

Tab 1

PLEASANT GROVE HIGH SCHOOL

PARENT & STUDENT

HANDBOOK

2026 - 2027

A learning community where all are safe, supported, and encouraged to grow.



Follow us, like us, watch us! @PleasantGrove

Parent and Student Rights

The parent and student handbook contains important information about laws related to public school and your rights and responsibilities as a parent. This includes laws pertaining to the federal Every Student Succeeds Act (ESSA) and the military's access to information about high school students. The handbook also contains useful information to help a parent guide their child's education. Additional information is available on the District and School websites. In our efforts to be environmentally friendly parents can access this document electronically.

California Dashboard

www.egusd.net/about/disrict/california-school-dashboard

[School Accountability Report Cards \(SARC\)](#)

Table of Contents

[EGUSD Mission Statement](#)
[EGUSD Graduate Profile](#)
[Pleasant Grove High School Mission Statement and Core Values](#)
[Code of Conduct](#)
[Admin, Parent, Student Responsibilities](#)
[PGHS Behavior Expectations Matrix](#)

High Quality Instruction, Graduation and Career Planning

[Academic Code of Conduct](#)
[Academic Dishonesty](#)
[State Standards](#)
[Promotion & Retention](#)

Academics/Counseling

[Advanced Placement and Honors Program](#)
[Academies and Specialized Programs](#)
 [Biomedical Academy \(BMA\)](#)
 [Digital Media Academy \(DMA\)](#)
 [Innovative Design and Engineering Academy \(IDEA\)](#)

Pathways

[Agriculture & FFA](#)
[Advancement via Individual Determination \(AVID\)](#)
[Advocacy](#)

Academic Support

[English Learner Program \(EL\)](#)
[Services to Disabled Pupils](#)
[Special Education \(Connections\)](#)
[Credit Recovery Online Learning](#)

College and Career Preparation

[Graduation Requirements](#)
[Early Graduation Requirements](#)
[CSU/UC Admission Requirements](#)
[Community College/Dual Enrollment](#)
[Private 4-Year Colleges and Out of State Schools](#)
[California Colleges Tool \(CCGI\)](#)
[Guidance Counseling](#)
[Capstone Project](#)
 [High School Portfolio](#)

Community Service

[Guidelines](#)

Grading Policies

[General Policy](#)
[Grade Weighting](#)
[Homework](#)
[Transcript Requests](#)
[Withholding Grade, Diploma or Transcript](#)

Co-Curricular Activities

ASB Sticker
Assemblies
Athletics
Athletics/Activities Guidelines for Practices and Rehearsals
Extra-Curricular and Co-Curricular Activities Eligibility
 Initial Eligibility
 Continuing Eligibility
 Probation Provisions
 Supervision

Clubs
Dances Athletics/Activities Guidelines for Practices and Rehearsals
Identification Cards
Student Government
Student Store
Yearbooks
Payments
Work Permit Requirements

Wellness: Student Health, Support, Nutrition, Transportation & Safety

Insurance
Medications
Food and Nutrition Services
Food Delivery Policy
Foster Youth Services
Homeless Education Support
Lactation Accommodation for Students

Transportation

Vehicle Searches
Bicycles/Skateboards
Bus Transportation
Student Parking

Prevention and School Safety

Positive Behavior Intervention and Supports (PBIS)
School Safety Plan
Fire Drill Instructions
Lock down Instructions
Hall Passes
Bullying Policy
Bullying Prevention
Bullying vs Peer Conflict
Drug, Alcohol, Steroids and Tobacco Prevention
Students in Crisis
Suicide Prevention
Visitors

General Information

Attendance
General Absences
Excused Absence(s) Procedures
Early Dismissals/"Leave of Grounds"
Truancy

School Attendance Review Board (SARB)
Tardy Policy and Consequences
Withdrawals - Transfers
Change of Address
Dress Code/Grooming Guidelines

Technology

Educational Use of Internet
Digital Citizenship
PGHS Electronic Device Policy
Pleasant Grove High Website
Notification of Films, Videos, and Digital Media Content shown at school
Student Fees, Deposits, and Charges

Assessment, Data Analysis, Exams and Surveys

CAASPP
ELPAC
Physical Fitness Test
AP Financial Assistance
Tests/Surveys on Personal Beliefs
Student Surveys, and Questionnaires Regarding Sexual Attitudes & Practices

Parent & Family Engagement, Communication and Notices

Family Engagement
Parent Emergency Notification
School Messenger
Synergy ParentVue Portal
Talking Points
Communication on Student Achievement
Email communication with Teachers
Challenging Student Records
Meeting with Teachers or other School Staff

Important Notices and Student Rights

Annual Notice of the Uniform Complaint Procedures (UCP)
Sexual Harassment Policy
Student Rights Title IX
Williams Settlement Complaint Procedure

Disciplinary Practices

Student Discipline
No Activities List
Teacher Assigned Discipline
 Classroom Removal
 Class Suspension
Home Suspension
Hate Speech/Derogatory Language, Acts and Behavior
Racially Charged Language/Behavior
Student/Parent Disciplinary Appeals
Education Codes Related to Discipline
Acknowledgment of Forms

Directory

District Administration

David E. Reilly, Superintendent
Mark Cerutti, Deputy Superintendent, Education Services and Schools
Chad Sweitzer, Assistant Superintendent, Secondary Education
Kristen Coates, Ed.D, Deputy Superintendent, Business and Facilities
Amreek Singh, Executive Director, Human Resources
Sue Hubbard – Director, College and Career Options
Shana Henry – Director, Secondary Education
Zachary Cheney -- Director, Secondary Education
Richard Gutierrez, Director, Secondary Education

Board Of Education

Beth Albiani - President
Jennifer Ballerini - Vice President/Clerk
Delia Baulwin
Susan Davis
Heidi Moore
Michael Vargas
Sean Yang

Pleasant Grove High School Administration

Omar Carreon, Principal
Dr. Allen Dosty, Vice Principal
Rebecca Low, Vice Principal
Jill Winder, Vice Principal
Mai Xiong, Vice Principal
Jenny Schiele, School Secretary
Logan Hess, Director of Student Activities
Jeremiah Taylor, Director of Athletics



Our Mission

Elk Grove Unified School District will provide a learning opportunity that challenges ALL students to realize their greatest potential.

EGUSD's Integrated Learning System (E4)

Every Student Learning in Every Classroom, in Every Subject, Every Day to Prepare College & Career Ready Graduates

EGUSD is a learning organization made up of interconnected processes and practices linked to the classroom, school, district, and community. E4 represents the District's comprehensive and cohesive integrated learning system. It is inclusive of key stakeholders, is systematic in design, implementation, and evaluation, and supports our goal of ensuring that every child is adequately prepared for post-secondary education, life-long learning, successful employment, and responsible citizenship.



Elk Grove Unified School District GRADUATE PROFILE



An Elk Grove Unified School District graduate demonstrates readiness to succeed in college, career, and life through:



Creative Problem-solving

- Analyzes problems by exercising critical thinking to formulate and ask pertinent questions
- Develops solutions using innovative, inventive, and intuitive ideas and approaches
- Utilizes resources and processes necessary to solve problems



Self-awareness, Self-reliance, Self-discipline

- Possesses and applies skills necessary for living independently
- Sets and meets realistic, measurable goals; makes adjustments as needed
- Articulates strengths, weaknesses, abilities, and limitations as these apply to achieving plans and goals after graduation
- Manages and balances time, resources, and responsibilities



Technical Literacy

- Demonstrates mastery of technology necessary for college and career success
- Exhibits willingness to learn and utilize new technology
- Understands the evolving role of technology in industry and society



Communication and Collaboration

- Articulates thoughts and ideas in all forms of communication: oral, written, and non-verbal
- Reads, listens, and observes effectively
- Relates to and collaborates with diverse groups to achieve a common purpose



Community Engagement

- Demonstrates knowledge about school, local, and global issues
- Respects cultural differences
- Participates in diverse school and community organizations willingly and cooperatively

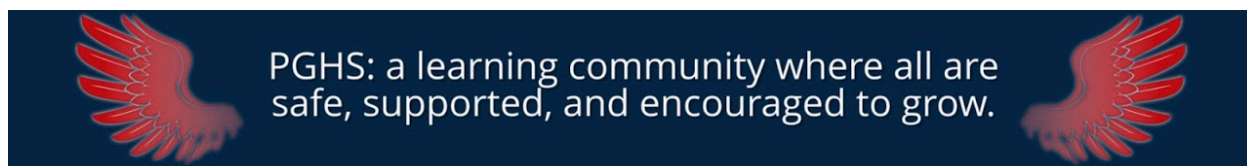


Integrity

- Makes commitments and keeps them, giving full effort
- Takes responsibility for actions
- Acts with honesty, authenticity, and sincerity



VISION STATEMENT



Mission Statement

The Pleasant Grove High School community will challenge all students to excel in an academically rigorous setting where they establish and achieve individual goals, communicate effectively, and interact respectfully and responsibly as they prepare for the future.

Core Values

The students at PGHS will demonstrate:

- **RIGOR**: by utilizing and developing their critical thinking skills in a rigorous academic environment, by communicating effectively, and by seeking and creating solutions to complex problems.
- **RELEVANCE**: by applying current learning to advance their career, social and civic goals
- **RELATIONSHIPS**: by fostering relationships among other students and staff to develop life-long, self-directed learning and interpersonal skills that build connections to the school and global community.
- **RESPECT**: by honoring self and others through accepting personal responsibility for their actions and showing respect for diverse voices and life experiences.

Code of Conduct

We believe everyone (students, families, and staff) deserves to be treated with respect. We serve many multilingual, multiracial and multicultural students and their families and we want to be a model school striving to ensure that everyone feels safe and welcome. Our community will not tolerate behavior by students, staff, or visitors that insults, degrades or stereotypes any race, gender, disability, physical characteristics, ethnic group, sexual preference, age, national origin, immigrant status or religion.

Appropriate consequences for violating the EGUSD Human Dignity Policy are specified in this handbook. In addition, any person who comes to Pleasant Grove High School and there is reasonable cause to believe that their conduct has willfully disrupted the orderly operation of our campus/facilities, is subject to having their permission to remain withdrawn by the chief administrator and/or may be subject to arrest. {Penal Code 626.4, 626.8}

Administrator Responsibilities

As representatives of Pleasant Grove High School and District administrative team will:

- Establish and enforce school rules to ensure a safe educational environment
- Provide support to teachers as they carry out their discipline responsibilities
- Communicate school rules and consequences to students, families, and staff
- Support students by involving them in activities that increase confidence in accepting their academic responsibilities.

Parent/Guardian Responsibilities

As a parent or guardian, you have the right to:

- Information about your children's achievement, behavior in school and attendance
- A safe environment that is non-threatening and allows your children to achieve.
- Information about all school rules, regulations and expectations

Parents/Guardians are liable for all damages caused by willful misconduct of their minor children, which result in death or injury to other students, school personnel or damage to school property.

Parents/Guardians are also liable for any school property loaned to the student that is willfully not returned.

Pleasant Grove High School may withhold grades, diplomas or transcripts of the students responsible until such damages are paid, the property returned or until completion of a voluntary work program in lieu of payment of money.

If your child commits an obscene act or engaged in habitual profanity or vulgarity, disrupts school activities or otherwise willfully defies the authority of school personnel and is suspended for such misconduct, you may require med to attend a portion of the school day in your child's classroom. [EC. 48900.1, 48904, 48914; Civil Code 1714.1]

Student Responsibilities

Follow school rules and laws

- Avoid mutual combat situation and any activity that has the potential to cause a verbal or physical conflict
- Respect authority, property and the rights of others
- Display acts of tolerance in promoting human dignity that are characterized through respect, sensitivity and care exhibited in the interaction of staff and students regardless of race, gender, disability, physical characteristics, ethnic group, language, sexual orientation, age, immigration status, national origin or religion.
- Maintain standards of integrity and responsibility.

Behavior Expectations

	<u>Be Safe</u>	<u>Be Respectful</u>	<u>Be Responsible</u>	<u>Be Your Best</u>
Classrooms	• Follow teacher's directions • Use classroom items properly (lab stations, books, equipment, Chromebooks , materials etc.)	• Use appropriate language • Optimize instructional time • Adhere to the electronic device policy	• Arrive on time and prepared to work • Take accountability for your own work and actions • Seek help in a timely manner (schedule appointments with teachers,	• Take academic risks • Demonstrate grit and determination • Advocate for yourself and peer(s) • Maintain academic integrity

	- Keep backpacks/bags out of walkways/aisles - Immediately report any unsafe behavior to the teacher		attend tutoring, form study groups, etc.)	
Common Areas: (Multi-Purpose Room, Walkways & Quad)	- Stay in designated areas - Follow the flow of foot traffic during passing period - Promptly clean up spills - Immediately report any unsafe behavior to the nearest adult	- Be patient with others (waiting in line or walking behind someone) - Return to class promptly - Lower voice when passing classrooms - Be mindful of others' personal space	- Pick up trash & recycle - Go to and from destination in a timely manner - Display hall pass at all time	- Keep campus clean - Appreciate cafeteria and custodial staff - Interact maturely with peers and staff

	<u>Be Safe</u>	<u>Be Respectful</u>	<u>Be Responsible</u>	<u>Be Your Best</u>
Parking Lot & Surrounding Community	- Follow all traffic laws - Be mindful of pedestrians - Walk in designated areas (sidewalks and crosswalk) - Immediately report any unsafe behavior to the nearest adult	- Park in designated spots only - Display your parking permit in the correct location - Maintain a clean parking lot - Be careful of others' vehicles	- Use appropriate spots for drop off zones - Report accidents to the front office	- Immediately proceed to class - Exit the parking lot in a timely manner - Be mindful of behavior/language near surrounding communities - Be patient and kind to others
Restrooms & Locker Rooms	- Wash hands - Keep water in sink/fountain - Keep cell phones turned off and put away. - Immediately report any unsafe behavior	- Maintain a clean environment - Be courteous to others (quietly wait your turn) - Respect others' privacy - one person per stall	- Use sinks, towels, and toilets correctly - Flush toilet - Sign out and use a hall pass - Use the restroom designated by a colored hall pass.	- Keep the area you use clean, free from litter and writing - Use the restroom and leave, - Wait for friends outside the restroom.

Assembly & School Events	• Be aware of others' personal space • Remain in supervised areas • Follow staff's directions • Immediately report any unsafe behavior to the nearest adult	• Adhere to start and end times • Be an active participant • Support presenters, athletes, performers, etc.	• Carry your ID card • Follow school rules • Purchase/Secure an entry ticket for paid events • Think before you act and speak: Is it true? Is it necessary? Is it kind?	• Show school spirit and pride • Do the right thing • Turn in lost items • Maintain a healthy balance between school work and campus/extracurricular activities

High Quality Instruction, Graduation, College & Career Planning

Academic Code of Conduct

The staff of Pleasant Grove High School expects the highest standards of **honesty** and **integrity** from all students and promotes the ideals of education, responsibility and self-discipline. To protect all students' right to a fair and meaningful evaluation of their work, the ACADEMIC CODE OF CONDUCT has been adopted. Students violating any of the Academic Codes of Conduct shall receive a zero for that assignment/test/project and based on the seriousness of the offense may be issued additional disciplinary consequences, EVEN IT IS THE FIRST OFFENSE, including, but not limited to, Saturday School, Home Suspension, No Privilege List and a loss of privilege to receive academic awards and honors. Such academic awards include, but are not limited to: Renaissance, CSF, Academic Awards, Valedictorian, and Senior Outstanding Scholar Recognition.

Academic Dishonesty

A student who:

- Exhibits any behavior that in the judgment of the teacher indicates dishonesty on an assignment, examination or quiz.
- Copies an assignment from another student AND the student who allowed the assignment to be copied.
- Found in possession of unauthorized "cheat sheets" (paper or electronic), answer keys or other evidence of premeditation of cheating (whether or not the item(s) were actually used by the student).
- Caught taking, without permission, another student's written assignment or project. In addition to the consequences described above, the student will be disciplined under the provisions for theft in the student discipline policy (EC46900g).
- Plagiarizes someone else's work, or copies information from an encyclopedia, an Internet source, a magazine, a newspaper, Cliff Notes or any other published source, etc. and presents these materials as if they are the student's own ideas.
- Falsifies school records or is apprehended for taking, without permission, school records. For this violation of the Academic Code of Conduct, the student may be immediately dismissed from that course with loss of credit and a grade of "F" for the semester in which the infraction took

place and may be suspended for attempting to alter state documents. A student NOT enrolled in a course may also be suspended for attempting to alter state documents.

State Standards

The state standards address the content area of English Language Arts (ELA) and mathematics, and the ELA standards include literacy standards for History/Social Science, Science, and technical subjects. These standards provide a progression of knowledge and skills that prepare students to graduate from high school and be college and career ready. The standards are research-based and internationally benchmarked.

Promotion & Retention

Pleasant Grove High School students are promoted to the next grade level/course of study when they pass the course and demonstrate mastery of the standards. If a student is identified as being at risk of retention, several factors are reviewed including: teacher evaluation of student performance on standard, grades, test scores, attendance and other academic indicators. At risk students are given opportunities for remedial instruction with priority given to those who are closest to graduation from high school.

