

CONEJO VALLEY HIGH SCHOOL

**1402 E Janss Road
Thousand Oaks, California 91362
www.conejousd.org/cvhs
(805) 498-6646**

Welcome to Conejo Valley High School. The entire Conejo Valley High School faculty and staff are fully committed to providing a variety of learning experiences within a positive school climate to help students get back on a path to graduation and future college/career success.

At CVHS we believe that every student matters and recognize that each student may have a different and unique journey to earn their diploma. Our staff is committed to supporting ALL students in their high school journey. We are confident that we can help you with your educational needs if you commit to helping yourself.

Conejo Valley High School has been recognized by the state of California as a Model Continuation High School since the program's inception in 2012. The high school serves a diverse student population who are primarily 16-18 years old. Students enroll at CVHS because they are behind in credits and are not on track to graduate. Students at Conejo Valley High School are quickly integrated into a caring and supportive community that makes them feel valued, builds their confidence, and renews hope in their future. Students attending CVHS earn a high school diploma and must meet the same graduation requirements of students at the district's comprehensive high schools. In addition to the core academic subject areas needed for graduation, CVHS offers a variety of programs including: Career and Technical Education, Support Groups, Work Experience and courses offered through Moorpark College earning dual credit. We offer several extra-curricular activities including an Interact Club, Yearbook, Leadership and intramural sports. There are also a number of leadership opportunities for our students including membership in our Student District Advisory Committee (SDAC) where students can represent CVHS and provide student voice.

By design, students in our alternative program can earn credits more quickly than is possible at a comprehensive high school. We offer both whole group and individualized instruction and will tailor a program that meets each student's educational needs.

CVHS teachers, counselor, and administrators are here to help you succeed and return to your home school or graduate from Conejo Valley High School, whichever is your goal. Ask any staff member for help whenever you are in need of support.

In this document you will find policies and procedures designed to help the school run smoothly and to ensure you will have a successful school year. This handbook and additional information are also available on our website (www.conejousd.org/cvhs).

As Principal and instructional leader at CVHS, my focus is to keep our school community safe and to coordinate our resources to ensure that all students experience success and reach their goals. Welcome to the Conejo Valley High School family! We are excited to be part of your journey! Please call or email me if I can be of help in any way.

Sincerely,
Brian Mercer
Principal

GOALS & SCHOOL WIDE VISION

The mission of the Conejo Valley Unified School District is to meet the academic, cultural, social, and individual needs of students to prepare them to make a meaningful contribution to a democratic society. The Board of Education believes that the district mission can be achieved through the uniform application of a standard of high expectations in all areas for students, district employees, and parents of students.

VISION

Conejo Valley High School maintains a student-centered culture where positive relationships are the core of our success.

- We break down barriers and build powerful connections with students which encourage personal responsibility, hope, resilience, and academic achievement.
- We establish an inclusive, nurturing environment that celebrates diversity and promotes students' social emotional growth.
- We offer students choice and enhanced opportunities to learn and to succeed.
- We believe meaningful growth occurs when individuals feel secure, respected, and valued.
- We maintain high standards and expectations while recognizing the importance of flexibility in meeting the educational and emotional needs of our students and staff.
- We provide real world connections that foster student curiosity and build on student competencies.
- We assist students in identifying personal pathways that will lead to productive careers and positive contributions to the community.

MISSION

The mission of Conejo Valley High school is to engage students in a safe and secure learning environment which emphasizes real world application, collaboration, innovation, self-direction, digital literacy, healthy living, social responsibility, and global awareness.

SCHOOLWIDE LEARNING OUTCOMES

Academics ∞ Character ∞ Transition (ACT)

Academics: Achievement in a core curriculum builds the confidence, knowledge, and skills required for a successful adult life. Students will:

- listen, speak, read, and write effectively
- apply math reasoning skills to solve problems
- use abstract and critical thinking to identify, access, analyze, and integrate a variety of resources and information

Character: Character is a work in progress. Character is demonstrated through action. Through action we can make the world a better place for ourselves and others.

