Pleasant Grove Middle School

A California Distinguished School



2540 Green Valley Road
Rescue, California 95672

(530) 672-4400es
Fax (530) 677-5829

www.pleasantgrovepumas.org
www.rescueusd.org



Student/Parent Handbook

We ask all parents/guardians to review this handbook with their student(s) to ensure they have an accurate and complete understanding of our programs, procedures, and expectations here at Pleasant Grove. If you have any questions or concerns regarding this handbook, we welcome you to contact our school office at (530) 672-4400.

This handbook belongs to: _____

RESCUE UNION SCHOOL DISTRICT MISSION STATEMENT

The Rescue Union School District, working cooperatively with parents and community, will educate all students to their highest potential, preparing them to understand and appreciate the past, adapt to the ever-changing present, and make responsible decisions for the future. As an AVID (Advancement Via Individual Determination) school, Pleasant Grove supports AVID's mission "to close the achievement gap by preparing all students for college and career readiness and success in a global society."

PLEASANT GROVE MIDDLE SCHOOL MISSION STATEMENT

Pleasant Grove Middle School will provide every student with a high standard of academic learning combined with personal and social development in a collaborative, healthy, inclusive, and positive environment.

PLEASANT GROVE MIDDLE SCHOOL PUMA PRIDE

- Positive Growth Mindset: Positive Conversations, Appropriate Language
- Responsible: Respect personal Space and Belongings, Be Courteous to others
- Inclusive: Be Welcoming, Value opinions, Support Others, Build people up
- Diligent: Follow Directions, Go to Your Classes Promptly, Stay on Task
- Engaged: Listen, Make Eye Contact, Have Proper Supplies, Actively Listen

For the latest version of this handbook, in its entirety, please visit our website:
www.pleasantgrovepumas.org

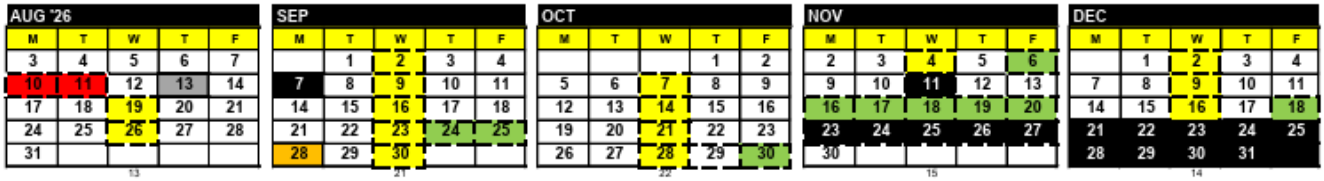
RESCUE UNION SCHOOL DISTRICT

2026-2027 School Calendar

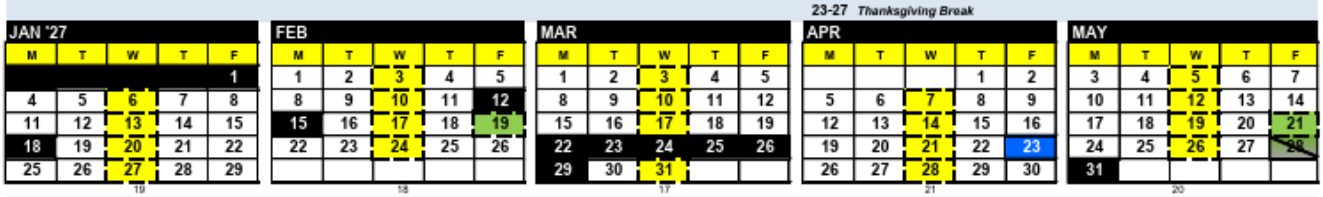
Board Approved 1.28.2025

"Educating for the Future, Together"

- First Day /Last Day of Classes
- Holiday
- Minimum Day
- Early Release Staff Dev / Collaboration
- Staff Development (students do not attend)
- Emergency School Closure Make-Up Days
- Full Day Kindergarten Begins



- 10,11 *Staff Development Days (students do not attend)*
- 12 *Teacher Work Day (students do not attend)*
- 13 *FIRST DAY OF CLASSES*
- 7 *Labor Day*
- 28 *Full Day Kindergarten Begins*
- 24-25 *Parent Teacher Conferences* (Minimum Day-Middle Schools)
- 30 *Minimum Day-All Schools*
- 6 *Teacher Prep. Report Cards* (Minimum Day- All Schools)
- 6 *END FIRST TRIMESTER*
- 11 *Veterans Day* (observed)
- 18 *Minimum Day-All Schools*
- 16-20 *Parent Teacher Conferences* (Minimum Day - Elem. Schools)
- 23-27 *Thanksgiving Break*
- 18 *Minimum Day-All Schools*
- 21 *Winter Break Begins*



- 1 *Winter Break Ends*
- 18 *Martin Luther King Jr. Day*
- 12 *Lincoln's Day* (observed)
- 15 *Presidents Day* (Washington's Day observed)
- 19 *Teacher Prep. Report Cards* (Minimum Day-All Schools)
- 19 *END SECOND TRIMESTER*
- 22-29 *Spring Break*
- 4/5-5/14 *SBAC Testing*
- 23 *Potential Emergency School Closure Make-Up Day*
- 21 *Teacher Prep. Report Cards* (Minimum Day-All Schools)
- 28 *END THIRD TRIMESTER*
- 28 *LAST DAY OF CLASSES* (Minimum Day-All Schools)
- 31 *Memorial Day* (observed)

Pleasant Grove Middle School Bell Schedule

6th Grade Bell Schedule

1st Period	8:00am – 8:50am
2nd Period	8:54am – 9:44am
Break	9:44am – 9:54am
3rd Period	9:58am – 10:48am
4th Lunch	10:48am – 11:33am
5th Period	11:37am – 12:27pm
6th Period	12:31pm – 1:21pm
7th Period	1:25pm – 2:15pm

6th Grade Early Release Wed

1st Period	8:00am – 8:41am
2nd Period	8:45am – 9:26am
Break	9:26am – 9:35am
3rd Period	9:39am – 10:20am
4th Lunch	10:20am – 11:00am
5th Period	11:04am – 11:45am
6th Period	11:49am – 12:30pm
7th Period	12:34pm -1:15pm

6th Grade Minimum Day

1st Period	8:00am – 8:29am
2nd Period	8:33am – 9:02am
3rd Period	9:06am – 9:35am
4th Lunch	9:35am – 10:09am
5th Period	10:13am – 10:43am
6th Period	10:47am – 11:17am
7th Period	11:21am – 11:50am

7th Grade Bell Schedule

1st Period	8:00am – 8:50am
2nd Period	8:54am – 9:44am
Break	9:44am – 9:54am
3rd Period	9:58am – 10:48am
4th Period	10:52am – 11:42am
5th Lunch	11:42am – 12:27pm
6th Period	12:31pm – 1:21pm
7th Period	1:25pm – 2:15pm

7th Grade Early Release Wed.

1st Period	8:00am – 8:41am
2nd Period	8:45am – 9:26am
Break	9:26am – 9:35am
3rd Period	9:39am – 10:20am
4th Period	10:24am – 11:05am
5th Lunch	11:05am – 11:45am
6th Period	11:49am – 12:30pm
7th Period	12:34pm -1:15pm

7th Grade Minimum Day

1st Period	8:00am – 8:29am
2nd Period	8:33am – 9:02am
3rd Period	9:06am – 9:35am
4th Period	9:39am – 10:09am
5th Lunch	10:09am – 10:43am
6th Period	10:47am – 11:17am
7th Period	11:21am – 11:50am

8th Grade Bell Schedule

1st Period	8:00am – 8:50am
2nd Period	8:54am – 9:44am
Break	9:44am – 9:54am
3rd Period	9:58am – 10:48am
4th Period	10:52am – 11:42am
5th Period	11:46am – 12:36pm
6th Lunch	12:36pm – 1:21pm
7th Period	1:25pm – 2:15pm

8th Grade Early Release Wed.

