

Valley View Middle School 181 Viking Drive, Pleasant Hill, CA 94523 (925) 686-6136
<http://valleyview.mdusd.org>

Name _____ Student Number _____
Please return planner to the Office if found.

Email _____ Digits Login _____ AR Login _____
Password _____ Password _____ Password _____

As a student at VVMS, it is your responsibility to review all the rules in this Handbook.

Principal: Jamie Keith
Vice Principal: Daniel Buhler
Office Manager: Linda Sweeney
Secretary: Nichol O’Kennedy

Attendance Secretary/Registrar: Tessa Cravo
Campus Supervisors: Carl Jensen, Shari Moore, Siobhan Osborne
Cafeteria Manager: Anna Barber
Custodians: Frelie Dela Cruz, Romeo Espineda, Thanh Nguyen

2025-2026

BLACK Schedule

Period 1
Period 2
Period 3
BRUNCH
Period 4
LUNCH
Period 5
LUNCH
Period 6
Period 7

Bell Schedule

8:00-8:45
8:49-9:34
9:38-10:23
10:23-10:29
10:33-11:18
11:18-11:48
11:22-12:07
12:07-12:37
12:41-1:26
1:30-2:15

GOLD Schedule

Period 7
Period 6
Period 5
BRUNCH
Period 4
LUNCH
Period 3
LUNCH
Period 2
Period 1

School Calendar

August 6 **First Day of School** 8:00-2:15
September 1 Labor Day Holiday - No School
October 3 End of 1st Quarter
October 3 Minimum Day – 12:30 Dismissal
October 6-10 FALL BREAK
October 13 Indigenous Peoples Day Holiday – No School
October 27 Staff In Service Day – No School
November 11 Veterans Day Holiday – No School
November 24-28 THANKSGIVING BREAK
November 27 Thanksgiving Day
November 28 Board Holiday – No School
December 19 End of 2nd Quarter/1st Semester
December 19 Minimum Day – 12:30 Dismissal
December 22 - January 2 WINTER BREAK

January 5 School Resumes
January 19 Dr Martin Luther King Jr Holiday - No School
February 16 Presidents Day Holiday – No School
March 13 End of 2nd Quarter
March 13 Minimum Day – 12:30 Dismissal
March 16 Staff In Service Day – No School
March 31 Cesar Chavez Holiday – No School
April 6-13 SPRING BREAK
April 10 Board Holiday – No School
May 25 Memorial Day Holiday – No School
June 2 End of 4th Quarter/2nd Semester
June 2 8th Grade Promotion – 9:00-10:30am
June 2 Last Day of School – 12:30 Dismissal

Minimum Days

9/9, 10/3, 12/19, 1/13, 3/13, 4/21, 5/4 - 5/9, 6/2

All Progress Reports are sent home with students mid-quarter. First and third quarter Report Cards are sent home with students. Second and fourth quarter Report Cards are mailed home.

Calendar dates are subject to change

VVMS Student Expectations *At Valley View, we are committed to a safe, respectful, responsible, kind and inclusive school climate. We think before we act. We choose to consider the respect that all of us are due before we speak. We choose to talk about issues, without using profanity, rather than turn to physical altercations. We choose to say "Please" and "Thank You", "May I" or "Would you please...". We choose to ask others to join our activities, games and discussions. Each person on this campus is responsible for their behavior and the effects of their behavior on others.*

Schoolwide:

VVMS is a gum-free school

Keep hands and feet to yourself

Use good manners, kind words and actions

Clean up after yourself

No Public Displays of Affection

Classroom

- Follow directions and safety procedures
- Keep walkways and aisles clear
- Respect personal space
- Keep backpacks and purses under desks
- Bring all school supplies every day
- Actively listen to designated speaker
- Raise your hand to leave your seat

P.E. Locker Room

- Shoes should be laced and secured to feet
- Immediately report all injuries
- Bring P.E. clothes daily
- Always lock valuables in locker
- Bring paperwork to roll call number
- Take pass when leaving assigned area

Bicycles/Walkway

- Walk bikes safely on and off campus
- Wear helmets
- Secure bicycles with a lock
- Follow safety rules
- Pick up litter

