

# Sonoma Valley High School 2011-2012

## Schoolwide Behavior Expectations

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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 that right, the student must accept and fulfill certain responsibilities such as 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 in school district policies.

Although 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 and must accept the consequences when the decision is made to behave inappropriately. The staff is committed to assisting students and their parents understand expectations and correct behavior, but the responsibility for the behavior is solely the student's.

Finally, if the students at Sonoma Valley High School choose to meet the established behavior expectations, then students, parents and school staff can concentrate on the primary goals for education. These goals are academic achievement and 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 State Law or Board Policy.
- Parents are always to be notified of any violation of a behavior expectation and are to be involved in any disciplinary conference.
- Behavior expectations apply to all students and 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 increasingly greater opportunities to be responsible and demonstrate independence. The structure of our *Behavior Expectations*, in the classroom as well as school wide, is meant to encourage students to be responsible for themselves. The first step in many instances of minor inappropriate behavior 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 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 is set up. 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 of the contract or consequences specified in a contract are implemented. Examples of terms might be 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 20 in a school year, the student may be recommended 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-School  
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.

Most of the behaviors described on this page are not daily or even weekly occurrences 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 school wide *Behavior Expectations* by California Law and Board Policy. Further, by clearly defining illegal behaviors, the school staff expects that students will know 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 may earn one (1) to five (5) demerit(s) for each incident of negative behavior or days of suspension. **When individual demerits total seven (7), the student may lose privileges until reduced.**

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

## CONSEQUENCES FOR DEMERITS MAY RESULT IN ANY OF THE FOLLOWING:

- **1-2 demerits:** **Warning.** One hour of **After-School Detention** This may be assigned for each demerit and may include campus beautification clean-up projects.
- **3 demerits:** One hour of **After-School Detention plus a written Contract** is issued notifying the student and parents that at 5 demerits the student may 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** for defiance of the school administration. All assigned work must be made up by the student within two days of the return date to school. Parents are notified by phone.
- **7 demerits:** **Loss of all Privileges/3 days of Suspension** for continued defiance of the school administration. Parents are notified that their student may be **recommended for transfer to** another alternative educational environment upon the receipt of the 10th demerit. Assigned 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 may 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 may receive 1 or more day(s) of suspension at home for each incident or demerit, leading to the 20 days of suspension threshold which will result in a recommendation for expulsion from Sonoma Valley Unified School District.** (California Ed. Code)

# FAILURE TO FOLLOW SCHOOL POLICIES (CONT'D)

**LOSS OF PRIVILEGES (L.O.P.):** L.O.P. 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, plays, and any other extracurricular school activity. Seven (7) or more demerits may place a student on L.O.P. Loss of Privilege student lists will be reviewed regularly and prior to all student events. Please note that seniors losing privileges before the end of school may not be able to participate in the graduation ceremony and senior activities.

## **INTERVENTIONS**

**CLASSROOM REFERRALS:** A student who chooses to demonstrate undesirable behavior in a classroom may receive a referral from the teacher to the appropriate administrator. At Sonoma Valley High School, we use a **Progress Referral** process to encourage positive behavior. The interventions for referrals are as follows:

**1st Referral:** The teacher must call home to notify the student's parent/guardian about the classroom incident. The student is called in to the office where the behavior is addressed, a demerit is issued, and appropriate consequence is issued.

**2nd Referral:** The teacher must call home. The student is called to the office by the administrator. A **Behavior Discipline Contract** may be written and appropriate consequence is issued by the administrator.

**3rd Referral:** The teacher must call home. A meeting is held with the student, their parent/guardian teacher and administrator as soon as possible. The student may be dropped from the class with an "F" grade and/or reassigned to an alternative classroom setting. Appropriate consequences will be assigned.

## **REMOVING DEMERITS**

**FORGIVENESS FACTOR:** Students may earn a removal of one (1) demerit by attending one (1) **Saturday School**, four (4) after school detentions. When the student has 1 calendar month of good behavior (**no documented incidents**) then one (1) demerit may also be removed. It is helpful when the student notifies administration of completion of one month of good behavior.

### **CALIFORNIA EDUCATION CODE SAYS 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.
- when truant.
- whenever a student is on any district site at any time including nights, vacations, weekends or holidays (24-7).
- on the way to a school activity, during the activity and on the way home from the school activity.