1st Period	8:00am – 8:41am
2nd Period	8:45am – 9:26am
Break	9:26am – 9:35am
3rd Period	9:39am – 10:20am
4th Period	10:24am – 11:05am
5th Period	11:09am – 11:50am
6th Lunch	11:50am – 12:30pm
7th Period	12:34pm -1:15pm

8th Grade Minimum Day

1st Period	8:00am – 8:29am
2nd Period	8:33am – 9:02am
3rd Period	9:06am – 9:35am
4th Period	9:39am – 10:09am
5th Period	10:13am – 10:43am
6th/Lunch	10:43am – 11:17am
7th Period	11:21am – 11:50am

Breakfast: 7:30am - 7:50 am

Minimum School Days

September 24th & 25th
October 30th
November 6th & 18th
December 18th
February 19th
May 21st & 28th

ACADEMICS

We believe that academic honesty and personal integrity are fundamental components of every student's education and character development. The RUSD Board of Education expects that students will not cheat, lie, plagiarize or commit other acts of academic dishonesty. All work submitted must be the students' own work. ANY work copied from a book, the Internet, or another student that is not the original to the writer without acknowledging/citing said work as such by the student and submitting said work for credit, is plagiarism. Copying and/or allowing copying of a fellow student's work is cheating. Students, parents/guardians, staff and administrators shall be responsible for creating and maintaining a positive school climate that encourages honesty and integrity. Students found to have committed an act of academic dishonesty shall be subject to district and school-site disciplinary consequences (BP 5131.9).

Grade Checks and Procedures: Parents may monitor student progress in classes through the Jupiter Grades website. A link to the Jupiter Grades website is located at pleasantgrovepumas.org. Directions and log-in information are sent home at the start of the school year. Report cards may be accessed using the Aeries parent portal.

Teachers will provide class requirements and grading procedures to their students. Progress Reports and Report Cards can be checked on Aeries. The trimesters end on the following dates:

Grade Reporting Schedule	Trimester Ends	Report Card Available On-line
Trimester 1	November 6	November 13
Trimester 2	February 19	February 26
Trimester 3	May 28	May 28

*A hard copy of progress reports or report cards may be obtained in the school office.

Academic Support (Tutorials): Many teachers offer tutorials during the first 15 minutes of lunch. This allows students to access support while still having time to eat and visit with friends. A teacher tutorial schedule will be provided within the first couple weeks of school.

AVID (Advancement Via Individual Determination): Pleasant Grove is an AVID school where we use many researched-based strategies to help our students become college and career ready. One important skill that has been shown to lead to future success is being organized and ready for the school day. Pleasant Grove uses a schoolwide AVID binder organization system to ensure students are prepared for their education. Our goal is to help students learn how to be more organized so that eventually it becomes a habit they keep throughout their educational careers. The AVID binder content can be found on our Pleasant Grove Website. As an AVID school, it is required that all students fill out their planners.

Honor Roll: Each trimester, students who achieve a 3.5 – 3.9 GPA in all subjects will be recognized as Honor Roll students. Students who achieve a 4.0 GPA in all subjects will be recognized as Principal Honor Roll students.

Library: The Pleasant Grove library is an area of the school where students have the opportunity to be effective users of information for both research and personal enrichment. Students are encouraged to be active learners in the library while remembering to maintain an atmosphere of mutual respect and courtesy for all in order to maximize time.

Library Books / Textbooks:

Students are allowed to borrow up to 2 books at a time for a period of 15 school days. Materials may be renewed as necessary unless requested by another student. Students are encouraged to return materials as soon as they have finished using them. This permits these resources to be used by several students during the course of the year.

1. Students are to protect all textbooks and library books from damage. It is advised not to store liquids in backpacks with books. Students will be responsible for text and library books damaged by liquids, food, gum, dirt, torn pages, damaged covers and graffiti.
2. Students may not write, underline or highlight in textbooks, including novels.
3. If textbooks or library books are lost or damaged in any way, students will pay all costs before a new textbook will be issued.

All students are responsible for books checked out in their name and will be assessed a fine of 10 cents per school day/per book up to a maximum fine of $2.50. For any book lost or damaged, a bill will be generated for a replacement cost. Students who fail to return borrowed books or pay fines may lose future borrowing privileges and the opportunity to participate in extracurricular activities that include dances, assemblies, and end-of-year activities. Yearbooks are held until all library obligations are cleared.

A copy of this policy is given to students when textbooks are checked out at the beginning of the year. Full version of this policy can be found on the on-line version of the handbook at www.mypleasantgrove.com.

Student Success Team (S.S.T.): The Student Success Team is available for students who are not experiencing academic success. There are prerequisites for a parent requesting an SST meeting. SST meetings are not substitutes for parent/teacher conferences. If you answer **"NO"** to any of the following questions, please contact your student's teacher(s) as a first step in supporting student success. All criteria below **MUST** be satisfied before an SST may be scheduled:

- Has your child participated in teacher tutorials for at least 6-8 weeks?
- Does your child have D's or F's on a progress or trimester report card?
- Have you met with your child's teacher(s) to express your concerns?
- Are you using Jupiter Grades to monitor your child's work and progress?

Student Planners: The school provides each student with a planner at the beginning of the school year to help students organize their time and assignments. Students are to record assignments, make reminders, and keep track of events using the planner. We strongly encourage parents to review their student's planner and help them to effectively use this valuable tool. Replacement planners cost $5 and can be purchased in the office.

AFTER SCHOOL ACTIVITIES

There are many activities that take place after school hours. Times and dates will be published in flyers home, emails, student bulletins, and on the school website. Prior to the event, all students are expected to make arrangements for transportation home at the conclusion of the event. If parents/guardians are not available to pick up their child, other arrangements must be made. Students who are waiting for their ride from an after school activity must wait in front of the Administration Building and are expected to act responsibly, showing respect for others and school property. It is not permissible for students to stay on campus for any length of time after the conclusion of school, even if waiting to participate in or watch an event. **Students who have habitual problems being picked up in a timely manner will not be allowed to continue to participate in after school activities, including dances.**

Extracurricular Activities (RUSD BP 6145): Extracurricular activities may include, but are not limited to athletics, clubs, enrichment classes, dances and field trips. To be eligible to participate in extracurricular activities, each student must maintain these standards:

1. Good citizenship and at least 80 merits/275 merits required for the end-of-the-year activities.
2. 2.0 GPA with no "F's" during the preceding trimester.
3. Financial obligations (payment for lost items, including books) must be met.
4. Attend school for a minimum of 4 class periods on the day of the activity or the Friday preceding the activity.

If any of these standards are not maintained, the student will be subject to removal from all extracurricular activities until such time as the requirements are met, or the student may be benched until criteria is met. Eligibility will be determined and enforced at progress report and trimester grade reporting periods. The activity advisor and/or administration, at their discretion, may require additional eligibility requirements. Students who do not meet 80 merits per trimester and/or have suspensions within a month of the event may be required to petition for eligibility.

Athletics: The school offers a full range of athletic opportunities after school. Students of all grade levels are eligible to participate in cross-country, basketball, track, volleyball, soccer, and wrestling. Students are not required to try out for cross-country, track or wrestling. Teams compete against other middle schools from within the El Dorado County Sports League. In order to be eligible to participate in the sports program, a student must have:

- A minimum grade point average of 2.0 (C average) during the current and/or preceding grading period (progress report or trimester)
- 80 merits for the trimester
- A current physical exam on file
- Attend a minimum of 4 hours of school on the day of the game or Friday preceding the game.
- Coaches may have specific policies that meet these requirements and go above them

Members of sports teams at school are expected to act as exemplary citizens of the school and community. They are ambassadors of the school and are expected to act as such. They are also to be exemplary in their efforts in PE class by demonstrating good sportsmanship, a cooperative attitude with teachers, and always giving 100% effort in class activities. **Students are not allowed to remain at school, unsupervised, while waiting for sporting events.**

ARRIVAL

The Pleasant Grove campus has adult supervision at 7:45am. Students arriving before this time will not have designated adult supervision. In addition, students must be picked up after school by 2:25pm (Daily) and 1:25 pm on Wednesdays. Breakfast is served daily in the Multi Purpose room from 7:30am - 7:55am.

ATTENDANCE

If a student is absent from school, the absence must be reported by calling or emailing the school office. The student's name, the day and date of the absence, the reason for the absence and relationship of the person reporting the absence (i.e., mom, dad, grandparent) should be stated. The student may also bring a note signed by the parent/guardian describing the reason for the absence to the office the day the student returns to school. **The attendance line is available 24 hours a day at (530) 672-4400 ext. 4004.**

The following are the **Only Legal** excuses that will be accepted by the office for absences and tardies as given in Education Code 48205:

1. Personal illness.
2. Quarantine under the direction of the county or city health officer.
3. Medical, dental, optometric or chiropractic appointments, court appearance.
4. Attendance at funeral services.
5. Participation in religious instruction or exercises in accordance with district policy.
6. The student must attend at least the minimum school day (3 hours) and shall not be excused for more than 4 school days per month.

