

Grand Terrace High School

2023-2024

Home of the Titans



21810 Main St.
Grand Terrace, CA 92313
www.coltion.k12.ca.us/GTHS

SCHOOL COLORS: Turquoise, Black, White

SCHOOL MASCOT: Titan

Cover Artwork designed by Axel Juarez, C/O 2023

Property of: _____

Address: _____

Phone #: _____ Email: _____

In case of emergency, please notify:

Name: _____ Phone #: _____

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Grand Terrace High School



GENEROSITY. RESPECT. EXCELLENCE. ACCOUNTABILITY. TEAMWORK

2023-24

TITAN HANDBOOK

GTHS MISSION

Grand Terrace High School fosters a community that cultivates the individual and collective efforts of our faculty, staff, and students to become G.R.E.A.T. Grand Terrace High School is committed to providing an equitable, inclusive, and challenging learning environment where students grow academically and socially. Faculty, staff, and the community work together to prepare global citizens

GTHS VISION

Grand Terrace High School is committed to providing an equitable, inclusive, and challenging learning environment where students grow academically and socially. Faculty, staff, and the community work together to prepare global citizens who think critically, value diversity, and practice empathy. GTHS believes in a holistic education, empowering life-long learning with experiences that encourage curiosity, inspire creativity, and promote civic awareness to help students realize their full potential as contributors to society.

ALMA MATER

“VICTORIOUS FATE”

We Are Called - Victorious Fate.

This Our Charge, To Be
GREAT.

Our Might, Our Strength In
Unity;

Spirit Of Titan Family.
Enlightened Minds, Equipped
To Soar;

We Press On To Conquer More.
Make Our Mark-Earth's Every
Side.

Alma Mater, Our Wondrous
Pride!

We Are GT.
Be Great...Graduate! GT Ti-
tans!!

GRADUATE PROFILE

WE ARE:

Critical Thinkers

Using the knowledge we have, we can derive new thoughts and/or develop new procedures and plans to deepen our understanding and learn new content. We are resilient problem solvers who actively take ownership of our knowledge and learning process.

Skilled Communicators & Collaborators

We deliver information effectively, making informed decisions about the best means of communication to use for a variety of purposes and audiences. We seek to understand multiple perspectives. We are flexible and able to work with diverse teams, building consensus when making decisions.

Digitally Resilient

We adapt and appropriately utilize a variety of technology for academic and real world applications in preparation for college and career success.

G.R.E.A.T

We foster GREAT habits.

Generosity-we act with compassion and empathy

Respect-we act with respect for self, all others, and our surroundings

Excellence-we strive to do our best in all of our endeavors, going above and beyond, seeking deeper understanding.

Accountability-we act with integrity and are responsible for our behavior, actions and choices

Teamwork-we support and collaborate with one another

HAVE QUESTIONS? FIND ANSWERS

Search “GT Titans”
in the iOS App Store
or Google Play

Download Our App



This app puts Grand Terrace High School in the palm of your hand. The GT Titan App provides students, parents and staff instant access to school information.

Find all of the following and more on the App:

- Counselor Information
- A-G Course List
- FAFSA Application
- Graduation Requirements
- Request to See Counselor Link
- Staff Email Addresses
- Classlink (links to Edgenuity, Q Student Connect, etc)
- School Dance Permission Slips
- Tutoring Schedules
- Campus Clubs/Advisors
- Senior Activities Lists
- Bus Schedules
- Sports Schedules
- Calendars/Upcoming Events
- Library Media Center
- Arts Events

GTHS CALENDAR OF EVENTS 2023-2024

Dates are Subject to Change

JULY

7/24: Senior Registration
7/25: Junior Registration
7/26: Soph. Registration
7/28: Fresh. Registration

AUGUST

8/3: First Day of School
8/7-11: Maps Testing
8/15: Senior Parent Night
8/17: Home Football Game
8/22: Frosh Parent Night
8/25: Fall Rally
8/25: Home Football Game
8/31-9/1: Club Rush