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## OFFENSES WHICH REQUIRE SUSPENSION AND EXPULSION

BEHAVIOR	OCCURRENCE	ACTION TO BE TAKEN
<ul style="list-style-type: none"> <li>• Possess, sell, or furnish a firearm.* (Felony)</li> <li>• Brandish a knife at another person.* (Misdemeanor)</li> <li>• Unlawfully sell a controlled substance.* (Felony)</li> <li>• Attempting or committing sexual assault or battery.* (Felony)</li> <li>• Possession of an explosive.* (Felony)</li> <li>• Terroristic threat to school. *</li> </ul>	1 <sup>st</sup> Incident	<ul style="list-style-type: none"> <li>• Police will be notified and the student will be cited.</li> <li>• The student will be suspended at home for five (5) days and receive a demerit per day suspension. The student will be recommended for expulsion to the Superintendent.</li> <li>• The suspension may be extended until an expulsion hearing is held if the student is deemed a danger to himself or others.</li> <li>• Students awaiting an expulsion hearing will be excluded from participation in all extra-curricular activities.</li> </ul>

*\*These school rules are also part of the California Penal Code. Students violating these rules are breaking the law and may be charged with a misdemeanor or felony crime.*

## GUIDELINES FOR OFFENSES REQUIRING SUSPENSION, A BEHAVIOR CONTRACT AND/OR EXPULSION

BEHAVIOR	OCCURRENCE	ACTION TO BE TAKEN
<ul style="list-style-type: none"> <li>• Possessed, used, or otherwise furnished any legally controlled substance, alcoholic beverage or intoxicant of any kind. **</li> <li>• Under the influence of any legally controlled substance or alcoholic beverage.</li> <li>• Possession of drug paraphernalia.</li> </ul>	1 <sup>st</sup> Incident	<ul style="list-style-type: none"> <li>• The student will be suspended for five (5) days. One (1) demerit will be given for each day of suspension.</li> <li>• Parent Conference will be held with an administrator.</li> <li>• Behavior Contract drawn or reviewed.</li> <li>• Students in possession of drugs or alcohol may be assigned to a diversion program.</li> </ul>

## OFFENSES WHICH REQUIRE SUSPENSION AND/OR RECOMMENDATION FOR EXPULSION

BEHAVIOR	OCCURRENCE	ACTION TO BE TAKEN
<ul style="list-style-type: none"> <li>• Possession of 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).</li> <li>• Caused, attempted to cause, or threatened to cause serious injury to another person.</li> <li>• Possessed, sold or otherwise furnished an explosive device, knife, or other dangerous object.</li> <li>• Assault on a school staff member.</li> <li>• Committed or attempted to commit robbery or extortion.</li> <li>• Arson or attempted arson.</li> <li>• Vandalism over \$100: the malicious defacing, damaging or destroying of school, student, or employee property.</li> </ul>	<p>1<sup>st</sup> Incident or 2<sup>nd</sup> Incident for above</p>	<ul style="list-style-type: none"> <li>• The student will be suspended for five (5) days.</li> <li>• The student will be recommended for expulsion to the Superintendent. If in the judgment of the administrator, in consultation with the Board of Trustees and Superintendent, a mitigating circumstance exists, the student may be given a suspended expulsion and placed on contract probation.</li> <li>• Students awaiting an expulsion hearing will be excluded from participation in all extra-curricular activities.</li> <li>• The student may be suspended from school until an expulsion hearing is held if the student is deemed a danger to himself or others.</li> </ul>

**\*\*A Breathalyzer may be used at school and/or at school events including but not limited to dances, athletic events and field trips.**

A breathalyzer may be administered when a student's behavior provides "reasonable suspicion" that he/she may have consumed an alcoholic beverage. Reasonable suspicion is defined in California case law as "a condition which would lead an ordinary, prudent individual to believe that a person may be guilty of violating the law". Specific examples of behavior establishing "reasonable suspicion" for using alcohol would include, but are not limited to, bloodshot eyes, slurred speech, stumbling, clumsy movements, unusual behavior or abnormal gait, odor of alcohol around the individual or information about possession or use of alcohol provided by a third party.

