

STEELE CANYON HIGH SCHOOL

A CALIFORNIA CHARTER SCHOOL

PARENT/STUDENT HANDBOOK

2025-2026



**A CALIFORNIA CHARTER SCHOOL 12440 CAMPO RD
SPRING VALLEY, CALIFORNIA 91978-2331 (619) 660-3500**

<http://schscougars.org>



STEELE CANYON CHARTER GOVERNING BOARD

Certificated Board Seats:

Nick Gilbert
Ron Richards

Classified Board Seats:

Nancy Herrera

Community Board Seats:

Eric Hima
Kara Trudgeon
Nicole Hall
Myra Giordano

Want to help improve Steele Canyon High School?
Let your voice be heard.
Attend the Steele Canyon Charter Board meetings.
The board meets monthly.

<http://schscougars.org>

ACCREDITATION

As a California Charter High School, Steele Canyon High School is a fully accredited high school under the Western Association of Schools and Colleges.

As a matter of principle by Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Individuals with Disabilities Act, The Americans With Disabilities Act of 1990, and other Federal and State laws, Steele Canyon High School, A California Charter School does not discriminate on the basis of race, color, national origin, gender, disability, age, marital status, sexual orientation, or religion in any of its policies or procedures. This non-discrimination policy covers admission and access to, and treatment and employment in, school programs and activities, including vocational education. The lack of English language skills will not be a barrier to admission and participation in vocational education or any other school program.

<u>Steele Canyon High School Mission</u> Steele Canyon High School: -A Community for All -A Place of Opportunities -A Foundation for the Future <u>Vision Statement</u> Where each person: -Feels safe and welcome -Belongs and has space to grow -Prepares for their next great opportunity	<u>Steele Canyon High School Values</u> Take care of yourself Take care of each other Take care of this place
<u>Steele Canyon High School Expectations</u> - Be Prepared. - Be Engaged. - Be Accountable. - Be Appropriate.	<u>Steele Canyon High School Belief Statement</u> Our success as a community of learners is measured by our deeds.
Alma Mater Our hearts steadfast, empowered by our hue The Mighty Cougars, Cardinal, White, and Navy Blue Reflecting our intelligence through sharpness of mind Proclaiming our compassion, being caring and kind United we stand through challenges we face With love and strength we will finish every race May our voices that echo through the canyon hold true The Mighty Cougars, Cardinal, White, and Navy Blue!	

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ADMINISTRATION AND SUPPORT STAFF

Principal/CEO	Scott Parr	660-3512
Principal's Secretary/Executive Ass't	Montserrat Genis	660-3512
Grade Level Principals	Jennifer Tennison	9 th grade 660-3528
	Daniel Cohen	10 th grade 660-3529
	EP Hernandez	11 th grade 660-3525
	Paul Battle	12 th grade 660-3523
Counselors	Judith Kuykendall	9 th grade 660-3547
	Shannon Roberts	10 th grade 660-3548
	Jessica Blair	11 th grade 660-3549
	Ignacio Gomez	12 th grade 660-3545
College and Career Counselor	Rose Cook	All grades 660-3544
Academic Advisors	Aaron Douglas	9 th grade 660-3541
	Lindy Tyler	10 th grade 660-3546
	Millie Jaggard	11 th grade 660-3542
	Nancy Herrera	12 th grade 660-3550
Grade Level Principals' Secretaries	Kristen Jones	9 th grade 660-3522
	Kitty Myers	10 th grade 660-3520
	Rubidia Argueta	11 th grade 660-3524
	Nathan Cook	12 th grade 660-3526
ASB Advisor	Jenny Serban	660-3586
Athletic Director	Charles Tyler	660-3682
Attendance Clerks	Melanie Navarette (9 th & 11 th)	660-3532
	Karen Hardin (10 th & 12 th)	660-3531
Athletic Eligibility	Daniel Cohen	660-3529
Business Operations Manager	Adria Jefferson	660-3551
Buyer	Diana Enriques	660-3552
Duplicating Clerk	TBD	660-3580
Facility Manager	Ricardo Lopez	660-3555
Finance Clerk	Kimberly Espino	660-3537
Food Service Supervisor	Claudia Gonzalez	660-9428
Head Custodian	Santiago Villalpando	660-3556
Human Resources Manager	Penni Cody	660-3553
Library Tech	Diana Gallardo, Siena Helm	660-3560
Nurse	Chelsea Mottola	660-3571
P.E. Attendant -Boys	Phil Mittry	660-3595
P.E. Attendant -Girls	Sonja Ramos	660-3596
Receptionist/Front Desk	Lia Varela	660-3500
School Psychologists	Ruby Godinez	660-3590
Registrar/Records/Site Support Tech	Ana Espinoza	660-3530
Speech Therapist	Anna McGowan	660-3591
Work Permits	Grade Level Counselor	See Above
Social Worker	Alexis Ortiz	660-3503
Social Worker	Brenna Churma	660-3589

Grade Level Teams

9 th Grade Team			Ext.	10 th Grade Team			Ext.
Grade Level Principal	Jenn Tennison	3528		Grade Level Principal	Daniel Cohen	3529	
Counselor	Judith Kuykendall	3547		Counselor	Shannon Roberts	3548	
Academic Advisor	Aaron Douglas	3541		Academic Advisor	Lindy Tyler	3546	
Secretary	Kristin Schram	3522		Secretary	Kitty Myers	3520	
Class Advisor	Maddie Monaghan Kathryn Henderson			Class Advisor	Alexa Jones Fedel Kas-Petrus		
11 th Grade Team			Ext.	12 th Grade Team			Ext.
Grade Level Principal	EP Hernandez	3525		Grade Level Principal	Paul Battle	3523	
Counselor	Jessica Blair	3549		Counselor	Ignacio Gomez III	3545	
Academic Advisor	Millie Jaggard	3542		Academic Advisor	Nancy Herrera	3550	
Secretary	Rubidia Argueta	3524		Secretary	Nathan Cook	3526	
Class Advisor	Shayna Weiner Lauren Emery			Class Advisor	Andrea Armstead Kenda Francis Dan Franklin		

WHAT IS A CHARTER SCHOOL?

A charter school is an independent public school created when a group of parents, teachers, and community leaders petition a local school board or County Board of Education for a charter to operate independently from the local school district. Charter schools receive their funding directly from the State of California based on the Average Daily Attendance of the school. This is the same formula used to fund school districts. As a California Charter School, Steele Canyon will get its funding directly from the State of California and utilize these funds in a manner that best suits the educational needs of Steele Canyon students.

How Are Charter Schools Governed?

Charter schools have their own boards of education and operate independently of local school districts. Local school districts and county boards of education, however, have an oversight responsibility over charter schools and review the progress of charter schools.

Steele Canyon's Governing Board will consist of four parents or community members elected by Steele Canyon parents, two teachers, and one support staff person elected by the staff.

Steele Canyon High School Charter Benefits

The SCHS staff is committed to monitoring student success and refining a vision and philosophy that results in high student performance. It is in our interest to have site-based autonomy over the following:

Academic Excellence

Quarter system structure, which provides:

- best learning environment
- small class size
- personalized atmosphere
- safer campus

Oral presentations/ Senior exhibition

Three-year Science program

Integration of technology

Concurrent support classes for struggling learners

Fiscal Responsibility

Fiscal decisions aligned with School Vision and Mission

Sound management of resources

Quality Staff Retention

Hire and retain most highly qualified staff

Team oriented practices

Align staff development with student needs

Community Engagement

Community positions on Governing Board

Parental involvement on school committees

Parent Booster Clubs

Participation in school events

Leadership Development

Management Team

Cougar Council

Big Picture Team

TEACHER QUALIFICATIONS

Parents/Guardians may request information regarding the professional qualifications of the student's classroom teachers, including at a minimum:

Whether the student's teacher:

- Has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- Is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
- Is teaching in the field of discipline of the certification of the teacher. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

GENERAL INFORMATION



ASB

Support your Associated Student Body (ASB) by purchasing an ASB sticker for your student to receive discounts at school activities; on home games, dances, local businesses and much more. You may also purchase Cougar school spirit gear from the Student Store or at the [Steele Canyon Web Store](#).

ASB Sticker

The ASB sticker provides many discounts at school activities and local businesses. Students may buy an ASB sticker at the beginning of the school year during registration or from the Finance Clerk. The cost of an ASB sticker is \$30. Students participating in athletics, band, color guard, or cheer are encouraged to purchase an ASB sticker. ***The ASB sticker is nonrefundable.***

Dance Regulations

Dances are provided as extracurricular activities for Steele Canyon High School students. We want to provide an atmosphere where students can have a good time and parents can feel secure with the supervised environment. Thus, attendance is a privilege rather than an automatic right, and the following rules are set forth for all Steele Canyon High School dances:

1. A student must have a student ID card or an ASB card in his/her possession to enter the dance.
2. Students who owe fines or have outstanding detentions are ineligible to attend.
3. Any student who comes to the dance, tries to enter, or is in the immediate area of the dance and under the influence of alcohol or drugs, will be denied entrance to the dance, disciplined as per the Behavior Code, and possibly expelled. Breakage of school or personal property will result in the same punishment. Fighting or intimidation may result in disciplinary procedures. Each offense will result in a parent conference.
4. Students may not leave the dance and return.
5. Students are not required to check out upon departure. Parents are advised to speak with their students about after- dance plans.
6. No loitering will be allowed.
7. Guest passes are required for non-Steele Canyon students (grades 9-12) enrolled at another high school. Adult/non- student guest passes may be obtained from the Grade Level Principal's office and must be signed by a Grade Level Principal. Middle school students may not attend dances.
8. Supervision for dances is provided 30 minutes before the dance starts and 30 minutes after the dance concludes.

GUEST PASSES FOR DANCES

Students may only bring a guest to the Homecoming Dance, Winter Formal and Prom, with the approval of a Grade Level Principal. Guests to the Homecoming Dance must be a current high school student or an alumnus of Steele Canyon High School. Non-students are eligible for the Winter Formal and the Prom. Guests who are 21 or over are not eligible to attend any school dances. The Grade Level Principal reserves the right to approve or disapprove of a guest pass application.

The Administration urges students and families to obtain approval on a guest pass prior to the purchase of tuxedos, dresses, or limousine deposits. SCHS will not assume financial responsibility for these items, nor will passes that have been denied be reconsidered because of financial commitments.

How to obtain a guest pass:

1. **Obtain** a guest pass application online **at least 3 weeks prior** to the dance.
2. **Submit** a completed application to a Grade Level Principal's secretary **no later than 5 days prior** to the dance.
Grade Level Principals need time to evaluate passes prior to approval.
3. Return to an Grade Level Principal's secretary a couple of days after submission of the application to check whether or not the pass was approved.

ATHLETIC ELIGIBILITY

Steele Canyon High School students are reminded that they must follow regulations established by Steele Canyon High School in order to participate in athletics and certain extracurricular activities, including cheerleading. Athletes should also remember that all athletic equipment and fines must be cleared before they will be eligible for the next season or sport.

Athletic Eligibility and Grade Changes

If an athlete's grade is in the process of being changed by a teacher after grades have been posted and the athlete is ineligible due to the existing grades, eligibility will not be granted unless the grade change is due to "teacher error." Please see the website for updates:

<https://sites.google.com/schscougars.org/athletics>

Fall	Winter	Spring
Scott Longerbone - Football Phillip Givens - Girls Flag Football Miles Holland - Girls Volleyball Chris Manley- Boys Water Polo Jerry Segawa - Girls Tennis Aaron Weston- Boys Cross Country TBD-Girls Cross Country Jason Lee – Girls Golf Lindy Tyler – Cheer	Aaron Douglas -Boys Basketball Phillip Givens - Girls Basketball Mark Gerardi - Boys Wrestling Trevor Keifer – Girls Wrestling Russell Hess – Girls Water Polo Justin Johnson – Boys Soccer Joe Gelaro – Girls Soccer	Eli Pitman - Boys Volleyball Dominic Dirksen - Baseball Richard Harris - Boys Golf Krissy Payton – Boys & Girls Swim Charles Tyler- Boys Track & Field Charles Tyler - Girls Track & Field Tarin McCauley- Gymnastics Kevin Pearlstein - Softball Jerry Segawa – Boys Tennis

Eligibility

1. Students must be enrolled in a minimum of 12.5 units per quarter, pass a minimum of 10.0 credits per grading period, maintain a 2.0 grade point average, and receive no more than 1 unsatisfactory mark (U) in conduct.
2. For ninth-grade students, local school appeal for a probationary grading period applies to grade point average and conduct. For 10th, 11th, and 12th grade students, the right of appeal for a probationary grading period applies to conduct marks only. Probation requests are processed through the Grade Level Principal's office.
3. If conduct is the only criterion of eligibility for which the student has been declared ineligible, and if he/she is eligible for probation, he/she may be placed on probation by the Grade Level Principal of Athletics for the subsequent grading period.
4. Only one probationary period per student per year is allowed.
5. Cheerleaders must be eligible at the time of tryouts, as per Board policy.