Excessive absences due to illness (more than 14 days) must be verified by a physician (RUSD BP 5113). Excessive excused and/or unexcused absences will result in a referral to the School Attendance Review Board (SARB). Family vacations are unexcused absences.

Appointments/Early Checkouts: Please arrange for doctor and dentist appointments after school hours. Early checkouts from school cause a disruption to the instructional program. If you need to pick your student up early, please send a note with him/her in the morning stating the time he/she needs to come down to the office to meet you. Have your student bring the note into the front office before school and he/she will receive a pass to leave class at the appropriate time. If you need to pick your student up early, due to an appointment or situation that has arisen after he/she left for school, **please come to the office to have your student called out of class. Do not call/email the office and expect to have them waiting for you.** Students must be signed out at the office to leave campus early. Only a parent/guardian or a person listed on a student's emergency release card may sign a student out of school. Students will not be released to anyone not on the emergency card or anyone under 18 years of age. Upon return, the student must sign-in in the office. **PLEASE MAKE AN EFFORT TO SCHEDULE ALL APPOINTMENTS BEFORE 8:00 AM OR AFTER 2:15 PM.**

Chronic Illness: A parent may elect to complete a Chronic Illness form if his/her child is diagnosed with a chronic illness by a physician. With this form on file, the parent may verify illnesses, by listing in writing to the school, the symptoms designated without bringing the child to the doctor's office for an examination. Chronic Illness forms are available in the school office.

Home Hospital Instruction (HHI): Is a limited program available to students who are temporarily disabled (2-8 weeks) by a serious injury or illness that results in an absence from school for more than two consecutive weeks. Required authorization forms (Parent Authorization, Medical Verification and Authorization for Exchange of Information) must be on file before program eligibility can be determined and HHI may begin. In addition, a letter from the doctor is required stating that the student will be homebound for at least 2-8 weeks. When approved by school administration, a certificated teacher will be assigned**.**

Independent Study (3 or more days): Parents/guardians who foresee their student being absent for 3 or more days may request an Independent Study Contract in the office **at least 5 school days prior to the first day of the absence** and are subject to approval by the administration. Independent Study Contracts and assignments are given to the student the day before the scheduled absence. There is no substitute for classroom instruction. Parents/Guardians should make every effort to ensure students are present on each school day and plan family trips outside the school calendar. The teachers will make a reasonable effort to provide missed work; however, a student's grade may be adversely affected due to missed instruction. To receive full credit for missed assignments, the Independent Study Contract **must be completed and returned to the teacher the day the student returns to school. NO EXCEPTIONS.**

Make-up Work Due to Absence: For general absences, **it is the student's responsibility to check Jupiter Grades/Google Classroom or request make-up work upon their return** from teachers for assignments or missed work due to the absence. Students receive 1 day per absence to make-up missed work. Example: If a student is absent for 2 days, they have 2 days upon their return to make up work. This policy does not extend to long term projects and tests. This includes absences from class due to a school-related field trip. Work may be assigned from all classes, including electives and P.E.

Tardies/Truancies: Students are expected to be seated in their classrooms and ready to work when the bell rings signaling the start of each period, including Period 1. Students who miss school work because of truancy or other deliberate actions should not expect to receive credit for the time missed, nor should they expect the opportunity to take any missed tests for credit. Students will face the following consequences for tardiness:

Tardy #1 & #2	Warning
Tardy #3 - 8	Loss of 5 Merits & alternative lunch location for each tardy
Tardy #9 and Above	Loss of 5 Merits for each occurrence & after school detention for each occurrence

A student arriving at school who will not be in their seat for instruction by 8:00 AM must obtain a tardy slip in the office before going to class. A note should accompany your student stating the reason for the tardy. Missing the bus, over-sleeping or heavy traffic are not valid excuses for tardiness. Any student who is tardy to school in excess of 30 minutes, on more than three days in one school year is considered truant. In El Dorado County, chronic truancy, and/or tardies may result in a referral to the El Dorado County School Attendance Board (SARB).

BICYCLES/SKATEBOARDS/SCOOTERS

All students riding bicycles, skateboards, or scooters to and from school **MUST** observe the following rules:

1. Obey all traffic laws, **including the wearing of a bicycle helmet regardless of bicycle type (including electric bicycles and scooters)**. (See CA Vehicle Code 21212)
2. Students **MUST** walk their bikes/skateboards/scooters on campus at all times. This includes the parking lot.
3. Bicycles, skateboards and scooters must be placed in the racks provided near the administration office.
4. Skateboards, scooters, skates, roller blades, or any other footwear or device that has wheels and is ridden, are **not used on campus at any time**.
5. Electric bicycles and scooters must not exceed 20 MPH (CA Vehicle Code 21212) and **MUST** be walked on and off campus. Dirt bikes and mini dirt bikes are not allowed on campus.

Students who violate any of the above rules may be subject to disciplinary consequences. **The school is NOT responsible for lost, stolen or vandalized items.**

BIRTHDAYS AND OTHER CELEBRATIONS

Please do not bring or deliver food (cakes, pizza, donuts, etc) to school to share with other students. This causes a tremendous disruption during the day, especially at lunch. Balloons and flowers are not allowed in the classroom or on the bus, so please save these for home.

CELL PHONES & ELECTRONIC ACCESSORIES

Cell phones, earbuds and smart watches are allowed on campus but need to be turned **OFF** and **AWAY** in backpacks when the student arrives at school. Students may use these devices **AFTER** the dismissal bell. If you need to contact your student (in the event of an emergency), please go through the office in order to not disrupt class. **Repeated cell phone violations will result in progressive disciplinary action. The school is NOT responsible for lost, stolen or damaged electronic devices.**

1. All electronic devices (including cell phones, smart watches, ear/air pods, etc.) must be **turned off** during the school day and put away in backpacks or bags. Smart Watches must be in school mode. Phones, ear buds (wireless and corded) etc. are not to be kept on students.
2. If a student needs to check-in with a parent when he/she arrives at school, he/she may do so in the office. Cell phone use is permitted **ONLY** after the school day.
3. Students using a cell phone during school hours for calls, texting, photography, video recording or playing, etc will result in having their cell phone kept in the office until claimed by a parent in addition to a 5 demerit referral. Please do not call or text your student during school hours.
4. No electronic listening or recording device may be used in a classroom without the teacher and administrator's permission (RUSD BP 1250a). Electronic interactive games, smart watches, cameras, and laser pointers are not allowed. Please leave all toys at home. All electronic devices that are found in use during the school day, without permission, will be taken to the office for parent pick-up in addition to a 5 demerit referral.

CLOSED CAMPUS

Pleasant Grove maintains a closed campus. This means that students are not allowed to leave school at any time during the day unless signed out in the office by a parent or guardian. This includes lunchtime. Students may not bring friends or relatives to school with them if they are not enrolled at Pleasant Grove School. Permission to leave the school grounds during the school day may be granted when the following criteria are met:

- A parent or guardian finds it necessary to sign their student out. (The signature of parent/guardian must be on file in the office on the student's emergency card.)
- Names of authorized adults must also be on file.