Academics/Counseling

Honors, Advanced Placement (AP)

Honors and AP Courses are offered at Pleasant Grove High School and every student is strongly encouraged to challenge him/herself through enrollment in these courses.

Successful completion of an Honors/AP course may result in extra grade point calculation on the student's GPA and in earning college-credit upon successful performance on AP exams. At Pleasant Grove High School we believe in an inclusionary model for participating in these programs and have expanded the criteria for Honors and AP access and enrollment.

A complete listing of Honors and Advanced Placement courses offered at Pleasant Grove High School is contained in the course catalog. Students interested in enrolling in Honors or Advanced Placement courses should see their counselor for additional information.

Students who sign up for an AP class are expected to complete the class and take the AP test with some limitations/exceptions. Students may request to drop an AP class:

- **Within the first two weeks** of the start of the school year (for yearlong AP classes) or the start of the semester (for semester long AP classes) with permission from their parent/guardian and grade level counselor.
- **During weeks three through six of** the start of the school year (for year- long AP classes) or the start of the semester (for semester long AP classes) with permission needed from their parent/guardian and a required conference with counselor and AP teacher. All drops are contingent upon space availability and placement in an alternative class.
- **After week six** of the semester. This will require a mandatory conference with parents (guardian)/teacher/counselor/administrator. If the class is dropped the student will receive a drop FAIL on their transcript. All drops are contingent upon space availability and placement in an alternative class.

Career Connected Learning: Academies, Pathways and Career Technical Education Courses

Our course catalog may be found on our school website at pghs.egusd.net.

Pleasant Grove High School Career Connected Learning provides opportunities for our students to prepare for college, career, and life. We offer Linked Learning courses which integrate rigorous academics, technical skills, relevant real-world experience, work-based learning opportunities, and wrap around student support that help our students develop 21st century skills and habits of mind they will need to succeed after graduation. Our Career Connected Learning is offered in three settings on our campus: academies, pathways and programs.

Academies:

Our career academies provide an intensive level of implementation of Linked Learning within a small learning community – like a school within a school.

Biomedical Academy

The mission of the Biomedical Academy at Pleasant Grove High School is to increase student achievement through a smaller learning environment which explores careers within the Medical Health field, to connect it to secondary academic learning, and to encourage student career exploration

Digital Media Academy

Digital Media Academy will provide industry standard training to students in the fields of Digital Video Production and Television Broadcasting.

IDEA Academy

The Innovative Design and Engineering Academy (IDEA) will allow students to explore engineering topics through Computer Aided Drafting classes using industry standard software and by building hands-on projects in the engineering lab.

Pathways: A coherent articulated sequence of rigorous career technical courses, commencing as early as ninth grade and ultimately leading to a degree or occupational licensure and aligned to state industry sector and pathway.

Agriculture & FFA

The Agriculture Pathway allows students to explore basic principles of agricultural and animal science as well as offering courses in floral design, economics, and preparing students for a variety of post-secondary and career opportunities. Through the inter-curricular aspect of FFA, students are also able to participate in leadership events and develop public speaking skills in addition to completing a Supervised Agriculture Experience project culminating in a minimum of 50 hours of direct industry experience.

Advancement via Individual Determination (AVID)

At Pleasant Grove High School our AVID program provides students with academic instruction and other support to underrepresented students to:

- Prepare them for four-year university eligibility
- Provide them college level entry skills
- Motivate them to pursue rigorous coursework.

For more information regarding AVID call the school and ask to speak with our AVID Coordinator or visit the AVID section of the school website at www.PleasantGroveHighSchool.net.

Advocacy

Advocacy will help all students to build on non-cognitive readiness skills, study skills, and other focuses that promote success in a global economy. To help personalize the school environment by connecting students through learning communities, each student will be assigned to an Advocacy class with a teacher that will remain with them from the freshman through the senior year. The class will meet weekly for 30 minutes in order to achieve the following objectives:

- Support students with their academic endeavors, including Senior Portfolio preparation.
- Allow students to explore post-secondary college and career options.
- Provide support and guidance to students as they make critical life decisions.
- Help students to respect and appreciate diversity and to actively contribute to the PGHS community and the community at large.

The teacher will act as a general advocate for students and will help to facilitate communication with parents/guardians.

Academic Support

English Learner Program (EL)

The goal of Pleasant Grove High School is to prepare **all** students for a successful college and career experience after high school graduation. To support the unique needs of English Learner (EL) toward this goal, English Language Development (ELD) instruction is provided to all EL students attending Pleasant Grove High School. The focus of the instruction is on language acquisition through the use of the CA English Language Development Standards and researched-based instruction strategies proven to be successful with students who are still acquiring English. While developing fluent English language skills, all EL Students receive instructional support in learning the core content.

Parents or students who would like more information regarding our EL program may contact our EL Coordinator or visit the EL section of the school website at <https://pghs.egusd.net/#>

Services to Disabled Pupils

If you have reason to believe your child has a disability requiring special services or accommodations, you should inform your child's counselor. Your child may be evaluated to determine whether he/she is eligible for free special instruction or services.

Pleasant Grove High School welcomes those with disabilities to participate fully in the programs, services and activities offered to students, parents, guardians and members of the public. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in any program, service or activity offered to you, please contact us at (916) 686-0230. Our office staff will be able to direct you to the person in charge of coordinating that activity. Please arrange to contact this person at least 48 hours before the scheduled event so that we may make every reasonable effort to accommodate you. [Government Code Section 54953.2; Americans with Disabilities Act of 1990, Section 202 (42 U.S.C. Section 12132)]

Special Education (Connections)

At Pleasant Grove High School we refer to our Special Education classroom as Connections. Our Connections Department provides the continuum of special education support as outlined in the

Individuals with Disabilities Education Act (IDEA'04). Our students receive support from special educators as delineated on their Individual Education Plan (IEP). Programs on our campus include services and supports for Autism, Deaf/Blind, Deaf, Hard of Hearing, Emotionally Disturbed, Intellectually Delayed, Orthopedically Impaired, Other Health Impaired, Multiple Disabilities, Speech and Language Impaired, Specific Learning Disability, Traumatic Brain Injury and Visual Impaired. Annual notices are provided to families of the rights related to special education identification, referral, assessment, instructional planning, implementation and review and procedure for initiating a referral for assessment. Parents receive this special education information at their child's annual IEP meeting.

Credit Recovery: Student Online Learning

Pleasant Grove High School offers online credit recovery for select courses to accommodate special circumstances for students who have failed to pass a course. A limited amount of space is available and students must get administration and counselor clearance to participate. The course allows students recoup credits or grade replacement opportunities are provided during the fall, spring and summer semesters. Priority is given to seniors needing credits to graduate. Students and parents are notified of enrollment opportunities through Synergy, school announcements, and on our website.

College and Career Preparation

Graduation

Pleasant Grove High School graduation requirements align with EGUSD and exceed those at most schools in California. The graduation requirements represent the minimum students must take to earn a diploma. Students are highly encouraged to enroll in A-G courses that prepare them for college or university entrance.

Early Graduation Requirements

Students who wish to graduate before the completion of four years must have parental approval and must request permission for early graduation from their counselor and the principal. To be considered for early graduation, a student must be within thirty- five (35) credits of the required two hundred twenty (220) credits at the beginning of his/her last semester. The Early Graduation Request form must be completed and submitted to the principal by June 1st of the school year preceding the school year of the proposed early graduation date EGUSD Graduation Requirements.

CSU * UC Admission Requirements

The University of California (UC) has three paths to eligibility for graduating high school seniors who plan to attend. The following website links provide more information regarding UC admission requirements:

- <http://admission.universityofcalifornia.edu/>
- <http://admission.universityofcalifornia.edu/freshman/requirements/index.html>

The California State University (CSU) system has A-G standards that must be met in each of the following areas:

- Specific high school courses
- Grades in specific courses and test scores
- Graduation from high school

The following website link provides more information regarding the CSU admission requirements:
Californiacolleges.edu

A-G Requirements

Subject	CSU	UC
U.S. History <i>or U.S. History and</i>	2 years	2 years
English	4 years	4 years
Mathematics <i>Integrated Math 1, 2 & 3</i>	3 years	3 years (4 years recommended)
Science with laboratory	2 years	2 years (3 years recommended)
Foreign language	2 years	2 years (3 years recommended)
Visual and performing arts	1 year	1 year
College Prep Electives <i>English, Advanced math, Social science, Lab Science, Foreign Language, Visual Performing Arts &</i>	1 year	1 year

Community College/CSU Dual Enrollment

Opportunities may be available for qualified students to enroll in courses offered by local community colleges or California State University Sacramento that may be taught on our campus or at individual colleges. Students need to contact their counselor for more information and gain **prior approval** from the school principal for dual enrollment or advanced education opportunities. Students also may enroll in articulated college courses through their career technical education teacher.

PRIVATE 4-YEAR COLLEGES AND OUT-OF-STATE SCHOOLS

Specific admission requirements for private and out of state colleges and universities vary widely. In general, the course requirements listed above for the University of California will meet the admission requirements of most private colleges and universities across the U.S. (for example, Harvard, Pepperdine, UOP, BYU, Fisk, Tuskegee, etc.). For specific information about individual schools, students are advised to check the college's handbook or catalog in Pleasant Grove High School's Career Center or to log on to the website of the specific school.

California Colleges Tool for Students and Families

DREAM to REALITY with www.CaliforniaColleges.edu, an all-inclusive, one-stop location to guide you and your child through the process of college and career decision-making and planning for life after high school. The website provides tools for exploring how student interests can guide academic preparation for college, career decision-making, and early financial planning.

All Pleasant Grove High School students have an account. Once each account is registered, all educational rights holders can also create an account and gain access to their student's individualized college and career plan.

Guidance Counseling

Pleasant Grove High School students may meet with guidance counselors to discuss college admission requirements and/or to enroll in career technical education courses. [E.C. 51229 and 48980(1)]

Appointments with a school counselor are available throughout the school day. Please contact our school counseling secretary to schedule an appointment. At many schools, parents may also email their student's counselor by logging onto Synergy. Once an appointment is set, students will be given an appointment slip to release them from class. Parents may participate in counseling sessions.

CAPSTONE PROJECT

The PGHS Capstone Project, formerly known as the High School Portfolio, is designed to ensure that every student is prepared to successfully pursue their chosen college, career, or post-secondary pathway. Through the Capstone Project, students reflect on their personal and academic growth while demonstrating mastery of the essential skills valued by colleges, employers and the workforce. At the conclusion of their senior year, students compile and present evidence of their achievements, showcasing their readiness for future success beyond high school.

GRADING POLICY

Grades at Pleasant Grove High School are earned and issued on an A-B-C-D-F scale. Daily attendance, completion of class assignments and homework, class participation, performance on examinations and projects, and class conduct may be considered into the final grade.

GRADE WEIGHTING

In accordance with policies established by the University of California, students completing honors and advanced placement (AP) courses at the junior and senior levels will receive UC recognized extra grade points within their grade point average (GPA) calculation. The chart below illustrates the grade weighting used at Pleasant Grove High School. Freshmen and sophomore students who take courses receive district-recognized extra grade points which are reflected in the cumulative grade point average.

Questions may be directed to the Counseling Department.

Regular Courses	AP/Honors Courses
A=4	A=5
B=3	B=4
C=2	C=3
D=1	D=1
F=0	F=0

Questions or concerns regarding grades should be directed to the classroom teacher.

Homework Supports Classroom Learning

Homework benefits students by teaching them good study skills, discipline and responsibility. It also gives parents the opportunity to be involved in their child's education. Homework should relate to classroom instruction, as well as reinforce and extend learning and promote immediate recall of basic skills. A minimum amount of homework is assigned at each grade level. Parent may request a meeting with a teacher to review instructional material and discuss course curriculum [EC 49063(k) and 49091.14 and 20 USC 1232h© and (d)]

TRANSCRIPT REQUESTS

Transcripts may be requested through the Registrar's office.

Withholding Grades, Diploma or Transcript

When real or personal property has been willfully cut, defaced or otherwise injured, or whose property is loaned to a pupil and willfully not returned upon the request of an employee authorized to do so, may, after affording the pupil his or her due process rights, withhold official grades, diploma and transcripts of the pupil responsible for the damage, from the pupil and/or their parent/guardian, until the pupil or parent, or guardian has paid for the damages. (E.C. 48904]

COMMUNITY SERVICE

Guidelines

Community service provides students with meaningful opportunities to learn through real-world experiences while making a positive impact in their community. By engaging in service, students develop valuable academic, career, and interpersonal skills as they address authentic community needs. These experiences foster civic responsibility, strengthen character, and help prepare students for success in college, careers, and life beyond high school.

Guiding Philosophy: Community service is defined as a selfless, voluntary act that benefits and improves the local community.

Expectations:

- Must be done outside of school hours
- Must be done for a non-profit organization (**other than PGHS**)
- Must be voluntary (cannot be paid)
- Not for personal gain
- Benefits your local community
- Can NOT be signed off by a parent or fellow student

Grade Level	Hours
Freshman and Sophomore year combined	10
Junior Year	20
Senior Year	25

All Pleasant Grove High School students are encouraged, but not required to participate in community service each year. Students who successfully complete the required hours during all four years of high school will receive special recognition on their transcript and a cord to wear at graduation. Students who do NOT complete the hours will receive a mark of "NP" or No Pass for community service on their transcript.

All Community Service Hours must go through a prior approval process. Please submit your request through [this Google Form](#) at **least 2 weeks prior** to the event. Forms may be approved after the event (*within 30 days of the event*), but there is no guarantee that those hours will count. It must be signed by an adult that supervised the service.

What Counts	What Doesn't Count
• Church service projects • Elementary School Carnival volunteer • Working at an animal shelter • Working at the Sacramento County Public Library • Working at a food bank • Handing out water at a race that raises	• Church worship participation/teaching • Sunday school • Building homecoming floats • Work that is for a class grade • Performances (band, dance, cheer, theater, etc) • Fundraising for an activity or organization

funds for a non-profit organization • Working at Night at the Nest to take community groups on school tours • Picking up trash at a community park through a non-profit organization • Serving food, setting up, or being a date for the Red Carpet Dance (<i>open to all high schools</i>) • Building houses with Habitat for Humanity in the Sacramento area	of which you are a member • Walking the neighbor's dog • Reading to elementary school students during the school day • Recruiting for your academy during the school day • PGHS Sports Team Manager • Picking up trash around school • Setting up for the Homecoming Dance (<i>open to PGHS students only</i>) • Building houses in another country
---	---

[Community Service FAQ](#)

Co-Curricular Activities

ASB CARD

To encourage students' attendance and participation at school events, the Associated Student Body sells an ASB CARD that will allow students FREE admission to ALL home athletic events (playoffs and powder puff not included), discounts on tickets and bids to other events, and discounts on items in the Student Store. Students who purchase an ASB card are advised that these cards are not transferable and at no time shall a student lend his/her ASB card to another student. If this situation does occur, the privileges of the ASB card will be revoked. In addition, defaced, lost, or stolen cards will NOT be replaced. In the event of loss or damage, the student may purchase a new card for \$5.00. ASB cards will be sold throughout the school year during lunch.

ASSEMBLIES

From time to time, special assemblies are scheduled at Pleasant Grove High School. During these assemblies, students are expected to sit in the assigned seats for their class, remain until the assembly is dismissed, and be attentive and courteous. Students failing to follow the standards of good behavior during an assembly will be removed and disciplinary action will be taken.

ATHLETICS

Pleasant Grove High School offers a comprehensive athletic program. Students have the opportunity to compete in football, flag football, volleyball, cross-country, golf, basketball, baseball, softball, soccer, wrestling, tennis, swimming, track and field, and cheerleading. For additional information on the Pleasant Grove High School Athletic Program, students are asked to contact the school's Director of Athletics at 686-0245.

EXTRA-CURRICULAR AND CO-CURRICULAR ACTIVITIES ELIGIBILITY

All students who wish to participate in athletic, extracurricular and co-curricular activities must:

- Have earned a 2.0 grade average in their overall district 7-12 program for the grading period prior to their participation and for each succeeding grading period during participation.
- Meet standards of satisfactory citizenship.

- Have a satisfactory attendance record as defined by Board Policy.

In addition to the eligibility rules listed above, the Associated Student Body President shall maintain at least a 3.0 grade point average.

For the purpose of clarification, the following terms will be used to determine academic eligibility:

GRADES OF PROGRESS: (Progress Reports) Data processor generated grades assigned to a student, but not officially recorded on a transcript.

GRADES OF RECORD: (Final Report Cards) Data processor generated grades assigned to a student and officially recorded on the student's transcript at the end of the term/semester.

INITIAL ELIGIBILITY

All students who wish to participate in athletic, co-curricular and/or extracurricular activities must have earned a minimum 2.0 GPA based on grades of record for the grading period immediately prior to their participation. Credits earned will be a factor in computing GPA's.

CONTINUING ELIGIBILITY

1. Any student who wishes to continue participating in athletic, extracurricular and/or co-curricular activities remains eligible if:
2. On any grade of record the student has maintained a minimum 2.0 grade point average.
3. On any grade of progress for schools on a block schedule, the student has maintained a minimum 2.0 GPA with no "F's". If a student has an "F", he/she is ineligible beginning the Monday after grades are published. That student becomes eligible as soon as he/she returns a grade clearance form to the Activities/Athletic Director, signed by the teacher, signifying that the student is earning a passing grade.
4. The student has a grade of "F" on any mid-quarter or midterm grade of progress, the student is ineligible beginning the Monday after grades are published. That student becomes eligible as soon as he/she returns a grade clearance form to the Activities/Athletic Director, signed by the teacher, signifying that he/she is earning a passing grade.

