



James Logan High School
Student & Family
Handbook
2025-2026

1800 H Street
Union City, CA 94587
Phone: 510-471-2520
www.jameslogan.org

WHO WE ARE

PRINCIPAL'S MESSAGE

Welcome to James Logan High School, Home of the Colts!

Whether you are a current student, dedicated staff member, proud parent, community member, or a family considering joining us, we welcome you to James Logan High School, where change is embraced as a pathway to growth.

Change can feel uncertain, even a little scary, but without it, we would never mature, expand our thinking, or develop the wisdom needed to pursue our dreams. At Logan, we understand that change is not only necessary; it's transformative. It shapes us, it strengthens us, and it prepares us to lead in a world that is constantly evolving.

Our Logan Family continues to grow each year with the arrival of new Colts, while staying deeply connected to the legacy of our alumni, many of whom return to give back to the very school that helped shape them. From teachers and coaches to counselors and classified staff, Logan is proud to have a large number of graduates now serving the next generation of students. This deep commitment reflects the lasting impact our school has on those who walk its halls.

We are proud to offer one of the most diverse and robust educational experiences in the state. From our Early College program, expansive AP and Honors courses, and our national award-winning Forensics, Speech and Debate Team, to the number one Band in the land, Color Guard, spirited Choir, and competitive athletic programs, there is a place here for every student to discover and grow their talent.

This is more than just a school. It's a community. And in this ever-changing world, James Logan High School stands as a place where students are challenged to evolve, supported to grow, and inspired to dream big.

We invite you to come see for yourself what it means to be part of the Logan Family. Here, doors are always open, arms are always wide, and opportunities are always within reach.

Experience Logan. Embrace Change. Grow with Pride.

With warm regards,

Ron Polk, Principal

OUR MISSION AND VISION

The mission of James Logan High School, a uniquely large and diverse community of students, families and staff, is to equitably serve, nurture and educate every student to become an empowered, socially and culturally conscious graduate who is a knowledgeable, respectful, positively contributing member of society by providing a safe, inclusive, anti-biased, anti-racist environment characterized by relevant, challenging, evolving curriculum which promotes maximum achievement and life-long learning.

We believe that:

- all people have equal worth;
- all people can and do learn throughout life;
- all people want to learn and succeed;
- the human capacity to learn is limitless;
- individuals are responsible for their choices and actions;
- integrity is essential for building a relationship of trust and respect;
- hard work is necessary for people to achieve their full potential;
- high expectations bring higher results;
- a safe and caring environment is essential for people to thrive;
- diversity is an asset which enriches and strengthens our community;
- the family experience is the primary influence in the development and learning of a child;
- a quality education expands opportunities and empowers individuals throughout life;
- education is the shared responsibility of the entire community;
- public education is essential to a democratic society.

The Three I's:

Intellect, Interconnectedness, and Integrity

The 3 I's represent key characteristics of a Logan student and explain how students will contribute to their larger community.

Intellect: Explore, develop, and master skills and knowledge over time. Demonstrate curiosity, and continuous learning.

Interconnectedness: Develop an understanding of themselves and an openness to Logan's diverse cultures, thereby enriching and strengthening society. Develop cultural understanding, global knowledge, and social responsibility.

Integrity: Students will be supported in being honest, respectful to all, and will be given opportunities to demonstrate personal responsibility.

OFFICE ORGANIZATION & SCHOOL STAFF

MAIN OFFICE	SUPPORT STAFF
Principal Ron Polk Principal's Secretary Ana Maria Campos Secretary/Receptionist Elizabeth Zambrano Accounts Clerk Sarah Muse Secretary Martha Mendoza Book Room Jose Barba Attendance Clerks Angela Baca (A-L) Stella Ramirez (M-Z)	Athletic Director Eli Bagaoisan Student Activities Director Faith Pierre School Psychologists John Larkin (A-L) Sashley Harris (M-Z) Speech Therapists Deborah Short Daisy Serrano RCA II Testing Sheila Nava Work Experience Coordinator Wil Richberg Career Center Program Specialist Renee Dutra Career Center Technician Joerel Quintana Teacher Librarian Indira Chakrabarti Library Assistant Erik Contreras Health Center Staff Michelle Lozano Campus Safety Technicians(CSTs) Roy Miller (Lead) Maria Campos Betina Carrigan Michelle Nava Jacob Oliva-Claros Manny Pride Sonia Rodriguez Molly Rudnick Alternative Center Monitor Virginia Silva Maintenance Supervisor Jacob Perez Cafeteria Manager Nicky D. Santillan
ADMINISTRATIVE OFFICE	
House Principals Orlando Cabcabin (A - Del, ICL) Anthony Pava (Dela - Liu) Sukhi Sidhu (Liv - Ray) Allison Sayavong (Raz - Z, EL) Office Secretaries Elizabeth Montano (A-L) Kim Perez (M-Z)	
COUNSELING CENTER	
Vice Principal Alicia Elbert Vice Principal's Secretary Susan Garcia Support Services Technicians TBD (A-L) Uttara Pandya (M-Z) Counselors Maricruz Meza (A-Bar, Puente) Josie Alvite (Bas-Dok) Monica Montes (Dol-Jav) Raul Rodriguez (Jaw-Med) Renee Dutra (Mee-Q, Early College) Erika Luna (R-Tau) Abigail Andrade (Tav-Z, ICL) Reilin Harper (Ed Options)	

POLICIES & PROCEDURES

BUS RULES AND RESPONSIBILITIES

The following rules and responsibilities apply to all students on buses during extra-curricular and co-curricular activities:

- Follow directions given by the bus driver
- Follow safety procedures and school rules
- Use acceptable language, tone, and volume
- Face forward, stay seated, do not hang out of the windows
- Do not damage or deface the bus. Damage will be paid for by the students responsible.

CLOSED CAMPUS

Closed campus means no students may leave or be off the Logan High School campus during the hours school is in session unless they have been authorized by the administration, the house attendance office, participation in ROP, or by parent/guardian request. Passes will be issued with authorization of parent or emergency contact approval as per Ed. Code.

EMERGENCY DRILLS & PROCEDURES

Whenever an emergency alarm sounds, students are to follow the instructions given by school staff. If students are told to evacuate buildings, they are to walk quickly and in an orderly manner to the area designated by their teachers. Maps are posted in each classroom showing the evacuation routes/area and re-assembly location. Students are to remain with their teachers during all emergency drills or events as well as during classroom re-entry procedures. Teachers will take roll at each evacuation location.

ENTERING CAMPUS

Students must enter the Logan campus displaying their digital or physical ID at one of three approved access points:

- The gate to Colt Court near the Main Office
- The gate to Memorial Square near the Little Theater
- The gate located at the “back of campus” on Meyers Dr.

Campus Security Technicians (CSTs) will check student identification at all access points. All gates except the gate to Colt Court near the main office will be closed after the start of 1st period. Students entering the campus after the start of 1st period must enter from this gate.

ID CARD REQUIREMENTS

JLHS requires students to possess a current school year ID card either via mingo or a physical card any time they are on campus, and at any school-related activity (on or off campus). Students are required to display their ID card to gain entry onto the school campus each day. Students must be able to present their ID card upon request of any school staff.

A clear, large, unaltered photo of the original ID card on a cell phone may be used for entry onto campus. Picture, name, ID number, and grade must be clear and readable.

LOCKERS

Lockers are optional. Students are not permitted to share lockers. Lockers are school property and should be treated with care and respect. Lockers may be searched at any time if the administration has reasonable suspicion regarding the contents of the lockers. Students who did not receive a locker on the registration day may request a locker by filling out the Locker Request Form online. If there are any issues with lockers, please go to the Counseling center to speak with an SST. JLHS does not assume any responsibility for items missing or stolen from lockers.