# **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.**

<b>BEHAVIOR</b>	<b>OCCURRENCE</b>	<b>ACTION TO BE TAKEN</b>
<ul style="list-style-type: none"> <li>• Vandalism caused or attempted to cause damage to school or private property, including “tagging”/graffiti.</li> <li>• Willfully defied school staff member or school authority, willfully disrupted classroom instruction or school activities.</li> <li>• Fighting, inciting a fight, running to the scene of a fight, crowding around a fight.</li> <li>• Theft or attempted theft, received stolen property.</li> <li>• Indecent Exposure (exposure of the buttocks, female breasts, male/female genitalia).</li> <li>• Committed an obscene act, habitual profanity or vulgarity.</li> <li>• 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.</li> <li>• Throwing food or objects that could hurt another person.</li> <li>•Gang-related activities: Inciting fights, threatening other students, and/or intimidation.</li> </ul>	<p>1<sup>st</sup> Incident</p>	<ul style="list-style-type: none"> <li>• A police report may be filed.</li> <li>•The student may be suspended from school up to five (5) days depending on the severity of the incident and receive one (1) demerit for each day of suspension.</li> <li>• A behavior contract may be developed.</li> <li>• There may be a loss of school privileges (i.e. participation in extra-curricular activities).</li> <li>• School or community service may be assigned.</li> <li>• A police report may be filed.</li> <li>• The student may be recommended to the Superintendent for expulsion.</li> <li>• Students awaiting an expulsion hearing will be excluded from participation in all extra-curricular activities.</li> <li>• The suspension may be extended until an expulsion hearing is held if the student is deemed a danger to himself or others.</li> </ul>

# 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. 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 and are always under extra pressure to catch-up.

- An absence must be excused through the attendance office within 5 days of the absence date.
- Parents may call 933-4017 (24 hours a day) and leave a message or students may bring a note written by a parent/guardian upon their return to school.
- Any absences or unexcused tardies passed the 5-day period will be subject to administrative approval.
- Students who must leave campus for an appointment **must always sign-out at the attendance office prior** to leaving and sign back in upon their return.

Type of Absence	Homework/Classwork
<p><b>Excused</b> – Students are absent for one of the following reasons:</p> <ul style="list-style-type: none"> <li>• Illness</li> <li>• Medical/dental appointment</li> <li>• Bereavement for immediate family member or close relative</li> <li>• Court subpoena/appearance</li> <li>• School-related activities approved by administrator <b>prior</b> to absence.</li> <li>• Suspension</li> </ul>	<ul style="list-style-type: none"> <li>• Students are allowed to complete all assignments and tests missed during the absence that can be reasonably provided within a reasonable period of time. A reasonable period of time is deemed to be equivalent to the number of days absent (e.g. absent 2 days = work completed in 2 days).</li> <li>• Students shall receive full credit if the work is turned in according to the make-up schedule</li> </ul>
<p><b>Truancy/Cut ***</b></p> <p>Students willfully choose not to attend school.</p> <ul style="list-style-type: none"> <li>• Absences not excused within one week of the absence date will become “Cuts.”</li> <li>• Absences for students who leave campus for appointments without signing out prior to the appointment will recorded as “Cuts.”</li> </ul>	<p>Students are not allowed to complete assignments or tests missed during an absence that is a cut.</p>

\*\*\*Truancy/cuts may result in parent conferences, Saturday School, detention including campus beautification, suspension, a School Attendance Review Team contract, School Attendance Review Board hearing and/or dropped from classes.

## TARDY POLICY (Unexcused)

**Unexcused Tardy Definition: Student is not in class when the bell rings.**

OCCURRENCE	ACTION TO BE TAKEN
<p>1<sup>st</sup> - 2<sup>nd</sup> tardy:</p> <p>3<sup>rd</sup> - 7<sup>th</sup> tardy:</p> <p>8<sup>th</sup> - 12<sup>th</sup> tardy:</p>	<p><b>Regular Classroom Unexcused Tardy Policy:</b></p> <p>Warning</p> <p>2% grade reduction taken from the student's Participation Grade category with a total cap of 10% of the student's overall semester grade.</p> <p style="padding-left: 40px;">Example:     3rd tardy = 2% reduction                              4th tardy = 4% reduction                              5th tardy = 6% reduction</p> <p>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. <b>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.</b></p>
	<p><b>A+ PERIOD TARDY POLICY:</b></p> <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>
	<p><b>TARDY FORGIVENESS FACTOR:</b></p> <p><b>1 Saturday School = 2% of grade recovered.</b>  <b>4 hours after school tutorial = 2% of grade recovered.</b></p> <p><b>CONTINUOUS TARDY PROBLEMS:</b>            Students who have continuous tardy problems, including returning late from lunch, are considered to be in defiance of the school administration (California Ed. Code) and regular discipline policies will apply. If it is a lunchtime issue, then lunch privileges may be revoked.</p>

<b>Sonoma Valley High School</b> <b>DRESS CODE</b>
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**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 BP 5132 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 midriffs, 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 may be assigned.

