings

SCOTT VALLEY UNIFIED SCHOOL DISTRICT

JOB TITLE: Assistant Principal or Administrative Intern

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- Attends 504 Plan meetings as assigned and designated
- Attends IEP meetings as assigned and designated
- With the Guidance Counselor, assesses athletic PE credits and records to update transcripts at the end of each season.
- The Assistant Principal suspends students when circumstances justify such disciplinary action
- Supervises the maintenance of various records pertaining to student behavior and referrals and provides summaries of written referrals to appropriate agencies, as required
- Works with students, parents, the community, and government/state agencies on problems relating to school attendance, truancy and substance abuse
- Provides overall campus and parking lot supervision
- Serves as the school liaison to the Transportation Department including arranging for and cancelling as needed transportation to away athletic contests and events
- Helps to ensure that teachers receive adequate and approved appropriate educational materials
- Serves as a member of the leadership team and district management/administrative team
- Assists in the development of the master schedule
- Assists with all school-wide and mandated testing and monitoring of student achievement
- Assists with student programs that improve student performance, conduct and achievement
- Ensures technology is used consistently as a tool to aid in student learning
- Attends and assists in the supervision of student conduct at school and during extracurricular activities such as athletic events, performances, activities, dances, and other events
- Supports Class Advisors with regular meetings and events
- Assists the Principal in maintaining a positive learning environment
- With the Principal, co-facilitates the Western Association of Schools and Colleges (WASC) accreditation process and preparation for the successful accreditation from Western Association of Schools and Colleges (WASC) or other board approved accreditation
- Supervises the maintenance of accurate student information records and cumulative folders
- Supervises students and maintains discipline in or about the school grounds before school, during lunch and after school
- Assists the Principal with student discipline referrals
- With the Principal, helps plan faculty meeting agendas
- Supervises short-term independent studies for the assigned schools
- Abides by all Board Policies, Administrative Regulations and Education Codes
- Trains and supervises Teachers' Assistants (TA's) and assumes responsibility for students in work-based learning and/or work experience education.
- Works towards the betterment of the total athletic program and ensures that programs are operated for the welfare of the participants and that competitions are offered to as many student athletes as possible
- Responsible for direct supervision and evaluation of all coaches
- Conduct grade checks and confirm eligibility for athletic team and game participation
- Develops the schedules for high school athletics
- Serves as the coordinator between the Etna/Scott Valley Unified School District and the officials' associations

SCOTT VALLEY UNIFIED SCHOOL DISTRICT

JOB TITLE: Assistant Principal or Administrative Intern

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- Receives proposals for new programs from interested parties, researches and briefs the principal and superintendent about such programs which may then be submitted by the superintendent to the Board for final approval or denial
- Responsible for attendance at all special athletic events such as, but not limited to, tournaments, play-off and championship games.
- Coordinates efforts to properly recognize success, for example, awards and ceremonies of student athletes and coaches
- Responds to and investigates parent, student complaints about the athletic programs and coaching staff
- Attends and represents Etna at all leagues and NSFIF/CIF meetings as a representative of the school
- Holds regular meetings with coaches to coordinate updates, use of facilities, activities, and programs.
- With the coaches, monitors that student athlete sports physicals are completed prior practices and/or games
- Ensures all athletic events are organized with supervision of students, ticket takers, gate keepers, and officials
- Responsible for the athletic budget including approval of all expenditures and sources of revenue with input from the Principal
- Promptly schedules cancellations or postponements and notifies the appropriate officials' association and the Transportation Supervisor
- Ensures that standards set by the school, leagues, NSCIF and CIF are met
- Sees to the preparation and safety of game and practice facilities, fields and grounds
- Sees to the requirements of officials at all home contests
- Determines that all coaches meet standards set by the District, State, and NSCIF/CIF
- Records, tracks and orders new uniforms on a scheduled, rotational basis
- Coordinates the recertification of helmets and the purchase of athletic equipment and supplies, with input from the coaching staff
- Determines the ability to hold a contest with respect to weather conditions and natural disasters
- Supervises issuance and care of all athletic equipment by maintaining a perpetual inventory of all equipment, record keeping, and ensuring that equipment is properly stored/maintained in the off-season
- Develops and maintains a procedures manual as it pertains to this position
- Performs other duties as directed by the Principal or Superintendent

OTHER DUTIES

- Monitor students during class passing times, when possible and practicable
- Maintain regular and reliable attendance
- Maintain neat, clean and safe working conditions
- Remain productive and organized despite frequent interruptions
- Operate a variety of office machines and equipment
- Work independently with little direction
- Participate in relevant in-service programs
- Properly use ergonomics in the course of the job

SCOTT VALLEY UNIFIED SCHOOL DISTRICT

JOB TITLE: Assistant Principal or Administrative Intern

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- Attend staff meetings
- Perform other duties as assigned, requiring essentially the same effort, skill, and responsibilities when work requirements are changed or modified

DESIRABLE QUALIFICATIONS

- Requires Master's degree
- Requires a valid California Teaching Credential
- A valid California Administrative Services Credential or the ability to attain one
- A minimum of three (3) years of successful, full-time public school teaching experience or pupil personnel work experience, or a combination of teaching and pupil personnel work experience equal to three (3) years
- Prior successful administrative experience highly desirable
- Possession of a valid California driver's license
- Physical, mental and emotional stamina to perform the duties and responsibilities of the position
- Computer application software required in the performance of responsibilities
- Business English usage, spelling, grammar, punctuation, and report and/or letter writing