SEPTEMBER

9/4: Labor Day-NO SCHOOL
9/6: Back to School Night
9/15: Coffee House
9/19: Academic Awards Assembly
9/29: Homecoming Rally and Football Game
9/30: Homecoming Dance

OCTOBER

10/6: End of QTR 1
10/9-13: College Week
10/11: PSAT
10/13: Blood Drive
10/19: Great Shakeout
10/26: College Application Workshops
10/27: Home Football Game

NOVEMBER

11/2: College Application Workshops
 Dia De Los Muertos
11/3-4: Fall Play
11/6-9: Maps Testing
11/10: Veteran's Day-NO SCHOOL
11/20-24: Thanksgiving Break

DECEMBER

12/6: Winter Band Concert
12/8: Choir Concert
12/12-14: Finals
12/14: End of SEM 1
12/15-1/8: Winter Break

JANUARY

1/8: NO SCHOOL
1/15: MLK Day-NO SCHOOL
1/17: Senior Parent Night
1/26: Blood Drive
1/29: Incoming Freshman Parent Night
1/30 & 2/1: Incoming Freshman Days

FEBRUARY

2/5-9: ELPAC Testing
2/9: Winter Rally
2/10: Winter Formal
2/16: NO SCHOOL
2/19: President's Day - NO SCHOOL
2/22: Academic Awards Assembly
2/23-24: Theatre Showcase

MARCH

3/2: Senior Inspiration
3/13: Alumni Concert Band
3/15: End of QTR 3
3/18-3/29: Spring Break

APRIL

4/8-12: CAASPP Testing
TBD: Prom
4/25: Blood Drive
4/26: Spring Rally
4/26-27: Theatre Show

MAY

5/3: AVID Stole Ceremony
5/6-17: AP Testing
5/10: Choir Concert
5/14: Senior Awards Night
5/15: Band Concert
5/17: Sadie's Dance
5/20-24: Senior Finals
5/27: Memorial Day-NO SCHOOL
5/30, 5/31 & 6/3: FINALS

JUNE

6/3: End of SEM 2 - Last Day of School

GRAND TERRACE HIGH SCHOOL

HANDBOOK



WELCOME TO TITAN TOWN

My Counselor:

The counselors are here to provide all students with a comprehensive school counseling program that focuses on your academic, career, and personal/ social development. Through a wealth of services (some listed below), the GTHS Counseling Department assists students in reaching their highest potential by achieving their educational and career aspirations.

COUNSELING SERVICES AND ACTIVITIES		
Academic & Career Development	Personal/Social Development	Workshops & Presentations
College Planning Career Assessment and Planning Academic Status Review Graduation Status Review Course Selection Graduation Requirements Individual Advisement, Planning, and Assessment Meetings Concurrent Enrollment	Consultation Individual & Small Group Counseling Conflict Resolution Referrals to Outside Agencies	College Application and Financial Aid College Planning Graduation Requirements Course Selection & Registration Educational and Career Opportunities Military Assessment ASVAB PSAT, SAT, ACT Assessments
Leadership Opportunities	Scholarship Opportunities	Activities
Hugh O'Brian Youth Leadership (HOBY) Pepperdine University Rotary Youth Leadership Awards (RYLA) Boys and Girls State SBCSS Student Advisory Panel	Local Scholarships Scholarship Listings Senior Scholarship Awards	College Week Lunch with the Counselors College and Career Guest Speakers Honor Guard Luncheon College and Career Field Trips

To meet with your counselor use the "request to see counselor" link on the school website or use the QR Code provided on this page.

Follow us on social media:

Facebook: @GTHSCounseling

Twitter: @GTHSCounseling

Instagram: @GTHSCounseling.

Stay connected and join the GTHS Counseling Department Google Classrooms using the following join codes:

C/O 2024 (Seniors) = pxhelgl

C/O 2025 (Juniors) = 7kpwuat

C/O 2026 (Sophomores) = yx4nxv7

C/O 2027 (Freshmen) = 2ufx6cz

REQUEST TO SEE COUNSELOR
bit.ly/GTCRequest



Schedule Changes: Students are encouraged to remain in their scheduled classes. Therefore, schedule changes will be made if there is an error or a class level needs to be changed. Add/Drop forms are available in the counseling office.

