

2007-2008

CALIENTE UNION SCHOOL DISTRICT



HANDBOOK

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Philosophy & Mission Statement

The Governing Board believes that public education is of fundamental importance to a free society and to the continued development of democratic values, individual liberty and an appreciation for cultural diversity in society. In order for education to succeed, there must be an ongoing partnership between parents/guardians, students, educators, and the community.

Within this framework, the purpose of the district is to provide the guidance and resources necessary to ensure an environment conducive to learning. However, it is important to emphasize that the goal of our educational system is not to supplant parental responsibilities throughout the learning process. Rather, it is the policy of the Board to foster parental participation in order that an educational climate is created which reinforces and fosters the positive and healthy development of the child.

The Board accepts as its primary responsibility the educational welfare of every child. The Board's first goal must be to provide each student with the basic skills necessary to participate and function effectively in society. These skills include, but are not limited to: Reading, writing, mathematical computation, verbal communication, motor skill development, decision-making and self-esteem. In addition, the Board is committed to the goal of achieving academic excellence through a program of instruction, which offers each child an opportunity to develop to the maximum of his/her individual capabilities.

Discipline Code

The goal of our discipline program is correction of immediate problems, guidance toward acceptable behavior, personal growth and character development. The following rules will apply.

- 1.) Be on time to class and prepared for class: with paper, pencil and needed books.
- 2.) Your talk or actions should not be disruptive to teachers or other students.
- 3.) Cooperate with teachers.
- 4.) Respect adults, peers, and school property.
- 5.) Verbal or physical sexual references are not acceptable.
- 6.) Fighting or giving the appearance of such activity is prohibited.
- 7.) Bullying and/or Hazing is prohibited.
- 8.) Foul or obscene language is not tolerated.
- 9.) Cheating or allowing someone to cheat from your work is prohibited.
- 10.) Forgery of non-official school documents is prohibited.

Discipline will be handled as much as possible by the classroom teacher and/or the yard supervisor. Among methods are:

- Teaching Moment – Discuss and Model Appropriate Behavior
 - Detentions - missing morning break and/or lunch break. Detention will be served by writing sentences or quotes of affirmation.
 - Student and teacher conferences
 - Parent conference/ note/ phone call
 - Individual contracts **3 detentions = 1 referral**
- **see office referral slip for reasons.**

If these methods are not successful and student is sent to the office with a referral, the consequences are as follows:

1st referral – Community (Campus) service, discussion of behavior and home notification
2nd referral - Study Hall, Community (Campus) service, home notification and/or parent conference, miss all activities for the rest of the quarter
3rd referral - Suspension - in house or at home - or prior agreed upon course of action, such as a student contract, parent conference, miss all activities for the rest of the quarter

* **Parents have the right to request stricter consequences.**

1st offense = 1 – 3 days, 2nd offense = 3 – 5 days and 3rd offense = 5 – 21 days suspension.

Recommended for In-school suspension and Principal's chosen consequences:

- ❖ *Defiance of authority or failure to yield to the valid authority of the school.*
- ❖ *Threatening, intimidating, harassment or menacing others.*
- ❖ *Upbraiding, insulting, or abusing school personnel.*
- ❖ *Spontaneous fighting (mutual combat)*

Grounds for Immediate Suspension...

- ❖ *Use/possession of alcohol, drugs, inhalants, tobacco, controlled substance*
- ❖ *Unlawful use/possession of school or personal property (theft)*
- ❖ *Use/possession of fireworks*
- ❖ *Setting fire to any object*
- ❖ *Willful property; to include electronic files; damage*
- ❖ *Forgery/falsification of official school documents*

PARENT PARTNERSHIP - The full cooperation of parents and their support of the school are absolutely essential if the student is to learn to accept responsibility for his/her own behavior and to respect authority figures.

SELF-REPORTING – Within a timely manner, consequences will be weighted differently and may be at the discretion of designee or administration.

ILLNESS - If your child becomes ill during the school day, the school secretary and/or administrative staff will notify the parent/guardian or emergency person listed on emergency card. If no contact is made, the administration will use common sense in dealing with the child's discomfort without the use of medication. The nearest emergency facility will be contacted for treatment if that is deemed necessary.

TRUANCY – Students shall be classified as truant if absent from school without a valid excuse three full days in one school year, or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof. Such students shall be reported to the Superintendent or designee. (Education Code [48260](#))

NO LUNCH POLICY - Notification by phone or written notice from the school will be made to parent/guardian or emergency number, giving permission for their student to forego eating lunch, either a school lunch or lunch from home.