KNOWLEDGE OF

- Current research based instructional trends regarding secondary age students.
- Procedures, methods and techniques of organization, management and supervision of a high school.
- Curriculum development, instructional program delivery strategies, and program supervision assessment and techniques
- Laws and regulations regarding the programs supervised
- Principles, techniques, strategies, goals, and objectives of public education.
- Procedures, methods, and strategies of organization, management and supervision.
- Current innovative and created curriculum and instructional trends regarding the secondary students
- Budget preparation and control
- Human relations strategies, conflict resolution strategies, and team building principles and techniques.
- Technology and computer software applications relative to instruction and administration
- California Standards for the Teaching Profession
- Correct English usage, grammar, spelling, punctuation and vocabulary
- Basic mathematical principles

ABILITY TO

- Direct, lead, and coordinate the multifaceted functions and activities of a secondary school facility
- Demonstrate effective instructional, organizational, and administrative leadership
- Adhere to Education Code and Board and Administrative policies
- Operate computer and related software as it pertains to job duties

SCOTT VALLEY UNIFIED SCHOOL DISTRICT

JOB TITLE: Assistant Principal or Administrative Intern

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- Maintain professional confidentiality
- Successfully employ the principles of student learning, diagnostic prescriptive instructional procedures and behavior modification methods
- Apply effective student-family, family-teacher and family-school counseling skills
- Make effective decisions while remaining open-minded, fair and firm
- Analyze problems, determine alternative solutions and make appropriate and effective decisions
- Communicate effectively in oral and written form
- Communicate district policies and procedures to staff and the public
- Plan, develop, and maintain an effective organizational and community relationships
- Take a deep interest in and passion for education as an individual and community benefit
- Demonstrate poise in personnel relations and in relationships with families and the community
- Demonstrate leadership for staff, families and the community
- Ensure equal educational opportunities for all students and their families

PHYSICAL REQUIREMENTS

- Ability to respond to emergency situations
- Walk, stand, sit, stoop for extended periods
- Bend, twist, reach and grasp
- Perceive the nature of sound, near and far vision, depth perception
- Provide oral and written information, in English
- Occasionally lift and/or move up to 25 pounds
- Dexterity to operate computer and other office equipment

WORK ENVIRONMENT

- Work indoors in a standard office and high school environment
- Come in direct contact with school staff, students, parents and the public
- Moderate noise level
- Moderate stress level

COMPENSATION & EVALUATION

- Placement on the certificated management salary schedule
- Required participation in health benefit program if full-time employee
- Evaluated by the principal

NOTE: This list of essential functions and physical requirements is not exhaustive and may be supplemented as necessary in accordance with the requirements of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.

This job description supersedes all prior job descriptions.

Board approved:

SCOTT VALLEY UNIFIED SCHOOL DISTRICT
Certificated Management, Unrepresented
2023-2024 Salary Schedule
Effective: July 1, 2023

Position	Work Days	Sick Leave	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Etna High School Principal	215	12	\$109,219	\$111,403	\$113,631	\$115,904	\$118,222	\$120,587	\$122,998	\$125,458	\$127,967	\$130,527
Scott River High School Principal												
Scott Valley Adult School Principal												
Scott Valley Junior High School Principal	215	12	\$95,256	\$97,161	\$99,104	\$101,086	\$103,108	\$105,170	\$107,274	\$109,419	\$111,608	\$113,840
Elementary School Principal	210	12	\$89,754	\$91,549	\$93,380	\$95,247	\$97,152	\$99,095	\$101,077	\$103,099	\$105,161	\$107,264
Director of Educational Services	200	12	\$83,370	\$85,037	\$86,738	\$88,473	\$90,242	\$92,047	\$93,888	\$95,766	\$97,681	\$99,635
Assistant Principal	210	12	\$85,515	\$87,225	\$88,970	\$90,749	\$92,564	\$94,415	\$96,304	\$98,230	\$100,194	\$102,198
Administrative Intern												
Scott Valley Community Day School *			\$3,495	\$3,565	\$3,636	\$3,709	\$3,783	\$3,859	\$3,936	\$4,015	\$4,095	\$4,177
Scott Valley Options 6-12			\$4,893	\$4,991	\$5,091	\$5,193	\$5,297	\$5,402	\$5,511	\$5,621	\$5,733	\$5,848
Scott Valley Options TK-5			\$4,893	\$4,991	\$5,091	\$5,193	\$5,297	\$5,402	\$5,511	\$5,621	\$5,733	\$5,848

Notes:

1. H&W Cap is \$12,000. One H&W Cap per employee.
2. Principals: One stipend only.
\$1,000 Masters Degree Annual Stipend, if in School Admin. or related Ed. or Mgmt. field
\$1,500 Doctoral Degree Annual Stipend, if in School Admin. or related Ed. or Mgmt. field
3. Advancement on schedule is contingent upon a satisfactory annual evaluation.
4. Annual ACSA Dues paid by District

* when operational

Board Approved:

California Department of Education
**AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE
GRANT**

2023-24 APPLICATION FOR FUNDING

(Due Date: To be received in Regional Supervisor's Office by August 1, 2023)

PROJECT DURATION: JULY 1, 2023 TO JUNE 30, 2024

School Site: Etna High School

District: Scott Valley Unified School District

Certification:

I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations in this project/program for local participation and assistance.

msmith 07/11/23
Electronic Signature of Authorized Agent

Joy Bell
Electronic Signature of Principal

[Signature]
Electronic Signature of Agriculture Teacher
Responsible for Program

Agriculture Teacher Summer Contact Cell Number: 8054585793

Local Education Agency (LEA) Board Approval Date: 8/16/2023

Printed Name of Agriculture Teachers:

Kellie Hargett

Jacob Hargett

PART A – Base Level Funding

In order to qualify for the Agriculture Education Incentive Grant an LEA must meet all the following criteria or provide a Variance approved by the Regional Supervisor for each criterion not met. All evidence must be included with the original application submitted to the Regional Supervisor.