Bathrooms

- Wash hands
- Keep water in the sink
- Put towels in the garbage
- Inform adults of vandalism/unsafe conditions
- Inform adults of inappropriate behavior
- Give people privacy

Hallways

- Walk at all times
- Walk on pavement
- Use drinking fountains appropriately
- Arrive to class on time
- Treat school property with respect

Office

- Keep walkways and lobby clear
- Present your pass at the counter
- Use quiet voices
- Patiently wait without interrupting for an adult to help you

Library

- Keep backpacks out of traffic areas
- Follow directions
- Respect personal space
- Sign in
- Use quiet voices

Assemblies

- Enter and sit quietly with feet on the floor
- Wait for dismissal instructions
- Focus on presentation
- Enter and exit the chairs from the side aisles
- Listen and applaud appropriately
- Take off hats and hoods before entering

Jaguar Den

- Keep chairs flat on the floor
- Bring pass when entering
- Follow Chromebook procedures and expectations
- Bring all needed materials
- Work quietly (whispering in groups)
- Be mindful of surrounding classrooms

Blacktop

- Play for fun and with respect for others
- Follow directions of staff and campus supervisors
- Report injuries and/or conflicts
- Keep food/drink off the blacktop
- Stay in acceptable play areas
- Play fairly and within the rules of each game
- Treat other students' belongings with care

Bus Riders

- Do not block front doors
- Stay behind yellow line
- Follow driver's instructions
- Wait in line patiently
- Pick up your litter
- Keep hands and feet to yourself
- Use quiet voice while inside
- Stay seated and facing forward

Cafeteria

- Walk at all times
- Store backpacks out of traffic area
- Bring money and only take items you have purchased
- Wait patiently in line
- Report bullying to an adult
- Take off hats and hoods
- Clean up after yourself and/or others
- Speak respectfully to staff

Parents

Parents are a very important part of our school community. We appreciate our parents and encourage you to visit our campus, attend programs and otherwise support our school. Parents also need to understand the boundaries that we must have in place to have a safe and orderly campus.

- Review this handbook with your student. This is our contract of conduct within the Valley View community. If you become familiar with it, you can help your student(s) follow the guidelines for which they are responsible.
- Parents must check in at the office between 7:30am and 2:30pm if they need to be on campus. Visitor passes will be given to parents who are authorized to be on campus.
- Parents must never approach a student(s) other than their own before, during, or after school. If you have any reason or need to talk to another student, you must let the administrators do this on your behalf.
- Phone use at school: Phones are valuable tools, but can be a huge distraction. Students' phones are to be off and in their backpacks during school hours. If you have an emergency, please call the office and we promise to get the message to your student as quickly as possible. When visiting the school, parents/guardians should have their phones off.
- Student discipline is an administrative decision. We consult as a team, as well as with our supervisors at the district office.
- Communication is a vital piece of the school puzzle. Please provide information that may be vital to the health and welfare of our school. Do realize however, that there are rules and laws that schools have to follow. We must protect and respect these in reference to what you may be reporting.
- Classrooms cannot be disturbed for delivery of items forgotten at home. A written notice will be sent to the student at the next available break and a notation will be made on the office message board for the student. It is the student's responsibility to check the board regularly and to come to the office during the passing period, brunch, or lunch to retrieve the item. This policy is reviewed with all students in the first two weeks of school.

Academics

Homelink

All students have access to their grades and attendance data via Homelink, an online portal. Parents are also given access to Homelink via their own accounts. We strongly encourage all students and parents to use Homelink on a regular basis. Families must obtain their Homelink verification

codes in person with valid ID in the office. Once families have activated their Homelink accounts, students and parents are able to view grades and attendance throughout the student's stay at MDUSD. Students with their own email account can set up their own Homelink account at school.