PE locks will be provided for students by the PE department at the start of each year and must be returned at the end of each school year. Failure to return a lock at the end of the school year may result in a bill.

OFF-LIMITS AREAS

Students are not allowed in the following areas at any time:

- The Curriculum Center (unless approved by staff/admin)
- Staff restrooms and Staff Lounge
- All parking lots (including ESC) during school hours
- H Street sidewalks and all adjacent streets during school hours
- Students should not be in any unsupervised areas after school

Students are not allowed in the following areas during lunch unless participating in a supervised activity:

- Football field & track
- Baseball fields
- Stairwells
- Tennis courts and basketball courts
- All second floor walkways

STUDENT PARKING POLICY

All YELLOW parking spaces are reserved for STAFF. Students who want to park in the school lot must:

- Operate vehicles safely by following the California DMV Rules of the Road.
- Exit cars upon arrival to school campus. Storage of materials, sitting or eating lunch in cars is not permitted.
- Only park in white spaces in the main parking lot on H street across from the CPA.
- Park at your own risk. School does not hold any liability for damage or theft.

Note: Any time a student’s vehicle is illegally parked the vehicle may potentially receive a Union City Police citation and/or be towed at owner’s expense. Students may also face school consequences including exclusion from school activities.

TEXTBOOK POLICY

Textbooks are checked out to students via the Book Room in the 300s courtyard. It is the student's responsibility to safeguard the textbook. Lost books are turned into the textbook room clerk and then returned to the appropriate teacher/student. Students are responsible for turning their textbooks in before the end of the course. Students who do not return a textbook, or return it in a damaged condition, will be billed.

DELIVERY OF ITEMS TO STUDENTS

Any items being delivered (i.e., money, food, clothing) must be checked into the main office to be delivered to the student. Only parent(s) and/or guardians may deliver items to students during school hours. Food delivery items may **ONLY** be left at the front gate to Colt Court. The school is not responsible for lost or stolen items. Food delivery items are not monitored or controlled by school staff. Items can only be picked up during a student's assigned lunch or after school.

VISITORS

Student visitors are not allowed on campus during the school day. Students are trespassing if on another school campus during school hours without permission. Any person or persons who are not staff members including parents, vendors, or contractors must check in at the Main Office during school hours before moving on to scheduled appointments anywhere on campus. Visitors must first report to the Main Office to sign in and receive a visitor's ID badge, which must be worn while on campus. Visits to classrooms must be pre-arranged with the permission of a school administrator.

TECHNOLOGY

TECHNOLOGY DEVICES ISSUED TO STUDENTS

Students have been issued Chromebooks. All students/parents have been given a copy of the mobile device handbook prior to a Chromebook initially being checked out. Students are expected to follow the rules of the Student Mobile Device Handbook and the Acceptable Technology Use Policy outlined in Board Policy #I-6163.4. Failure to do so or damaging the Chromebook will result in the student being charged the approximate replacement cost of the device and/or further disciplinary action. Students are required to use District provided Chromebooks for all school related functions.

Students are expected to use their school issued Chromebooks and not their personal devices while at school.

STUDENT USE OF TECHNOLOGY POLICY

The Internet and other electronic resources (such as the district wide area and local networks and e-mail) have much information and varied educational experiences to offer students. The privilege of using these resources requires responsible use by students. Use of all New Haven Unified School District (NHUSD) technological resources assumes the following:

- There is some information on the Internet that is inappropriate and not related to educational purposes. Students must not pursue inappropriate information or images on the Internet.
- Students must never provide personal information on the Internet, network or computer system of NHUSD about themselves or others, such as addresses, telephone, credit card, and social security numbers. This may result in

others using the information to the student's detriment. In addition, students must not attempt to obtain personal information about themselves or others from NHUSD's network and computer system.

- The Internet and other NHUSD network and computer systems rely on the integrity of their users to keep information and the systems from being misused or altered. Students must confine their use of the Internet only to those areas required to perform educational informational searches and must not tamper with files and systems.
- Students must not download or forward inappropriate material or e-mail copyrighted material from other computer system using district computers.
- Students must comply with all school computer rules and policies.
- Students should not have expectations of privacy when using the NHUSD network and computer system.
- Cyber-bullying: students who intentionally use technology (including but not limited to cell-phones, web-sites, and emails) to create a hostile, threatening, or intimidating environment for one or more other students at school are subject to disciplinary action, up to and including suspension or expulsion.
- Students who intentionally vandalize or compromise school computers, networks, or technology will be subject to disciplinary action including suspension, expulsion, and criminal prosecution.
- Misuse of any of the above will result in disciplinary action (Board Policy #I-6163.4) including (but not limited to) the loss of use of technology.

PERSONAL ELECTRONIC DEVICES USE POLICY- "OFF & AWAY" (ELECTRONIC DEVICES ED CODE 48901.5)

Personal electronic devices (PEDs) include, but are not limited to, cell phones, music players, video players, game players, media readers, bluetooth speakers, and headphones.

Students must turn off and put away all PEDs before entering any office or teaching space, including outdoor teaching spaces, unless otherwise specified in the classroom management policy for the teacher in that space. **Students who violate this policy or whose use of PEDs violates any school policy may have their PEDs confiscated. The administration reserves the right to return confiscated materials to parents only and to issue appropriate consequences. Students bring personal electronic devices to campus at their own risk. James Logan High School is not responsible for lost or stolen PEDs. Students should report lost or stolen devices to the Admin Office. Administrators will attempt to investigate and locate lost or stolen devices.**

ATTENDANCE

ATTENDANCE POLICY

School District policy and State law requires daily school attendance for people between the age of 6 and 18 (Education Code 48200). In order for students to participate in extracurricular activities, students must be in attendance the day of the event. Any absence of 30 minutes or more to any class is considered an unexcused absence.

A student shall be allowed to complete all assignments and tests missed during an absence, and, upon satisfactory completion within a reasonable time, shall be given full credit.

ABSENCE NOTIFICATION

When students are absent the Attendance Office should be notified by a parent or guardian within 48 hours by either:

E-mail (preferred method): Provide date of absence and reason for absence.

- Students Last Name A-L: logattal@nhusd.k12.ca.us
- Students Last Name M-Z: logattmz@nhusd.k12.ca.us

Written Note: Write a note with the following information and turn it in to the Main Office Attendance Windows:

- The date and periods of absence
- The reason for the absence
- Parent/Guardian signature with date

Phone Call: ATTENDANCE LINE 471-2520

- Students Last Name A-L: Ext: 60142
- Students Last Name M-Z: Ext: 60143

Absences not cleared within two school days (48 hours) following the student's return to school are considered CUTS. Consequences may include detention, campus clean-up, Saturday school, and the Student Attendance Review Board (SARB) process. According to state law, excused absences from school are defined as:

- Illness and quarantine
- Medical, dental, or optometric appointments.
- Attendance at funeral services for a member of the immediate family. **(A maximum of one day for in-state and three days for out-of-state services are allowed.)**
- Religious commitment.
- Jury duty/court appearance.
- All other absences are **UNEXCUSED** (needed at home, vacation, missed the bus, went to D.M.V., etc.).

NOTE: All medical and dental appointments should be made after 3:30 p.m. All medical and dental appointments during the school day require that the name, address and telephone number of the doctor/dentist be furnished to the school. The school may not excuse the student if this requirement is not met. The standard procedure is that students will only be excused 1/2 hour before the appointment until 1/2 hour after the appointment.