NOTE: Stand-alone middle school programs will only be required to complete PART A. However, they may elect to complete the additional parts if they qualify for additional funding.

Please check each criterion currently being met:

- 1. Properly Credentialed Teachers
 - Log onto CTC and provide printout of credentials or provide a copy of current credentials.
- 2. Professional Development
 - Provide printout from teacher journal in AET verifying professional development activities.
- 3. Course Sequence
 - Provide documents/evidence of at least one three-year course sequence.
- 4. Grading of Future Farmers of America (FFA) and Supervised Agricultural Experience Participation (SAE)
 - Provide copy of course syllabus identifying grading of FFA and SAE.
- 5. Alternative Credits
 - Submit description of at least one course meeting A-G, Dual Enrollment, Articulation, etc.
- 6. Future Farmers of America Constitution and By-Laws
 - Provide a copy of the current Chapter Constitution and Bylaws with the election of officers highlighted.
- 7. Future Farmers of America Meetings
 - Use meeting manager in AET or provide minutes for a minimum of six-chapter meetings.
- 8. Agriculture Advisory Committee
 - Provide meeting minutes for two Agriculture Advisory Committee meetings.

Checking all the required criteria as being met qualifies the LEA for Part A funding. Verification of meeting each criteria must be provided to the Regional Supervisor.

Qualified Program (\$4,500 to each site)	<u>\$ 4,500</u>
Number of Agriculture Teachers teaching at least one approved agriculture course?	<u>2</u>
Teacher based funding (Number of teachers x \$500)	<u>\$ 1000</u>
Number of Students as identified on the 2022-23 FFA Membership roster?	<u>98</u>

Student based funding (Number of students x \$10)	\$ 980
Class size funding A (number of teachers meeting level A in all classes – 30 in classroom/25 in shop classes)	<u>0</u>
Class size A funding (Number of teachers meeting level A class size x \$1,000)	\$ 0
Class size funding B (number of teachers meeting level B in all classes – 28 in classroom/22 in shop classes)	<u>2</u>
Class size B funding (Number of teachers meeting level B class size x \$2,000)	\$ 4000
TOTAL PART A FUNDING	<u>\$ 10480</u>

PART B – Additional Funding

LEA's may qualify for additional funding based on their ability to meet specific classroom, leadership, and experiential learning (SAE) criteria. It is not necessary for a program to meet all criteria in each category to be eligible to receive additional funding. Verification of meeting criteria will be taken from entries in the Agricultural Experience Tracker (AET). The AET report will be developed based on data as of June 30. Funding in each section will be based on the number of points accumulated in that section. This report will be used to complete Part B and will be included as part of the application.

Based on the 2022-23 Agricultural Education Incentive Grant Report, and points accumulated, the LEA may qualify for base level funding through the classroom section, leadership section, and experiential learning (SAE) section.

An LEA shall qualify for Part B funding in each section if they meet the predetermined base level. Bonus funding is earned if a program exceeds the predetermined base level by twenty percent (20%). LEA's meeting the base level shall receive \$2,250 plus \$250 per qualified teacher. LEA's meeting the bonus level shall receive an additional \$2,250 plus an additional \$250 per qualified teacher.

Note: An LEA may qualify for Level A, Level B, or no funding in each section but shall not qualify for both funding levels in a section. Example: The LEA qualifies for Level A funding in the Classroom Section, Level B in the Leadership Section and no funding in the SAE section.

Classroom Section

Level A Funding Points – 355-535	Level B Funding Points – 536+
Points Earned as Identified in the AET Report	<u>756.1</u>
Level A Funding (number of teachers x \$250) + \$2,250	\$ 0
Level B Funding (number of teachers x \$500) + \$4,500	<u>\$ 5500</u>
TOTAL CLASSROOM SECTION FUNDING	<u>\$ 5500</u>

Leadership Section

Level A Funding Points – 285-445

Level B Funding Points – 446+

Points Earned as Identified in the AET Report

661.3

Level A Funding (number of teachers x \$250) + \$2,250

\$ 0

Level B Funding (number of teachers x \$500) + \$4,500

\$ 5500

TOTAL LEADERSHIP SECTION FUNDING

\$ 5500

Experiential Learning (SAE) Section

Level A Funding Points – 595-935

Level B Funding Points – 936+

Points Earned as Identified in the AET Report

1115.0

Level A Funding (number of teachers x \$250) + \$2,250

\$ 0

Level B Funding (number of teachers x \$500) + \$4,500

\$ 5500

TOTAL EXPERIENTIAL LEARNING (SAE) SECTION FUNDING

\$ 5500

TOTAL PART B FUNDING

\$ 16500

PART C – Program Funding

LEA's may qualify for additional funding based on their ability to meet specific program criteria. To qualify for Program Funding, a program must show evidence of meeting all criteria identified. Evidence must be submitted at the time the original application is submitted to the Region Supervisor.

To qualify for PART C – Program Funding, a site must show evidence of meeting the following. If any item is not met, the program is not eligible to apply for PART C funding.

Each teacher (50% of their teaching load in agriculture) must have participated in eight approved professional development activities.

Agenda and Minutes for three Agriculture Education Advisory Committee meetings.

Each teacher (50% of their teaching load in agriculture) must have an extended contract and/or a project supervision period. The project supervision period must be in addition to the provided prep period.

If a program has met the three required criteria they are eligible for funding and must complete the following Sections.

Section A – Earn one point for each criteria met.

Held an FFA Officer team retreat or other planning activity prior to the start of school and continued to hold meetings during the year to plan FFA activities. _____

In addition to the Agricultural Education Advisory Committee the program has an Agriculture Boosters Club and/or an FFA Alumni Chapter.