INTRAMURAL SPORTS ELIGIBILITY

ACADEMIC PROBATION FOR SPORTS - Students are on academic probation with a G.P.A. of 1.99 at Mid-quarter and quarter grades and will not be eligible to try-out for a team or remain on a team. For eligibility for participation in upcoming event(s), Students must turn in all late or make-up work at 8:30 am four (4) days prior to the event.

BEHAVIOR - Students with 3 or more detentions, or one office referral, will be on probation and miss the next school activity. Students receiving more than one office referral will be prohibited from same for the rest of the quarter.

EXPECTATIONS - Students are representing Caliente Union School District and appropriate behavior is mandatory.

- 1.) Students are to listen to and respect the coaches.
- 2.) Attendance of practice is mandatory. 80% of practices must be attended to participate in games.

- 3.) Clothing must be conducive to each sport and allow freedom of movement and safety. If clothing is inappropriate for the sports activity, Students will be asked to sit out and a non-attendance granted.
- 4.) They are to abide by the rules of the game and those of the school. The coach and or referee has the final say on a student's participation in practice and games. Removal from the practice or game may result in termination of participation for the remainder of that sport and other sports.
Unsportsmanlike conduct will NOT be tolerated at any time during practice or games.

TRY-OUTS - Students are chosen from 6th - 8th grade. Students are chosen for their ability to work with others as well as their ability level. Students who demonstrate equal ability and teamwork and a choice is to be made between them due to number of spaces on the team, the upper grade student would be chosen.

AWARDS CRITERIA

POINT VALUES OF GRADES in 3rd – 8th Grades

A+= 4.5	B+ = 3.5	C+ = 2.5	D+ = 1.5	F = 0
A = 4.0	B = 3.0	C = 2.0	D = 1.0	
A- = 3.7	B- = 2.7	C- = 1.7	D- = .7	

GRADE PERCENT AVERAGE VALUES

A+=100-97	B- = 83-80	C+=79-77	D+=69-67	F - 59 and below
A =96-94	B+ = 89-87	C = 76-74	D=66-64	
A- = 90-93	B =86-84	C- = 73-70	D- =63-60	

GATE & Above Grade Level Class = +.1

STUDENT OF THE MONTH

Awarded to students who have worked to their potential in academics and behavior. MUST have NO detentions or referrals during the month.

PERFECT ATTENDANCE

100% attendance for each day that the school is in session. This does not include Independent Study.

HIGHEST GPA – highest GPS within grade level.

Gold or Silver Seal Awards - to students upholding discipline code and receive appropriate GPA, without receiving one or more referrals. Principal's List or Principal's Honor Roll = Gold Seal and Honor Roll = Silver Seal.

**Each teacher may choose other classroom achievements to honor.

STUDENTS ACTIVITIES ELIGIBILITY - A student is placed on **academic probation** when his/her Grade Point Average (GPA) is below 1.7. A student placed on **academic probation** has nine weeks in which to significantly improve his/her grades. Participation in any extra-curricular school related activities such as sports and field trips is prohibited while on academic probation.

HOMEWORK/ASSIGNMENTS/GRADES - Homework ideally teaches the student responsibility and discipline while reinforcing concepts. Homework/assignments turned in late will not be given full credit. In case of illness students are given one day to turn in work for every sick day. Extended illness requires a parent conference to determine assignments and deadlines. **Long term assignments such as book reports, projects and major papers are expected to be turned in when due even if the student is absent.** A test missed due to a student's absence must be made up the day of student's return unless other arrangements have been made. It is the student's responsibility to schedule an appointed time, with the teacher, to take the test.

GRADES IN QUESTION - Report card grades, final and quarterly, may be discussed with the teacher. Parents may request a notation be placed in a child's cumulative folder that a grade was questioned. However, actual grade cards will not be changed.

STUDENT BODY POLICY – 6th – 8th GRADES

Because student council is a leadership position, members must meet the criteria and hold standards at or above the initial criteria listed below. **ASB** - One referral means being removed from office without probation.

ACADEMICS- Cumulative GPA for the previous year must meet or exceed a 3.0. GPA must be maintained at the same level throughout the term of office or probation will occur.

BEHAVIOR - Candidates, within **three quarters** the year prior to elections, may not run for office. Once a candidate is voted into office, he/she may not have an office referral. Probation will be instated for that office for the remaining quarter.

PROBATION - This includes no voting privileges, no attendance of meetings and the officer becomes an inactive member of student council.