TARDY POLICY

A tardy is defined as any student not in their seat in their classroom when the tardy bell rings. The following consequences will apply per quarter for total tardies (not per class):

5 Tardies – parent/guardian contact by teacher
10 Tardies – email to counselor by teacher
15 Tardies or more – referral to administrator by teacher, Detention, or Saturday School

EXCESSIVE ABSENCES / SARB / TRUANCY

All student absences are recorded daily and will be reported on each report card throughout the year. A truant day is when a student misses more than 30 minutes of instruction. Truancy and excessive unexcused absences can lead to the Student Attendance Review Board (SARB) process. Truancy may lead to notification, meetings, and district-level involvement. Process includes:

Truancy Notice 1: Three days of truancy

Truancy Notice 2: Three days of truancy past SARB Notice 1

Truancy Notice 3: Three days of truancy past SARB Notice 2

- Parent meeting with administration

Truancy Notice 4: Three days of truancy past SARB Notice 3

- Student referred to the Student and Families Center.

Services administration at the NHUSD District Office and Parent/student meeting. Possible referral to the Student Attendance Review Board Panel for outside agency support and involvement.

LEAVING DURING THE DAY

Any student leaving during the day must check out through the Main Office Attendance Windows and parent permission must be granted.

PASSES

All students out of class must possess either a Minga hall pass or an official school hall pass from school personnel. **No passes will be issued in the first 10 minutes or the last 10 minutes of a class period.** CSTs are authorized to detain any student found outside of class without a hall pass. Students in violation of this policy will be subject to disciplinary action.

Any student who arrives at school after 8:45 AM must get a pass from the Attendance Office. This does not excuse you from being marked tardy. Students roaming the halls without a pass after the late bell will be escorted by a CST or administrator and brought to the Admin Office. Additional consequences may be assigned.

WITHDRAWAL & CHECKOUT PROCEDURES

Students are required to adhere to the school's procedures for checking out of school when they leave Logan. No records will be sent to any other school until all student obligations have been met. Procedures for checkout are as follows:

1. Parents/Guardians must visit the Counseling Center for a Withdrawal form.
2. The student must attend a full day of school, go to each class, turn in all materials which have been checked out and will obtain from the teacher the grades which have been earned up to the date of leaving.
3. The student must return the checkout form to the Counseling Center at the end of the day and pay any bills.

ACADEMICS

REQUIREMENTS FOR JLHS GRADUATION

In addition to the subject specific requirements, the following are also required for graduation:

- 20 Hours of Community Service
- All freshmen must take Life Skills in their freshman year

Required Department	Credits Required
Language Arts (English)	40 Credits
Social Science	30 Credits
Life Science (Biology)	10 Credits
Physical Science	10 Credits
Mathematics	20 Credits
Physical Education	20 Credits
Fine Arts (Either VAPA (OR) World Language)	10 Credits
Electives (no more than 40 non-departmental credits may be earned)	75 Credits
Ethnic Studies	5 Credits
TOTAL:	220 Credits

COMMUNITY SERVICE

Each student must complete at least 20 hours of community service in order to be eligible for graduation. The approved list of community service activities can be found in the Career Center in Colt Court. If you choose to do community service that is NOT on the list, you must have your Community Service form approved prior to beginning the actual community service. All completed community service forms must be submitted to the Career Center.

GRADING AND CLASSROOM MANAGEMENT POLICY

Students will receive a course syllabus stating the teacher's grading policy by the end of the second week of each course. The teacher will also define classroom behavior expectations and school consequences and distribute this information within the first ten days of a course.

CLASS WITHDRAWAL POLICY

A student may withdraw from a course within the first ten school days of a semester without academic penalty, and without the course being listed on the student's transcript. After the first ten days, but before progress reports are issued, a student may withdraw from a course with a "WF" grade ("withdrawal with failure"); in such cases, the course will be listed on the student's transcript and a "WF" will be listed next to the course. Moreover, the student will receive no partial withdrawal credit for time spent in the course. The student should enroll in another course and is eligible to receive partial credit for that course in accordance with the "credit by date" listing.

A student and the student's parent(s)/guardian(s) must sign a **Withdrawal Policy Form** if a student withdraws from a course after the first three weeks of a semester. The Withdrawal Policy Form must be signed by the student's counselor and House Principal. **A student may not withdraw from a course after the first progress reports are issued except in cases where the House Principal approves.**

ACADEMIC HONESTY

Cheating and plagiarism are unethical behaviors intended to result in unearned awards or advantages and such behavior is not acceptable. Cheating and plagiarism are defined as taking the work, words, ideas, and/or efforts of another and presenting them as one's own or providing one's own work to be presented as another's. Consequences for cheating are at the discretion of the teacher and may include the following:

- F on the assignment
- Parent contact by teacher
- Sign Academic Dishonesty Contract
- Student/Teacher/Parent/Administrator Meeting.
Depending on the nature and severity of the incident, further disciplinary actions (including campus beautification, detention, suspensions, removal from class with a "WF") may be taken.
- Inability to take Honors/ AP classes in the future

Cheating on any exam, including finals, will result in a "F" on the exam. On all offenses, the teacher completes a behavioral referral, contacts the parents, and turns in the referral to a principal indicating that parents have been contacted. **Note: Both the provider and receiver of information participating in cheating will receive the same consequences.**

ARTIFICIAL INTELLIGENCE (AI)

The inappropriate use of Artificial Intelligence (AI) in classrooms—including but not limited to submitting AI-generated work as one's own, using AI to complete assignments without teacher permission, or misrepresenting AI-assisted content—will result in consequences. Such actions are considered violations of the school's academic integrity policy and will be treated as instances of academic dishonesty. Consequences include receiving an "F" on assignment, and further disciplinary action in accordance with existing academic dishonesty procedures outlined in the handbook. Students are expected to use AI tools responsibly and only with explicit approval from their teachers.

ALTERNATIVE CREDITS TOWARDS GRADUATION

There are 6 ways that a student can get alternative credits that will count towards graduation. Each has been linked below:

1. [Challenging Courses](#)
2. [Credit For Private Instruction](#)
3. [Taking Foreign Language Courses at a Private School](#)
4. [Taking Courses Online - Correspondence Courses](#)
5. [Taking Courses at a College While in High School](#)
6. [College and Career Access Pathway Partnerships](#)

TRANSCRIPT REQUESTS

Unofficial Transcripts

Unofficial transcripts are copies of a student's transcript used by students, families, and school personnel to check on a student's graduation status. They show credit totals, GPA calculations, and progress towards other graduation requirements. Students and parents can view an unofficial transcript via the Aeries portal.

Official Transcripts

Official transcripts are used for formal purposes such as school enrollment, college applications or scholarship applications; they are signed, embossed and sealed. Students may get a copy of their official transcript by filling out a Transcript Request Form at jameslogan.org/counseling-student-support/transcripts/. Official transcripts are free for current students and can be made available to the student or mailed to the institution as requested.

A graduate may request an official transcript from Logan for up to a year after graduation. After one year, a graduate can request a copy of their transcript from the Centralized Enrollment Center at jameslogan.org/counseling-student-support/transcripts/.

DIPLOMAS

All graduating students from JLHS will be given their diplomas on the day of graduation. Students who are not able to pick up their diplomas on the day of graduation may pick them up from the Main Office after graduation. Diplomas will be made available for one full year after graduation, after which students are issued a transcript to indicate graduation status.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM (ROP)

James Logan High School offers students an opportunity to participate in courses offered by ROP. Students assigned to classes at the Mission Valley Regional Occupational Program (Fremont) are



expected to follow all ROP rules and conduct themselves in a manner which will bring credit to James Logan High School.

