

SONOMA VALLEY HIGH SCHOOL SCHOOLWIDE BEHAVIOR EXPECTATIONS

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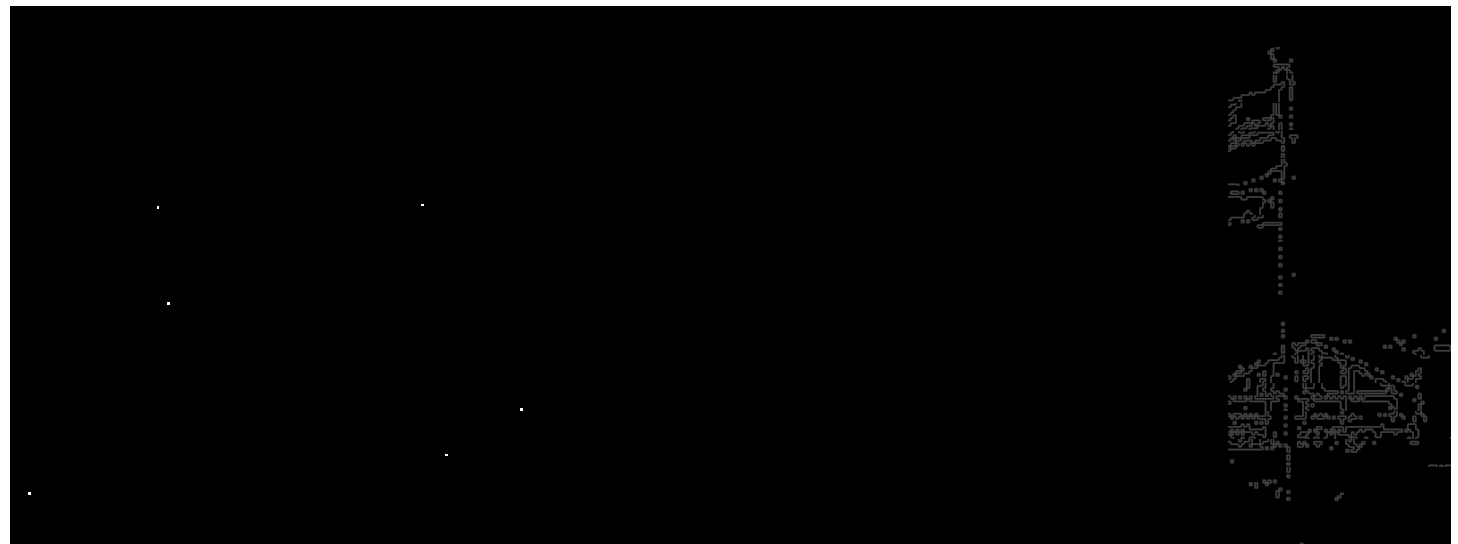
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Every student in California is guaranteed the right to a free, public education by the State Constitution. That right, however, is balanced by responsibilities—to continue to enjoy the right, the student must accept and fulfill certain responsibilities (i.e. regularly attend school, respect the rights of other students and the school staff, be in class on time prepared to learn, dress and behave in a manner appropriate to a business/work atmosphere). These responsibilities are defined in California law, are reflected in the values of the community, and are specified by the Board of Trustees (who speaks for the State of California and the local community) in school district policies.

Most students accept and fulfill their responsibilities; some do not. Sometimes a student makes a decision to behave in a manner which disrupts the educational process, which in turn threatens the rights of other students to an education in a safe, orderly environment. To protect the rights of all students, and the rights of their teachers, the State of California, the Board of Trustees, and the school staff have established clear expectations for student behavior.

It is important to remember that the behavior expectations of the school exist to protect the rights of all students. The consequences for inappropriate behavior exist to discourage students from making poor behavior decisions. It is the individual student who decides whether or not to meet these expectations—accepting the consequences when the decision is to behave inappropriately. The staff is committed to assisting students and their parents correct behavior, but the responsibility for the behavior is solely the student's.

Finally, if all the students at Sonoma Valley High School choose to meet the established behavior expectations, then parents, students and school staff can concentrate on their primary responsibilities—the achievement of academic excellence, positive personal and social growth, and the development of mutual respect and concern among students, staff, parents and community.

DISCIPLINARY PHILOSOPHY

The philosophy of discipline at Sonoma Valley High School includes a number of basic concepts:

- Behavior expectations and the consequences for not meeting expectations must be clearly communicated to all students and parents (in writing).
- The severity of consequences for violating behavior expectations increases with each incident of inappropriate behavior.
- The consequences for violating behavior expectations are intended to discourage students from making poor behavior decisions.
- Expectations and consequences should permit students an opportunity to eliminate inappropriate behavior (unless otherwise stated by law or Board policy).
- Parents are always to be notified of any violation of a behavior expectation and are involved in any disciplinary conference.
- Behavior expectations apply to all students, consequences are enforced consistently without regard to a student's record or achievement.

Additionally, the school staff recognizes that the high school years are a transition time from adolescence to young adulthood. As a part of this transition, the student is given greater and greater opportunities to be responsible and demonstrate independence. The structure of our *Behavior Expectations*—in the classroom as well as schoolwide—is meant to encourage students to be responsible for themselves. The first step in many instances of inappropriate behavior (those considered to be ‘minor’) is a simple warning, i.e. “. . . your behavior is unacceptable, please stop.” It is only when a student ignores such warnings and continues to choose to act irresponsibly—like a child, rather than an emerging adult—that we involve parents and implement consequences.

COMMON DISCIPLINARY STRATEGIES

The following are common disciplinary strategies. Students and parents should understand that some inappropriate behaviors require the immediate imposition of the most severe strategy.

INFORMAL TALK	In most classroom situations, this is the first step to correct an inappropriate behavior. The teacher describes clearly appropriate and inappropriate behavior and works with the student to gain the student's voluntary cooperation.
CONFERENCE	A formal meeting between the parent, the student and appropriate school staff. The inappropriate behavior is defined, previous efforts to correct the behavior are reviewed, future strategies to change the behavior are discussed and agreed upon, and a contract is signed by all parties (the contract is to include consequences for continued inappropriate behavior).
CONTRACT IMPLEMENTATION	The terms (consequences) specified in a contract are implemented, i.e. withdrawal from class with an “F,” suspension from school, loss of activity or athletic privileges, reassignment to another educational setting, etc.
SUSPENSION	A student may be suspended (barred) from attending school and school activities for a period of time from one (1) to five (5) days. Both student and parents are informed by phone, with a follow-up conference, of the reasons for and terms of the suspension. Students are expected to make-up all school work missed. Occasionally, if no parent is at home to supervise the student during the period of suspension, a student may be assigned “in-school” suspension whereby he/she will be confined to a work room at school and prohibited from contact with peers. If the total days of suspension of a student exceed 15 in a school year, the student <u>may be recommended</u> to the District Superintendent for expulsion from the District.
REASSIGNMENT	Students who regularly or excessively violate behavior expectations may lose the privilege of attending Sonoma Valley High School and be reassigned to an alternative educational setting.
EXPULSION	Students who choose to violate specific behavior expectations may be recommended to the District Superintendent for expulsion—exclusion from attendance in any District school or program.