FEE WAIVERS for SAT and ACT Exams are available in the counseling office for qualifying students.

WELLNESS CENTER

WELLNESS CENTER: Located in Room P803 (Portables), robert.harris@cjusd.net

The Wellness Center provides resources and support to help our students, staff, and student's families with the everyday stresses they may encounter. These resources include information on how to regulate (control/balance) our emotions, walk in availability to use the wellness center as a safe and peaceful place to help students unwind from the things that are overwhelming them, parent resources and workshops, and staff trainings and support.

HOW CAN I USE THE WELLNESS CENTER?

To be able to visit the Wellness Center the students can walk into our room during passing periods before and after classes, students can ask to visit during classes with a pass from their teacher, and they can request to be called out of class by filling out our request to visit form on our school website under the wellness center tab.

WHEN CAN I USE THE WELLNESS CENTER?

The Wellness Center Is open 1st-3rd period and 5th-6th period daily. The center is not open during lunch or 4th period.

CAREER CENTER & WORK EXPERIENCE

CAREER CENTER: Located in ROOM P802 (Portables)

The Career Center provides resources for career, college, scholarships, military, and post-secondary options. Employability workshops, career interest assessments and other opportunities are available for students to explore different pathways on their road to success. You can get connected with Career Express Online, free, online CTE classes that allow you to earn elective credits

CRY-ROP (Colton-Redlands-Yucaipa Regional Occupational Program) MISSION

Preparing students for high demand careers by providing exceptional Career Technical Education programs influenced by business and industry.

HOW DO I GET A WORK PERMIT?

After being hired you will pick up a work permit from the Work Experience Teacher, Mrs. Brown, in P802. GTHS requires a 2.0 Grade Point Average. Work Experience class is offered as an elective at Grand Terrace High School; however, enrollment is limited. If you have questions, please visit the Work Experience Teacher.

GTHS Career Center
bit.ly/gthscareerctr






Colton-Redlands-Yucaipa ROP
cryrop.org

CAREER EXPLORATION
My Next Move
mynextmove.org/

California Career Zone
cacareerzone.org/

Career Readiness Specialist
Mr. Aguilar
jacob.aguilar@cjusd.net

Work Experience Teacher Mrs.
Brown
diane.brown@cjusd.net
available Tuesdays, Fridays
and by appointment

GTHS Career Center	CRYROP	My Next Move	CA Career Zone	Work Permit Form
				

RESOURCES FOR STUDENTS IN EMOTIONAL CRISIS

The CJUSD Department of Behavioral & Mental Health is a comprehensive program (k-12th grade) intended to make mental health services more accessible to our student population. The main goal of the program is to remove social and emotional barriers to educational success in the lives of children and families through mental health counseling and education, case management assistance, parent education, and linkage to community resources. Ultimately, CJUSD is committed to providing our students with essential building blocks to foster social, emotional, and physical health thereby ensuring a truly resilient and successful future.

A critical mission of our Mental Health Department is the prevention of suicide in our youth. According to data from the Centers of Disease Control and Prevention, suicide is a leading cause of death in the US, the second leading cause of death for people 10-34 years of age. It is our Mental Health Department's goal to provide our students, school staff, and parents with essential resources for suicide prevention.

National Suicide Prevention Lifeline

The Lifeline provides 24/7, free and confidential support for people in distress, prevention and crisis resources for you or your loved ones, and best practices for professionals. If you are thinking about suicide, are worried about a friend or loved one, or would like emotional support, the Lifeline network is available 24/7 across the United States. You can call 1-800-273-TALK (8255) or chat.

Crisis Text Line

Text Line is free, 24/7 support for those in crisis. Text HOME to 741741 from anywhere in the U.S. to text with a trained Crisis Counselor. Crisis Text Line trains volunteers to support people in crisis.