OCCURRENCE	CONSEQUENCE	ACTION TO BE TAKEN
1st Incident	<ul style="list-style-type: none"> <li>● Documented warning</li> </ul>	<ul style="list-style-type: none"> <li>● Administrator, Faculty, and/or Staff member will direct student to the appropriate Administrator.</li> <li>● Student will be asked to change or will be sent home.</li> </ul>
2nd Incident	<ul style="list-style-type: none"> <li>● After-school detention</li> </ul>	<ul style="list-style-type: none"> <li>● Student is in defiance of the school Administration.</li> <li>● Administrator, Faculty, and/or Staff member will direct student to the appropriate Administrator.</li> <li>● Student will be asked to change or will be sent home.</li> <li>● Parent will be contacted.</li> </ul>
3rd Incident	<ul style="list-style-type: none"> <li>● Appropriate consequences will be applied for defiance of school rules.</li> </ul>	<ul style="list-style-type: none"> <li>● Administrator, Faculty, and/or Staff Member will direct student to the appropriate Administrator.</li> <li>● Student will be asked to change or will be sent home.</li> <li>● Parent will be contacted.</li> </ul>

## Sonoma Valley High School DRESS CODE - GANG RELATED

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.)

Wearing of clothing and accessories of any kind that are deemed by the Principal and/or law enforcement to indicate unauthorized group affiliation is not allowed

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

1. Solid red, burgundy or maroon (e.g., "SF 49ers" red) clothing, solid blue, navy blue or royal blue (e.g., "LA Dodgers" blue) clothing, clothing with a solid red, burgundy, maroon and/or solid blue, navy blue or royal blue background (this includes solid shirts in these colors worn underneath other clothing, sweatshirts, shoes, outerwear 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. Rubberbands 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	CONSEQUENCE	ACTION TO BE TAKEN
1st Incident	<ul style="list-style-type: none"> <li>• Documented Gang Activity Warning</li> </ul>	<ul style="list-style-type: none"> <li>• Administrator, Faculty, and/or Staff member will direct student to the appropriate Administrator.</li> <li>• Parent will be contacted, and SVUSD Gang Policy sent home.</li> </ul>
2nd Incident	<ul style="list-style-type: none"> <li>• 3-5 day Suspension</li> <li>• Parent Conference</li> <li>• 1 demerit for each day of suspension</li> </ul>	<ul style="list-style-type: none"> <li>• Administrator, Faculty, and/or Staff member will direct student to the appropriate Administrator.</li> <li>• Parent will be contacted for a mandatory parent conference.</li> </ul>
3rd Incident	<ul style="list-style-type: none"> <li>• 5 day Suspension</li> <li>• 1 demerit for each day of suspension</li> </ul>	<ul style="list-style-type: none"> <li>• Administrator, Faculty, and/or Staff member will direct student to the appropriate Administrator.</li> <li>• Student <u>may</u> be recommended for a transfer to an alternative program or recommended for expulsion.</li> </ul>

# STUDENT PARKING LOT AND DRIVING POLICY

## STUDENT DRIVER EXPECTATIONS

1. THE PARKING LOT IS CLOSED TO STUDENTS DURING CLASS TIME
  - 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.
  - 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. Vehicles are subject to being cited and towed at owner's expense.
5. Students are expected to pick up the trash around personal vehicles.
6. Students in the parking lot will not disrupt Adele Harrison Middle School (i.e. no loud or inappropriate music or engine revving.)

## CONSEQUENCES:

Reckless Driving or Speeding Violation: Off campus and/or parking privileges may be lost.

- |                |  |
|----------------|--|
| - 1st Offense: | Warning and/or referral                          |
| - 2nd Offense: | Temporary loss of parking privilege              |
| - 3rd Offense: | Out for semester                                 |
| - 4th Offense: | 3-day suspension and mandatory parent conference |

# TOBACCO / TOBACCO PRODUCTS /CHEWING TOBACCO

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

## 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 also involve 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 vehicle 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	ACTION TO BE TAKEN
Student refuses to follow the provisions of the "closed" campus policy.	1 <sup>st</sup> Incident	Student will be given one (1) demerit and appropriate consequences.
	2 <sup>nd</sup> Incident	The student will be assigned to a designated area for one (1) week.
	3 <sup>rd</sup> Incident and beyond	Appropriate discipline for defiance.

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

**The privileges for juniors and seniors are 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 during their sophomore year.**

## OFF-LIMIT CAMPUS POLICY

The following locations are considered “Off limits;” tennis courts bridge, any part of the creek, dirt parking lot, south of the JV Softball field, north parking lots, inside the fenced area of the track.