The ROP bus leaves Logan one per day in the afternoon for afternoon classes. Students who miss their bus transportation are required to provide their own transportation to the ROP campus. **All Logan ROP students will have a pass which permits them to leave the Logan campus for their ROP classes.**

SHORT TERM INDEPENDENT STUDY

Short Term Independent Study is for students who will be absent at least 3, and up to 14 school days. California State Educational Code is very specific regarding the rules, regulations, and timelines for Short Term Independent Study. Failure to complete any of the steps listed below will result in a failure to earn academic and/or attendance credit. **Students who go on Short Term Independent Study but do not turn in assignments and paperwork on time will be marked truant for the duration of their absence.** In order to go on Short Term Independent Study:

1. Make an appointment with your guidance counselor at least 10 school days before your absence. At that meeting your counselor will give you all of the paperwork required, and go over the process.
2. Have your parent/guardian fill out the "Master Agreement" contract.
3. Have each of your teachers (ALL OF THEM) fill out a "Student Work Assignment" sheet (will be given to you at your counselor meeting). Also get all your independent study assignments, along with any other needed resources, from each teacher.
4. Turn in your completed "Master Agreement" contract and each "Student Work Assignment" sheet to your counselor **at least 5 school days before your absence.**
5. Complete all assignments during the course of your absence.

6. **On the first day back from your absence**, check in with a secretary in the Admin Office and pick up your "Student Work Assignment" sheets. Turn in all completed assignments, the "Student Work Assignment" sheet and return all other materials to each teacher.
7. **On or before your 5th school day back**, collect a sample of graded work from each teacher and have each one complete and sign the "Student Work Assignment" for their class.
8. **On or before your 5th school day back**, turn in EACH of your completed "Student Work Assignment" sheets and a sample of graded work to the Secretary in the Admin Office.

Although school staff is here to assist, completing the paperwork and collecting graded samples of work from each teacher is the responsibility of the student and their family. California State Educational Code prohibits schools from giving students attendance credit if any of the steps listed above are missing or incomplete. Students who miss a step, or miss even one of the deadlines above, will be marked as truant for their absence.

ALTERNATIVE EDUCATIONAL OPTIONS

Students needing an alternative educational setting may apply to New Haven Academy or Conley Caraballo High School. Please see your counselor and the Course Catalog for more information.

HONOR ROLLS

James Logan High School places a high priority on academic achievement. Recognition for students who achieve to their fullest potential is the goal of our academic honors program. The following academic achievement recognition programs are offered at James Logan:

- **Superintendent's Honor Roll:** All students enrolled in at least 20 credits with a cumulative weighted GPA of 4.0 or higher.
- **Principal's Honor Roll:** All students enrolled in at least 20 credits with a cumulative weighted GPA of 3.75 - 3.99.
- **Honor Roll:** All students enrolled in at least 20 credits with a cumulative weighted GPA of 3.0 - 3.74.

GRADUATION HONORS

Each year, seniors with a minimum 3.5 weighted GPA receive recognition for academic achievement at our Honors Convocation. Seniors are also recognized for scholarships, grants, and department awards.

The Seoane-James Memorial Award is the most prestigious honor a student can receive at James Logan. Students must be nominated, then submit an application and be interviewed by the principal. The award is presented by the superintendent at graduation to the two most outstanding seniors for academic achievement, involvement in school activities, and community service.

Other graduation awards include:

- **Valedictorian:** The student with the highest weighted "a-g" GPA from grade 10 to first semester of senior year will be chosen as the valedictorian for the class.
- **Salutatorian:** In instances of only one valedictorian, the student with the second highest weighted "a-g" GPA from

grade 10 to first semester of senior year will be chosen salutatorian.

- **Principal's Award:** Graduating seniors with an overall weighted "a-g" GPA from grade 10 first semester of senior year of 4.0 or above will be honored.
- **Summa Cum Laude:** Graduating seniors with an overall weighted "a-g" GPA from grade 10 to first semester of senior year of 4.0 or above will graduate with the Summa Cum Laude (highest honors) distinction.
- **Magna Cum Laude:** Graduating seniors with an overall weighted "a-g" GPA from grade 10 to first semester of senior year of 3.5 - 3.99 will graduate with the Magna Cum Laude (high honors) distinction.
- **Cum Laude:** Students with an overall weighted "a-g" GPA from grade 10 to first semester of senior year of 3.0 - 3.49

is unable to present valid picture identification will not be admitted to the dance. The administration may, at its discretion, deny attendance at school dances to any non-student. **Each student may bring one guest per dance.** Students should pick up guest passes as early as possible so that all the required signatures may be obtained. Guest passes are available in the Admin Office. **Guests MUST be under 21 years of age.**

CO-CURRICULAR AND ATHLETIC ACTIVITIES

Co-curricular activities are school-sponsored, out of class activities that are connected to a class/curriculum and have a certificated or certified supervisor assigned. Such activities include athletics, student government, cheerleading and performances or competition for band, choir, drama, and forensics, etc. in which the student represents the school. No student shall, on the basis of sex, sexual preference, race, color, national origin, or religion, be excluded from participation in, denied the benefits of, be denied equal opportunity in, or otherwise discriminated against in co-curricular activities or athletics.

ATHLETIC ELIGIBILITY

ACADEMIC ELIGIBILITY:

In order to participate in any athletic event or practice, a student must meet the NCS and MVAL criteria including the following academic conditions:

- A grading period is defined as a quarter
- A student is eligible if (s)he has a current grading period GPA of 2.0 or better and no more than one F received
- A student is on probation if (s)he has a current grading period GPA of at least 1.5 but less than 2.0 and was eligible the prior grading period. A student may not be on probation two or more consecutive periods
- A student with current grading period GPA of less than 1.5 or two or more Fs is ineligible
- Students not meeting behavior/attendance expectations, whether or not they are on probation, will be placed on contract by the principal or his/her designee and may be declared immediately ineligible if the contract is violated. A student may also be considered immediately ineligible for serious offenses including weapons, fighting or drug use.
- To be eligible to participate the student must have attended a minimum of four class periods during the day of the game or activity.
- Chronic truants may be excluded from any co-curricular activity.

Any student failing to meet academic standards will be ineligible to participate in co-curricular athletics, including practice, tryouts, workouts, etc. Any student who is suspended may not participate in any co-curricular activity.

Grades and credits earned in Summer School may be used to establish eligibility for student activities. Such grades and credits will be added to those of the preceding grading period, with the highest grade for the repeated class being used.

RESIDENTIAL ELIGIBILITY:

All students who transferred within a calendar year are considered residential ineligible. Transfer students cannot compete in games, including scrimmages, until transfer paperwork is completed and ruled on by NCS. All transfer students who wish to be on a team should contact the Athletic Director, Eli Bagaoisan.

STUDENT ACTIVITIES

To take advantage of all the co-curricular and extracurricular opportunities at Logan, you need to get involved! The Student Activities Director can help you with any questions you may have regarding the student activities program. With Logan's athletic program, leadership class, assemblies and rallies, drama, band, forensics, choir, and over 50 on-campus clubs, there is definitely something in which everyone can get involved! More information can be found on the James Logan school website.

SAVINGS WITH ASB (ASSOCIATED STUDENT BODY) STICKER

The "Fear the Colt" ASB sticker program allows students a discounted price at many Logan events. Purchasing these stickers helps support many ASB and athletic activities at Logan. Students can buy an ASB sticker from the Activities Director in Room 68. ASB stickers allow for:

- Discounted admission to athletic events
- Discount at school dances (excluding Junior Prom and Senior Ball).
- Discounted or free admission to other school activities.

EXTRA-CURRICULAR ACTIVITIES

Extra-curricular activities are not directly a part of a class or curriculum. These include club field trips, dances, and senior activities.

EXCLUSION POLICY

Students will be placed on the exclusion list and may not participate in extracurricular activities if they have sixty (60) or more period cuts/unexcused absences from the start of the school year, and/or suspensions for any incidents involving drugs, alcohol, weapons, harassment, or fighting during the school year. Students with extenuating circumstances regarding absences and the potential for exclusion must meet with their house principal prior to being placed on exclusion.