Program hosted a Student Teacher.

Total Points Section A (3 points possible)

0

Section B – Earn points based on AET "California Ag CTE Incentive Grant Application Report

Points Earned as Identified in the AET Report for D-Program

89.3

Total Points Part C (Section A + Section B)

89.3

Level A Funding Points – 120-139

Level B Funding Points – 140+

Level A Funding (\$5,000)

\$ 0

Level B Funding (\$7,500)

\$ 0

TOTAL PART C FUNDING

\$ 0

PART A Base Level Funding

\$ 10480

PART B Additional Funding

\$ 16500

PART C Program Funding

\$ 0

GRAND TOTAL FUNDING

\$ 26980

Memorandum of Understanding
Between the Scott Valley Unified School District and
the Scott Valley Teacher's Association
Extra Teacher Paid Days for Elementary Reconfiguration
Effective July 1, 2023

The Scott Valley Unified School District and the Scott Valley Teacher's Association enter into this Memorandum of Understanding regarding extra teacher paid days for the elementary reconfiguration of schools.

The parties recognize the following:

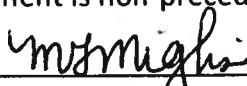
- The SVTA and SVUSD Collective Bargaining Agreement provides for two extra paid days for moving to another site;
- The SVTA and SVUSD Collective Bargaining Agreement provides for one extra paid day for moving to a classroom at the same site;
- SVUSD acknowledges that due to extraordinary circumstances the reconfiguration deeply impacts the affected teachers in a myriad of ways;
- Teachers affected by the reconfiguration of the elementary schools are impacted by the weight of additional duties.

WHEREAS The parties agree that teachers who are moving from one site to another site or moving classrooms at the same site due to the reconfiguration of elementary schools, shall be paid twice the number of extra paid days as provided for in Article 12.6.1 of the SVTA Collective Bargaining Agreement.

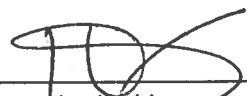
THEREFORE, teachers moving from one site to another site shall be paid two (2) additional days for a total of four (4) extra paid days; and, teachers moving from a classroom to another classroom at the same site shall be paid one (1) additional day for a total of two (2) extra paid days.

The parties agree the extra days shall be submitted by timesheet and paid on the next supplemental payroll.

This Memorandum of Understanding shall not be construed as a past or ongoing practice. This agreement is non-precedent setting.



Micheline G Miglis, Superintendent
For the District



Hannah Shickle, President of SVTA
For the Association

Dated: 07/13/23

Dated: 7/13/2023

Date of Board Ratification: _____



Scott Valley Unified Board Policies

To view Scott Valley Unified School District's
current and proposed Board Policies online:

GAMUT Online a service provided by CSBA
(California School Boards Association)

<https://simbli.eboardsolutions.com/Index.aspx?S=36030845>

or

www.svusd.us

CSBA UPDATE CHECKLIST – June 2023

District Name: Scott Valley Unified School District

Contact Name: _____ Phone: _____ Email: _____

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
BP 0420.41	Charter School Oversight		
E(1) 0420.41	Charter School Oversight		
BP 1113	District and School Websites	OPTION 1: <input type="checkbox"/> OPTION 2: <input checked="" type="checkbox"/>	
E(1) 1113	District and School Websites		
BP 4112.2	Certification		
AR 4112.2	Certification		
E(1) 4112.9	Employee Notifications		
E(1) 4212.9	Employee Notifications		
E(1) 4312.9	Employee Notifications		
BP 4140	Bargaining Units		
BP 4240	Bargaining Units		
BP 4340	Bargaining Units		
AR 4161.1	Personal Illness/Injury Leave	OPTION 1: <input type="checkbox"/> OPTION 2: <input checked="" type="checkbox"/>	
AR 4261.1	Personal Illness/Injury Leave	OPTION 1: <input checked="" type="checkbox"/> OPTION 2: <input type="checkbox"/> AND OPTION 1: <input checked="" type="checkbox"/> OPTION 2: <input type="checkbox"/> OPTION 3: <input type="checkbox"/>	

CSBA UPDATE CHECKLIST – June 2023

District Name: _____

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
AR 4361.1	Personal Illness/Injury Leave	OPTION 1: <input type="checkbox"/> OPTION 2: <input checked="" type="checkbox"/>	
AR 4161.2	Personal Leaves		
AR 4261.2	Personal Leaves		
AR 4361.2	Personal Leaves		
AR 4161.8	Family Care and Medical Leave	OPTION 1: <input type="checkbox"/> OPTION 2: <input type="checkbox"/> OPTION 3: <input checked="" type="checkbox"/> OPTION 4: <input type="checkbox"/> AND OPTION 1: <input checked="" type="checkbox"/> OPTION 2: <input type="checkbox"/>	
AR 4261.8	Family Care and Medical Leave	OPTION 1: <input type="checkbox"/> OPTION 2: <input type="checkbox"/> OPTION 3: <input checked="" type="checkbox"/> OPTION 4: <input type="checkbox"/> AND OPTION 1: <input checked="" type="checkbox"/> OPTION 2: <input type="checkbox"/>	