CLUBS

Pleasant Grove High School offers a variety of official clubs for all members of the student body. Students are invited to join any that interest them. All that is required to charter a club is student interest, a staff advisor, and a reasonable purpose. For more information on existing clubs or in chartering a new club on campus, students are encouraged to see the Activities Director.

DANCES

When students attend a school dance, they do so to enjoy a school-sponsored social event. The following guidelines are intended to guarantee that all students can enjoy Pleasant Grove High School dances.

PRIOR TO DANCE

- A. A dance policy letter must be signed and returned by the student when the student purchases a ticket to the dance.
- B. All tickets will be sold in advance of the dance at the ASB window or the controller's office window.
- C. When Students purchase a ticket, they must present their current student ID card.

- D. Students must present their PG student I.D. card and their signed ticket at the door before entering
- E. A limited number of guest passes will be issued for some dances. A background check will be completed on each guest request. The school administration reserves the right to issue and revoke the guest pass at any time. Guest pass requests will be given to Pleasant Grove students who have a school identification card at the time of application. All guests must be at least high school aged and under the age of 21. All guests must have a photo ID to be presented at the time of entrance into the dance. NO ID - NO ENTRANCE. NO EXCEPTIONS. NO REFUNDS. Middle school students are not eligible to attend any high school dance.

REQUIREMENTS AND EXPECTATIONS DURING AND AFTER THE DANCE

- A. Certain dance styles are not appropriate; sexually suggestive dancing and dancing that simulates violence will not be permitted. Depending upon the degree of violation the student may be removed from the dance with no prior warning, or with prior warning continues to violate the policy. If a student is removed from a dance they may not be allowed to attend the next school dance.
- B. Dances are open ONLY to Pleasant Grove High School students and approved guests from other schools.
- C. All guests must arrive and enter the dance with their host student and have the approved guest pass, ticket, and photo
- D. ID with them as they enter.
- E. Students must enter all dances within 60 minutes of the beginning time of the dance. Students that leave before the dance ends will not be readmitted.
- F. Students must be picked up from the dance within 30 minutes of the end of the time of the dance. Failure to be picked up within this timeframe may result in a student not being allowed to attend other dances during the school year.
- G. Students are encouraged to leave valuables at home.

Parents are welcome to volunteer at dances to help assist staff in supervision, help in the snack bar, or help with the coat check.

DANCE CONTRACT

This contract must be read, signed by the student requesting to attend a PGHS dance. Following is the list of requirements and expectations for attending dances at Pleasant Grove High School.

DANCE ARRIVAL

Guests must arrive with their PGHS sponsor and present a school/picture ID, approved guest pass, and receipt at the door within the first 60 minutes of the dance.

Students who leave prior to the end of the dance will not be readmitted for any reason.

DRESS CODE REQUIREMENTS

- a. T-shirts are prohibited, shirts with collars are suggested and must remain on throughout the dance.
- b. Pants must be on the waistline and may not fall below the waistband of the underwear. Pants and shorts must be zipped. buttoned and/or fastened.
- c. All undergarments are to be covered so they are not visible.
- d. See-through clothing is prohibited.
- e. Dresses or tops which show excessive cleavage are prohibited.
- f. Back of the dress may not be lower than the waist.

- g. Skirts and dresses must cover buttocks and private parts at all times (when standing, sitting, bending or dancing).

If dress code is not followed, students will:

- Be asked to have someone bring a change of clothes or
- Not be permitted into the dance

DANCING REGULATIONS

- All dancers must remain vertical with feet on the ground.
- No rubbing or touching of any private body parts.
- No sexually suggestive movements, moshing, train dancing or break dancing.

Students who violate the dance regulations will be removed from the dance and refunds will not be given.

ATHLETICS/ACTIVITIES GUIDELINES FOR PRACTICES AND REHEARSALS

In order to maintain a supportive learning environment for academics, the following parameters regarding time commitments for extra/co-curricular activities will be followed by all clubs, organizations, teams, and groups (exceptions to these guidelines must be approved by administration):

- No practice/rehearsals shall extend beyond 9:00 p.m. on any night.
- Non-league games/shows/performances and programs/activities involving students will not be scheduled during the designated “dead week”—the week of final exams.
- Practice sessions will not be longer than 150 minutes (2.5 hours).
- Weekend practices are not recommended. Sunday practices/meetings will not be allowed.
- Students who need to attend before/after school tutoring sessions to improve their academic performance will be allowed to do so without penalty from their coach/advisor.
- Athletes must adhere to all guidelines and policies set forth in the District provided Student Athlete Handbook.

IDENTIFICATION CARDS

At the beginning of each year, student ID photos are taken at school and students are issued personal ID cards. These ID cards include a bar-code label for library/textbook checkout. It is important that the bar code label not be damaged or tampered with in any way. Replacement ID cards are available for \$5.00 at the library circulation counter. STUDENTS MUST SHOW A PHOTO ID CARD FOR ALL LIBRARY CHECK-OUT. STUDENTS ARE EXPECTED TO CARRY THEIR ID CARDS WITH THEM ON CAMPUS AND PRESENT TO STAFF WHEN REQUESTED. These measures enhance our students' security and help to prevent non-students from disrupting school. School ID cards are required for all dances.

STUDENT GOVERNMENT

Through Student Council students may express their opinions and assist in the planning of school events. This student organization promotes leadership, initiative, responsibility and unity. It is the duty of the ASB representatives to bring to the Student Council's attention suggestions from their classmates and to report to Advocacy classes. All ASB officers are elected each year. The remainder of the ASB class is determined by interviews.

Requirements for elected student body or class offices are:

- 2.5 or better cumulative GPA at each grading period with no F's.
 - **NOTE:** ASB president must have at least a 3.0 GPA
- Good citizenship (no suspensions or unsatisfactory marks)

- Approval of the Activities Director

STUDENT STORE

The Student Store is located between the snack bar and the student activities office and is open during lunch periods. Students, parents, and staff members may purchase a variety of snack foods, beverages, school supplies, and spirit logo-wear at the store. Profits from the student store are deposited in the school's Associated Student Body general fund and are used to support campus clubs / organizations, assemblies, and campus special events.

YEARBOOKS

Each year students have the opportunity to purchase a school yearbook. Because all yearbooks are pre-ordered and prepaid, Pleasant Grove High School has a no refund policy regarding the purchase of yearbooks.

PAYMENTS

Pleasant Grove High School accepts cash, checks, and credit cards for most ASB activities. Checks are no longer accepted on senior accounts after March 19, 2020, as a form of payment on any activity including yearbooks.

WORK PERMIT REQUIREMENTS

Students under the age of eighteen must obtain a Work Permit at Pleasant Grove High School after securing an opportunity for employment. The following procedures will apply:

- Work permit requests and work permits may be picked up in the Student Services Office.
- There will be a two-day processing period for work permit applications (i.e., if your application is turned in before school on Monday, your work permit may be picked up on Wednesday after school).
- Students in the Elk Grove Unified School District with work permits are required to maintain appropriate attendance and school performance to maintain their work permits.
- Students who are truant three (3) or more school days (or 18 class periods) within a school year will have their work permit revoked. Employers will be notified of the revocation of the work permit.
- Students with a GPA below 2.0 will have their work permit revoked. Employers will be notified of the revocation of the work permit.
- Students must be clear of any outstanding school fines. Work permits will not be issued to students until all fees are paid.
- If the work permit is revoked, students may apply to have their work permit reinstated if attendance and/or academic performance has improved enough to maintain a "C" average for at least one term and/or less than three (3) unexcused absences for one term.
- Ages, and maximum hours per day and per week for Elk Grove Unified School District students when school is in session are:

Age	Non-School Days	School Days
14 – 15	8 hours/day	3 hours/day – 18 hours/week
16 - 17	8 hours/day	4 hours/day – 20 hours/week

- A day of rest from work is required if the total hours employed per week exceed 30 hours or if more than 6 hours are worked on any one-day during the week.
- A minor's work must be performed between specified hours: 14 - 15 years: 7 a.m. to 7 p.m. (Summer 6/1 - Labor Day, 7 a.m. - 9 p.m.) 16 - 17 years: 5 a.m. to 10 p.m. (12:30 a.m. when no school the next day)

- Parental and school permission are required.
- When regulations of enforcement agencies differ, the more restrictive regulation applies.

Wellness: Student Health, Support, Nutrition, Transportation & Safety

Pleasant Grove High School takes a comprehensive approach to overall health recognizing that healthy bodies and healthy minds contribute to increased academic performance, improved attendance and positive behavior for healthy learning. In recognizing the link between student health and learning, Pleasant Grove High School promotes healthy eating and physical activity, as well as opportunities for students to further develop their social, emotional, and psychological well-being.

STUDENT HEALTH, SUPPORT & NUTRITION

Student Accident Insurance

Pleasant Grove High School does not carry accident or injury insurance on students. The responsibility for individual coverage lies with the parents or guardians. Low cost insurance is available and is highly recommended. Information regarding insurance can be found at www.eguds.net/riskmanagement.

Medication

Before medication assistance can be provided, even if the student has an IEP or 504 plan, a Medication Assistance Authorization form must be executed by at least one parent/legal guardian and the students' duly authorized physician or surgeon. A new authorization is required at the beginning of each school year and any time there is change in medication directives, such as a change in medication, dosage, timing or frequency. Parents/legal guardians must immediately notify the Pleasant Grove High School Health Tech of any change in medication directives.

Medication must be provided to the Pleasant Grove High School Health Tech by a parent/legal guardian, with the Health Tech storing the medication and dispensing in compliance with the medication directive.

All medication supplied to the Pleasant Grove High School Health Tech must be in its original labeled form (i.e. in the original prescription bottle, sealed package, etc.) as received from the physical, pharmacist or surgeon. State law provides that students may carry and self-administer prescript auto-injectable epinephrine, an inhaled asthma medication upon the school's receipt of students' physician, surgeon and parent/guardian. [E.C. 49423 and 49423.1].

Due to help and safety concerns, including potential theft of medication or the potential for sharing/use of the medication by other students who may then suffer unexpected allergic or other negative reactions, there are no exceptions to this requirement. A student personally possessing medication, or providing medication to another student, may face corrective or disciplinary action.

Food and Nutrition Services

Breakfast and lunch are offered daily at Pleasant Grove High School. All students can eat both breakfast and lunch at no charge.

Food and Beverage Deliveries

Food and beverage deliveries from unidentified individuals, friends, and family members not identified in Synergy, food delivery services (Uber Eats, DoorDash, etc.) and restaurants will not be accepted. Lunch deliveries from parents and guardians (no siblings) will only be accepted on an emergency basis only.

Foster Youth Services

The focus of our efforts at Pleasant Grove High School is on school stability, student support, and progress toward graduation. It is through these kinds of efforts and services that Pleasant Grove High School is able to enhance the academic success of students in foster care. Under certain circumstances, graduation requirements for children who are identified as foster youth. Please contact a counselor or administrator for more information.

Homeless Education Support

Children who are experiencing homelessness are entitled to equal access to the same free and appropriate public education provided to all children. At Pleasant Grove High School we serve students identified as homeless under the McKinney-Vento Homeless Children and Youth Act through the EGUSD Regional Student Support Centers. Students may be eligible for special assistance and services due the circumstances of their living situation. Please contact a PLEASANT GROVE HIGH SCHOOL counselor or administrator for more information/support.

Lactation Accommodations for Students

Our policy at Pleasant Grove High School is to provide a reasonable accommodation to a lactating pupil on a school campus to express breast milk, breast-feed an infant child, or address other needs related to breast-feeding. Reasonable accommodations under this section include, but are not limited to, all of the following:

1. Access to a private and secure room, other than a restroom, to express breast milk or breast-feed an infant child.
2. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk.
3. Access to a power source for a breast pump or any other equipment used to express breast milk.
4. Access to a place to store expressed breast milk safely.
5. A lactating pupil on a school campus shall be provided a reasonable amount of time to accommodate her need to express breast milk or breast-feed an infant child.

A complaint of noncompliance with the requirements of this section may be filed with the local educational Agency under the Uniform Complaint Procedures set forth in Chapter 5.1 (commencing with Section 4600) of Division 1 of Title 5 of the California Code of Regulations.

Pleasant Grove High School fully supports the requirements mandated in Education Code Section 222 and will take all necessary steps to provide reasonable accommodations to lactating students. Any questions regarding the foregoing should be directed to the Secondary Education Department at (916) 686-7706.

Transportation

VEHICLE SEARCHES

California law, Vehicle Code Section 21113 (a) states the following: Vehicles Subject to Search – By entering this area (school property) the person driving any vehicle is deemed to consent to complete

search of the vehicle, all its compartments and contents, by school officials or law enforcement personnel, for any reason whatsoever. This notice applies to all vehicles of any type and is enforced 24 hours a day.

Bicycles/Skateboards/Scooters

Bicycles must be parked and locked in our bike lot located at the front of campus. Students leaving the school campus on bicycles or scooters are advised that they must come to a complete stop at the edge of the campus when entering the city streets. State law requires that students under 18 years of age wear helmets when riding bikes to and from school. Violators may be cited by police services.

Bicycles, skateboards, and scooters may not be ridden on the school campus at any time. Pleasant Grove High School is not responsible for stolen or unlocked bicycles/scooters or for bicycles/scooters left overnight at the site.

The Elk Grove Unified School District prohibits the use of skateboards, wheelies, roller skates, in-line skates, or similar devices on school property, including parking lots and walkways. Violators may be prosecuted under SCC 1084 section 9.38.015 and fined up to \$250.

Students who use skateboards as a means of transportation to and from school must keep the skateboards with them at all times. During class, they are to place the skateboards under their desks or in an area designated by the teacher for skateboard storage. As stated above, students may not ride skateboards on campus at any time. This includes after school hours and on weekends. The school is not responsible for lost, stolen, or damaged skateboards.

Bus Service

The Elk Grove Unified School District provides bus transportation to Pleasant Grove High School in eligible services areas for a fee. All students must register to ride before boarding the bus.

Bus Passes

All students must register to ride and obtain a bus pass before they may ride. Bus passes identify students and their appropriate bus stops and must be carried at all times. Students are required to show their bus pass daily when boarding the bus. Falsification of information is cause for a citation, revocation of bus pass and bus riding privileges. Should a pass be lost, stolen or damaged, contact the EGUSD Transportation Department immediately to secure a replacement.

Parents, guardians and students should be familiar with Bus Rules and Regulation and embody our 4 Be's: Be Safe, Be Responsible, Be Respectful, and Be Your Best to and from school. Violation of any of the expectations may result in corrective or disciplinary action. Many of the buses are equipped with video and audio surveillance systems. Boarding the bus is consent to audio and video recording may be used in disciplinary proceedings.

Transportation Safety on the bus and at the bus stop

If you see something, say something. Please report any behavior that is unsafe to a Pleasant Grove High School Campus Supervisor or Administrator. Or report it anonymously at <https://mobile.catapultems.com/elkgroveusd/pgh/report>

Student Parking Passes

All student parking stalls on campus will be numbered and assigned to students with a school issued valid parking pass. Parking passes will only be issued to 11th and 12th grade students and must be hung from

the rearview mirror so that they are visible at all times. Students are not allowed to park anywhere else on campus. **Parking policies will be enforced during the school day.**

Note: Vehicles should be locked at all times. Drivers parking on campus do so at their own risk. Pleasant Grove HS nor the district is liable for damage or theft.

Due to the limited number of parking spaces, Pleasant Grove High School will issue **one pass per household/family**. Student parking permits are issued via a lottery to students who submit an application. Students who applied but did not receive a pass will be placed on a waiting list. When parking passes are distributed, students need to pick up their parking pass by the designated deadline or they will forfeit their spot and it will be reassigned to another student. When picking up their parking pass, students must present proof of insurance with the student's name listed, driver's license (not a learners permit, photocopy or picture), and make/model/license plate number of their vehicle. In the event that a space becomes available, each spot will be distributed at the start of each quarter to students on the waiting list.

Student parking on campus is a privilege, not a right, and could result in disciplinary action, towing, notification to police; and may be **immediately suspended or revoked at any time for, but not limited to**, any of the following violations:

- Reckless or unsafe driving on campus
- Excessive truancy or attendance violations
- Suspension from school
- Leaving campus without authorization during the school day, including loitering in the parking lot or vehicles before or during school hours
- Possession or use of vaping products, tobacco, alcohol or other prohibited substances in a vehicle on campus
- Parking in unauthorized or restricted areas
- Misuse, falsification, transfer or unauthorized use of a parking pass
- Any violation of school, district or parking regulations that compromises the safety, security or orderly operation of the campus

The school administration reserves the right to revoke parking privileges immediately when student conduct warrants such action. Additional disciplinary consequences may also apply in accordance with district policies and the Student/Parent Handbook.

Due to the limited parking spaces, freshmen and sophomore students should not drive to Pleasant Grove High School.

Students who park in a spot that is not their assigned spot or does not have their pass displayed will result in the following:

- 1st Offense** - **Warning** - Admin Conference, a call home and their car may be towed.
- 2nd Offense** - **Saturday School** - Admin Conference, a call home and their car may be towed.
- 3rd Offense or more** - **Ticket** - Admin Conference, revocation of parking pass, a call home and their car may be towed.