DANCE GUEST REGISTRATION

Students who wish to invite non-Logan students to dances must pre-register their guests. This may be done by submitting a completed GUEST PASS to the Admin Office prior to the announced deadline. All guests MUST present valid picture identification (current school year) at the dance in order to be admitted. Anyone who has not been pre-registered, whose pass is incomplete, or who

LOGAN ATHLETIC TEAMS

Fall Sports	Winter Sports	Spring Sports
Cross Country	F/JV/V Boys Basketball	JV/V Badminton (Coed)
F/V/Varsity Football	F/JV/V Girls Basketball	F/JV/V Baseball
Girls Golf	F/JV/V Boys Soccer	Boys Golf
JV/V Girls Tennis	JV/V Girls Soccer	JV & Varsity Softball
JV/V Girls Volleyball	F/JV/V Wrestling	JV/V Swimming
JV/V Girls Water Polo	Competitive Cheer	JV/V Boys Tennis
JV/V Boys Water Polo		Track & Field
JV/V Sideline Cheer		JV/V Boys Volleyball
Girls Flag Football		

ASB: STUDENT GOVERNMENT & LEADERSHIP CLASS

Logan's Leadership class consists of elected ASB (Associated Student Body) officers, class officers, and other students who are interested in helping plan & coordinate student activities such as dances, rallies, blood drives, and lunchtime activities. They also act as student advocates to promote student issues & concerns.

ELECTIONS

The major student elections are as follows:

Class Officers - Class elections take place in the spring, except for freshman officers who are elected in the fall. Class officers are responsible for class activities, such as Spirit Week, Logan Land, and Prom. They are also responsible for class fund-raising activities. Class officers represent their classes at Student Council meetings and Board meetings.

ASB Officers - ASB officers are elected in the spring and are responsible for ASB meetings, ASB budgets, and student activities. They serve on many school committees (student, parent, and district) as student representatives.

A.S.B. OFFICERS FOR 2025-2026 SCHOOL-YEAR

Executive Cabinet

President – Jaxon Albano
Vice President – Kareen Shankar
Secretary – Nawid Samim
Treasurer – Annalyn Hernandez
ASB Board Representative – Bella Gonzalez
Advisor – Faith Pierre, Activities Director

Commissioners

Activities – Alaynah Marks, Sami Khan
Athletics – Jazelle Tongson, Evelyn Guyton
Clubs – Jacqueline Pena, Jonathan Bui
Publicity/PR – Melody Kwong, Kimberley Wang
Spirit – Aber Conanan, Tae Tabora
Media - Iwalani Lealao, Caylee Ledesma

CLASS OFFICERS

Senior Class of 2026

President – Haley Woon
Vice President – Emmanuelle Bautista
Secretary – Logan Asuncion
Treasurer – Mischa Sadoguo
Representative – Reanna Ignacio

Junior Class of 2027

President – Lina Chau
Vice President – Laura Phan
Secretary – Keilyn Medina
Treasurer – Chanel Doria
Representative – Brendan Isla

Sophomore Class of 2028

President – Olivia Vuong
Vice President – Elina Yap
Secretary – Natalia Cardenas
Treasurer – Montana Tayag
Representative – Calix Pangilinan

Freshman Class of 2029 - selected in August

SCHOOL EVENTS, RALLIES & ASSEMBLIES

Logan students have a responsibility to follow school rules while at school, and while attending any school event, such as dances, athletic events, rallies, etc.

Assembly Seating and Expectations

Students are to sit with the class to which they are assigned. Students will be monitored by their classroom teacher who will take attendance. Behavior at assemblies is expected to be exemplary. Dismissal must be accomplished in an orderly fashion to ensure the safety of all students. The first five rows of the Pavilion will be asked to leave through the nearest exit while other students remain seated. As the first group clears, other students will be dismissed five rows at a time. The key to the safety of all is that students leave slowly and carefully.

Rally Seating and Expectations

Students will sit by graduating class, freshman, sophomore, junior, and senior. The purpose of a rally is to promote school spirit, usually with the focus on a particular team or event. Cheering, signs, and banners should all be directed at promoting positive, competitive class spirit and inclusive, united school spirit.

Behavior at Dances

Students will conduct themselves in an appropriate manner. Behavior which imitates sexual gestures, inappropriate or unsafe actions (e.g. mosh-pits, slam dances, etc.), is not acceptable. Students who choose to engage in this type of behavior will be removed from the dance and may be subject to additional consequences. If the behavior continues and becomes a problem, the dance may be stopped. All attendees must complete and sign a dance contract prior to admission. **Alcohol sensors/ breathalyzers and bag/ clothing checks may also be used.**

CAMPUS CLUBS

Students can learn about Logan High School activities and clubs in the ASB Activities Center (Room 68) or through the school website. Each club has a teacher advisor, officers and a representative that attends monthly Inter-Club Council meetings run by ASB. Clubs vary from year to year depending on student interest. The Student Activities Director can provide more information.

STUDENT FUNDRAISING

All fundraising must be done as part of an approved student group fundraising event. In order for a student group to initiate a fundraiser, the Application for Fundraising Activity form, available from the Accounts Clerk in the main office, must be completed and state specifically what the funds raised will pay for. **This form must be turned in to the Student Activities Director three weeks in advance of the fundraiser.** Upon ASB and administrative approval,

the group will be scheduled to begin fundraising activities. Once the fundraiser is completed and money counted, funds are turned in, along with the Revenue Potential/Fundraising Recap form, to the Accounts Clerk in the main office. **Students may not sell items on campus for individual gain, or as a fundraiser for an outside group. If a student is found selling items not approved, the items and funds will be confiscated.**

STUDENT SERVICES

DIRECTORY Phone: 510-471-2520 For a complete directory, please visit us on our website www.jameslogan.org		
Area of Concern	Name and Position	Location & Contact Information
Academic Counseling <ul style="list-style-type: none">- Class Schedules- 4-year academic plans- Post-secondary plans- A-G eligibility- Graduation status- SSTs and 504 Plans- College applications	<u>School Counselors</u> <ul style="list-style-type: none">- Maricruz Meza (A-Bar, Puente)- Josie Alvite (Bas-Dok)- Monica Montes (Dol-Jav)- Raul Rodriguez (Jaw-Med)- Renee Dutra (Mee-Q, Early College)- Erika Luna (R-Tau)- Abigail Andrade (Tav-Z, ICL)- Reilin Harper (Ed Options)	<u>Counseling Office</u> mmeza@nhusd.k12.ca.us ; Ext. 60136 jalvite@nhusd.k12.ca.us ; Ext. 60129 mmontes@nhusd.k12.ca.us ; Ext. 60128 rrodriguez@nhusd.k12.ca.us ; Ext. 60026 rdutra@nhusd.k12.ca.us ; Ext. 60675 eluna@nhusd.k12.ca.us ; Ext. 60130 aandrade@nhusd.k12.ca.us ; Ext. 62754 rharp@nhusd.k12.ca.us ; Ext. 60124
Counseling services are available Monday through Friday during school hours. Appointments are necessary for any other times. The counselors provide academic, personal, and career counseling services. The purpose of the counseling and guidance program at James Logan High School is to assist students to better understand themselves and to realize their potential. The counseling program exists to support students in making the most of the educational programs available.		
Activities, ASB, and Clubs <ul style="list-style-type: none">- How to participate- School-wide events- Clubs- Spirit days- ASB and Leadership	<u>Activities Director</u> Faith Pierre	<u>Room 68</u> fpierre@nhusd.k12.ca.us ;
Aeries <ul style="list-style-type: none">- Parent Portal- ParentSquare Communications- Annual registration	<u>Receptionist/School Secretary</u> Elizabeth Zambrano	<u>Main Office</u> ezambrano@nhusd.k12.ca.us ; Ext. 60119
Athletics <ul style="list-style-type: none">- How to participate- Athletic clearance, physical exams- Sports teams and seasons	<u>Coaches</u> Each sport has its own coach to contact <u>Athletic Director</u> Eli Bagaoisan	<u>Various Locations</u> <u>Coach Directory</u> <u>Athletic Center (Colt Court)</u> ebagaoisan@nhusd.k12.ca.us ; Ext. 60389
Attendance <ul style="list-style-type: none">- Clear an absence- Excuse for early appointment	<u>Attendance Clerks</u> Angela Baca Stella Ramirez	<u>Attendance Windows (Colt Court)</u> logattal@nhusd.k12.ca.us ; Ext. 60142 logattmz@nhusd.k12.ca.us ; Ext. 60143

Campus Security & CSTs

Logan High School employs Campus Safety Technicians (CSTs) whose primary responsibilities are to assist students, address inappropriate student behavior, monitor after-school detention, and check Off-Grounds passes for students leaving campus. The CSTs also direct non-student visitors to the office to obtain a visitor's pass, and, as appropriate, direct non-students to leave the school grounds. As is true with all of the adults on this campus, students must follow all directions given by CSTs.