BEHAVIOR	OCCURRENCE	ACTION TO BE TAKEN
Student refuses to follow the provisions of the “off-limit” campus policy	1 <sup>st</sup> Incident	1 demerit and appropriate discipline
	2 <sup>nd</sup> Incident	1 demerit and student will be assigned a designated location on campus for one week
	3 <sup>rd</sup> Incident	Student will be suspended for 1-3 days for defiance of <i>Schoolwide Behavior Expectations</i> .

## 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 class work. Progressive discipline will apply.

BEHAVIOR	OCCURRENCE	ACTION TO BE TAKEN
<ul style="list-style-type: none"> <li>• Copying another student's homework or classwork (excluding tests, essays, research papers, etc.)—see below.</li> </ul>	1 <sup>st</sup> Incident	An "F" grade for the assignment will be given; teacher notifies parent.
	2 <sup>nd</sup> Incident	An "F" grade for the assignment will be given, a parent teacher conference will be held, a behavior contract may be signed.
	3 <sup>rd</sup> Incident	An "F" grade for the assignment will be given, the consequences specified in the behavior contract will be implemented.
<ul style="list-style-type: none"> <li>• 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).</li> <li>• 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.)</li> </ul>	1 <sup>st</sup> Incident	An "F" grade for the assignment will be given, a referral will be made to the appropriate counselor.
	2 <sup>nd</sup> Incident	<p>An "F" Grade for the assignment will be given, a referral will be made to the appropriate administrator, a parent conference will be held and a behavior contract will be signed by all parties.</p> <p>Should the 2<sup>nd</sup> incident occur in the same class as the first incident, the student will be dropped from the course with an "F" grade.</p>
<ul style="list-style-type: none"> <li>• Refusal to or incorrectly identifying oneself to any staff member, custodian, campus supervisor, substitute or chaperone.</li> <li>• Knowingly lying to a staff member, forging an attendance note.</li> </ul>	1 <sup>st</sup> Incident	One (1) demerit and appropriate discipline assigned.
	2 <sup>nd</sup> Incident	Suspension from school and parent conference. One (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 7/1/11)

**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, with administrative approval, 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** which may occur either verbally, physically or in writing 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 escalates 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	ACTION TO BE TAKEN
<ul style="list-style-type: none"> <li>• Intimidation, or the attempt to intimidate a staff person or student.</li> <li>• Harassment – ethnic/racial, religious, personal, sexual orientation.</li> </ul>	<p>1<sup>st</sup> Incident*</p> <p>2<sup>nd</sup> Incident*</p> <p>3<sup>rd</sup> Incident</p>	<p>Administrator conference with student regarding the incident, parent contact and appropriate discipline administered.</p> <p>If a student is involved in a second incident, a three (3) day suspension may be assigned and a contract may be written in a parent conference.</p> <p>The student may 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.</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.***

***\*Harassment complaint forms are available from every teacher, all office staff members, and from the librarian or library aide.***

**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 escalates 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 ALLOWED	OCCURRENCE	ACTION TO BE TAKEN
<ul style="list-style-type: none"> <li>• <b>IPods</b>, earphones, portable CD players, MP3 players, and other electronic devices are not allowed at school.*</li> <li>• Use of <b>all cell phones</b> (including text messaging) during classroom time is prohibited (cell phones must be turned <b>OFF</b>).*</li> <li>• Laser pointers, universal remotes, or other disruptive devices are not allowed on campus.*</li> </ul> <p><i>* The school is not responsible for lost or stolen items.</i></p>	1 <sup>st</sup> Incident	The staff member 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.
	2 <sup>nd</sup> Incident	The staff member 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. A demerit and appropriate discipline will be assigned.
	3 <sup>rd</sup> Incident	The third incident will be considered defiance of school authority and appropriate discipline will be assigned. Student's property will be confiscated. Parent/guardian will be notified that the student may not have the property on campus, including cell phones. Appropriate demerits will be given.