Students will:

- demonstrate skills to cope appropriately with anger and disappointment
- take responsibility for their choices and behavior
- participate in acts of service to others

Transition: All students are prepared to enter society as adults who make responsible decisions, knowing that every action may have wide reaching consequences. Students will:

- explore personal career options

- demonstrate positive, cooperative, and productive citizenship
- relate choices to personal, community, and societal health

OUR HISTORY

Conejo Valley High School was established as an alternative/continuation school by the Conejo Valley Unified School District in 1974. The school initially opened at the Waverly campus with 120 students. In 1976, the campus moved to 1872 Newbury Road. In August 2017, Conejo Valley High moved to its present location. The school population is primarily composed of students referred from Newbury Park, Thousand Oaks, and Westlake High Schools.

Administrative/Office:

Principal	Brian Mercer
Assistant Principal	Sean MacDonald
Academic Counselor	Catherine Kanney
Wellness/DIS Counselor	Cristian Herrera Miranda
Office Manager	Dawn Stines
Senior Office Assistant/Attendance	Hope Cole
Health Clerk	Jennifer Rice
ELD Bilingual Facilitator	Daryl Miller
Librarian/IMT	Tracy King
Cafeteria Manager	TBD
College/Career Guidance Specialist	Kelly Greer
Custodian	Dennis Mayer
School Psychologist	Darian Ward

Teachers:

English/Art	Monica Beck*
Physical Education/OASIS	Roland Macasieb
English/EL	Steve Moes
Math	Cameron White*
Science/Financial Math	Michelle Taranto*
Social Science/CTE	Kyle Scalise*
Special Education	Jason Rosebaugh*

* Department Chair

Campus Supervisors:

Kevin Koenig
Deserie Torosian

Important Dates to Remember:

First Day of School

Minimum Day/Faculty
Collaboration Labor Day

August 21

August 27
September 2 (Board Holiday)

Back to School Night	TBD
Minimum Day/Faculty Collaboration	September 24
Picture Day	September 25
School Not in Session	October 3 (Board Holiday)
Quarter 1 Ends	October 18
School Not in Session	October 21 (School not in session)
Minimum Day/Faculty Collaboration	October 22
School Not in Session	November 1 (Professional Learning Day)
Veteran's Day Holiday	November 11
Minimum Day/Faculty Collaboration	November 19
Fall Break	November 25-29
First Semester Ends	December 20
Winter Break	December 23 - January 3, 2025
Semester Prep Day	January 6 (No School)
Martin Luther King, Jr. Holiday	January 20
Minimum Day/Faculty Collaboration	January 28
CVHS Student and Family Night	TBD
Presidents' Day Holidays	February 14 & 17
Minimum Day/Faculty Collaboration	February 25
School Not in Session	March 17 (Professional Learning Day)
Quarter 3 Ends	March 21
Minimum Day/Faculty Collaboration	March 25
Spring Break	April 18 – April 25
Minimum Day/Faculty Collaboration	April 29
School Not in Session	May 23 (Board Holiday)
Memorial Day	May 26
Minimum Day/Faculty Collaboration	May 27
Finals	June 11 - 13 (Minimum Days)
Graduation	June 12 @ 1pm
<i>Last Day of School</i>	<i>June 13</i>

*Minimum Day dismissal @ 12:15

**Final Exam Schedule dismissal @12:03

Important Community Phone

Numbers: District Office
Ventura County Sheriff's Department
WeTip
Al-Anon HotLine

805-497-9511
805-494-8200
844-805-3649
805-495-0270

BreakThrough Program	805-241-0259
CLU Community Counseling Services	805-493-3390
Conejo Pregnancy Center	805-373-1222
Conejo Youth Employment	805-496-6868
Drug Crisis Hotline	800-390-4056
Human Services Agency	805-449-2144
Interface Children & Family Services	805-371-5707
Mil Mujeres Legal Services	202-808-3311
Child Protective Services	805-654-3200
Ventura County Crisis Team	866-998-2243
Westminster Free Clinic	805-241-8366

Community & Scholarship Support:

AAUW	Jacqui Irwin, Assembly Member, 44 th District
Assistance League of Conejo Valley	Outreach of St. Patrick's Episcopal Church
Anthem Church	NexGen Rotary Club of Conejo Valley
Conejo Schools Foundation	Thousand Oaks Teen Center
Conejo Valley Pupil Personnel Services Association	Thousand Oaks Women's Club
Dawn Stines	Westlake Village Women's Club
Dixie Burton	Westminster Free Clinic
Dragon Moms	Williams Family

Student of the Quarter:

Each quarter CVHS faculty and staff recognize students based on the following Character Education Themes:

Respect To demonstrate appreciation and consideration for self and others (e.g. follow rules, obey authority, care for property and the environment, display sportsmanship and value other cultures.