College & Careers <ul style="list-style-type: none"> - Work Permits - Community Service - College Applications - Financial Aid & Scholarships - Job Opportunities & Workshops - College Information & Workshops - College Applications 	<u>College & Career Center Technician</u> Joerel Quintana	<u>College & Career Center (in Colt Court)</u> jquintana@nhusd.k12.ca.us ; Ext. 60168
Colt Weekly Principal Polk's weekly communication with most up to date information	<u>Principal</u> Ron Polk	<u>Main Office</u> rpolk@nhusd.k12.ca.us ; Ext. 62708
Family Engagement <ul style="list-style-type: none"> - ELAC - School Site Council - Parent Volunteer Committee 	<u>Contacts</u> Allison Sayavong, <u>House Principal and ELPA</u> Ron Polk, <u>Principal</u> Zoya Zilberman, <u>Coordinator</u>	asayavong@nhusd.k12.ca.us ; Ext. 62710 rpolk@nhusd.k12.ca.us ; Ext. 62708 zzilberman@nhusd.k12.ca.us
Family Services <ul style="list-style-type: none"> - Student Transit Pass Enrollment - Support with urgent necessity items - Social Services referrals - Health and Wellness Support 	<u>Family Service Assistant</u> Charmaine Martin	<u>Family Center (Colt Court)</u> chmartin@nhusd.k12.ca.us ; Ext. 60668
Health Center (510) 690-6044 The Logan Health Center, operated in partnership with Tiburcio Vasquez Health Center, is a fully operational health center staffed by certified medical personnel. The center is located next to the Counseling Center. Students can access services by appointment during school hours and must have a pass from their teacher. Drop-ins are before school, after school or during lunch		
Homeless & Foster Youth Students who are homeless and/or Foster Youth are entitled to additional support and services as required by law. If you become homeless or are a foster youth, please inform your Administrator to receive support.	<u>Administrators; Location: Admin Office</u> Orlando Cabcabin Anthony Pava Sukhi Sidhu Allison Sayavong	<u>Admin Office (300's Building)</u> ocabcabin@nhusd.k12.ca.us ; Ext. 62673 apava@nhusd.k12.ca.us ; Ext. 62712 ssidhu@nhusd.k12.ca.us ; Ext. 62705 asayavong@nhusd.k12.ca.us ; Ext. 62710
IEPs and Accommodations <ul style="list-style-type: none"> - Testing - Program placement - Special education services, including speech and occupational therapy 	<u>Special Education Department Head</u> Erin Dal Porto <u>Special Education Administrator</u> Allison Sayavong	edalporto@nhusd.k12.ca.us asayavong@nhusd.k12.ca.us ; Ext. 62710
Lost and Found <ul style="list-style-type: none"> - Lost personal items 	<u>Alternative Center Monitor</u> Virginia Silva	<u>Room 23</u> vsilva@nhusd.k12.ca.us

<ul style="list-style-type: none"> - Lost electronics <p>* Unclaimed items will be donated at the end of the year.</p> <p>** All personal items and electronics are brought to school at your own risk. The school is not responsible for lost or stolen items.</p>		
Medications	<u>Attendance Clerks</u> Angela Baca Stella Ramirez	Main Office abaca@nhusd.k12.ca.us ; Ext. 60142 sramirez@nhusd.k12.ca.us ; Ext. 60143
Mentoring The Mentoring Program is a peer tutoring program for students needing support in math, science, and world language. There is also support for EL students.	<u>Mentoring Coordinator</u> Ken Prucha	<u>Mentoring Information</u> mentoring@nhusd.k12.ca.us Room 305
Mental Health, and Wellness <ul style="list-style-type: none"> - Social/emotional counseling - Social services 	<u>School Counselors</u> <ul style="list-style-type: none"> - Maricruz Meza (A-Bar, Puente) - Josie Alvite (Bas-Dok) - Monica Montes (Dol-Jav) - Raul Rodriguez (Jaw-Med) - Renee Dutra (Mee-Q, Early College) - Erika Luna (R-Tau) - Abigail Andrade (Tav-Z, ICL) - Reilin Harper (Ed Options) 	Counseling Office mmeza@nhusd.k12.ca.us ; Ext. 60136 jalvite@nhusd.k12.ca.us ; Ext. 60129 mmontes@nhusd.k12.ca.us ; Ext. 60128 rrodriguez@nhusd.k12.ca.us ; Ext. 60026 rdutra@nhusd.k12.ca.us ; Ext. 60675 eluna@nhusd.k12.ca.us ; Ext. 60130 aandrade@nhusd.k12.ca.us ; Ext. 62754 rharper@nhusd.k12.ca.us ; Ext. 60124
School Records <ul style="list-style-type: none"> - Transcript requests - Home address verification - Immunization & Records - Update address and contact information 	<u>Support Services Technicians</u> New person (A-L) Uttara Pandya (M-Z)	Counseling Center @nhusd.k12.ca.us ; Ext. 60145 upandya@nhusd.k12.ca.us ; Ext. 60144
Textbooks and Chromebooks <ul style="list-style-type: none"> - Lost or damaged textbooks - Fees and fines - Chromebook check-out - Chromebook repairs 	<u>Book Room Clerk</u> Jose Barba	Book Room (located in 300's Courtyard) jbarba@nhusd.k12.ca.us ; Ext. 60121

HOTLINES

AIDS Hotline	800-367-2437
Bay Area Women Against Rape	510-845-RAPE (7273)
Crisis Support Services of Alameda County	800-309-2131
Family Paths 24 Hour Parent Support Line	800-829-3777
GLBTQ youth talk line/info line	800-246-7743
McKinney Vento Homeless Information	510-670-7750
Planned Parenthood	800-967-7526

Resource and Information Help Line	2-1-1 from any phone
Suicide Prevention Hotline	800-273-TALK (8255)
Tiburcio Vasquez Health Center	510-471-5907

BEHAVIOR & DISCIPLINE

It is important that all students and parents read this section carefully and have a clear understanding of school rules and expectations. All students will be held accountable for following school rules and expectations. Students should be aware that not understanding a rule or not knowing about it is not an acceptable excuse for misbehavior. If you do not understand or have questions about these rules, please see your Administrator.

The Logan Student Behavior Policy is intended to provide guidance to students, parents and JLHS staff regarding the responsibilities and rights of each in contributing to a positive and productive school climate. Expectations:

- Be respectful to each other and adults
- Respect the rights and property of others
- Attend school on a regular basis unless officially excused
- Be on time and prepared for all classes
- Follow all school and class rules and expectations
- Follow the dress code

Note: Any staff member can ask a student to comply with school rules.