Report Cards

Report cards are issued every nine weeks. The purpose of the report card is for teachers to inform students and parents of students' progress. **Report cards are sent home with students the first and third quarters, and second and fourth quarter report cards are mailed home.**

Progress Reports

Progress reports are issued to all students who are in danger of failing the fifth week of each quarter. No student shall receive an F quarter grade without notification from the teacher, or without receiving a progress report grade of D or lower. **Progress reports are issued to students who have grades below a C and/or include teacher comments reporting problems with behavior or achievement. Some teachers may choose to give all students progress reports. These are sent home with students.**

Non-Participation

The Non-Participation List lists students whose behavior is unsatisfactory or who have more than six tardies in a quarter. Students on this list will be excluded from extracurricular activities including dances, reward activities, assemblies and field trips for one or more quarters. Eighth grade students on this list may be excluded from all eighth grade end-of-the-year activities, and may be excluded from the Promotion ceremony. Students may petition to be removed from the list only after demonstrating improvement.

Honor Roll

Awards for the **4.0 Honor Roll** are given to students who have earned a **cumulative GPA** of 4.0

Awards for the **Honor Roll** are given to students who have earned a **cumulative GPA** of 3.5 - 3.99

Cumulative = all semester grades for all semesters at Valley View

Attendance

**Voice Mail Attendance Line
(925) 682-8000 x 5090**

To report an all day absence for your student, call the 24 hour Voice Mail Attendance Line within three days of the student's absence. Any uncleared absence will be considered a truancy after three (3) days.

Closed Campus

Valley View is a closed campus. Students are not allowed to leave campus without parental and administrative authorization.

Early Arrivals

- VVMS does not provide supervision to students who arrive on campus before 7:45am.

Arriving Late to School

- School starts promptly at 8:00am every day.
- All students are expected to be at school by 7:55am, and in their first period classes by 8:00am.
- Students arriving after 8:00am must report to the office for a tardy pass. Tardies for waking up late, transportation issues, lost pets, etc., are NOT excused.

End of Day

All students should be off campus by 2:30pm, unless under the direct supervision of a teacher, administrator, or other staff member. Students who need to wait for a ride, or for a sibling from CPHS will be directed to the front of the school, and outside the front gate. There is no supervision for students after 2:30pm.

Returning from an Absence

Students must report to the Office when returning from any type of absence from school. Absences will be excused by doing one of the following:

- Bring a note signed by a parent, guardian or doctor, including first & last name of student, reason for the absence and date(s) of the absence(s).
- Bring the note to the Office between 7:30 and 7:50am on the day you return to school. If your parent has called in the absence, you do not need to bring a note.

Permission to Leave During the School Day

Parents and guardians must come directly to the Office to sign out student(s) and must bring their photo ID. *This is for the safety of our students.*

- All students need a Permit to Leave from the Office **before** leaving campus during the school day.
- Absences will not be cleared if students leave campus without a permit.
- We will collect your student from class when you arrive at the Office to sign your student out.
- You can call in a permit to leave or e-mail the attendance office at vvmsattend@mdusd.org.

Tardies During the School Day

Students are to be inside their classrooms at the beginning of each period. The primary responsibility for the enforcement of punctuality to each period lies with the teachers. The VVMS tardy policy allows for periodic, unannounced tardy sweeps prior to the start of class.

Tardy Policy

Students with three or more tardies to a single class will receive an administrative detention, which could be lunch detention or Community Service. Students in a three period Core class are allowed up to four tardies, and will receive a detention on the fifth tardy. For a two period Core class, students are allowed up to three tardies, and receive detention on the fourth tardy.

Truancy

The following absences are classified as truancies:

- Absences from school (all day or period absences) without the knowledge or consent of the parent/guardian.
- Staying out of class without permission while remaining on campus.
- Leaving the campus or classroom during the school day, or before first period.
- All absences that remain unexcused after the 72-hour allowance period.

NOTE: Once students arrive at school, they are not allowed to leave campus *unless signed out by an authorized adult*. Students participating in any of the above absences are truant and will be required to make up the time missed in detention, and will be expected to make up missed work. Parents of students with excessive absences/tardies will receive letters regarding their student's attendance,

and may be asked to attend a SART (Student Attendance Review Team) meeting. If attendance does not improve, students may be referred to the district's SARB (Student Attendance Review Board).