Students parking on campus without a parking pass will result in the following:

- 1st Offense** - **Ticket or Tow**- Admin Conference, a call home and their car may be towed.

2nd Offense - Tow - Admin Conference, a call home and their car towed.
or more

Closed Campus Policy and Parking Privileges

Pleasant Grove High School operates as a closed campus. Students are required to remain on campus throughout the school day unless they have received prior authorization and have a valid off-campus pass issued by the Attendance, Student Services or Administration offices.

Students who leave campus without authorization are subject to disciplinary consequences. In addition, any student who uses their vehicle to transport themselves or other students off campus without a valid off-campus pass may have their parking privileges immediately suspended or revoked.

Accessible Parking Accommodations

Accessible parking spaces are available in the Student Services parking lot for students who require special parking accommodations. To utilize these designated spaces, students must possess a valid disabled parking placard or license plate issued by the California Department of Motor Vehicles (DMV) in the student's name.

The disabled parking placard must be properly displayed and clearly visible at all times while the vehicle is parked on campus. Misuse of an accessible parking space, failure to display a valid placard, or use of a placard not issued to the student may result in the loss of parking privileges and may be subject to additional penalties in accordance with California law and school regulations.

The school administration reserves the right to revoke parking privileges immediately when student conduct warrants such action. Additional disciplinary consequences may also apply in accordance with district policies and the Student/Parent Handbook.

Prevention and School Safety

Positive Behavior Intervention and Supports (PBIS)

PBIS is an integral part of our commitment to wellness. This proactive approach will assist in establishing the behaviors, supports and social culture needed for all students at Pleasant Grove High School to achieve social, emotional and academic success.

PBIS is a data-driven, team-based system that will enhance the capacity of Pleasant Grove High School families and community to respond to the unique needs of our students. This Multiple Tiered System of Supports (MTSS) focuses on creating and sustaining universal/school-wide, targeted, and intensive systems for support that improve results for all students.

For more information, to join our Eagle Alliance Team, or to donate time, tangible incentives, or money please contact our PBIS Coordinator or visit WWW.PGHS.NET

Behavior Expectations

The 4 Be's

	<u>Be Safe</u>	<u>Be Respectful</u>	<u>Be Responsible</u>	<u>Be Your Best</u>
CLASSROOMS	- Follow teacher's directions - Use classroom items properly (lab stations, books, equipment, Chromebooks, materials etc.) - Keep backpacks/bags out of walkways/aisles - Immediately report any unsafe behavior	- Use appropriate language - Optimize instructional time - Adhere to the electronic device policy	- Arrive on time and prepared to work - Take accountability for your own work and actions - Seek help in a timely manner (schedule appointment with teacher, attend tutoring, form study groups, etc)	- Take academic risks - Demonstrate grit and determination - Advocate for yourself and peer(s) - Maintain academic integrity
Common Areas: (Multi Purpose Room, Walkways & Quad)	- Stay in designated areas - Follow the flow of foot traffic during passing period - Promptly clean up spills - Immediately report any unsafe behavior	- Be patient with others (waiting in line or walking behind someone) - Return to class promptly - Lower voice when passing classrooms - Be mindful of others' personal space	- Pick up trash & recycle - Go to and from destination in a timely manner - Display hall pass at all times	- Keep campus clean - Appreciate cafeteria and custodial staff - Interact maturely with peers and staff
Parking Lot & Surrounding Community	- Follow all traffic laws - Be mindful of pedestrians - Walk in designated areas (sidewalks and crosswalk) - Immediately report any unsafe behavior	- Park in designated spots only - Display your parking permit in the correct location - Maintain a clean parking lot - Be careful of others' vehicles	- Use appropriate spots for drop off zones - Report accidents to the front office	- Immediately proceed to class - Exit the parking lot in a timely manner - Be mindful of behavior/language near surrounding communities - Be patient and kind to others
Restrooms & Locker Rooms	- Wash hands - Keep water in sink/fountain - Keep cell phones turned off and put away. - Immediately report any unsafe behavior	- Maintain a clean environment - Be courteous to others (quietly wait your turn) - Respect others' privacy - one person per stall	- Use sinks, towels, and toilets correctly - Flush toilet - Sign out and use a hall pass - Use the restroom designated by the colored hall pass.	- Keep the area you use clean, free from litter and writing - Use the restroom and leave, - Wait for friends outside the restroom.

Assembly & School Events	• Be aware of others' personal space • Remain in supervised areas • Follow staff's directions • Immediately report any unsafe behavior	• Adhere to start and end times • Be an active participant • Support presenters, athletes, performers, etc.	• Carry your ID card • Follow school rules • Purchase/Secure an entry ticket for paid events • Think before you act and speak: Is it true? Is it necessary? Is it kind?	• Show school spirit and pride • Do the right thing • Turn in lost items • Maintain a healthy balance between school work and campus/extracurricular activities
-------------------------------------	---	---	--	--

School Safety Plan

Pleasant Grove High School updates the Comprehensive School Safety Plan annually. The plan includes earthquake emergency procedures and other disaster policies for our building. The key elements of the safety plan are included in our school accountability report card. Please contact a Pleasant Grove High School Administrator for more information.

FIRE DRILL INSTRUCTIONS

When the fire signal sounds at any time during the school day, students are to do the following:

1. Evacuate all buildings with their class and move quickly to the area designated on the evacuation map. All students should immediately report to the area designated for their class. The attendance will be taken by the teacher to account for all students.
2. Remain with their class under their teacher's direction.
3. Stay at least 50 feet away from all buildings.
4. When the all-clear signal is given, return to class immediately.

LOCK DOWN INSTRUCTIONS

When the Lock Down alert is given, students and teachers are to do the following:

1. Remain in the classroom away from doors and windows.
2. Lock classroom doors; close windows and blinds.
3. Reserve classroom phone for emergency use only.
4. If outside, go immediately to the nearest classroom or building.
5. Await further instructions from school officials.

NOTE: During a Lockdown, students will not be released to parents/guardians. Parents are asked to stay away from the school and from roads leading to the school to allow access to emergency and law enforcement personnel.

HALL PASSES

Students are not permitted outside of classrooms during class periods without an authorized hall pass. Students must use the restroom designated by the class hall pass.

Bullying Policy

Pleasant Grove High School students have a right to a safe and healthy school environment. WE will not tolerate behavior in the form of bullying that infringes on the safety or emotional or physical well-being of any student. As is set forth more fully in Board Policy 5131.2, Pleasant Grove High School considers bullying to include abusive actions or conduct, which can be physical, verbal, written, psychological or sexual in nature, including cyberbullying. Students who are victims of bullying, or who witness bullying, are expected to immediately report such behavior to the campus supervisor and school administrator. Pleasant Grove High School staff who receive a report of bullying inform site administration within one day. Pleasant Grove High School follows Board Policy 5131.2 regarding Bullying and 5145.3 regarding

Discrimination/Harassment/ Intimidation/Bullying, when receiving and investigating complaints of bullying. Students who perpetrate acts of bullying will be disciplined in accordance with District Board Policy/Administrative Regulation 5144.1.

Bullying Prevention

Pleasant Grove High School has a policy against bullying in all forms. Pleasant Grove High School has developed district approved strategies for bullying prevention and intervention to help keep students safe and ensure a healthy learning environment including Positive Behavior Interventions and Supports (PBIS).

PBIS emphasizes what a student does and where it occurs. Instead of negatively labeling a student as a bully, victim, perpetrator, or aggressor, the emphasis is on labeling what the student does, for example name-calling, teasing, intimidating, verbal aggression, and cyber-harassment. Bullying behavior is always described in the context or setting in which it occurs. For example, cyberspace, hallway, dance, field trips, bus, or other settings.

Bullying Vs. Peer Conflict

The following is intended to help students and parents understand the difference between bullying and peer conflict. In order for Pleasant Grove High School to create a safe, non-threatening, trusting learning environment, where exemplary learning standards are the focus, Administrators, teachers, students, and parents need to appropriately respond to incidents. Understanding the difference between bullying and peer conflict will assist with this process and result in improving peer relations, school environment, and create future generations of productive citizens.

BULLYING – This is when someone repeatedly, and on purpose says or does mean or hurtful things to another person who has a hard time defending himself or herself. Bullying has three major components:

- It is aggressive behavior that involves unwanted, negative actions.
- Typically, it involves a pattern of behavior repeated over time.
- It involves an imbalance of power or strength.

PEER CONFLICT – Conflict is an inevitable natural occurrence in human relationships. Many disagreements among peers in school stem from conflict. Conflict can be triggered by a difference in belief systems, physical appearance, or mental abilities. The parties in disagreement are equal in power. Peer conflict has three major components:

- It's a natural occurrence in human relationships.
- There is not necessarily any pattern of behavior repeated over time.
- The parties in disagreement are equal in power.
-

Drug, Alcohol, Steroids, and Tobacco Prevention

The unlawful manufacture, distribution, dispensing, possession or use of illicit drugs, alcohol or any form of tobacco or nicotine products at Pleasant Grove High School or any of its activities is wrong, harmful and strictly prohibited. Students determined to have used or in possession of tobacco or nicotine products are school or school-related activities may be subject to discipline under District policy EC 48900(h), and/or other applicable laws.

The District's drug, alcohol and tobacco education and prevention programs are designed to address the legal, social and health consequences of drug, alcohol and tobacco use and to provide students with effective techniques for resisting peer pressure to use illicit drugs, alcohol, or tobacco. Please contact a Pleasant Grove High School Administrator for more information/support.

Students in Crisis

Ask the difficult question. "Have you had thoughts about killing yourself?" Connect the student with a counselor, administrator, or mental health professional immediately. Maintain visual contact with the student at all times. Provide the student with a 24-hour crisis hotline number. 1-800-273-8255

If you see/hear something, say something. Report it to our Incident Reporting System <https://mobile.catapultems.com/elkgroveusd/pgh/report>

Suicide Prevention

Suicide prevention is the collective effort of school and community resources working together to support our students. Pleasant Grove High School participates in the High School National Alliance on Mental Illness (NAMI). Please contact our NAMI Coordinator for more information.

Visitors

All adult visitors and volunteers to any location on campus, must sign in at the Main Office and wear a visitor badge at all times while on campus. When requested to do so by school or security personnel, visitors and volunteers must show identification. **All adult volunteers must be fingerprinted through the EGUSD main office.** Pleasant Grove High School does not issue visitor passes to students, nor allow students to host guests.

General Information

Attendance:

PGHSATTEND@EGUSD.NET

ATTENDANCE OFFICE HOURS:

TELEPHONE #: (916) 686-0230

Monday - 8:00 AM – 3:00 PM

Tuesday - Friday - 8:00 AM – 4:00 PM

Attendance

In order to benefit fully from the Pleasant Grove High School academic and extracurricular program and make progress toward graduation, students must attend school regularly. Regular attendance and punctuality are critical to school success. Irregular attendance negatively affects class progress and grades. **Absence in excess of 10% or more days of school, whether those absences are excused or unexcused, will be considered Chronic Absence.** Parents/guardians are encouraged to work with Pleasant Grove High School in supporting students' regular and timely attendance. Parents/guardians may call the school's attendance office at (916) 686-0230 during school hours to check on their child's tardy and absence record.

General Absences

State law requires that all minors attend school full time. Students are expected to attend school regularly. Academic success and achievement begin with a commitment to being punctual and prepared for the rigors of school. Maintaining this high standard will positively affect a student's progress as well as reinforce a strong work ethic for the future. Parents/guardians have the ability to monitor their student's attendance via ParentVue. Attendance is taken each period and is noted in the teacher's roll book and in the master attendance system.

“Excused” absences are defined in the California Education Code (EC 48205) as an absence that is:

- Due to his or her illness.
- Due to quarantine under the direction of a county or city health officer.
- For the purpose of having medical, dental, optometric, or chiropractic services rendered.
- For the purpose of attending the funeral services of a member of his or her immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
- For the purpose of jury duty in the manner provided for by law.
- for the justifiable personal reasons, including, but not limited to: an appearance in court, attendance at funeral service, observance of holiday or ceremony of his or her religion, attendance at religious retreats, for attendance at an employment conference or education conference on the legislative or judicial process offered by a nonprofit organization when the pupil’s absence has been requested in writing by the parent/guardian and approved by the principal.
- for the purpose of spending time with a member of the pupil’s immediate family, who is an active duty member of the uniformed services, as defined in Section 49701, and has been called to duty, for, is on leave from, or has immediately returned from deployment to a combat zone or combat support positions.
- for the purpose of serving as a member of the precinct board for election pursuant to Sec 12303 of the Elections Code.
- For the purpose of attending the pupils naturalization ceremony to become a US Citizen (AB 1593).
- A student in foster care will be excused due to placement changes, court appearances, or related court ordered activities.
- 11th & 12th grade students are eligible for two excused absences per year for college/military visits provided that meet certain criteria and submit the Excused Absence Request for College/Military Visit form within the prescribed timeline.

Medical Verification: *When a student has accumulated 14 absences in the school year for illness, any further absences for illness must be verified by a physician in order to be designated as “Excused” in the official record of attendance (AR 5113b).*

“Unexcused Absences” are any absence that is not excused based on the guidelines noted in the previous section. Unexcused absences, even if they are verified by the parent, may result in corrective action:

- Make up work for unexcused absences is at teacher’s discretion and may not be allowed.
- Truancy, flat tires, running out of gas, missing the bus, oversleeping, and vacations

Excused Absence(s) Procedures

Parents/Students have up to ten (10) school days to verify absence with the school’s attendance office, beginning on the day they return to school. Absences not verified within that time will be considered unexcused.

- A. If your parent/guardian calls the attendance office at (916) 686-0230 each day that you are absent, a written note is not necessary.
- B. If you have a note from your parent/guardian, bring it to the Attendance Office before 8:30 a.m., during your lunch and/or after school. The note should be signed by your parent/guardian and include your name, identification number, date(s) of absence(s), reason for absence(s), and a current telephone number where your parent/guardian can be reached.

Early Dismissals / “Leave of Grounds”

If you have a medical appointment that requires that you be released from school early, please follow the process listed below:

- A. Parents/Guardians **must** phone the Attendance Office at (916) 686-0230 or bring a note prior to the start of school. Be advised that parents/guardians will be called to verify any early dismissal requested by a written note to ensure that a current phone number is listed.
- B. You will be issued a pass with a time to return to the Attendance Office for your early dismissal. **All parents/students need to sign out in the school office prior to leaving campus.**
- C. If you are unable to return to campus within the time allowed on the Early Dismissal, have your parent/guardian call the Attendance Office at 916 686-0230.
- D. Students identified as having an excessive number of early dismissals will be required to clear future requests with their vice principal.
- E. A medical verification will be required upon return to school.
- F. **Last 20 Minutes Policy:** No early dismissals will be processed within the last 20 minutes of the school day. Parents/guardians are asked to plan accordingly to avoid requesting early dismissals during this time frame.

TRUANCY

A truancy is any “unexcused absence” or uncleared absence. The consequences for students who are truant are listed below:

CONSEQUENCES FOR TRUANCY:

3rd Truancy	Referral to Counselor Student Conference Parent Notification Placement on No Activities List
6th Truancy (Repeat Truant)	Referral to Vice Principal Student Conference Friday Night School (for each instance) Parent Notification Attendance Letter #1 mailed (1st step in School Attendance Review Board, SARB* process)
8th + Truancy (Habitual Truant)	Attendance Letter #2 mailed (SARB* process) Student Conference Saturday School Home Visit

School Attendance Review Board (SARB)

The School Attendance Review Board (SARB) is a method that leverages school and community resources to support students in enhancing their attendance and addressing truancy-related concerns. Truancy is a multifaceted problem that impacts not only the student but also their family, the school and the wider community. A chronic truant is a student having unexcused absences totalling 10 percent or more of the school days of the school year, measured from enrollment to the current date.

Background

In California, the compulsory education law requires individuals aged six to eighteen to attend school, with exceptions for high school graduates, those who have passed the HiSet or GED through the California Proficiency Program (CPP) and students with parental consent. Despite this, some students continuously skip school without valid reasons, leading to truancy and chronic absenteeism. Persistent truancy and chronic absenteeism pose significant and enduring challenges for students, schools and the community.

In 1974, the California Legislature introduced California Education Code (EC) Section 48320 to strengthen the enforcement of compulsory education laws and to offer support to students facing school attendance or behavior barriers before involving the juvenile justice system. EC Section 48321 outlines various structures for School Attendance Review Boards (SARBs) at local and county levels, aiming to support students dealing with persistent attendance or behavior challenges

TARDY POLICY AND CONSEQUENCES

In order for students to be successful and productive, they must develop habits of punctuality. Every instructional minute counts and student tardiness interferes with the learning process. Please be respectful of your teacher and fellow classmates by being on time to class. These habits will contribute not only to academic success but also to career and college readiness in later years. Students at Pleasant Grove High School will be held accountable for punctuality. Habitual tardiness will result in parent notification and administrative disciplinary action. The following policy regarding tardiness has been instituted at Pleasant Grove High School.

All students are expected to be in class by the time the bell finishes ringing. If they are not, they are considered tardy and may be subject to corrective action.