Kindness To demonstrate sympathy, understanding, compassion and consideration for others (e.g. be friendly, helpful, cooperative and caring).

Integrity To demonstrate personal and social accountability (e.g. use self-control and discipline, resist peer pressure and be self-reliant).

Responsibility To demonstrate personal and social accountability (e.g. be trustworthy, dependable, patriotic and use good judgment).

Perseverance To adhere to a course of action and demonstrate persistence in striving for a goal (e.g. be tenacious and possess a work ethic).

Renaissance Program: Each quarter students are recognized as Renaissance students if they meet or exceed the following criteria:

- 90% attendance
- 2.5 credits or more in each class with a B or better average
- Positive behavior with no suspensions

Student Schedules: Conejo Valley High School students will be enrolled in five classes. Students can enroll in additional career and technical education, credit recovery, or community college classes that are outside of our school's traditional schedule. Please request to see our school counselor for details. While it is not advised for most students, parents may also request a four-period day. Please submit our Minimum Day Request Form if you require a reduced schedule.

Regular Program Bell Schedule

Teacher Prep Time	8:00-8:45
Period 1	8:55-9:40
Nutrition	9:40-9:50
Period 2	9:53-10:39
Period 3	10:42-11:27
Period 4	11:30-12:15
Lunch	12:15-12:45
Period 5	12:50-1:35
Period 6	1:38-2:23

Minimum Day Schedule

Teacher Prep Time	8:00-8:45
Period 1	8:55-9:40
Nutrition	9:40-9:48
Period 2	9:51-10:27
Period 3	10:30-11:03
Period 4	11:06-11:39
Period 5	11:42-12:15
Lunch	12:15

Period 6 does not meet on minimum days.

General Information

1. **How are credits earned?** In each quarter class in which a student is present, productive and successful for a minimum of **30 days**, the student will earn 2.5 core credits in that class. Students with outstanding attendance and productivity can earn additional credit. **Students wanting to earn five core credits in a quarter can contract, with their teacher's permission, to do**

additional work. Students may earn a maximum of five credits in each class in a quarter. Students who are not present and productive for 30 days in a quarter class will not earn credit for the class and are not eligible for additional credit.

Whole Group Instruction: In whole group instruction the teacher provides a guided lesson with an expected outcome. The students in class are typically working on the same assignment. In this setting, students earn 2.5 credits per class when completing a minimum of 30 days of work during each quarter.

Schools PLP: CVHS offers the Schools PLP Learning platform as an alternative on-line learning format. Schools PLP offers various core and elective courses. In these virtual classes students complete assignments and follow the curriculum to earn credits in the subject they are studying. Students enrolled in Schools PLP can continue to work on classes outside of school. All exams must be taken in class. Cellphone use is not permitted during on-line learning classes. Students not making adequate progress in their course(s) or with poor attendance will be removed from Schools PLP.

Individualized Instruction: In individualized instruction, the teacher provides each student with an Individual Learning Plan. This is most common in math classes as our students often need individualized instruction to complete their math requirements.

2. **Assessment:** All students will be assessed using the **Measurement of Academic Progress (MAP)** at the beginning of the school year or as they enroll. MAP testing results are used by the school and faculty for student course placement and academic intervention. The assessment will be given again during the spring semester or prior to a student withdrawing from school. This second assessment helps us to evaluate how each student is growing academically and our overall school performance.
3. **Report Cards:** At the conclusion of each quarter, approximately every nine (9) weeks student grades will be available to view on the school's website – "Parent Connect." Students will earn a grade of "A", "B", "C", or "D." An "N" grade will be given if a student does not earn the minimum 2.5 credits.
4. **Student Progress Reports:** At the midpoint in each quarter progress reports will be entered in Q for students who are not performing well in class and are in danger of not earning credit. These progress reports are available on "Parent Connect."
5. **Referral to Traditional High School from CVHS:** After completing one full semester at CVHS, students may request to transfer to *any* traditional district high school if they have at least one full year of high school remaining, *and* the following criteria are met:
 - a. Current with credits (see chart).
 - b. Completion of all corresponding grade level courses.
 - c. Satisfactory behavior, which includes no at-home suspensions during the current semester and CVHS principal approval.
 - d. Have a minimum of a 90% attendance rate.
 - e. Have at least two full year core grade level courses remaining. Students must not have taken core grade level courses in advance of the academic year/semester in which they are returning. For example, a student returning for the spring semester of their junior year should not have completed a full year of English 11.

