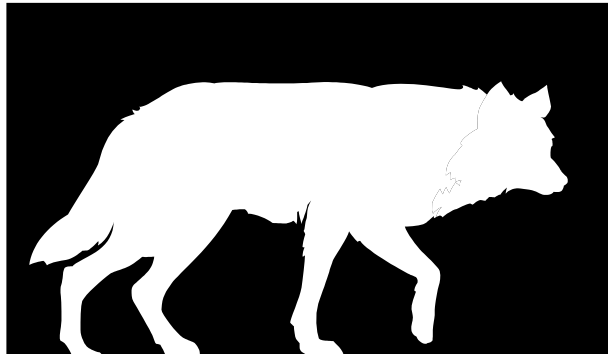


PLEASANT VALLEY SCHOOL

A California Distinguished School

TIMBER WOLF
Student/Parent
Handbook
2024-2025



Interim Principal/Superintendent - Deborah Atkins

4120 Pleasant Valley Road

Placerville, CA 95667

Phone (530) 644-9620

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BOARD OF TRUSTEES

Roy Boyd

Christina Karle

Casey Murdock

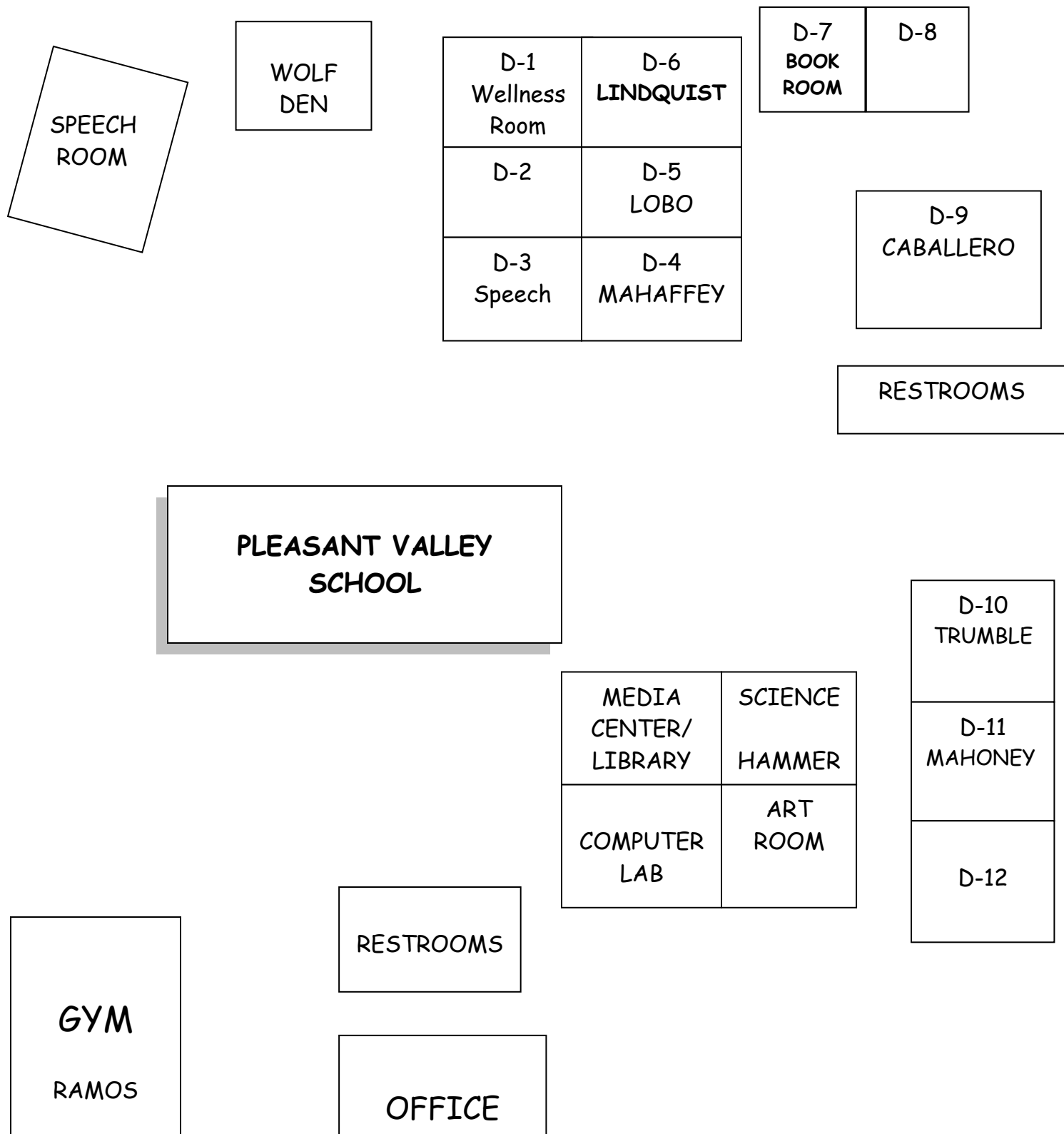
Aaron Pratt

Jerald Soracco

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CAMPUS MAP



THE AREA IN FRONT OF THE OFFICE AND GYM IS FOR BUS PICK UP AND DROP OFF ONLY
PARENT PICK UP IS AT THE BACK OF THE SCHOOL - PLEASE USE OTHER DRIVEWAY

Welcome!

Dear Students and Families:

Welcome to the 2024-2025 school year! I want to begin by reminding you about our mission at Pleasant Valley School:

“The mission of Pleasant Valley School is to provide academically rigorous curriculum by promoting and challenging the intellectual, creative, physical and social development of middle school students.”

We will continue to work together as a team to support the tradition of academic, co-curricular and athletic excellence established at PVS. We will also continue to work together to provide a safe and secure campus where all students can and will learn, and teachers can teach with minimal distractions. We will strive to maintain a positive climate built upon mutual respect and positive interactions. Academics are always the top priority at PVS, and students are expected to try their best. It is important for us to remember each day that “It is all about ALL students learning!”

Communication is a priority in supporting our students for success. We will continue to utilize various methods of communication to ensure that it is clear, thorough, and frequent, such as through email and the PV website: www.gousd.org. Newsletters and other information about the school, including e-mail addresses for all staff members, are available there also. The phone system will also be used on a regular basis to provide information about upcoming events and for other announcements.

I look forward to a terrific 2024-2025 school year!

Let’s work together to make each day a great day to be at Pleasant Valley!

“Go Timberwolves!”

Deborah Atkins
Interim Superintendent/Principal



Mission Statements

The mission of the Gold Oak Union School District is to promote and challenge the intellectual, creative, physical, and social development of all students.

The mission of Pleasant Valley School is to provide academically rigorous curriculum by promoting and challenging the intellectual, creative, physical, and social development of middle school students.

School Spirit

School spirit is important in not just athletic events, but in the spirit of making your school what you want it to be.
Here are some important things to remember:

School Mascot – Timber Wolf
School Colors – Red and Black

*We work hard,
We never rest,
Timberwolves we are the best!
Go Timberwolves!*

School Leadership

President – TBD AFTER ELECTIONS IN AUGUST
Vice President – TBD AFTER ELECTIONS IN AUGUST
Treasurer – TBD AFTER ELECTIONS IN AUGUST
Sound Crew - TBD AFTER ELECTIONS IN AUGUST
Advisor – Mrs. Zumwalt

Our leadership team has planned some great activities this year! Listen to daily bulletins and read newsletters for upcoming events.
Remember to wear red and black on game days!



Positive Behavior Purpose Statement

As T-Wolves, we believe in ourselves and are committed to our learning, so we know that we will succeed!



Expectations

Treat others respectfully

We expect success

Obligation to act responsibly

Live safely

Friends support each other

PLEASANT VALLEY SCHOOL STAFF

NAME	TITLE	EMAIL
Deborah Atkins	Interim Superintendent/Principal	datkins@gousd.org
Lisa Caballero	7 th /8 th Math Teacher	lcaballero@gousd.org
Danny Ramos	P.E. Teacher	dramos-alvarado@gousd.org
Austin Lobo	7th/8th Language Arts Teacher	alobo@gousd.org
Sara Lindquist	Social Studies Teacher	slindquist@gousd.org
Christian Mahaffey	RSP Teacher	cmahaffey@gousd.org
Ray Hammer	7th/8th Science Teacher	rhammer@gousd.org
TBA	6 th Grade Lang. Arts & Social Studies	
Jessica Trumble-Pitel	6 th Grade Math & Science	jtrumble@gousd.org
Jo Cain-Stiles	School Counselor	jcainstiles@gousd.org
Kristen Hall	School Psychologist	khall@gousd.org
TBD	Speech	
Camille Williamson	Library Media Specialist	cwilliamson@gousd.org
Teresa Hopkins	Secretary	thopkins@gousd.org
John Himmel	Plant Manager	jhimmel@gousd.org
Carl Sirl	Custodian	csirl@gousd.org
Angie Acherman-Lehr	Food Service	aachermanlehr@gousd.org
Kris Knudson	Custodial/Lunchtime Supervisor	kknudson@gousd.org
Rachel Gist	Lunchtime Supervisor	rgist@gousd.org
Tiffany Hall	Lunchtime Supervisor	thall@gousd.org
Rachel Gist	Teacher Aide	rgist@gousd.org
Tiffany Hall	Teacher Aide	thall@gousd.org
TRANSPORTATION:		
Angie Acherman-Lehr	Bus Driver	aachermanlehr@gousd.org
Kris Knudsen	Bus Driver	kknudsen@gousd.org



Gold Oak Union School District

Tradition • Innovation • Excellence

2024-2025 Student Calendar

17

August

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
5-7 Staff Development Days				
8 FIRST DAY OF SCHOOL				
*Minimum Day				

15

20

September

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
2 Labor Day				

19

23

October

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
7-11 PVS Parent Conf- Min Day				
9 Early Release Day				

18

14

November

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
1 Staff Development Day				
1 End of 1st Trimester				
11 Veteran's Day				
18-22 GOES Parent Conf- Min Day				
20 Early Release Day				
25-29 Thanksgiving Break				

20

15

December

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			
20 Minimum Day				
23-31 Winter Break				

17

19

January

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
1-3 Winter Break cont.				
20 MLK. JR Day				

17

18

February

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
14 Lincoln's Day (Observed)				
17 Washington's Day (Observed)				
21 End of 2nd Trimester				

17

20

March

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
28 Emergency Closure Makeup				

20

17

April

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		
14-18 Spring Break				

17

17

May

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
23 Last day of school				
*Minimum Day				
26 Memorial Day				
27-30 Emergency Closure Makeup				

17

19

June

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
19 Juneteenth				

17

■

First/Last day of School

■

Holidays/Breaks

■

Early Release/Staff Dev.

■

Gold Oak Parent Conf.

■

Pleasant Valley Parent Conf.

■

Minimum Day

■

Emergency School Closures Makeup

■

Staff Development Days (No School)

Board Approved - June 11, 2024

Subject to change if additional school closures occur

BELL SCHEDULE 2024-2025

Regular Schedule

1 st Period	08:20 – 09:13
2 nd Period	09:16 – 10:09
3 rd Period	10:12 – 11:05
4 th Period	11:08 – 12:01
LUNCH	12:03 – 12:43
5 th Period	12:46 – 01:39
6 th Period	01:42 – 02:35

Early Release Wednesday Schedule

1 st Period	08:20 – 09:02
2 nd Period	09:05 – 09:47
3 rd Period	09:50 – 10:32
4 th Period	10:35 – 11:17
5 th Period	11:20 – 12:02
LUNCH	12:02 – 12:35
6 th Period	12:38 – 01:20

Minimum Day Schedule

1 st Period	8:20 – 8:55
2 nd Period	8:58 – 9:33
3 rd Period	9:36 – 10:11
4 th Period	10:14 – 10:49
5 th Period	10:52 – 11:24
6 th Period	11:27 – 12:02
<i>LUNCH</i>	12:02 – 12:35

COMMUNICATION

VISITORS

Visitors must have a reason for being on campus to attend to school business, such as volunteering in the classroom, attending a meeting, etc. Pleasant Valley School prides itself on maintaining a safe environment for our students. We ask that *all visitors*, including volunteers:

- **Sign in at the administration office and receive a badge to wear while on campus.**

ALL classroom volunteers must have completed and cleared the district volunteer process prior to working in classrooms. Additional information and application forms will be sent home at the beginning of the school year.