- **First period tardiness:** Students who enter the classroom after the tardy bell need a pass to be admitted to class. Excused tardy readmits will only be issued for valid reasons (i.e. medical/dental appointments verified with a physician's note). Unexcused tardies include, but are not limited to, car trouble, running late, inclement weather, traffic, etc.
- During the remainder of the school day, students who enter the classroom after the tardy bell, with an appropriate pass signed by a school staff member, will be admitted to class without penalty. All other students will be marked tardy and may be subject to corrective action.
- The tardy count will reset at the end of each quarter.

An **unexcused tardy** occurs when you arrive late without a school approved reason, such as oversleeping, traffic or a missed ride. These avoidable, preventable or unverifiable delays do not qualify for an authorized or excused classification.

Commonly classified reasons for an unexcused tardy include:

- Lack of preparation: Oversleeping, alarm failure.
- Transportation issues: Car trouble, traffic, or missing the bus/ride.
- Personal or family errands: Grocery shopping, running errands, or waiting for repair services.
- Childcare: Babysitting siblings or helping family members.
- Recreation & leisure: Non-school trips, studying, or socializing.
- Personal business: Hair and nail appointments, or routine non-emergency appointments.

- No official notification: Arriving late without providing an approved note or reason to administration.

By contrast, an excused tardy typically requires official, verifiable documentation, and is usually limited to medical/dental appointments, severe weather events, or documented family emergencies.

****Occasional tardy sweeps will be conducted after the tardy bell rings. Students who are not in class prior to the tardy bell, without an appropriate pass, regardless of their tardy history, will be assigned a one hour detention by an Administrator.**

Tardy Consequences

Cumulative Number of Tardies	Consequences
2 tardies	• Communication informing parents and students • Written Warning
4 tardies	• Communication informing parents and students • 30 minutes of detention • No Activity List- until served
6 tardies	• Communication informing parents and students • 60 minutes of detention • No Activity List- until served
8 tardies	• Admin Conference • Parent Communication • 4 hours of detention • No Activity List - until served • *Junior/Senior - possible forfeiture of parking spot*
10 tardies	• Admin Conference • Parent Communication • 8 hours of detention • *Junior/Senior - possible forfeiture of parking spot* • Referral to district attendance review team

WITHDRAWALS - TRANSFERS

Any student withdrawing or transferring from Pleasant Grove High School must report to the Attendance Office for a clearance sheet. A parent/guardian must accompany the student to the Attendance Office to request the student be withdrawn from school. The clearance sheet must be signed and approved by the Attendance Office, all teachers, the librarian, and the school bookkeeper before the student returns it to the Attendance Office. The student must return all textbooks and other school materials and pay all fines/fees prior to withdrawal. The student must turn in his/her ID card.

Change of Address

Parents/guardians are to notify the Attendance Office immediately of any change of address, telephone number, or guardianship. Two forms of proof of residence, such as a mortgage statement or rental agreement and a current utility bill (SMUD or PG&E), is required on all address changes.

Dress Code/Grooming Guidelines

2026 - 2027 Pleasant Grove High School Dress Code

Parents or guardians have the primary responsibility for appropriate standards of dress and grooming. However, as an educational entity, the Secondary Division of the Elk Grove Unified School District (*Board Policy 5132*) has the responsibility to establish and maintain standards of dress and grooming that support a positive, appropriate, and safe learning and teaching environment.

The purpose of a dress and grooming code is to facilitate education, not to inhibit any person's taste in attire or appearance. Students should be clean and neatly dressed in a manner that will be appropriate to the school setting, not hazardous to the health and safety of the students, and not disruptive or distracting from the educational program of the school. In addition, no articles of clothing, apparel or school materials, including hats, backpacks, and binders, may have pictures, printing, or writing that is crude, vulgar, profane, sexually suggestive, racially, ethnically, or religiously intolerant, that contain images of weapons, tobacco, drugs and/or alcohol, or which the school's administration reasonably predicts will disrupt the learning environment.

Basic Principal: Certain body parts must be covered for all students

Students are required, at a minimum, to have outer clothing covering and concealing the trunk or torso of their body from armpit level to thigh level at all times.

- The trunk or torso, including buttocks and chest, must be covered at all times, including when students are sitting, reaching and/or bending. In addition,
- Tops with necklines that fall below the armpits must be secured by straps or sleeves.
- The hem of the shirt must cover the rib cage
- Students must wear shoes at all times.

*Courses that include attire as part of the curriculum (for example, professionalism, public speaking, and job readiness) may include assignment-specific dress. Activity-specific shoes requirements are permitted (for example, athletic shoes for PE or closed toe shoes for science).

The school administration may limit or prohibit specific clothing that has been determined by law enforcement or gang experts to be affiliated with an actual gang. In consultation with law enforcement or other gang experts, the school administration may limit clothing or apparel where there is a reasonable basis for identifying such clothing or apparel as gang affiliated. Limitations and prohibitions on gang-related clothing or apparel will be applied equally to all students, and in no instance will a student's clothing or apparel be identified as gang-related based solely on the student's race, national origin or ancestry.

Students failing to comply with the dress code may be asked to change into PE clothes, wear borrowed clothing from the school or a friend, call their parents or guardians to bring a change of clothing, have inappropriate items confiscated, or in the case of repeated violations, may be subject to progressive disciplinary consequences.

Technology

Educational Use of Internet

Our campus is wired to allow adequate access to the internet in every classroom via wired and wireless networks. These networks provide limited access to the internet and online resources that include, but are not limited to, local, national and international sources of information.

Every Pleasant Grove High School staff, student, and community member has the responsibility to respect and protect the rights of every other user in our physical community and on the internet. Students are expected to act in a responsible, ethical and legal manner on the internet. Student access to the internet services is provided under staff supervision. Students learn network etiquette and are expected to proactive positive digital citizenship.

To maintain user access, students and their parents(s) must complete the "Application of Education Use of the Internet" OR sign the Internet permission slip. When parents and students sign, they verify that they accept the conditions of this handbook and Board Policy 6162.7. They also agree to hold blameless and release from any liability the Elk Grove Unified School District, Pleasant Grove High School, is subcontractors and employees.

Anyone using the systems are subject to having all activities, including email, monitored by system or security personnel.

Information obtained via the District's Internet is at the user's risk. Every user is expected to use good judgment and follow the internet accepted use policy in making electronic contact with others. Should any user breach the guidelines, then that user may lose all privileges on the network and /or be subject to appropriate corrective, disciplinary, or legal actions. Using the network is a privilege, not a right, a students' privilege may be revoked at any time for unacceptable conduct.

Please review the Elk Grove Unified Parent Student Handbook for a list of unacceptable conduct descriptions.

Digital Citizenship

At Pleasant Grove High School we are committed to ensuring that all students learn what it means to be good digital citizens. District approved curriculum and programs are selected to support students in making good choices in their use of social media and to empower them to act respectfully, safely, and ethically online.

PGHS Electronic Device Policy **Per EGUSD AR 5131.8**

Students in grades 9-12 may use Mobile Communication Devices on campus during non-instructional time, as long as the device is utilized in accordance with law and in accordance with Student Technology Acceptable Use Agreement and BP 6163.4 - Student Use of Technology. For the purposes of this regulation, "instructional time" refers to the time in class with an authorized school personnel. "Non-instructional time" is all time outside the "instructional time," including lunch and passing periods. Students may use a mobile communication device during instructional time with teacher permission.

All students in grades TK-12 must comply anytime a request is made by school personnel to cease the use of Mobile Communication Devices, even before or after school. If such a device is observed by staff during school hours or school sponsored activities when use of the device is not authorized, or after a student has been directed by school personnel to cease use of the device, it shall be confiscated until redeemed by a parent/guardian/caregiver or as determined by the school principal/designee. However, a

student shall not be prohibited from possessing or using a Mobile Communication Device under any of the following circumstances: (EC 48901.5, EC 48901.7)

1. In the case of an emergency, or in response to a perceived threat of danger;
2. When a teacher or administrator grants permission to the student to possess or use a Mobile Communication Device, subject to any reasonable limitation imposed by that teacher or administrator;
3. When a licensed physician or surgeon determines that the possession or use is use of which is limited to purposes related to and necessary for the student's health and well-being as required in the student's health plan; and/or
4. When the possession or use is required by the student's individualized education program or 504 plan.

1 st Offense	Verbal warning from any EGUSD staff member.	Documented in Synergy
2 nd Offense	Verbal warning from administrator and call to parent.	Documented in Synergy
3 rd Offense	Phone is confiscated and ONLY returned to parent/guardian.	Documented in Synergy
4 th Offense	The phone is confiscated and the student/parent must meet w/ vice principal before the phone is returned.	Documented in Synergy
5 th Offense	Phone is confiscated and student/parent must meet w/ principal before phone is returned.	Documented in Synergy

NOTE: Students and parents/guardians should be aware that any student that uses profanity, makes threatening gestures, and/or engages in any violence is subject to another discipline violation(s) per EGUSD Discipline Matrix that may include suspension or a recommendation for expulsion depending on severity/seriousness of behavior.

PGHS WEBSITE

If at any time a student or parent would like additional information about Pleasant Grove High School, they are encouraged to visit the Pleasant Grove High School website at pghs.net. This website provides information about events and activities at Pleasant Grove High School. The Parent newsletter and a monthly calendar of events are posted and links are provided to Pleasant Grove High School's academic departments.

Notification of Films, Videos, and Digital Media Content shown at school

At PLEASANT GROVE HIGH SCHOOL we support a parent's right to decide what films, videos, digital media content, and television a student may view under board policy 6162.1.

Student Fees, Deposits, and Charges

Pleasant Grove High School recognizes our responsibility to ensure that books, materials, equipment and supplies necessary for students' participation in the education program are made available to them. No student shall be required to pay any fees, deposits or other charges for his/her participation in an education activity which constitutes an integral fundamental part of an education program, including curricular and extracurricular educational activities. As necessary, we may approve and impose fees, deposits and other charges which are specifically allowed by law. For such legally-authorized fees, deposits and charges, PLEASANT GROVE HIGH SCHOOL may consider students' and parents'/guardians' ability to pay when establishing fee schedules and for granting waivers or exemptions.

Assessments, Data Analysis, Action, Exams, and Surveys**CAASPP**

The California Assessment of Student Performance and Progress (CAASPP) System consists of the following assessments: English language arts/literacy, mathematics assessments, and science given to eleventh grade students during the spring semester.

SBAC (Smarter Balanced Assessment Consortium) in English language arts/ literacy (ELA) and math are administered to all 11 grade students to measure what students know and are able to do. These computer adaptive assessments include a variety of item types including, but not limited to: multiple choice, constructed response, technology enabled/enhanced items, and performance tasks. The results can be used as an indicator of college readiness.

The new computer-based California Science Test (CAST) measures our 11th grade students and untested 12th grade students' understanding of the California Next Generation Science Standards (NGSS) during the spring semester.

ELPAC

The English Language Proficiency Assessments for California (ELPAC) is comprised of two separate English Language Proficiency (ELP) assessments: one for the initial identification of students as English learners (ELs), and a second for the annual summative assessment to identify students' English Language Proficiency level and to measure their progress in learning English. The Initial Assessment is used to identify students as either an English learner who needs support to learn English, or as proficient in English. The ELPAC is comprised of four domains: Listening, Speaking, Reading, and Writing. This assessment is given during the spring semester to those identified.

Physical Fitness Test

This test is given during to mainly 9th grade students at Pleasant Grove High School and is used to assess the physical fitness in six fitness areas: Aerobic Capacity, Body Composition, Abdominal Strength & Endurance, Trunk Extensor Strength & Flexibility, Upper Body Strength & Endurance and Overall Flexibility. Students are scored as "within the Healthy Fitness Zone," or "Needs Improvement - Some Risk," or "Needs Improvement - Health Risk." To pass the PFT, students must have 5 of 6 fitness standards "within" the Healthy Fitness Zone.

AP Financial Assistance

Pleasant Grove High School offers a wide selection of honors and advanced placement (AP) courses. Some colleges and universities will give credit to students who have scored well on an advanced placement test. The EGUSD College Readiness Block Grant is available to students who need assistance paying the AP exams fees [E.C. 52240, 52242]

Tests/Surveys on Personal Beliefs

Unless required by law, your child will not be given any test, questionnaire, survey, examination or marketing material containing questions about your child's or his/her parents' or guardians' personal beliefs of practices in politics, mental health, anti-social, illegal, self-incriminating or demeaning behavior, critical appraisals of others close to the family, legally confidential relationships such as ministers or doctors, income (unless to determine eligibility in a program or for receiving assistance), sex, family life, morality or religion without prior notification and written permission of the parent or guardian. Parents have the right to review any survey or educational materials related to the survey on any of the above items. At PG, we share these documents through SchoolMessenger. We include the District policies relating to the surveys and personal information in our communication out to students and their families. [E.C. 51513, 60614; PPRA, 34 C.F.R. 98; NCLB, 20 U.S.C. 1232h(b)]

Student Surveys, Tests, and Questionnaires Regarding Sexual Attitudes and Practices

Typically during the fall semester, Pleasant Grove High School participates in anonymous, voluntary and confidential research and evaluation tools to measure our students' health behaviors and risks, including tests, questionnaires, and surveys containing age appropriate questions about the student's attitudes concerning or practices relating to sex.

It is our practice to notify you in writing before any such test, questionnaire, or survey is administered and provide you with an opportunity to review the test and request in writing that your child not participate. Families may provide a written request excusing a student from this activity and submit it to the administration office within a reasonable time. In the event of an excusal, students may not be subject to disciplinary action, academic penalty or other sanction and an alternative educational activity will be made available to the student. [E.C. 51938(c) and 51939]

Parent & Family Engagement Communication and Notices

Family Engagement

Continuous family engagement in a child's education contributes greatly to achievement and a positive school environment. Parents are encouraged to be a part of our school community. All parent volunteers need to be fingerprinted.

Parent Emergency Notification

In the event that an emergency takes place on a school campus, student safety is our top concern. Depending on the level of the emergency, parents will be notified by telephone call, email or a letter home. Please make certain that your Synergy account has the most current emergency contact information.

PARENT COMMUNICATION

School Messenger: Please Subscribe/Opt-In

SchoolMessenger is a notification service that provides a recipient inbox where parents can access recent voice calls, text messages, email messages, and push notifications from any device and at any time. SchoolMessenger gives busy, on-the-go parents powerful new ways to stay connected to the school or district and for parents with children at different school sites, this app will help identify which message corresponds to the appropriate child.

If you would like to receive a message about Pleasant Grove High School activities/events, send a message to 67587 with either the words “opt in” or “subscribe” (Standard message and data rates may apply).

Synergy ParentVue Portal:

Please update your email/Opt-In. ParentVue is an application that allows you to review your child’s academic progress, attendance, and communicate with teachers. Please visit our front office for technical support or to update your phone number and/or email address.

Talking Points

Provides an automated, two-way translation in over 150 languages so teachers and parents can easily text or message each other.

Communication on Student Achievement

At Pleasant Grove High School good communication regarding academic progress between parents and teachers is important in the education process. All appropriate forms of communication should be used. The progress report should reflect student progress in classwork and proficiency levels. It should also indicate educational growth in relation to the student’s ability, citizenship and effort.

Any parent wanting special arrangements for receiving report cards may call the school. Parents will be notified when a student is in danger of not passing a course. [E.C. 49063 and 49067]

Email communication with Teachers

Email communication is a very effective means for parents to communicate with their student’s teacher. There is an email feature in ParentVue and StudentVue. Please know that Pleasant Grove High School teachers may not respond immediately but will do their best to respond within a reasonable amount of time.

Challenging Student Records

The custodial parent/guardian of any student may submit to the principal a written request to correct or remove from his/her child’s records any information concerning the child which he/she alleges to be any of the following: [E.C. 49070; 34 CFR 99.20]

- Inaccurate
- An unsubstantiated personal conclusion or inference
- A conclusion or inference outside of the observer’s area of competence
- Not based on the personal observation of a named person with the time and place of the observation noted
- Misleading
- In violation of the privacy or other rights of the student (cf. 5121 Grades/Evaluation of Student Achievement) (cf. 5125 Student Records)

Any student who is 18 years of age or attends a postsecondary institution shall have the sole right to challenge the contents of his/her records in accordance with the following procedures. [E.C. 49061, 49063]

Within 30 days of receiving a request to correct or remove information from a record, the principal shall meet with the parent/guardian and with the faculty member who recorded that information. [E.C. 49070]

If the challenge involves a student's grade, the teacher who gave the grade shall be given an opportunity to state orally, and/or in writing, the reasons for which the grade was given. In the absence of clerical or mechanical error, fraud, bad faith or incompetency, the student's grade as determined by the teacher shall be final. [E.C. 49066] [cf. 5121 - Grades/ Evaluation of Student Achievement]

Meeting with Teachers or other School Staff

It is recommended that you make appointments with school staff when possible, especially for issues that cannot be resolved quickly. Please check in at the front desk if you have questions or difficulties communicating with school staff, contact the VP office staff.