Trevor Lifeline

The Trevor Project is the leading national organization providing crisis intervention and suicide prevention services to lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) young people under 25. The Trevor Lifeline is a crisis intervention and suicide prevention phone service available 24/7 at 1-866-488-7386. Trevor Text is available by texting "START" to 678678.

Community Crisis Response Team

CCRT is a community-based mobile crisis team that provides assistance to those who are experiencing a mental health related emergency. Services include: mental health assessments, relapse prevention, intensive follow up services, and on-site crisis intervention. You can contact CCRT by dialing (909) 421-9233 between the hours of 7am-10pm daily.

Crisis Stabilization Unit (CSU) Centers

The CSU Centers serve San Bernardino County Residents, of all ages who are experiencing a crisis.

There voluntary 20-chair facilities, provide a home-like setting designed to provide additional access points to receive recovery based treatment options, interventions and stabilization services in the least restrictive manner possible in their community for up to 23 hour stays.

- **Merrill Center CSU: 14677 Merrill Ave., Fontana (951) 643-2340**
- **Windsor Center CSU: 1481 North Windsor Drive, San Bernardino (909) 361-6470**

For more information regarding additional suicide prevention resources, or about our mental health program services, please contact Antonio Castro - Director, Mental & Behavioral Health at 909-580-5000 ext. 6694 or email at antonio_castro@cjUSD.net

GTHS GRADUATION AND CSU/UC COLLEGE REQUIREMENT CHECKLIST

A-G	SUBJECT	GTHS GRADUATION REQUIREMENTS	CALIFORNIA STATE UNIVERSITY (CSU)*	UNIVERSITY OF CALIFORNIA (UC)*
A	HISTORY/ SOCIAL SCI- ENCE	3 Years / 30 Credits <input type="checkbox"/> World History <input type="checkbox"/> US History <input type="checkbox"/> Principles of Democracy <input type="checkbox"/> Economics	2 Years <input type="checkbox"/> 1 Year World History <input type="checkbox"/> 1 Year US History <input type="checkbox"/> 1 Semester of Principles of Democracy	2 Years <input type="checkbox"/> 1 Year World History <input type="checkbox"/> 1 Year US History <input type="checkbox"/> 1 Semester of Principles of Democracy
B	ENGLISH	4 Years / 20 Credits <input type="checkbox"/> English I <input type="checkbox"/> English II <input type="checkbox"/> English III or AP Lang. <input type="checkbox"/> English IV, AP Lit., or EWRC	4 Years English <input type="checkbox"/> English I <input type="checkbox"/> English II <input type="checkbox"/> English III or AP Lang. <input type="checkbox"/> English IV, AP Lit., or EWRC	4 Years English <input type="checkbox"/> English I <input type="checkbox"/> English II <input type="checkbox"/> English III or AP Lang. <input type="checkbox"/> English IV, AP Lit., or EWRC
C	MATH	2 Years / 20 Credits <input type="checkbox"/> Algebra I or higher <input type="checkbox"/> Math Course	3 Years <input type="checkbox"/> Algebra I <input type="checkbox"/> Geometry <input type="checkbox"/> Algebra II	3 Years (4 Recommended) <input type="checkbox"/> Algebra I <input type="checkbox"/> Geometry <input type="checkbox"/> Algebra II
D	SCIENCE	2 Years / 20 Credits <input type="checkbox"/> Physical Science <input type="checkbox"/> Biological Science	2 Years Laboratory Science <input type="checkbox"/> Biology <input type="checkbox"/> Chemistry	2 Years Laboratory Science (3 Years Recommended) <input type="checkbox"/> Biology <input type="checkbox"/> Chemistry <input type="checkbox"/> AP Bio, AP Chem, etc.
E	WORLD LANGUAGES	1 Years / 10 Credits <input type="checkbox"/> 1 Year World Language	2 Years of the Same Language <input type="checkbox"/> Spanish or French I <input type="checkbox"/> Spanish or French II	2 Years of the Same Language other than English (3 Years Recommended)
F	VISUAL & PERFORMING ARTS	OR 1 Year Visual/Performing Arts	1 Year of the same UC/CSU <input type="checkbox"/> approved Visual/Performing Art courses	1 Year of the same UC/CSU <input type="checkbox"/> approved Visual/Performing Art courses
	CTE (ROP)	OR 1 Year CTE Class	ROP Graphic Art Design I	ROP Graphic Art Design I
G	ELECTIVES	80 Credits	1 Year (two semesters) of a <input type="checkbox"/> UC/CSU approved college prep. elective	1 Year (two semesters) of a <input type="checkbox"/> UC/CSU approved college prep. elective
	PHYSICAL ED.	2 Years / 20 Credits <input type="checkbox"/> Year 1 <input type="checkbox"/> Year 2	NONE	NONE
	GPA		<input type="checkbox"/> 2.5 minimum A-G GPA <input type="checkbox"/> The SAT/ACT is NOT REQUIRED.	<input type="checkbox"/> 3.5 minimum A-G GPA <input type="checkbox"/> The SAT/ACT is NOT REQUIRED.
	TOTAL	220 Credits		