EXPLANATION OF TERMS

ARSON:

The use of fire to destroy or attempt to destroy the property of an individual or the school.

ASSAULT (ON A SCHOOL STAFF MEMBER):

Any physical contact with a staff member which is unlawful or causes injury; verbal assault on a staff member with the intent to degrade, humiliate or threaten.

ASSAULT (ON A STUDENT BY A STUDENT):

Any willful attempt or threat to inflict injury when coupled with an apparent present ability to do so.

BATTERY:

Any unlawful touching of another which is without justification or excuse.

CONTROLLED SUBSTANCES:

A controlled substance is that which is identified by State law (Chapter 2, Division 10, Health and Safety Code) as a substance which is illegal to possess or sell unless otherwise permitted by law.

DEFIANCE OF SCHOOL STAFF:

Refusal to follow the reasonable request or direction of any member of the school staff.

EXTORTION:

Demanding money, or anything of value, from another person under threat of violence or in return for protection from violence.

EXPULSION:

Removal of a student from the immediate supervision and control of school District personnel—removal from attendance in any District school.

INTIMIDATION:

The effort to scare or to threaten another person with physical injury or public humiliation—includes “initiation” or “hazing.”

ROBBERY:

Unlawfully taking of money, personal property, or any other article of value, in the possession of another from his/her person or immediate presence and against his/her will, accomplished by means of force or fear.

SUSPENSION:

Removal from class/es for behavior adjustment; students may not attend any school activities.

In-House
At Home

TARDINESS:

Arriving late to class, or arriving in class without proper materials.

THEFT:

Taking of property which does not belong to the student without the owner’s consent.

TRUANCY:

Any absence from class without parent or guardian permission and for reasons not acceptable by California law.

VANDALISM:

Unlawfully damaging, defacing, or destroying property belonging to the school, staff, or students (or damage, defacement, or destruction of property which results from inappropriate behavior).

WEAPONS:

Any object—particularly any type of explosive device, gun, knife, bow and arrow, etc.—capable of use as, or whose use is threatened, or might be used, to inflict bodily harm or injury to another student or staff member.

Many of the behaviors described on this page are not daily or weekly problems at Sonoma Valley High School. They reflect statewide concerns which have resulted in the State Legislature creating laws governing student behavior in all schools. The inclusion of rules which cover the above acts are consistent among all California public schools and are included in our schoolwide *Behavior Expectations* by California Law and Board Policy. Further, by clearly defining illegal behaviors, the school staff expects that students will know clearly those behaviors which are illegal.

DEMERIT SYSTEM FOR FAILURE TO FOLLOW SCHOOL POLICIES

Sonoma Valley High School has adopted a positive conduct approach, which places responsibility on the student for his/her behavior. Students receive demerits for failing to follow school policies. **Demerits are a discipline counting system for documenting total discipline problems for each year.** A student will earn one (1) demerit for each incident of bad behavior. Additionally, one demerit is assigned for each partial or full day of suspension. **Any combination of demerits and/or suspension totaling seven (7) demerits will result in Loss of Privileges for nine (9) weeks.**

Demerits are cleared from the student's record at the conclusion of each school year. All discipline records become part of the student's cumulative file, but will not appear on the official transcript of grades and credits.

CONSEQUENCES FOR EXCESSIVE DEMERITS PER YEAR:

- **1-2 demerits: Warning.** One hour of **After-School Detention** (may include campus beautification clean-up projects) assigned for each demerit.
- **3 demerits:** One hour of **After-School Detention, written Warning Contract** issued notifying the student and parents that at 5 demerits the student will be suspended for 2 days for defiance of the school authorities. The **Warning Contract** must be signed by parent/guardian and returned to the appropriate administrator.
- **5 demerits: 2 days of "In-School" Suspension** (parents notified by phone) for defiance of the school administration. All class work must be made up by the student within two days of the return date to school.
- **7 demerits: Loss of all Privileges/3 days of Suspension ("at home" or "in school")** for continued defiance of the school administration. Parents are notified that their student may be **recommended for transfer to Gateway School** or another alternative educational environment upon the receipt of the 10th demerit. All class work must be made up by the student within three days of the return date to school.
- **10 demerits: 5 days of Suspension (released to parents) "at home"** for willful defiance of the school administration (California Ed. Code). The student will be referred to the school district level **Student Review Team** for a recommendation to transfer the student to Gateway or an alternative educational program.
- **11-20 demerits:** Students receiving more than 10 demerits in one school year are considered habitual behavior problems, making them unsafe to themselves and others in the educational setting. **Student will receive 1 day of Suspension (at home) for each incident or demerit, leading to the 20 days of suspension threshold for recommendation for expulsion from Sonoma Valley Unified School District.** (California Ed. Code)

(continued next page)

DEMERIT SYSTEM FOR FAILURE TO FOLLOW SCHOOL POLICIES (CONT'D)

LOSS OF PRIVILEGES (L.O.P.): This includes any school activity, both on and off campus, and during the school day and beyond. These activities include, but are not limited to, off-campus lunch privileges, school sports, practices, games, dances, and any other extracurricular school activity. The Graduation Ceremony will also be affected. (Please note that seniors losing privileges nine weeks before the end of school will not be able to participate in the Graduation Ceremony and Senior Activities). Seven (7) or more demerits will place a student on L.O.P. Loss of Privilege student lists will be reviewed regularly and prior to all student events.

INTERVENTIONS BY THE ADMINISTRATION

CLASSROOM REFERRALS: A student who chooses to demonstrate undesirable behavior in a classroom will receive a referral from the teacher to the appropriate administrator. At Sonoma Valley High School, we use a "**3 referral**" process, with increased consequences for each referral received per semester. Each semester the "3 referral" process starts over. The interventions for referrals are as follows:

1st Referral: The teacher calls home to notify the student's parent/guardian about the classroom incident. The student is called in to the administrative offices where the behavior is discussed, a demerit is issued, and one after-school detention is assigned.

2nd Referral: The student is called to the administrative office for a discussion. A **Behavior Contract** is written for the student in the classroom. One additional demerit and one after-school detention is assigned to the student.