- f. Administrative transfers must be approved for students requesting to transfer from CVHS to a school other than their neighborhood school.
6. **Senior Students:** Seniors who have completed one full semester may request to transfer from CVHS to their referring high school for their final semester if the following criteria are met:
- a. Current with credits (see chart below).
 - b. Completion of all corresponding grade level courses.
 - c. Satisfactory behavior, which includes no at home suspensions during current semester and CVHS principal approval.
 - d. Have a minimum of a 90% attendance rate.
 - e. Have at least two core grade level courses remaining.
 - f. Completion of a minimum of one academic year at the referring school prior to referral.

Minimum number of credits required for referral to a traditional district school:

<u>Grade</u>	<u>Fall Semester</u>	<u>Spring Semester</u>
10	55	85
11	110	140
12	170	200

Note: Students identified as ineligible to return to their home school at the time of the original referral to CVHS will not be allowed to return to their home school even if all the above criteria have been met.

7. High School Graduation Requirements by Subject:

<u>Subject</u>	<u>Credits</u>
English	40
Health	5
Mathematics	30 (Algebra required)
P.E.	20
Physical Science	10
Biological Science	10
World History	10
U.S. History	10
U.S. Government & Politics	5
Economics	5
Fine Arts/Foreign Language/CTE	10
Electives	75
Total Required	230

8. Whom to Call with Grade and/or Credit Questions?

Mrs. Kanney, Counselor (805) 498-6646

9. Challenging Courses: A petition is required to challenge a course. Students may challenge a course only if they passed the course at a non-accredited high school or if they failed the course at a different school due to extenuating circumstances.

- All challenge tests must be completed within the first five days of enrollment in a class for new students and prior to the start of a new quarter by continuing students.

- Challenge tests must be administered within a predetermined time limit.
- Notes, texts, or support materials will not be allowed while taking the exam.
- A score of 70% or better is required to receive credit for the class.
- Students who achieve a passing score will receive a “P” indicating “pass” for the class.
- Students who do not achieve a passing score must continue in the same class, with the same teacher and remain at the same level.
- Students may only challenge a course at one academic level for credit. For example, a student may not challenge US History CP and US History S.
- Students may challenge the same class one time only.

10. How to See a Counselor at CVHS?

Fill out a request form available from the classroom teacher and the counselor will summon you.

- 11. Homework:** Traditional homework is not assigned at CVHS. Teachers will allow additional coursework for credit if the student works to her or his ability in class and has satisfactory attendance. Required make-up work for missed class assignments is not considered homework for additional credit.
- 12. Textbooks and Chromebooks:** All textbooks and Chromebooks are checked out through the school library. Each classroom requiring textbooks has a classroom set. Textbooks are not automatically distributed to all students. Textbooks are available to be checked out to support student learning. Since textbooks are available in class, students checking out textbooks should leave the textbook at home.

The CVUSD provides Chromebooks for all students. Chromebooks are available through the school library. Families are encouraged to purchase insurance through the school district to protect against damage to the device.