COMPLAINTS PROCEDURE

We encourage the resolution of concerns and complaints early and informally whenever possible. **Parents should direct any concerns to their child's teacher(s).** If a problem remains unresolved, the individual should submit a formal written complaint as early as possible in accordance with the appropriate district procedures. District procedures and forms are found on the RUSD Parent Resource page. http://www.rescueusd.org//Resources/Parent-Resources/index.html

COUNSELING

The school counselor is available to all students. The school counselor works with students, teachers, administrators, and local community agencies to help address barriers to student learning and help promote academic success. School counselors work with students on issues that may impede their ability to be successful in classrooms. The school counselor works with students to help them achieve their academic goals, explore the world of work/colleges and address social and emotional issues that get in the way of their learning. There are limits to what school counselors can do. The school counselor is not a therapist and does not provide ongoing therapy. When ongoing therapy is needed, the school counselor will work collaboratively with parents/guardians to assist in locating outside resources. Requests for school counseling can be made by parents, students, and teachers either through email, phone call or paper forms outside of the school counseling office. To contact the counselor directly please, call (530) 672-4400 or e-mail ltodoroff@rescueusd.org

DELIVERIES TO YOUR STUDENT AT SCHOOL

Our staff recognizes the importance of providing students with sustained, uninterrupted instruction. Interruptions and distractions must be limited to ensure that teachers can dedicate classroom time to the instruction of students. Please make arrangements with your student before school to eliminate the need to have your student called out of class. **Please do not call or text your student during school hours.** If you need to deliver something to your student, please go through the office in order to not disrupt class. Students will be sent a notice from the office to come pick up their item(s) between classes. It is the student's responsibility to come to the office and check for such things at break, between classes, at lunch, or after school. Outside deliveries from delivery service agencies such as Doordash are not permitted.

DISCIPLINE

Our goal is to provide a safe environment for all students that encourages learning.

The standard for behavior is: **PRIDE- Positive, Respectful, Inclusive, Diligent, and Engaged**

Our goal is to help students make positive, healthy choices that include adherence to school rules. Positive behavior is recognized through our Student Recognition Program. A student who chooses not to adhere to the rules will be subject to disciplinary consequences. Behavior is considered

appropriate when students are diligent in study, neat and clean, careful with school property, and courteous and respectful toward their teachers, other staff, other students, and volunteers. Our commitment is to provide a safe environment to encourage our students to learn.

Bullying/Harassment: Students have the right to be free from threats, intimidation, inappropriate teasing and name-calling that create an intimidating and/or hostile school environment. Bullying/Harassment can have significant effects on students and can lead to even more serious retaliatory behaviors. We are committed to maintaining a school environment that is free from bullying and harassment. Since harassment and bullying often occur when adults are not present, it is important for students who are victims OR bystanders to report these incidents to teachers, yard supervisors, administration, or other school personnel immediately. The school administration takes all reports of bullying, harassment and retaliation seriously and will respond with appropriate and significant disciplinary action (Ed Code 48900, BP 5131).

Bullying/Cyberbullying: Bullying is repeated exposure over time to negative aggressive actions and a power imbalance where victims do not feel that they can make the bully stop. Bullying can take many forms, including physical, verbal, psychological, relational, or cyberbullying.

Cyberbullying is bullying using electronic information or communications (text or images) to humiliate, harass, tease, intimidate, threaten, or slander one or more persons. If the act of cyberbullying has a negative impact on the victim's academic performance, or creates an intimidating, hostile, or offensive educational environment, the offending student is subject to school discipline. Cyberbullying through the use of any school district owned, operated, and supervised technologies is prohibited. Administration or a designee may report allegations of cyberbullying to law enforcement authorities.

Harassment/Sexual Harassment: Harassment is one or more specific, unrelenting and unwanted acts that are related to race, gender, sexual orientation, disability, etc, and/or create a hostile educational environment. Harassment can occur even if the behavior is not directed at the individual who feels harassed. Harassment can have significant effects on students and can lead to even more serious retaliatory behaviors.

Sexual harassment of any student by another student, an employee or other person at school or at a school-sponsored or school-related activity is prohibited. Any student who engages in sexual harassment of anyone at school or a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action (BP 5145.7). Sexually harassing behaviors that will not be tolerated include, but are not limited to unwelcome sexual flirtations, contact, rumors, jokes, stories, drawings, pictures, gestures, threats, verbal abuse, comments or sexually degrading descriptions. Students may not bring to school or have in possession any material depicting or describing indecency, obscenity or sexual behavior.

Alternative Consequences to Home Suspension:

- **Parent Attends School:** A parent may elect to attend school with their child for the entire school day with 24 hrs notice. Please sign in at the office by 7:45am and sign out at 2:05pm. Parents are expected to model the school rules and reinforce appropriate conduct at school. The Student and parent must remain on campus for the agreed upon time which may include lunch. Please note, at times, due to COVID parents may not be eligible to be a visitor on campus.

Serious discipline infractions including but not limited to bullying, harassment, sexual harassment, cyber bullying, drugs, and weapons will be addressed in accordance with school and district policy, and may include immediate implementation of Home Suspension and/or Recommendation for Expulsion.

Diversity and Racism: Recognizing and valuing diversity creates a school environment that is welcoming and productive. The California Education Code states: "All pupils have the right to participate fully in the educational process, free from discrimination and harassment. Harassment on school grounds directed at an individual on the basis of personal characteristics or status creates a hostile environment and jeopardizes equal educational opportunity as guaranteed by the California Constitution and the United States Constitution (Ed Code 201)." Harassment based on personal characteristics or status will be viewed as significant and will be addressed with significant disciplinary action.

At Pleasant Grove, we appreciate diversity and make every effort to guarantee the rights, safety and learning opportunities of all students. In working to accomplish our goal of establishing a bias-free environment, the Pleasant Grove staff and administration will uphold the Education Code as it states: "There is an urgent need to prevent and respond to acts of hate violence and bias-related incidents that are occurring at an increasing rate in California's public schools. California's public schools have an affirmative obligation to combat racism, sexism, and other forms of bias, and a responsibility to provide equal educational opportunity (Ed Code 201)." Any act of racism or discrimination will be viewed as significant and will be addressed with significant disciplinary action.

Dress Code (BP 5132): The Rescue Union School District acknowledges that the primary responsibility for what students wear and how they look when they come to school rests with the parent or guardian and their student. Our interest related to student attire is to ensure that all students can engage fully in their educational experience without unnecessary distractions or safety concerns, while also allowing for personal expression within reasonable boundaries. The Rescue Union School District strives to maintain a professional, friendly, welcoming atmosphere in which teachers can teach and students can learn. Inappropriate attire can create a disruption to school activities and pose safety risks for students. With the above in mind, our dress code is as follows:

1. Students must wear:
    a. All Clothing in a way that private parts and torso (armpit down to legs) are covered with opaque (not see-through) material.
        i. Clothing should fully cover undergarments within the torso.

b. Tops: must be in alignment with above (1.a) and must have sleeves or shoulder straps.
c. Bottoms: must be in alignment with above (1.a)
d. Footwear: Footwear that is safe for traveling on a variety of school terrains must be worn at all times. Shoes with wheels and pajama slippers are not permitted.

2. Students cannot wear:
    a. Clothing, jewelry, or personal items that:
        i. Depict items with violent conduct, images, or language
        ii. Display items with images or language about drugs, alcohol, tobacco, vaping, profanity, pornography, or illegal activities
        iii. Promote hate groups or target specific groups
    b. Clothing or accessories that the school administration deems dangerous or unsafe. This includes spiked bracelets, clothing that poses a tripping hazard, etc.
    c. Clothing or accessories that obstruct others' view within the classroom or impedes the learning of others.
    d. Hats, caps, and hoods while indoors

The dress code shall be modified as appropriate to accommodate a student's religious or cultural observance, health condition, or other circumstances deemed necessary by the principal or designee. In addition, the principal or designee may impose dress requirements to accommodate the needs of special school activities, physical education classes, athletic activities, and other extracurricular and co-curricular activities. The appropriateness of clothing in question per this dress code will be left to the discretion of the administration and/or designee.

Consequences for being out of dress code are as follows:
Violation of the dress code may result in disciplinary actions for each offense. If the school administration determines that a child's dress or personal appearance falls outside the stated dress code guidelines they will be given a change of clothing, asked to remove offensive items, or parents may be called to provide an alternative clothing selection. We appreciate your support in this area.

Drugs - "No Tolerance" Policy: Rescue District maintains a "No Tolerance" policy with regards to student use, possession, distribution, sale, or being under the influence of alcohol, illegal drugs, controlled substances, "look-alike" drugs, steroids, or possessing drug paraphernalia (including Vape Pens) on the school premise or at any school function (home or away). These are strictly prohibited and any student found in violation of the Education Code covering these prohibited substances will be immediately suspended, may be cited by law enforcement, and may be recommended for expulsion. This includes the unlawful possession, distribution, or sale of prescription medications.(Please see Grounds for Expulsion.)

Student Rights: At Pleasant Grove we respect students and the rights given to them by the constitution. In respecting those rights, students will always be given the opportunity to present their perspective in situations regarding misbehavior. In addition to this, many sources of information will be sought out and taken into consideration as situations may require.