Classwork, tests and assignments given during a student's unexcused absence may be made up by the student *only* at the teacher's discretion. Teachers are under no obligation to allow a truant student to make up work when they return to school.

Lactating students will be reasonably accommodated and will not incur academic penalties as a result. Absences for this reason will be excused. Students in need of this accommodation should contact their counselor, or an administrator.

Bulletin

Each day during first period, the Daily Bulletin is read to students. This practice is the primary means of keeping everyone informed of school activities and information. The Daily Bulletin is available to parents/guardians on our school website at valleyview.mdusd.org.

Buying/Selling

Students may not buy or sell any personal goods, services or food on campus, unless prior approval is obtained from the administrative team.

Cell Phones/ Electronic Devices

Cell phones, smart watches, tablets, headphones and other electronics are a huge distraction to learning and are a disruption in the classroom. These devices are to be turned off and put away during the school day, 8:00am to 2:15pm. Any device that is seen, heard or in use during the school day, without a teacher's permission, may be confiscated and turned in to the Office. If a teacher allows phone use in their class, it is only for that period.

The following consequences for confiscated devices will apply for any violations:

1st Violation- Device turned into the Office, support call noted in school record, parent notified, device returned to student at the end of the day.

2nd Violation- Device turned into the Office, support call noted in school record, parent notified, device returned to student at the end of the day.

3rd Violation- Device turned into the Office, parent pick-up required. No exceptions.

Further violations will require parent pickup of the device, and a conference with an administrator.

Students who need to use a phone for a valid reason are always welcome to use the classroom phone with permission, or come to the Office to use the school phone. If they must use their personal cell phone, they can come to the Office at any time and access will be granted.

Parents, calling or texting your student during the school day is not an excuse for your student's violation.

Cheating/ Academic Integrity

Cheating is deemed to have occurred when a teacher has sufficient evidence of:

- The taking of work, words, ideas and/or effort of another (e.g. peers, parents and Internet) and presenting it as one's own.
- Providing one's work to be copied by another student.
- Failure to use quotation marks and cite references when copying more than five words from any source, including textbooks, library books, Internet and newspapers.
- Exhibiting any inappropriate behavior during a test, such as talking, copying answers, looking at another student's test paper, etc.
- Using a calculator or cell phone unless the directions expressly allow their use.
- Recording incorrect scores when grading another student's work.
- Pressuring another student to record an incorrect score.
- Use of concealed cheat sheets including paper, electronic devices, or writing on body parts.

VVMS does not distinguish between degrees of seriousness; cheating is cheating regardless of the situation. Violation of rules may result in any of the following: Parent contact, loss of grade earned on assignment, lunch detention, and/or Community Service.

Class Changes

There will be no class changes unless there has been an administrative error in scheduling, or as determined appropriate by the administrative team. Administrators reserve the right to change students' class assignments to balance classes.

Discipline

Detention

The school's rules promote respect for self, property and others. A student may be detained in school for disciplinary or other reasons for up to one hour after the close of the school day. Parent notification is required prior to imposing a detention of more than fifteen minutes after school. Twenty-four hours' notice must be given to parents for detentions longer than fifteen minutes after school. Exceptions may be made with parents' consent. Parents must provide transportation for all students who receive detention. A student's refusal to attend an assigned detention will result in lunch detention for one week and/or a suspension from school.

Methods of Discipline

VVMS engages in progressive discipline. The administrative team reserves the right to exercise discretion in assigning consequences. Written notice of detention to the student shall constitute parent notification.

Discipline and Other Means of Correction

VVMS strives to maintain an atmosphere in school and at school activities that enhances the potential for success of every member of the school community. Valley View's commitment to learning includes the concept that, in order to learn, students must be guaranteed an environment that is safe, classrooms where mutual respect is the underlying principle, and where rules are publicized, explained and enforced. The school's rules derive from the goals of respect for self, property and others.

After a student is suspended, homework and class work will be given if requested by the student or parent. Non-compliance with the rules laid out in this handbook will result in the following consequences and other means of correction up to and including suspension/expulsion:

Support call, classroom detention, lunch detention, campus cleanup, Principal's conference, district awareness classes, police referral, referral to district workshops, suspension, or a recommendation for expulsion.