## ADDITIONAL RULES

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

## SCHOOL CLEANLINESS

BEHAVIORS NOT ALLOWED	OCCURRENCE	ACTION TO BE TAKEN
<ul style="list-style-type: none"> <li>• Students purposefully not using garbage cans and other garbage collection receptacles is littering.</li> <li>• Students throwing food, paper, and/or other forms of garbage at others.</li> <li>• Spitting on walkways and sitting areas.</li> <li>• Students tagging (graffiti) furniture and/or buildings.</li> </ul>	1 <sup>st</sup> Incident	Clean area, designated by an Administrator.
	2 <sup>nd</sup> Incident	Clean area designated by an Administrator and appropriate discipline given.
	3 <sup>rd</sup> Incident	Suspension

## 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	ACTION TO BE TAKEN
<ul style="list-style-type: none"> <li>• Using inappropriate language, i.e. swearing, vulgarities by students in not allowed.</li> <li>• 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.</li> <li>• Recording, transmitting or receiving material that is threatening, obscene, disruptive or sexually explicit is not allowed.</li> <li>• Students are not allowed to download copyrighted material for any reason other than their own personal use.</li> <li>• Students may not read other users' mail, delete, copy, modify or forge other users' student folders on the server.</li> </ul>	1 <sup>st</sup> Incident	One-month loss of privileges and parent conference
	2 <sup>nd</sup> Incident (of the year)	Additional loss of computer lab privileges for the remainder of the semester and a contract for defiance
	3 <sup>rd</sup> Incident	Suspension and 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 or property 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 certain *Schoolwide Behavior Expectations* are violated. When the police or sheriff's department is called to deal with a student, the school staff will notify the 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 including investigation, arrest of suspects or the 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 which include 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 location. 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 approves all decisions in expulsion cases.

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

Due to 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.

**SONOMA VALLEY UNIFIED SCHOOL DISTRICT**  
**GROUNDS FOR SUSPENSION AND EXPULSION**

California Education Code 48900 and Sonoma Valley Unified School District Policy 5144.1 allow the superintendent and/or principal of a school to suspend or recommend for expulsion a student for any infraction of the following rules while on school grounds, going to or coming from school, during the lunch period whether on or off the campus, or during, or while going to or coming from, a school sponsored activity. The designated consequences (1<sup>st</sup> offense, 2<sup>nd</sup> offense, additional offenses) are guidelines followed by 6-12 schools. Alternative school sites may have additional or modified consequences. However, any of the listed offenses, when the conduct is of an extreme nature, may result in suspension of up to 5 days or a recommendation for expulsion for the first or second offense.

48900 OFFENSE	1 <sup>ST</sup> OFFENSE	2 <sup>ND</sup> OFFENSE	ADDITIONAL OFFENSES
<b>(a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person; or (2) Willfully used force or violence upon the person of another, except in self-defense.</b>			
1. Fighting	3 day suspension & required parent conference *@	5 day suspension & required parent conference *@	5 day suspension - required parent conference.*@ □
2. Abusive, threatening, willfully defiant, or gang-related behavior	3 day suspension & required parent conference @	5 day suspension & required parent conference@	5 day suspension- required parent conference.*@ □
3. Assault and/or battery	5 day suspension and transfer to alternative placement or recommendation for expulsion.#		
4. Assault with a deadly weapon	5 day suspension and recommendation for expulsion. Mandatory referral to law enforcement.		
5. Caused serious physical injury	5 day suspension and recommendation for expulsion. Mandatory referral to law enforcement.		

<b>(b) Possessed, sold, or otherwise furnished any FIREARM, KNIFE, EXPLOSIVE, OR OTHER DANGEROUS OBJECT unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.</b>			
5 day suspension and recommendation for expulsion. Mandatory referral to law enforcement and/or fire marshal*			

<b>(c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any CONTROLLED SUBSTANCE listed in Chapter 2 (Commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.</b>			
1. Selling, furnishing or in possession for sale any controlled substance	5 day suspension and recommendation for expulsion. Mandatory referral to law enforcement.*		
2. Possession and/or under the influence of any controlled substance, alcoholic beverage, dangerous substance, or intoxicant	5 day suspension & recommendation for expulsion - referral to law enforcement.* A second incident occurring anytime during a student's school career will result in a recommendation for expulsion.		

<b>(d) Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and REPRESENTED the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.</b>			
5 day suspension and recommendation for expulsion. Mandatory referral to law enforcement. *			

<b>(e) Committed or attempted to commit ROBBERY or EXTORTION</b>			
5 day suspension and recommendation for expulsion. Mandatory referral to law enforcement. # *			

<b>(f) Caused or attempted to cause DAMAGE TO SCHOOL PROPERTY OR PRIVATE PROPERTY</b>			
Due to the potential seriousness of this offense, the requirements of California Education Code for this Section and Penal Code Section 594, any infraction of this rule will result in suspension and may result in recommendation for expulsion. Recommended referral to law enforcement and/or fire marshal.			