Respect for Staff: It is the job of all staff on campus to ensure that all students are safe and have the opportunity to learn. In order to carry out the duties of their job, it is important for all staff members to be treated with respect. This means students must act and speak in a manner that recognizes the staff's authority in the classroom, on the school campus and at school related events. All pupils shall comply with the regulations, pursue the required course of study, and submit to the authority of the teachers of the schools (Ed Code 48908). Students are to respond courteously to the direction of staff members even if they are in disagreement with the direction being given. If a student has questions or concerns about the direction(s) they are being given by staff, the student is still expected to comply with the directions, unless it is illegal or unethical. Then, at an appropriate time, the student should talk individually with the staff member to explain his or her concerns regarding the direction given. Students who demonstrate disrespectful behavior toward staff members will be subject to appropriate discipline.

Suspension from Class by a Teacher: A teacher may suspend a student from class for any of the acts enumerated in the discipline guidelines (Ed Codes 48900 and 48900.2). The teacher will inform the parent guardian of the class suspension. The student is expected to do schoolwork in the office or dedicated location during the class suspension. Parental attendance may be required on the day the student returns to class or within one week thereafter. (BP 5144.1b, Ed Code 48900.1) Students who are repeatedly suspended from class may be subject to home suspension (CA Labor Code 230.7): "Current law enables parents/guardians to be absent from work without endangering their employment status in order to attend a portion of their child's school day at a teacher's request. Besides furthering improved classroom behavior, such attendance can promote positive parent-child interactions."

Grounds for Suspension or Expulsion (Ed Code Sec. 48900): If a student is suspended from school, he/she will lose the right to attend school and school activities. School suspension will result in the loss of merits. A student may be suspended or expelled for any of the acts listed below if the act is related to a school activity or school attendance occurring at any district school or within any other school district, including but not limited to the following circumstances:

1. While on school grounds.
2. While going to or coming from school.
3. During the lunch period, whether on or off the school campus.
4. During, going to, or coming from a school-sponsored activity.

Ed Code Sec. 48900

a. Caused, attempted to cause, or threatened to cause physical injury to another person.
b. Possessed, sold, or otherwise furnished any firearm, knife, explosive or other dangerous object. (Includes lighters, matches, BB guns, firecrackers, poppers.)
c. Unlawfully possessed, used, sold or otherwise furnished, or been under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.
d. Unlawfully offered or arranged or negotiated to sell any controlled substance, and alcoholic beverage, or an intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or materials as a controlled substance, alcoholic beverage, or intoxicant, or "look alike" drug substances.
e. Committed robbery or extortion.
f. Caused or attempted to cause damage to school property or private property.
g. Stole or attempted to steal school property or private property.
h. Possessed or used tobacco.
i. Committed an obscene or vulgar act or engaged in habitual profanity or vulgarity. This includes "pantsing" oneself or others.
j. Possessed, used, unlawfully offered, arranged or negotiated to sell any drug paraphernalia.
k. Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, or any school personnel engaged in the performance of their duties. This includes the tampering of school documents or the forging of signatures.
l. Knowingly received stolen school property or private property.
m. Possession of an imitation firearm.
n. Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, Penal Code 286,288,288a or 289, or committed a sexual battery as defined in Penal Code 243.4.
o. Harassed, threatened, or intimidated a student who is a complaining witness or 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.
p. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug SOMA.
q. Engaged in, attempted to engaged in, hazing as defined in EC 32050
r. Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of section 32261, directed specifically toward a pupil or school personnel.
s. Aids or abets the infliction or attempted infliction of physical injury to another person.

Ed Code Sec. 48900.2

Committed sexual harassment as defined in Education Code 212.5, provided that the conduct is considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the victim's academic performance or to create an intimidating, hostile or offensive educational environment in grades 4-12.

Ed Code Sec. 48900.3: Committed hate violence in grades 4-12.

Ed Code Sec. 48900.4: Committed harassment, threats, or intimidation in grades 4-12.

Ed Code Sec. 48900.7: Made terrorist threats against a school official or school property, or both.

During the suspension period the student may not be on any school campus in the district for any reason.

Expulsion (Ed Code Sec. 48900)

A. Mandatory Suspension, Recommendation for Expulsion and Expulsions

1. Education Code Section 48915C requires a principal or superintendent to immediately suspend and recommend expulsion of a pupil that he or she determines has committed any of the five following acts at school or at a school activity off school grounds:
    a. Possessing, selling, or otherwise furnishing a firearm.
    b. Brandishing a knife at another person.
    c. Unlawfully selling a controlled substance listed in Health and Safety Code Section 11053.
    d. Committing or attempting to commit a sexual assault or committing a sexual battery, as defined in Education Code Section 48900(n).
    e. Possession of an explosive as defined in 18USC921.
2. Under Section 48915(d), if the governing board or hearing panel finds that the student did in fact commit one of the five acts listed above, the governing board shall order a pupil expelled. No exceptions.

B. Mandatory Recommendation for Expulsion; Permissive Expulsions.

1. Education Code Section 48915(a) identifies grounds on which a recommendation for expulsion must be made unless the expulsion is not appropriate because of particular described circumstances. These grounds are:
    a. Causing serious physical injury to another person except in self-defense;
    b. Possessing any knife, explosive, or other dangerous object of no reasonable use to the pupil;
    c. Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of…the Health and Safety Code, except for a first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis;
    d. Robbery or extortion.
    e. Assault or battery upon a school employee, as defined in Penal Code Sections 240 and 242.

C. Permissive Recommendation for Expulsion and Permissive Expulsions.

1. A principal or superintendent may recommend expulsion and a governing board may order a pupil expelled upon a finding that the pupil violated Sections 48900(a) through (o), 48900.2, 48900.3, or 48900.4. However, there may be some overlap with 48915(a) and, which require mandatory recommendations or mandatory expulsions.

Appeal Process for Disciplinary Actions: This process applies to disciplinary actions other than suspension or exclusion. (Appeal for either suspension or expulsion is outlined in board policy). If a student chooses to appeal a disciplinary action, these are the procedures to follow. This process must begin within one week of receiving a disciplinary action.

1. Student discusses the action with the teacher or other staff member who issued the disciplinary action.
2. If the student's appeal is denied, the student may request a parent to discuss the disciplinary action with the teacher or staff member who issued it.
3. If the parent's appeal is denied, the parent may request a meeting with the teacher or staff member and an administrator.
4. If the parent's appeal is denied by an administrator the parent may request a meeting with the superintendent.

Enforcement of the Discipline Plan: When misconduct occurs, staff shall implement appropriate discipline and attempt to identify and address the causes of the student's behavior. Staff shall enforce disciplinary rules fairly, consistently and without discrimination (BP 5144a).

Terrorist Threats: In light of the tragic incidents that have happened in public schools across the country, we take very seriously threats to the safety of students, especially those involving weapons that can cause serious harm. Students must refrain from even joking about bringing weapons to school and harming other students. Terrorist threats will not be tolerated under any circumstance. Such threats create a hostile and fearful environment that seriously distracts from learning and threatens students' sense of security at school. Students who make or are conspirators in making terrorist threats will receive significant consequences and law enforcement will be contacted.

Violence: A safe environment is essential if students are to be focused and ready to take advantage of the learning experiences on campus. Part of a safe environment includes feeling unthreatened by the use of force or violence by others on campus. Students who are involved in the use of physical force or violence on another person on campus will be addressed with appropriate, significant disciplinary actions.

Weapons and Dangerous Instruments: The Governing Board desires students at school to be free from the fear and danger presented by firearms and other weapons. The Board therefore prohibits students from possessing weapons, replicas of weapons, or dangerous instruments of any kind in school buildings, on school grounds or buses, or at any school related or school-sponsored activity away from school.(Exception: Students who create historical replicas of a weapon for a classroom assignment; arrangements must be made to store item in the office or the classroom.)**Any school employee may confiscate any weapon, dangerous instrument, or replica from any person on school grounds under the power granted by the Board to maintain order and discipline in the schools and to protect the safety of students, staff, and the public (BP5131.7a).**

DISTRICT POLICY ON DISCRIMINATION

The Rescue Union School District does not discriminate on the basis of race, color, national origin, sex, handicap (or disability), or age in any of its policies, procedures, or practices in compliance with Title VI of the Civil Rights Act of 1964 (pertaining to race, color, and national origin), Title IX of the Education Amendments of 1972 (pertaining to sex), Section 504 of the Rehabilitation Act of 1973 (pertaining to handicap) and the Age Discrimination Act of 1975. This nondiscrimination policy covers admission and access to, and treatment and employment in, the District's programs and activities, including vocational education. Inquiries regarding the equal opportunity policies, the filing of grievances, or to request a copy of the grievance procedures covering discrimination complaints may be directed to:

Rescue Union School District Superintendent Office
2390 Bass Lake Road
Rescue, CA 95672

The lack of English language skills will not be a barrier to the admission and participation in the District's program.