Athletic Eligibility/Ineligibility for All Other Students

A student establishes residential athletic eligibility at the high school where he/she enters as a ninth grade student from a seventh and eighth grade middle or junior high school, or he/she establishes residential athletic eligibility at the high school where he/she enters as a tenth grade student from a seventh, eighth, and ninth grade middle/junior high school. A student who is compelled to transfer because of a change in residence of his/her parents(s), legal guardian(s), or original caregiver(s), is eligible immediately in the new school providing he/she was eligible under the rules of the C.I.F. -San Diego Section in the school from which he/she transferred. Please see Dr. Cohen to fill out the necessary CIF forms as soon as possible when transferring to Steele Canyon.

Athletic Eligibility for Students in the School Choice Program

STUDENTS WHO TRANSFER SCHOOLS UNDER THE SCHOOL CHOICE PROGRAM ARE **NOT** RESIDENTIALLY ELIGIBLE FOR INTERSCHOLASTIC COMPETITION AT THE BEGINNING OF EACH SCHOOL YEAR WITH THE EXCEPTION OF THE FRESHMAN YEAR. ACADEMIC ELIGIBILITY AND C.I.F. RULES REMAIN IN EFFECT WITH THE EXCEPTION OF THE FRESHMAN YEAR.

Insurance

ALL STUDENTS PARTICIPATING ON ATHLETIC TEAMS MUST CARRY ADEQUATE INSURANCE COVERAGE AS REQUIRED BY THE EDUCATION CODE, SECTION 32220, ET.SEQ.

Club Activities

Participants in club activities and extracurricular activities are required to comply with all C.I.F. eligibility guidelines and procedures. [Ref: C.I.F. *Green Book*] (See Athletics)

Summer School

Summer School credits will count toward addressing academic deficiencies. Grades received in a summer course of equal or superior level to that of a previous course shall replace the previous grade for purposes of determining academic eligibility. New courses will not replace previous coursework and any grade received will be averaged with all course grades from the previous quarter. Academic grades received in summer school courses shall not unfavorably impact eligibility.

[Ref: C.I.F. *Green Book*]

ATTENDANCE

Student success on the quarter system begins with positive attendance.

Absence Policy

Steele Canyon High School recognizes the relationship between positive student attendance and academic success. Steele Canyon expects students to attend regularly and punctually and encourages parents to actively support this behavior. Truancy and tardiness to school/class result in a loss of opportunity for maximum time on task, a decreased level of learning, and a disruption to others' learning processes. Once on campus, students may not leave before the end of their scheduled school day without obtaining an off-campus pass from the attendance office.

SCHS has a collective goal to increase daily attendance and reduce chronic absenteeism, which is defined as missing 10% or more of the school year (18 total absences). Both excused and unexcused absences count towards chronic absenteeism - and students are considered at risk for chronic absenteeism if they accrue more than **10 days of absences** during the school year. If SCHS identifies that a student is at-risk for chronic absenteeism, the school will collaborate with parents/guardians to address the issue - this may include required attendance meetings for students & families, SART meetings, and other corrective actions.

Students must be in class for at least 60 minutes in order to receive attendance credit. Students should make every effort to attend school, even for a partial day, when there are reasons to consider an absence. Partial day absences do not count toward chronic absenteeism.

Absences

Under Steele Canyon Policy, a student's absence from school for all or part of an entire school day shall be considered excused when it is due to the following:

- a. Personal illness and Mental Health Needs
- b. Quarantine under the direction of a county or city health official
- c. The need for medical, dental, optometric or similar services
- d. Participation in religious instruction or exercises (within limitations)
- e. Attendance at funeral services for a member of the student's immediate family
- f. Administrator-approved absence
- g. Participation in another school activity or field trip

The Board and school recognize that students may be absent for legitimate personal reasons not covered by law, including family emergencies, and shall honor parental requests for such absences, but cannot, under law, officially excuse the student without the approval of a Grade Level Principal, on a case-by-case basis.

SCHS is here to support students who are facing obstacles to attending school. If your student is facing a mental health concern, peer conflict or academic stressor please reach out to your student's Grade Level Team for connection with either the principal or counselor. If you would like support regarding your students mental health concern or would like referrals to community resources please , reach out to our School Social Workers. socialwork@schscougars.org

Make-up Work

Students with excused absences are allowed to make up missed work. It is the responsibility of the student to request, and the teacher to assign, make-up work. In consultation with the student, the teacher should provide sufficient time for make-up work equal to the days missed.

1. Excused Absence:
Work may be made up for full credit, and faculty assistance will be available where needed.
2. Unexcused Absence / Truancy:

The classroom teacher may accept late work at his/her discretion.

Planned or Prolonged Absences/ Short Term Independent Study (STIS) Contracts

If you know ahead of time that your student will be absent for an extended period, you may inquire about an [Independent Study Contract](#). Please provide 3 days notice in order to collect the class work to be completed during the absence. STIS may be considered when a prolonged absence is due to illness or other circumstances. Parents/guardians submit the STIS FORM and then complete the electronic signatures on Aeries. Students are required to upload evidence of the work they completed during their STIS to Aeries under "Student Documents" before they return from their absence. Study contracts will not be issued for vacation purposes. Contact your Grade Level Principal with any questions.

Late Policy

Students are expected to be inside their classrooms ready to begin instruction before the last bell rings. Teachers expect class to begin when the last bell rings. **Excessive tardiness will result in disciplinary consequences and affect a student's ability to obtain and keep a work permit or participate in school related extracurriculars.** Excessive tardies to any one class may be viewed as defiance by the student because of their failure to follow the established late policy. Teachers will provide a course expectation sheet to each student at the beginning of the course. It is the responsibility of the student to know the classroom expectations for each class. Students arriving at school between 0-9 minutes late should report directly to class. Students arriving 10+ minutes late to school should go directly to the attendance office for a late pass. Students should report to any portion of class if they arrive late while class is still in session (i.e. a student arriving with only 15 minutes left in Block 1 should check in at the attendance class and then go directly to Block 1 for the final minutes of class). Late arrivals due to illness, medical appointments, or other excused reasons, will be marked "Excused Late." Traffic is not an excused reason for being late to school.

ABSENCE PROCEDURES

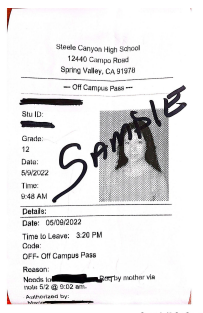
Parents/Guardians must clear absences when students are absent from class. To clear an absence, the parent/guardian should email the Attendance Office at attendance@schscougars.org or send their student to school with a note. *Parents/Guardians have 3 days to clear an absence.* If an absence is not cleared within 3 days, it will become *unexcused* and considered a truancy.

Note: teachers may not accept missed work from students with unexcused or unverified absences.

Off Campus Passes

1. If a student must schedule a doctor's appointment, dental appointment or court appearance during school hours, a parent must email the Attendance Office at offcampus@schscougars.org or the student may bring a note to the Attendance Office before school on the day of the appointment to receive an off-campus pass. The Attendance Clerk may call home to verify this note before the student will be allowed to leave campus. Absences of this type may affect class attendance credit.
2. If your student comes back to school, your student must report to the attendance window returning the off-campus pass. If your student fails to do this, he/she will be marked absent for the remainder of the day.
3. Students who leave campus before the end of the school day without an off-campus pass will be considered truant.

Parents should allow the attendance office at least one hour's notice when emailing in an off campus pass in order to have their student out on time.



Withdrawing your student

Just like you enroll your student into school with paperwork, you need to withdraw your student from school with paperwork. For a student to check out of school, a parent/legal guardian and the student both need to first talk with the grade level counselor and then schedule an appointment with the Registrar. A check out paper will be printed for the parent/legal guardian to sign (with photo ID) and for

the student to take around to their classes to get signed out with check out grades (not credits) and to return all books, athletic gear, and pay fines, etc.

We need to know the name of the new school that has accepted your student for enrollment and when the student's last day on campus will be and what day the student will start at the new school (normally a student has five (d) school days between leaving our school and starting with the new school, otherwise the new school probably will not accept the transfer of grades, remember these are not credits)

Break and Lunch Areas

Steele Canyon High School is a CLOSED campus. **This means that a student may not leave the campus for lunch.** Students are not permitted in the parking lots during the school day. The school has designated areas where students may eat before school, during break, and at lunch. Food must be consumed in these areas only. No food or drink is to be consumed in classrooms except during designated meetings with teacher supervision. Trash cans are provided for student use. Referrals will be issued for students throwing trash or otherwise littering the campus. *PLEASE KEEP OUR CAMPUS CLEAN.*

Parking/Parking Permits

All students requesting a parking permit must participate in the California Highway Patrol's Start Smart Safe Driving seminar, which is offered on campus throughout the year. Students who drive must display a school parking permit from their rear view mirror. Student parking is in the lot at the front of the school. The far back lot of the school may be opened to students later in the year depending on need. Students who park in the staff or visitor areas may lose parking privileges, have vehicles removed, and/or receive tickets from the Highway Patrol. Campus speed limit is 5 m.p.h. Speeders and reckless drivers will lose their parking privileges, as will drivers who transport truant students off campus during lunch or class time. The student parking lot is routinely inspected by the drug detection dogs. Anyone who uses school parking lots is deemed to consent to a complete search of the vehicle by school officials and/or law enforcement personnel for any reason whatsoever. (CVC 21113). The school is not responsible for lost or damaged personal belongings or vehicles. The complete Student Driving Policy is located on page 32.

Visitors

The school policy is to accept only those visitors who have legitimate business at the school. Arrangements must be made in advance. Guests, visitors, and parents must register at the front office with a photo ID.

No visitor passes are issued for anyone other than a parent/legal guardian. Any parent/legal guardian who wants to observe a teacher, classroom, or their own student during school hours must notify the teacher at least 24 hours in advance. All such classroom visitations also require Grade Level Principal approval.

Parent Portal Web Access

We offer web access to all parents and legal guardians through the Aeries Parent Portal. Each parent or guardian will have their own confidential login credentials, which should not be shared. If you need to reset your Parent Portal access, please contact the Grade Level Principal Secretary's office.

The Parent Portal allows you to view your student's attendance, grades, assignments, and more.

To access the Parent Portal, please follow these steps:

1. Visit <https://steelecanyon.aeries.net/student/LoginParent.aspx>
2. **Username:** Your email address
3. **Password:** Pre-generated password
4. If your password no longer works, click on "Forgot Password?" to reset it. You can also use the "Aeries Parent App," available for download from the App Store or Google Play. Use the same login credentials to access the app.

HEALTH OFFICE

Students who report to the Health Office and are ill may be sent home by the Nurse with an off-campus pass after contact with the parent or adult listed on the Emergency Card. **Students and parents should not arrange to leave campus due to illness without first checking in with**

the nurse.

Medications

The school Nurse will give first-aid to all students who become ill or are injured during school hours. If a condition is serious, the Nurse will notify parents for transportation home or to their physician. The Nurse will not dispense medication unless prescribed by a doctor. **This includes prescription and non-prescription medications. All medications** to be taken at school are provided by the parents - the Nurse does not provide any medications. Medications must be in their original containers, and turned into the Nurse immediately upon arrival to the campus with the completed *Authorization for Medication Administration* form. This form must be renewed on an annual basis. Students are not to self-dispense any medication, even over-the-counter medicines such as Tylenol, Ibuprofen, Aleve, etc., while on campus or at a school function. All medications must be locked in the Nurse's office with the completed *Authorization* form. The only exceptions are Asthma inhalers, diabetic medication, and EpiPens for severe allergies. The student may carry these on their person as long as the *Authorization for Medication Administration* form has been completed and turned into the Nurse's office. **(For more information see Controlled Substances.)**

The authorization on Registration completed by parents will be used to reach parents at home or at work. In the event that parents cannot be reached, the designated additional adults listed on the card will be notified. **As changes occur, such as address/phone number changes or adult contacts, parents are required to file Emergency Health Information changes with the Nurse as a condition of continued enrollment.**

LIBRARY

Library hours are: Monday, Tuesday, Thursday and Friday-7:45AM to 5:00PM, Wednesday-10:00AM to 5:00 PM

The library is an integral part of the education provided at Steele Canyon High School. Our goal is to ensure that students become effective users of ideas and information. All students are required to show their ID CARD to use library resources and to check out books. A library pass signed by a teacher is required for using the library during class time. Most books are checked out for three weeks. Fines are charged for overdue materials:

Books: 10 cents a day...Maximum \$10.00.