***CSU/UC A-G requirements** listed above need to be completed with a grade of “C” or better, or validation, to meet minimum eligibility requirements for admission. Advanced Placement (AP) and Honors (H) classes are recommended for competitive colleges and universities. Additional grade points are given for specific, approved courses up to 8 semesters. The SAT / ACT is NOT REQUIRED.

PRIVATE AND OUT-OF-STATE COLLEGES/UNIVERSITIES: Admission requirements may vary at each private or out-of-state college or university. Please refer to the specific school’s website for their application requirements.

COMMUNITY COLLEGES: must be either 18 years old, have a high school diploma, or possess a high school proficiency certificate. All students must complete orientation and an assessment test. The SAT/ACT is NOT REQUIRED.

COLLEGE-BOUND STUDENT ATHLETES: if interested in playing sports in college you must sign up with the NCAA Eligibility Center- or the National Association of Intercollegiate Athletics (NAIA). The NCAA requires 16 NCAA Core Classes.

COLLEGE PLANNING TIMELINE FOR SUCCESS

9th Grade	<ul style="list-style-type: none"> <input type="checkbox"/> Enroll in A-G Courses. <input type="checkbox"/> Earn a minimum of C- in all classes. <input type="checkbox"/> Get involved on campus and/or volunteer in your community or participate in internships of interest. <input type="checkbox"/> Begin College planning:
10th Grade	<ul style="list-style-type: none"> <input type="checkbox"/> Enroll in A-G Courses and challenge yourself in courses of rigor. <input type="checkbox"/> Continue with or get involved on-campus and/or volunteer in your community and/or participate in internships of various career interests. <input type="checkbox"/> Find out what kind of education/training is needed for different careers visit the Career Center in P802. <input type="checkbox"/> Start collecting college information. Get on college mailing lists and visit college campuses.
11th Grade	<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <p>FALL</p> <ul style="list-style-type: none"> <input type="checkbox"/> Get serious about college planning: <ul style="list-style-type: none"> <input type="checkbox"/> https://bigfuture.collegeboard.org/college-search <input type="checkbox"/> www.actstudent.org/college/checklist <p>WINTER</p> <ul style="list-style-type: none"> <input type="checkbox"/> Begin investigating Financial Aid and Scholarship sources. <p>SPRING</p> <ul style="list-style-type: none"> <input type="checkbox"/> Develop a list of 10-15 colleges that are of interest to you. <input type="checkbox"/> Start collecting documents you'll need to fill out the FAFSA </div> <div style="width: 48%;"> <p>SUMMER</p> <ul style="list-style-type: none"> <input type="checkbox"/> If you are planning to play a sport in college, register with the NCAA and/or NAIA <input type="checkbox"/> Take advantage of www.fastweb.com for scholarship searches this summer. <input type="checkbox"/> Get an FSA ID (you'll need when filling out FAFSA). <input type="checkbox"/> TOUR COLLEGE CAMPUSES! <input type="checkbox"/> Create a resume of your involvement in activities on campus, volunteer and/or work experience. <input type="checkbox"/> Start filling out applications </div> </div>