3rd Referral: A meeting is held with the student and their parent/guardian. The student may be dropped from the class with an "F" grade and reassigned to an alternative classroom setting. One additional demerit and after-school detention is assigned to the student.

OUTSIDE OF CLASS BEHAVIOR ISSUES:

1. The student may be asked to sit in the rotunda or the administrative office under supervision until an administrator is available to discuss the poor behavior incident and assign consequences.
2. A **Discipline Warning Contract** is sent home for parent/guardian signature following the third demerit that a student receives.
3. The student will be assigned one demerit, one after-school detention, and/or suspension ("in-school" or at home) depending upon the severity of the incident.
4. The parent/guardian is notified by telephone for an "in-school" suspension consequence. The student must be released to a parent or guardian for more severe issues.

REMOVING DEMERITS

FORGIVENESS FACTOR: Students may earn a removal of one (1) demerit by attending one (1) **Saturday School** class from 8:00 AM to 12:00 noon or for good behavior. If a student has twenty (20) consecutive school days of good behavior (**receiving no demerits**), then one (1) demerit may be removed for each twenty consecutive school days. It is the student's responsibility to notify the appropriate administrator upon completion of the twenty school days of good behavior. **Privileges may be reinstated upon completion of the requirements necessary to return to Good Standing Status.**

GOOD STANDING STATUS: A student may return to a **Good Standing Status** by reducing his/her demerits to no more than 3 demerits. A student may accomplish this by either attending Saturday School or maintaining a "clean record" for more than twenty school days, which demonstrates to the administration a willingness to abide by Sonoma Valley High School's *Behavior Expectations*.

SCHOOL RULES ARE IN EFFECT . . .

- *From the time a student leaves home to go to school until the student arrives at school.*
- *During school hours (whether the student is on or off the campus, during lunch).*
- *From the time the student leaves school until arrival at home.*
- *Whenever a student is on any district site at any time (including vacations or holidays).*
- *On the way to a school activity and during the activity.*
- *On the way home from the activity.*

*** Students must show their student I.D. card upon request from a staff member.**

OFFENSES WHICH REQUIRE SUSPENSION AND EXPULSION

BEHAVIOR	OCCURRENCE	DEMERITS	ACTION TO BE TAKEN
<ul style="list-style-type: none"> • Possess, sell, or furnish a firearm.** (Felony) • Brandish a knife at another person.** (Misdemeanor) • Unlawfully sell a controlled substance.** (Felony) • Attempting or committing sexual assault or battery.** (Felony) • Possession of an explosive.** (Felony) • Terroristic threat to school. ** 	1st Incident	<ul style="list-style-type: none"> • All of these offenses will result in 7 demerits. (2 demerits are removable.) 	<ul style="list-style-type: none"> • Police will be notified and the student will be cited. • The student will be suspended for five (5) days. The student will be recommended for expulsion to the Superintendent. • The student may be suspended until an expulsion hearing is held if the student is deemed a danger to himself or others. • Students awaiting an expulsion hearing will be excluded from participation in all extra-curricular activities for 18 school calendar weeks from the date of the incident. <p><i>**These school rules are part of the California Penal Code. Students violating these rules are breaking the law and may be charged with a misdemeanor or felony crime.</i></p>

OFFENSES WHICH REQUIRE SUSPENSION AND A CONDUCT PROBATION CONTRACT

BEHAVIOR	OCCURRENCE	DEMERITS	ACTION TO BE TAKEN
<ul style="list-style-type: none"> • Possession of legally controlled drugs.** (F) • Possessed, used, or otherwise furnished any legally controlled substance, alcoholic beverage or intoxicant.** (M/F) • Under the influence of any legally controlled substance or alcoholic beverage.** (M) • Possession of drug paraphernalia.** (M) 	1st Offense	1 demerit for each day of suspension.	<ul style="list-style-type: none"> • The student will be suspended for three to five (3-5) days. • Parent Conference will be held with an Administrator. • Conduct Probation Contract. • Students in possession of drugs or alcohol will be assigned to a diversion program.

OFFENSES WHICH REQUIRE SUSPENSION AND/OR RECOMMENDATION FOR EXPULSION

<ul style="list-style-type: none"> • Electronic stun devices, chemical stun agents, BB guns, paint ball guns. Possession of an imitation firearm (i.e. a reasonable person concludes that the replica is a real firearm).** (M/F) • Caused, attempted to cause, or threatened to cause serious injury to another person.** (F/F) • Possessed, sold, or otherwise furnished an explosive device, knife, or other dangerous object.** (F) • Assault on a school staff member.** (M/F) • Committed or attempted to commit robbery or extortion.** (F) • Arson or attempted arson. ** (F) • Vandalism over \$100: The malicious defacing, damaging, or destroying of school, student, or employee property. (M/F) 	1st Offense (or 2nd Offense for above)	All of these offenses will result in 7 demerits (2 are removable).	<ul style="list-style-type: none"> • Mandatory referral to law enforcement. • The student will be suspended for five (5) days. • The student will be recommended for expulsion to the Superintendent, if in the judgement of the administrator in consultation with the Board of Trustees and Superintendent, a mitigating circumstance exists. Student may be given a suspended expulsion and placed on contract probation. • Students awaiting an expulsion hearing will be excluded from participation in all extra-curricular activities for a period of 18 weeks from date of incident. • The student may be suspended from school until an expulsion hearing is held if the student is deemed a danger to himself or others.
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OFFENSES WHICH REQUIRE SUSPENSION AND MAY RESULT IN A RECOMMENDATION FOR EXPULSION

The school administration reserves the right to proceed directly to a recommendation for expulsion for a first incident if the severity of the behavior warrants it or if the student has a history of violating school or classroom behavior expectations.