If a book is lost or damaged, the replacement cost for the book will be charged. Diplomas are withheld for all students with fines and/or overdue books. The library staff looks forward to assisting you in your research assignments. Please do not hesitate to ask for help as needed in finding books of interest and/or research materials.

PARENT-TO-SCHOOL COMMUNICATION

Parent/Teacher Conferences

Concerns about your student or specific classroom problems can be solved best through parent/teacher conferences, phone calls and e-mail. To email a teacher or staff member, you can find all email addresses on the school website, www.schscougars.org, under Staff Directory. You can also ask the receptionist to leave a message for the teacher(s) to return your call.

Student Phone Messages

Students may not use their cell phones during class time. Parents should call or text only during breaks in the school day. Parent calls/messages that result in phone confiscation will not be excused.

Deliveries

Flowers, presents, balloons, cakes, pizzas, fast food, Uber Eats etc. will not be delivered. Please do not send items of this type to the school. Students using their phones during class times to arrange such deliveries will have their delivered food and phone confiscated. Deliveries of academic materials, sports equipment and individual student lunches and/or money are acceptable and can be accepted at the Front Desk..

STUDENT INFORMATION

For Information about Clubs and Activities please visit the ASB Website:

<https://sites.google.com/schscougars.org/steelecanyonasb/home>

We Encourage all students to get involved in a sport, club, and extracurricular activities!

Exercise and Nutritional Science (ENS) -- Lockers and Towels

All students will be required to furnish their own towels; locks will be provided by the school and issued to each student. Only locks provided by the school will be allowed on the E.N.S. lockers. Non-school locks will be removed, and the school will not replace them. Lockers are to be used ONLY by the person(s) assigned to the locker, and that person will be required to pay for any damages to the locker. For your own security, do not share your locker combination with anyone. Each student will be responsible for keeping his/her lock on the proper locker; locks not on the proper locker will be removed.

Care of locks is the student's responsibility. If a student loses a lock, a fine slip for \$5.00 will be turned into the Finance Office. E.N.S. lockers will be assigned in the E.N.S. class by the student's teacher during the first week of school. CAMERAS, CELL PHONES ARE STRICTLY PROHIBITED IN THE LOCKER ROOM.

The lockers and locks issued to store books and protect valuables during Exercise and Nutritional Science class are useless unless students remember to secure them and keep the combination secret. Most items are stolen as the result of an unlocked locker or a locker combination that has been given out to another student. **The school is not responsible for personal items that are lost, stolen, or damaged.**

State law generally prohibits discrimination of students based on gender, gender identity, and gender expression, and specifically prohibits discrimination on the basis of gender in enrollment, counseling, physical education, and athletics. In 2013, AB 1266 added the requirement that a student must be "permitted to participate in sex-segregated school programs and activities . . . and use facilities consistent with his or her gender identity, irrespective of the gender listed on the pupil's records." (Ed. Code, §§ 220, 221.5.)

Student Identification Card

All Steele Canyon High School students will be issued a student ID card. **This card must be carried by the student during school hours on campus and when attending after school activities, including sporting events.** Student ID cards are provided without charge. The student ID card is also used as your library card and will have a special bar code. You will not be able to check out books from the library without a student ID card and the appropriate. Students with an open block must obtain a sticker from the Grade Level Principal's office each term. When a student is leaving school early because they do not have a class, they must show their ID and have the correct sticker to leave campus. Replacement cards for lost or stolen ID cards can be purchased for \$3 in the Finance Office.

Valuables/Personal Property

It is recognized that on occasion students may bring personal property on campus (e.g. musical instruments, cameras, computers, etc.) It is the responsibility of each student to care for his or her personal property. Cell phones may be brought to school; however, they must be turned off during class unless directed by the teacher to do so for educational purposes. **Cell phones that ring or are used during class may be confiscated and turned into the Grade Level Principals' office for parent/legal guardian pick up only.**

The school is not responsible for personal items that are lost, stolen, or damaged.

Emancipated Minors/Age of Majority

Federal and State Law recognize students who have turned 18 and minor students who have been legally emancipated as adults. As adults, these students have the legal right to request that they be recognized as an adult, allowing all communication to be with the student and no longer with the parent(s) or guardian(s). Steele Canyon will maintain parental privilege and responsibility until a written request from the student for recognition of adult status is received by the school.

Emergency Procedures

We want you to know that Steele Canyon has plans and preparations for major emergency situations. We believe that the reactions of people in emergencies depend largely upon their training. Our school staff has been trained, and drills will be held regularly to make certain that the students understand emergency procedures. Please make certain that your student understands that they are as safe at school as they are at home in a serious emergency. School buildings have been designed with safety in mind, and inspections are regularly made to remove possible hazards. The safety and welfare of the students is our primary concern in the event of an emergency. Your students should be able to follow the directions of staff members, and to obey the orders of public safety officials on the way to and from school. They should be able to continue toward their destination (to and from school) when an emergency situation develops. Your full cooperation is asked in an emergency.

1. Please refrain from calling the school. If telephone lines are open, they will be needed for emergency communication with police, fire department, district/city officials, paramedics, etc.
2. Streets should be clear for use by emergency vehicles, so if you drive to the school be prepared for possible road closures.
3. The school will retain your student until you are able to reach them, or until it is determined safe to send them home.
4. If you are requested to pick up your student, check in at the front office and your child will be released to you as quickly as possible. You must always provide identification. Please be sure to have a picture identification card with you.
5. Keep an updated EMERGENCY CARD on file at the school. Students ~~under 18 years of age~~ will NOT be released to anyone other than those individuals on the emergency card.
6. Keep the school informed if your child has special needs.

Campus Monitoring Devices

For the safety and security of our students, staff, and visitors, our campus is under continuous video and audio surveillance. This measure is in place to help ensure a secure environment, deter unlawful activities, and provide assistance in case of emergencies. By entering and remaining on campus, you acknowledge and consent to being recorded. The surveillance footage is monitored and may be reviewed by authorized personnel as necessary.

Cafeteria

Steele Canyon with the Grossmont Union High School District takes part in the National School Lunch and Breakfast Programs. Nutritious meals are served every school day. All students receive free lunch for the 2023-2024 school year. The Cafeteria lines are open before school, during nutrition break and at lunch time.

If you have any questions please contact the Cafeteria Manager at 619-660-9428.

GRADING POLICIES

Steele Canyon students experience the same curriculum in core subject areas in classes that are heterogeneously grouped and inclusive. Honors level, college prep, and students in need of special services will work together within the same classroom, within departments and across the school. Teaching teams have developed unified standards (rubrics) for all students allowing teachers to effectively collaborate and share information to better meet the needs of all students. Students will be enrolled in Humanities (English/Social Studies) one term and Science and Math the other term, with elective courses rounding out their schedule. Students performing below grade level will be required to attend an additional support class. In many classes, students will be able to proceed at their own pace and will not be allowed to advance until they have demonstrated competency.

Grading policies are by department and will be provided to parents by the first progress report. When grades are given for any course, the grade given to each pupil shall be the grade determined by the teacher of the course. The determination of the pupil's grade by the teacher shall be final and is not subject to appeal.

Honor Graduate Status

All eligible seniors who achieve an overall weighted academic GPA of 3.5 or above at the conclusion of Quarter 3 of the senior year shall be deemed an Honor Graduate, with all rights and privileges pertaining to this award.

Steele Canyon High School Grading Scale

A+	97.5-100
A	92.5-97.4
A-	89.5-92.4
B+	87.5-89.4
B	82.5-87.4
B-	79.5-82.4
C+	77.5-79.4
C	72.5-77.4
C-	69.5-72.4
D+	67.5-69.4
D	62.5-67.4
D-	59.5-62.4
F	0-59.4

Approved by Cougar Council October 9th 2013

SCHS Citizenship Rubric



SCHS Citizenship Rubric



Not an exhaustive rubric and should only be used as a guideline for expected student behaviors.

Steele Canyon High School is committed to creating a safe, positive, and productive learning environment. Students play a significant role in supporting these goals by adhering to a carefully selected set of social norms. We believe that the core principles of high-quality citizenship are embedded in our community values and expectations:

Take care of yourself.

Take care of each other.

Take care of this place

Be prepared.

Be engaged.
Be accountable.
Be appropriate.

This rubric lists some, but not all, of the behaviors associated with citizenship vis-à-vis student conduct in the classroom. It is the responsibility of each teacher to assign citizenship grades. While a student's grade should reflect the student's conduct as a whole, it should be noted that a serious violation may result in a substantial drop in citizenship grade. As a social contract, this Citizenship Rubric holds the student and the teacher to the belief that the norms expressed below will benefit the classroom community and will be adhered to and enforced equally.

	O Outstanding	G Good	S Satisfactory	N Needs Improvement	U Unsatisfactory
ATTENDANCE	No tardies/No all day or block trancies	Rarely tardy/No all day or block trancies	Tardiness may be an issue. No block trancies	Tardiness/truancy may be an issue	Tardiness/truancy is an issue
BEHAVIOR	Follows class and school rules/expectations Courteous and respectful to staff and students Respects all school property	Usually follows class and school rules on a consistent basis Rarely a classroom distraction or discipline issue	Sometimes a classroom distraction Behavior issues may have occurred/class rules	Causes classroom disruptions Behavior may be a recurring issue/class rules Behavior interferes with teaching and learning	Repeatedly disrupts class Habitually inhibits the learning of others Habitually inhibits classroom instruction
DIGITAL CITIZENSHIP	Follows class and school rules regarding technology use, internet ethics, and electronic devices			Does not follow class and school rules regarding technology use, internet ethics, and electronic devices	
PARTICIPATION	Regularly contributes to class	Participates in class/does classwork Occasional contributor	Not always an active participant	Does not actively & appropriately participate	Does not actively & appropriately participate
RESPONSIBILITY	Turns in expected work Routinely contributes to group work/projects Class &/or group leader/role model	Turns in all or most of the expected work Rarely does not contribute to group work	Some expected work may be missing Usually contributes to group work.	A large portion of expected work may be missing Frequently does not substantially support group work/projects	Rarely turns in expected work Rarely supports group work/projects
WORK HABITS	Conscientious worker Routinely on task	Rarely off task in class	Usually on task in class	Frequently off task in class	Rarely on task in class

COUNSELING AND CAREER SERVICES

The Counseling department offers counseling services to assist and guide students in their education, career, personal and social/emotional needs. Our on-line resource, Naviance, referrals for on or off-campus therapy and community resources, can be found on the [Steele Canyon website at schscougars.org](http://SteeleCanyon.org), under the Parents & Students tab. A full listing of the graduation requirements may also be found on our website.

Educational Services:



- Course selection and classroom visitations
- Administration of the Preliminary Scholastic Aptitude Test (PSAT) in October
- College catalog library and Scholarship website
- Transcripts/High School graduation requirements
- College entrance requirements
- University of California A-G requirements (for college entrance)
- College entrance exams, costs and financial aid information, and scholarships
- Graduation status
- College application workshops
- Scholarship opportunities culminating in Senior Award Night (May)
- Financial Aid Parent and Student Workshops
- Student Support Teams (SST)

Social/Emotional Support Services:



- Counseling services available via drop-in or appointment Intake counseling and guidance
- Referrals for on or off-campus therapy and community resources
- Appropriate agency referrals and resources
- Student support groups Staff and Student Mediation/conflict resolution

Career Planning & Assessment:

- Career Self-Assessments on-line program through **Naviance**.
- Career Information Fair
- Career Planning workshops (Resume Writing, Interviewing Skills)
- Career Resources on-line through **Naviance**.
- Military Resources: Academies, ROTC, recruitment, ASVAB
- Career/Technical college recruitment, resources

CALIFORNIA COLLEGE GUIDANCE INITIATIVE Transcript Release

Reference: EC 60900.5

BP/AR: 5125 – Student Records

Steele Canyon Charter High School has transcript-informed functionality with the California College Guidance Initiative (CCGI) to help your child develop a well-informed college and career plan.

1. CCGI is a nonprofit that works with school districts throughout California to ensure that: all high school seniors in California graduate with clear postsecondary goals and a plan for how to achieve them.
2. Each student's academic transcript data follows them as they advance across educational systems to reduce information gaps that could otherwise hinder their success. As part of this effort, CCGI manages the state of California's college and career planning platform, CaliforniaColleges.edu. This web-based platform offers students, families, and educators a single access point for college, career, and financial aid planning. It offers planning and application tools, along with information to help plan for life after high school.