CSBA UPDATE CHECKLIST – June 2023

District Name: Scott Valley Unified School District

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
AR 4361.8	Family Care and Medical Leave	OPTION 1: <input type="checkbox"/> OPTION 2: <input type="checkbox"/> OPTION 3: <input checked="" type="checkbox"/> OPTION 4: <input type="checkbox"/> AND OPTION 1: <input checked="" type="checkbox"/> OPTION 2: <input type="checkbox"/>	
BP 5117	Interdistrict Attendance	OPTION 1: <input checked="" type="checkbox"/> OPTION 2: <input type="checkbox"/>	
BP 5141.5	Mental Health		
BP 5141.6	School Health Services		
AR 5141.6	School Health Services		
BP 5145.6	Parent/Guardian Notifications		
E(1) 5145.6	Parent/Guardian Notifications		
BP 5148	Child Care and Development		
AR 5148	Child Care and Development	Fill in Blanks <u>Preschool Principal or designee</u> <hr/> <hr/>	
BP 6146.4	Differential Graduation and Competency Standards for Students with Disabilities		
BP 6159.2	Nonpublic, Nonsectarian School and Agency Services for Special Education		

CSBA UPDATE CHECKLIST – June 2023

District Name: Scott Valley Unified School District

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
BP 6173.4	Education for American Indian Students	NEW POLICY	
AR 6173.4	Title VI Indian Education Program	Delete AR <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
BP 6174	Education for English Learners		
AR 6174	Education for English Learners		
BB 9322	Agenda/Meeting Materials		

CSBA POLICY GUIDE SHEET
June 2023

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 0420.41 - Charter School Oversight

Policy updated to reflect that the Governing Board may deny a request for an expansion that constitutes a material revision to a charter if the request to expand operations is demonstrably unlikely to serve the interests of the entire community in which the school is proposing to locate or the district is not in a position to absorb the fiscal impact of the proposed charter school, and to include a general reference to exemptions from the geographic boundary requirement that charter schools be located within the geographic boundaries of the authorizing district. Policy also updated to include that the district may charge the charter school for the actual costs of supervisory oversight up to one percent of the charter school's revenue if the district provides the charter school with facilities and charges the charter school a pro-rata share of the facilities costs. Additionally, policy updated to reference additional components that must be included in the procedures specified in the charter for when a charter school ceases operation.

Exhibit(1) 0420.41 - Charter School Oversight

Exhibit updated to include that admission preferences may not result in limited enrollment access for specified students and that mandatory parental volunteer hours may not be the basis of a preference or criterion for admission or continued enrollment, reflect **NEW LAW (AB 181, 2022)** which requires identified schools to complete and adopt an Individuals with Disabilities Act Addendum as part of the local control and accountability adoption and annual update, delete the requirement, based on changed guidance from the California Department of Education, to offer transitional kindergarten if the charter school offers a kindergarten program, add material regarding exemption for eligible students with disabilities from coursework and other requirements adopted by the charter school board that are in addition to the statewide course requirements, reflect **NEW LAW (AB 748, 2022)** which requires each school serving students in any of grade 6-12 to create and prominently display, as specified, a student mental health poster, and clarify that the charter school's policy on bullying and harassment be posted on the charter school's website.

Board Policy 1113 - District and School Websites

Policy updated to incorporate concepts from **NEW LAW (AB 2273, 2022)** which, although not necessarily applicable to districts, requires a business that provides an online service, product, or feature likely to be accessed by children to comply with specified requirements and provides good guidance for districts seeking to create a safe online space for students.

Exhibit(1) 1113 - District and School Websites

Exhibit updated to reflect that the California Department of Fair Employment and Housing is now named the Civil Rights Department, amend the title of one of the employment related posters for consistency with other sample policy materials, reflect **NEW LAW (SB 1479, 2022)** which requires the district to post on its website its COVID-19 testing plan, **NEW LAW (AB 185, 2022)** which requires the district to post on its website interim expenditure reports on the use of Learning Recovery Emergency Funds and **NEW LAW (AB 748, 2022)** which requires each school site serving students in any of grades 6-12 to have a digitized mental health poster that is distributed online to students through social media, web sites, portals, and learning platforms at the beginning of each school year.

Board Policy 4112.2 - Certification

Policy updated to reference that the Commission on Teacher Credentialing (CTC) has adopted regulations to implement statutory changes to the subject matter competence requirements, add, to the first philosophical paragraph, demonstration of competency in the subject matter to be taught to the attributes of certificated staff, provide that the Governing Board is required to adopt an annual resolution that it has made reasonable efforts to recruit a fully prepared teacher before hiring, in accordance with a specified hiring hierarchy, a candidate who is not fully credentialed, clarify that the Board's obligation to take action to approve a notice

of intent to employ a provisional internship permit does not require that the item be an action item, and add that the Declaration of Need specify each subject to be listed on the General Education Limited Assignment Single Subject Teaching Permits and the target language on Emergency Bilingual Permits.

Administrative Regulation 4112.2 - Certification

Regulation updated to clarify that the district may charge a fee to persons being tested to cover the cost of developing, administering, and grading the district proficiency test, include administrative leave related to dismissal and suspension proceedings and military leave as types of leaves for which the Superintendent or designee may request the Commission on Teacher Credentialing (CTC) to issue a Teaching Permit for Statutory Leave, and add a new section "Early Childhood Education Emergency Specialist Permit/Emergency Transitional Kindergarten Permit" (ETK) which reflects **NEW LAW (AB 210, 2022)** authorizing the district to request a one-year early childhood education emergency specialist permit which allows the teaching of all subjects in a self-contained transitional kindergarten general education classroom. Regulation also updated to reference **NEW LAW (SB 1397, 2022)** which requires CTC, until July 1, 2024, to waive the basic skills proficiency requirement for the issuance of an emergency 30-day substitute permit and **NEW LAW (AB 1876, 2022)** which requires CTC to accept an alternative verification of substitute teaching as part of the requirements for initial issuance of an emergency career substitute teaching permit.