Students are responsible for the replacement cost of any damaged or unreturned textbook or Chromebook. In the event that a library book/textbook is **damaged** the following fees will be assessed:

writing in book	\$1.00 per page
missing/damaged barcode	\$5.00
cover damaged	\$5.00 to full replacement cost
missing pages	Full replacement cost
water/liquid damage	Full replacement cost
gum, food, candy damage	\$5.00 to full replacement cost
removal of post-it notes	\$5.00
pet damage	\$5.00 to full replacement cost
torn pages	\$1.00 per page
miscellaneous damages	Up to full replacement cost

- 13. Graduation Ceremony Participation:** To participate in the graduation ceremony and senior graduation activities **you must have signed a senior contract**, met all the requirements outlined in the contract, have earned at least 215 credits, and have completed all the required core courses by Friday of the week prior to graduation.
- 14. California High School Proficiency Exam (CHSPE):** The California High School Proficiency Examination (CHSPE) is a voluntary test that assesses proficiency in basic reading, writing, and mathematics skills taught in public schools. The CHSPE consists of two test sections:

mathematics and English-language arts. The ELA section has two sub-tests (reading and language). Eligible persons who pass both parts of the CHSPE are awarded a Certificate of Proficiency by the State Board of Education. A student who receives a Certificate of Proficiency may, with verified parent approval, leave high school early. Regular administrations are the fall and spring administrations each school year. Additional information about the CHSPE is located on the Web at <http://www.chspe.net> or by phoning 866-342-4773. Please contact our counselor for questions regarding the CHSPE.

15. **Contact information:** Parents and guardians must keep the school informed of changes in their telephone numbers (home, cell, and work), home, and email addresses. Emergency contact information must be kept current so we can provide necessary updates and contact you in an emergency. Your cooperation is needed and appreciated. The office does not release information on your student to individuals who are not provided as an emergency contact.
16. **Attendance Information:** Please call the **Attendance Office @ 498-6646** to report absences/tardiness.
Excused Absences: Illness, medical appointment, funeral of an immediate family member, court subpoena, religious holiday, or jury duty. To be excused, the absence must be cleared within three school days by calling the school at 498-6646.
Truancy: An absence without permission, leaving campus without a pass, or an un-cleared absence automatically becomes a truancy by law, unless a parent/guardian calls to clear the absence within 72 hours.
Leaving School Early: The parent/guardian must call the attendance office to request a student's release prior to the time of release. Students must have a pass from the office in order to leave campus at any time during school hours.
Tardies/Truancies: School starts daily at 8:55 a.m. Students arriving after 8:55 a.m. will report to the office for a Tardy/Re-Admit slip. On the **third** unexcused tardy/truancy a letter will be mailed home reminding the parent/guardian of the attendance policy. On the **fifth** unexcused tardy/truancy the school will send a second reminder of the attendance policy to parent/guardian. On the **seventh** unexcused tardy/truancy the student will be **dropped** from class and placed in study skills. Students who consistently arrive late for period 1 will be scheduled to start school period 2, at 9:53 a.m.

Students who are more than 30 minutes tardy are considered truant and will not receive productive credit for the period. Students may delay removal from the class for excessive tardies/truancies by serving 30 minutes of detention. Up to 2 tardies may be removed by serving detentions. **These must** be served prior to the seventh tardy/truancy.

Eighteen (18) Year Olds: As an 18-year-old, you may excuse yourself no more than three (3) days per month. Partial days will be counted as a full day.

17. **Closed Campus:** Conejo Valley High has a closed campus policy. Students are expected to remain in their assigned classroom. **CVHS does not offer off-campus passes. Students are not allowed to go off campus for lunch unless a parent or guardian accompanies them. Students may not leave campus without parent permission and are not allowed to go to their cars during the school day.**