<b>(g) Stole or attempted to STEAL SCHOOL PROPERTY OR PRIVATE PROPERTY</b>			
	2 day suspension, restitution and required parent conference. Recommended referral to law enforcement.	3 day suspension, restitution and required parent conference. Recommended referral to law enforcement.	5 day suspension, transfer to alternative placement, restitution. Recommended referral to law enforcement.* <input type="checkbox"/>

<b>(h) Possessed or used tobacco, or any products containing TOBACCO or NICOTINE products, including, but not limited to cigarettes, cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel.</b>			
	1 day suspension and required parent conference.+	3 day suspension and required parent conference.+	5 day suspension and required parent conference.

<b>(i) Committed an OBSCENE ACT or engaged in HABITUAL PROFANITY OR VULGARITY.</b>			
1. Obscene acts or habitual profanity.	3 day suspension and required parent conference.	4 day suspension and required parent conference.	5 day suspension and required parent conference.
2. Obscene gestures or unsanitary acts.	1 day suspension.+	2 day suspension and required parent conference.	3 day suspension and required parent conference.

<b>(j) Had unlawful possession of, or unlawfully offered, arranged, or negotiated to sell any DRUG PARAPHERNALIA, as defined in Section 11014.5 of the Health and Safety Code.</b>	
	5 day suspension and recommendation for expulsion - referral to law enforcement. A second incident will result in a recommendation for expulsion.

<b>(k) DISRUPTED SCHOOL ACTIVITIES or otherwise WILLFULLY DEFIED THE VALID AUTHORITY of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.</b>			
1. False fire/emergency alarm	3 day suspension and required parent conference. Mandatory referral to fire marshal	4 day suspension and required parent conference. Mandatory referral to fire marshal.	5 day suspension and transfer to alternative placement. Mandatory referral to fire marshal. <input type="checkbox"/>
2. Closed campus policy violation	1 day suspension on site	1 day suspension and required parent conference	2 day suspension - required parent conference.
3. Willful disobedience/ defiance of authority	1 day suspension. +	2 day suspension and required parent conference.	3 day suspension and required parent conference.+ <input type="checkbox"/>
4. Falsification or forgery	1 day suspension. +	2 day suspension and required parent conference.	3 day suspension and required parent conference.* <input type="checkbox"/>
5. Verbal/physical altercation	1 day suspension. +	2 day suspension and required parent conference.	3 day suspension and required parent conference.* <input type="checkbox"/>
6. Disrupted school activities	1 day suspension. +	2 day suspension and required parent conference.	3 day suspension and required parent conference.* <input type="checkbox"/>
7. Gang-related activities	Warning and required parent conference.	3-5 day suspension and required parent conference.	5 day suspension and required parent conference. Possible transfer to Alternative Education program and/or recommendation for expulsion.*
8. Profanity	1 day suspension. +	2 day suspension and required parent conference.	3 day suspension and required parent conference.* <input type="checkbox"/>
9. Slurs (racial, ethnic, sexual, religious, handicapped, etc.)	1 day suspension. +	2 day suspension and required parent conference.	3 day suspension and required parent conference.*
10. Possession of disruptive devices (beepers, radios or unapproved communication devices).	Confiscation, parent contact. Returned after school. Warning	1 detention - Confiscation and device returned to parent.	1 day suspension and required parent conference.* <input type="checkbox"/> Confiscation
11. Violation of district/school regulations regarding computer use.	1 day suspension. + Computer use privilege suspended or revoked	2 day suspension and required parent conference, suspension or revocation.	3 day suspension and required parent conference.* Computer revoked.

12. Gambling	1 detention	1 day suspension on site.	1 day suspension and required parent conference.*
13. Failed to serve Saturday detention	1 day suspension. +	2 day suspension and required parent conference.	3 day suspension and required parent conference.*

<b>(l) Knowingly RECEIVE STOLEN PROPERTY school PROPERTY or private property</b>			
	2 day suspension, restitution and required parent conference. Recommended referral to law enforcement.	3 day suspension, restitution and required parent conference. Mandatory referral to law enforcement.	5 day suspension, transfer to alternative placement, restitution. Mandatory referral to law enforcement.+ □

<b>(m) Possessed an IMITATION FIREARM</b>	
	5 day suspension and recommendation for expulsion. Mandatory referral to law enforcement.

<b>(n) Committed or attempted to commit a sexual assault or committed a sexual battery</b>	
	Due to the potential seriousness of this offense and the requirements of the California Education Code. Any infraction of this rule will result in suspension and may result in a recommendation for expulsion.