Exhibit(1) 4112.9/4212.9/4312.9 - Employee Notifications

Exhibit updated to add employee notifications related to (1) homeless liaison services and training, (2) transfer of coursework and credits for highly mobile students, (3) training of volunteers in regard to the administration of emergency anti-seizure medication, and (4) nondiscrimination in the offering of career and technical education courses. Exhibit also updated to clarify that the notice regarding (1) potential exposure to COVID-19 remain posted for not less than 15 calendar days, (2) disability insurance rights and benefits be given upon employment and when the employee goes on leave for pregnancy or non-occupational sickness or injury, and (3) employees assigned to a work area in a laboratory setting be given, within 15 days after receiving a monitoring result related to an employee exposure determination, specified notices. Exhibit additionally updated for conforming changes.

Board Policy 4140/4240/4340 - Bargaining Units

Policy updated to align the definition of "management employee" with code language and to reference **NEW LAW (SB 931, 2022)** which provides that any district found by the Public Employment Relations Board to be in violation of the prohibition against deterring or discouraging district employees or job applicants from becoming or remaining members of an employee organization, authorizing representation by an employee organization, or authorizing dues or fee deductions to an employee organization, may be subject to civil penalties of \$1,000 for each affected employee, up to a maximum of \$100,000 in total, and may be ordered to pay attorney's fees and costs to the employee organization. Policy also updated to specify that the Superintendent or designee may communicate with district employees regarding their rights to join and/or support an officially recognized employee organization or to refrain from joining or supporting an officially recognized employee organization, add applicable number of days for compulsory interest arbitration related to access to new employee orientation, expand the material regarding district requirements for new employee orientations that are applicable until June 30, 2025, reference **NEW LAW (SB 1131, 2022)** which extends the Safe at Home address confidentiality program to employees who face threats of violence, or violence or harassment from the public because of the employee's work for the district, and clarify language regarding information that should not be disclosed when an employee submits a written request to keep specified information private.

Administrative Regulation 4161.1/4361.1 - Personal Illness/Injury Leave

Regulation updated to delete outdated material and to reflect **NEW LAW (AB 1041, 2022)** which includes a "designated person" in the definition of family member for whom an employee may take leave to care for.

Administrative Regulation 4261.1 - Personal Illness/Injury Leave

Regulation updated to align language regarding miscarriage with analogous language in administrative regulation for certificated staff, delete outdated material, and reflect **NEW LAW (AB 1041, 2022)** which includes a "designated person" in the definition of family member for whom an employee may take leave to care for.

Administrative Regulation 4161.2/4261.2/4361.2 - Personal Leaves

Regulation updated to reflect **NEW LAW (AB 1949, 2022)** which requires a district to provide up to five days of bereavement leave to a qualified employee for the death of a family member, and provide clarifying language regarding the definitions of "family member" and "immediate family" and implications for bereavement leave. Regulation also updated to reference **NEW LAW (AB 1041, 2022)** which expands the definition of a family member for whom an eligible employee may take leave to care for to include a "designated person."

Administrative Regulation 4161.8/4261.8/4361.8 - Family Care and Medical Leave

Regulation updated to reflect **NEW LAW (AB 1041, 2022)** which expands the definition of a family member for whom an eligible employee may take leave to care for to include a "designated person," provide that an employee may identify the designated person at the time of the employee's request for leave, and include that the district may limit an employee's use of CFRA leave to care for one designated person per 12-month period.

Board Policy 5117 - Interdistrict Attendance

Policy updated to reference **NEW LAW (AB 185, 2022)** which extends the school district of choice program to July 1, 2028, and to reflect **NEW LAW (SB 941 2022)** which authorizes a district to enter into an Instruction Collaboration Agreement with another local educational agency(ies) (LEA) to offer the same or similar courses and coursework to students from another LEA who have been impacted by teacher shortages, disruptions, or cancellations in science, technology, engineering, and mathematics classes, or dual language immersion programs.

Board Policy 5141.5 - Mental Health

Policy updated to expand the first philosophical paragraph and reflect the U.S. Surgeon General's **NEW GUIDANCE** regarding the importance of social connection and the impact of social media on health and well-being. Policy also updated to reflect **NEW LAW (SB 14, 2021)** which requires the California Department of Education (CDE) to recommend best practices and identify training programs to address student behavioral and mental health, including common psychiatric conditions and substance use disorders, safely deescalating crisis situations involving students with a behavioral health disorder, linking students with referrals, and providing instruction on how to maintain student privacy and confidentiality. Policy also updated to reflect that districts are required to notify students and parents/guardians twice a year about how to access mental health services, **NEW LAW (AB 748, 2022)** which requires each school site serving students in any of grades 6-12 to create a mental health poster, and **NEW LAW (AB 167, 2021)** which requires CDE to develop guidelines for the use of telehealth technology in schools.

Board Policy 5141.6 - School Health Services

Policy updated to expand the first philosophical paragraph to include the unique position of districts to increase health equity and the utilization of telehealth as a method to deliver health care services in schools. Policy also updated to provide for preventative programming and intervention strategies as types of health services to be provided by districts.

Administrative Regulation 5141.6 - School Health Services

Regulation updated to include behavioral health services in the list of school health services that the district may provide, and that the district may deliver health care services to students by way of telehealth technology. Regulation also updated to reflect Department of Healthcare Services Policy and Procedure Letters No. 21-017R and No. 23-004 which require districts to develop a plan to ensure that individuals with disabilities are able to effectively communicate and participate in the Medi-Cal program. Additionally, regulation updated to provide that a district may seek reimbursement from a student's health care service plan when the district provides services or arranges for the provision of services to a student for treatment of a mental health or substance use disorder.

Policy 5145.6 - Parent/Guardian Notifications

Policy updated to reflect Health Care Services Policy and Procedures letter No. 21-017R and No. 23-004 which require districts to develop a plan to meet alternative formatting requirements for individuals with disabilities to enable individuals with speech, vision, and hearing disabilities to effectively communicate and participate in the Medi-Cal program.