EXPECTATIONS –

- 1.) All council members must attend all meetings unless it is an excused absence from school.
- 2.) All council members must actively participate in activities voted in by the council including dress up days, fund raisers, etc.
- 3.) All council members must show exemplary behavior by abiding by school rules, use of manners and etiquette at all school functions on and off campus.
- 4.) All council members must actively participate in all meetings, i.e. discussion, voting, etc.
- 5.) All council members must fill the description of the positioning officer as mandated by student council advisor. Job descriptions are as follows:

PRESIDENT:

- 1.) Run all council meetings
- 2.) Keep control of discussion and voting
- 3.) Maintain order in all meetings
- 4.) Make sure that all student council members are meeting job expectations
- 5.) Report and meet with council advisor
- 6.) One vote

VICE-PRESIDENT:

- 1.) Fill in absence of president (see above)
- 2.) Publicity of all events, fundraisers, etc.
- 3.) Chairperson of calendar committee
- 4.) Fill in, when possible, positions of probationary officers
- 5.) Submit calendar to Principal.
- 6.) One vote

SECRETARY

- 1.) Take minutes of all meetings and read minutes at following meeting.
- 2.) Type or use blue or black ink. Submit final copy to council advisor.
- 3.) Complete minutes in student council binder and submit it to the office for review.
- 4.) One vote

TREASURER

- 1.) Keep books of all monies collected from fund raisers or any other money collecting event and deposit
- 2.) Check money figure with school secretary and/or principal.
- 3.) Keep a running balance of student body money.
- 4.) Report, monthly Student body budget and balance.
- 5.) One vote.

REPRESENTATIVE

- 1.) Report to student body (classrooms) results of meetings and agendas.
- 2.) Collect in written form ideas, comments and/or suggestions.
- 3.) Report #2 to student council at next meeting for review, discussion, research and possible voting.
- 4.) Helps vice-president with publicity.
- 5.) One vote

HEAD OF LEADERSHIP – when there is a 5% or less margin of counted ballots between presidential candidates.

- 1.) Helps with discussion of meetings.
- 2.) Helps other officers whose work load may be more than the officer can handle.
- 3.) Reports minutes and results to principal for approval.
- 4.) No vote.

VOTING PROCEDURE

Voting consists of one vote per student in grades 4th – 8th, and ½ vote for students in K – 3rd grades. School staff receives one vote each. In the event of a close margin, 5% or less, there will be a run-off election between the two candidates and/or leadership position to be defined by the Principal and student council advisor. ***refer to student body constitution.**

Anti-Bullying Pledge - Student

We the students of Piute Mountain & Caliente School agree to join together to stamp out bullying at our school.

We believe that everybody should enjoy our school equally, and feel safe, secure and accepted regardless of color, race, gender, popularity, athletic ability, intelligence, religion and nationality.

Bullying can be pushing, shoving, hitting, and spitting, as well as name calling, picking on, making fun of, laughing at, and excluding someone. Bullying causes pain and stress to victims and is never justified or excusable as “kids being kids,” “just teasing” or any other rationalization. The victim is never responsible for being a target of bullying.

By signing this pledge, we the students agree to:

1. Value student differences and treat others with respect.
2. Not become involved in bullying incidents or be a bully.
3. Be aware of the school’s policies and support system with regard to bullying.
4. Report honestly and immediately all incidents of bullying to a faculty member.
5. Be alert in places around the school where there is less adult supervision such as bathrooms or lockers.
6. Support students who have been or are subjected to bullying.
7. Talk to teachers and parents about concerns and issues regarding bullying.
8. Work with other students and faculty, to help the school deal with bullying effectively.
9. Encouraged teachers to discuss bullying issues in the classroom.
10. Provide a good role model for younger students and support them if bullying occurs.

Participate fully and contribute to assemblies dealing with bullying.

8th GRADE GRADUATION ACTIVITIES REQUIREMENTS

In order to participate in the 8th grade graduation ceremony, graduation practice, 8th grade graduation trip such as Magic Mountain, special BBQ, or any other 8th grade graduation function, each student must meet the cumulative 1.7 or above GPA (grade point average) requirement. Students not receiving a cumulative GPA of 1.7 or above will not receive a diploma until graduation requirements are met.

8th GRADE GRADUATION AWARDS

Student of the Year – Established 1984. This award is bestowed upon a student who meets or exceeds academic excellence, achieving a cumulative GPA of 3.7 or above, has supported the school athletically, demonstrated leadership skills and is an example of Caliente Union School District discipline code.

Valedictorian – Established in 1995. All 8th graders achieving a cumulative Grade Point Average (GPA) of 4.0 and higher.

Salutatorian – Established in 1995. All 8th graders achieving a cumulative GPA of 3.7 – 3.99.