BEHAVIOR	OCCURRENCE	DEMERITS	ACTION TO BE TAKEN
<ul style="list-style-type: none"> • Vandalism (caused or attempted to cause damage to school or private property), “tagging”/ graffiti.**(Misdemeanor/Felony) • Willfully defied school staff member or school authority, willfully disrupted classroom instruction or school activities. (Education Code) • Fighting, inciting a fight, running to the scene of a fight, crowding around a fight.** (M) • Theft or attempted theft, received stolen property.** (M/F) • Indecent Exposure (exposure of the buttocks, female breasts, male/female genitalia).** (M) • Committed an obscene act, habitual profanity or vulgarity. (EC) • Conspiracy to violate school rules, participating in violation of school rules by observing such violation, or going out of one’s way to witness such violation. • Throwing food or objects that could hurt another person. • Gang-related activities: Inciting fights, threatening other students, and/or intimidation. 	1st Incident	1 demerit for each day of suspension	<ul style="list-style-type: none"> • A police report may be filed. • The student may be suspended from school (3–5 days depending on the severity of the incident). • A behavior contract may be developed. • There may be a loss of school privileges (i.e. participation in extra-curricular activities). • School or community service may be assigned.
	2nd Incident	1 demerit for each day of suspension	<ul style="list-style-type: none"> • A police report may be filed. • The student may be suspended from school (5 days). • The student may be recommended to the Superintendent for expulsion. • Students awaiting an expulsion hearing will be excluded from participation in all extra-curricular activities for 18 weeks from the date of the incident.
<p><i>**These school rules are part of the California Penal Code. Students violating these rules are breaking the law and may be charged with a misdemeanor or felony crime.</i></p>			

ATTENDANCE POLICY

The State of California divides student absences into three categories—Medical/Excused, Non-Medical/Unexcused, and Truancy (“cut”). Medical/Excused are allowable absences under the mandatory school attendance laws. The State permits schools to collect revenue for students who are medically excused. The State does not allow schools to collect revenue for non-medical/unexcused or truant absences. Unexcused absences and cuts annually reduce our budget from the State by \$100,000 a year. More importantly, regular school attendance is the most critical factor in student success in school. Students who choose not to attend regularly are not as successful in school, are always under extra pressure to catch-up, and create very negative images in the minds of their teachers. We have instituted a policy on unexcused absence and truancy.

BEHAVIOR	OCCURRENCE AND ACTION TO BE TAKEN
<p>EXCUSED ABSENCE: A student receives an excused absence for the following three reasons:</p> <ol style="list-style-type: none"> 1) Medical excuse (Doctor's note). 2) Bereavement for immediate family member or close relative. 3) Court subpoena/appearance. 4) School-related activities approved by administrator prior to absence. 	<p>0-3 Unexcused Absences/Cuts.....5 credits</p> <p>4-6 Unexcused Absences/Cuts.....4 credits (1 lost credit) On the fourth (4) unexcused absence/cut a letter is sent home and a SART (School Attendance Review Team) hearing may be held.</p> <p>7 Unexcused Absences/Cuts.....3 credits (2 lost credits) On the seventh (7) unexcused absence/cut a second letter is mailed home. The student may be referred to a transfer team to determine if an alternative program is appropriate. Students who lose credits from two or more classes may be referred to Gateway School or an alternative school setting.</p>
<p>*An absence must be excused through the attendance office within one week of the absence date.</p>	
<p>TRUANCY: A student chooses not to attend school without his/her parent's/guardian's permission.</p> <p>UNEXCUSED ABSENCE: A parent gives his/her permission for his/her student to miss school for a purpose not approved by State attendance laws.</p> <p>TRUANCY CONSEQUENCE: A student is truant and is caught committing a crime by local law enforcement agencies.</p>	<p>For each course in which credits are reduced, a student must recapture those lost credits (maximum of 2) during the current semester to earn full (original) credit. Otherwise, the credits earned will be considered elective credits and the course will have to be repeated.</p> <p style="text-align: center;">CRIME COMMITTED WHILE TRUANT</p> <p>The consequence for a student who is truant when they commit a crime that involves police action is increased depending upon the crime committed. The student may be assigned demerits , after school detention, or suspension.</p>

TARDY POLICY

OCCURRENCE	ACTION TO BE TAKEN
	<p><u>REGULAR CLASSROOM TARDY POLICY:</u></p>
1st – 2nd tardy:	Warnings
3rd – 7th tardy:	2% grade reduction taken from the student's Participation Grade category with a total cap of 10% of the student's overall semester grade. Example: 3rd tardy = 2% reduction 4th tardy = 4% reduction 5th tardy = 6% reduction
8th – 12th tardy	An office referral is written by the teacher on the 8th, 10th, and 12th tardy. The parent/guardian is notified by the teacher on each referral. Students may be removed from the class for excessive tardiness after the third referral. When tardy it is the student's responsibility to check attendance with teachers.
	<p><u>A+ PERIOD TARDY POLICY:</u></p>
	The consequences for tardies during A+ periods will be the same as the regular classroom. These consequences will be assessed to the appropriate A+ period the student is attending.
	<p><u>HOMEROOM TARDY POLICY:</u></p>
1st – 3rd tardy	Warnings by teacher. A student may be asked to serve classroom detention.
4th tardy.....	First referral written, one demerit and one after school detention assigned.
6th tardy.....	Second referral written, one demerit and one after school detention assigned.
8th tardy.....	Third referral written and student <i>may</i> be removed from Homeroom and placed in the administration's MAC (Motivational Assistance Center).
	<p><u>CUTTING HOMEROOM:</u></p>
1 – 3 cuts.....	One demerit assigned at the time the administration processes homeroom cuts.
4 – 6 cuts.....	One demerit assigned. After school detention assigned.
7 – 9 cuts.....	One demerit assigned; may be placed in the administration's Motivational Assistance Center.
	<p><u>TARDY FORGIVENESS FACTOR:</u></p>
	<p>1 SATURDAY SCHOOL = 2% OF GRADE RECOVERED. 4 HOURS AFTER SCHOOL TUTORIAL = 2% OF GRADE RECOVERED.</p>
	<p><u>CONTINUOUS TARDY PROBLEMS:</u></p>
	Students who have a continuous tardy problem, i.e. late returning from lunch, are considered to be in defiance of the school administration (California Ed. Code). Students will be issued Discipline Citations notifying the student of the number of demerits he/she received, leading to lunchtime or after-school detention and possible suspension from school. (See demerit policy on page 4-5.)

SONOMA VALLEY HIGH SCHOOL DRESS CODE

Student dress and grooming must be appropriate to class and school activities, not be a safety or health hazard, and not cause a disruption to the educational environment (SVUSD BP5132(a) and AR 5132(a)).

Guidelines to follow for appropriate dress at Sonoma Valley High School:

1. Clothing, jewelry, and personal items, such as backpacks, binders, gym bags, etc., shall be free of writing, pictures, or any other insignia which are crude, vulgar, profane or sexually suggestive; which bear drug, alcohol or tobacco company advertising, promotions and likenesses; or which advocate racial, ethnic or religious prejudice.
2. Clothes shall be sufficient to conceal undergarments at all times.
The following are prohibited:
 - See-through or fish-net fabrics
 - Half-shirts or sideless shirts
 - Bare midrifs, bare or open back shirts/blouses
 - Strapless/tube tops
 - Clothing with holes or that is torn, ripped or ragged
 - Sagging pants that expose underwear
 - Excessively short skirts or shorts
3. Tops must cover the midriff and must be at least as high as the top of the student's armpit.
4. Shorts and skirts must be at least fingertip length when arms are placed naturally at the student's side.
5. Shoes or sandals must be worn at all times.
6. Chains hanging from clothing, dog collars and studded jewelry may not be worn.
7. Pajamas and/or slippers of any kind are not permitted
8. Any article of clothing that is deemed inappropriate may not be worn.