With transcript-informed functionality in CaliforniaColleges.edu, SCHS students have access to exclusive tools and resources to

support their college and career planning. These resources are only provided when students' transcript data is uploaded from the SCHS Student Information System (Aeries) into CaliforniaColleges.edu in accordance with all state and federal student privacy laws. The benefits of the transcript-informed functionality include giving students access to California State University (CSU) and University of California (UC) eligibility tools to view progress toward meeting the "a-g" course requirements. This will help your child know if they are taking the right courses in high school to meet their goals after graduation.

You and your student can use the platform to keep track of application deadlines and submissions. Students can apply to a California Community College, CSU, and UC directly from CaliforniaColleges.edu.

The SCHS transcript-informed accounts allow key information to transfer from your student's account to these applications, making the entire process faster and easier. It also allows your student's verified course information to be shared directly with community colleges and CSUs, helping those colleges make faster and better decisions about admission, placement, and financial aid. Students can also launch and track their FAFSA or California Dream Act Applications from their account, potentially smoothing the process of determining Cal-Grant eligibility.

If you wish to opt out of SCHS disclosing your student's information, please visit the front office and request the **Opt-Out Form** from your grade-level principal's secretary. Once completed, return the form to the office. Opting out will remove your student's access to CaliforniaColleges.edu's transcript-informed functionality. This is an annual opt-out process and should be renewed annually as part of the enrollment process.

Data from CalPADS:

1. Are shared with the CCGI.
2. Are used to provide students and families with direct access to online tools and resources.
3. Will enable a student to transmit information shared with the CCGI to both of the following:
 - i. Postsecondary educational institutions for purpose of admissions and academic placement.
 - ii. The Student Aid Commission for purposes of admissions and academic placement.

QUARTER SYSTEM

Steele Canyon High School classes are formatted on a **Quarter System**, similar to a university schedule. Each academic year is divided into two 18-week **Terms**, and each Term has two 9-week **Quarters**. Each quarter, students take a minimum of three 90- minute classes called Blocks. A quarter class is worth 5 credits; a year's curriculum is covered in one term (two quarters) and is worth 10 credits. Most students earn 30 credits each term (three classes) for a total of 60 credits per year.

SCHEDULE CHANGES

Course schedules are derived based on student academic needs. Specific courses are placed in the master schedule based on course selections of students from the previous Spring Course Request Forms. Throughout the registration process, students are counseled to select their courses wisely as they will be held to the classes they requested (if none were selected, counselors choose within courses available).

Any request for a schedule change must be submitted before the fifth (5th) day of the beginning of the Quarter by initiating and securing the appropriate request form for schedule change from the Counseling Office.

- pink--request for schedule change,
- blue--request to add student aide or peer tutor

Strong consideration will be given to requests which involve schedule corrections to include, but not limited to, inaccurate level placement, readjustments needed due to summer school completion, etc. It is anticipated these changes would be very limited and only for significant extenuating circumstances. Schedule change requests after five (5) days into the quarter must be initiated by meeting with the grade-level counselor. Again, only requests that include severe extenuating circumstances will be considered.

COMMUNITY SERVICE

Community Service is another graduation requirement that will be facilitated through the Counseling Office. Students are required to perform 40 hours of documented community service that may include volunteer work, church activities, and other community- based activities. This requirement is a necessary component for successful completion of the Senior Exhibition as well as graduation. Please meet with your counselor for further information regarding acceptable and unacceptable community service options.

Course Schedule Changes:

Day 1 through Day 5 (Term A/B courses Day 1 through Day 10)

- limited changes for justifiable reasons only
- requires counselor or administrator approval
- no penalty

Day 6 through Day 25 (Term A/B courses Day 6 through Day 45)

- no schedule changes w/o significant extenuating circumstances
- requires counselor and/or administrator AND parent approval
- no penalty

Day 26 through end of quarter (Term A/B courses Day 46 through end of term)

- no schedule changes w/o extreme extenuating circumstances
- requires counselor AND administrator AND parent approval
- no credit for new class
- penalty grade "WP" or "WF" will be entered on transcript for dropped class

Drop Course with "WP" or "WF" Form

A student may drop a class before the eighth (8th) day of the end of each quarter with a Withdrawal Pass (WP) if they are passing the class with at least a "D" grade. If they are failing the class they will receive a Withdrawal Fail (WF). A student may drop an A/B class before the eighth (8th) A/B day of the end of each term/semester with a WP or WF.

All drops after the deadline date are a WF regardless of the academic grade. Withdrawal Fail (WF) calculates like a regular "F" into the GPA

2025/26 Class Change Deadlines

Quarter 1 / Term 1 - 08/07/2025 - 10/10/2025

August 13, 2025 August 20, 2025	Last day to add quarter classes for credit (5 days) A/B classes (10 days)
September 11, 2025	Last day to withdraw from a class with NO record (25 days)
September 29, 2025	Last day for level changes - quarter classes (-10 days)
October 1, 2025	Last Day to withdraw from class with a WP (if passing) or WF (All drops after this date receive an F) (-8 days)

Quarter 2 - 10/14/2025 - 12/19/2025

October 20, 2025	Last day to add quarter classes for credit (5 days)
November 19, 2025 October 17, 2025	Last day to withdraw from a class with NO record (25 days) A/B classes (50 days) (From the start of Term 1)
December 8, 2025	Last day for level changes - quarter classes (-10 days)
December 10, 2025 November 20, 2025	Last day to withdraw from classes with a WP (if passing) or WF (-8 days) A/B classes (-17 days) (All drops after this date receive an F)

Quarter 3 / Term 2 - 01/07/2026 - 03/13/2026

January 13, 2026 January 21, 2026	Last day to add quarter classes for credit (5 days) A/B classes (10 days)
February 12, 2026	Last day to withdraw from a class with NO record (25 days)
March 2, 2026	Last day for level changes - quarter classes (-10 days)
March 4, 2026	Last day to withdraw from class with a WP (if passing) or WF (-8 days) (All drops after this date receive an F)

Quarter 4 - 03/16/2026 - 06/03/2026

March 20, 2026	Last day to add quarter classes for credit (5 days)
May 1, 2026 March 20, 2026	Last day to withdraw from a class with NO record (25 days) A/B classes (50 days) (From the start of Term 2)
May 20, 2026	Last day for level changes - quarter classes (-10 days)
May 22, 2026 May 11, 2026	Last Day to withdraw from classes with a WP (if passing) or WF (-8 days) A/B classes (-17 days) (All drops after this date receive an F)

Artificial Intelligence Policy

When am I allowed to use AI?

- You may only use AI when your teacher tells you how and when to use it.

If AI use is allowed, how do I use it appropriately?

- All use of AI must be cited appropriately.
- AI may not be used in place of original thought, only as a study aid or learning tool.
- Generative language translation tools may not be used to produce work and claim that work as original.
- AI can not be used to show mastery or demonstrate proficiency of specific skills, tasks or content.
- Students may not use AI, including AI image or voice generator technology, to violate school rules.

What will happen if I use AI inappropriately?

- See academic dishonesty guidelines in the behavior code.
- A teacher may question a student's work if it is not consistent with past progress and/or grade level performance. The burden of proof is on the student to show that they did not use AI by providing draft work, google version history, or other evidence.
- A teacher may require an alternative assignment or assessment at their discretion if AI use is suspected.

Network Acceptable Use Policy

Purpose

The School's data network exists for limited educational purposes including classroom activities, continuing education, professional development and educational research as well as voice, video and administrative communication, security and data processing. The policies concerning its use are an extension of the School's behavior code.

Protections

While the School takes reasonable precautions to limit access to material which may be harmful or inappropriate for high school students, it is impossible to control all content accessible from the Internet. The School makes no warranty as to the accuracy, quality or appropriateness of information it contains.

Teachers and staff will instruct students on the appropriate use of network resources and will take all reasonable precautions to ensure that information gathered from the Internet supports educational goals.

Students will alert their teacher, librarian or administrator immediately if they encounter harmful material, inappropriate communication, or suspect a breach of network security or illegal activity.

Users of the network will communicate appropriately, maintain privacy of personal information and respect copyright and other applicable laws.

The School shall not be responsible for service interruptions, errors or data loss of user-generated files. Network users should make regular backups of important files.

Prohibitions

Network users may not download material or engage in activities that infringe on the rights of others or violate Governing Board policies, administrative regulations, or existing laws. These include but are not limited to knowingly accessing, transmitting or storing communications or materials that are: abusive, defamatory, deceptive, destructive (virus-laden), fraudulent, harassing, obscene, profane, racially offensive, sexually explicit, threatening, unwanted (junk email/spam), or that promote criminal behavior of any kind.

No student-created work shall be posted publicly online without student and parent/guardian permission.

The SCHS data network shall not be used for public forums, political lobbying or for commercial purposes. Advertising or soliciting that is not pre-approved by the Principal/CEO or his/her assignee is prohibited.

Tampering, "hacking", theft, vandalism or other interference with the function of School or Grossmont Union High District hardware, software or the data network shall be grounds for disciplinary action and possible referral to law enforcement for prosecution. Disciplinary action may include revocation of network use, suspension or recommendation for expulsion from the School.

The physical or wireless attachment of any device to the network without prior authorization from the Manager of Technology is prohibited.

Privilege

Use of the School data network is a revocable privilege. Parents or legal guardians may be held financially responsible for any harm resulting from their child's willful misuse of the School network or its parts. The School reserves the right to monitor information stored in its data systems for the purpose of determining whether a violation of its policies has occurred.

Steele Canyon reserves the right to monitor online publications, websites, blogs, social networks and any other online content for inappropriate behavior relating to school activities, or content which is likely to cause a material and substantial disruption to the school. GoGuardian is a web filter and monitoring software that creates alerts when students attempt to access inappropriate websites. If students repeatedly attempt to access blocked websites interventions may include: parent contact, restricted access to content, and other disciplinary measures. Pictures that are posted online which show inappropriate behavior while on campus or during school-related activities will be used for disciplinary action.

California law (SB 1411) prohibits the malicious impersonation of an individual on a network. This includes false or misleading social media profiles, posting anything in the guise of another person, or any other activity which falls under the definition of the law. Steele Canyon reserves the right to take disciplinary action and work with law enforcement if such an activity is noted.

STUDENT DRIVING POLICY

Philosophical Statement: Driving a vehicle to school is a privilege, not a right. In accordance with Steele Canyon High School procedures as well as Penal Code and Education Code provisions, a student's privilege to drive a vehicle anywhere upon the Steele Canyon High School campus is granted by the school and can be revoked for any violation of the School Driving Policy as outlined below.

1. Any Student Operating a Motor Vehicle on the Steele Canyon High School Campus Will, AT ALL TIMES:

- a.) Drive only vehicles registered in the student's or parent's name, with proof of insurance in the vehicle, and drive only when in possession of a valid California Driver's License.
- b.) Obey the maximum speed limit of 5 miles per hour while driving on school property.
- c.) Obey all regulations of the Motor Vehicle Code concerning driving and parking, including restrictions placed upon various levels of the California State Driver's License as granted to individual students.
- d.) Park his/her vehicle in the designated student parking area(s)—unless otherwise directed by a site administrator, peace officer, or other appropriate school employee.
- e.) Never leave his/her vehicle in the parking lot(s) overnight except with the permission of a Steele Canyon administrator. f.) Ensure that his/her vehicle is properly maintained and in good operating condition.
- g.) Keep a vigilant eye open for pedestrians and other vehicles while driving.

2.) Any Student Operating a Motor Vehicle on the Steele Canyon High School Campus Will NOT, at any time:

- a.) Drag race or exhibit any form of speed exhibition, including the skidding of tires.
- b.) Loan his/her car to any other student and/or drive the vehicle of any other student.
- c.) Store any contraband, stolen merchandise, or other illegal item(s) in his/her vehicle.
- d.) Provide rides for other students without written, mutual permission of all parents concerned or if the driver's license prohibits this action.
- e.) Use his/her vehicle to transport off-campus any student (including himself or herself) who is truant.
- f.) Use his/her vehicle during lunch, nutrition break, or unscheduled periods to violate the Charter School's closed-campus policy (i.e. leaving and returning to school during the school day without following proper attendance procedures).
- g.) Use his/her vehicle during break or passing period to retrieve belongings. Vehicles should not be used as lockers.