Exhibit(1) 5145.6 - Parent/Guardian Notifications

Exhibit updated to add parent/guardian notifications related to (1) the manner in which district-established graduation requirements and career and technical education courses satisfy college entrance A-G course criteria, (2) California's child access prevention laws and laws related to the safe storage of firearms, (3) transfer of coursework and credits for highly mobile student populations, (4) how to access mental health services at school and/or in the community, (5) the online distribution of a digitized mental health poster, (6) type 1 diabetes information, (7) the opportunity to submit written comments on the local control and accountability plan, (8) student's participation in state assessments and option to request an exemption from testing, (9) information related to the district's food service programs, (10) upcoming eye examinations at school site and option to opt-out of eye examinations, (11) potential eligibility for services or accommodations pursuant to Section 504 or an individualized education program, (12) limitations on disenrollment of a child in a preschool or child care program, including expulsion and suspension, including how to file an appeal in the event of expulsion or suspension, (13) program plan for maintaining a child's safe participation in a preschool or child care program when a child exhibits persistent and serious challenging behaviors, (14) receipt of a "Notice of Action, Recipient of Services," prior to suspending or expelling a child in a preschool program, (15) the provision of a suspension and expulsion notice, manifestation determination notice, involuntary transfer notice, and related information to a foster youth's educational rights holder, attorney, and county social worker, and an Indian child's tribal social worker and, if applicable, county social worker, (16) findings from an evaluation of participating in an independent study course when satisfactory education progress is not being met, (17) exemption from district-established graduation requirements for students with disabilities, (18) requirement to stock and make available an adequate supply of menstrual products free of cost, (19) posting of child care license, and (20) requirement to post rates, discounts and scholarship options at child care facilities. exhibit also updated for conforming changes.

Board Policy 5148 - Child Care and Development

Policy updated to reflect **NEW LAW (AB 210, 2022)** which (1) provides grant funding until June 30, 2027 for the purpose of increasing access to inclusive early care and education programs, (2) extends the date by which the California Department of Education and the California Department of Social Services (CDSS) are required to adopt implementing regulations related to early childhood development, and (3) specifies as one of the indicators for the implementation of quality child care and development programs that staff have the appropriate and required training, or any combination of qualifications, experience, or training. Policy also updated to delete material specific to COVID-19 and reflect a district's obligation to provide distance learning when a child care program is physically closed by a local or state public health order, reference that the Commission on Teacher Credentialing has adopted regulations pertaining to the prekindergarten-grade 3 early childhood education specialist credential that include requirements, and accelerated pathways to meet the requirements, in an effort to increase the number of early childhood education teachers, and reference **NEW LAW (AB 2827, 2022)** which requires CDSS to revise its regulations to permit children with disabilities to use outdoor play spaces simultaneously with children who do not have disabilities without having to first seek a regulatory waiver and to specify any health and safety requirements that are required to be met when simultaneous play occurs.

Administrative Regulation 5148 - Child Care and Development

Regulation updated to reference **NEW LAW (AB 2131, 2022)** which authorizes the California Department of Social Services (CDSS) to implement and administer the creation of a single child care center license through all-county or similar written instruction until regulations are adopted and to reflect **NEW LAW (AB 210, 2022)** which (1) specifies as one of the indicators for the implementation of quality child care and development program activities that meet the needs of dual language learners, and (2) provides that when eligibility for child care and development services are based on an adjusted monthly family income at or below 85 percent of the state median income, adjusted for family size, that calculation does not include foster care payments made on behalf of a child or guaranteed income payments. Regulation also updated to delete

outdated material regarding the requirement to test for lead contamination in drinking water for buildings constructed before January 1, 2010, reference **NEW LAW (AB 185, 2022)** which requires CDSS to adopt regulations regarding the exclusion from family income of foster care payments made on behalf of a child or income guaranteed income payments, as described above, and reflect **NEW LAW (SB 1047, 2022)** which (1) extends eligibility for child care and development programs to families in which a member of the family has been certified as eligible to receive benefits from specified means tested government programs and that priority for enrollment must be based on the income declared on the application of the government program, and (2) provides that upon establishing initial eligibility or ongoing ability for child care and development services, a family is considered to meet eligibility and need requirements for services for not less than 24 months before having eligibility or need recertified, unless an exceptions exists. In addition, regulation updated to reflect **NEW LAW (AB 321, 2022)** which provides that in the second priority category for enrollment, when there are two or more families with the same income ranking, children who reside in homes in which the primary language is not English are required to be admitted first, add material regarding a family establishing eligibility for child care and development services on the basis of receiving services under a CalWORKs Stage 1,2, or 3 program since this differs from the 24 month eligibility period as described above, delete material applicable only to the 2021-22 school year, add that licensed child care centers are required to post their rates, and discounts or scholarship policies, if any, in a prominent location adjacent to the license at the child care facility, add a new section entitled "Expulsion/Unenrollment and Suspension Based on Behavior" which reflects **NEW LAW (AB 2806, 2022)** establishing requirements for expulsion, unenrollment, or suspension of a child from a child care and development program and reflects a joint statement by the U.S. Department of Education and U.S. Department of Health and Human Services in regard to ensuring that children with disabilities are not suspended or expelled because of disability-related behaviors. Additionally, regulation updated to more closely align with law the order of disenrollment when necessary due to a reduction in state reimbursements, delete material related to the personal belief exemption as this exemption no longer exists, clarify that medical exemptions are required to specify how long the exemption is expected to be needed and that it may not extend beyond the current grade span, reflect **NEW LAW (AB 1797, 2022)** which requires child care centers to disclose specified immunization information to local health departments operating countywide or regional immunization information and reminder systems and the California Department of Public Health, clarify that verification of an excused absence be signed by the district's authorized representative if verification is made by telephone, include procedures districts are required to follow when a child has been absent and the family has not been in communication with the district's child care and development services program coordinator or site supervisor for seven consecutive calendar days, specify that any appeal from a hearing requested by a parent/guardian regarding a Notice of Action be appealed to the Child Development Division, and add a new section entitled "Coordinating Transitions" which includes material regarding the district's obligations when a child in the district's child care and development program transfers to a local public school and reflects **NEW LAW (SB 188, 2022)** which requires districts to designate a main point of contact for coordinating and completing the transition of a child and family from Part C of the Individuals with Disabilities Education Act (IDEA), infant/toddler programs, to Part B of IDEA, preschool.