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

The administration may provide appropriate clothing on a contract basis. Students will be required to return the clothing within 2 days laundered or further consequences will occur.

OCCURRENCE	DEMERITS	ACTION TO BE TAKEN
1st Incident	1 demerit 1 After-school detention	Administrator, Faculty, and/or Staff member will direct student to the appropriate Administrator. Student will be asked to change or will be sent home.
2nd Incident	1 day In-School Suspension	Student is in defiance of the school Administration. Administrator, Faculty, and/or Staff member will direct student to the appropriate Administrator. Student will be asked to change or will be sent home. Parent Contacted.
3rd Incident	2 day In-School Suspension Parent Conference 1 demerit for each day of suspension	Administrator, Faculty, and/or Staff member will direct student to the appropriate Administrator. Parent Conference for the student because he/she continues to be in defiance of the school Administration.

SONOMA VALLEY HIGH SCHOOL DRESS CODE - GANG RELATED
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The following portion of the SVHS Dress Code is consistent with the section of SVUSD Board Policy 5132 that states that the Principal may, "restrict student dress and grooming as necessary to comply with Board policy related to gang activity." The SVHS Dress Code is also consistent with California Education Code section 35183.7(b) & (c), which states that the, "governing board of any school district may adopt or rescind a reasonable dress code policy that requires pupils to wear a schoolwide uniform or prohibits pupils from wearing 'gang related apparel'... Adoption and enforcement of a reasonable dress code policy pursuant to subdivision (b) is not a violation of Section 48950." (California Education Code 48950 declares that California Education Code 35183 does not violate students' Free Speech rights as defined in California Education Code 48907)

Clothing and accessories of any kind that are deemed by the Principal and/or law enforcement to have any unauthorized group affiliation are not allowed; clothing and accessories of any kind worn in a particular fashion that indicates an unauthorized group affiliation are not allowed.

Examples of prohibited clothing and accessories include but are not limited to:

1. Solid Red and/or Blue Clothing (Includes solid shirts worn underneath other clothing, sweatshirts, and hats [even if brim and/or insignia are a different color]).
2. All clothing brands and designs with any unauthorized group symbols or signs on it, including but not limited to: "13," "14," XIII, XIV, all area codes, etc.
3. All Bandanas or bandana patterns on clothing.
4. "Hanging" belts.
5. Red and/or blue shoelaces, belts, headbands, or ribbons.
6. Rubber bands worn around pants legs and/or wrists.
7. Gloves worn during warm weather.
8. Hair nets or visible skull caps.
9. Gang-related tattoos.

Finally, the SVHS Dress Code is consistent with California Education Code section 32282, which states that, "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." Therefore, the Principal reserves the right to modify, with appropriate and timely parent notification, this portion of the SVHS Dress Code at any time during the school year.

OCCURRENCE	DEMERITS	ACTION TO BE TAKEN
1st Incident	Gang Warning	Administrator, Faculty, and/or Staff member will direct student to the appropriate Administrator. Parent will be contacted, and SVUSD Gang Policy sent home.
2nd Incident	3-5 day Suspension Parent Conference 1 demerit for each day of suspension	Administrator, Faculty, and/or Staff member will direct student to the appropriate Administrator. Parent will be contacted for a mandatory parent conference.
3rd Incident	5 day Suspension 1 demerit for each day of suspension	Administrator, Faculty, and/or Staff member will direct student to the appropriate Administrator. Student is recommended for a possible transfer to an alternative program or recommended for expulsion.

STUDENT PARKING AND DRIVING POLICY

<u>Regulations</u>	<ol style="list-style-type: none"> 1. Every student using the student parking lot must have a valid parking sticker. 2. The sticker must be permanently displayed on rear driver's side window. 3. Students must show A.S.B. ID card and/or off campus pass to an administrator /campus supervisor before leaving campus during the school day.
<u>Student Driver Expectations</u>	<ol style="list-style-type: none"> 1. PARKING LOT IS CLOSED TO STUDENTS, EXCEPT: <ul style="list-style-type: none"> -Drivers cleared (11th/12th) at lunch -Students cleared through Attendance Office (must show clearance form to Campus Supervisor(s)). 2. Drivers are expected to drive in a safe manner that is consistent with state and local laws. 3. The speed limit on campus is 5 MPH. 4. Park ONLY within authorized spaces and areas. <i>(Vehicles are subject to being cited and towed at owners expense.)</i>
<u>Consequences</u>	<ol style="list-style-type: none"> 1. Wreckless Driving or Speeding Violation: Senior exit privileges and parking privileges will be lost. <ul style="list-style-type: none"> - 1st Offense: 1 month - 2nd Offense: 1 semester - 3rd Offense: Out permanently - 4th Offense: 3-day suspension + mandatory parent conference

TOBACCO / TOBACCO PRODUCTS / CHEWING TOBACCO

BEHAVIOR	OCCURRENCE	DEMERITS	ACTION TO BE TAKEN
<ul style="list-style-type: none"> • Possessed, used or furnished tobacco or a product containing nicotine or tobacco (chew, cigarettes, or clove cigarettes). (EC) 	1st Incident	1 demerit	<ul style="list-style-type: none"> • Tobacco is confiscated and parent is contacted. • Student may be assigned to a diversion program.
	2nd Incident and beyond	1 demerit for each day of suspension	<ul style="list-style-type: none"> • Student is assigned a 3-day suspension, tobacco is confiscated, and a parent conference is held. • Student may be cited for tobacco possession by the Sheriff's Department.

CLOSED CAMPUS POLICY

The decision as to whether students are restricted to the grounds of a school or are allowed to leave the grounds at specified times rests with the Board of Trustees. The decision whether to permit students to leave school grounds involves consideration of student personal safety, the necessity for and practicality of supervision by adults, and the ability of students to make responsible decisions. The Board has determined that responsibility is a trait which students must develop and one which must be demonstrated rather than simply given to them before they are able to realize the implications. Having carefully reviewed all considerations, the Board of Trustees and school administration have determined that a “closed” campus is appropriate for freshmen and sophomores. Additionally, the Board of Trustees and school administration believe that the decision whether juniors and seniors should leave campus is one which should be made by parents. We require, therefore, that all juniors and seniors have permission from their parents to leave the school grounds at the specified times (lunch time only). In this way all parties are aware of their obligations, responsibilities and role.