3. Consequences for Violation(s) of this Policy

- a.) Citation for Vehicle Code violations by a peace officer.
- b.) Suspension of driving privileges as determined by the site administrator(s) based upon the seriousness of any incident and the number of such incidents. Driving suspensions can span from one day to one school year.
- c.) In cases of improper parking or failure to display a valid parking permit, a vehicle-disabling device (tire boot) may be placed on the vehicle until the student speaks with a Grade Level principal.

All students requesting a parking permit must participate in the California Highway Patrol's Start Smart Safe Driving seminar, which is offered on campus throughout the year. All students **must** complete the CHP Start Smart class prior to obtaining a parking tag. All students **must** have a parking tag in order to use the lot. Parking tags may be obtained from the Grade-level secretary located in the Grade Level Principals office, before school, during break, during lunch, and after school. Cars parked on school campus without a tag may be towed at the driver's expense. Additionally, in order to maintain the safety of property and protection of valuables, students are not allowed in the parking lot during school hours without the permission from the Grade Level Principal's office. Generally students returning to campus for athletics can return 45 minutes before the start of their practice. Students must have a valid driver's license to park on campus.

Note:

Steele Canyon High School is not liable or financially responsible for any theft of items from vehicles or for any damages resulting from traffic accidents on campus.

BEHAVIOR CODE

The Steele Canyon High School Behavior Code is provided to each student to ensure a safe, secure and orderly campus. A safe and orderly educational climate is conducive to learning for all students and promotes good citizenship, a quality necessary to function effectively in American society. The procedures in the Behavior Code comply with Steele Canyon Charter High School Board policies, as well as State and Federal Laws; they are based on timely and consistent consequences for conduct that is disruptive to our campus.

Steele Canyon High School desires to instill in its students a sense of responsibility, respect for others, respect for the school and respect for self. Students are expected to demonstrate responsible behavior that does not interfere with the safety, well-being, or educational opportunities for themselves or others.

Steele Canyon High School strives to teach students responsibility, self-discipline, and respect through defining student expectations and requiring acceptable standards of behavior. With this in mind, a set of School-Community Expectations has been developed as well as clear expectations of acceptable behavior and consequences for violations.

Steele Canyon High School recognizes that a well-ordered and safe environment can only occur in cooperation with all members of the school community to include students, staff, and parents.

SCHOOL-COMMUNITY EXPECTATIONS

STUDENTS are expected:

- to be drug, alcohol, and weapon free.
- to behave in a safe and orderly manner.
- to maintain a safe environment in the school.
- to treat all members of the school community with respect.
- to respect the property of others.
- to follow all school rules and respect the authority and direction of school staff.
- to seek nonviolent and constructive solutions to conflict.
- to attend school daily and be on time to class.
- to complete assigned work to the best of one's ability, turn assignments in on time and be a contributing member of each class.
- to practice responsible and honest behavior.
- to participate in maintaining a clean campus.
- to live healthy lifestyles.
- to follow the dress code policy.

STAFF are expected:

- to come to school prepared to teach all students regardless of the student's knowledge and background.
- to provide well-planned and well-conceived instruction each day.
- to be empathetic to the needs, concerns and problems of each student.
- to provide continual feedback to the students and parents.
- to remain well-informed in the assigned subject area(s).

PARENTS are expected:

- to support the school's rules and expectations.
- to provide the time necessary at home to support their child's academic program.
- to become part of the school community willing to provide assistance in whatever ways possible.

BEHAVIOR EXPECTATIONS

Behavior: *DISCRIMINATION, HARASSMENT AND BULLYING*

Steele Canyon High School prohibits any harassment or discrimination that creates a hostile environment and jeopardizes equal education opportunities guaranteed by the California and United States Constitutions. All persons in public schools shall be afforded equal rights and opportunities in education regardless of their race, religion, creed, color, marital status, parental status, veteran status, sex, sexual orientation, gender expression or identity, ancestry, national origin, ethnic group identification, age, mental or physical disability, or any other distinguishable characteristic.

Steele Canyon High School prohibits bullying as defined in the Education Code to mean “any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, as defined, including, but not limited to, sexual harassment, hate violence, or harassment, threats, or intimidation, that has the effect or can reasonably be predicted to have the effect of placing a reasonable pupil as defined, in fear of harm to that pupil’s person or property, causing a reasonable pupil to experience substantial interference with his or her academic performance, or 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 the school.” Bullying involves an imbalance of power where the perpetrator perceives vulnerability in the victim of the harassment or actions.

Bullying (including cyber-bullying), harassment, or intimidation in any form is prohibited at school or school-related activities (including off campus events, school-sponsored activities, school buses, any event related to school business) or outside of school hours with the intention to be carried out during any of the above.

DRESS CODE

The creation of the Steele Canyon Dress Code was a collaborative effort that included the input and feedback of staff, students, and families. Great care has been taken to be mindful of equity with respect to gender, ethnicity, culture, religion, sexual orientation, and body type, etc.

Steele Canyon High School seeks to create an environment where students feel confident, diversity is celebrated, and all are respected and valued. We ask that students dress in a manner that reflects positively on themselves, their families, and our school.

Headwear:

- Students may wear headgear on campus
 - Out of respect to the learning environment, students may be asked to remove hats and hoods when inside.

Tops:

- Students must wear a school appropriate top that covers their torso
 - Must cover **most of** the stomach
 - Must have straps over both shoulders

Bottoms:

- Students must wear bottoms that cover their private areas
 - All undergarments must be covered

Miscellaneous:

- No display of weapons of any kind
- No display of profane, obscene or sexually suggestive language, logos, pictures or gestures, including "Playboy"
- No alcohol/tobacco product or any controlled substance logos, pictures, or slogans including marijuana symbols and "Cookies" clothing brand
- No logos that represent racism or hate
- Footwear must be worn at all times

Dress Code Violations:

Students who arrive at school in violation of the Steele Canyon Dress Code will be provided an appropriate top and/or bottom before returning to class. We want our students to be confident in themselves and have a positive body image. Staff will use reasonable efforts to correct dress code violations in a respectful and private manner.

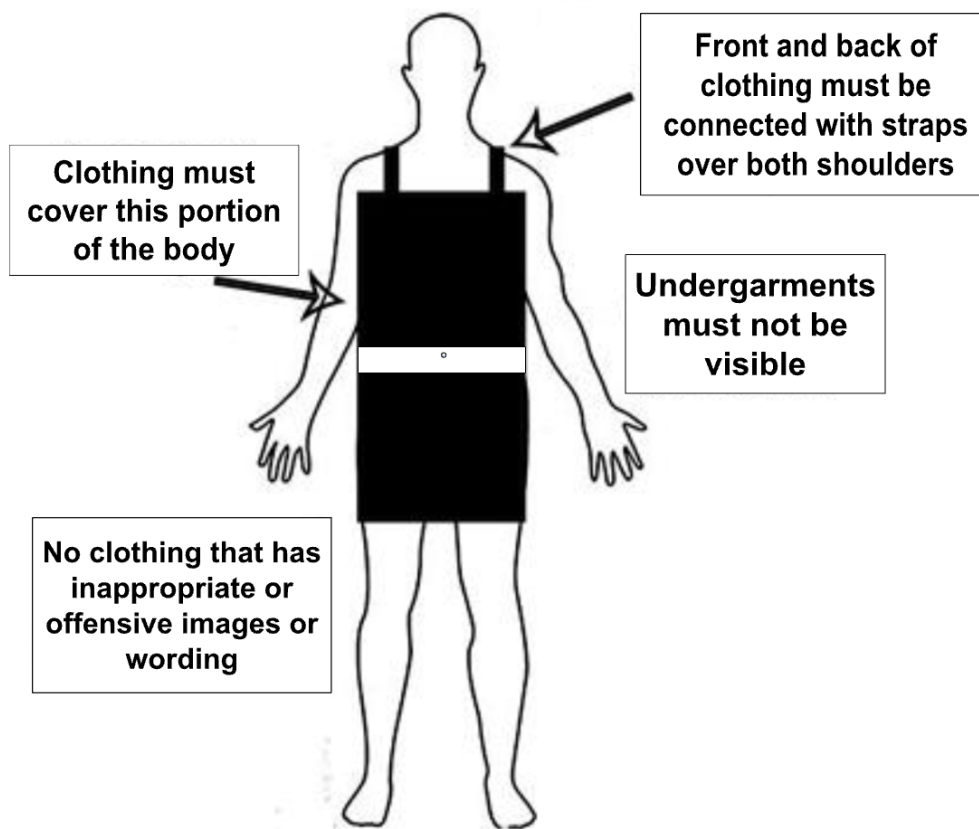
School Provided Clothing:

Appropriate clothing provided to students who violate the dress code and will include a T-Shirt and athletic shorts. Students will have the option to select from a T-Shirt. The school provided alternatives may include Steele Canyon logos and will not call any undue attention to the students wearing them. Students are expected to wash and return the school provided clothes promptly. Students who fail to return the school provided clothing may be placed on the fine list.

Disclaimer

The dress code is a dynamic document. Changes may be made any time during the school year.

Photo Version



Behavior: TARDIES

- *Students are expected to attend school daily and be on time to class. A student is considered tardy if he/she is not in their assigned class/seat when the bell rings for class to begin.*

Tardiness represents a disruption to the learning environment of a classroom, a violation of school rules, and ultimately, defiance of the teacher's expectation of punctuality.

Consequences:

May include referral, detention, Saturday school, lowering of conduct grade as outlined in syllabus. If the problem persists, student may have loss of privileges (i.e. dances, driving on campus, sporting events...), or a referral to SART or Alternative Ed.

Behavior: *TRUANCY*

- ***Students are expected to attend school daily and be on time to class.***

Truancy occurs when a student is absent from any portion of a class or classes without a valid excuse and/or parental/teacher permission. Parent/Guardian must respond on ParentSquare, email or call the Attendance Office , within three (3) school days of the absence to clear it from turning into a truancy..

Consequences:

Parent contact by school officials with no make-up credit on class assignments. In addition, one or more of the following consequences will be assigned:

- Saturday school
- Teacher-assigned classroom consequences
- Grade Level -principal assigned consequences
- Lunch-time campus clean-up
- After school campus clean-up
- Loss of on-campus parking privileges
- Loss of privilege to be a guest at a dance at another school
- Loss of privilege to bring a guest to a dance
- Loss of privilege to attend a school-sponsored long distance travel trip
- Loss of privilege to attend a school sponsored event
- Work permits will be issued only on a probationary basis and employer will be notified of attendance problems at school by school official
- Truancy letter
- School Attendance Review Team (SART) meeting
- Possible alternative academic placement

Truancy occurs when a student is absent from any portion of a class or classes without a valid excuse and/or parental permission. Students to have a parent/guardian call the Attendance Office , within three (3) school days of the absence.

4th offense: Habitual Truant

Habitual truancy is defined by Steele Canyon High School and California Education Code 48260-48263 as being absent without a valid excuse for three (3) periods or (3) days, or a combination thereof, in one school year. Habitual truancy **may** result in a Student Attendance Review Team (SART) meeting with the Grade Level Principal, Guidance Counselor and the student's teachers to determine appropriate action. The student and family may be forwarded to the school district for a hearing and referral for legal proceedings.

Behavior: *OUT-OF-BOUNDS*

- ***Students are expected to maintain a safe environment in the school.***

Designated areas of campus are closed to students during assemblies, breaks and lunch. Out-of-bounds areas include, but are not limited to, parking lots, fire lanes, athletic fields, private property and areas surrounding the campus. Out-of-bounds areas are marked on cement walkways with a red or yellow line. (See Searches and Seizures and Closed Campus for additional information). Students are not allowed in the parking lot with exception of the start and end of his or her school day. Students have 10 minutes to exit the parking lot at lunch. Otherwise gates will be locked until the end of lunch. Areas considered out of bounds at all times: athletic fields and facilities unless an SCHS coach or employee is present. Areas that are out of bounds during lunch: upper K Field and the back ramp. Students must have a classroom destination, where a teacher is present, to be in classrooms during lunch

Consequences:

Students loitering in these areas during the school day will be referred to the Grade Level Principal and may be subject to search. Penalties may range from parent contact to suspension.

Behavior: *CLOSED CAMPUS/OFF-CAMPUS PASSES*

- *Students are expected to maintain a safe environment in the school.*

Steele Canyon High School is a closed campus. This means that a student may not leave the campus until his/her school day has been completed. In emergencies, a parent may call the Attendance Office and make arrangements for a student to leave early. A student who needs to leave campus during the school day must obtain an off-campus pass through the Attendance Office in advance (See Out of Bounds for additional information).