Board Policy 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities

Policy updated to reflect **NEW LAW (AB 181, 2022)** which (1) requires districts to exempt an eligible student with a disability from all coursework and other requirements adopted by the Board that are in addition to the statewide course requirements and award such student a high school diploma, and (2) provides that any such exempted student is eligible to participate in any graduation ceremony and school activity in which a student of similar age without a disability would be eligible to participate.

Board Policy 6159.2 - Nonpublic, Nonsectarian School and Agency Services for Special Education

Policy updated to reflect a December 2022 Davis Joint Unified School District Resolution Agreement with the U.S. Department of Education, Office for Civil Rights, regarding the use of seclusion and restraint as it relates to a free appropriate public education for students with disabilities placed in nonpublic schools.

NEW - Board Policy 6173.4 - Education for American Indian Students

New policy addresses legal implications and best practices for the education of American Indian students, including a philosophical statement which recognizes the unique cultural, language, and educational needs of Indian students and the ways those needs may be addressed, the importance of culturally relevant

curriculum for all students related to local American Indian tribes, and the practice of implementing strategies necessary for the improvement of the academic achievement of American Indian students. Policy also provides for the involvement of a California Indian Education Task Force as encouraged by **NEW LAW (AB 1703, 2022)**, the identification of and related supports for American Indian students most at-risk of not meeting state academic standards, the additional protections for American Indian students prior to an involuntary transfer to a suspension, expulsion, assignment to a supervised suspension classroom, or involuntary transfer to a continuation school in accordance with **NEW LAW (AB 740, 2022)**, the provision of programs to facilitate the successful transition of American Indian students to post-secondary education and employment, professional development to assist those working with students regarding the unique needs of American Indian students, and annual reporting to the Governing Board regarding the outcomes of American Indian students. Additionally, policy includes a section entitled, "Title VI Indian Education Program," with material moved from deleted Administrative Regulation 6173.4 - Title VI Indian Education Program, and reflects major requirements for districts that receive Title VI Indian education funding.

DELETE - Administrative Regulation 6173.4 - Title VI Indian Education Program

Regulation deleted as unnecessary with material moved to new Board Policy 6173.4 - Education for American Indian Students.

Board Policy 6174 - Education for English Learners

Policy updated to remove outdated material and reflect **NEW LAW (SB 941, 2022)** which permits a district to enter into an instruction collaboration agreement with another school district, county office of education, or charter school to offer the same or similar courses and coursework to students who have been impacted by teacher shortages, disruptions, or cancellations to science, technology, engineering, and mathematics classes, or dual language immersion programs.

Administrative Regulation 6174 - Education for English Learners

Regulation updated to remove outdated material and reflect updated information from the California Department of Education's (CDE) English Learner Federal Program Monitoring 2022-23 Instrument, CDE's Reclassification Criteria website, and letters from CDE which provide updated reclassification guidance regarding the criteria used to determine whether an English learner should be reclassified, including a review of the student's curriculum mastery and academic performance, the provision of an interpreter for parents/guardians, when necessary, as part of the parent/guardian involvement, comparison of student performance on an objective assessment of basic skills in English against an empirically established range of performance in basic skills, based on the performance of English proficient students of the same age, which demonstrates whether the student is sufficiently proficient in English to participate effectively in a curriculum designed for students of the same age whose native language is English. Regulation also updated to include that the four years of post-reclassification monitoring should be utilized to ensure that students have not prematurely exited, any academic deficit incurred through participation in the English learner program has been remedied, and the students are meaningfully participating in the standard instructional program compared to students who had never participated in an English learner program. Additionally, regulation updated to clarify that the LCAP advisory committee provides input regarding exiting language acquisition programs and the possible establishment of other programs.

Board Bylaw 9322 - Agenda/Meeting Materials

Bylaw updated to move material regarding public comments to be with content related language, amend language to be more closely aligned with code language, add material regarding the means for in-person and remote public comments, reflect **NEW LAW (AB 2449, 2022)**, which requires boards to maintain and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation to board meetings for individuals with disabilities. Bylaw also updated to provide that each agenda for a regular meeting is required to list the address designated by the Superintendent or designee for public inspection of documents related to records of a statement threatening litigation against the district to be discussed in closed session, in addition to documents related to open session, when such documents have been distributed to the Governing Board less than 72 hours before a Board meeting, clarify that the Board president and Superintendent decide when an item is placed on the agenda, include that public records under the Public Records Act and which relate to an agenda item which contain a claim or written threat of litigation which will be discussed in closed session are required to be made available to the public, in addition to documents

which relate to an agenda item scheduled for the open session of a regular meeting, and **NEW LAW (AB 2647, 2022)** which clarifies how districts can, without opening their offices after normal business hours, comply with the portion of the Brown Act that requires writings or documents distributed to a majority of a local legislative body less than 72 hours before a meeting to also be distributed to the public.