Important Notices & Student Rights

Annual Notice of the Uniform Complaint Procedures (UCP)

Annual Notice of the Uniform Complaint Procedures (UCP) 2025-26 School Year For students, employees, parents/guardians, school and District advisory committee members, private school officials, and other interested parties. EGUSD has the primary responsibility for compliance with federal and state laws and regulations. We have established Uniform Complaint Procedures (UCP) to address allegations of unlawful discrimination, harassment, intimidation, and bullying, and complaints alleging violation of state or federal laws governing educational programs, the charging of unlawful pupil fees and the non-compliance of our Local Control and Accountability Plan (LCAP). We will investigate all allegations of unlawful discrimination, harassment, intimidation or bullying against any protected group as identified in Education Code section 200 and 220 and Government Code section 11135, including any actual or perceived characteristics as set forth in Penal Code section 422.55 or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any program or activity conducted by the agency, which is funded directly by, or that receives or benefits from any state financial assistance. The UCP shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in:

- Adult Education
- After School Education and Safety
- Agricultural Vocational Education
- American Indian Education Centers and Early Childhood Leaving School at Lunch Time

The Elk Grove Unified Board of Education has established a closed campus policy at all sites. Students may not leave campus at any time during the school day. This is to protect your student's health, safety and welfare and maintain the security of the campus. We ask that you not request permission for your student to leave campus during the school day for lunch. [E.C. 44808.5] School Attendance Review Board (SARB) SARB reviews student attendance and disruptive behavior. Students may be referred to SARB for habitual truancy or irregular attendance. SARB may involve the District Attorney, County Probation Department and County Health and Human Services in a student's case.

- Education Program Assessments
- Bilingual Education

- California Peer Assistance and Review Programs for Teachers
- Career Technical and Technical Education; Career Technical; Technical Training
- Career Technical Education
- Child Care and Development
- Child Nutrition
- Compensatory Education
- Consolidated Categorical Aid
- Course Periods without Educational Content
- Economic Impact Aid
- Education of Pupils in Foster Care, Pupils who are Homeless, former Juvenile Court Pupils now enrolled in a school district and Children of Military Families, and Migratory and Newly Arrived Students Participating in a "Newcomer Program"
- English Learner Programs
- Every Student Succeeds Act / No Child Left Behind (Titles I-VII)
- Local Control Accountability Plans Migrant Education
- Physical Education Instructional Minutes
- Pupil Fees
- Reasonable Accommodations to a Lactating Pupil
- Regional Occupational Centers and Programs
- School Safety Plans
- Special Education
- State Preschool
- Tobacco-Use Prevention Education A pupil fee includes, but is not limited to, all of the following:
 1. A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in a class or extracurricular activity, regardless of whether the class or activity is elective or compulsory is for credit.
 2. A security deposit, or other payment, that a pupil is required to make to obtain a lock, locker, book, class apparatus, musical instrument, clothes, or other materials or equipment.
 3. A purchase that a pupil is required to make to obtain materials, supplies, equipment, or clothes associated with an educational activity. A pupil fees or LCAP complaint may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint. A pupil enrolled in a public school shall not be required to pay a student fee for participation in an educational activity. A pupil fee complaint shall be filed no later than one year from the date the alleged violation occurred. We shall post a standardized notice of the educational rights of foster and homeless youth, as specified in Education Code Sections 48853, 48853.5, 48853.5, 49069.5, 51225.1, and 51225.2.

This notice shall include complaint process information, as applicable Complaints other than issues relating to pupil fees must be filed in writing with the following designated to receive complaints:

Name or title: Legal Compliance Specialist
 Unit or office: Human Resources
 Address: Human Resources Department,
 Elk Grove Unified School District,
 9510 Elk Grove-Florin Road,
 Elk Grove, CA 95624
 Phone: (916) 686-7795
 E-mail address: legalcompliance@egusd.net

The above, responsible for compliance and investigations, is knowledgeable about the laws and programs assigned to investigate. The compliance officer who receives a complaint may assign another compliance officer to investigate and resolve the complaint. The compliance officer shall promptly notify the complainant and respondent, if applicable, if another compliance officer is assigned to the complaint. A pupil fee complaint is filed with the Site Principal.

Complaints alleging discrimination, harassment, intimidation, or bullying, must be filed within six (6) months from the date the alleged discrimination, harassment, intimidation, or bullying, occurred or the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation, or bullying, unless the time for filing is extended by the superintendent or his or her designee. a right to appeal our decision of complaints regarding specific programs, pupil fees and the LCAP to the California Department of Education (CDE) by filing a written appeal within 15 days of receiving our decision. The appeal must be accompanied by a copy of the originally-filed complaint and a copy of our decision.

The complainant is advised of civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable.

Notwithstanding the process for written complaints, any individual who believes that he/she or another student or group has been subjected to unlawful discrimination may orally report the alleged discrimination to the involved student's teacher (or a teacher of a student in the alleged group), or to the principal, or to the principal's designee of the school site where the alleged discrimination occurred. The principal or principal's designee shall, in the process of following up on the report, inform the individual making the report of the right to file a written complaint. If the Important Notices & Student Rights -25- Important Notices & Student Rights individual making the oral report does not want to file a written complaint, does not want to be identified, or does not give names of the perpetrators, the school still may have a duty to respond in some way depending on the seriousness of the allegations and the risk of future harm to the student or others. However, the extent to which these concerns can be investigated and/or responded to may be limited given the lack of information made available to the District. The District's response to the oral reporting of concerns of unlawful discrimination shall follow the process set forth in the local UCP.

A copy of our UCP complaint policies and procedures is available free of charge and is available on the District's website at the following link: www.egusd.net/about/district/policiesproceduresnotices

For more information regarding the District's uniform complaint procedures or assistance with the complaint or investigation process, please contact the Legal Compliance Office in Human Resources at (916) 686-7795.

Harassment Policy

Any student who engages in the sexual harassment of anyone in or from the District may be subject to disciplinary action up to and including expulsion. The Board expects students or staff to immediately report incidents of sexual harassment to the principal or designee or to another District administrator. Any student who feels that he/she is being discriminated against or harassed should immediately contact the principal or designee. In addition a written complaint can be filed in accordance with B.P. /A.R. 1312.3. Written complaint policies are available at all school sites, the District Office and can be accessed online at www.egusd.net/about/district/policiesproceduresnotices. The District prohibits retaliatory behavior against any complainant or any participant in the complaint process. Each complaint of sexual harassment shall be promptly investigated in a way that respects the privacy of all parties concerned.

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature when:

1. Submission to the conduct is explicitly or implicitly made a term or condition of an individual's employment, academic status or progress.
2. Submission to or rejection of the conduct by an individual is used as the basis for academic or employment decisions affecting the individual.
3. The conduct has the purpose or effect of having a negative impact on the individual's academic or work performance, or of creating an intimidating, hostile or offensive educational or work environment.
4. Submission to or rejection of the conduct by an individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs or activities at or through the school.

Other types of conduct which are prohibited in the District and which may constitute sexual harassment include:

1. Unwelcome leering, sexual flirtations or propositions.
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions.
3. Graphic verbal comments about an individual's body or overly personal conversation.
4. Sexual jokes, stories, drawing, pictures or gestures.
5. Spreading sexual rumors.
6. Teasing or sexual remarks about students.
7. Touching an individual's body or clothes in a sexual way.
8. Cornering or blocking of normal movements for sexual purposes.
9. Displaying sexually suggestive objects in the educational or work environment.
10. Any act of retaliation against an individual who reports a violation of the District's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.

Student Rights Title IX

Title IX provides federal protections to promote gender equity and prohibit gender-based discrimination, including gender identity and transgender status, sexual harassment, and discrimination based on marital, parental, or pregnancy status. For complaints regarding discrimination based on sex, contact the appropriate Title IX Coordinator listed below:

For complaints against employees:

Legal Compliance Specialist, Human Resources 9510 Elk Grove-Florin Road, Elk Grove, CA 95624 (916) 686-7795; legalcompliance@egusd.net

For student against student complaints:

Associate Superintendent, PreK-6 Education 9510 Elk Grove-Florin Road, Elk Grove, CA 95624 (916) 686-7704; PK6Ed@egusd.net

Associate Superintendent, Secondary Education,
9510 Elk Grove-Florin Road, Elk Grove, CA 95624 (916) 686-7706; egusded@egusd.net

Filing a Title IX Complaint with the District

Student complaints shall be submitted in written form in accordance with Board Policy 1312.3 - Uniform Complaint Procedures. If the complainant is unable to prepare the complaint in writing, administrative staff shall help him/her to do so.

Complaints must be filed within six months from the date when the alleged unlawful discrimination occurred, or from the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation, or bullying that is based on sex. The time for filing may be extended up to 90 days by the Superintendent or the Superintendent's designee, for good cause, upon written request by the complainant setting forth the reasons for the request for an extension of time to file a written complaint.

All complaints shall be appropriately investigated in a timely manner. Within 10 business days after the compliance officer receives the complaint, the compliance officer, or designee, shall begin an investigation into the complaint. The investigation shall include an opportunity for the complainant, or the complainant's representative, or both, to present the compliance officer, or designee, with any evidence, or information leading to evidence, to support the allegations in the complaint.

The District shall issue a written decision based on the evidence within 60 calendar days from receipt of the written complaint by the District. Any complainant who is dissatisfied with the District's final written decision may file an appeal in writing with the California Department of Education within 15 calendar days of receiving the District's decision.

Complaints made by or on behalf of students may also be filed with the U.S. Department of Education, Office of Civil Rights within 180 calendar days of the date of the alleged discrimination, unless the time for filing is extended by the Office of Civil Rights for good cause shown under certain circumstances

Williams Settlement Complaint Procedure

Complaint policies and forms are available at the school office and are available online at: www.egusd.net/about/district/policies/procedures/notices.

The following procedures shall be used to file Williams related complaints:

1. Complaint forms can be turned in to the principal or designee who will make every reasonable attempt to investigate.
2. Complaints beyond the site authority will be forwarded to the District within 10 days.
3. Complaints may be filed anonymously. The form will have a box to mark if a response is requested. The complainant must be identified and provide a mailing address on the complaint form to receive a written response.
4. Valid complaints shall be remedied within 30 days of receipt.
5. If a response was requested, it shall be provided by mail within 45 days of resolution to the address listed. The principal will also inform the Superintendent of the resolution within the same time frame.
6. If dissatisfied with the resolution, the complainant may file a request to describe the complaint to the governing board at a regularly scheduled meeting.
7. If the complaint involves a condition of a facility that poses an emergency or urgent threat, a complainant who is not satisfied with the resolution proffered by the principal or appropriate District official has the right to file an appeal to the Superintendent of Public Instruction.
8. The District will report quarterly on the number of resolved and unresolved complaints and summarize data regarding complaints and resolutions to the county superintendent and the local governing board in public session making it part of the public records.

Disciplinary Practices

Pleasant Grove High School employs a range of disciplinary practices to address student misconduct and ensure a safe learning environment. Disciplinary actions may include, but are not limited to:

- Verbal Warnings
- Administrator/Student Conference
- Parent/Guardian Contact and/or Conference
- Detentions (After-School and/or Saturday School)
- No Activities List
- Teacher Assigned Discipline (Classroom Removal and/or Classroom Suspension)
- Home Suspension
- Expulsion

The severity of the disciplinary action will depend on the nature and frequency of the offense, as well as the student's disciplinary history.

Student Discipline

A student may be disciplined, suspended, or expelled for acts enumerated in Disciplinary Practices and Progressive Discipline that are related to school activity or school attendance occurring at any district school or within any other school district, including, but not limited to, any of the following:

1. While on school grounds.
2. While going to or coming from school.
3. During the lunch period whether on or off campus.
4. During, while going to, or coming from a school sponsored activity.
5. For conduct which occurs after school hours and off District property, but which is reasonably likely to cause or causes a substantial disruption of a school activity or attendance. [EGUSD AR 5144.1]

Detentions

Students may be assigned detention as a disciplinary consequence for violations of school rules, including excessive tardies, unexcused absences, trancies or other misconduct. Detentions are held at the following times:

- Monday: 2:50 p.m. – 3:40 p.m.
- Friday: 3:50 p.m. – 4:50 p.m.
- Saturday: 8:00 a.m. – 12:00 p.m.

Parents/guardians will be notified by phone, email or written communication when a student is assigned detention.

Detention Expectations

Students assigned detention are expected to arrive on time and remain for the entire session. They must bring sufficient schoolwork, reading materials or other teacher-approved academic work to remain productively engaged throughout the detention period.

During detention, students are expected to:

- Arrive on time and prepared with sufficient homework, class assignments or appropriate reading materials to complete during the detention period.
- Remain seated, facing forward with your head up and actively engaged in your assigned work.
- Remain silent. Talking is not permitted unless directed by the supervising staff member.

- Follow all directions and avoid any behavior that disrupts the learning environment.
- Remain on task for the entire session.
- Cell phones and other electronic devices need to be turned off and put away.

Students who violate these expectations may receive one warning and/or be assigned a seat change. Continued noncompliance or serious misconduct may result in removal and/or additional disciplinary consequences. Any removal will result in non-credit.

Tardiness to detention is strictly enforced. Students are encouraged to arrive at least 5 minutes early. Once detention has begun, late arrivals will not be admitted and will be considered a "no-show." A no-show may result in additional disciplinary action.

Participation in extracurricular activities, including athletics, practices, performances, meetings or competitions, does not excuse a student from attending an assigned detention. Students are responsible for fulfilling all disciplinary obligations as scheduled unless alternative arrangements have been approved by school administration.

To request a reschedule, a parent or guardian must contact the Vice Principal's Office at **(916) 686-0237** prior to the assigned detention date.

No Activities List

Students are placed on the *No Activities List* based on excessive tardies, fees or fines owed, as well as unserved disciplinary consequences. The intent of the list is to tie attendance at extracurricular events to school/class attendance and behavior. Students are placed on and removed from the No Activities List at the discretion of the Principal or Principal's Designee.

The No Activities List limits student participation in non-academic school events including but not limited to dances, athletic events, theater productions, senior activities (excluding Graduation) and extra-curricular field trips not academically related. Student-athletes may practice, but not compete while on the No Activities List. Participation in clubs, Band, ASB, etc. are also subject to the No Activities List policy.

If a student is on the No Activities List when he or she withdraws from school, that student will remain on the No Activities List and will not be allowed to attend any Pleasant Grove High School activities. If a student withdraws and re-enrolls during the same school year, he or she will be reassigned to the No Activities List at the discretion of administration.

Teacher - Assigned Discipline

Classroom Removal (Ed. Code 48925)

Teachers have the option to issue a Classroom Removal, which removes a student from class for a designated period while implementing supporting interventions.

- **Notification:** The teacher must verbally notify school administration or the main office immediately when a student is removed from the classroom.
- **Frequency:** Classroom removal shall not occur more than once every five school days.
- **Parental Communication:** Teachers are expected to communicate with the student's parent or guardian regarding the removal.
- **Reentry:** Before the student returns to the classroom, the teacher must facilitate a reentry conversation to restore the student-teacher relationship.

Classroom Suspension Ed Code 48910

When a student continues to violate a teacher's class rules and other means of correction have failed to bring about corrective behavior a teacher may assign a suspension from their class for a period not to exceed two consecutive days. Students placed on a teacher-assigned suspension must report to the vice principals' office during that particular class period. Removing a student from the classroom is considered an in school suspension.

In accordance with Ed Code 48910, teachers have the right to suspend a student from class for the day of the suspension and the day following. Teachers must also document the incident in Synergy and provide homework assignments upon request.

- **Notification:** The teacher must verbally notify the admin office that the student is being suspended from the classroom.
- **Frequency:** Teachers have the right to suspend a student from the class for the day of the suspension and the day following.
- **Parental Communication:** As soon as possible, the teacher shall ask the parent or guardian of the pupil to attend a parent-teacher conference regarding the suspension. An administrator shall attend the conference if the teacher or the parent or guardian so requests.
- **Reentry:** The teacher must have a reentry conversation to restore the student/teacher relationship.

Home Suspension

When a student violates the Pleasant Grove High School discipline code and commits an offense listed in Sections 48900 or 48915 of the California Education Code, he/she is subject to suspension from school for a period of one to five days. All home suspensions become immediate upon leaving campus; however, if the parent approved departure occurs past the halfway point of the school day, the following school day becomes the first day of suspension. For infractions that occur prior to the first half of the school day, the current day shall become the first day of suspension. Effective immediately from the point of issuance and continuing until the return date to school, the student is not allowed to be on or about any campus of the Elk Grove Unified School District, participate in or attend any school- sponsored events or activities even if the first day of suspension does not begin on the day of the infraction.

Hate Speech/Derogatory Language, Acts and Behavior

Acts and behavior that are intended to insult, offend, or intimidate a person or group on the basis of race, religion, sexual orientation, gender, ethnic origin, or disability are not tolerated at PGHS.

Racially Charged Language/Behavior

Any student found in violation of this policy will receive disciplinary consequences which may include student conference, detention, Saturday school, restorative assignment, home suspension, or expulsion. See pages 23 – 29 for the specific ed code violations, 48900(i) (k) (l) (o), and 48900.3. Any racially charged language toward any individual will not be tolerated at any time in the PGHS community.

Parents, students and staff should immediately report incidents of hate speech, acts, behavior, or harassment to the Principal or designee. Students, parents, guardians or any other individuals having questions or concerns or who may wish to file a complaint are urged to first contact the Principal or designee, but if your concerns are not resolved, you may also contact the Associate Superintendent for Human Resources, at (916) 686-7795, for matters involving a potential complaint or concern regarding a district employee. You may contact the Associate Superintendent for Pre-K-6 Education, at (916) 686-7704 regarding a potential complaint or concern related to a PreK-6 student (or students); and you may contact the Associate Superintendent for Secondary Education, at (916) 686-7706, regarding a potential complaint or concern related to a student (or students) in grades 7-12.