VOLUNTEER POLICY

Parent/grandparent/community volunteers are welcome and encouraged. We would love to have volunteers not only on field trips, but to help out during the day. Do you have a talent or skill you can share with kids? We are looking for volunteers to run lunchtime or after school clubs. Can you help support kids with homework before or after school? We could use your help there as well. Please look to the volunteer forms that will be available at the start of the school year or feel free to contact the office at any time of the year if you are willing to be a PV Volunteer!

There are two levels of volunteer status, as follows:

Level 1:

Description:

- Volunteer is never alone with students and is under the direct supervision of the teacher, AND
- Volunteer is an occasional classroom volunteer (not more than twice per month), OR
- Volunteer is attending a day field trip or special activity

Requirements:

- Complete Volunteer Packet
- Copy of Driver's License
- Megan's Law Website checked

Level 2:

Description:

- Coach or overnight chaperone, OR
- Volunteer is a regular classroom volunteer (once or more per week and/or scheduled on a regular basis, more than twice per month)

Requirements:

- Complete Volunteer Packet
- Copy of Driver's License
- Megan's Law Website checked
- Fingerprinting

Friends, former students, and/or students from other schools are *not* allowed on the campus during school hours.

BULLETINS

Information is shared with our students and families in two ways:

1. Daily bulletins are read to the students each morning during their advisory period.
2. Monthly bulletins, activities calendar, and cafeteria menu are sent home to each Pleasant Valley family. These bulletins also are emailed to parents who have provided their email address and may be posted on the Pleasant Valley School website. Our website is: www.gousd.org.

Additionally, some classroom teachers send home class newsletters and/or maintain a class web page.

TELEPHONE USE

THE OFFICE PHONES MAY ONLY BE USED FOR THE FOLLOWING REASONS:

1. Illness
2. Emergencies – student must identify nature of emergency. *Forgotten items are not considered an emergency.*
3. School Business/Teacher requested calls.
4. School telephones may not be used for personal business calls.

Contacting Your Student At School/Deliveries To Campus

The Pleasant Valley Staff recognizes the importance of providing students with sustained, uninterrupted instruction. Parents are encouraged to let **students assume responsibility** for remembering lunches, school items, homework, etc.

- Parents, please set up emergency procedures and plans for your student in advance.
- Phone messages are taken for students in emergency situations only.
- Please bring lunches/student materials to the office for delivery to the student.
- **Please do not go directly to your child's classroom.**
- **Please do not deliver balloons or flowers to the school.** This causes classroom disruption. Any such delivery will be held in the office for the full day. **These articles will not be allowed on the school bus.**
- **Pizza parties, party food, etc., is not allowed during lunch time as it causes a disruption and is not allowed due to our Federal Lunch Program.**

CONTACTING YOUR STUDENT'S TEACHER/ADMINISTRATOR

Parents are encouraged and welcomed to visit and confer with teachers and administrators. If possible, it is preferable that appointments be made in advance. Parents are encouraged to contact teachers when a concern exists regarding their student. The initial contact may be through a note to the teacher, a message left in the office, a voicemail, or an email. Teachers will return messages as soon as possible. Please be aware that teachers often have meetings after school, and they may not be able to contact you until the following day. Parents may also call or email if wishing to talk to the principal.

EMERGENCY SCHOOL CLOSURES

If inclement weather or other emergencies necessitate the closure of school during the school day, the school will contact you. All necessary information will be given to you at that time. Therefore, it is important to update student emergency cards and provide several emergency contact numbers. Also, it is helpful to keep a non-electric "old fashioned" phone on hand for use during power outages.

Prior to the start of the school day, you will receive an automated phone message and an email to the numbers/address on file.

Also, please listen to radio station KSTE 650 AM, and/or TV stations KCRA-3, KXTV-10, and KOVR-13.

ACADEMICS

REPORT CARDS

Report Cards are sent home with students at the end of the first two trimesters and mailed home one week after the last quarter. Please review your student's report card with your student. Students who earn a GPA of less than 2.0 will also receive a letter from the principal that will need to be signed and returned to the school office.

PROGRESS REPORTS

All students will receive progress reports halfway through each trimester. Your student may be required to have it signed and returned to their classroom teacher. Additional progress reports may be sent home at any time of the year. Teachers are required to notify parents when a student is failing or in danger of failing. This notification shall be given in sufficient time for the student to improve failing grades.

Trimester	Progress Report	End of Trimester
1 st TRIMESTER	9/20/2024	11/1/2024
2 nd TRIMESTER	12/20/2024	02/21/2025
3 rd TRIMESTER	04/4/2025	05/23/2025
		Report cards are sent home one week after the end of each trimester

GRADING PROCEDURES

The teachers determine academic grades. Each teacher will provide grading standards to their students. Anytime during the school year parents may request a conference by contacting the teacher.

The following letter and symbol systems of grading are used in relation to achievement in the various subject areas and grades:

A	Outstanding achievements	O	Outstanding effort or behavior
B	Above average achievement	S	Satisfactory effort or behavior
C	Satisfactory achievement	N	Needs Improvement
D	Below average achievement	P	Progressing slowly
F	Failing	U	Unsatisfactory effort or behavior
INC*	Incomplete		

*When a student receives an "INC," the work must be made up and a letter grade must be given within two weeks. If the work is not made up, a grade of "F" will be given.

HONOR ROLL

The two categories of Honor Roll qualifications are as follows:

1. Highest Honors – a grade point average of 3.6-4.0
2. Honors – a grade point average of 3.0-3.59

The Honor Roll average is computed in the following manner:

A	4.0	B-	2.7	D+	1.3
A-	3.7	C+	2.3	D	1.0
B+	3.3	C	2.0	D-	0.7
B	3.0	C-	1.7	F	0.0

Any grade of D, F, or U will eliminate any student from qualifying for the Honor Roll.

PARENT PORTAL

The Gold Oak Union School District has been able to set up the ABI parent access portal. This will allow parents of 6th, 7th, and 8th grade students to log on and check their child's attendance and grades. This portal is open 24 hours a day, 7 days a week, so that you as a parent are aware of how your child is doing academically.

The following information is required prior to creating an ABI Parent Portal account:

- Your email address.
- Your valid telephone number with area code.
- Your student's permanent identification number is provided by the District.
- Verification Code – provided by the District.
- If you are interested in accessing the parent portal, please contact the school office.

We encourage parents and students to check grades online on a regular basis. Please feel free to contact your child's teacher if you have any questions about the online grades.

HOMEWORK

Homework is a teacher-planned learning activity which takes place largely outside of a student's regular school hours. As such, homework should reinforce classroom learning, and expand on a student's school experiences.

Homework assignments are to be specific and related to classroom objectives. The needs and abilities of the student are to be an important consideration in planning assignments. Normally, the amount of homework assigned, its complexity and scope, and even the grading of homework should be related to the needs and abilities of the individual student.

The principal is responsible for the coordination of homework assignments at the school site so that the intent of all regulations for homework is met.

1. Students should be expected to spend an average of one- and one-half hours on homework, four (4) days per week.
2. Teachers of academic subjects should provide regular homework activities which promote the development of skills and provide students with the opportunity to grow academically.
3. The teaching staff should coordinate assignments so that students do not receive an overload of homework assignments one day, and very little the next.
4. Homework will not be assigned on weekends or holidays.

Guidelines for Teachers

Working within district policies and regulations, teachers judge the amount and kind of homework to assign. They have the responsibility for helping students understand not just what is to be done, but why it is to be done and how it should be done. The realization that students want to know what teachers think about the homework done is also important. Corrections and comments on homework ought to be valuable teaching devices and should be an effective communication means between teacher and student.

In assigning homework, teachers should:

1. Give assignments during the class period, making sure that content, purpose, and an understanding of the homework have been fully explained.
2. Be sure that assignments are reasonable.
3. Use discretion in assigning make-up work after a student's absence because of illness.
4. Suggest study techniques appropriate for the work to be done.
5. Avoid giving assignments or increasing the amount of assignments as punishment.
6. Be sure that completed homework assignments are evaluated and graded promptly and are returned to the student.
7. Remember that assignments which call for initiative and imagination not only discourage copying, but will, if the completed assignments are rewarded by the teacher for demonstrating initiative and imagination, give positive support for the continued development of students' creative abilities.
8. Vary the type of homework assigned.
9. Keep in mind the student's obligations to home, community, and other school and school-related activities.
10. Be available before school, during assigned conference periods and after school to assist students and parents.

The following types of homework shall be considered appropriate:

- Review - preparing for test
- Interviews
- Correction of graded papers
- Reading novels
- Continuing an unfinished assignment begun in class
- Listening - radio, concerts, movies
- Research - working on long-term problems
- Memorization
- Miscellaneous activities - creative arts, crafts, notebooks, maps etc.

Teachers shall use every means available to inform parents/guardians of our rules and policies which concern homework.

Guidelines for Parents

When there is a specific assignment, the best way for parents to help a child learn is by offering support when it is requested. At the same time, limits need to be set so that children learn to work independently. Even when children do not have specific assignments due, parents can be helpful by listening when children talk about school, and by expressing interest in classwork and school activities.

In helping students with homework, parents should:

1. Show interest in the student's work.
2. Encourage the student and offer counsel but insist that the student do his/her own work.
3. Provide a suitable place for study, free from distraction and, if possible, reserved for that student alone.
4. The workplace must be free of television and recreational computer activity.
5. Check to see that the homework assignments are completed.
6. Assist in balancing schoolwork with other activities.
7. Talk with teachers if assignments seem to be causing students continuing problems.
8. Share thoughts and ideas with children on many topics of interest to the student and the parent.
9. Keep in touch with the school program through calls, visits, and participation on school committees.

Guidelines for Students

Homework is an opportunity for students to show their real capabilities and to further their educational growth. Teachers can provide assignments; parents can provide good study conditions and encouragement; but it is the student who must do the work.

To do a good job in homework, students should:

1. Listen carefully to all directions and explanations about homework.
2. Ask questions if the assignment is not clear.
3. Keep a notebook record of all assignments, including due dates and other specific requirements.
4. Have a definite time and place for study, free from interruptions, and stocked with working materials.
5. Budget time wisely and maintain a schedule of study time.
6. Begin assignments promptly and turn in assignments when they are due.
7. Make use of such aids as libraries, dictionary, maps, general reference materials, and the questioning of people who are authorities or are experienced in various fields as appropriate.
8. Strive for the best results, rather than the minimum which will be acceptable.
9. Take the initiative in making up work missed for any reason.
10. Study independently unless a group project has been assigned.
11. Refrain from copying other students' work. The student should use his/her own words in homework assignments.

The amount of time a student devotes to homework each night will depend on how well the student organizes the work, budgets time, and the degree of commitment given to completion of work. It is important that students and parents select a regular time and suitable environment to do this work. Some assignments are long-range in nature and require regularly planned study time for their completion. Planned study time eliminates the necessity of completing the assignment at the last minute. It is suggested that students keep records of short and long-term assignments in their Student Planners.

Unless otherwise noted by the teacher, homework is due the next day after it is assigned. Late homework may/may not be accepted depending on each teacher's individual homework policy. Teachers will provide a copy of their homework policy during the first month of the school year.

MAKE-UP WORK

Students who have been absent due to an excused absence will have the number of days absent to make up missing assignments (e.g., 3 days excused absence = 3 days to make up work). Teacher policies regarding long-term projects may vary from this policy. Refer to each teacher's syllabus for specifics.