EMERGENCY INFORMATION

Emergency contact lists in Aeries are the school's most efficient method of contacting a student's parent/guardian in the event of an emergency. Parents must fill out information on the Aeries Parent Portal prior to receiving their schedule. Please inform the office of any changes. Students will not be allowed at school if their emergency card is not on file. Students may only be released to individuals listed in the emergency contacts.

EMERGENCIES ON CAMPUS

If there is an emergency on campus requiring the early release of students, parents will be notified and a checkout system will be put into place. Students will only be released to adults whose name appears on the student's emergency card. If students are evacuated to another area, the parents will be notified of the evacuation and where students are being moved. A checkout system will be in place at the evacuation site.

Emergency Anaphylaxis Treatment Annual Notification to Parents: California Education Code 49414 authorizes Rescue Union School District to provide epinephrine auto-injectors to trained personnel to use to provide emergency medical aid to persons suffering from an anaphylactic reaction.

Anaphylaxis is a rapid, severe allergic response triggered by insect stings, foods, medications, latex materials, exercise, or in rare cases by unknown causes. This is a life-threatening allergic condition, requiring immediate treatment. Administering epinephrine to students during a medical emergency may help to ensure the student's health and safety at school. Therefore, the Rescue Union School District has adopted a policy for standing orders or to provide life-saving epinephrine to students who are in need of such treatment.

This policy states that a credentialed, licensed school nurse or trained, unlicensed school staff under the direct or indirect supervision of the credential school nurse (or supervisor of health), may administer epinephrine in the form of an epinephrine auto-injector during a severe, life-threatening allergic reaction. The epinephrine auto-injector delivers a pre-measured, sterile, single dose of epinephrine by direct injection through the skin.

EMERGENCY SCHOOL CLOSURE

In the event of school closure, due to weather conditions (i.e., snow, ice), you should expect a telephone message regarding any unexpected closure. If school closure is necessary during school hours, the RUSD will follow these procedures. Please discuss with your children any procedures they should follow once they arrive home if school closure is necessary and children return home early.

1. Activate radio/television information network
2. Activate site telephone trees and "All-Call" system
3. Alert transportation department regarding any necessary transportation modifications

RADIO: KHYL FM 101.1
KAHI AM 950
KFBK AM 1530
KRAK FM 98.5

TELEVISION: Channel 3 KCRA
Channel 10 KCTV
Channel 13 KOVR

LUNCH

Yard duty supervisors monitor the lunch area to ensure students' safety and well being. Their instructions are to be followed just the same as any other staff member. Students who do not follow the lunch area rules or the instructions of the yard duty supervisors will receive appropriate discipline. The lunch area is expected to be clean and orderly for the sake of all students. Reduced meal applications are available in the office for those who are eligible. It is advisable to store funds on your student's lunch account in case your student forgets or loses his/her lunch. You may make a payment on-line through the https://family.titank12.com/income-form/new?identifier=7Q4S3M website (Payments take 24 hours to post). A link to the website can be found at www.pleasantgrovepumas.org or www.rescueusd.org.

Lunchtime Expectations:

- WALK to the lunch area using a quiet appropriate voice.
- Take your place in line. No place holding or cutting or you will be asked to go to the back of the line.
- Treat EVERYONE including lunch supervisors, servers, and your peers with respect. Use "please" and "thank you."
- When you are finished eating, wait to be excused by the table group (All trash needs to be thrown away before the table group will be excused).
- Students who are not eating lunch may be allowed to go outside to the green tables and sit.
- Students must stay off the bleachers, stage, and mats at all times unless instructed otherwise.
- Students must have a **Hall Pass** to leave the lunch area. Passes may be obtained by any staff member.
- Students are to **clean up after themselves** when they are finished eating and follow recycling guidelines (See Recycling Program).
- Food and drinks are to be consumed only in the designated eating areas.
- Sodas and caffeinated beverages, including energy drinks, are not allowed at school any time of the day.
- No glass containers of any kind are allowed during lunch or any other time during the school day.
- Students are to comply with all directions given by lunch duty supervisors.
- Students are not to sit on the tops of the picnic tables or railings.
- Students are to stay within the designated boundaries of the lunch areas and need a pass to leave the area including going to the office. .
- Running and athletic play should only take place on the courts or fields.
- Students participating in games must show good sportsmanship and work cooperatively with other students. Students who habitually argue during an activity will be removed from the game and possibly from future games.
- If a student checks out equipment, he/she must return the item at the end of the lunch period. Students must have equipment to be on the fields.

Recycling Program: The Rescue District is committed to promoting environmentally responsible practices at all schools. School sites maintain ongoing recycling and energy conservation programs that help students to develop knowledge and habits in support of these efforts. Paper recycling bins are located in every classroom. Lunchtime recycling programs include student participation in separating liquids, recyclables, and trash into appropriate designated receptacles. Students will learn about the lunchtime recycling procedures at the beginning of each school year.

LOST AND FOUND

Students who find clothing or items that don't belong to them should place them in the "Lost and Found" located on the clothing rack outside the MPR.. If smaller items or something of greater value (e.g. watch, wallet, glasses, or jewelry) are found, they should be turned in to the office.

Students who have lost or misplaced items should periodically check the "Lost and Found" or the office. Lost and found items are donated to Hospice, Goodwill, or the Wellness Center throughout the school year if items are not retrieved.

MEDICATION (E.C. 49423, 11753.1)

If it is necessary to give a student medication during school hours, we will assist you as needed. The Health Aide/Nurse is not available during all school hours; therefore, a secretary or administrator may administer medication to your student in her absence. In compliance with California Education Code Section 49423 or 11753.1, when an employee of the school district gives medication to a student, the employee must be acting in accordance with the **written directions of a physician and with the written permission of the student's parent or legal guardian**. These authorizations must be renewed whenever the prescription changes and at the beginning of each school year. Additional requirements may be necessary for field trips.

The prescription label on a medicine container will not be accepted as a statement from the physician. Over-the-counter medications will be given only if prescribed by a medical doctor and a Parent/Guardian must authorize both. Over-the-counter includes but is not limited to non-aspirin pain relievers, cough drops, creams and ointments.

District policy requires all medications (including "over-the-counter" medicines) to be stored in the nurse's office and be administered only when the physician's and parent's signed permission is on file. **Students are not allowed to have medication in their possession at school, walking to and from school, or on the school bus.** This practice provides for the safety of all students on campus. The only exception to this policy is if the student's well being is in jeopardy unless he/she carries the medication (i.e. inhalers). Such cases will be determined with a written statement from a physician.

Medication must be provided to the school in the original container in which it was purchased, with the prescription label attached, and must be prescribed to the student to whom it will be administered. An adult must bring the medication to school along with the completed authorization forms. Forms are available in the school office. Parents are responsible to pick up any remaining medications at the end of the school year or they will be discarded.