STUDENT/PARENT RIGHTS AND RESPONSIBILITIES

- To be informed of the policies and rules governing student behavior and attendance
- To carefully read classroom management, school and district policies
- To be informed of any charges of misconduct and the evidence presented
- To present his/her version of the facts
- To confer with school staff
- To request a conference to discuss matters pertaining to misconduct
- To appeal a house principal's decision to the school principal
- To appeal a principal's decision to the superintendents or their designee via a written communication on the district form

STUDENT BEHAVIOR

Students will be held strictly accountable for their conduct to and from school as well as during school hours and at school-sponsored events. Students' conduct shall be in accordance with established behavioral expectations stated in this handbook. Students may be assigned the same consequences for misbehavior occurring to and from school as indicated for infractions while on school campus or at school-sponsored events. Students may be held accountable for any behavior during non-school hours which affects their school attendance or the school attendance of another student.

James Logan high school practices Progressive Discipline that includes Restorative Practices where an alternative intervention will be attempted with the student in conjunction with other disciplinary outcomes prior to suspension, except for infractions to Ed. Code 48900 and 48915 or in cases that threaten the safety of students and staff. The outcomes for infractions to Ed. Codes 48900 and 48915 can include suspension and recommendation for expulsion.

Restorative Practices are based on the fundamental premise that people are happier, more cooperative and productive, and more likely to make positive changes when those in authority do things with them, rather than to them. Restorative Practices are based on principles that emphasize the importance of building and maintaining positive relationships as central to community building and involve processes that restore relationships when harm has occurred.

APPEAL PROCESS

Any student and/or parent or guardian has the right to appeal any decision related to violations of school rules. The purpose of the appeal process is to review the facts of the specific incident and to ensure that all students are dealt with in a manner consistent with the policies outlined herein. The parent or guardian will receive a reply from the principal or his designee. The process is as follows:

1. Parent/guardian/student makes the decision to appeal.
2. An appointment is made with the principal or designee to review the appeal.
3. A decision is made by the principal or designee after a meeting with the parent or guardian.
4. If the person is still dissatisfied with the results of the appeal, the person can contact the Superintendent's secretary (471-1100) to obtain a complaint form. This form is submitted to the Superintendent. The Superintendent or a district designee will arrange for an appointment to review the appeal.

DISCIPLINE REFERRAL GUIDE

Tier 1: Misbehavior that suggests a classroom response before a disciplinary referral is made to the administrator.

Example Misbehavior

- Classroom Disruption
- Name calling/arguments
- Non-participation & PE non-suits
- Disrespect
- Non-compliance
- Defiance/profanity/vulgarity
- Cell phone/electronics
- Tardy/truancy

Prevention/Intervention/Consequences

- Extra effort towards building a relationship
- 3:1 minimum positive reinforcements
- Proximity and prompting desired behavior
- Consultation with administration/staff/case carrier for Special Education
- Parent contact to express concern, elicit partnership
- Co-create a written agreement with student
- Collaborative conversation with teacher and/or counselor and student to problem-solve, remind of expectations, address obstacles, focus on solutions

Tier 2: Misbehavior that necessitates a principal's response and a discipline referral.

Example Misbehavior

- Repeated attempts to mediate Tier 1 misbehavior without success
- Minor vandalism/graffiti
- Minor property damage
- Forgery, lying, cheating
- Habitual disrespect or non-compliance
- Bullying/harassment
- Habitual defiance, profanity, or vulgarity
- Habitual use of cell phone or electronics
- Habitual tardiness or truancies

Prevention/Intervention/Consequences

- Alternative to suspension/detention
- Assign community service with teacher/staff (campus, classroom, etc.)
- Parent/caregiver shadow
- Academic/behavior contract co-created with teacher and student
- Conflict resolution/harm circle
- Counseling in lieu of detention/suspension
- Remediation with teacher and/or student
- Suspension from class
- Counselor and/or case carrier (Special Education) conference
- Facilitated student-teacher conference
- Referral for support services to address root cause of behavior—(counseling, mental health, case management, etc.)

Tier 3: Misbehavior that may warrant a suspension/expulsion per California Education Code 48900/48915. Please see the detailed list of Education Codes Infractions beginning on page 13 and ending on page 15, Mandatory Recommendations for Expulsion on page 15, and Mandatory Expulsion on page 15.

DISPLAYS OF AFFECTION

It is the desire of James Logan High School to encourage the development of new and long-lasting friendships. However, the inappropriate display of affection or sexual contact at school is not allowed. Parent contact will be made for those students unwilling to cooperate. Defiance of this policy may result in suspension.

SEXUAL HARASSMENT

To promote an environment free of sexual harassment, the principal or designee shall take appropriate actions such as removing vulgar or offending graffiti, establishing site rules, and providing staff in-services or student instruction and counseling. Teachers shall discuss this policy with their students in age-appropriate ways and shall assure them that they need not endure any form of sexual harassment.

The Board shall not tolerate the sexual harassment of any student by any other student or any district employee. Any student or employee who is found guilty of sexual harassment shall be subject to disciplinary action. Sexual harassment includes unwelcome sexual

advances, requests for sexual favors, and other verbal or physical harassment of a sexual nature. Harassment does not have to be of a sexual nature, however, and can include remarks about a person's gender and/or sexual orientation.

The Board encourages students or staff to immediately report incidences of sexual harassment to the principal or designee. The Superintendent or designee shall promptly investigate each complaint of sexual harassment in a way that ensures the privacy of all parties concerned. In no case shall the student be required to resolve the complaint directly with the offending person. (Board Policy S-5145.7)

TEEN DATING VIOLENCE

Dating violence is a serious issue and will not be tolerated. Some Facts:

- Females ages 16-24 are more vulnerable to intimate partner violence than any other age group – at a rate almost triple the national average.

- Approximately 1 in 5 female high school students report being physically and/or sexually abused by a dating partner.
- In a study of gay, lesbian, and bisexual adolescents, youths involved in same-sex dating are just as likely to experience dating violence as youths involved in opposite sex dating.

If you are being abused by an intimate partner you will:

- Be given the opportunity to receive counseling on campus/or become involved in a support group for violence survivors.
- Be given information on your options to receive support from a counselor, possibly setting up a restraining order, or other school-based interventions.

DISCRIMINATION AND/OR RACISM

No person shall be subjected to discrimination on the basis of sex, ethnic group identification, race, national origin, religion, color, sexual orientation, gender identity, or mental or physical disability. Any student making discriminatory and/or derogatory remarks of a racist nature will be subject to disciplinary action.

DRESS CODE POLICY

Students should come to school in attire that is appropriate and conducive to a safe and supportive learning environment. Students may not wear items that advocate or encourages the use or abuse of drugs, tobacco, or alcohol; express vulgarity or advocate prejudice or discrimination against people based on race, ethnicity, gender, religion, national origin, sexual orientation, or gender identity; or advocate or encourage violence, profanity, sexual or illegal activity.

Gangs constitute a danger to students and therefore the wearing of gang-related clothing on school premises or during school-sponsored activities is prohibited.

Students have the right to make individual choices from a wide range of clothing and grooming styles, but they must not present a health or safety hazard or a distraction which would interfere with the educational process. This includes clothing that is too revealing.

Appropriate shoes must be worn at all times. In physical education classes and activities flip-flops, sandals, raised heel shoes, slippers, or shoes without a heel strap should not be worn. Shoes with wheels (Heelies) are not permitted footwear.

Students may be sent to the office and asked to change if their clothing is deemed inappropriate by any school personnel.