Students absent from school for other excused reasons, shall be allowed to complete all missed assignments and tests, which can be reasonably provided, and shall be given credit for work satisfactorily completed.

No student may have his/her grade reduced or lose academic credit for any excused absence when missed assignments and tests are satisfactorily completed within the agreed upon days.

The teacher of any class from which a student is suspended may require the student to complete any assignments or tests missed during the suspension.

Students absent from school for a school related function (i.e., Spelling Bee, Field Trip, Oral Interpretation) must ensure that they collect all assignments from their teachers prior to leaving for the event. They will be allowed to complete all missed assignments and tests, which can be reasonably provided, and shall be given credit for work satisfactorily completed. *Students should also turn in any work due the day of the activity.*

It is the student's responsibility to request make up work when they return.

Students can access homework information on the Pleasant Valley School web site.

TEXTBOOK PROCEDURES

1. The classroom teacher in each room will issue books.
2. Students must keep their assigned books and may not "trade" books. They are responsible for their assigned book at the end of the course.
3. Students are responsible for paying for lost or damaged books.
4. Fines for texts will be 100% of the cost.

PROMOTION REQUIREMENTS

Students are promoted or retained in accordance with the policy of the Gold Oak Union School District. Our desire is to see student's progress with their peers through the school system's grade levels. Each pupil's progress is assessed in at least four areas: grades, attendance, and achievement of academic benchmarks in accordance with the California State Standards.

RETENTION

Growing concerns about students who are not grade level proficient resulted in new state laws that require school districts to retain, or hold back, students.

AB 1626, Pupil Promotion and Retention, requires all school districts to establish a promotion and retention policy, based on the student's achievement of grade level standards (skills) in reading, language arts, and mathematics. AB 1639 requires school districts to offer supplemental instruction to students with low reading, writing, and/or mathematics achievement.

How will your child be affected?

If your child is at risk of being retained, you will be notified as early in the school year as possible. The notice will provide you with the opportunity to meet with the teacher. Notification will occur in any of the following ways:

- Letter provided to parents.
- Report card comment.
- Parent conference.
- Student Success Team (SST) meeting with parent.

GRADUATION REQUIREMENTS

Each eighth-grade student must meet the following requirements:

1. Maintain high academic standards
2. Demonstrate high standards of citizenship during the entire year.
3. Maintain 90% attendance.

GRADUATION ACTIVITIES

Graduation activities include the eighth-grade trip and graduation ceremony. Pleasant Valley School considers participation in the eighth-grade graduation activities to be a privilege. This privilege will be granted only to those students who, in the opinion of the principal, have made sincere efforts to be good citizens and to academically achieve on a level commensurate with their ability. All 8th graders must maintain their merits to be eligible for participation in field trips and ceremony (see page 40 regarding the Merit Program). Students below a 2.0, even if eligible to graduate, will not be eligible for the end of year field trip. All debts, book loss, equipment damage, etc., must be cleared prior to graduation activities in order to participate and receive a diploma and/or report card. The graduation ceremony is a dignified activity. Proper attire will be expected and enforced.

REMEDIATION/INTERVENTION PROGRAMS

Pleasant Valley teachers will assist students in achieving grade level standards by providing remedial instruction within their program.

Student Study Team

The Student Study Team (SST) is available for students who may be experiencing extreme difficulties with academics or school conduct. The principal will conduct these meetings. The strengths and needs of the student are reviewed and a plan is developed to assist with student success. Teachers or parents may request an SST.

Resource Specialist Program

The Resource Specialist Program (RSP) is for those students who have been assessed and identified as needing special education services. Parents will be notified of program specifics.

Section 504 Plans

Section 504 Plans are available for qualified students who may have the presence of record of or regarded as having a physical or mental impairment affecting a major life activity and causes substantial limitation. A team made up of parents, teachers, administrators, and special education staff will meet to determine eligibility and to create a plan for accommodations for student support.

EXTRA-CURRICULAR ACTIVITIES

At Pleasant Valley School we pride ourselves on our traditions and high student involvement in activities and sports. When students participate in special activities or interscholastic sports, they are representing the Pleasant Valley Timber Wolves! Therefore, we hold high academic and conduct standards for student participation.

Extra-Curricular Activities Defined:

Activities include: field trips, spirit rallies, dances, and sports.

Student Standards for Participation in Extracurricular Activities and/or Interscholastic Sports

The following criteria will be used in judging student eligibility to participate in extra-curricular activities:

1. **Good School Conduct** – a student who conforms to the general school rules as well as individual teacher/classroom rules will be allowed to participate in extracurricular activities and /or interscholastic sports.

Reasons for exclusion or non-eligibility

Length of exclusion will be four weeks.

- Detentions, bus citations or referrals to the office resulting in a loss of merits. Students must complete community service to earn back merits in order to participate in an extra-curricular activity.
- Suspension from school during the month prior to activity or game
- Overt disruption, even on the day of the game or activity

2. **Good Attendance**

Reasons for exclusion or non-eligibility

Length of exclusion will be until student improves attendance according to the State Attendance Review Board requirements.

- Unexcused absences or unexcused tardies that equal less than 85% average attendance
- Absence on the day of the game or activity

3. **Grade Requirements** – Students must maintain a 2.0 grade point average and have no “F” grades as measured by most recent grade report--progress report or report card. Students found ineligible based on grades will be placed on academic probation until student raises the grade point average to 2.0 as measured by an official progress report or report card.

SCHOOL LEADERSHIP

- We have a great school leadership team that works extremely hard to build a strong school community. They plan our dances, spirit rallies, landscaping projects, fundraising activities, and much, much more! Listen for their special announcements in our daily bulletin, and “read all about it” in our monthly bulletins.
- Student Body officers are leaders at Pleasant Valley and are held to high standards. *Student body officers will be immediately removed from office if they fail to maintain grades and behavior standards.*

TOP TIMEBERWOLF AWARD

Each month, the staff will select up to two students per grade level to receive the Top Timber Wolf Award. In order to be selected for the award, students must demonstrate the following:

- Give his or her personal best each day
- Be a positive role model for other students by setting a good example to other students both inside and out of the classroom
- Follow behavior expectations inside and outside of the classroom.
- Students receiving the award will be rewarded with:
 - Certificate
 - Gift Card – Jamba Juice or similar
 - Opportunity to participate in an end of year field trip or activity.***

***In order to be eligible for the end of the year field trip, a student must maintain the standards of behavior that helped earn the award. Receiving the award does not guarantee participation in the trip.

INTERSCHOLASTIC SPORTS

All programs and activities are open to students regardless of gender. There is a suggested participant donation of \$60 per student for each sport. Donations are purely voluntary. No student will be denied participation in extracurricular activities based on whether they or their parents donate.

The forms, "Agreement for Team Participation," "Concussion and Head Injury Information Sheet" and "Keep Their Heart in the Game" must be completed and signed by a parent and the student prior to try-outs and participating on a school sports team.

Girls		Boys	
Volleyball	Football	Football	Cross Country
Basketball	Cross Country	Basketball	Track
Wrestling	Track	Wrestling	Volleyball
Soccer		Soccer	

Grades/Evaluation of Student Achievement:

For the 2022-2023 school year, Pleasant Valley Middle School will pilot a new policy that outlines grade requirements for student participation in interscholastic sports. Please see requirements under Extra-Curricular Activities.

TRANSFER STUDENTS AND ELIGIBILITY

When a new student transfers in during the school year, the following is the procedure that will be followed to check eligibility status for sports and other extra-curricular activities, as per league policy:

- If the student does not have a copy of current grades when they enroll, the school secretary will call the last school of attendance to get grades over the phone or faxed within the first week of attendance.
- The most current grades from the previous school will be used to assess academic eligibility.
- If a student enrolls before 25% of the trimester has been completed, the PV grades they earn will be used for final grading.
- If a student enrolls within a week before or after Progress Reports, their previous grades will be averaged on a 50/50 basis with their PV grades for final grades.
- If the student enrolls after Progress Report and before 75% of the trimester is complete, their previous grades will be weighted 75% and the current PV grades for 25%.
- If the student enrolls after 75% of the trimester is complete, the teacher will not assign grades for the student on the report card.

SPORTSMANSHIP

We are proud of the successes of our sports program. Please support our students by attending games. We hold high standards for our students and ask that parent's model those high standards of courtesy, cooperation, and good sportsmanship. Inappropriate behavior directed at visiting teams or referees is unacceptable and may result in our forfeiture of the game. We appreciate your cooperation.

GENERAL PARENT INFORMATION AND POLICIES

School Hours and Arrival/Pick-Up Time

School begins at 8:20 a.m. and ends at 2:35 p.m. each day. Students should arrive at school **NO earlier than 8:05 a.m.** No supervision is provided before 8:05 a.m. or after 2:35 p.m. Students must be picked up at 2:35 p.m., ride the school bus, or be in a supervised classroom or supervised after-school sport activity. **Loitering is not allowed.**

We ask that parents **drop off and pick up students in the rear parking lot** because of the danger buses and cars pulling in and out present. We do not want to put students at risk of being struck by a vehicle.

In the rear lot, when dropping off or picking up students, please circle the perimeter of the lot and drop off/pick up students by the covered area. Do not have your students walk through the middle of the lot without parent supervision. Parents and students must also follow the direction of the staff member assigned to the rear lot in the afternoon. Please be patient while dropping off or picking up. Traffic in the rear lot will be inevitable, but student safety is of the utmost importance. We appreciate your cooperation.

Attendance and Tardies

Daily attendance is critical to academic success in school. Students are expected to be in school each day and on time unless they are ill. When a student is absent from school the parent needs to:

- Call the school office at 644-9620 and report the absence. –Or–
- Send a written note that includes the dates and reason for absence. The student should bring the note to the office.
- **Students who are absent from school 50% of the day, or more, without prior consent from the Principal, will not be allowed to attend student activities during the day of the absence. This includes sports, music or drama performances, graduation activities, and dances.**

Every Day Counts

Every day counts in a child's education. Every day a student misses school, he or she gets more than two days behind his peers, because he or she must make up missed lessons and catch up with new lessons at the same time. Regular and punctual attendance will help increase student academic growth. California Education Code Section 46010 states that the only valid reasons for absences from school are:

- Illness or injury to the child
- Quarantine of the home by a health official
- Doctor or dentist's appointments that can only be scheduled during school hours
- Attendance at funeral services for immediate family

School districts no longer receive funding from the State of California for students who are absent from school. This includes ALL absences, even those related to illness, medical/dental appointments. In other words, schools will receive state funding only for students who are in their seats for that day. Please be sure to assist your child in maintaining exemplary attendance to insure the best possible education for him/her, as well as maximum state funding for student attendance. Even if a student attended school part of the day, we could still receive income for that student (\$35-\$40 a day per child). We kindly ask you to be sure your child only stays home when it is absolutely necessary.

We know you want the very best education for your child, and we do too. Thank you for understanding that Everyday Counts, and together we can give your child the very best education.

Please remember to call the school office when your child is absent in order to clear the absence at (530) 644-9620.

Appointments

Please try to schedule appointments after 2:35 p.m. If you need to check your student out of school during school hours, please:

- Send a note with your student. The student should bring the note to the office prior to the beginning of the school day.
- Come to the office and complete the sign-out sheet. The office staff will call for your student when you arrive. Please do *not* go directly to the classroom!

Closed Campus

Pleasant Valley maintains a closed campus in the interest of student safety and supervision. This means that students may not leave school at any time during the day, including noontime and before, during, or after extracurricular activities without permission. Parents must provide written permission and students must be checked out at the office by a parent or guardian.

Board of Trustees

The GOUSD Board of Trustees meets the second Tuesday of the month at 5:00pm, unless otherwise determined, in the District Boardroom. Agendas are posted at all sites and on the district website at www.gousd.org prior to each meeting. Parents are welcome and encouraged to attend.