MERIT PROGRAM

Pleasant Grove utilizes a merit system to monitor behavior of students. The system provides record keeping for privileges. All students are given 100 Merits **at the beginning of each trimester**. Merits can be deducted for unacceptable behavior (eg. dress code violations, class disruptions, tardiness, gum chewing, and all suspendable offenses). All students must have a minimum of **80 merits** per trimester to participate in extracurricular activities, including but not limited to sport tryouts, sports, dances, reward activities, student council, end of year activities, promotion ceremony, etc. **A minimum number of 275 total merits are required for all students to attend the end-of-the-year activities. For 8th grade students, this includes End of Year Field Trip, 8th Grade Dance and Promotion Activities. For all other grades, this includes end of the year field trips and activities.**

The Merit Program is only a record keeping system. Disciplinary action may be taken by an administrator and/or teacher in addition to the recording of demerits. Merit losses for referrals vary between 0 and 5. Administrative referrals and class suspensions may be accompanied by a loss of 10 merits. A suspension (including class suspensions) will result in a loss of between 10 and 20 merits, depending on the duration of the suspension. Any student suspended in the third trimester will not be permitted to participate in the end-of-the year activities. For 8th grade students this includes, but is not limited to, 8th grade trip, the 8th grade party, or the promotion activities, regardless of merits. **Students who lose 25 merits in a trimester may be required to attend a conference with their parent/guardian and an administrator.**

Merit Recovery: Students have the opportunity to earn back 5 lost merits each trimester through completion of 1 hour of community service. One time per school year students who lose 10 merits for a single offense may retrieve 10 merits by completing 3 hours of community service. Students may only complete 1 merit recovery in any trimester (5 merits or 10 merits). **Merits must be recovered in the same trimester during which they were lost.** All merit recovery is voluntary and must be completed in order to regain privileges. Merit Recovery forms are available through the school website and in the school office and must be completed/returned to the office by the due dates listed on the form. Pre-approval by school administration is required.

Referrals: Students will be issued a Discipline Referral for inappropriate conduct resulting in a loss of a minimum of 5 merits. Students who receive more than 5 discipline referrals in a trimester or a referral requesting administrative support will be subject to progressive disciplinary consequences that may include school suspension. Alternative lunch location, behavior reflections and other restorative practices, after-school detention(s), class/in-house suspensions, and home suspensions are possible consequences for behavior infractions. If a student does not attend an assigned after school detention, two after school detentions will be assigned. If either of these two after school detentions is missed, in-school suspension may be the consequence for the second offense. (Exceptions to an after school detention "no-show" are if a student is absent on the day of the assigned detention or if a parent requests rescheduling prior to the assigned day of the after school detention. For these exceptions, students will simply be reassigned a make-up after school detention.) **Students who lose 25 merits in a trimester will be subject to a conference with their parent/guardian and an administrator to discuss subsequent alternative consequences.**

PASSES

Students will be issued passes when it is necessary to leave the classroom or to enter the classroom late. Students must have a pass if they are out of class for any reason. Lunch tutorials and Library use at lunchtime also require a pass. In order to go to the office at any time, including lunch, a

student must have a pass noting time, date and reason, signed by the teacher or designated lunchtime supervisor. Office personnel will not excuse a student who comes to the office between or during classes without a pass.

PERSONAL PROPERTY

The school is not responsible for the loss or damage, through acts of vandalism or theft, of student property. Prohibited items or anything causing a disruption will be confiscated. This includes perfumes and sprays from aerosol cans. **Never bring large sums of money to school. Do not leave your backpack, purse or wallet out of your sight or unattended.** Additionally, bringing items to school to sell or the exchanging of items at school is prohibited.

PHYSICAL EDUCATION

The physical education program is structured to meet the needs and interests of all students. It is our desire that students have a positive and enjoyable physical education experience.

- **Dress/PE Clothing/Participation:** Students are expected to dress in and out of their PE Uniform daily and participate everyday. Uniforms may be purchased in the office. During inclement weather sweatshirts and sweatpants may be worn: See PE syllabus for details.
- **Excuses:** Parent written excuses are only valid for three days. Students with health conditions lasting longer than three days may be excused only upon the recommendation of a physician. The physician's written instructions are to be given directly to the office and the student's physical education teacher. Students unable to participate in the regular PE or will be assigned a modified program by the teacher to accommodate the illness or injury described in the parent's/guardian's or physician's note. A PE make-up run schedule is posted in the PE locker rooms and on our website.

POSITIVE BEHAVIOR INTERVENTION SYSTEM (PBIS)

Pleasant Grove is a PBIS school. PBIS is a proactive approach that schools use to improve school safety and promote positive behavior. The focus of PBIS is prevention, not punishment. Pleasant Grove offers multiple opportunities for students to receive positive recognition. Several positive recognition programs at Pleasant Grove are listed below:

Honor Roll: Each trimester, students who achieve a 3.5 – 3.9 GPA in all subjects will be recognized as Honor Roll students. Students who achieve a 4.0 GPA in all subjects will be recognized as Principal's Honor Roll students.
Student of the Trimester: Staff members select a student to be recognized for achievement in academic work, citizenship, extracurricular activities or other special efforts. Students are recognized in a ceremony each trimester.
Merit Program: Students who have not lost merits all three years at Pleasant Grove will receive a seal of recognition on the promotion certificate.
Puma Pride Tickets: Students receive Puma Pride tickets when they are caught doing something good on campus. Students can turn in the tickets in the office and weekly drawings are done for prizes. Students may also use Puma Pride tickets at the AVID Student Store Cart.
Puma Pride Matrix: The Puma Pride Matrix outlines positive behaviors that should be displayed by students on our campus (See pg. 15)

PROMOTION CEREMONY (Board policy 6146.5)

"To receive a promotion certificate, a student must have completed the prescribed course of study and meet district promotion criteria and have passing grades in all 8th grade classes with no more than one "F" or No Credit (excluding progress report grades) during the 8th grade year. In order to participate in the promotion ceremony, the student must meet the above criteria, and satisfy the school's citizenship requirements as stated in the student handbook.". Students with more than one "F" in the 8th grade are not eligible to participate in the promotion ceremony. If a student chooses not to participate in the promotion ceremony, he/she may pick up the promotion certificate in the school office the week after the school year ends. Students who earn a 4.0 GPA for all nine trimesters of 6th, 7th, and 8th grade- will be recognized as Distinguished Scholars. From those students qualifying, a panel of staff members may select 2-3 representatives to present class speeches at the promotion activity. Students with serious disciplinary concerns may not be eligible to participate in the ceremony.

Promotion Activities: To participate in the promotion activities students must meet the promotion requirements and have at least 275 merits. Additionally, students may not have been suspended in the third trimester. In addition to merit requirements, all debts, book loss, equipment damage, etc. must be cleared prior to the promotion activities in order to participate and to receive a promotion certificate.

PROMOTION/RETENTION CRITERIA (Board Policy 5123)

Students shall be identified for retention on the basis of multiple measures. The following indicators of academic achievement shall be used:

1. **Scores below Proficient on California state testing results**
2. **District and State Writing Assessment results**
3. **Number of failing grades**
4. **Classroom evidence, student work, and teacher input**
5. **Performance on curriculum embedded assessments and teacher developed assessments**
6. **The student's social and emotional growth, and chronological age**

When a student is recommended for retention or is identified as being at risk for retention, opportunities for intervention will be recommended to assist the student in overcoming his/her academic deficiencies. Such opportunities include tutorial programs, organization and time management coaching, and before and after-school programs.

Criteria for Retention (Board Policy 5123 (a)(b)(c))

In addition to the above requirements, a combination of the following factors may be considered in making a retention decision regarding a student:

1. District and California State writing assessment below 6 (proficient).
2. Standardized test (consistently scoring below the 25th percentile, Below Basic, or Far Below Basic).
3. Grade point average consistently below 2.0.
4. Individual progress reviewed as not acceptable.
5. Classroom evidence below standards
6. Social/emotional development of the student.

PUBLIC DISPLAYS OF AFFECTION:
Students should keep their hands to themselves while on campus. Public displays of affection, including hand holding, prolonged embarrassing, kissing or inappropriate touching are not allowed.

SELLING ITEMS:

STUDENT IDENTIFICATION CARDS
Student I.D. cards are provided to all students. Cards are required to attend dances and to check out library materials, sports equipment, and for computer/internet use. A copy of the student's data sheet can be obtained from the office free of charge and used as identification for dances.

TELEPHONE USE
If a student asks to use the office phone, office personnel will inquire about the reason for the call. Students will be allowed to use the office phone for the following reasons only:

1. **Illness** requiring the student to leave school.
2. **Emergencies** (students must state the nature of the emergency). Forgotten items and social planning are not considered emergencies.
3. **School business** such as Student Council activities, teacher requested calls, or changes in after school activities announced during the day.

VACCINATIONS
California schools are required to check immunization records for all new student admissions and all students advancing to 7th grade before entry. In addition to admission immunizations, each student advancing into 7th grade must submit documentation of a Tdap on or after their 7th birthday and 2 doses of the Varicella vaccination. For more information please see the CDPH California Immunization Requirements for K-12th Grade document or visit ShotsforSchools.org.