12th Grade	<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <p>FALL</p> <ul style="list-style-type: none"> <input type="checkbox"/> Review your Q/Zangle transcript and current schedule. <input type="checkbox"/> Ask teachers for needed letters of recommendation. <input type="checkbox"/> Begin filling out applications <ul style="list-style-type: none"> <input type="checkbox"/> CSU applications may be filed from October 1 – November 30 APPLY EARLY! www.CSUmentor.org <input type="checkbox"/> UC applications may be filed from November 1 – 30 www.universityofcalifornia.edu/admissions <input type="checkbox"/> Common App deadlines vary www.common-app.org <input type="checkbox"/> Historical Black Colleges & Universities www.commonblackcollegeapp.com <input type="checkbox"/> Research and apply for scholarships. www.fastweb.com or www.cappex.com <input type="checkbox"/> Complete the FAFSA (October 1 is the first day to file the FAFSA) www.fafsa.ed.gov <p>WINTER</p> <ul style="list-style-type: none"> <input type="checkbox"/> Send test scores to all schools to which you are applying. <input type="checkbox"/> Check your email weekly for messages from colleges and your counselor. <input type="checkbox"/> Make sure transcripts are sent to colleges. <input type="checkbox"/> FAFSA must be completed by March 2 <input type="checkbox"/> Continue to apply for scholarships. </div> <div style="width: 48%;"> <p>SPRING</p> <ul style="list-style-type: none"> <input type="checkbox"/> Receive college admission notifications. <input type="checkbox"/> Compare your financial aid packages. <input type="checkbox"/> Return all paperwork on time to the chosen college, paying special attention to the May 1 deadline by which many colleges must have your decision and deposit. <input type="checkbox"/> Continue to apply for scholarships. <input type="checkbox"/> Notify colleges you have decided not to attend. <input type="checkbox"/> Request your final transcript sent to the college you will be attending. </div> </div>



ACADEMICS

GRADUATION REQUIREMENTS

Five credits will be earned for each course passed each semester. A student can earn 30 credits per semester and 60 credits per year by passing all classes. **Repeat courses are not eligible for additional credit unless specified in the course description. (BP 6146.1)**

ACADEMIC ELIGIBILITY

Student success in academics is the first priority at Grand Terrace High School. Students must have a 2.0 GPA (grade point average) and have passed at least 4 classes in the most recent grading period (semester or quarter) in order to participate in any extracurricular events. This includes, but is not limited to, athletics, student activities, elections for ASB and prom/homecoming court, after school field trips, clubs, dances, and performances, etc. Also see the Activity and Athletic Code for more details. CIF uses a 4.0 scale to determine eligibility. Incoming freshmen have automatic athletic eligibility until the first quarter at which time the aforementioned policy applies.

DROPPING CLASSES

Per CJUSD Board Policy, a student who drops a course during the first six weeks of the grading period may do so without any entry on his/her permanent record card. A student who drops a course after the first six weeks of the grading period shall receive an F grade on his/her permanent record, unless otherwise decided by the principal or designee because of extenuating circumstances.

REPEATING COURSES

Per CJUSD Board Policy, with the approval of the principal or designee, a student may repeat a course in order to raise his/her grade. Both grades received shall be entered on the student's transcript, but the student shall receive credit only once for taking the course. The highest grade received shall be used in determining the student's overall grade point average (GPA).

CREDIT RECOVERY

Credit Recovery is an online based course system used to assist students who are credit deficient and in need of making up a course that was failed or have variable credit. These are online courses with a certificated teacher present in the room at all times. Students are expected to complete all work a week prior to each grading period to allow for grading to be completed. Progress reports are not sent out for this course. This course is not NCAA approved.