Police Reports: The school staff works closely with local police departments. Cases involving theft, assaults, weapons, threats to staff members, vandalism, illegal substances, etc., are reported to the Pleasant Hill Police Department. Parents are always contacted when police reports are made involving their students. Police department officials determine further contact.

Counseling

School counselors at Valley View Middle School collaborate with students, families, and staff to help students reach their potential and prepare for their futures. We provide social/emotional support, academic advising, and college and career planning designed to foster student success. Counselors frequently have appointments scheduled with students during the course of the day. Occasionally, they may be free when parents or students wish to talk with them without an appointment, however, the best option is to call the school to schedule an appointment.

Dress Code

Certain body parts must be covered for all students at all times. Clothes must be worn in a way such that all private body parts and undergarments are fully covered with opaque fabric. Students are expected to practice good personal hygiene at all times.

The dress code applies to school days, as well as any school-related events and activities. Students who violate the dress code will be given a documented warning and will be asked to change into other clothing, or will be asked to call parents to bring them different clothing. Students who have dress code violations a second or third time will receive additional consequences.

Students Must Wear:

- A shirt with fabric in the front, back, and on the sides under the arms with all undergarments covered. All shirts must have a strap AND

- Pants/jeans, or the equivalent (skirt, sweatpants, leggings, dress, shorts) AND
- Shoes that are worn for outdoor spaces.

Students May Wear:

- Religious headwear
- Hoodie sweatshirts (must have the face and ears visible to school staff, and while in a classroom setting, the hood may not be worn)
- Fitted pants, including opaque leggings, yoga pants and skinny jeans
- Ripped jeans, as long as underwear and buttocks are not exposed
- Athletic attire
- Hats, but only while outdoors.

Students May Not Wear:

- Violent language or images
- Images (logos or pictures) or language, slogans, or suggestive statements depicting gangs, violence, sex, drugs, cigarettes, e-cigarettes, vape pens, or alcohol (or any illegal items or activity)
- Hate speech, profanity, vulgar and/or obscene language or pornography
- Images or language that creates a hostile or intimidating environment based on any protected class or consistently marginalized groups
- Swimsuits.
- Slippers, bathrobes or blankets
- Accessories that could be considered dangerous or could be used as a weapon

- Any item that obscures the face or ears (except as a religious observance or for Covid safety).

These dress code guidelines shall apply to regular school days and Summer School days, as well as any school related events and activities, such as sporting events and promotion ceremonies.

California Education Code §35183.5 requires each school site to allow pupils to wear sun-protective clothing, including hats and sunscreen, while outdoors during the school day.

§35183.5 also allows each school site to set a policy related to the type of sun-protective clothing that is permitted. Dress code policies adopted pursuant to this may still prohibit students from wearing specific clothing and hats if the apparel is determined by the district or school site to be gang related or otherwise inappropriate.

Student involvement in gangs or gang related activities is strictly prohibited. Student involvement in gangs may be considered gross disobedience or misconduct.

Gang affiliated items and related gestures which are viewed as evidence of membership or affiliation in any gang are prohibited.

Emergencies

Fire Drills

- Fire drill instructions and evacuation maps are posted in each classroom.
- Immediately stop work and evacuate as instructed.
- Leave all items in the classroom and listen for instructions. **Walk quietly**, keeping hands to yourself.

Earthquake Drills

- Take cover when directed to do so.

Intruder Alert

If in classroom: **LOCK DOWN**

- Staff will assess the threat and use the Run, Hide, Fight district protocol.

- **Run:** Follow your teacher's instructions away from threat. Relocate as soon as possible to the parking lot beside the Nordstrom Rack on Contra Costa Blvd.
- **Hide:** Lock and/or barricade doors and windows. Hide out of sight of the window, preferably under or behind furniture, and stay very quiet.
- **Fight:** Follow teacher directions to deter the threat.

If NOT in classroom: **LOCK DOWN**

- Run and find shelter anywhere you can. If off campus, as soon as possible, contact an adult.
- Relocate as soon as possible to the Nordstrom Rack lot on Contra Costa Blvd.