Consequences:

Students who leave the campus without permission and then return are subject to search. Students found in possession of prohibited items - including off-campus food purchases - will have items confiscated. Penalties may range from Saturday School to suspension, in addition to consequences relative to any items found in the search.

Behavior: *Out of Bounds*

- *Students are expected to maintain a safe environment in the school and stay within school boundaries.*

Consequences:

Penalties may range from warning, phone call home, behavior contract or possible referral to TRUE program. Students who are found to be Out of Bounds are subject to search.

Behavior: *CHEATING Students are expected...*

- *To practice responsible and honest behavior.*
- *To complete assigned work to the best of one's ability, turn assignments in on time and be a contributing member of each class.*

Acts of academic dishonesty which will not be tolerated by Steele Canyon High School, are listed below:

- Cheating on tests
- Fabrication (any intentional falsification or invention of date, citation, or other authority in an academic exercise)
- Unauthorized collaboration
- Plagiarism (stealing and passing off as one's own the words or ideas of another)
- Electronic plagiarism (copying words or ideas from the internet and passing them off as one's own)
- Generative AI plagiarism (using any AI platform/tool in place of original thought)
- Theft or alteration of materials

As a result of Cheating:

First Offense: Any student committing any of the unacceptable behaviors defined above will have to resubmit the assignment using their own work, at the teacher's discretion. Their citizenship grade may be lowered at the discretion of the teacher. Additionally, the student will receive a referral to the Grade Level Principal and parent contact will be made.

Second offense: Academic dishonesty in the same class will result in a referral to the Grade Level Principal for a parent conference, potential removal from the class with a "withdrawal/failure" grade and a potential loss of credit.

Third or succeeding offense: If a student commits academic dishonesty a third time, regardless of the class in which it occurs, it will result in a referral to the Grade Level Principal for removal from that class with a "withdrawal/failure" grade and loss of credit.

Behavior: *CLASSROOM BEHAVIOR****Students are expected...***

- *To attend school daily and be on time to class.*

- *To behave in a safe and orderly manner.*
- *To treat all members of the school community with respect.*
- *To follow all school rules and respect the authority and direction of school staff.*
- *To complete assigned work to the best of one's ability, turn assignments in on time and be a contributing member in class*

Consequences:

Disruptive or defiant behavior may result in a warning, parent conference, referral to the office, suspension, and/or removal from the class.

A second referral in the same class after having had other interventions may result in the student being removed from class, or being referred to alternative placement.

A safety violation affecting the well-being of the student, others in the class or equipment will result in immediate removal from class with loss of credit. (See Behavior: 48900 Section F, I, K for additional information)

Behavior: *EXCESSIVE DISPLAYS OF AFFECTION*

Students are expected...

- *To treat all members of the school community with respect.*
- *To practice responsible and honest behavior.*

Excessive displays of affection are inappropriate on school grounds or at school sponsored activities. "Excessive" refers to kissing, inappropriate touching, necking, and other physical demonstrations considered to be inappropriate when conducted in public.

Consequences:

Students who continue to engage in excessive displays of affection after a warning will have parents contacted. Penalties may range from warning to suspension.

Behavior: *ELECTRONIC DEVICES*

Students are expected to maintain a safe environment in the school.

Cell phones are not permitted to be used, visible, or "on" during class time. The device must be put away in the "off" position. Violation of this rule will result in confiscation of the item. Students will not be allowed to leave class to make calls.

Parents are encouraged to contact their wireless provider to check on the availability of time restrictions for cell phone use during school hours. This is available from most carriers for a nominal monthly fee.

The school will not be responsible for nor investigate the loss or theft of cellular phones or other electronic devices. To ensure the safety of all students, to protect personal property, and ensure the educational process is not disrupted, cameras, radios, recording devices, I-Pods, MP3s and CD players may not be used during class time except with teacher permission. CAMERAS, CELL PHONES, AND IPODS ARE STRICTLY PROHIBITED IN ALL LOCKER ROOMS, AND MUST BE KEPT OUT OF SIGHT AT ALL TIMES.

Consequences:

Referral to Grade Level Principal, parent contact, and request for the parent to pick up the device from the Grade Level Principal. If a student continues to violate the electronic device policy, this will be considered defiance and the student may be suspended.

Behavior: *PUT-DOWNS, DISPARAGING REMARKS, RACIAL SLURS*

- *Students are expected to treat all members of the school community with respect.*

Comments or remarks that cause embarrassment, feelings of powerlessness, loss of self-confidence, or reduced ability to perform schoolwork, and increased absenteeism or tardiness will not be tolerated. This includes unwelcome verbal or sexual advances, or disrespectful remarks, which may be related to gender, culture, or ethnic background. (See Sexual Harassment, Harassment, Threats, and Intimidation for additional information.)

Off-campus speech, including electronic messages, blogs, or postings, which causes a material and substantial disruption on campus may be subject to school discipline.

Consequences:

Penalties may range from referral to the Grade Level Principal to referral to an alternative educational placement.

Behavior: BICYCLES, SKATEBOARDS, ROLLER SKATES & ROLLER BLADES***Students are expected...***

- ***To behave in a safe and orderly manner.***
- ***To maintain a safe environment in the school.***

Skateboards, skates, and rollerblades will **NOT** be allowed to be used on campus at any time. In order to maintain a safe campus for our students and to prevent accidents, bicycles may not be ridden on campus. Students who choose to ride bicycles to school must wear a helmet and, are responsible for their security and are encouraged to lock them to prevent theft. Students who bring skateboards, skates, or rollerblades to school are asked to store them in the Grade Level Principal's office or in a classroom.

Consequences:

Skateboards, skates, rollerblades carried through the day will be confiscated and must be picked up in the Grade Level Principal's Office by a parent. Riding a bicycle on campus will result in forfeiture of the privilege to bring a bike on campus. The Administration will not be responsible for missing, lost or stolen items in this category.

Behavior: BUS TRANSPORTATION***Students are expected...***

- ***To behave in a safe and orderly manner.***

Bus riders to and from school, for athletics, on field trips or any school-sponsored event must follow the directions of the driver, remain seated, refrain from throwing any object in or out of the bus and exhibit good manners toward other passengers.

Consequences:

Referral to the Grade Level Principal written by the bus driver and parent contact. Penalties may range from warning to suspension from the bus and/or bus transportation may be canceled for the term.

Behavior: CLEAN CAMPUS

- ***Students are expected to participate in maintaining a clean campus.***

Students are expected to pick up trash and dispose of it in the containers on campus or in the restrooms in addition to other appropriate actions that help maintain a clean campus.

Consequences:

Penalties may range from reminders to suspension and may include school service.

Behavior: COMPUTER/INTERNET ETHICS

Students are expected to practice responsible and honest behavior.

Students are expected to use the network to pursue intellectual activities, seek resources, and access libraries. Using the network for illegal, inappropriate, e-mail/chat/bulletin board-related or obscene purposes, or in support of such activities will result in consequences for such violations. Other violations that will receive consequences include: intentionally disrupting network traffic or crashing the network and connected systems; degrading or disrupting equipment or system performance; using school computing resources for commercial or financial gain or fraud; stealing data, equipment, or intellectual property; willful destruction of property; gaining unauthorized access of others files or vandalizing the data of another user; gaining or seeking to gain unauthorized access to resources or entities; forging electronic mail messages or using an account owned by another user; wastefully using finite resources; invading the privacy of individuals; posting anonymous messages; saving any information to district hard drives; possessing any data which might be considered a violation of these rules in paper, magnetic (disk), or any other form. Students should be aware that any images online which show inappropriate behavior on the school campus will be used as evidence in disciplinary proceedings.

GoGuardian: We use a computer software program to ensure student internet activity is appropriate. Searches that are inappropriate or potentially harmful will be alerted and parents/students may be contacted by a school official to discuss the incident. GoGuardian Parent is an App that parents can use to further monitor their student's internet usage. Please only use school devices for school related purposes.

Consequences:

Penalties may range from detention to suspension and may include removal of computer privileges for one day or longer.

Behavior: *GAMBLING*

Students are expected...

- ***To maintain a safe environment in the school.***
- ***To practice responsible and honest behavior.***

Gambling of any type will not be tolerated. Participation in dice games or any form of gambling on or near the school campus is not only a violation of the behavior code, but also a violation of California Penal Codes.

Consequences:

Penalties may range from confiscation of gambling artifacts and money, to referral to the Grade Level Principal, parent notification, suspension, and notification of law enforcement.

Behavior:

GANGS

Students are expected...

- ***To behave in a safe and orderly manner.***
- ***To be drug-, alcohol- and weapon-free.***
- ***To maintain a safe environment in the school.***

Gang-related behavior or intimidation on campus will not be tolerated at Steele Canyon including making verbal affiliation claims or hand 'gang sign' gestures. Graffiti and/or vandalism on school property or the property of others is unacceptable. Clothing as well as backpacks, book covers, notebooks, etc., that display or depict logos, pictures or names of racist groups or gangs are prohibited. Writing or etching implements used for graffiti vandalism that may include paint pens, spray paint, markers, sharpies etc. are prohibited on campus.

Consequences:

Penalties may range from referral to the Grade Level Principal to recommendation to the Principal for expulsion. Parents will be contacted and items will be confiscated. Contact will be made with Law Enforcement with the possibility of arrest if the student is in violation of any city ordinance or Health and Safety or Penal Code or if gang activity or association is suspected.

Behavior:

SPORTSMANSHIP

Students are expected...

- ***To behave in a safe and orderly manner.***
- ***To treat all members of the school community with respect.***

Athletes and fans/spectators are to show respect for all coaches, teammates, teachers, officials, spectators, opponents, school facilities, and equipment at all times. Negative behavior including verbal insults and gesturing will not be tolerated.

Consequences:

Penalties may include a warning and ejection from sporting event. Continuing violations may result in suspension from future events.

Behavior: *UNSUPERVISED ACTIVITIES/GAMES/HORSEPLAY*

Students are expected...

- *To behave in a safe and orderly manner.*
- *To maintain a safe environment in the school.*

Horseplay of any sort will not be allowed on campus due to the tendency of such activity to escalate into fighting and the danger of injury.

Consequences:

Penalties may range from warning and parent contact to suspension.

Behavior: *STUDENT PARKING PERMITS*

Students are expected...

- *To have a parking permit visible to park on campus.*

Consequences:

1st Offense: Warning

2nd Offense: Revocation of permission to park on campus.

Students who are found to be driving to school without having a valid CA driver's license will have a delay in receiving their parking permit once they are eligible for an SCHS parking pass.

SUSPENSION AND EXPULSION

DISCRETIONARY RECOMMENDATION

The Pupil Suspension and Expulsion Policy has been established in order to promote learning and protect the safety and well being of all students at Steele Canyon High School. When the policy is violated, it may be necessary to suspend or expel a student from regular classroom instruction.

School staff shall enforce disciplinary rules and procedures fairly and consistently among all students.

A student who is identified as an individual with disabilities or for whom the School has a basis of a suspected disability pursuant to the Individuals with Disabilities in Education Act ("IDEA") or who is qualified for services under Section 504 of the Rehabilitation Act of 1973 ("Section 504") is subject to the same grounds for suspension and expulsion and is accorded the same due process procedures applicable to regular education students except when federal or state law mandates additional or different procedures.

*The Grade Level Principal **may** recommend expulsion for the following:*

- a(1) Physical injury to another person*
- a(2) Willfully caused physical injury by force or violence upon another person*
- b Possession of a weapon or dangerous object*
- b(1) Possession, sale, or furnishing of a firearm*
- b(2) Brandishing a knife*
- b(3) Possession or use of an explosive*
- c Possession or use of controlled substance, alcohol or intoxicant*
- c(1) Sale of a controlled substance*
- d Offered, arranged, or negotiated to sell or possessed a substance represented to be a controlled substance or intoxicant*
- e Committed robbery or extortion*
- f Vandalism/damage to school property or private property*
- g Theft of school or private property*
- h Possession of tobacco*
- i Excessive use of profanity or repeated vulgarity*
- j Possession of drug paraphernalia*
- k Defiance or disruption of school activities*
- l Receipt or possession of stolen property*
- m Possession of an imitation firearm*
- n Commit or attempt to commit sexual assault or sexual battery*
- o Harass, threaten or intimidate a student witness*
- p Sale or possession of Soma*
- q Hazing*
- r Bullying – including electronic acts*
- s Sexual harassment*
- t Hate violence*
- u Harassment, threats, or intimidation*
- v Terrorist threats against school staff and/or property*

ALL SCHOOL RULES WILL BE ENFORCED:

- 1. While on school grounds*
- 2. While coming to or going from school*
- 3. During school hours whether on or off campus, including while truant from school*
- 4. During or while coming to or going from a school-sponsored activity.*

SEARCHES AND SEIZURES

The law provides school officials with a wide latitude to search students, their possessions, and automobiles, in the ongoing effort to maintain a safe and secure campus. When a school official has a “reasonable suspicion” that a student may be in possession of contraband or dangerous objects, the student will be asked to empty all pockets and provide the official access to other personal items (backpacks, lockers, cars) which may contain contraband or dangerous objects. Reasonable suspicion may also warrant school officials' use of a metal detector to identify concealed weapons or a breathalyzer to determine if a student is under the influence of alcohol or a controlled substance. It is hoped all students will be cooperative as the school official will make every attempt to be unobtrusive and respectful of privacy. Students should be aware that grounds for suspicion commonly include being “out-of-bounds” without permission or a report by another student, parent or staff member of possession of contraband or dangerous objects. Students should also be aware that any contraband or dangerous objects found in their possession will be assumed to belong to them. Finally, if a student should discover contraband or dangerous objects on campus, he or she should go directly to Grade Level Principal or other staff member and turn it over without delay.