CONCURRENT ENROLLMENT CLASSES

Students in grades 10th-12th can apply to take concurrent enrollment classes at the community colleges or universities as long as they are meeting the college and university requirements. **San Bernardino Valley College offers concurrent enrollment classes on campus at GTHS as well as online.** Students that take a concurrent enrollment class from the colleges or universities must complete the District concurrent enrollment form for approval to have the class added to their transcript. Concurrent enrollment classes provide students with both high school and college credits. Please check the school website or the counseling department for more information.

ADVANCED PLACEMENT COURSES

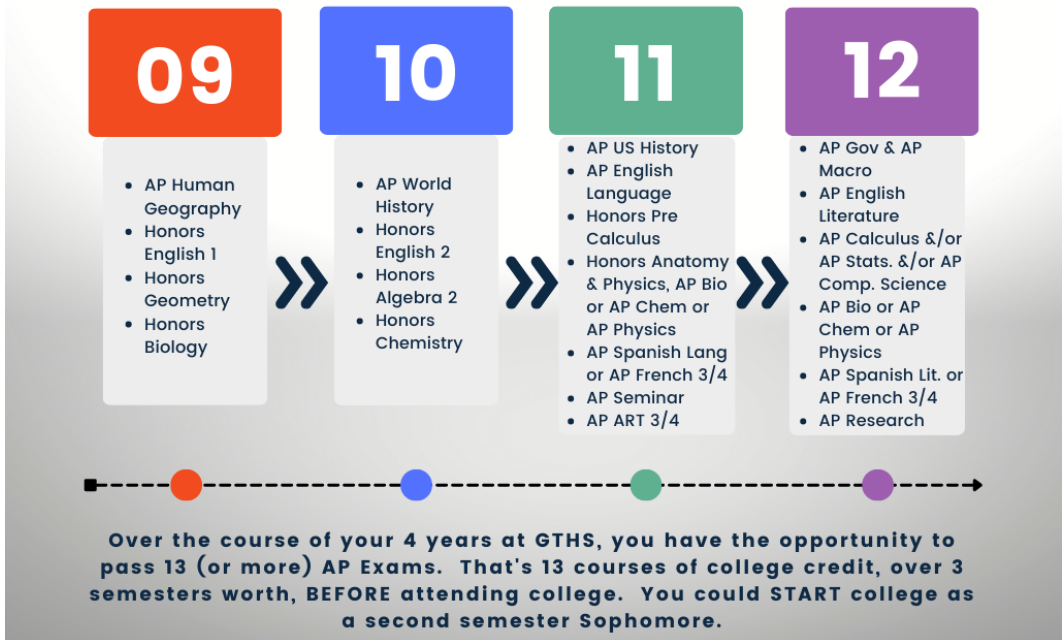
Students who are dedicated and demonstrate strong academic skills may enroll in Advanced Placement courses. Students who score 3 or higher on the AP exam in the spring, are eligible to receive college credit for the course at some colleges and universities. Advanced Placement courses require commitment to hard work. There is no fee to be enrolled in an AP course. Although not required, the expectation is that ALL AP students will take the examination.

ADVANCED PLACEMENT EXAMS

The AP Exams will be administered over the first two weeks in May. The AP Coordinator will be notifying students when and where to report for the exams. Early testing or testing at times other than those published by the College Board is not permitted under any circumstances. The following AP Courses are offered At Grand Terrace High School (subject to change, based on enrollment):



AP and HONORS @ GTHS



AP CAPSTONE DIPLOMA

AP Capstone™ is a College Board program that equips students with the independent research, collaborative teamwork, and communication skills that are increasingly valued by colleges. Students can earn an **AP Capstone Diploma** by:

- Earning scores of 3 or higher on AP Seminar and AP Research exams and 4 other AP exams of their choice.

Students can earn an **AP Capstone Seminar and Research Certificate** by:

- Earning scores of 3 or higher on AP Seminar and AP Research exams but not on four other exams.