NOTE: During fire, intruder and earthquake drills, you will contribute to the potential safety of your fellow students by maintaining good order and remaining quiet during all phases of the drills.

Field Trips

Field trips away from school are part of our curriculum. Students planning to attend any trips away from school must present a permission slip signed by their parent/guardian to the instructor *prior* to the day of the trip. Permission slips are provided by the instructors. Valley View's behavior expectations are enforced on all field trips.

First Aid

Space for sick or injured students in the office is minimal and limited to illness and emergency first aid procedures only. It is imperative that the school be able to immediately contact a parent or other responsible adult who is authorized to pick up the student for medical aid. *Parents are responsible for keeping Homelink emergency contact information accurate, and for notifying the office of changes in a student's medical condition.*

Hall Passes

Students in the halls during class time must have passes authorizing them to be out of class.

Harassment

The Board of Education of the Mt. Diablo Unified School District has adopted a policy prohibiting unlawful harassment of or by any student. Please

read the following definition of the policy, and the procedure for filing a complaint.

Sexual Harassment

Definition: Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances for sexual favors, and other verbal, visual, or physical conduct of a sexual nature when: (Education Code 212.5)

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

Examples of Sexual Harassment

Sexual harassment includes, but is not limited to:

1. Unwelcome leering, sexual flirtations or propositions.
2. 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, drawings, pictures, websites, or gestures.
5. Spreading sexual rumors.
6. Teasing or sexual remarks about students enrolled in a predominately single-sex class.

7. Touching a student's body or clothes in a sexual way.
8. Purposefully limiting a student's access to education tools.
9. Cornering or blocking normal movements.
10. Displaying sexually suggestive objects or images in the educational environment.
11. 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.
12. Videotaping and/or distributing images.

Sexual harassment by any student is forbidden and will result in disciplinary action up to and including expulsion.

General Harassment

Threats, name calling, put-downs and other forms of hurtful words are considered harassment and will be subject to discipline.

Complaint Process

Any student who believes they have been subjected to any type of harassment prohibited by Board Policy 5145.7 should immediately report the harassment to the Principal or Vice Principal.

Any student who feels that they are being harassed may file a written complaint in accordance with the procedures set forth in the Uniform Complaint Procedures described in Board of Education Policy 1312.1. Each complaint of harassment shall be promptly investigated in a way that respects the privacy of all parties concerned. For more information regarding this policy, please contact Student Services at (925) 682-8000.

Homework

Parents are expected to take an active role in supporting the academic, attendance and discipline policies of the school and its staff. Students will have homework in English, Social Studies, Math and Science on a regular basis. Parents/guardians are expected to monitor and supervise students' homework assignments. Parents

are also asked to read the school newsletters and all other memos and bulletins sent home from the school, posted on ParentSquare and the school website, and contained in other electronic communications. All students have access to their grades via Homelink, and parents have the opportunity to establish their own Homelink accounts.

Internet Use/ Technology

Each student must have a signed MDUSD Universal Form (for secondary schools) before receiving account information or utilizing technology. The use of technology to support learning is important. Students are expected to follow the guidelines in the Universal Form. Each student is expected to keep their account information private and secure, and not allow others to use or access their account. Flash drives or other portable technology may NOT be used in school computers, unless they are provided by the school. Any vandalism or harmful practices, whether intentional or not, may result in disciplinary action, loss of privileges, and liability for the replacement of materials. Cyberbullying or other inappropriate use of school technology that harms another or interferes with learning may also result in disciplinary action and loss of privileges. Students are expected to help monitor the use of technology and are expected to report behavior that is not safe, respectful or responsible.

Library

The Library is open only when the Librarian or parent volunteers are in the Library with the students. Students need to show their ID card at the desk to check out books. All library resources, Accelerated Reader testing, computer and internet use may be limited during regular library hours.

Lost and Found

Items assumed lost shall be turned into the Office. Unclaimed clothing is stored in the Multi-Use Room and PE office equipment room, and is available for inspection by students between periods, and during brunch and lunch. Unclaimed items are donated at the end of the first semester and at the end of the school year. Please label student clothing. VVMS is not liable for personal

items brought to school, or those confiscated by staff members.