18. **Visitors:** Any person coming on to school grounds must check in through the office to secure permission to conduct business on campus. Only the parent/guardian listed as a contact can ask to see a student. Former students may not come back to “visit” during the school day unless they have received prior permission.
19. **Student Nutrition:** All students will have access to free breakfast and lunch served by the Conejo Valley Unified School District Child Nutrition department. Breakfast is served after period 1 and lunch is served after period 4. However, it is very important for parents or guardians to complete and submit an application for free or reduced meals as soon as possible after July 1st. Visit <https://conejo.vcoe.org/fsonline/Main/Login> to complete the application online.
20. **Food Delivery:** Food deliveries to students (Doordash, Uber Eats, GrubHub, etc.) are prohibited within Conejo Valley Unified School District. Students are allowed to bring food from home as an alternative source of nutrition. Food dropped off by a parent/guardian must be dropped off at the main office. Food and other items may not be passed through a fence.
21. **Early Dismissal:** Students with early dismissal are to leave campus. They should not be visiting other classrooms or remaining on campus. Students who choose to stay on campus without prior administrative approval will be escorted off by a campus supervisor or an administrator.
22. **Hall Passes:** You must have a pass to be out of class that includes a specific destination. Students may not visit other classes or go anywhere other than the approved destination. Detention may be assigned for violations. Repeat violations will result in denial of hall pass privileges.
23. **Restrooms:** Use of the restroom is encouraged before school, during breaks, at lunch, and after school. Students using the restroom during class time will be required to leave their phones with the teacher. Teachers will provide a hall pass once the phone has been collected. Students out of class with their cell phones are subject to hall pass restrictions and/or detention.
24. **Detention:** Students may be assigned detention by teachers or administrators for class disruption, truancy, tardiness, and other violations of behavioral expectations. Failure to serve detention leads to doubled detentions or community service and may result in in school supervision. Detentions are 30 minutes in length and may be served either before or after school in the office.
25. **CVUSD Bullying, Discrimination and Harassment Reporting:** Any student who believes he/she has been subjected to or witnessed discrimination, bullying or sexual harassment may file a complaint with any school employee. Within 24 hours of receiving a complaint, the school employee shall report it to the district Coordinator for Nondiscrimination (Assistant Superintendent, Instruction) and/or Principal. In addition, any school employee who observes any incident involving discrimination, bullying or sexual harassment involving a student shall, within 24 hours, report this observation to the Coordinator/Principal, whether or not the victim files a complaint.

26. **Dress Code:** The Governing Board is committed to upholding the following values and goals related to the student dress code:

1. All students should be able to dress comfortably for school without fear of or actual unnecessary discipline or body shaming.
2. All students should be able to wear clothing that expresses themselves and their beliefs without fear of discrimination or shaming in accordance with Section 3 below.
3. Ensure that all students are treated equitably regardless of gender/gender identification, sexual orientation, race, ethnicity, body type/size, religion, and personal style.
4. Students should not face unnecessary barriers to school attendance and should not have difficulty finding permitted clothing.
5. All students and staff should understand that they are responsible for managing their own personal "distractions" without regulating individual students' clothing/self-expression.
6. Students should feel comfortable being themselves.
7. Maintain a safe learning environment.

This dress code shall be utilized in all CVUSD schools, except as discussed in the Gang-Related Apparel and Uniforms sections below.

1. General Principle: certain body parts must be covered for all students. Clothing worn must cover genitals, buttocks, and nipples with opaque material at all times, no matter the student's movements
2. Students Must Wear:
 - Top (shirt, tank top, etc.) *
 - Bottoms (pants, sweatpants, leggings, shorts, jeans, skirt, etc.) *
 - Shoes: activity specific shoes requirements are permitted for athletics, or classes that require closed toe shoes for safety purposes (ex. Lab course, Physical Education)
*The equivalent to a top and bottom (dress, jumper, etc.) may also be worn.
3. Students Cannot Wear:
 - Violent language or images.
 - Images depicting drugs, alcohol, or any other illegal item or activity.
 - Hate speech, profanity, or pornography.
 - Images or language that creates a hostile or intimidating environment based on any protected class.
 - Hats, Helmets, Hoods, or Headwear (except as a religious, cultural, or ethnic observance, or medical purpose) when in an indoor classroom environment
 - Education Code 35183.5, as added by SB 310 (Ch. 575, Statute of 2001), requires schools to allow students to wear hats and other types of sun- protective clothing while outside
 - Students' personal items brought to school are also subject to the requirements under this Section 3.
 - Students cannot show visible underwear, not including straps and waistbands.
 - No bathing suits. Board shorts are allowed.
4. Dress Code Enforcement at School: Basic Rules:
 - No student should have to perform any action that would prove a dress code violation. Dress code violations must be clearly visible.

- Families (students and parents/guardians) should be notified of the dress code annually, or whenever the dress code is revised, including the consequences for violating the dress code. Consequences may never exceed those guidelines and must be enforced in a consistent manner.
- Students in TK-5 will not be presented with the dress code at schools due to their age range.