Leaving campus during school hours is a privilege granted by the Board of Trustees. **Privileges are earned by regular and ongoing demonstration of responsibility. Juniors or seniors who choose not to return to campus on time (specifically to 5th or 6th period classes), drive their car or ride their bicycle recklessly, or loiter in the community surrounding the school, may lose the privilege of leaving campus for a time to be determined by the school administration.**

BEHAVIOR	OCCURRENCE	DEMERITS	ACTION TO BE TAKEN
Student refuses to follow the provisions of the "closed" campus policy.	1st Incident	1 demerit	Student will be assigned to one after school detention.
	2nd Incident	1 demerit	The student will be assigned to 1-day in-school suspension, with required parent conference.
	3rd Incident	1 demerit for each day of suspension "in school"	The student will be assigned to two (2) days in-school suspension.
	4th Incident	1 demerit for each day of suspension at home	The student is in defiance of <i>Schoolwide Behavior Expectations</i> and will be assigned to four (4) hours of Saturday School. The student will be suspended and released to his/her parent/guardian.

The campus will be “closed” for all students during the first few weeks of school. During that time, seniors may bring the appropriate permission form signed by their parent/guardian to the Student Activities Office.

The privileges for juniors and seniors is directly related to attendance. The privilege shall be determined on a month-to-month basis. Sophomores may lose open campus privilege for their junior year for poor attendance.

HONESTY

The Sonoma community and the staff of Sonoma Valley High School continue to place a high value on politeness, mutual respect, and honesty. The staff is expected to model these values and to teach them to our students. We will not accept or tolerate lying to any member of the staff or chaperone, refusing to identify oneself or lying about one's identity to a staff member, forging documents, or cheating on homework or classwork. (No demerits - classroom offense)

BEHAVIOR	OCCURRENCE	ACTION TO BE TAKEN
<ul style="list-style-type: none"> Copying another student's homework or classwork (excluding tests, essays, research papers, etc.)—see below. 	1st Incident	An "F" grade will be assigned and parents will be notified.
	2nd Incident	An "F" grade will be assigned, a parent conference will be held, a behavior contract will be signed.
	3rd Incident	An "F" grade will be assigned, the consequences specified in the behavior contract will be implemented.
<ul style="list-style-type: none"> Cheating on a test, plagiarizing a research paper, copying another student's essay, report or research paper (includes a student allowing another student to copy his/her work). Stealing or damaging another student's work or materials (in every case the teacher shall determine the amount of restitution to be made as a condition of remaining in the class). 	1st Incident	An "F" grade for the assignment will be given, a referral will be made to the appropriate counselor and administrator.
	2nd Incident	An "F" grade for the assignment will be given, a referral will be made to the appropriate counselor and administrator, a parent conference will be held and a behavior contract will be signed by all parties. Should the 2nd incident occur in the same class as the first incident, the student will be dropped from the course with an "F" grade.
<ul style="list-style-type: none"> Refusal to or incorrectly identifying oneself to any staff member, custodian, campus supervisor, substitute or chaperone. Knowingly lying to a staff member, forging an attendance note. 	1st Incident	1 demerit, 1 after school detention
	2nd Incident	Suspension from school and parent conference. 1 demerit for each day of suspension

STUDENTS MUST HAVE THEIR STUDENT ID IN POSSESSION AT ALL TIMES.

STUDENTS MUST PRESENT THEIR STUDENT ID WHEN ANY ADULT STAFF MEMBER REQUESTS IT.

ATHLETIC POLICY CODE OF CONDUCT

CONDITIONS OF PARTICIPATION FOR STUDENT-ATHLETES (Updated 6/1/05)

Interscholastic Athletics is a voluntary program. Students are not obligated to participate, and participation is not a requirement for graduation. A student is not required to have athletic grades for college entrance; thus, competition in high school is a privilege and not a right. Therefore, it is the responsibility of the athlete to conform to standards established by the school's athletic teams.

Appearance: The student athlete should dress appropriately and the mode of dress must not provide any hazard to his/her safety or performance.

Controlled Substance Use/Abuse: Alcohol, tobacco, narcotics and any other banned substances are detrimental to the athlete and any violation will be dealt with in accordance with Sonoma Valley High School's *Behavior Expectations*.

- For a violation of Sonoma Valley High School's *Behavior Expectations* during a school-sponsored event or activity an athlete may be suspended up to 18 weeks from all school activities, including interscholastic sports.
- For a violation of Sonoma Valley High School's *Behavior Expectations* which occurs outside a school-sponsored event or activity, a student-athlete may be suspended up to 10 practice days from interscholastic sports. (Example: Police citation for drinking on the weekend)
- If there is a second offense outside of school in the same season, the athlete will be suspended from the team for the remainder of the season and 30 practice days from the date of the suspension. This may affect the next season of sport. The suspension is applied to the current school year and does not carry over to the next year.
- The coach has the option to suspend an athlete for the entire season for a major violation, which is consistent with our *Behavior Expectations*.

Androgenic/Anabolic Steroid Use/Abuse: Both the participating student-athlete and the parents, legal guardian/caregiver hereby agree that the student shall NOT use androgenic/anabolic steroids without the written prescription of a fully licensed physician (as recognized by the American Medical Association) to treat a medical condition (*Bylaw 524*). We also recognize that under *CIF Bylaw 200.D*, there could be penalties for false or fraudulent information. We also understand that Sonoma Valley High School's *Behavior Expectations* policy regarding the use of controlled substances will be enforced.

Conduct Unbecoming: Any action or behavior that brings embarrassment to an athlete, his/her team or this school may be subject to the above consequences as outlined for first and second offenses of controlled substances. Such actions include, but are not limited to, theft, vandalism, assault, and any other violations of the *Behavior Expectations*.

NCS Election Policy: Any student-athlete who is ejected for unsportsmanlike conduct, including fighting during an interscholastic contest, will also be ineligible to compete in the next contest and may not dress for the game but may practice. A second such ejection and the student-athlete will be suspended for the remainder of the season. The student-athlete has the right to appeal such a suspension to the league commissioner.

INTIMIDATION/HARASSMENT

Intimidation may occur either verbally, physically or in writing. It is a threat to do physical harm to a person or the person’s property.