Independent Study Contract

Independent Study Contracts are available only for students who will be out of school for three days or longer. This program requires a contract signed by the parent, student, teachers, and school administrator. Forms for this program must be completed before the student is out of school. We require two weeks' notice (10 school days) so that we may prepare the contract. It is the parent's responsibility to make sure the student completes the work. All work is due to the main office the day the student returns to school, by 8:20 a.m.

In the case of long-term illness please contact the office and we will assist in arranging the appropriate program for your student.

Lunch and Breakfast Program

Pleasant Valley School provides nutritious breakfasts and lunches each day of the school year from our kitchen where food is prepared on site. Milk may be purchased separately for .50 cents. School meals may be purchased online at MyNutriKids.com using your student's 4-digit ID number available through the school office.

Tobacco and Drug Free School

The Governing Board believes that the use of alcohol, tobacco or other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful and has serious social and legal consequences. Therefore, all school and district facilities are tobacco, alcohol, and drug free sites. The use of any tobacco (including smoke and smokeless and vapor emitting devices) on District property, including all parking areas, is strictly prohibited. This prohibition also applies to all individuals attending events on school campuses.

School Safety

The district has a well-developed and complete emergency response plan that is coordinated with local agencies. The emergency plan clearly identifies the actions for any emergency situation. Students and staff practice emergency procedures such as fire drills, intruder drills, and classroom evacuations during the school year and are familiar with how to respond in an emergency situation.

During an emergency situation, the superintendent will only dismiss children to go home if there is time for children to safely return to their homes and a parent/guardian has been notified. If a student's parent cannot be contacted and/or the parents is unable to pick up the child, the school will maintain responsibility for the child until the parent or an authorized individual can pick up the child. The safety of individual students is our highest priority. Students will not be excused except to the care of a parent or another adult designated on the emergency card.

If evacuation of the school is necessary, students will be transported to a predetermined location where their parent or another designated adult can pick them up. Information on this location will be announced through our automated phone/email system and posted on our website. The school will not be evacuated unless necessary.

Emergency Contact Information

Emergency contact information needs to be updated each year by the parent through the Parent Portal in Aeries. In cases of emergency, when parents or designated emergency contact cannot be contacted, 911 is called and qualified medical personnel will administer the necessary treatment. It is extremely important that the emergency contact information is up to date. Please let the office know immediately if there are any changes in address or telephone numbers.

HEALTH CONCERNS

Medication at School

In compliance with the California Education Code 49423, when an employee of the school district gives medication to a student, the employee must be acting in accordance with the written directions of a physician and with the written permission of the student's parent or legal guardian. These authorizations must be renewed whenever the prescription changes **and at the beginning of each school year.** The prescription label on the container is not acceptable as a physician's statement. *Over-the-counter medications will be given if prescribed by a physician or dentist.*

All medication brought from home must be in the original container and kept in the school office. This includes non-prescription medication. School personnel cannot give medication brought to school in a plastic bag, plastic ware, or any other repackaging. No out-of-date medication will be given. An adult must bring the medication to school along with the completed authorization form. Students are not allowed to have medication in their possession at school, walking to and from school, or on the school bus.

We require all medications to be stored in the nurse's office and be administered only when the physician's and parent's/guardian's signed permissions are on file.

This practice provides for the safety of all students on campus. The only exception to this policy is if the student's well-being is in jeopardy unless he/she carries the medication. Doctor's orders for students to carry medicine with them must be on file in the school office.

If you anticipate a visit to your student's physician or dentist and expect that medication may be prescribed or the dosage changed, please stop by the school office for the appropriate forms.

The school cannot furnish any medication, including over-the-counter medication.

First Aid and Health Service

Any student who wishes to see the school nurse/health clerk must have an office pass signed by the teacher in charge of that class period.

Health services are limited to first aid and short rest periods. Sick or injured students are released only to parents or people listed on the Emergency Card. Please provide current names and phone numbers of people to contact in case of an emergency and keep the updated information of the Emergency Card accurate throughout the school year.

Counseling Services

Pleasant Valley has a part-time Psychologist, school counselor, and Summitview counselors who are available to meet with students to support them with their social-emotional needs. Students may request to make an appointment with a counselor. Parents may also reach out to a counselor with their concerns regarding their student by contacting the school office.

PARENT COMMITTEES AND GROUPS

Parents and community members are an **important** part of Pleasant Valley School. We invite you to get involved and make a difference for our students! Please be sure to read the monthly newsletter for special projects and events at PV. We thank you in advance for your support!

School Site Council and District Advisory Committee

The School Site Council (SSC) is composed of equal numbers of elected parents and school staff and is involved in three major ways with our school plan. Members write, monitor, and evaluate the effectiveness of the “Single Plan for Student Achievement” each year and allocate funds for specific programs. The council meets on a monthly basis throughout the year. The District Advisory Committee (DAC) is established for the purpose of advising the district regarding educational program priorities, including providing input on the Local Control and Accountability Plan (LCAP). It includes a representation of the parent population served by this district. We welcome any interested parents to attend. Please contact the school office for details.

Classroom Volunteers

Any person 18 years or older may be a volunteer. We welcome parents and community members alike who can offer their time and talents to supplement the effectiveness of the professional staff. **ALL classroom volunteers must have a completed and approved volunteer application on file with the district.** Detailed information on the volunteer process is available on our website on in the office. Volunteers are required to obtain a TB test clearance for the protection of the students.

Library/Media Center Volunteers

Parent volunteers may work in the library assisting students with studying and reading during the students’ lunchtime. The library volunteers are a much needed and much appreciated service to our students. Contact Camille Williamson, Media Center Specialist, to volunteer. **ALL volunteers must have a completed and approved volunteer application on file with the district.**

Volunteers

Parent/grandparent/community volunteers are welcome and encouraged. We would love to have volunteers not only on field trips, but to help out during the day. Do you have a talent or skill you can share with kids? We are looking for volunteers to run lunchtime or after school clubs. We could use your help there as well. Please look to the volunteer forms that will be available at the start of the school year or feel free to contact the office at any time of the year if you are willing to be a PV Volunteer!

BUS RULES AND REGULATIONS

Only students with a completed application on file may ride the bus. Students cannot get off at a stop other than what is noted on their transportation application for home and/or after school. The one exception applies to students participating in a GOUSD sponsored sport for practice/try-out schedules. Pleasant Valley students will not be permitted to ride the bus from the Pleasant Valley campus to Gold Oak to meet parents. They must remain on the bus until their designated stop. Intermittent riders may not ride the bus without an application on file.

1. DO NOT OPEN WINDOWS unless given permission. When open do not project any part of your body out the window.
2. REMAIN SEATED on the bus, with your feet under the seat in front of you.
3. KEEP YOUR HANDS TO YOURSELF and do not bother other students.
4. AVOID LOUD TALKING AND REMAIN QUIET so the driver is not distracted.
5. EATING AND GUM CHEWING ARE NOT PERMITTED on the bus.
6. RESPECT AND LISTEN TO THE BUS DRIVER for the welfare and safety of all.
7. BE AT YOUR BUS STOP ON TIME. Go directly home when let off.
8. STAY OFF THE ROADWAY when waiting for the bus and when let off.
9. USE HANDRAILS to avoid falling when entering or leaving the bus.
10. NEVER THROW THINGS in, at, or out of the bus.
11. STAND CLEAR OF THE BUS-stand and walk well away from its sides.
12. DAMAGES TO THE BUS caused by a student will be paid by the student/parent.
13. DO NOT BRING LIVE ANIMALS OR GLASS CONTAINERS on the bus.

VIOLATION OF BUS RULES

Violations will be handled in the following way:

- | | |
|----------------------------|--|
| 1 st violation: | Written warning to the parents stating the nature of the offense. |
| 2 nd violation: | Loss of transportation for 3 days. |
| 3 rd violation: | Loss of transportation for 5 days. |
| 4 th violation: | Loss of transportation for an indefinite period, depending on the nature of the offense. |

***** Severe violations may result in immediate suspension from the bus.**

To discuss transportation issues, call the transportation office at (530) 622-5081.

Guidelines for Use of Electronics on the Bus

- Students may use the following electronics on the bus while riding to and from school: iPods, electronic games, and other devices that can play music through ear buds
- Ear bud must be worn at all times while playing music
- Students must have one ear open in order to hear directions from the bus driver
- Music must be kept at low levels. If other students can hear or complain about volume, it is too loud. If the bus driver can hear it, it is too loud.
- If a cell phone is used for music, it must be kept on the vibrate or silent function, so it does not ring
- Students must use electronic devices in an appropriate manner

Not Allowed:

- Sharing of electronic devices (passing, in aisles, etc.)
- Use of the camera or camera feature may not be used at any time
- Making phone calls while on the bus
- Use of electronics while loading and unloading

If at any time the driver feels the electronic device is a distraction or safety hazard, the device will be taken by the driver and returned when the student exits the bus.

Any student asked to sit up front on the bus for disciplinary will lose their privilege to use electronics until they move back to their regular seat.

Gold Oak Union School District and its employees are not responsible for any electronic devices that are lost, stolen, or damaged if a student chooses to use them on the bus.

All electronic devices must remain in students' backpacks while during the school day. They are not allowed to be out at any time during the school day. If they are, they will be taken and stored in the office.

This is a privilege. Individual students and/or groups of students may lose this privilege if it is misused.

I have read and understand the above guidelines. (Please sign and return bottom portion)

Parents and students must complete a "Bring your own device responsible use policy" in addition to this form to be allowed electronics on the bus.

Student Name

Student Signature

Date

DO NOT SIGN – BUS DRIVERS WILL DISTRIBUTE THIS FORM

Parent Name

Parent Signature

Date

INCLEMENT WEATHER

Snow and Ice

During the winter months, the weather can produce conditions which may hinder safe travel on the roadways as well as cause power outages at the site for extended periods of time. When either condition reflects a hazard to students, the district will declare snow days and schools may be closed or alternative schedules will be in effect.

Types of Schedules

Regular schedule: Schools will start and dismiss at their usual times. Some buses may be delayed due to ice, snow, or chaining of buses. Students should remain at bus stops until the bus arrives.

Alternative Schedule I: Schools will start at their usual time but will dismiss early. Schools may close early due to heavy snow, no heat or water in the school or other emergency conditions. An Email or text notification will be put into effect.

Alternative Schedule II: Schools will start later than normal. Weather conditions may be improving, and school could open on a delayed schedule. Parents will be notified by listening to radio and TV and telephone notification. District administration, in discussion with the Transportation Department, will determine the length of delays.

Alternative Schedule III: Schools will start at their usual time. **Some bus routes** within those schools will run on a delay. Only those routes affected will be delayed. District administration in discussion with the Transportation Department will determine the length of delay. Parents will be notified by listening to radio and TV and email/text notification.

Closure of School: When it is found that travel is not safe for students and staff, schools may be closed. Parents will be notified by listening to radio and TV stations and email/text notification.

Snow Day Procedure

The Bus Mechanic, Transportation Supervisor and other pre-determined persons will be contacted for current input on weather and road conditions:

Criteria to be used:

- Can transportation employees get to work?
- Can teachers and other school support staff get to school?
- What is the condition of roadways (i.e., plowed, snow, ice, etc.)?
- What is the duration and intensity of the storm?
- Is there power and water at school sites?
- What is the feasibility of snow removal at sites?

If conditions appear to be threatening the safe transportation of students, the Transportation Supervisor will contact the Superintendent to report the results of his/her investigation and discuss which schedule proposal fits the situation.

After a decision is made, the Superintendent or designees will contact personnel at each affected site and direct them accordingly. Families will then be contacted. If applicable, the Superintendent or designee will cancel field trips.

Home to School

An Alternative Schedule provides for particular buses to run on a later schedule. These buses will start later than scheduled. A decision to activate the alternative schedule option will be made by 6:00 AM if at all possible. Families should listen to radio and TV stations for announcement of implementation of an alternative schedule. Only those students riding buses in effected areas will be affected by an alternative schedule. The District will activate the automated phone notification system in addition to contacting the media.