DEFINITION OF BEHAVIOR TERMS

1. **Suspensions/Expulsions**

The Grade Level Principals may suspend a student enrolled in Steele Canyon if it is determined that the student failed to comply with the school's distributed policies and expectations regarding attendance, defiance, mutual respect, sexual harassment, substance abuse, violence, safety and work habits. Students who habitually fail to comply with Steele Canyon policies, whose single act is egregious, or who pose an immediate threat to health and safety may be suspended and referred for expulsion to the Steele Canyon Governing Board. In addition, where required or appropriate, the school will notify law enforcement of student violations.

Parents or guardians may use the appeal procedure when there is disagreement with the circumstances which brought about the suspension or with the act of suspension itself.

For expulsions, the Governing Board shall take the final action to expel any student in response to an Grade Level Principal's recommendation for expulsion. The parent(s) or legal guardian(s) of a student will have ten (10) school days from issuance of the written notice of a Grade Level Principal's recommendation for expulsion to file a written request for an appeal hearing presided over by the Principal/CEO. Appeals of recommendations for expulsion occur exclusively before the CEO acting as hearing officer. There will be no board level “hearing.”

2. ~~**In-School Alternative (ISA)**~~

~~ISA is an alternative to home suspensions. Students will be completely separated from the remainder of the student body for an entire day and may not participate in any extracurricular activities. The class climate will be strictly business, and students will be required to work the entire time they are in the ISA room. Rules are simple: students will do assigned work without talking, sleeping, or leaving desks. Lunch and breaks will be controlled, supervised, and taken when other students are in class. Failure to comply with ISA rules will result in home suspension. Note: Students are required to request work from teachers 24 hours before attending ISA. Students must turn in makeup work upon returning from ISA.~~

3. **Saturday School**

This program is a disciplinary/attendance make-up alternative and is held on Saturdays from 8:00 a.m. to 12:00 p.m. Students must bring either school work or appropriate reading material; talking is not permitted. Students who fail to bring work or insist on talking/misbehaving will be sent home. Credit for attendance depends upon completion of academic assignments and working with academic teacher.

4. **Detention**

Detention may be assigned by a teacher or administrator. Detention may be held in a teacher's classroom at lunch or after school, to be determined by the teacher. Detention assigned by the Grade Level Principal may be held during lunch, block 4, or after school depending on when the student is done with regular classes. Students must bring something to read or schoolwork to do. Talking, sleeping, passes, phones and all other distractions are not allowed. Students who are tardy will not be allowed to enter.

VIOLATION OF STEELE CANYON DISCIPLINARY CODE

SUSPENDABLE BEHAVIORS SECTIONS (A) - (V)

All cases recommended for expulsion will be investigated and determined on specific articulable facts.

Behavior: Section A: PHYSICAL INJURY TO ANOTHER PERSON

- Students are expected to seek non-violent and constructive solutions to conflict.

1) A1 - Caused, attempted to cause, or threatened to cause physical injury to another person (Mutual Combat.)

Mutual Combat means two or more students are both actively involved or engaged in a fight. An incident may begin as a battery but end as a mutual combat. For example, if an aggressor hits another student, and the victim strikes back and becomes engaged in a fight with the aggressor, this becomes mutual combat.

2) A2 - Willfully used force or violence upon another person .

If an aggressor strikes another student and the victim does not fight back, this is a battery. If two students are actively engaged in a fight, but one stops fighting or is no longer able to fight back, and the second student continues to beat him or her, this incident has turned into a battery.

Interventions:

1. Students involved in a "first" fight will be referred to the S.T.E.P. (Systems To Encourage Peace) program at Chaparral High School.
2. Students involved in verbal or physical confrontations may be referred to:
 - a. On-site peer mediation
 - b. On-site anger management/conflict resolution counseling

Disciplinary Consequences:

Students involved in fighting for the first offense within a four-year period while enrolled at Steele Canyon High School:

Suspension from three to five days. Students may be referred to the M.A.P.S. Program on a "first" fight in lieu of suspension.

Students who commit a second offense may be referred to alternative education. Students who commit an assault, battery or cause severe injury are subject to arrest and/or referral to the Governing Board for expulsion.

Behavior: Section B: DANGEROUS OBJECTS

- Students are expected to maintain a safe environment in the school free of weapons and/or dangerous objects.

Students may not possess, sell or otherwise furnish any knife, explosive, or other dangerous object unless, in the case of possession of any such object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, with concurrence by the Principal or the designee of the Principal.

Definition: Students may not possess any dangerous object which constitutes a potential threat to the safety and security of the school. Students are hereby informed not to bring any of the following items to campus or any school-related activity (including but not limited to): gun, rifle, pistol, revolver, semi-automatic weapon.

*A student who possesses, sells, or furnishes a firearm (Section B1) or who brandishes a knife (Section B2) or who possesses or uses an explosive (Section B3) represents a danger to safety and security of the school and must be recommended for a mandatory expulsion.

Students may not possess the following items: BB gun, cap gun, dart gun, pellet gun, spot marker gun, stun gun, model gun, toy gun, squirt gun, replica gun, "zip gun," model rifle, taser, model semi-automatic weapon, toy semi-automatic weapon, knife, locking blade, switchblade knife, butterfly knife, pocket knife, Swiss Army knife, pen knife, keychain knife, kitchen knife, box-knife, Exacto knife, dirk, dagger, ice pick, razor, razor blades, bombs, pipe bomb, time bomb, containers of inflammable fluids, clubs, billy club, blackjack, slingshot, nunchaku, sandclub, sandbag, metal knuckles, any metal plate with radiating points with one or more sharp edges, spiked jewelry & apparel, chains (including wallet chains), pepper spray or mace, anything that expels a projectile by force of air or explosion, fireworks or any incendiary devices, pressurized cartridges, replica weapons, and the using or flashing of laser pointers. Possession of any of these dangerous objects may be cause for a recommendation for expulsion.

Disciplinary Consequences:

Suspension and possible referral to the Governing Board for expulsion on the first offense.

Behavior: Section C: CONTROLLED SUBSTANCES

- Students are expected to be drug, alcohol and weapon free.

Students may not possess, use, *sell, be under the influence of, or furnish any amount of controlled substance, alcohol, or intoxicant of any kind. These include, but are not limited to all alcoholic beverages, narcotics, marijuana, methamphetamines, inhalants, incense, beverages, and/or liquids which contain synthetic cannabinoids or intoxicants, and hallucinogens. All prescription and over-the-counter medication must remain in the possession of the school nurse.

*Students who unlawfully sell a controlled substance (Section C1) shall be recommended for expulsion (Mandatory).

Interventions:

Students will be referred to SYNC (Supporting Youth Navigating Challenges), a two-day intervention program for first-time involvement with alcohol, marijuana, or controlled substances (excluding selling of a controlled substance which is a mandatory expulsion.)

Disciplinary Consequences:

Students found in possession of alcohol, marijuana, or any controlled substance OR who use alcohol/marijuana or any controlled substance OR who are under the influence of alcohol/marijuana while under the school's jurisdiction will be suspended for two days.

If this is the student's first incident with alcohol, marijuana, and/or any controlled substance while enrolled at Steele Canyon High School, the student will serve that two-day suspension in the SYNC program, a two (2) day intervention class at an alternative school, before returning to the school of residence.

On the second offense, the administration reserves the right to select one of the following disciplinary options:

1. The student will remain at Steele Canyon High School but will be referred to an intervention program centrally located (e.g., District Office or Instructional Resources), where students are required to attend a weekly after-school intervention program related to controlled substance abuse. Drug screenings are required on a regular basis. Refusal to participate or a third offense will result in suspension and automatic referral for expulsion.
2. The student will be referred for expulsion. The student's rehabilitation plan will include a long-term treatment program for controlled substance as well as regularly scheduled drug screenings in order to return to a comprehensive high school. The treatment program will be on the student's own time (after school, evenings, weekends, etc.) and at the parent's expense.

Students who furnish (provide or give) or sell alcohol/marijuana or any controlled substance to another person will be suspended for five days and referred to the Principal for expulsion

Students who are in possession of more than an ounce of marijuana will be suspended five days and referred to the Principal for expulsion on the first offense

Behavior: Section D: SUBSTANCES REPRESENTED TO BE CONTROLLED SUBSTANCES

- Students are expected to be drug, alcohol and weapon free.

Students may not offer, arrange or negotiate to sell any controlled substance, alcoholic beverage or intoxicant and then furnish a substitute item intended to represent the controlled substance, alcoholic beverage, or intoxicant.

Disciplinary Consequences:

False Representation: Students who provide other persons with an item intended to represent any alcoholic beverage, intoxicant or controlled substance will be suspended from school and will be referred to the P.A.T.H. Program.

Behavior: Section E: ROBBERY

- Students are expected to respect the property of others.

Students may not commit or attempt to commit robbery or extortion. This includes the theft of any property not belonging to the student or any attempt made to force or create fear in others while attempting to steal or while stealing another's property.

Interventions:

Grade-level teams will determine appropriate interventions (e.g. Counseling, community service, campus projects, etc.)

Disciplinary Consequences:

The consequences for robbery or extortion will range from suspension to referral to the Governing Board for expulsion. The student and/or parent will be responsible for returning the stolen property or for full payment. In addition, law enforcement may be contacted.

Behavior: Section F: DAMAGE TO SCHOOL OR PRIVATE PROPERTY

- Students are expected to respect the property of others.

Interventions:

Grade level teams will determine appropriate interventions (e.g. counseling, community service, campus projects, etc.)

Disciplinary Consequences:

The consequences for attempting to cause or causing damage to other's property will range from suspension to referral to the Governing Board for expulsion. The student and/or parent will be responsible for payment for the damage. In addition, law enforcement may be contacted.

Behavior: Section G: THEFT

- Students are expected to respect the property of others.

Interventions:

Grade-level teams will determine appropriate interventions (e.g. community services, campus projects, etc.)

Disciplinary Consequences:

The consequences for theft will range from suspension to referral to the Governing Board for expulsion. The student and/or parent will be responsible for returning the stolen property or for full payment of the property. In addition, law enforcement may be contacted.

Behavior: Section H: TOBACCO

- Students are expected to be drug, alcohol and tobacco free

Students may not possess or use tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, e-cigarettes, hookah pens, vape products, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel.

Interventions:

Students will complete a tobacco cessation program.

Disciplinary Consequences:

Students found in possession or who use tobacco, or products containing tobacco or nicotine will receive the following consequences: First offense within a four-year period while enrolled at Steele Canyon: the student will be referred to a tobacco cessation program. Consequences for a second offense while enrolled at Steele Canyon: the student will be referred to part two of the tobacco cessation program. Third offense while enrolled at Steele Canyon High School: Suspension with re-integration parent conference with GLP and school social worker. Fourth offense: Suspension, behavior Contract including Loss of Privileges and Loss of Athletic eligibility for the remainder of the season. Fifth offense: Possibility of recommendation for involuntary transfer

Behavior: Section I: OBSCENITY, PROFANITY & VULGARITY

- Students are expected to treat all members of the school community with respect and to practice responsible and honest behavior.

Students may not engage in obscene acts or engage in habitual profanity or vulgarity, which includes: writing, speaking, gesturing or acting in contempt of sacred or holy things, or using irreverent, or coarse language, and participating in lewd or lascivious behavior, which may include excessive displays of affection.

Interventions:

Grade-level teams will determine appropriate interventions. Students may participate in peer mediation/student support groups.

Disciplinary Consequences:

Will range from detention to referral to the Governing Board for expulsion. Verbal aggression with profanity to a staff member may result in suspension.