Harassment is an unsolicited and unwelcome written, verbal, physical gesture and/or visual contact, with racial or ethnic, religious, sexual or personal context or motivation. Written examples include but are not limited to threats, demeaning or humiliating statements, suggestive or obscene letters, notes or invitations. Verbal examples include but are not limited to derogatory comments, innuendoes, slurs, offensive jokes or epithets, or comments about physical features. Physical examples include but are not limited to leering, gestures, display of suggestive objects, pictures, cartoons or posters, unwelcome or offensive touching, impeding or blocking movement. This conduct becomes harassment when any of the following conditions are true:

1. An action is considered by a reasonable person of the same gender to be sufficiently severe or pervasive to have “a negative impact upon an individual’s academic performance or creates an intimidating educational environment.”
2. A person continues to behave in the same manner after being informed that the behavior is inappropriate, demeaning, unwelcome, offensive or humiliating.
3. A person threatens reprisals or implies threats of reprisal following a request to stop an objectionable behavior.
4. A person says or writes something which is knowingly untrue, a lie, or a misrepresentation or distortion of the truth and which damages another’s reputation.

Students are strongly encouraged to consider the school staff to be people who care about the welfare of students. It is our desire to resolve the above problems in the quickest, most satisfactory manner—before a situation evolves out of control and before the student’s sense of personal safety is threatened. We hope that students will ask staff members for their assistance to resolve such problems at the earliest possible time.

BEHAVIOR	OCCURRENCE	DEMERITS	ACTION TO BE TAKEN
<ul style="list-style-type: none"> • Intimidation, or the attempt to intimidate a staff person or student. • Harassment—ethnic/racial, religious, personal, sexual orientation. <p>The Administrative Staff reserves the right to file a Police Incident Report and/or recommend for an expulsion hearing for a first or second incident if the severity of the incident warrants it.</p>	1st Incident	1 demerit	If the problem is not considered serious, a formal, non-punitive conference will be held with the appropriate parties. If the situation is serious, or one or both of the parties involved are unwilling to resolve the problem, a contract will be developed and communicated to parents (a Police Incident Report will be filed if appropriate).
	2nd Incident	1 demerit for each day of suspension	If a student is involved in a second incident, unrelated to the first, a <u>2 to 3</u> day(s) suspension will be assigned. If the incident is related to the first, the student will be recommended for expulsion. A citation to Youth and Family Services will be issued by our Resource Officer.
	3rd Incident	7 demerits	The student will be recommended to the Superintendent for expulsion from the School District (with a recommendation that the expulsion not be suspended). The student may be arrested.

Harassment complaint forms are available from every teacher, the secretaries in the Counseling, Activities, and Principal’s Offices, and from the Librarian or Library Aides.

**SONOMA VALLEY HIGH SCHOOL
HARASSMENT COMPLAINT FORM**

Intimidation is a verbal threat to a student or staff member which threatens physical harm to a person or the person's property.

Harassment is an unsolicited and unwelcome written, verbal, physical and/or visual contact, with racial or ethnic, religious, sexual orientation or personal context or motivation. Written examples include but are not limited to threats, demeaning or humiliating statements, suggestive or obscene letters, notes or invitations. Verbal examples include but are not limited to derogatory comments, innuendoes, slurs, offensive jokes or epithets, or comments about physical features. Physical examples include but are not limited to leering, gestures, display of suggestive objects, pictures, cartoons or posters, unwelcome or offensive touching, impeding or blocking movement. Harassment occurs when:

1. An action has a "negative impact upon an individual's academic performance or creates an intimidating educational environment."
2. A person continues to behave in the same manner after being informed that the behavior is inappropriate, demeaning, unwelcome, offensive or humiliating.
3. A person threatens reprisals or implies threats of reprisal following a request to stop an objectionable behavior.
4. A person says or writes something which is knowingly untrue, a lie, or a misrepresentation or distortion of the truth and which damages another's reputation.

Students are strongly encouraged to consider the school staff to be people who care about the welfare of students. It is our desire to resolve the above problems in the quickest, most satisfactory manner—before a situation evolves out of control and before the student's sense of personal safety is threatened. We hope that students will ask staff members for their assistance to resolve such problems at the earliest possible time.

Person Being Harassed: _____ **Date:** _____

Person Harassing: _____ **Incident Date:** _____

Description of Harassment (include where and when): _____

Witnesses: _____

Any Special Information or Request _____

All witnesses names will remain confidential unless otherwise desired.

SPECIAL RULES REGARDING ELECTRONICS

BEHAVIORS NOT	OCCURRENCE	DEMERITS	ACTION TO BE TAKEN
<ul style="list-style-type: none"> • Bringing iPods, portable CD players, MP3 players, handheld electronic games and discman players to school is not allowed.* • Use of all cell phones (including text messaging) during classroom time is prohibited (cell phones must be turned OFF).* • Laser pointers, universal remotes, or other disruptive devices are not allowed on campus.* <p><i>* The school is not responsible for lost or stolen items.</i></p>	1st Incident	Warning	The teacher will confiscate the student's property and deliver through a campus supervisor to the appropriate Administrator. The administrator will return it at the end of the school day.
	2nd Incident	1 demerit 1 After-school detention	The teacher will confiscate the student's property and deliver through a campus supervisor to the appropriate Administrator. Student's property will be returned to the student's parent/guardian during a parent conference.
	3rd Incident	1 demerit for each day of suspension	This will be considered defiance of school authority. Student's property will be confiscated. Parent/guardian will be notified that the student may not have the property on campus, including cell phones. 2-3 days In-School Suspension and a behavior contract for defiance of school authority.

ADDITIONAL RULES

<ul style="list-style-type: none"> • Using skateboards, scooters, motorized scooters, or in-line skates on school grounds are not allowed. • Riding bicycles on campus is not allowed. • Sale of consumer products for the purpose of economical gain of an individual student or student organization is not allowed 	1st Incident	Warning	A verbal warning will be given and the property stored until the end of the school day.
	2nd Incident	1 demerit	The property will be confiscated and held for one calendar week. It will be returned to the student's parents
	3rd Incident	1 demerit for each day of suspension	This will be considered defiance of school authority—1st incident (suspension).
<ul style="list-style-type: none"> • Public display of affection is not allowed (beyond holding hands). • Large (more than 3 students) intimidating groups congregating for the purpose of harassment or intimidation of others is not allowed. 	1st Incident	Warning	Informal counseling.
	2nd Incident	1 demerit for each day of suspension	This will be considered defiance of school authority - Detention or In-school suspension will be assigned.
<ul style="list-style-type: none"> • Displaying behavior, gestures, apparel or paraphernalia indicative of gang affiliation is not allowed. 			See Page 12 for Consequences.