President's Education Awards Program – Established 1983. this award honors students for outstanding academic achievement. Must have a minimum of a B (3.0) cumulative GPA.

Athletic and Sportsmanship Awards – Established 1986 by the 1986 graduating class. This award honors a girl and a boy that has demonstrated exceptional athletic ability, a positive attitude, and encouraging words to their fellow teammates.

Life Award – Established 1993. Students who have attended Kindergarten through 8th grade continuously at either Piute Mountain or Caliente School.

Citizenship Award – Established 1995. This award honors students who have made a positive contribution to their school and exhibit outstanding citizenship behavior.

President's Award for Educational Excellence – This award recognizes a different type of academic achievement. It is meant to encourage and reward students who work hard and give their best effort in school, in many cases, in the face of special obstacles to learning.

**CALIENTE UNION SCHOOL DISTRICT
STUDENTS DRESS AND GROOMING**

AR 5132(a)

In cooperation with teachers, students, and parents/guardians, the principal or designee shall establish and regularly review school rules governing student dress and grooming. **E.C. 35183 (6)(7)**

Clothing shall be sensible and not distract from the educational experience while taking into account the safety of each student. i.e. piercings other than ears and any visible tattoos

The following guidelines shall apply to regular school activities:

1. Shoes must be worn at all times. Thongs or backless shoes are not acceptable. **Sandals** are not allowed; shoes must have back straps and closed toes. Shoes having strings must be tied to fit.
2. Clothing and jewelry shall be free of writing, pictures, or any other insignia which are crude, vulgar, profane or sexually suggestive or which advocate racial, ethnic or religious prejudice or the use of drugs or alcohol.
3. **Hats, caps, and other head coverings shall not be worn except outdoors for sun protection. Students may wear a full-brimmed hat only, no caps. Sunglasses are not permitted without prescription. Sunscreen may be carried with student and used without a doctor's prescription. Special circumstance variance has to be granted by the School Board.**
4. Clothes shall be sufficient to conceal undergarments at all times. See-through or fishnet fabrics, halter tops, off the shoulder, low-cut tops or tops with straps less than 2 inches in width (***tops must cover all undergarments***); and bare stomachs and skirts or shorts shorter than mid thigh are prohibited. All pants should be **waist-fit** or with a belt. "Sagging", chains, or gang attire is prohibited. All shirts must have the ability to be tucked in.
5. No tattoos or visible body piercings. This does **not include ear piercing**. [Penal code sections 19.8, 652, 653]
6. Students shall be clean and neatly groomed. Hair may not be sprayed by any coloring that would drip when wet.

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

CONSEQUENCES OF DRESS AND GROOMING VIOLATIONS:

1. Talk to student.
2. Home contact.
3. Home contact and alternative.

Adopted by Caliente Union School District Board of Trustees May 11, 2006.

CALIENTE UNION SCHOOL DISTRICT
FAMILY – SCHOOL COMPACT

It is important that families and schools work together to help students achieve high academic standards. Through a process that included teachers, families, students and community representatives, the following are agreed upon roles and responsibilities that we as partners will carry out to support student success in school and in life.

Staff Pledge:

I agree to carry out the following responsibilities to the best of my ability:

- ❖ Teach classes through interesting and challenging lessons that promote student achievement.
- ❖ Endeavor to motivate my students to learn.
- ❖ Have high expectations and help every child to develop a love of learning.
- ❖ Communicate regularly with families about student progress.
- ❖ Provide a warm, safe, and caring learning environment.
- ❖ Provide meaningful, daily homework assignments to reinforce and extend learning (30 minutes for grades 1 – 3 and 60 minutes for grades 4 – 6).
- ❖ Participate in professional development opportunities that improve teaching and learning and support the formation of partnerships with families and the community.
- ❖ 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.
- ❖ Respect the school, students, staff, and families.

Student Pledge

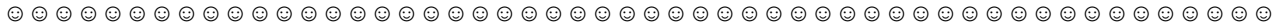
I agree to carry out the following responsibilities to the best of my ability:

- ❖ Come to school ready to learn and work hard.
- ❖ Bring necessary materials, completed assignments and homework.
- ❖ Know and follow school and class rules.
- ❖ Communicate regularly with my parents and teachers about school experiences so that they can help me to be successful in school.
- ❖ Limit my TV watching and instead study or read every day after school.
- ❖ Respect the school, classmates, staff, and families.