Reduced Visibility

When atmospheric conditions reduce visibility on the roadway to 200 feet or less during regular home to school transportation, bus service may be delayed at the recommendation of the Transportation Supervisor and the approval of the Superintendent.

Gold Oak Union School District

Technology Policies and Procedures



***PLEASE SEE THE DISTRICT OR SCHOOL WEB SITE FOR
ADDITIONAL INFORMATION ON POLICIES AT
GOUSD.ORG***

Computer Use:

A technology use agreement is required for all students prior to using computers on campus. Any instances of cyber-bullying or inappropriate web-browsing will be handled with severe consequences.

RESPONSIBLE TECHNOLOGY USE AGREEMENT

Any Electronic Device

Internet electronic information services are available to students. The Gold Oak Union School District strongly believes in the education value of such electronic services and recognizes their potential to support student learning. A technology use agreement is required for all students prior to using computers on campus.

Students who use the Gold Oak Union School District Computer System must take responsibility to act appropriately. By signing this contract, you agree to the following conditions (initial each line):

- ✓ I will not log on to any device or system without permission from a school staff member.
- ✓ I will not use the school district's network to log into any social media or personal e-mail.
- ✓ I will not use the school district's network to long into any Internet chat room.
- ✓ I will not upload/ download any software on any school district computer or electronic device without specific prior permission from school personnel.
- ✓ I will not use the school district's network to complete personal projects without specific prior permission from school personnel.
- ✓ I will not use the school district's network to break any behavioral rule, including any form of harassment or bullying.

Violation of the terms of this policy will result in discipline in accordance with District Policy, State Law, Federal Law, and denial of use of the computer system and other disciplinary action as appropriate.

TECHNOLOGY USE AGREEMENT

STUDENT

I have read and understand the school district policies relating to acceptable use of any GOUSD Electronic Device and/ or Network and agree to abide by them. I further understand that should I commit any violation, my access privileges will be revoked, school disciplinary action will be taken, and/or appropriate legal action may be taken.

User's Full Name: _____ Date: _____

Please Print

DO NOT SIGN-SEE SEPARATE TECHNOLOGY PACKET

User's Signature: _____

PARENT OR GUARDIAN

As the parent or guardian of this student, I have read the school district policies relating to responsible use of all Electronic Devices and/or the Internet on GOUSD grounds. I understand that this access is designed for educational purposes and that the district has implemented technology protection measures to block access to pornography and visual depictions that are obscene or harmful to minors. However, I also recognize it is impossible for the school district to restrict access to all controversial materials and I will not hold the school district or its employees or agents responsible for the failure of any technology protection measures, violations of copyright restrictions, user's mistakes or negligence, or any costs incurred by users. I hereby give permission for my child to access GOUSD electronic devices or Network and certify that the information contained on this form is correct.

Parent or Guardian's Name: _____

DO NOT SIGN-SEE SEPARATE TECHNOLOGY PACKET

Parent or Guardian's Signature: _____

Gold Oak Union School District

3171 Pleasant Valley Road
Placerville, CA 95667
530-626-3150

Google Apps for Education – Permission Slip

This year, your child may be using *Google Apps for Education* in the Gold Oak Union School District. Google Apps for Education is a suite of free, web-based programs that include email, document creation, shared calendar, and other collaboration tools. A special internal site has been set up where the students will only be able to email and share files with other students, their parents, and their teachers at school.

With the arrival of our new Chromebook laptops and other technologies, we will be teaching students using a hybrid approach that incorporates proven traditional teaching techniques along with the most current and cutting-edge informational technology tools in a limited and protected infrastructure. Through these transformative and empowering learning experiences, students will more confidently be able to navigate safely through our technology-driven world.

Please review the attached information; complete and return this to school.

If you have any questions, please do not hesitate to contact your child's teacher.

Student Name: _____ DO NOT SIGN-SEE SEPARATE TECHNOLOGY PACKET _____

Teacher Name: _____ Grade: _____

Parent/Guardian: _____ DO NOT SIGN-SEE SEPARATE TECHNOLOGY PACKET _____

_____ I give my permission for my child to use Google Apps for Education. By doing so, I agree to enforce acceptable use when my child is off School Property. Parents also have the right to request that their child's account be disabled at anytime. Please contact your school principal to do so.

_____ DO NOT SIGN-SEE SEPARATE TECHNOLOGY PACKET _____
Parent Signature

Google Apps for Education – Permission Slip (Continued)

This year, Gold Oak Union School District will provide students with Google Apps for Education accounts. Google Apps for Education includes free, web-based programs like email, document creation tools, shared calendars, and collaboration tools. This service is available through an agreement between Google and Gold Oak Union School District. Google Apps for Education runs on an Internet domain purchased and owned by the district and is intended for educational use. Your student's teacher will be using Google Apps for lessons, assignments, and collaboration. Google Apps for Education is also available at home, the library, or anywhere with Internet access. The teachers will monitor student use of Apps when students are at school. Parents are responsible for monitoring their child's use of Apps when accessing programs from home. Students are responsible for their own behavior at all times. Student safety is our highest priority.

Acceptable Use (Privacy and Safety)

Apps for Education are primarily for education use. Students may use Apps for personal use subject to the restrictions below and additional school rules and policies that may apply.

- **Privacy** - School staff, administrators, and parents all have access to student email for monitoring purposes. Students have no expectation of privacy on the Apps system.
- **Limited personal use** - Students may use Apps tools for personal projects but may not use them for:
 - Unlawful activities
 - Commercial purposes (running a business or trying to make money)
 - Personal financial gain (running a website to sell things)
 - Inappropriate or other offensive content
 - Threatening another person (such as cyber-bullying)
 - Misrepresentation of the Gold Oak Union School District staff or students. Apps, sites, email, and groups are not public forums. They are extensions of classroom spaces where student free speech rights may be limited.
- **Safety**
 - Students may not post personal contact information about themselves or other people. That includes last names, addresses and phone numbers.
 - Students agree not to meet with someone they have met online without their parent's approval and participation
 - Students will tell their teacher or other school employee about any message they receive that is inappropriate or makes them feel uncomfortable.
 - Students are responsible for the use of their individual accounts and should take all reasonable precautions to prevent others from being able to use their account. Under no conditions should a user provide his or her password to another person.

Access Restrictions (Due Process)

Access to Google Apps for Education is considered a privilege accorded at the discretion of the School and District. The school maintains the right to immediately withdraw the access and use of Apps when there is a reason to believe that violations of law or District policies have occurred. In such cases, the alleged violation will be referred to the Principal for further investigation and account restoration, suspension, or termination.

Consumer Safety (Advice for Students and Parents)

- **Don't get scammed.** Crooks are good at fooling people. They create fake emails and web pages that look real in a practice called Phishing. Don't trust links or web pages sent by email. Instead, open a new browser window and type in the address yourself.
- **Don't get spammed.** Spam is unwanted advertising sent by email. Never reply to spam and never do business with a company that sends spam. Use the "report spam" button to get rid of spam.

Digital Citizenship (Advice for All)

- **Treat others well.** It hurts to get a mean email just like it hurts when someone is mean in the school hallway. When using email or making a post on a forum or web page, be kind. Everyone will see what you write so think before you type. Be careful with what you say about others and yourself.
- **Respect the rights of copyright owners.** Copyright infringement occurs when an individual reproduces a work without permission that is protected by a copyright. If a work contains language that specifies acceptable use of others' work, the user should follow the

BRING YOUR OWN DEVICE RESPONSIBLE USE POLICY

Gold Oak Union School District

Use of Personal Electronic Devices at School:

GOUSD believes technology is a powerful tool that enhances learning and enables students to access a vast amount of academic resources. Our goal is to increase student access to digital tools and facilitate immediate access to technology-based information, much the way that students utilize pen and paper. To this end, students in grades 6-8 will be allowed to connect privately owned (personal) electronic devices to the District's filtered, wireless network. Students using personal electronic devices must follow the guidelines stated in this document and in the *Student Responsible Use Policy (RUP)* while on school property or while attending any school-sponsored activity.

Important Facts:

- Student owned personal electronic devices such as Chromebooks, laptops, tablets, smartphones, etc. are to be **utilized for educational purposes only** as directed and allowed by the teacher or other school personnel when used at school.
- Students are required to connect to the **“GOUSD Secure Student Wi-Fi Network”** which is a filtered, wireless network.
- Students may **NOT** use a personal data plan to access the Internet.
- Students must adhere to the terms of the Gold Oak Union Elementary School District's Student Responsible Use Policy (RUP). The RUP reflects Board Policy 6163.4 and Administrative Regulation 6163.4 which may be found at www.gousd.org
- Use of technology and network resources in school is a revocable privilege and not a right.

Responsible Use By Location:

Location	Use
Classrooms, libraries and learning centers	As directed by teachers
Before School, After School, Hallways, Bathrooms, Cafeteria, and at Recess Middle School – Bell to Bell Policy	Not permitted
Buses	As described in transportation policy
Before or After School Clubs	As directed by club sponsors

GRADES 3 – 8 STUDENT BYOD AGREEMENT:

When using a personal device at school or during school sponsored activities...

I, THE STUDENT, AGREE TO THE FOLLOWING:

- I will ONLY connect to the “GOUSD Secure Student Wi-Fi Network”
- I will be responsible for any device brought to school.
- I will be responsible if the personal device is lost, damaged, or stolen.
- I will keep personal devices secure at all times and not share them or loan them to others.
- I will keep all devices on silent mode during use unless otherwise directed by staff.
- I will keep devices turned off and, in my backpack, when not in use.
- I understand that there is no expectation of privacy and everything I do on the District's network is public and can be monitored.
- I will only take photos, audio recordings, or videos while on school property as directed by school staff.
- I will charge my devices at home. (No charging will be permitted at school.)
- I understand that all personal devices may be subject to investigation in accordance with District policy, state laws, and federal laws.
- I understand that transmission of any material in violation of any federal or state law is prohibited. (See BP and AR 6163.4)

BRING YOUR OWN DEVICE RESPONSIBLE USE POLICY (Continued)
Gold Oak Union School District

GRADES 3 – 8 STUDENT AND PARENT BYOD AGREEMENT:

When using a personal device at school or during school sponsored activities...

WE, THE STUDENT AND PARENT, AGREE TO THE FOLLOWING:

- We understand that any student-owned device brought to school is the responsibility of the student.
- We understand that violating the agreements in this policy may result in disciplinary actions in accordance with the *district policy, state law and federal law*.
- We understand the expectations and responsibilities associated with the proper care and handling of personal electronic devices while at school.
- We will be responsible for the setup, repair, and maintenance of personal devices.
- We understand that teachers will not store personally owned student devices.
- We will clearly label all devices with the students' name.
- We will set a password or passcode to secure entry into each device.
- We understand that neither the District nor school takes responsibility to search for lost or stolen devices nor is there any financial responsibility by GOUSD for damaged, lost, or stolen personal computing devices.

When using a personal device at school or during school sponsored activities...

STUDENT ACCEPTANCE:

By signing this document, I AGREE TO FOLLOW THE ABOVE AGREEMENTS FOR BRING YOUR OWN DEVICE and I will use my personal device(s), the network, Internet, and all technology resources RESPONSIBLY AND RESPECTFULLY.

Student Name: _____ Signature: _____

Grade: _____ **DO NOT SIGN-SEE SEPARATE TECHNOLOGY PACKET**

PARENT/GUARDIAN ACCEPTANCE:

☐ My child **MAY** use a personally owned device or devices on the District Network for the 2024-2025 school year while attending this school according to the agreements outlined and referenced above. Should I wish to rescind permission, I will notify the school in writing.

☐ I would prefer that my child NOT use a personally owned device or devices while at school.

Parent Name: _____ **DO NOT SIGN-SEE SEPARATE TECHNOLOGY PACKET**

Date: _____

Should you have additional questions, please contact your child's teacher or principal.

To assist teachers with the identification of devices, please provide the following information about the device your child may be bringing to school.