<b>(o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.</b>	
	Due to the potential seriousness of this offense and the requirements of the California Education Code. Any infraction of this rule will result in suspension and may result in a recommendation for expulsion.

<b>(p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.</b>	
	Due to the potential seriousness of this offense and the requirements of the California Education Code. Any infraction of this rule will result in suspension and may result in a recommendation for expulsion.

<b>(q) Engaged in or attempted to engage in hazing (any method of initiation or pre-initiation which causes or is likely to cause bodily danger, physical harm or personal degradation or disgrace).</b>	
	Due to the potential seriousness of this offense and the requirements of the California Education Code. Any infraction of this rule will result in suspension and may result in a recommendation for expulsion.

48900.2 OFFENSE	1 <sup>ST</sup> OFFENSE	2 <sup>ND</sup> OFFENSE	ADDITIONAL OFFENSES
In addition to the reason specified in Section 48900. A pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed <b>SEXUAL HARASSMENT</b> as defined in Section 212.5.			
The conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive education environment.			
	Due to the potential seriousness of this offense and the requirements of this section of the California Education Code, any infraction of this rule will result in suspension and may result in a recommendation for expulsion.		

48900.3 OFFENSE	1 <sup>ST</sup> OFFENSE	2 <sup>ND</sup> OFFENSE	ADDITIONAL OFFENSES
In addition to the reason specified in Sections 48900 and 48900.2, a pupil in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of, <b>HATE VIOLENCE</b> as defined in subdivision (E) of Section 33032.5.			
	Due to the potential seriousness of this offense and the requirements of this section of the California Education Code, any infraction of this rule will result in suspension and may result in a recommendation for expulsion.		

48900.4 OFFENSE	1 <sup>ST</sup> OFFENSE	2 <sup>ND</sup> OFFENSE	ADDITIONAL OFFENSES
<b>Intentionally engaged in harassment, threats, or intimidation directed against a pupil or group of pupils that is sufficiently severe or pervasive to have the actual and reasonable expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment.</b>			
	Due to the potential seriousness of this offense and the requirements of this section of the California Education Code, any infraction of this rule will result in suspension and may result in a recommendation for expulsion.		

48900.7 OFFENSE	1 <sup>ST</sup> OFFENSE	2 <sup>ND</sup> OFFENSE	ADDITIONAL OFFENSES
Made terroristic threats against school officials or school property or both...“terroristic threat” shall include any statement whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage...with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out.			
	Due to the potential seriousness of this offense and the requirements of this section of the California Education Code, any infraction of this rule will result in suspension and may result in a recommendation for expulsion.		

Attendance related offenses	Refer to school handbook
Dress Code related offenses	Refer to school handbook

+ = Alternative discipline programs may be substituted. (Warning, detention, on-site suspension, referral to counselor)

q = Repeated violations or actions resulting in serious injury may lead to recommendation for expulsion, as may other violations if no other means of correction are feasible.

# = May be reduced after a conference with parent.

\* = Mandatory loss of participation in student activities – 9 or 18 weeks

@ = May refer in law enforcement

## DEFINITIONS

### Suspension

Suspension means removal of a pupil from instruction for adjustment purposes. Suspension also means that the student is not to attend or participate in school activities for the duration of the suspension.

### Expulsion

The maximum penalty for any disciplinary violation could be expulsion. A student who is expelled shall not attend any school or alternative instruction program within the Sonoma Valley Unified School District for the duration of the expulsion.

### Hate Violence

Caused, attempted to cause threatened to cause, or participated in an act of hate violence committed against a person or property which is motivated, in whole or in part, by the offender’s bias against a race, religion, ethnic/national origin group, or sexual orientation group.

### Fighting/Battery/Assault

FIGHTING is a physical confrontation between two or more students.

BATTERY is defined as willful and unlawful use of force or violence upon another.

ASSAULT is specifically defined as an unlawful attempt, coupled with present ability, to commit a violent injury to some (criminal assault), or creating a reasonable apprehension of immediate physical injury to someone coupled with a present ability.

### Sexual Harassment

Unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by someone in an educational setting and the conduct has a negative impact on the individual’s academic performance or creates an intimidating, hostile or offensive educational environment.

## STUDENT RESPONSIBILITIES

### **California State Education Code 48908**

**All pupils shall comply with the regulations, pursue the required course of study, and submit to the authority of the teachers of the schools.**