No one shall be retaliated against for reporting any incident of alleged hate speech, acts, behavior, or harassment discrimination or harassment, and complainants' identities will be kept confidential to the extent practical in the course of investigating the incidents.

All incidents are taken seriously, investigated thoroughly, and parents will be notified at the conclusion of the investigation.

STUDENT/PARENT DISCIPLINARY APPEALS

Students' parents may appeal a disciplinary action by submitting a Request for Disciplinary Appeal form to the school principal. These forms are available from vice principals or from the school secretary.

Appeals should be made within one school day of the disciplinary action being taken.

excused

Education Codes Related to Discipline

Disciplinary actions at Pleasant Grove High School are guided by the California Education Code. Key sections include:

- [Section 48900: Grounds for Suspension and Expulsion](#)
- [Section 48915: Expulsion for Serious Offenses](#)
- **Section 48910:** Authority of Teachers to Suspend Students from Class

Students and parents are encouraged to familiarize themselves with these regulations to understand the grounds for disciplinary actions and the rights and responsibilities of students.

Specific Conduct Policies

1. **Students are Expected to Be Where They Are Supposed to Be:** To prevent serious violations of the California Education Code, students must stay in their designated areas during school hours. Unauthorized absence from class or designated areas is a serious offense and will be addressed promptly. Entering a classroom to which a student is not assigned is considered to be a serious violation and possible safety concern which may result in disciplinary action, including home suspension.
2. **Closed Campus Policy:** PGHS is a closed campus. Students are not allowed to enter or exit the campus via unauthorized exits during the school day. All students leaving campus during school hours must do so through the front office unless they are accompanied by a staff member. Violation of this policy will result in disciplinary action.

By adhering to these guidelines, we aim to create a safe, respectful, and conducive environment for learning at Pleasant Grove High School.

Table of Education Codes Related to Discipline

ED CODE 48900(a)(1)	Table 1	ED CODE 48900(m)	Table 14
ED CODE 48900(a)(2)	Table 2	ED CODE 48900(n)	Table 15
ED CODE 48900(b)	Table 3	ED CODE 48900(o)	Table 16
ED CODE 48900(c)	Table 4	ED CODE 48900(p)	Table 17
ED CODE 48900(d)	Table 5	ED CODE 48900(q)	Table 18
ED CODE 48900 (e)	Table 6	ED CODE 48900(r)(	Table 19
ED CODE 48900(f)	Table 7	ED CODE 48900(s)	Table 20

ED CODE 48900(g)	Table 8	ED CODE 48900(t)	Table 21
ED CODE 48900(h)	Table 9	ED CODE 48900.2	Table 22
ED CODE 48900(i)	Table 10	ED CODE 48900.3	Table 23
ED CODE 48900(j)	Table 11	ED CODE 48900.4	Table 24
ED CODE 48900(k)	Table 12	ED CODE 48900.7	Table 25
ED CODE 48900(l)	Table 13	ED CODE 48915	Table 26

ED CODE 48900(a)(1)		
ACTS OF VIOLENCE Willfully used force or violence upon the person of another, except in self-defense.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 1–3 day suspension • Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact Family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices / Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 2–4 day suspension • Extreme Fights – contact Director or SSHS • Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices / Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services / supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion

	up to 5 days	
--	--------------	--

ED CODE 48900 (b)		
WEAPONS AND DANGEROUS OBJECTS Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal. Ed. Code 48915(g) – As used in this section, "knife" means any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade fitted primarily for stabbing, a weapon with a blade longer than 3 ½ inches, a folding knife with a blade that locks into place, or a razor with an unguarded blade. Ed. Code 48915(h) – As used in this section, the term "explosive" means "destructive device" as described in Section 921 of Title 18 of the United States Code. *If student possessed, sold, or otherwise furnished a firearm, please refer to CA Ed. Code 48915(c)(1) *If student brandished a knife at another person, please refer to CA Ed. Code 48915(c)(2) *If Student possessed an explosive please refer to CA Ed. Code 48915(c)(5) and (h).		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Confiscate object • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Give object to appropriate law enforcement • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Restorative Practices / Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services /supports • 1–5 day suspension • Possible consideration for a Recommendation of Expulsion	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Confiscate object • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Give object to appropriate law enforcement • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Restorative Practices /Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services /supports • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Confiscate object • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Give object to appropriate law enforcement • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services /supports • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion

ED CODE 48900 (c)**UNLAWFUL POSSESSION OF A CONTROLLED SUBSTANCE**

Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.

*If Student was unlawfully selling a controlled substance please refer to CA Ed. Code 48915(c)(3).

Ed. Code 48915(c)(3) – The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds... unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.

FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Notify law enforcement within 1 school day (EC 48902) • Give substance to appropriate law enforcement authority • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended • 1–3 day suspension (Marijuana and alcohol) • Others Substances – contact Director or SSHS Selling Drugs • 5 Day Suspension if Student is selling or sold a controlled substance • Recommendation for expulsion if Student is selling or sold a controlled substance Other potential actions: • Restorative Practices /Interventions • Student Study Team (SST)	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Notify law enforcement within 1 school day (EC 48902) • Give substance to appropriate law enforcement authority • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended • 2 –4 day suspension (Marijuana and alcohol) • Others Substances – contact Director or SSHS Selling Drugs • 5 Day Suspension if Student is selling or sold a controlled substance • Recommendation for expulsion if Student is selling or sold a controlled substance Other potential actions: • Restorative Practices /Interventions • Student Study Team (SST)	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Notify law enforcement within 1 school day (EC 48902) • Give substance to appropriate law enforcement authority • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended • 3–5 day suspension (Marijuana and alcohol) • Others Substances – contact Director or SSHS Selling Drugs • 5 Day Suspension if Student is selling or sold a controlled substance • Recommendation for expulsion if Student is selling or sold a controlled substance Other potential actions: • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services

• Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services /supports • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services /supports • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Site MTSS process • Referral to Student Support Centers for outside services /supports
---	---	---

ED CODE 48900 (d)		
SALE OF "LOOK-ALIKE" CONTROLLED SUBSTANCE OR ALCOHOL Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant. *Reminder: If Student is unlawfully selling a controlled substance, it may also be a violation of 48915(c). If so, please refer to CA Ed. Code 48915(c)(3).		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Notify law enforcement within 1 school day (EC 48902) • Give substance to appropriate law enforcement authority • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Notify law enforcement within 1 school day (EC 48902) • Give substance to appropriate law enforcement authority • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Notify law enforcement within 1 school day (EC 48902) • Give substance to appropriate law enforcement authority • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST)

/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services /supports • 1–3 day suspension • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services /supports • 2–4 day suspension • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion
--	--	---

ED CODE 48900 (e)		
ROBBERY OR EXTORTION Committed or attempted to commit robbery or extortion.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices /Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact Family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices /Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services

• Referral to Student Support Centers for outside services /supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 1–3 day suspension • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Referral to Student Support Centers for outside services /supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 2–4 day suspension • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• /supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion
--	--	--

ED CODE 48900 (f)		
DAMAGE TO PROPERTY Caused or attempted to cause damage to school or private property.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports

- Referral to Student Support Centers for outside services/supports - Notify law enforcement (refer to AR 5144.3 and 5145.11) - Suspension only permitted on “first offense” if the student’s presence causes a danger to persons. In such instances, 1–3 day suspension. “First offense” refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/or 48915, although formal exclusionary disciplinary action may not have been taken against the student. <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	- Notify law enforcement (refer to AR 5144.3 and 5145.11) 2–4 day suspension <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	- Notify law enforcement (refer to AR 5144.3 and 5145.11) 3–5 day suspension - Possible consideration for a Recommendation of Expulsion
--	--	---

ED CODE 48900 (g)		
THEFT OR STEALING		
Stole or attempted to steal school property or private property.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: - Ensure due process - Conference with student - Collect statements from other witnesses - Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry - Review past alternative means of correction (Ed. Code 48900.5) - Contact family/guardian - Review student’s past similar behaviors and document current incident in Synergy	Mandatory Actions: - Ensure due process - Conference with student - Collect statements from other witnesses - Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry - Review past alternative means of correction (Ed. Code 48900.5) - Contact family/guardian - Review student’s past similar behaviors and document current incident in Synergy	Mandatory Actions: - Ensure due process - Conference with student - Collect statements from other witnesses - Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry - Review past alternative means of correction (Ed. Code 48900.5) - Contact family/guardian - Review student’s past similar behaviors and document current incident in Synergy - Hold re-entry conference if suspended

• Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Suspension is only permitted on “first offense” if a student’s presence causes a danger to persons. In such instances, 1–3 day suspension. • “First offense” refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/ or 48915, although formal exclusionary disciplinary action may not have been taken against the student. • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 2–4 day suspension • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion
--	---	--

ED CODE 48900 (h)		
TOBACCO OR NICOTINE PRODUCTS		
Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student	Mandatory Actions: • Ensure due process • Conference with student	Mandatory Actions: • Ensure due process • Conference with student

• Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Suspension is only permitted on "first offense" if a student's presence causes a danger to persons. In such instances, 1–3 day suspension. • "First offense" refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/ or 48915, although formal exclusionary disciplinary action may not have been taken against the student. • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • 2–4 day suspension • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion
--	---	--

ED CODE 48900 (i)		
OBSCENE ACTS Committed an obscene act or engaged in habitual profanity or vulgarity.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Suspension is only permitted on "first offense" if a student's presence causes a danger to persons. In such instances, 1–3 day suspension. • "First offense" refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/ or 48915, although formal exclusionary disciplinary action	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 2–4 day suspension • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion

may not have been taken against the student. • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>		
---	--	--

ED CODE 48900 (j)		
DRUG PARAPHERNALIA Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia .		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Suspension is only permitted on "first offense" if a student's	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • 2–4 day suspension	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion

presence causes a danger to persons. In such instances, 1–3 day suspension. • “First offense” refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/ or 48915, although formal exclusionary disciplinary action may not have been taken against the student. • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	
---	---	--

ED CODE 48900 (k)		
DISRUPTION OF SCHOOL ACTIVITIES Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties. NOTE: • School districts cannot suspend students in kindergarten through grade 3 for disruption or willful defiance; • School districts cannot recommend any student for expulsion for disruption or willful defiance, regardless of grade level; • For students in grades 4 to 12, school districts cannot suspend them for disruption or willful defiance if it is their first offense; and • Teachers are permitted to suspend any student, regardless of grade, from their classroom for disruption or willful defiance, whether it's a student's first offense or not.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5)	Mandatory actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5)	Mandatory actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian

• Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • <i>Depending on the severity of the incident, as well as, pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 1–3 day suspension (4th thru 12th grades) • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 2–5 day suspension (4th thru 12th grades)
---	---	---

ED CODE 48900 (I)		
POSSESSION OF STOLEN PROPERTY		
Knowingly received stolen school property or private property.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry	Mandatory actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry	Mandatory actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5)

- Review past alternative means of correction (Ed. Code 48900.5) - Contact family/guardian - Review student's past similar behaviors and document current incident in Synergy - Hold re-entry conference if suspended Other potential actions: - Consider alternatives to suspension - Restorative Practices/Interventions - Student Study Team (SST) - Referral to school counselor - Contact Foster Youth Services - Site MTSS process - Referral to Student Support Centers for outside services/supports - Notify law enforcement (refer to AR 5144.3 and 5145.11) - Suspension only permitted on "first offense" - If a student's presence causes a danger to persons. In such instances, 1–3 day suspension. "First offense" refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/or 48915, although formal exclusionary disciplinary action may not have been taken against the student. <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	- Review past alternative means of correction (Ed. Code 48900.5) - Contact family/guardian - Review student's past similar behaviors and document current incident in Synergy - Hold re-entry conference if suspended Other potential actions: - Consider alternatives to suspension - Restorative Practices/Interventions - Student Study Team (SST) - Referral to school counselor - Contact Foster Youth Services - Site MTSS process - Referral to Student Support Centers for outside services/supports - Notification to law enforcement (refer to AR 5144.3 and 5145.11) 1–4 day suspension <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	- Contact family/guardian - Review student's past similar behaviors and document current incident in Synergy - Hold re-entry conference if suspended Other potential actions: - Consider alternatives to suspension - Restorative Practices/Interventions - Student Study Team (SST) - Referral to school counselor - Contact Foster Youth Services - Site MTSS process - Referral to Student Support Centers for outside services/supports - Notify law enforcement (refer to AR 5144.3 and 5145.11) 3–5 day suspension - Possible consideration for a Recommendation of Expulsion
--	---	---

ED CODE 48900 (m)

IMITATION FIREARM

Possessed an **imitation firearm**. 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.

FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Suspension only permitted on "first offense" if student's presence causes a danger to persons. In such instances, 1–3 day suspension. • "First offense" refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/ or 48915, although formal exclusionary disciplinary action	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers • for outside services/supports • Notification to law enforcement • (refer to AR 5144.3 and 5145.11) • 2–4 day suspension • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion

may not have been taken against the student. • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>		
---	--	--

ED CODE 48900 (n)		
SEXUAL ASSAULT OR SEXUAL BATTERY Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code. If student committed or attempted to commit a sexual assault please refer to CA Ed. Code 48915(c)(4). Ed. Code 48915(c)(4) – The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds... committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Notify law enforcement (refer to AR 5144.3 and 5145.11) • In consultation with site principal and Director - File CPS Report • Contact Director or SSHS • 5 day suspension and recommendation for expulsion • Refer to California Education Code 48915 (c)(4).	Mandatory Actions: • Notify law enforcement (refer to AR 5144.3 and 5145.11) • In consultation with site principal and Director - File CPS Report • Contact Director or SSHS • 5 day suspension and recommendation for expulsion • Refer to California Education Code 48915 (c)(4).	Mandatory Actions: • Notify law enforcement (refer to AR 5144.3 and 5145.11) • In consultation with site principal and Director - File CPS Report • Contact Director or SSHS • 5 day suspension and recommendation for expulsion • Refer to California Education Code 48915 (c)(4).

ED CODE 48900 (o)		
HARASSMENT OF A STUDENT WITNESS Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness , or both.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process	Mandatory Actions: • Ensure due process	Mandatory Actions: • Ensure due process

• Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate students, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills ,facilitate student re-entry. • Review past alternative means of correction • (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notification to law enforcement • (refer to AR 5144.3 and 5145.11) • Suspension only permitted on "first offense" • If a student's presence causes a danger to persons. In such instances, 1–3 day suspension. • "First offense" refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/ or 48915, although formal exclusionary disciplinary action may not have been taken against the student. • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of</i>	• Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notification to law enforcement (refer to AR 5144.3 and 5145.11) • 2–4 day suspension • <i>Depending on the severity of the incident, as well as, pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notification to law enforcement • (refer to AR 5144.3 and 5145.11) • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion
---	--	--

<i>suspension may extend up to 5 days.</i>		
--	--	--

ED CODE 48900 (p)		
PRESCRIPTION DRUG SOMA		
Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Confiscate substance • Notify law enforcement within 1 school day (EC 48902) • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Follow CA Education Code Requirements for controlled substances • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended • Contact Director or SSHS Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notification to law enforcement • (refer to AR 5144.3 and 5145.11) • Suspension is only permitted on "first offense" if a student's presence causes a danger to	Mandatory Actions: • Ensure due process • Conference with student • Confiscate substance • Notify law enforcement within 1 school day (EC 48902) • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Follow CA Education Code Requirements for controlled substances • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended • Contact Director or SSHS Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 2 – 4 day suspension	Mandatory Actions: • Ensure due process • Conference with student • Confiscate substance • Notify law enforcement within 1 school day (EC 48902) • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Follow CA Education Code Requirements for controlled substances • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended • Contact Director or SSHS Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 3 – 5 day suspension • Possible consideration for a Recommendation of Expulsion

persons. In such instances, 1 – 3 day suspension. • “First offense” refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/or 48915, although formal exclusionary disciplinary action may not have been taken against the student. • Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.	• Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.	
---	--	--

ED CODE 48900 (q)		
HAZING Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, “hazing” means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, “hazing” does not include athletic events or school sanctioned events.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student’s past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student’s past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student’s past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions:

Other potential actions: - Consider alternatives to suspension - Restorative Practices/Interventions - Student Study Team (SST) - Referral to school counselor - Contact Foster Youth Services - Site MTSS process - Referral to Student Support Centers for outside services/supports. - Notification to law enforcement (refer to AR 5144.3 and 5145.11) - Suspension is only permitted on “first offense” if a student's presence causes a danger to persons. In such instances, 1–3 day suspension. <i>“First offense” refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/or 48915, although formal exclusionary disciplinary action may not have been taken against the student.</i> <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	Other potential actions: - Consider alternatives to suspension - Restorative Practices/Interventions - Student Study Team (SST) - Referral to school counselor - Contact Foster Youth Services - Site MTSS process - Referral to Student Support Centers for outside services/supports - Notify law enforcement (refer to AR 5144.3 and 5145.11) 2–4 day suspension - Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.	- Consider alternatives to suspension - Restorative Practices/Interventions - Student Study Team (SST) - Referral to school counselor - Contact Foster Youth Services - Site MTSS process - Referral to Student Support Centers for outside services/supports - Notify law enforcement (refer to AR 5144.3 and 5145.11) 3–5 day suspension - Possible consideration for a Recommendation of Expulsion
--	--	---