POLIO: 4 doses (Last dose given on or after 4th birthday)
Tdap/DTP/DTaP: 5 doses (at least one dose given on or after 7th birthday)
HepB: 3 doses
MMR: 2 doses (both given on or after 1st birthday)
Varicella: 2 doses

Please Note: As of January 2016 Personal Belief Exemptions are no longer valid for students entering 7th grade. Additionally, as of January 1, 2021 all new medical exemptions for school and child care entry must be issued through CAIR-ME. If your student has a pre-existing medical exemption from a licensed medical doctor in California that is not through CAIR-ME, it will only remain valid until the child enrolls in the next grade span (7-12th grade), the expiration date or revocation of the exemption because the issuing physician has been subject to disciplinary action (whichever date is earliest). For more information see CDPH's Exemption FAQs.

VISITORS
All visitors to the school campus must sign in at the office. It is not appropriate to ask to deliver items to the classroom unless it has been pre-arranged with your student's teacher. Visitors will be given a visitor's badge to wear while on campus. We encourage families to visit the school and see their student in our learning environment. Visits during school hours must be first arranged with the teacher, Principal, or Assistant Principal 24 hours prior to the visit. If a conference is desired, an appointment must be set with the teacher during non-instructional time (Board policy 1250a). Students are not allowed to bring friends or relatives to school. Parent concerns about school-related matters involving other students should be addressed through the school office, not through direct communication or confrontation with other students (or parents) on school grounds. Private (non-school) concerns should be addressed through appropriate private communication with other families.

WITHDRAWALS/TRANSFERS
If it is necessary for a student to withdraw from the school, the withdrawal request must be made at the school office by the parent/guardian at least one day prior to the student's last day of school. A withdrawal slip will be given to the student, which needs to be signed, by all of his/her teachers. All books must be returned and any fines paid. The student I.D. card must be turned in. The student must then return to the school office for completion of the transfer and an administrator's signature.

PUMA PRIDE BEHAVIOR MATRIX

Location	Positive	Respectful	Inclusive	Diligent	Engaged
Before School	-Use appropriate school language. -Walk bike/scooter/etc while on school property.	-Respect others' personal space, keeping hands to self. -Leave gum/soda/energy drinks at home. -Stay in supervised Puma Pit Area or MPR	-Be welcoming to others.	-Phone/earbuds off while on campus. -Calmly stay in the designated areas. -Stay in designated areas and behind yellow lines.	-Be prepared for school, dressed appropriately, cell phone off, and proper school supplies.
In the Classroom	-Make constructive contributions. -Use a growth mindset.	-Speak to others in a respectful tone. -Be quiet at appropriate times. -Respect personal and school property.	-Value opinions and be inviting feedback.	-Getting to work when the class starts and stay on task. -Be prepared every day. -Report to class @ first bell	-Make eye contact. -On topic conversations -Focus on the lessons. -Respond appropriately when the teacher asks the class for answers. -Active listening.
Between Classes	-Use appropriate school language. -Model professional Behavior.	-Respect others' personal space. -Use appropriate language. -Stay in designated boundary areas.	-Be aware of others. -Hold doors for others.	-Walk with a purpose. -Want to be on time. -Begin going to class when the bell rings.	-Engage in friendly conversation. -Pick up trash.
Break	-Use appropriate school language. -Contribute to positive conversations.	-Respect others' personal space, -Keep hands to self. -Respect school facilities. -Use appropriate physical contact. -Stay in supervised Puma Pit Area or Inside Cafeteria if an adult is present.	-Have constructive conversations without gossip. -Build people up not tear them down.	-Keep the school grounds clean: Place trash in proper receptacles even if it is not your trash. -Follow the rules: Stay in designated areas.	-Listen to your classmates. -Promptly go to your next class when the bell rings.
Lunch	-Use positive language at your table and during activities. -8 per table, 2 per bench -Once you pick a table remain seated and finish eating.	-Listen to the directions of lunchtime staff. -Respect others' personal space. -Respect others' lunches. -Clean your table area during lunch. -Walk trash to receptacles & place it inside.	-Welcome others to games and activities.	-Place trash in proper receptacle: put time and effort into cleaning up after yourself and encourage others to do the same. -Wait to be excused by staff. -Place backpacks on the cement rounds.	-Practice good table manners and engage in appropriate back and forth conversations.
Restroom	-Use facilities correctly. -3 in restrooms @ a time & 1 per stall.	-Respect others' privacy and personal space. -Leave restrooms clean. -Cell phones left in backpacks & packs outside.	-Be efficient to allow others to use the restroom facilities.	-Take care of your personal business. -Main door to remain open.	-Use restrooms quickly and quietly.
Evacuations	-Stay calm and quiet.	-Follow all directions. -Walk w/ hands to self	-Work together to follow emergency procedures.	-Follow directions. -Line up in order on the blacktop.	-Actively listening for directions.
Library	-Use indoor voice/whisper.	-Respect others and the books. -Hands to self & calm	-Everyone belongs in the Library.	-Have a task to accomplish when visiting the library.	-Read, complete work, check out books, return books.
Locker Room	-Use appropriate language and keep comments positive.	-Respect the personal space of others and keep hands to self.	-Be cooperative with limited space around you.	-Get dressed quickly and exit the locker room as soon as possible.	-Pay attention to surroundings and make sure your belongings are protected.
Extra-Curricular Activities	-Show sportsmanship during & welcome all visitors	-Show good sportsmanship and be respectful of opponents and teammates.	-Support each other in learning new skills.	-Get to your activity on time. -Try your best. -Only water in gym.	-Stay in the activity area.
After School	-Polite and demonstrate appropriate goodbyes. --Walk bike/scooter/etc while on school property.	-Respect others' personal space, keep your hands to yourself.	-Be polite to others when leaving.	-Go to your destination. -Be safe around cars & busses	-Leave campus with what you need to succeed the next day.
Bus	-Keep conversations friendly.	-Keep your voice at a low volume.	-Invite others to sit with you & make room.	-Follow directions from the bus driver and encourage others to do the same.	-Greet your bus driver each day and wish your driver a good day.

Pleasant Grove Middle School

Minor/Majors Behavior Response

"Minors"

- Willful Defiance
- Disruption
- Physical contact (no injury/horseplay)
- Teasing
- Gum
- Technology misuse
- Disrespect/ Verbal
- Academic Dishonesty
- Inappropriate language w/ peers
- Ignoring directions
- Taking another's property

1. Acknowledge peers demonstrating accepted behavior (Puma Pride Tickets, verbal praise, etc…)
2. Warning/ Semi-private reteach or reminding conversation on expectations
3. Send to buddy class/ back of the room with a think sheet if appropriate **OR** contact guardian (phone call or Jupiter)
4. Jupiter Referral w/ loss of 5 merits. Notify VP in referral

3+ similar offenses**, Jupiter referral request admin support; **move to majors**, Possibly teacher assigned detention

If offense happens 2+ times, teachers at times **may skip steps 1-3**

"Majors"

- Repeated defiance
- Repeated disruption
- Aggressive physical contact
- Bullying/ Cyberbullying
- Technology Misuse (Inappropriate content)
- Repeated Disrespect/ Verbal
- Cheating
- Inappropriate language towards staff
- Theft
- Ditching/truancy
- Drugs/Illegal items/Weapons/Paraphernalia
- Arson
- Vandalism

- **If you need immediate support**, call the office or call admin on cell phones
- Send student to office and let office know a referral is being sent
- OR send referral to admin letting them know assistance is not immediately needed

*** Please note, admin intervention varies depending on the offense, ed code & progressive discipline***

If you haven't heard back from admin within 24 hours, please email admin asking for updates. Admin will make all efforts to update staff within 24 hours

School Rule: Dress Code

- 1st offense warning/ or change depends on clothing
- 2nd offense change, admin contact parents
- 3rd + offense demerits, change, hold clothing for parent pick up

School Rule: Tardy Policy per Trimester

- 1st offense warning
- 2nd offense warning
- 3rd-8th offense lunch detentions & 5 demerits
- 9th+ after school detentions & 5 demerits/ tardy

School Rule: Cell Phones & Accessories

- 1st offense sent to office st. pick up @ end of the day & logged
- 2nd+ offense parent/guardian pick up

****5 Merits lost 2nd+ offenses****