Behavior: Section J: PARAPHERNALIA

- Students are expected to live healthy lifestyles and to be drug, alcohol and weapon free.

Students may not possess, offer, arrange, or negotiate to sell any drug paraphernalia as defined in Section 11014.5 of the Health and Safety Code. Examples of paraphernalia include, but are not limited to, pipes, bongs, roach clips, rolling papers, and any other devices used in conjunction with illicit substances.

Interventions:

Students who are found with drug paraphernalia on a first offense will be referred to the P.A.T.H., five-day intervention program. Students who are found with paraphernalia on a second offense may be recommended for a long-term substance abuse counseling program as part of an expulsion placement.

Disciplinary Consequences:

Students who possess, offer, arrange or negotiate to sell drug paraphernalia will receive consequences ranging from suspension through referral to the Governing Board for expulsion.

Behavior: Section K: DEFIANCE & DISRUPTION

- Students are expected to follow all school rules and respect the authority and direction of school staff, behave in a safe and orderly manner, maintain a safe environment in the school and treat all members of the school community with respect.

Students may not be defiant, disruptive, disrespectful, or deceptive. These behaviors negatively impact the orderly operation of the classroom and/or general educational environment of the school.

Interventions:

Grade-level teams will determine appropriate interventions.

Disciplinary Consequences:

Students who defy the directions of a school employee or disrupt the orderly operation of any school-related activity will receive consequences ranging from a detention, suspension through referral to the Governing Board for expulsion. In addition, students who run from or attempt to evade a school official may be referred to alternative education on the first offense.

Behavior: Section L: RECEIVING OR POSSESSING STOLEN PROPERTY

- Students are expected to respect the property of others.

Interventions:

Grade-level teams will determine appropriate interventions which address:

- Values clarification
- Character education
- Responsible decision making

Disciplinary Consequences:

Students who knowingly receive stolen property will be suspended and may be referred to the Governing Board for expulsion. In addition, law enforcement may be contacted.

Behavior: Section M: POSSESSION OF AN IMITATION FIREARM

- Students are expected to maintain a safe environment in the school and to be weapon free.

As used in this section, "imitation firearm" 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. This includes pellet guns, BB guns, and other "toy" guns which may be mistaken for a real firearm.

Interventions:

Grade-level teams will determine appropriate interventions which may include:

- Anger Management
- Conflict Resolution
- Peer Mediation

Disciplinary Consequences:

Suspension and possible referral to the Governing Board for expulsion on the first offense.

Behavior: Section N: COMMIT OR ATTEMPT TO COMMIT A SEXUAL ASSAULT OR SEXUAL BATTERY

- Students are expected to treat all members of the school community with respect.

As used in this section, sexual assault includes any sexual acts performed that are unwelcome and/or without Affirmative Consent, including by means of force, violence, threats, or duress, or fear of immediate and unlawful bodily injury on the victim.

As used in this section, sexual battery means intentionally touching the breasts, buttocks, or groin area of another person without their consent for the purpose of sexual gratification.

Affirmative Consent Responsibility

- a. Affirmative Consent requires the clear expression in words or actions that another individual consents to participating in the sexual activity.
- b. Affirmative Consent may be withdrawn once given, so long as the withdrawal is reasonably and clearly communicated.
- c. A participant in a sexual activity is responsible for ensuring Affirmative Consent is received from all other individuals engaging in the sexual activity and for each activity engaged in. Affirmative Consent for one type of sexual activity does not imply consent for any others.
- d. Engaging in prior sexual activity does not imply consent to current or future sexual activity.
- e. The existence of Affirmative Consent will be evaluated based on the totality of the circumstances from the perspective of a reasonable person in the same or similar circumstances, including the context in which the alleged incident occurred.

Disciplinary Consequences:

Suspension and/or referral to the Governing Board for expulsion on the first offense. In addition, law enforcement will be contacted.

*Depending on circumstances, sexual assault (Section N1) may be a Mandatory Expulsion offense.

Behavior: Section O: HARASS, THREATEN OR INTIMIDATE A STUDENT WITNESS

- Students are expected to treat all members of the school community with respect.

Interventions:

Grade-level teams will determine appropriate interventions which may include:

- Character Education
- Values Clarification
- Peer Mediation
- Conflict Resolution/Anger Management

Disciplinary Consequences:

Students who knowingly harass, threaten or intimidate a student who is a complaining witness or who is a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that student for being a witness or both will face suspension and possible referral to the Governing Board for expulsion on the first offense. In addition, law enforcement may be contacted.

Behavior: Section P: SELLING SOMA

- Students are expected to be drug and alcohol free while at school or school activities.

Interventions:

Students may be referred to PATH, a five-day intervention program, for the first-time involvement with SOMA.

Behavior: Section Q: HAZING

- Students are expected to treat all members of the school community with respect .

Students may not engage in conduct constituting "hazing" which means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or 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.

Interventions:

The consequences for hazing will range from a warning through referral to the Governing Board for expulsion.

Behavior: Section R: BULLYING

- Students are expected to treat all members of the school community with respect .

Students may not engage in any act of bullying, including, but not limited to, harassment, intimidation, hate violence, or threats, directed towards a pupil or school personnel. Bullying is prohibited through any and all "electronic acts" to include the transmission of a communication, including, but not limited to, a message, text, sound, or image by means of an electronic device, including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer, or pager. Students that indirectly participate in bullying and/or cyberbullying by giving the impression that they support or agree with the negative behavior may also face disciplinary consequences.

Interventions:

The consequences for bullying will range from a warning through referral to the Governing Board for expulsion.

Behavior: Section S: SEXUAL HARASSMENT

- Students are expected to treat all members of the school community with respect .

Students may not engage in conduct constituting sexual harassment such as, but not limited to, unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, including harassment for sexual orientation, severe enough to have a negative impact upon another student's academic performance or to create an intimidating, hostile, or offensive educational environment. Any student wishing to make a complaint of sexual harassment should immediately report it to a Grade Level Principal.

Steele Canyon High School is committed to making the educational environment for students free from sexual harassment. Board Policy prohibits sexual harassment as defined in the Education Code to mean unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the educational setting. Steele Canyon High School prohibits conduct that has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment. Steele Canyon High School further prohibits sexual harassment, which conditions a student's academic status, progress, benefits, services, honors, program or activities based on submission to such conduct.

Students should report any sexual harassment to the school Principal, Grade Level Principal, Counselor, or Teacher. Students who violate this policy shall be disciplined appropriately, including suspension or possible expulsion. Employees who violate this policy shall be disciplined, pursuant to Board Policy.

Investigation of alleged discrimination complaints shall be conducted in a manner that protects confidentiality of individuals and the facts. The District prohibits retaliatory behavior against any complainant or any participant in the complaint process. The initiation of a complaint of sexual harassment will not reflect negatively on the student who initiates the complaint nor will it affect the student's academic standing, rights or privileges.

If the complaint is not settled after mediation and/or investigation, you have the right to discuss your concerns with the Principal. If it is not resolved there, you may go to the Governing Board, Child Protective Services, and/or law enforcement agencies including the U.S. Office of Civil Rights, which may also investigate complaints of sexual harassment. The U.S. Office of Civil Rights may be contacted directly to file complaints.

Interventions:

Grade-level teams will determine appropriate interventions which may include:

- Character Education
- Values Clarification
- Conflict Resolution
- Other Appropriate Activities

Disciplinary Consequences:

The consequences for sexual harassment will range from a warning through referral to the Governing Board for expulsion.

Behavior: Section T: HATE VIOLENCE

- Students are expected to treat all members of the school community with respect .

Students may not cause, attempt to cause, threaten to cause, or participate in an act of hate violence as defined in Education Code 33032.5 (Such acts include injuring or intimidating another person either verbally or physically; interfering with the exercise of a person's civil rights; and or damaging a person's property because of the person's race, color, religion, ancestry, national origin, disability, gender, or sexual orientation.) This includes racial/ethnic/religious slurs.

Interventions:

Grade-level teams will determine appropriate interventions which may include:

- Anger Management
- Conflict Resolution
- Character Education
- Peer Mediation
- Values Clarification
- Site programs on hate violence

Disciplinary Consequences:

The consequences for hate violence will range from suspension through referral to the Governing Board for expulsion.

Behavior: Section U: HARASSMENT, THREATS & INTIMIDATION

- Students are expected to treat all members of the school community with respect.

Students may not intentionally engage in bullying behavior including: harassment, threats, or intimidation, directed against any other student(s), that is severe enough to disrupt class work, create disorder, and invade the rights of the other student(s) by creating an intimidating or hostile educational environment. This includes verbal, non-verbal and physical acts.

Interventions:

Grade-level teams will determine appropriate interventions which may include

- Anger Management
- Conflict Resolution
- Character Education
- Values Clarification

Disciplinary Consequences:

The consequences for harassing, threatening or intimidating behavior will range from suspension through referral to the Governing Board for expulsion.

Behavior: Section V: TERRORIST THREATS ON SCHOOL STAFF AND/OR PROPERTY

- Students are expected to treat all members of the school community with respect.

Students may not make terrorist threats against school officials and or property as defined in AB 307, Chapter 405 (such acts include any written or oral statement 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 \$1000 with the specific intent that the statement is taken as a threat, EVEN IF THERE IS NO INTENT OF ACTUALLY CARRYING IT OUT.)

Interventions:

Grade-level teams will determine appropriate interventions which may include

- Anger Management
- Conflict Resolution
- Peer Mediation

Disciplinary Consequences:

The consequences for terrorist threats will range from suspension through referral to the Governing Board for expulsion

STEELE CANYON GOVERNING BOARD'S COMMITMENT TO FIGHT RACISM AND ENSURE EQUITY

WHEREAS, it is the responsibility of the SCHS Governing Board to ensure that the school is responsive to the values, beliefs, and priorities of their communities; and

WHEREAS, the engagement in social media by the school community, specifically current students and alumni, exemplifies the need to address racial and ethnic conflict within the school; and

WHEREAS, racism, both explicit and implicit, causes black and other students of color to feel marginalized and unwelcome, and negatively affects their mental health and academic success; and

WHEREAS, adult members of the SCHS community bear the responsibility to ensure a safe campus that is free of racism and to enlist protections for marginalized students; and

WHEREAS, the Steele Canyon community values diversity on our school campus and recognizes the need to have diverse staffing that reflects our community; and

WHEREAS, educators are a critical factor in facilitating the learning and academic achievement of all students, and have the responsibility to recognize individual implicit biases and challenge these biases when they may advantage some people while disadvantaging others; and

WHEREAS, schools are the cornerstones of communities, and educators play an important role in influencing individual students' perceptions, processes, and growth; and

WHEREAS, classrooms are an ideal environment to provide racially and culturally relevant curriculum resources, including inclusive literature and historical selections from diverse

perspectives; and,

WHEREAS, when students are able to talk about bias, race and the impacts of racism, the school becomes a safer, more inclusive institution preparing every student to thrive in college, career, and life by providing personalized, rich, and rigorous learning experiences.

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED that:

Steele Canyon High School will fight racism in all its forms, value diversity, and correct systemic inequity by educating students and staff, through schoolwide and ongoing bias awareness and equity training; and

BE IT FURTHER RESOLVED,

Steele Canyon High School will use restorative practices to limit the impact of hurtful and marginalizing actions and help individuals gain full understanding of the harm they have committed, and establish a clear process for safe reporting of racism and inequitable practices which eliminates the possibility for retribution; and

BE IT FURTHER RESOLVED,

That Steele Canyon High School is committed to help students achieve their full potential and succeed by creating safe and inclusive learning spaces that encourage open discussions around race, racism, and other forms of inequality; and

BE IT FURTHER RESOLVED

Steele Canyon High School will increase the diversity of its staff, increase support of student access and success in AP classes and programs, and increase racially, socially and culturally relevant materials across all curricula.

STAFF/STUDENT INTERACTION POLICY

While incidences of sexual misconduct committed by teachers and school staff are very low throughout the country, every incident results in consequences which must be immediately addressed by the particular school community. Accordingly, it is the purpose of this policy to provide additional specificity to the standards of conduct embodied in current Steele Canyon High School (SCHS) ethics-related rules and regulations so that staff members clearly understand the prohibitions and behavior boundaries which must govern their conduct. (For purposes of this policy, staff includes all school employees—certificated or classified; coaches or advisors; full-time or part-time—as well as Steele Canyon Governing Board members and volunteers). The rules of conduct set forth in this policy are not intended to serve as an exhaustive delineation of requirements, limitations, or prohibitions on staff conduct and activities established by this school. To read the policy in its entirety please navigate [to this link](#).