SCHOOL CLEANLINESS

BEHAVIORS NOT ALLOWED	OCCURRENCE	DEMERITS	ACTION TO BE TAKEN
<ul style="list-style-type: none"> • Students purposefully not using garbage cans and other garbage collection receptacles is littering. • Students throwing food, paper, and/or other forms of garbage at others is not allowed. • Spitting on walkways and sitting areas is not permitted. • Students tagging (graffitti) furniture and/or buildings will be punished. 	1st Incident	1 demerit	Clean area, designated by an Administrator, for one day.
	2nd Incident	1 demerit After-School Detention assigned	Clean area, designated by an Administrator, for one week.
	3rd Incident	1 demerit for each day of suspension	Suspension, 1 to 3 days, for defiance.

VIOLATION OF TECHNOLOGY

Students and their parents/guardians must sign an Internet Use–Student User Agreement in order to have access to the Internet. This access may not be used for any purpose which conflicts with the goals or policies of the School District or for illegal or unethical purposes.

Students who fail to abide by the obligations set forth in the Internet Use Agreement shall be subject to the following disciplinary action.

BEHAVIORS NOT ALLOWED	OCCURRENCE	DEMERITS	ACTION TO BE TAKEN
<ul style="list-style-type: none"> • Using inappropriate language, i.e. swearing, vulgarities by students in not allowed. • Students using the Internet to encourage the use of drugs, alcohol, tobacco, or promoting unethical practices or any activity is prohibited by law or School District policy. • Recording, transmitting or receiving material that is threatening, obscene, disruptive or sexually explicit is not allowed. • Students may not use "social websites", i.e. my space, facebook, etc. on <u>any</u> campus computer. • Students are not allowed to download copyrighted material for other than their own personal use. • Students attempting to read other users' mail, deleting, copying, modifying or forging other users' student folder on the server will be punished. 	1st Incident	1 demerit	One-month loss of privileges and parent conference.
	2nd Incident (of the year)	1 demerit After-School Detention assigned	Additional loss of computer lab privileges for the remainder of the semester and a contract for defiance.
	3rd Incident	1 demerit for each day of suspension	Suspension, permanent loss of privileges.

BUS RULES

Schoolwide Behavior Expectations apply to all Sonoma Valley High School students riding District buses. In addition, bus drivers may have additional rules designed to ensure student safety. The school bus driver is responsible for the enforcement of all behavior expectations. When a student chooses to behave in an inappropriate manner, a conduct report will be given to the student and the appropriate school administrator. The administrator will deal with the student as designated by the *Schoolwide Behavior Expectations* and/or bus rules.

A school bus driver, with the concurrence of a site administrator, has the option to suspend a student from riding a bus, either for a short or long-term period. Every effort should be made by the student, parent, and school administrator to correct minor problems before a bus driver has to revoke the student's bus-riding privilege.

SEARCH AND SEIZURE

While a student does not "leave his/her civil rights at the schoolroom door," the Supreme Court has given school officials a great deal of latitude in determining whether they can search a student or the student's possessions. While the police must have "probable cause" that a crime has been committed in order to search someone, a school official is required only to have a reasonable belief that a student has violated a school rule or law. While school administrators have more power to search students, we also recognize that we must exercise this power carefully and with restraint and good judgment. The Board of Education has developed very clear guidelines for the search of students.

When it is practical, the student shall be present when a search of his/her possessions (including automobiles) is conducted. Items confiscated during a search will be held by school officials pending further investigation, parent notification, and/or disciplinary action.

Items held or confiscated by the school will be evaluated for return to the proper owner upon completion of an investigation or disciplinary action. Contraband or unlawful items, the possession of which violate the *Schoolwide Behavior Expectations*, District Policy, State or Federal laws, shall not be returned to the student or to the representative of the students. Such items shall be turned over to law enforcement officials or, if requested by law enforcement officials, shall be destroyed. Other items left unclaimed after an investigation or disciplinary action will be disposed of by school officials.

LAW ENFORCEMENT INVOLVEMENT

School administrators are required by law and District policy to notify law enforcement agencies when some *Schoolwide Behavior Expectations* are violated. When the police or sheriff's department are called to deal with a student, the school staff will notify parents (or legal guardians) of the action taken. Any actions taken by the police or sheriff shall be separate from the consequences imposed by the school and will not supersede school actions.

School officials are required by law to assist law enforcement officers in the performance of their duties (investigation, arrest of suspects, provision of address or phone number, etc.). If a student is removed from the school campus by the police or sheriff, school officials shall notify parents/guardians.

YOUR RIGHT TO DUE PROCESS

This pamphlet explains our behavior expectations and the consequences that will result when a student chooses not to meet them. Whenever a student chooses to violate a school behavior expectation, the student is entitled to and shall have his/her due process rights observed. Due process means that no consequences shall be imposed against a student until the facts have been determined and the student has been given an opportunity to present his/her explanation. Due process means that students and their parents shall be advised of their rights—procedures which the school must follow when disciplining students and procedures available to parents to appeal school or district decisions.

Hopefully, students at Sonoma Valley High School will never be in a situation where they need the protection afforded by their due process rights. If, however, a student does become involved in a suspension or expulsion process, both the student and his/her parent/guardian will be given a detailed explanation of due process procedures.

SUSPENSION PROCESS

Students may be suspended from school by the Superintendent, school Principal, or his/her administrative designees. Unless an emergency exists (health or safety considerations), a student shall receive notice of suspension, a specification of charge/s, and an opportunity to present his/her explanation of the events for which suspension is being considered. In all cases, a school administrator will meet, or attempt to meet, with a parent/guardian to review the cause for the suspension.

Suspension consists of the student being excluded from participation in classroom and extra-curricular activities for a period of 1 to 5 days. A student may be suspended either out-of-school or to an “in-house” detention. Students suspended from school are required to keep up with their class work and will be given full credit for work completed.

In special cases, as determined by a school administrator, a student may be suspended more than 5 school days when the student is considered to be a threat to the safety of others.

EXPULSION PROCESS

In some specified instances, the Principal (or his designee) is required to recommend to the Superintendent the expulsion of a student. In these instances, the student is always suspended from school for at least 5 days. If the student is considered a danger to other students, he/she may be suspended from school for the entire period prior to the expulsion hearing by the Board of Trustees.

The length of expulsion may be for the remaining days of a semester, with loss of current semester credits, or for a maximum of two semesters. The Board of Trustees makes all decisions in expulsion cases.

A student recommended for expulsion is notified of expulsion charges in a conference with his/her parent/guardian in attendance. There are very specific procedures to be followed in an expulsion and the student and parent/guardian are informed of these procedures during the conference.

Because of the extremely serious consequences for a student, the school fervently hopes that no student will choose to behave in a manner which will cause the school to recommend his/her expulsion.