Type of Device #1: _____

Serial Number of device: _____

Identifying marks/labels on device: _____

Type of Device #2: _____

Serial Number of device: _____

Identifying marks/labels on device: _____

Additional Resources for Parents: www.gousd.org

READ BP 6163.4 AND AR 6163.4 PRIOR TO ACCEPTING THIS AGREEMENT
RETURN SIGNED COPY TO STUDENT'S SCHOOL

Gold Oak Union School District Student Behavior Policies and Interventions



Pleasant Valley Middle School

2024-2025

PHILOSOPHY

The school staff is committed to providing a safe, orderly, and caring learning environment where students feel comfortable, share responsibility for maintaining a positive school climate and take pride in their school and their achievements. As a school, we encourage attitudes and behaviors that promote mutual respect and positive relations.

The Governing Board believes that all students have the right to be educated in a positive learning environment free from disruptions. On school grounds and at school activities, students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program (BP 5131a).

The Governing Board desires to prepare students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, effective classroom management and parent involvement can minimize the need for discipline. Staff shall use preventative measures and positive conflict resolution techniques whenever possible (BP 5144a).

It has been our experience that a majority of the students at Gold Oak Union School District make good choices involving behavior. We would like to continue this trend by providing thorough information.

STUDENT RIGHTS

At Gold Oak Elementary and Pleasant Valley Middle School, we respect students' rights given them by the constitution. In respecting those rights, students will always be given the opportunity to present their perspective in situations regarding misbehavior. In addition to this, many sources of information will be sought out and taken into consideration as situations arise, requiring thorough examination.

STUDENT CONDUCT AND DISCIPLINE

Making the Difference

At Pleasant Valley we believe that it is important to work together to create a caring, safe, and orderly learning community that:

- Honors each student as a unique individual.
- Encourages academic achievement.
- Encourages students to make positive behavior choices.
- Encourages students to celebrate their accomplishments.

Pleasant Valley strives to enable all students to develop life skills of:

- Integrity – Being honest with self and others; doing “what is right.”
- Initiative – Doing what needs to be done without being asked.
- Flexibility – Willing to accept change.
- Effort – Doing your best and trying again and again.
- Problem Solving – Creating solutions to challenging situations.
- Responsibility – Responding appropriately and being accountable.
- Patience – Calmly enduring a challenging situation or person.
- Friendship – Extending friendship, care, and respect to others.
- Cooperation – Working together for a common goal.
- Organization – Putting things or persons together in an order, structured way to achieve a goal.
- Good Judgment – Using common sense in making good decisions.

Discipline Plan

The philosophical base of the Pleasant Valley School discipline plan is built upon the following beliefs:

1. We believe in a consistent, progressive school-wide plan of discipline.
2. We believe in a proactive discipline plan based on active listening and counseling involving all staff members.
3. We believe in “discipline with dignity.”
4. We believe that all students and staff should be respectful, responsible, and safe.

Carrying Out the Discipline Plan

When misconduct occurs, staff shall implement appropriate discipline and attempt to identify and address the causes of the student's behavior. At all times, the safety of students and staff and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline.

Staff shall enforce disciplinary rules fairly, consistently and without discrimination. (BP 5144a)

Pleasant Valley Middle School
Be Respectful, Be Responsible, Be Safe!
Be a Timber Wolf!

Pleasant Valley Expectations Matrix							
	Classroom	Cafeteria	Bathroom	Hallways	Buses	Library/Computer Lab	School Grounds
Be Respectful	-Follow directions -Raise your hand -Use appropriate tone/language -Keep your hands/feet to yourself	-Follow directions -Listen to adults -Keep your food to yourself	-Respect the privacy of others -Keep facilities clean	-Keep hands/feet to yourself -Listen to adults -Use appropriate language/tone	-Follow directions/rules -Wait in line -Listen to bus driver -Use appropriate language	-Follow directions -Use appropriate language/tone -Raise hand	-Follow adult directions -Use appropriate language/tone -Obey fire drill procedures -Keep hand/feet to yourself
Be Responsible	-Employ active listening -Participate actively -Come prepared -Be a problem solver -Keep cell phones put away	-Stay in designated area -Clean up after yourself -Keep cell phones put away	-Do your business and leave -Flush the toilet -Throw trash in appropriate receptacles -Wash hands -Keep cell phones put away	-Have an appropriate pass -Go straight to your destination -Pick up litter -Keep cell phones put away	-Stay seated while the bus is moving -Keep your body and belongings inside the bus -Cell phones used only as directed	-Follow the rules of the library and computer lab -Use equipment correctly -Access only appropriate websites -Keep cell phones put away	-Dispose of trash in appropriate trash cans -Use equipment correctly -Keep cell phones put away
Be Safe	-Keep your hands and feet to yourself	-Wait in line for your turn -Keep your hands and feet to yourself	-Report safety problems	-Walk in halls -Wear appropriate shoes -Keep your hands and feet to yourself	-Enter and exit in an orderly manner -Stay in your seat -Report and incidents	-Enter and exit in an orderly manner -Stay in your seat -Report incidents	-Use equipment correctly -Keep hands and feet to yourself

General Student Behavior Administrative Referral

ACADEMIC HONESTY POLICY

It is very important that parents and students understand the expectations for academic honesty. All student work should be the work of that student. No copying or plagiarism is acceptable. If quoting others in academic material, students must cite their sources. Give credit where credit is due. All students must follow individual teacher test rules for what is allowable. This ensures that a student's success is based on honesty. The Governing Board believes that academic honesty and personal integrity are fundamental components of a student's education and character development. The Board expects that students will not cheat, lie, plagiarize, or commit other acts of academic dishonesty.

Students, parents/guardians, staff, and administrators shall be responsible for creating and maintaining a positive school climate that encourages honesty. Students found to have committed an act of academic dishonesty shall be subject to district and school site discipline rules.

Academic Dishonesty (Cheating/Plagiarism) includes the following:

1. Using, or attempting to use, any kind of unauthorized means of gaining an unfair advantage on quizzes, tests, or assignments.
2. Using someone else's words, work, and/or ideas and claiming them as your own.
3. Intentionally helping or attempting to help another to participate in academic dishonesty.

Examples of Academic Dishonesty include, but are not limited to:

- Copying assignments or allowing another student to copy assignments.
- Looking at another's test or quiz or allowing another student to look at your test or quiz.
- Sending, receiving, or using information or any electronic device (such as a computer, cell phone, calculator, etc.) during a test or quiz.
- Possession or use of unauthorized materials obtained from any source, including notes written on body parts or clothing during a test/quiz.
- Talking, signaling, and/or passing information during a test or quiz.
- Changing an answer after work has been graded, then presenting it as an originally correct answer.
- Purposefully scoring a paper incorrectly.
- Discussing or providing information about a quiz or test with students who have not yet completed the assignment.
- Retaining, copying, possessing, using, or circulating previously given examination materials, where those materials were to be returned to the instructor at the conclusion of the examination for the use by another student.
- Using text as your own or another's ideas from an encyclopedia, book, textbook, website, database, or any other source without citation.
- Allowing another person to do your work, then submitting that work under your own name.

Consequences may include:

- Zero on the assignment
- Students involved share the points of one assigned grade on the work
- Administrative disciplinary action

Students involved in cheating on examinations or finals will receive a "0" and will be referred to a school administrator for disciplinary action. Remember, cheating cheats YOU of knowledge!

GUM

Gum can be a major problem when found on carpeting, furniture, and walkways. Therefore, gum is **NOT ALLOWED** at school during the school day or at extracurricular activities (athletic events, dances, etc.) A consequence will be assigned.

DIVERSITY AND RACISM

School is a place where students are to take advantage of their learning opportunities. Recognizing and valuing diversity creates a school environment that is welcoming and productive. The California Education Code states: "All pupils have the right to participate fully in the educational process, free from discrimination and harassment. Harassment on school grounds directed at an individual on the basis of personal characteristics or status creates a hostile environment and jeopardizes equal educational opportunity as

guaranteed by the California Constitution and the United States Constitution (Ed Code 201)." Harassment based on personal characteristics or status will be viewed as significant and will be addressed with significant disciplinary action.

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

HARASSMENT

School is a place where students are to take advantage of their learning opportunities. Students have the right to be free from threats, intimidation, inappropriate teasing, and name-calling that create an intimidating and/or hostile school environment. Because harassment can have significant effects on students and lead to even more serious behaviors, it will be taken seriously and will be responded to with significant disciplinary action. **To report an incidence of misconduct/bullying, please access the link for the appropriate school on the home page of the district website at www.gousd.org.**

Students are not allowed to bully other students or provoke conflicts. Behavior or statements that degrade an individual on the basis of his/her race, ethnicity, culture, heritage, gender, sexual orientation, physical/mental attributes, religious beliefs, or practices shall not be tolerated. Instruction and counseling are provided to promote positive racial and ethnic identity and to help students understand diverse cultures. (Board policy 5145.7) Violation of this policy by another student may result in disciplinary consequences, which may include suspension or expulsion, depending on the nature and seriousness of the violation.

Unlawful harassment because of gender, ancestry, physical or mental disability, age or any other protected basis includes, but is not limited to:

- Verbal conduct such as derogatory comments, slurs, or unwanted sexual advances, invitations or comments, epithets
- Visual conduct such as derogatory posters, photography, cartoons, drawings, or gestures
- Physical conduct such as assault, unwanted touching, blocking normal movements
- Interfering with academic performance or progress directed at a student
- Retaliation for having reported or threatened to report harassment

The district also prohibits sexual harassment at school and at school-sponsored that sexual harassment is prohibited and advise student to report any sexual harassment that they experience or observe (Board policy 5145.7)

Examples of conduct which is prohibited in the District and which may constitute unlawful harassment include but are not limited to:

1. Unwelcome repeated acts of leering, sexual flirtations, or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions
3. Graphic verbal comments about an individual's body, or overly personal conversation
4. Sexual jokes, stories, drawings, pictures, or gestures
5. Spreading sexual rumors
6. Touching a person's body or clothes in a sexual way
7. Purposely limited a student's access to educational tools based on a student's rejection of or protest against prohibited conduct of a sexual nature
8. Physical interference including cornering or blocking a person's normal movements, thus creating an intimidating, hostile, or offensive atmosphere
9. Displaying or posting of sexually suggestive objects in the educational setting
10. Any act of retaliation against an individual who reports a violation of the District's sexual harassment policy or who participates in the investigation of a sexual harassment complaint

By legal definition, investigation of an incident focuses upon the impact on the victim and not necessarily on the intent of the harasser. The law prohibits any form of harassment which impairs the educational environment or the student's emotional well-being at school.

RESPECT FOR STAFF

It is the job of all staff on campus to ensure that all students are safe and have the opportunity to learn. In order to carry out the duties of their job, it is important for all staff members to be treated with respect. This means students must act and speak in a

manner that recognizes the staff's authority in the classroom, on the school campus and at school related events. All pupils shall comply with the regulations, pursue the required course of study, and submit to the authority of the teachers of the schools (Ed Code 48909).

Students are to respond courteously to the direction of staff members even if they are in disagreement with the direction being given. If a student has questions or concerns about the direction(s) they are being given by staff, the student is expected to still comply with the directions, unless it is illegal or unethical. Then, at an appropriate time later, the student should talk individually with the staff member explaining their concerns regarding the direction given. Students who demonstrate disrespectful behavior toward staff members will be addressed with appropriate discipline.

STUDENT DRESS: 'DRESS CODE'

"The Governing Board expects that students will present themselves in an orderly manner which will not disrupt the educational program of the school. Their appearance should be neat, clean, and acceptable to the general society and in keeping with the activity at the school. The Governing Board considers this to be a judgment area of the site administrator of the school (BP 5132)." The dress code also applies to activities after school (i.e., dances, sports) and off campus (i.e., field trips, away sports).