Family/Parent Pledge

I agree to carry out the following responsibilities to the best of my ability:

- ❖ Provide a quiet time and place for homework and monitor TV viewing.
- ❖ Read to my child or encourage my child to read every day (20 minutes K-3, and 30 minutes for grades 4-6).
- ❖ 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 at school in activities such as school decision-making, volunteering and/or attending parent-teacher conferences.
- ❖ Communicate the importance of education and learning to my child.
- ❖ Respect the school, staff, students, and families.



We have read and understand the Handbook and the Family School compact.

Student Name

Student Signature

Parent Signature

Teacher Signature

Date

Anti-Bullying Pledge - Student

We the students of Piute Mountain School agree to join together to stamp out bullying at our school.

We believe that everybody should enjoy our school equally, and feel safe, secure and accepted regardless of color, race, gender, popularity, athletic ability, intelligence, religion and nationality.

Bullying can be pushing, shoving, hitting, and spitting, as well as name calling, picking on, making fun of, laughing at, and excluding someone. Bullying causes pain and stress to victims and is never justified or excusable as “kids being kids,” “just teasing” or any other rationalization. The victim is never responsible for being a target of bullying.

By signing this pledge, we the students agree to:

11. Value student differences and treat others with respect.
12. Not become involved in bullying incidents or be a bully.
13. Be aware of the school’s policies and support system with regard to bullying.
14. Report honestly and immediately all incidents of bullying to a faculty member.
15. Be alert in places around the school where there is less adult supervision such as bathrooms or lockers.
16. Support students who have been or are subjected to bullying.
17. Talk to teachers and parents about concerns and issues regarding bullying.
18. Work with other students and faculty, to help the school deal with bullying effectively.
19. Encouraged teachers to discuss bullying issues in the classroom.
20. Provide a good role model for younger students and support them if bullying occurs.
21. Participate fully and contribute to assemblies dealing with bullying.

Student Name _____

Signature _____

Date _____

Anti-Bullying Pledge - Staff

We the staff of Piute Mountain School agree to join together to stamp out bullying at our school.

We believe that everybody should enjoy our school equally, and feel safe, secure and accepted regardless of color, race, gender, popularity, athletic ability, intelligence, religion and nationality.

Bullying can be pushing, shoving, hitting, and spitting, as well as name calling, picking on, making fun of, laughing at, and excluding someone. Bullying causes pain and stress to victims and is never justified or excusable as “kids being kids,” “just teasing” or any other rationalization. The victim is never responsible for being a target of bullying.

By signing this pledge, our school’s staff members agree to:

1. Develop a clear school policy on bullying and display it prominently in classrooms and around the school.
2. Train faculty in appropriate handling of incidents.
3. Develop or adopt a curriculum that educates students about bullying.
4. Teach students about less obvious forms of bullying like gossiping and exclusion.
5. Discuss pro-active anti-bullying measures (such as having lunch with a student who has been excluded in the past).
6. Establish support systems for pupils involved in incidents such as peer counseling and mediation.
7. Establish a system to support and inform parents when incidents of bullying occur.
8. Offer counseling to students who bully.
9. Ensure an atmosphere where students feel safe reporting incidents of bullying and confident they will be dealt with and not ignored.
10. Report all incidents of bullying immediately to the principal.
11. When an incident is reported, all students involved will be given the opportunity to give their version of the incident.
12. Put in place sanctions for bullying such as verbal warnings, removal from a classroom or school grounds, a verbal or written apology to the victim, a parent teacher meeting, and detention or expulsion for repeat offenders.
13. Monitor cases of persistent of bullying and be fully informed of all incidents and their progress.

Staff Member Name _____

Signature _____

Date _____

Anti-Bullying Pledge - Parents

We the parents of Piute Mountain School agree to join together to stamp out bullying at our school.

We believe that everybody should enjoy our school equally, and feel safe, secure and accepted regardless of color, race, gender, popularity, athletic ability, intelligence, religion and nationality.

Bullying can be pushing, shoving, hitting, and spitting, as well as name calling, picking on, making fun of, laughing at, and excluding someone. Bullying causes pain and stress to victims and is never justified or excusable as “kids being kids,” “just teasing” or any other rationalization. The victim is never responsible for being a target of bullying.

By signing this pledge, our school’s parents agree to:

1. Keep themselves and their children informed and aware of school bullying policies.
2. Work in partnership with the school to encourage positive behavior, valuing differences and promoting sensitivity to others.
3. Discuss regularly with their children their feelings about schoolwork, friendships and relationships.
4. Inform faculty of changes in their children’s behavior or circumstances at home that may change a child’s behavior at school.
5. Alert staff if any bullying has occurred.

Parent(s) Name _____

Signature _____

Date _____