Lunches

Students may either bring lunch or purchase lunch from the Cafeteria. Families may prepay for breakfast, lunch, or a la carte items. Students may only use their own account number; abuses will result in disciplinary action. Students eating in the Cafeteria are to remain seated while eating. Other students are to eat in designated areas only. No food or drink is to be taken to the blacktop or the field. Chewing gum is not allowed on campus. The Sharing Table is for unwanted items, which must be eaten in the Cafeteria. Students without food may choose an item from the Sharing Table. Reminder: Valley View is a closed campus. Students may not leave campus during lunch or at any other time during the school day.

Medication

If a student must take any form of medication during school hours, parents must fill out and sign a district medication form, which includes directions for dispensing the medication and a doctor's signature. Medication must be in properly labeled containers and will be kept in the Office.

Office personnel or an on-duty nurse will sign and date a form to verify administration of all medication. Authorization to Administer Medication forms are available in the Office and on the district website at www.mdusd.org. At no time may students carry medication on their person or in their backpacks unless under the direction of their physician, and per a note on file at the office.

Middle School Sports

If held, the Middle School Sports program provides a way for students to experience playing for a team. There are tryouts for all sports, and coaches decide on the number of players who make the team. Players have to be committed to attend practices/games, must play with sportsmanship, and must maintain their grades and citizenship status. Below are the guidelines for all players to remain eligible:

- Maintain a 2.0 average in all classes.
- Maintain good citizenship with no suspensions. Detentions, in-school suspensions, and community service assignments will also be possible grounds for dismissal from the team.
- Attend at least 4 of the 7 classes on game or practice days.
- Parents are responsible for their student's transportation home after games. Students must be picked up within 15 minutes of all home games, or the arrival of the bus on the Valley View campus after away games. Students who are not picked up within the 15 minutes are ineligible to play for the next game.

Mt. Diablo Unified School District Alternate Programs

Mt. Diablo Unified School District alternate district programs include assistance to pregnant students and parent students. For more information, students should contact their counselor.

Public Displays of Affection (PDA)

PDA is not allowed on campus. Students violating this policy will be sent to the Office and their parents/guardians will be called.

School/Class Distractions

Balloon bouquets, flowers, cupcakes and other celebratory items are not allowed at school. They will not be stored in the Office or in the classroom, since they present a major distraction to students and impede work.

Searches

According to Mt. Diablo Board Policy 5145.2, searches of students' belongings may be conducted in order to protect the safety and welfare of all students, employees and visitors of the school.

Short Term Independent Study

Please email the Attendance Office at vvmsattend@mdusd.org to request an Independent

Study. Please provide the following information at least ten (10) school days prior to the student's departure date:

- 1) Student's first/last names
- 2) Reason for being out of school
- 3) Last date in school
- 4) First date back in school

Once you've sent your email, please send your student to the office at 7:45am the next school day, so that our staff can review the Independent Study contract with your student.

Note: Minimum time out of school is three (3) school days, maximum is fourteen (14) days in any academic year. Short Term Independent Study is for non-medical absences.

If a student is going to be out for medical reasons and will be out three or more weeks, then Home and Hospital is the correct program for them. Please e-mail vvmsattend@mdusd.org, or call the office at (925) 686-6136 for Home and Hospital requests and information. Students will be responsible for checking their teachers' Google Classroom platforms for their work while they are out of school.

Student Body ID Cards

Student body ID cards are issued for all registered students. ID cards must be presented for library use, activities, or in the cafeteria, and to purchase dance and other activity tickets. Students must have their ID cards on them at all times while at school.

Textbooks

Textbooks are provided by the State or school district for use during the year. Textbooks assigned to students are to be taken and left at home for homework assignments. Lost or damaged textbooks must be paid for, and we recommend that students cover all textbooks assigned to them. Textbooks are on loan to students and cannot be written in. Students who do not return textbooks by the due date will not receive their yearbooks or participate in Promotion, or other end of year activities.