Pleasant Valley believes that the development of attitudes and behavior patterns in dress and grooming should be a part of each student's total educational experience. School clothing is, to some degree, a reflection on one's attitude about self and school. At Pleasant Valley we want to maintain a professional, friendly atmosphere in which teachers can teach and students can learn. Students are expected to attend school in clean, neat clothing. Dress, hairstyle, or makeup, which are of a distracting nature or interfere with the study habits of students in the class or school, shall not be acceptable. The following guidelines are intended to define appropriate student attire and personal grooming. The purpose is to prevent disruption of the classroom atmosphere, enhance classroom decorum, eliminate disturbances among other students in attendance, and minimize student distraction so as not to interfere with the educational process. It is also intended to help protect the health, safety, and welfare of the individual student.

Specific Guidelines

1. Clothing that exposes underclothing is not allowed. Boxer shorts or bra straps may not be exposed.
2. Clothing that displays the body in an inappropriate way is not allowed. No bare midriffs or cleavage showing. No halter tops, spaghetti strap tops, mesh or see-through tops, bare back tops, crop tops, tank tops that do not fit snugly on sides, half shirts, or mini dresses. Straps must be at least 1 inch wide. Shirt/tops must cover midriff area when arms are raised.
3. Clothing that depicts tobacco, alcohol, and or obscene words or pictures are not allowed.
4. Waistbands cannot be worn lower than the width of the hand from the waist.
5. Clothing that is deemed gang-related by the El Dorado County Sheriff's Department is not allowed. This includes, but is not limited to: certain sports team jackets, oversized (2 inches larger than your waist size) and/or sagging pants, tear-off type pants, cutoff shorts with knee high socks, hanging belts, bandanas, hair nets, suspenders off the shoulders, and gang-related initials on clothing, book bags, hats, etc.
6. Chains of any kind (such as wallet chains), clothing or jewelry with protrusions that could be considered dangerous or unsafe are not allowed.
7. Recreational attire is not allowed. This includes swimming or spandex shorts.
8. **Shorts must have a minimum of a 5-inch inseam. Skirts and dresses must be no more than 4-1/2 inches above the knee even if tights are worn underneath.** Flannel/satin pajama type pants are not allowed.
9. Shoes must be worn at all times.
10. Hats may be worn but **must** be removed when inside any school building. Hats must be stored in the student's backpack while in the classroom. Students who do not follow the rules regarding hats may have the hat confiscated. Confiscated hats may be returned to the parent.
11. Glasses, other than prescription, shall not be worn indoors.
12. Students are not to write or draw on their skin in any way and will be asked to wash any markings off.

The administration reserves the right to decide the appropriateness of the student's attire. Teachers will notify the office of an inappropriately dressed student. Inappropriately dressed students will be expected to call home for a change of clothing. If a parent is unavailable the student will be expected to wear clothing loaned to them by the school personnel or change into their P.E. clothes. Clothing borrowed from the office will need to be laundered and returned.

GENERAL SAFETY

The concern for individual student's safety and the safety of others is foremost. All school rules apply as students travel to and from school, are present at school, and are attending school events even if it is not during the regular school day. The following rules of safety apply to all students. Violation of these rules will result in disciplinary action. More serious disciplinary action will be taken with habitual offenders.

1. Walking is required in all areas..
2. Possession of sharp objects is prohibited.
3. All equipment in the music and technology rooms is to be used only under the supervision of the instructor.
4. Students walking to and from school are required to follow basic safety rules when crossing streets, in the parking lot, and when near the school buses.
5. Skateboards, scooters, skates, roller blades or any other footwear or device that has wheels and is ridden is not to be ridden to school at any time. **Students may not bring them to school.**
6. Students are not allowed to bring bats, hard balls, or other sports equipment to school. Sports and play equipment is furnished by the school.
7. Electronic devices are **not allowed** out during the school day unless authorized by a staff member. This includes, but is not limited to: cell phones, computer gaming devices, personal electronic planners, hand-held or laptop computers, and laser pointers.
8. Sports equipment from home must be stored in the main office.
9. Students are required to remain within the established school boundaries during all class, lunch, and additional activities.
10. The throwing of any objects including, plastic or glass bottles, cans, pencils, rocks, acorns, snowballs, etc., is forbidden. This includes playing catch with these objects.
11. Please walk, do not run, and stay on designated pathways or field areas. The rock and landscape areas should be avoided.
12. Respect and cooperate with lunch duty supervisors.

PASSES

Students will be issued a pass when it is necessary to leave the classroom. Students must have a pass if they are out of class for any reason. In order to go to the office at any time, including lunch, a student must have a pass noting time, date, and destination. The pass needs to be signed by the teacher or designated lunchtime supervisor. Students are not allowed to come to the office between classes. The student must proceed to their next class and get a pass from the teacher.

PHYSICAL DISPLAYS OF AFFECTION

Students are requested to limit their physical romantic activities to holding hands. Greater physical contact in the presence of others is sometimes uncomfortable to some people, present variance in the opinions of properness, and presents a supervision problem with inconsistencies in the decisions made. Because of this a hold hands only rule is fair to all students. Staff members will talk to the violators about the problem and if corrections are not made, consequences will be issue and parents may be contacted to seek their help in solving the problem.

CELL PHONES

Cell phones are not permitted to be used during the school day. Cell phones may be used after the final bell of the school day. Cell phones may be used **ONLY** in approved circumstances with approved applications by teachers or staff.

Cell phones are **not** to be used on school-sponsored transportation to make phone calls, text, or to take pictures.

If a student has a health issue that requires contacting a parent/guardian, they must do so under the supervision and with the permission of a staff member.

Students who violate the cell phone policy will be subject to disciplinary action. Any staff member who sees a student using a cell phone or having it in plain sight at an inappropriate time shall confiscate the phone. If a phone is confiscated, it will be forwarded to the school office, and must be retrieved by the student after the dismissal bell or school administration may require the a parent or guardian to pick the cell phone up.

The Gold Oak Union School District is not responsible for lost or stolen cell phones.

A school official may search a student's mobile communications device, including, but not limited to, reviewing messages, or viewing pictures if evidence of a student wrongdoing is provided.

SEARCHES

The Governing Board recognizes that incidents may occur which jeopardize the health, safety and welfare of students and staff and which necessitate the search and seizure of students, their property, or their lockers by school officials. The Board requires that discretion, good judgment, and common sense be exercised in all cases of search and seizure.

School officials may search individual students and their property when there is a **reasonable suspicion** that the search will uncover evidence that the student is violating the law or the rules of the district or the school.

The Difference Between Reasonable Suspicion and Probable Cause:

For law enforcement personnel to engage in a search without a warrant, they must demonstrate **PROBABLE CAUSE**, which is "...sufficient reason based upon known facts to believe a crime has been committed or that certain property is connected with a crime. Probable cause must exist for a *law enforcement officer* to make an arrest without a warrant, search without a warrant, or seize property in the belief the items were evidence of a crime."

The standard for school administrators is not as rigorous as that for law enforcement because the law sees school officials acting *in loco parentis* – "in place of the parent." The standard of evidence for administrators to conduct a search is **REASONABLE SUSPICION**, which is: "...an objectively **justifiable suspicion** that is based on specific facts or circumstances and that justifies stopping and sometimes searching a person thought to be involved in criminal activity at the time."

All searches shall follow the guidelines listed in the Education Code 49050:

TARDINESS

A student is tardy when they have arrived to class after the tardy bell has rung (some teachers may request students to be in their seat when the tardy bell rings) or after the designated start time of class. Students who are tardy upon arrival to school in the morning (whether excused or not) must sign in at the office.

BEHAVIORAL INTERVENTIONS

Discipline in the public schools and our nation continues to be a matter of great concern to educators and parents alike. Since discipline is essential to academic progress, the teacher, and staff of the Gold Oak Union School District work together to encourage productive behavior in a firm, fair, and consistent manner. Students have the opportunity to speak with staff members before consequences are established.

Our school discipline plan is based on the premise that teachers are here to teach and students are here to learn. Therefore, it is our expectation that all students will behave in a manner that will not disrupt the education of other students.

When students make a personal choice to obey established rules, positive consequences will occur, such as verbal praise, notes of recognition to the students and parents, special activities, etc. When a student makes a personal choice to disobey an established rule, some or all of the following interventions may be used at the teacher or site administrator's discretion:

Behavior Contract: School administration will develop a document delineating a behavior program including specific positive and negative consequences for the student's behavior.

Call Home: Teachers and/or administrators may call home to discuss issues that arise.

Campus Beautification/Community Service: Student clean certain areas of the campus by means of either picking up trash, cleaning surfaces, weeding, and the like.

Conference: Teacher will meet with the student to discuss concerns. If necessary, an administrator will be present. If the behavior does not improve, a conference may be held with the parents present as well.

Demerits: Students who lose merits for poor choices will not be allowed to participate in extra-curricular activities or special events. Students may earn them back by good deeds or community service.

Detention: Students may be detained for a maximum of one hour after school or during lunch. Students will be given 24-hour notice prior to the time they have to serve detention if it is after school. Detention will be served in either in the office or the classroom. Excessive detentions may result in an extended detention or suspension.

Expulsion: Expulsion is an action taken by the Board of Trustees for severe or prolonged breaches of discipline by a student. Expulsion leads to the removal of the student from the Gold Oak Union School District. Except for single acts of a grave nature, expulsion is used only when there is a history of misconduct where other means of correction have failed to bring about proper conduct; or when the student's presence causes a continuing danger to himself/herself or others.

Extended Detention: Extended detention will be for 2 hours on Saturday or other day by arrangement.

Removal from Class: Students who are referred to the office for sufficiently severe actions will be removed from class for the remainder of the period and may be kept in the office for the same period the following day. This may be considered an "in-house" suspension.

Required Parental Attendance: Teachers and/or administrators may require parental attendance for cases in which they have determined that it is the best strategy to promote positive interaction between the student and parent/guardian and to improve classroom behavior. This is done in accordance with Board Policy 5144 (b).

SARB: School Attendance and Review Board—As a legal agency of the court, a panel of county education, law enforcement, and social services representatives reviews the circumstances of students with habitually poor attendance, academic performance and/or poor behavior and makes recommendations and provides services to address the issues.

SST: Student Study Team—Student behavior and academic performance is reviewed by administration together with parents/guardians and teachers and a plan is developed for the student's future success in school.

Suspension: Students may be suspended for a period of up to five school days for violating California Education Code 48900, 48900.4, 48915.

Warning: A school official will talk to the student and work to reach an understanding of the appropriate behavior at school. The student will be informed of future consequences.

Merit Program: Pleasant Valley Middle School uses a merit system to monitor the behavior of its students. All students begin the year with 100 merits. For various infractions, students lose merits. Notice of rule infractions will be forwarded to the office. Loss of merits will be recorded in the student's behavior file.

All students must maintain their merits to attend extracurricular activities. Students may earn back lost merits by completing community service projects on the campus. Merit's make-up must be scheduled with the principal. Students may also earn back merits by earning "PAWS for Applause," recognition. These certificates are earned by students by doing good deeds or positive acts on the campus and given out by the teachers and staff. Many students have over 100 merits at the end of each trimester from earning PAWS certificates.

The merit program is only a record keeping system. Disciplinary action will be taken by an administrator and/or teacher in addition to the recording of merits.

Note: Discipline policies and consequences may change throughout the school year. Adjustments/updates may occur due to changes in California Ed Code, Board policies, or administrative decisions.

SUSPENSION AND EXPULSION

The governing Board has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction (BP 5144a).

Except where suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct (Ed Code 48900.5).

Suspended students are not permitted to be on campus during school hours, including one hour before and one hour after school hours. Suspended or expelled students shall be excluded from all school-related extracurricular activities during the period of suspension or expulsion (BP 5144a).

School Administration's Authority to Suspend

The administrator of the school, the administrator's designee, or the superintendent of schools may suspend a pupil from the school for any reasons enumerated in Section 48900 and pursuant to Section 48900.5, for no more than five consecutive days.