If students violate the dress code:

- No student should have to perform any action that would prove a dress code violation. Dress code violations must be clearly visible.
- Any loss of class time shall be kept to a minimum.
- If students do not have alternate clothing with them, they cannot be forced to wear clothing that is not theirs and must be provided the option to instead have parents/guardians called to bring alternative clothing.
- No student shall be shamed for a violation of the dress code.

Each school shall allow students to wear sun-protective clothing, including but not limited to hats, for outdoor use during the school day. (Education Code 35183.5)

Protective Gear

- No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control (Education Code 49066)
- Teachers instructing classes where protective or supportive clothing is needed, such as chemistry/biology (eye or body protection), dance (bare feet, tights/leotards), uniforms, costumes, or PE (athletic attire/shoes) can require students to wear protective gear or supportive clothing, remove dangling jewelry, tie hair up, or implement other necessary safety requirements.
- Teachers, Coaches, and Administrators cannot make further adjustments to the above dress code that specifically limit a student's expression of race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size; for the sole purpose of protecting that student from assumed sexual intent of another student.
- Teachers in classes where protective or supportive clothing is needed cannot implement any clothing related requirement unless it is for safety purposes.

Gang-Related Apparel

The principal, staff, parents/guardians, and students at a school may establish a dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Such a dress code may be included as part of the school safety plan and must be presented to the Board for approval. The Board shall approve the plan upon determining that it is necessary to protect the health and safety of the school's students.

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff, and parents/guardians participating in the development of the school safety plan shall define "gang-related apparel" and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. (Education Code 32282)

Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received. As necessary, the school shall collaborate with law enforcement agencies to update definitions of gang-related apparel.

27. **Other School Campuses:** Students are not to be on or around any other district campus without school permission during the school day or within 30 minutes of the start or completion of the day. Violation of this will result in suspension for defiance and the possibility of arrest. A student attending an after-school event at a district high school must follow all the rules required for a student who attends that high school.
28. **Transportation:** Student Drop-Off and Pick-Up: For those dropping off students for school, please enter through the main entrance off Janss Road. Proceed to the bottom of the parking lot and drop off students in front of the school. Exit the parking lot straight ahead on Paige Lane, turn left and continue to the stoplight on Janss Road.
29. **Driving to School:** Students driving to school are not permitted to park in the employee parking lot. Student parking is available in the adjacent Park-N-Ride to the west of the school or on Paige Lane. Students will receive consequences for unsafe driving near the school grounds.
30. **Good Neighbor Policy:** Maintaining a positive relationship with the public and private businesses is important to us. All students are expected to respect our local homeowners and businesses. Please pick up after yourselves and avoid disruptive behavior. Your business is appreciated, but loitering is not allowed.
31. **Jaywalking:** It is illegal to jaywalk across Janss Road. Students must use the appropriate crosswalks provided for pedestrians.
32. **Show Respect for Others:** All students and staff members should feel safe and secure on campus. Profanity, threats, sexual harassment, or harassment of others will not be tolerated.
33. **Smoking:** Smoking is prohibited on school or district property. Violation of this law will result in detention or suspension. Students who smoke within sight of school are subject to being searched. Students in possession of tobacco products, lighters or matches are subject to detention, and should expect to be searched. Repeat offenses will result in progressive discipline.
34. **Vaping:** Vaping has become a significant concern on school campuses. CVHS assigns consequences to students who vape on campus or are in possession of a vaporizer or containers that contain vape oil. Students who vape or are with students who are vaping within sight of school are subject to being searched. All vaporizers and vape materials will be confiscated by school administration. First offense of the vaping policy requires participation in vaping education provided by CVHS. Repeat offenses will result in progressive discipline.
35. **Taking Medication:** All medications, including over the counter aspirin, require a form completed by the **prescribing doctor**. Approved medications must be kept in the health office at CVHS.