SKATEBOARDS, BIKES, ROLLER SKATES, ROLLER BLADES, SCOOTERS, HOVER BOARDS AND HEELIES

Skateboards, bikes, roller skates, roller blades, scooters, hover boards and heelies are not to be used on campus, including all parking lots and courtyards, at any time. If used on campus, they will be subject to confiscation with return only to the student's parents. **Additional consequences may be assigned.**

CONFISCATED ITEMS

Confiscated items will be turned in to the Admin Office by the end of the school day unless other arrangements have been made. Confiscated items will be returned to parents/guardians. **Items not picked up by the end of each school year will be discarded. The school is not responsible for lost or stolen items.**

PERSONAL BELONGINGS

James Logan High School is not responsible for student belongings or valuables. Students are discouraged from bringing valuables or large amounts of money to school (more than \$20). In the event of theft, damage, or loss, students are responsible for all school materials checked out to them, including textbooks, Chromebooks, calculators, etc. **Any theft should be reported to the student's House Office immediately.**

SEARCH AND SEIZURE

In order to maintain a safe educational environment it is sometimes necessary for administration to conduct a search of a student's property or person to seize weapons or contraband. The search must be reasonable, related to the school official's duties, and may not be done randomly.

EDUCATION CODE INFRACTIONS

The outcomes of Ed Code Violations listed below are determined by the school administration based upon its investigation. Consequences may be modified based on a student's past history, demeanor and the seriousness of the incident.

FIGHTING - 48900 (a1): When two or more students exchange blows (mutual combat). Caused, attempted to cause, or threatened to cause physical injury to another person.

ASSAULT AND BATTERY - 48900 (a2): When a student causes physical injury to another student without that student fighting back. Willful use of force or violence upon the person of another, except self-defense.

POSSESSION OF A WEAPON AND/ OR EXPLOSIVES - 48900 (b): When a student possesses, sells, or otherwise furnishes any firearm, knife, and mace, explosive or other dangerous object.

DRUGS & ALCOHOL - 48900 (c): Intoxicant/Controlled Substance. Unlawfully possessed, used, sold or otherwise furnished, or been under the influence of any controlled substance listed in section 11053 of the Health and Safety Code, an alcoholic beverage, drugs, or an intoxicant of any kind.

CONTROLLED SUBSTANCES - 48900 (d): Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Section 11053 of the Health and Safety Code, an alcoholic beverage, drugs, or an intoxicant or substance, or material that represents the liquid substance or materials as a controlled substance.

ROBBERY/EXTORTION - 48900(e): When a student takes money or personal property from another person by means of force or any other threat.

DAMAGE TO SCHOOL/PRIVATE PROPERTY - 48900 (ff): When a student causes or attempts to cause damage or deface school property (Example: graffiti)

THEFT/STEALING - 48900 (g): When a student steals or attempts to steal school property or private property.

TOBACCO - 48900 (h): It is illegal for anyone under 18 years of age to possess, use, sell or buy tobacco products.

HABITUAL PROFANITY, VULGARITY, OBSCENE ACTIONS - 48900 (i):

When a student uses profanity that is vulgar and/or obscene either verbally, by written word, picture, or by gesture.

OBSCENE ACTIONS - 48900 (i): Prolonged kissing, embraces or public displays of sexual conduct.

UNLAWFUL DRUG PARAPHERNALIA - 48900 (j): Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code or when a student offers, arranges, negotiates to sell any controlled substance represented as such. Students will also be cited and referred to the Probation Department in compliance with SB1300.

DISRUPTION/INSUBORDINATION/DEFIANCE - 48900(k): When a student engages in behavior that disrupts school activities (including water balloon fights), willfully defies school authorities (any school personnel engaged in the performance of his/her duties), or when a student continues to engage in behavior when specifically told not to do so, fails to disperse, fails to correctly identify himself when asked.

FORGERY/FALSIFYING SCHOOL RECORDS - 48900 (k): When a student knowingly falsifies or forges a school record or document, including hall passes, absence notes, progress reports, etc.

CHEATING - 48900 (k): When a student is determined to be cheating by a school official.

Cheating on any exam, including finals, will result in a “zero” on the exam. On all offenses, the teacher completes a behavioral referral, contacts the parents, and turns in the referral to a principal indicating that parents have been contacted. **Note: Both the provider and receiver of information participating in cheating will receive the same consequences.**

RECEIVED STOLEN PROPERTY - 48900 (l): Knowingly received stolen school or private property

IMITATION FIREARM - 48900 (m): Possessed an imitation firearm, meaning a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead reasonable person to conclude that the replica is a firearm.

SEXUAL ASSAULT/BATTERY - 48900 (n): Committed or attempted to commit a sexual assault as defined by the Penal code or committed a sexual battery as defined in Section 243.4 of the Penal Code.

HARASSED WITNESS - 48900 (o): Harassed, threatened, or intimidated a student who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of either preventing that student from being a witness or retaliating against that student for being a witness or both.

HAZING/INTIMIDATING - 48900 (q): When a student, or students, take action that result in, or is likely to cause physical or psychological injury to another student or students; or to negatively impact another student’s attendance. This includes action that degrades or disgraces another student, teacher or substitute including electronic means (text messages, online communication, etc.).

BULLYING - 48900 (r): When a student, or students, engage in an act of bullying, including, but not limited to, bullying committed by

means of an electronic act, directed specifically toward a pupil or school personnel. This includes communication via text messaging, Facebook, Twitter, YouTube videos, or other social networking / online communication.

AIDING AND/OR ABETTING - 48900 (s): A student who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person.

SEXUAL HARASSMENT - 48900.2: When a student commits sexual harassment as per Ed Code 212.5 (App. “B”).

ATTEMPTED, THREATENED, CAUSED HATE - 48900.3: Student has caused, attempted to cause, threatened to cause, or participated in an act of hate, violence, as defined in subdivision (e) of Section 233.

CREATED INTIMIDATING OR HOSTILE ENVIRONMENT -48900.4: Student intentionally engaged in harassment, threats, or intimidation directed against school district personnel or pupils, that is sufficiently severe or persuasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile environment.

MAKE A TERRORIST THREAT - 48900.7: A student who makes a terroristic threat against school officials or school property or both (whether written or oral) threatening to commit a crime which will result in death, great bodily injury to another person, or property damage conveyed to the person threatened as an immediate prospect of execution of the threat.

THREATS: Threats by students or others directed toward another student or school employee are a violation of the Penal Code and must be reported to law enforcement officials by school authorities. All threats will be taken seriously.

GANG RELATED ACTIVITIES: Any activity or action deemed by the administration to be gang related is prohibited on the campus or at any school related activities.

GAMBLING: To play at any game of chance for stakes or risk money on the outcome of something involving chance.

CUTTING - 48900 (k): Not attending class, school, or double lunching. This includes being found off-campus and brought back to school by the police.

MANDATORY RECOMMENDATION FOR EXPULSION

For the behaviors listed below, site administrators **MUST** recommend expulsion unless there are particular circumstances (*Education Code Section 48915(a)*). This list is intended to be used as a guide. Administration retains the right and discretion to contact police and/or other social agencies for certain situations.

- Causing serious physical injury to another person, except in self- defense. (*E.C. 48915 (a1)*)
- Possession of any knife, explosive, or other dangerous object of no reasonable use to the pupil. (*E.C. 48915 (a2)*)
- Unlawful possession of any drug except for the first offense of possession of not more than one ounce of marijuana. (*E.C. 48915 (a3)*)

- Robbery or extortion. (*E.C. 48915 (a4)*)
- Assault or battery upon a school employee. (*E.C. 48915 (a5)*)
- Committing or attempting to commit sexual assault or battery. (*E.C. 48915 (c4)*)
- Possession of explosives. (*E.C. 48915 (c5)*)

MANDATORY EXPULSION

For the behaviors listed below, site administrators **MUST** recommend expulsion and the school district **MUST** expel a student (*Education Code Section 48915(c)*). This list is intended to be used as a guide. Administration retains the right and discretion to contact police and/or other social agencies for certain situations.

- Possession, selling or otherwise furnishing a firearm. (*E.C. 48915 (c1)*)
- Brandishing a knife. (*E.C. 48915 (c2)*)
- Unlawfully selling a controlled substance. (*E.C. 48915 (c3)*)