Parent/Guardians do not have the authority to revoke the disciplinary actions of a school administrator. Parents/Guardians who do not agree with the disciplinary action of the administrator or believe their student is innocent of the allegations being made against them should first discuss the matter with the school administrator. If the parent/guardian is not satisfied with the outcome of that discussion, they may file a formal complaint with the district office using the Uniform Complaint Procedure.

Suspendable or Expellable Offenses

Education Code 48900: Suspension or Expulsion

A pupil shall not be suspended or recommended for expulsion unless the principal of the school in which the pupil is enrolled or the Superintendent determines that the pupil has:

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person;
- (a) (2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) *Possessed, sold, or otherwise furnished any firearm (48915.c1), knife (as defined in Ed Code 48915 (a), explosive (48915 c5, other dangerous object.
- (c) *Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance, an alcoholic beverage, or intoxicant of any kind (48915 c3). Expulsion recommended for items listed in Chapter 2 of Division 10 of the Health and Safety Code, except for either of the following: The first offense for the possession of not more than one ounce of marijuana or possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.
- (d) Unlawfully offered, arranged, or negotiated to sell any controlled substance, an alcoholic beverage, or an intoxicant of any kind and then sold, delivered, or otherwise furnished to any person another liquid, substance or material and represented same as a controlled substance, alcohol beverage or intoxicant of any kind.
- (e) *Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco or any products containing tobacco or nicotine products, including but not limited to cigarettes, cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia.
- (k) Knowingly received stolen property or private property.
- (l) Possessed an imitation firearm.
- (m) *Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in section 243.4 of the Penal Code (28915c4).
- (n) 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.
- (o) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug, SOMA.
- (p) Engaged in, or attempted to engage in, hazing.

- (q) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act toward a pupil or school personnel, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4.

Committed sexual harassment (48900.2)

Caused or attempted to cause, threatened to cause, or participated in an act of hate violence (48900.3).

Intentionally engaged in harassment, threats, or intimidation, directed against school district personnel, a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual and reasonable expected effect of materially disrupting class work, creating substantial disorder, and invading the right of either school personnel or a pupil or group of pupils by creating and intimidating or hostile educational environment (48900.4).

Pupil has made terrorist threats against school officials or school property (48900.7).

*Brandishing a knife at another person (48915 c2).

*Causing serious bodily injury (Penal Code 242.f4) to another person, except in self-defense (48915.a1).

*Assault or battery, as defined in Section 240, 242 of Penal Code, upon a school employee.

*Underlined items: Mandatory Recommendation for Expulsion

A student may be suspended or expelled for any of the above acts if the student is involved in a school activity or attendance that occur at any time, including, but not limited to any of the following:

- *While on school grounds,*
- *While going to or coming from school.*
- *During the lunch period whether on or off the campus*
- *During, or while going to or coming from, a school sponsored activity.*

Suspension and Expulsion - *Due Process*

Suspensions shall be initiated according to the following procedures:

1. **Informal Conference:** Suspension shall be preceded by an informal conference conducted by the principal, designee, or the superintendent with the student and, whenever practicable, the teacher, supervisor or school employee who referred the student to the principal. At the conference, the student shall be informed of the reason for the disciplinary action and the evidence against him/her; the student shall be given the opportunity to present his/her version and evidence in support of his/her defense. (Education Code 48911b).

This conference may be omitted if the principal, designee, or the superintendent determines that an emergency situation exists. An emergency situation involves a clear and present danger to the lives, safety or health of students or school personnel. If a student is suspended without this conference, both the parent/guardian and student shall be notified of the student's right to return to school for the purpose of a conference. The conference shall be held within two school days unless the student waives his/her right to it or is physically unable to attend for any reason. In such case, the conference shall be held as soon as the student is physically able to return to school. (Education Code 48911c).

2. **Administrative Actions:** All requests for student suspension are to be processed by the principal or Administrative Designee of the school in which the student is enrolled at the time of the misbehavior. A school employee shall report the suspension, including the name of the student and the cause for the suspension, to the superintendent or designee.

3. **Notice to Parents/Guardians:** At the time of the suspension, a school employee shall make a reasonable effort to contact the parent/guardian by telephone or in person. Whenever a student is suspended, the parent/guardian shall be notified in writing of the suspension. (Education Code 48911).

This notice shall state the specific offense committed by the student. (Education Code 48900.8)

In addition, the notice may also state the date and time when the student may return to school. If school officials wish to ask the parent/guardian to confer regarding matters pertinent to the suspension, the notice may add that state law requires the parent/guardian to respond to such requests without delay.

4. **Parent/Guardian Conference:** Whenever a student is suspended, school officials may meet with the parent/guardian to discuss the causes and duration of the suspension, the school policy involved and any other pertinent matter. (Education Code 48914).

While the parent/guardian is required to respond without delay to a request for a conference about a student's behavior, no penalties may be imposed on the student for the failure of the parent/guardian to attend such a conference. The student may not be denied readmission solely because the parent/guardian failed to attend. (Education Code 48911).

5. **Extension of Suspension:** If the Board is considering the expulsion of a suspended student from any school or the suspension of a student for the balance of the trimester from continuation school, the superintendent, principal, or administrative designee may, in writing, extend the suspension until such time as the Board has made a decision. (Education Code 48911g).

Any extension of the original period of suspension shall be preceded by notice of such extension with an offer to hold a conference concerning the extension, giving the student an opportunity to be heard. This conference may be held in conjunction with a meeting requested by the student or parent/guardian to challenge the original suspension. Extension of the suspension may be made only if the superintendent or designee determines, following a meeting in which the student and the student's parent/guardian were invited to participate, that the student's presence at the school or at an alternative school would endanger persons or property or threaten to disrupt the instructional process. (Education Code 48911).

A student may be suspended from school for not more than 20 school days in any school year, unless for purposes of adjustment a student enrolls in or is transferred to another regular school, an opportunity school, or continuation school or class, in which case suspensions should not exceed 30 days in any school year. However, this restriction on the number of days of suspension does not apply when the suspension is extended pending an expulsion (Ed Code 48903, 48912)

The Superintendent or designees may count suspensions that occur while a student is enrolled in another school district toward the maximum numbers of days for which a student may be suspended in any school year (Ed Code 48903).

Expulsion

The student is entitled to a hearing to determine whether the student should be expelled. The hearing shall be held within 30 school days after the principal or superintendent or designee determines that one of the acts listed under "Grounds for Suspension and Expulsion" has occurred. (Ed Code 48918a).

Appealing an Expulsion

If the Board of Trustees elects to expel a student, the student or parent/guardian is entitled to file an appeal of the Board's decision to the County Board of Education. The appeal must be filed within 30 days of the Board's decision to expel, even if the expulsion action is suspended and the student is placed on probation (Ed Code 48919).

Alternatives to Suspension and Expulsion

For a pupil subject to discipline under this section, a superintendent of the school district or principal is encouraged to provide alternatives to suspension or expulsion, using a research-based framework with strategies that improve behavioral and academic outcomes, that are age appropriate and designed to address and correct the pupil's specific misbehavior as specified in Section 48900.5.

It is further the intent of the Legislature that the Multi-Tiered System of Supports, which includes restorative justice practices, trauma-informed practices, social and emotional learning, and schoolwide positive behavior interventions and support, may be used to help pupils gain critical social and emotional skills, receive support to help transform trauma-related responses, understand the impact of their actions, and develop meaningful methods for repairing harm to the school community.

Mandatory Notification of Law Enforcement

Prior to the suspension or expulsion of any student, the principal or designee shall notify appropriate city or county law enforcement authorities of any student acts of assault which may have violated Penal Code 245. (Education Code 48902)

The principal or designee also shall notify appropriate city or county law enforcement authorities of any student acts which may involve the possession or sale of narcotics or of a controlled substance or possession of weapons or firearms in violation of Penal Code 626.9 and 626.10. (Education Code 48902)

Within one school day after a student's suspension or expulsion, the principal or designee shall notify appropriate city or county law enforcement authorities, by telephone or other appropriate means, of any student acts which may violate Education Code 48900© or (d), relating to the possession, use, offering or sale of controlled substances, alcohol, or intoxicants of any kind. (Education Code 48902)

Complaints Concerning Site/District Practices or Procedures

The following procedures shall be followed when a student, parent/guardian, community member, or employee has a complaint about a specific practice or procedure at the site or district level (AR 11312.6a).

The complainant shall first meet informally with the principal of the school where the practice or procedure occurred. If the complainant's concerns are not resolved through informal discussion, he/she may submit a written complaint (Form E 1312.1, *available from the school or district office*) to the principal within 30 days of the practice or procedure.

The principal, within 20 days of receiving the complaint, shall respond in writing to the complainant. If the complaint is not resolved with the principal, the complainants may file the written complaint and the principal's response with the Superintendent within ten days.

Complainant(s) should consider and accept the Superintendent's or designee's decision as final. However, the complainants or Superintendent or designee may request a hearing before the Governing Board. The Board may confirm the Superintendent's or designee's decision, request further review by the administration, or conduct the hearing.

The decision of the Board following the hearing shall be final.

"What if..." situations for students

"...I need help with a problem?"

You should talk to an adult about your problem. First, go to the teacher or other employee you feel comfortable talking to and describe your situation. They may be able to help you work toward a solution. If this does not help, talk to the counselor or administrator. Leave a "Can We Talk" slip in the office and they will talk with you as soon as they have an available moment.

"...I bring something dangerous to school accidentally?"

If you accidentally bring something to school that could get you into trouble (For example, you went camping over the weekend and took your backpack. When you came back you forgot to take your pocketknife out of your backpack and you realize in the middle of math class you still have it) you must tell an adult immediately! Students who accidentally bring something dangerous to school and immediately notify an adult have a much greater chance of not getting in trouble than students who try to hide it and get caught.

"...I know someone else has brought something dangerous to school that they shouldn't have?"

Tell an adult immediately! A student who is hiding something dangerous may use it to hurt someone at school, even though they may say they're not. Also, they may not hurt anyone, but someone else may get the dangerous object and use it. If you hide what you know, someone else might get hurt.

"...I do something wrong by accident?"

Tell a teacher or other employee or an administrator. If a student does something wrong by accident, they have a much greater chance of not getting in trouble if they tell someone than if they don't tell someone and get caught.

"...If someone continues to bully me?"

Tell a teacher, other employee, or an administrator. If another student or students continues to bully you and things don't seem to get better, or you are worried about telling someone; you and your parent can report an incident anonymously by accessing the link on our district website at www.gousd.org. Reports are confidential and are reviewed by administration and will be dealt with.

School- Home Compact

Pleasant Valley Middle School

Students, teachers, and families work together to support quality education for all students at Pleasant Valley Middle School. We encourage active learning, teaching, communication, and involvement of all partners in the education of our children.

Pleasant Valley Middle School, the parents and the students agree that this compact outlines how the parents, staff, and students will share the responsibility for improved student success, and the means by which the school and parents will build and develop a partnership that will help children achieve the state's high standards.

Pleasant Valley Middle School believes that...

- Every student has a right and responsibility to learn.
- Every teacher has a right and responsibility to teach.
- Every parent has a right and responsibility to support a home/school partnership for student learning.

Students are responsible to...

- Be to class on time with appropriate materials and books
- Come to school prepared to learn
- Show courtesy and respect to all adults and students on the campus
- Ask for help when it is needed
- Communicate regularly with teachers and parents about school and academic progress
- Respect the campus

Parents are responsible to...

- Be sure student attends school regularly and is on time
- Provide your student with the necessary educational tools to be successful
- Communicate with your student the importance of school and the importance of respecting each person
- Discuss appropriate behavior with your student, and set an appropriate example
- Communicate regularly with your student and your student's teachers regarding student progress or concern
- Attend parent/teacher/student conferences as needed
- Be an active member in the school-- attend school activities, visit classrooms, volunteer

Staff members are responsible to...

- Provide high-quality curriculum and instruction
- Maintain high expectations for all students
- Communicate regularly with students and as needed with parents regarding student progress
- Show students respect through actions and words
- Provide a safe and caring learning environment
- Participate in professional development opportunities that improve teaching and support student learning