36. **Personal Speakers, or Electronic Devices:** Use of personal speakers, or similar devices are not allowed during class time unless specific permission has been granted by the classroom teacher. The use of amplification devices is always prohibited on school grounds. The school is not responsible for lost or stolen cellphones, or other electronic devices.
37. **Cellphones:** Cellphones, AirPods or earphones may not be used during class time without teacher approval or permission. All phones should be silenced during class time. Cellphones, AirPods and earphones may be used when class is not in session. Students bringing cellphones or other electronic devices of value do so at their own risk. Administration and staff cannot be held responsible for lost or stolen cellphones or other items of value.
38. **Academic Dishonesty:** Academic Dishonesty is a deliberate attempt to disrupt the learning process by misrepresenting another's work as one's own. Dishonesty can occur within traditional paper/pencil activities and using technology such as online assignments, labs, quizzes, projects, and tests. Dishonesty during tests includes unauthorized communicating, copying materials, or allowing another student to copy, using prohibited notes or devices, obtaining prior knowledge of test content, and/or removing or distributing all or part of any test. Copying another person's assignment, plagiarism, or submitting a paper or project which is not one's own work and submitting falsified information for grading purposes are also examples of dishonesty.

When an incident of academic dishonesty occurs the following CVUSD approved discipline procedures will be followed (BP 5131.9.)

A. First Infraction

1. The teacher will conference with the student and record a grade of Fail for that assignment.
2. The teacher will notify the parent and send a referral to the appropriate administrator and counselor noting the infraction.
3. The student will be placed on contract, with the understanding that a second infraction in the same or any other class will result in the student's removal from the course in which the second infraction occurred. The contract will remain in effect for two years from the date of infraction.

B. Second Infraction in Same or Any Other Class

1. The teacher will send a referral to the appropriate administrator and counselor noting the infraction.
2. The parent will be notified and the student will be removed from the course and will not receive academic credit.

39. **Graffiti/Tagging:** Graffiti/tagging is strictly prohibited, is a suspendable offense and arrest is possible. In addition, possession of marking and etching devices will result in suspension. Prohibited devices include permanent markers, white-out, spray paint, paint pens, shoe polish, glass cutters and drill bits.
40. **Vandalism:** Damage to school property including graffiti and tagging is subject to arrest and/or recommendation for expulsion. Damage to private property may result in suspension and possible expulsion and/or arrest.
41. **Laser Pointers/Dangerous Objects/Weapons:** Students may not possess or use objects capable of bodily harm or injury including, but not limited to, laser pointers, pepper spray, sharp pointed

items, etc. Possession of weapons will result in suspension, police involvement and recommendation for expulsion.

42. **Substance Possession/Use:** Students may not possess, use and/or be under the influence of alcohol, dangerous drugs, unauthorized controlled substances and/or have drug paraphernalia during school and school activities, while on school property or while coming to or going home from school or school activities. Students suspected of possessing or being under the influence of drugs or alcohol will be evaluated and searched. Students in possession or determined to be under the influence will be suspended from school and are subject to expulsion and arrest. Repeated offenses will automatically result in recommendation for expulsion.
43. **Fighting:** Fighting is strictly prohibited. Students involved in a fight are typically suspended for five days. A student involved in two fights during the school year will receive a recommendation for expulsion.
44. **To/From School:** A student harassing, threatening, intimidating, or fighting with another student while coming to or going from school is subject to the same disciplinary policies and standards enforced on campus during the school day.
45. **School Supplies:** Each student should come to school prepared with a 3-ring binder, lined paper, pen, and pencils. Note: CVHS does not have student lockers.
46. **Physical Education:** Students enrolled in P.E. must wear clothing that does not restrict them from participation. CVHS does not have lockers.
47. **Work Permits:** Applications for work permits are available in the Library. Students who receive a work permit must maintain good attendance, work habits and behavior to retain their permit. Students must attend school on school days that they are scheduled to work. Work permits are a privilege and can be revoked due to attendance or behavior issues.
48. **Student Fees, Donations, and Fundraising: Section 5 of Article IX of the State of California Constitution guarantees students a “free public education.”** The State Supreme Court concluded in the 1984 case of *Hartzell v. Connell* (35 Cal.3d.899 (1984)), “that all educational activities carried on by public school districts, extra-curricular as well as curricular, must be without cost to the students who participate in such activities.” This same ruling found that “mandatory fees for participating in such extra-curricular activities as drama, music, and athletic competition were illegal under the State Constitution. “Furthermore, they also rejected the argument that “fees could be charged so long as the district waived fees for students who were financially unable to pay.”