ED CODE 48900 (r)		
BULLYING Engaged in the act of bullying. “Electronic act” means the creation and transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, as specified.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: - Ensure due process - Conference with student - Collect statements from other witnesses	Mandatory Actions: <i>Ensure due process</i> <i>Conference with student</i> <i>Collect statements from other witnesses</i>	Mandatory Actions: - Ensure due process - Conference with student - Collect statements from other witnesses

• Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor, school psychologist, social work, child welfare attendance personnel, or other school support personnel for case management and counseling. • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Suspension is only permitted on "first offense" if a student's presence causes a danger to persons. In such instances, 1–3 day suspension. • <i>"First offense" refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/or 48915, although formal exclusionary disciplinary action may not have been taken against the student.</i> • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of</i>	• <i>Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry</i> • <i>Review past alternative means of correction (Ed. Code 48900.5)</i> • <i>Contact family/guardian</i> • <i>Review student's past similar behaviors and document current incident in Synergy</i> • <i>Hold re-entry conference if suspended</i> Other potential actions: • <i>Consider alternatives to suspension</i> • <i>Restorative Practices/Interventions</i> • <i>Student Study Team (SST)</i> • <i>Referral to school counselor</i> • <i>Contact Foster Youth Services</i> • <i>Site MTSS process</i> • <i>Referral to Student Support Centers for outside services/supports</i> • <i>Notify law enforcement (refer to AR 5144.3 and 5145.11)</i> • <i>2–4 day suspension</i> • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion
---	---	--

suspension may extend up to 5 days.		
-------------------------------------	--	--

ED CODE 48900 (r)
Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
(1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following: (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property. (B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health. (C) Causing a reasonable pupil to experience substantial interference with his or her academic performance. (D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school. (2) (A) "Electronic act" means the creation or transmission originated on or off school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following: (i) A message, text, sound, video or image. (ii) A post on a social network Internet Web site including, but not limited to: (I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1). (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed that the pupil was or is the pupil who was impersonated. (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile. (IV) (iii) An act of cyber sexual bullying. (V) (I) For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act. (VI) (II) For purposes of this clause "cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities. (B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet. (3) "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

ED CODE 48900 (t)**AIDED OR ABETTED TO INFLICT PHYSICAL INJURY**

A pupil who aids or abets, as defined in Section 31 of the Penal Code, **the infliction or attempted infliction of physical injury to another person** may be subject to suspension, **but not expulsion**, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Suspension is only permitted on "first offense" if the student's presence causes a danger to persons. In such instances, 1–3 day suspension.	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 2–4 day suspension • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances</i>	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 3–5 day suspension • Student only subject to expulsion if the student has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily

• “First offense” refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/or 48915, although formal exclusionary disciplinary action may not have been taken against the student. • Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.	regarding the student(s) involved, days of suspension may extend up to 5 days.	injury or serious bodily injury.
--	---	---

ED CODE 48900.2		
SEXUAL HARASSMENT		
Additional grounds for suspension or expulsion: sexual harassment. This section does not apply to students in kindergarten through grade 3.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • File CPS Report • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • File CPS Report • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST)	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • File CPS Report • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor

• Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Suspension is only permitted on “first offense” if the student’s presence causes a danger to persons. In such instances, 1–3 day suspension. • <i>“First offense” refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/or 48915, although formal exclusionary disciplinary action may not have been taken against the student.</i> • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 2–4 day suspension (4th thru 12th grades) • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	• Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 3–5 day suspension (4th thru 12th grades) • Possible consideration for a Recommendation of Expulsion
--	--	---

ED CODE 48900.3		
HATE VIOLENCE		
In addition to the reasons set forth in Sections 48900 and 48900.2, a pupil in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has <u>caused, attempted to cause, threatened to cause, or participated in an act of, hate violence</u>, as defined in subdivision (e) of Section 233. This section does not apply to students in kindergarten through grade 3.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for

behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Suspension is only permitted on "first offense" if a student's presence causes a danger to persons. In such instances, 1–3 day suspension. • <i>"First offense" refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/or 48915, although formal exclusionary disciplinary action may not have been taken against the student.</i> • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 2–4 day suspension • <i>Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.</i>	behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion
---	--	---

ED CODE 48900.4
HARASSMENT, THREATS OR INTIMIDATION
Additional grounds for suspension or expulsion: harassment, threats or intimidation

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

FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • Suspension is only permitted on "first offense" if the student's presence causes a danger to persons. In such instances, 1–3 day suspension. • "First offense" refers to the first documented offense of a student in the current school	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 2–4 day suspension • Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of	Mandatory Actions: • Ensure due process • Conference with student • Collect statements from other witnesses • Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry • Review past alternative means of correction (Ed. Code 48900.5) • Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • Notify law enforcement (refer to AR 5144.3 and 5145.11) • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion

year that qualifies as a violation of Education Code 48900 and/or 48915, although formal exclusionary disciplinary action may not have been taken against the student. Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.	suspension may extend up to 5 days.	
--	--	--

ED CODE 48900.7		
TERRORISTIC THREATS a) In addition to the reasons specified in Sections 48900, 48900.2, 48900.3, and 48900.4, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both. (b) For the purposes of this section, “terroristic threat” shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family’s safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family.		
FIRST INTERVENTION/ CONSEQUENCE	SECOND INTERVENTION/ CONSEQUENCE	THIRD, SUBSEQUENT INTERVENTION/ CONSEQUENCE
Mandatory Actions: - Ensure due process - Conference with student - Collect statements from other witnesses - Notify law enforcement (refer to AR 5144.3 and 5145.11) - Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry - Review past alternative means of correction (Ed. Code 48900.5) - Contact family/guardian	Mandatory Actions: - Ensure due process - Conference with student - Collect statements from other witnesses - Notify law enforcement (refer to AR 5144.3 and 5145.11) - Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry - Review past alternative means of correction (Ed. Code 48900.5)	Mandatory Actions: - Ensure due process - Conference with student - Collect statements from other witnesses - Notify law enforcement (refer to AR 5144.3 and 5145.11) - Provide corrective feedback: de-escalate student, attempt to identify root or ancillary causes for behavior, re-teach/ practice identified behavior skills, facilitate student re-entry - Review past alternative means of correction (Ed. Code 48900.5) - Contact family/guardian

• Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers • for outside services/supports • Suspension is only permitted on "first offense" if the student's presence causes a danger to persons. In such instances, 1–3 day suspension. • "First offense" refers to the first documented offense of a student in the current school year that qualifies as a violation of Education Code 48900 and/or 48915, although formal exclusionary disciplinary action may not have been taken against the student. • Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.	• Contact family/guardian • Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • 2–4 day suspension • Depending on the severity of the incident, as well as pertinent extenuating circumstances regarding the student(s) involved, days of suspension may extend up to 5 days.	• Review student's past similar behaviors and document current incident in Synergy • Hold re-entry conference if suspended Other potential actions: • Consider alternatives to suspension • Restorative Practices/Interventions • Student Study Team (SST) • Referral to school counselor • Contact Foster Youth Services • Site MTSS process • Referral to Student Support Centers for outside services/supports • 3–5 day suspension • Possible consideration for a Recommendation of Expulsion
--	--	---

ED CODE 48915 48915. (a) (1) Except as provided in subdivisions (c) and (e), the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct: (A) Causing serious physical injury to another person, except in self-defense. (B) Possession of any knife or other dangerous object of no reasonable use to the pupil. (C) Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, except for either of the following: (i) The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
--

(ii) The possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.

(D) Robbery or extortion.

(E) Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.

(2) If the principal or the superintendent of schools makes a determination as described in paragraph (1), he or she is encouraged to do so as quickly as possible to ensure that the pupil does not lose instructional time.

(b) Upon recommendation by the principal or the superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board of a school district may order a pupil expelled upon finding that the pupil committed an act listed in paragraph (1) of subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of Section 48900. A decision to expel a pupil for any of those acts shall be based on a finding of one or both of the following:

(1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.

(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

(c) The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds.

(1) Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district. The act of possessing an imitation firearm, as defined in subdivision (m) of section 48900, is not an offense for which suspension or expulsion is mandatory pursuant to this subdivision and subdivision (d), but it is an offense for which suspension, or expulsion pursuant to subdivision (c), may be imposed.

(2) Brandishing a knife at another person.

(3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.

(4) Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as

Defined in subdivision (m) of Section 48900 (5) Possession of an explosive.

(d) The governing board of a school district shall order a pupil expelled upon finding that the pupil committed an act listed in subdivision (c), and shall refer that pupil to a program of study that meets all of the following conditions:

(1) Is appropriately prepared to accommodate pupils who exhibit discipline problems.

(2) Is not provided at a comprehensive middle, junior, or senior high school, or at any elementary school. (3)

Is not housed at the school site attended by the pupil at the time of suspension.

(e) Upon recommendation by the principal or the superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board of a school district may order a pupil expelled upon finding that the pupil, at school or at a school activity off of School grounds violated subdivision (f), (g), (h), (i), (k), (l), or (m) of Section 48900, or Section 48900.2, 48900.3, or 48900.4, and either of the following:

(1) That other means of correction are not feasible or have repeatedly failed to bring about proper conduct.

(2) That due to the nature of the violation, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

(f) The governing board of a school district shall refer a pupil who has been expelled pursuant to subdivision (b) or (e) to a program of study that meets all of the conditions specified in subdivision (d). Notwithstanding

this subdivision, with respect to a pupil expelled pursuant to subdivision (e) if the county superintendent of schools certifies that an alternative program of study is not available at a site away from a comprehensive middle, junior, or senior high school, or another elementary school. The pupil may be referred to a program of study that is provided at a comprehensive middle, junior, or senior high school, or at an elementary school.

(g) As used in this section “knife” means any dirk, dagger, or other weapons with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade fitted primarily for stabbing, a weapon with a blade longer than 3 ½ inches, a folding knife with a blade that locks into place, or a razor with an unguarded blade.

(h) As used in this section, the term “explosive” means destructive device” as described in Section 921 of Title 18 of the United States Code.

(Amended by Stats. 2012, Ch. 431, Sec 3. (AB 2537) Effective January 1, 2013.)

Acknowledgment of Forms

PLEASANT GROVE HIGH SCHOOL ACKNOWLEDGMENT OF THE 2024-25 STUDENT HANDBOOK

The district’s regulations concerning student discipline are available upon request at the principal’s office in any district school.

The principal of each school shall ensure that every pupil enrolled will be advised of all regulations of the district and of the school related to student discipline at the beginning of each school year, and that transfer students will be advised at the time of their enrollment in the school.

PLEASE PRINT

Student’s Last Name

First Name

Grade

Student’s ID #

Home Phone

Date

I have read and understand the Pleasant Grove High School 2024-25 Student Handbook which includes: General Information, Attendance Policy, Dress Code, Standards of Conduct, Discipline Consequences, Drug and Alcohol Policy, Bus Rules, Parking Regulations, Fire Drill Procedures, Video Policy, and Terms, and Conditions for use of Technology and the Internet,

Student’s Signature

Home Phone Number

This acknowledgment must be signed and returned to the student’s Advocacy teacher on or before August 20 th . *(form distributed and signed during Advocacy)*

THE COMPLETION OF THIS FORM IS MANDATORY FOR ALL EGUSD STUDENTS WHO USE THE INTERNET AT SCHOOL

- Use of the Internet is considered a privilege
- It will be the option of Pleasant Grove High School to revoke the use of the Internet by any student not abiding by the application articles. Parents will be notified of any infractions.

INTERNET: Terms and Conditions

- 1) **Acceptable Use** - The use of your access/account must be in support of education and research and consistent with the educational objectives of your school or department. You will be responsible for assisting with monitoring the account. You may be asked to periodically report your experiences using information technology in an educational setting.
- 2) **Unacceptable Use** - Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secrets. Use for commercial activities is not acceptable. Use for product advertisement or political lobbying is also prohibited. Any transmission or reception of pornographic material is expressly prohibited and will result in the cancellation of all information technology access and privileges.
- 3) **Privileges** - The use of information technology is a privilege and unacceptable use will result in a cancellation of those privileges.
- 4) **Network Etiquette** - You are expected to abide by the generally accepted rules of network etiquette. They include (but are not limited) to the following:
 - a) Be polite.
 - b) Use appropriate language.
 - c) Do not reveal your personal address or phone numbers or those of students or colleagues.
- 5) **The EGUSD makes no guarantees of any kind**, whether expressed or implied for the service it is providing. The EGUSD will not be responsible for any damages you suffer. This includes loss of data resulting from delays, nondeliveries, misdeliveries, or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via the INTERNET is at your own risk.
- 6) **Security** - Security on any computer system is a high priority, especially when the system involves many users. If you can identify a security problem, notify Information Systems at 916 686-7710 or e-mail mmartin@egusd.net. Do not use another individual's account without written permission from that individual. Attempts to login to any network server as a system administrator will result in cancellation of user privileges.
- 7) **Vandalism** - Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, network, or any of the above listed agencies or other networks that are connected to the INTERNET. This includes, but is not limited to, the uploading or creation of computer viruses.

I understand and will abide by the above Terms and Conditions for use of information technologies. I further understand that any violation of the regulations above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action.

Student's Username

Student's ID #

Grade

Acknowledgment signed by student during Advocacy

EGUSD Student Opt-Out Form 2024-25

This form provides parents the opportunity to opt their student out of public media coverage, posting of student images and names through EGUSD digital communication tools, release of directory information, viewing of PG-13 or R-rated films, and participating in family life education. Please read each section of the form carefully.

If you would like to opt your child out of any of the following sections, please fill out your child's information (one form per child), check the associated box, and sign the form.

Please note: This is an OPTIONAL form. The form should be returned to the school only if you wish to opt your child out of one of these areas.

If you have any questions about this form, please contact EGUSD Communications at (916) 686-7732

Student Name: _____ ID# _____
Address: _____ Phone: _____
School: _____ Grade _____

Multimedia Withhold Form

There are occasions when news media are on school campuses to interview, photograph and videotape students for print and broadcast stories. Many of these stories are positive and highlight the good things happening in EGUSD schools. However, there are times when the media seeks access to our schools on more controversial issues. At all times, our goal is to maintain student security and privacy.

If you want your child to be excluded from media stories, please check the box below and sign the form. Please know that there are times when the media will interview or photograph students off campus or without checking in with the front office. This form only acts as a guide to media coverage. It does not guarantee that your child will not be interviewed or photographed.

- ☐ **I DO NOT** want media representatives to publish/broadcast interviews with or photographs/video identifying my child.

Posting of Student Images and Names on EGUSD Digital Communication Tools

EGUSD offers a number of opportunities to publicize positive school and student events and accomplishments through district and school digital communication tools. Parents have the choice to withhold their student's images (photos and video) and name from being posted by checking the area below. The publication of student image(s), along with both first and last name, requires prior written consent of the student's parent/guardian. The only exception to this rule is the posting of student photos with first and last name into an EGUSD administrative system such as the student information system (Synergy) or the library system. These are closed systems that only EGUSD teachers, administrators and limited support staff have access to through password protected logons. There is no opt-out of these closed systems.

By checking the box below you are choosing NOT to allow the posting of your student's name or image through digital communication tools. Please know that this will result in your student's name not being published electronically for recognition, student honor roll, awards, events, contests, school newspaper articles and clubs.

- ☐ **I DO NOT** want my student's image and name posted through any Elk Grove Unified digital communication tools

Release of Directory Information/Yearbook Information

Pursuant to the Family Educational Rights and Privacy Act (FERPA) and the California Education Code, the District may release directory information to certain persons or organizations, as specified in this handbook, when it is requested. Directory information may include a student's name, photograph, address, telephone information, email address, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received and the most recent previous public or private school attended. In the case of students who have been identified as having special needs or homeless, no material can be released without parent or guardian consent. Parents and guardians can opt-out of having their child's directory information released by checking the box below and signing the form. If you do not want your child's directory information released, choose one of the following two options:

- ☐ **Option A: NO student directory information released at all, including NO yearbook and award listings.**
- ☐ **Option B: NO student directory information released generally; YES include in yearbook and awards listings.**

Electronic Parent and Student Handbook

Parents have the option to receive an electronic Parent and Student Handbook, the annual notification mailed home to families each year. If you would like to receive an electronic copy of this handbook by email only, please check the box below.

- ☐ **YES**, I wish to receive an electronic copy only of the Parent and Student Handbook via email instead of regular mail.

Movies and Videos – Grades 6-12

The District has a policy limiting the types of movies shown in classrooms. PG-13 rated movies that are District approved may be shown only to grades 6-12. If you do not want your child to view PG-13 rated movies during the 2024-25 school year, please check the box below:

- ☐ **I DO NOT** want my child to view approved PG-13 rated movies. I prefer that my child be given alternative assignments.
R rated movies that are district-approved may only be shown to grades 9-12. If you do not want your child to view
R rated movies during the 2024-25 school year, please check the box below:
- ☐ **I DO NOT** want my secondary student to view approved R rated movies. I prefer that my child be given alternative assignments.

Parent/Guardian Signature: _____

Date _____