Transportation

Bicycles: Every student who brings a bicycle to school must have their own lock. Students must keep their bicycles chained to the bike rack. The school is not responsible for loss of or damage to bicycles or helmets on campus. Bikes must be walked from the access road to the bike racks. Bike riding on campus, trick riding and unsafe riding in the parking lot are not permitted, and students who do so will risk having their bikes confiscated. Helmets must be worn by all bicycle riders according to California State law.

Buses: Riders must have a valid bus pass and abide by bus rules. Parents are responsible for transportation if the student is suspended from the bus for unacceptable behavior.

Cars: Cars are not to block bus lanes or drive through/park in the employee parking lot. Students must look both ways prior to entering traffic lanes.

Skateboards/Scooters: Skateboards, scooters, hoverboards and rollerblades are not allowed on campus. These items will be confiscated and kept in the Office for parent pick up only.

Unattended Items

Students are responsible for keeping their backpacks, shoes, books and all items with them during passing, breaks and lunch time. Unattended items are not supervised by staff. When in Physical Education, students are required to lock their belongings in the locker assigned to them for the Physical Education period. Do not leave any items on the floor of the locker rooms.

Visitors on Campus/Parking Permits

Parents are welcome on campus as visitors with prior administrative approval, and must sign in at the Office. All visitors will be issued, and are required to wear, a visitor's badge from the Office. Any requests for school-age visitors must be approved by the Principal or a designee. All other school-age visitors without a pass will be asked to leave campus. Parents who wish to observe a class need to submit a request in writing to the Office at least 24 hours in advance, and must wait for

authorization from a member of our administrative team before visiting.

All Valley View students are expected to comply with guidelines established by MDUSD, Valley View Middle School, and the laws of California.

Mt. Diablo Unified School District Title IX Non-Discrimination Statement

The Governing Board is committed to providing equal opportunity for all individuals in education. District programs, activities, facilities and practices shall be free from discrimination, harassment, intimidation, and bullying based on actual or perceived ancestry, age, color, disability, gender, gender identify, gender expression, nationality, race or ethnicity, religion, sex, sexual orientation, actual or potential parental, family, marital status, or association with a person or a group with one or more of these actual or perceived characteristics ([Governing Board Policy 0410](#)).

Contact Us / How to File a Complaint

For questions, concerns or complaints regarding student harassment, discrimination, intimidation and bullying, please contact Superintendent Adam Clark's office at (925) 682-8000.

For questions, concerns, or complaints regarding compliance with Title IX employee issues, please contact Ryan Sheehy, Chief of Human Resources, at sheehyr@mdusd.org or by phone at (925) 682-8000.

Uniform Complaint Procedures

Helpful Resources:

- [The California Department of Education Office of Equal Opportunity](#)
- [U.S. Department of Education Office for Civil Rights](#)
- [List of Rights \(California Education Code 221.8\)](#)

Mt. Diablo Unified School District

Declaración de no discriminación del Título IX

El Distrito Escolar Unificado de Mt. Diablo prohíbe la discriminación, el acoso, la intimidación y el acoso por motivos de ascendencia real o percibida, edad, color, discapacidad, género, identidad de género, expresión de género, nacionalidad, raza u origen étnico, religión, sexo, orientación sexual, actual o potencial. padres, familia, estado civil o asociación con una persona o un grupo con una o más de estas características reales o percibidas ([política del Junta de Gobierno 0410](#)).

Contáctenos / Cómo presentar una queja

Si tiene preguntas, inquietudes o quejas relacionadas con el acoso, la discriminación, la intimidación y la intimidación, comuníquese con el oficina del Superintendent Adam Clark at (925) 682-8000.

Si tiene preguntas, inquietudes o quejas sobre el cumplimiento de los problemas de los empleados del Título IX, comuníquese con Ryan Sheehy, Chief del Departamento de Recursos Humanos al sheehyr@mdusd.org o por teléfono (925) 682-8000.

[Forma de Queja Uniforme](#)

Recursos útiles:

- [La Oficina de Igualdad de Oportunidades del Departamento de Educación de California](#)
- [Oficina de Derechos Civiles del Departamento de Educación de los Estados Unidos](#)
- [Lista de derechos \(Código de Educación de California 221.8\)](#)