Academics Continued

ADVANCEMENT VIA INDIVIDUAL DETERMINATION (AVID)

AVID stands for Advancement via Individual Determination. Our AVID elective program is a team of like-minded students, tutors, and teachers who provide a supportive atmosphere as students develop college readiness skills and pursue their dreams to attend college. For questions, please contact our AVID coordinator.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO - TRIO EDUCATIONAL TALENT SEARCH PROGRAM (ETS)

TRIO Educational Talent Search (ETS) is an educational program funded by the U.S. Department of Education designed to help middle and high school students to continue to the next grade level, graduate from high school, and enroll in and complete a college education. The TRIO Educational Talent Search Program at CSUSB will serve 1500 students from target schools in the Colton Joint, Rialto, and San Bernardino City Unified School Districts. The mission is to create a pathway for underrepresented students to pursue higher education by encouraging academic excellence, providing support and resources, and promoting college readiness in our schools and communities.

CRYROP CAREER EXPRESS ONLINE PROGRAM

The Career Express Online Program offers courses to students through CRYROP that students can take and receive 5 additional credits per semester outside of the regular school day. These courses are free to GTHS students.

WORK EXPERIENCE PROGRAM

Students can take the work experience class and receive credits if they are employed or volunteering in the community. Students can receive up to 10 credits per semester if they are employed and enrolled in the work experience class.

GRADE POINT AVERAGE (GPA)

The GPA indicates a student's academic achievement and is calculated as the total number of grade points received during your high school years. All students grade point average is calculated with the following points for the grade indicated:

Regular Courses: A = 4 pts. B = 3 pts. C = 2 pts. D = 1 point

Honors / AP Courses: A = 5 pts. B = 4 pts. C = 3 pts. D = 1 point

TRANSCRIPTS

A transcript is an official record of all credits earned toward high school graduation. A parent/guardian may request a transcript at any time in writing for a student under age 18. Students who are age 18 or older must request their own transcripts in writing. Students may request transcripts if they have completed Grade 10 or are 16 years old. If a student believes that there is an error on the transcript, the student will explain in writing what he/she believes the error to be. That information will be given to the counselor so that they may consult with necessary staff for a response.

STATE TESTING

California Assessment of Student Performance and Progress (CAASPP) and California Science Test (CAST) testing for GTHS students will begin in Mid-April and conclude near the end of the school year. More information on the exact exam dates and testing locations will be released in the winter and posted on the school website.

FINAL EXAMS

Per Board Policy 5121: An Incomplete shall be given only when a student's work is not finished because of illness or other excused absence. If not made up within six weeks, the Incomplete shall become an F.

ACADEMIC AWARDS

HONOR ROLL

GTHS has established the following criteria for Honor Roll: 3.0 Academic Weighted GPA, no D's or F's, enrollment in a minimum of 20 credits of *graded classes each semester. (Pass/Fail classes such as Office Aide do not qualify)

PRINCIPAL'S HONOR ROLL

GTHS has established the following criteria for Honor Roll: 3.5 Academic Weighted GPA, no D's or F's, enrollment in a minimum of 20 credits of *graded classes each semester. (Pass/Fail courses such as Office Aide do not qualify)

TITAN ACES AWARD

GTHS has established the following criteria for Titan Aces Award: students who have earned all A's (A+, A, A-, Pass is included) for a semester.

ACADEMIC LETTERS

GTHS has established the following criteria for the Academic Letter: student's must maintain an academic weighted GPA of 3.5 - 5.0 for 3 consecutive semesters at GTHS and must be enrolled in 20 credits of college prep (A-G approved) courses each semester. A student may not have any D's or F's in any qualifying semester in any course. A five-point scale is used to calculate the GPA for honors courses. This letter shall be worn on any approved style of jacket or sweater. For each additional consecutive semester(s) of qualification, the student is awarded a bar. All academic letters shall be approved by the principal or site designee.

DISTRICT ACADEMIC AWARD PROGRAM

Eligibility has been established for the District's Academic Award Program: graduating seniors must be A-G eligible to enter the University of California system as freshmen. The Academic Award Program for high schools is comprised of three levels of recognition,

1. Scholar of Distinction: students who earn an academic weighted GPA of 4.0+ in A-G approved coursework (Gold Medal).
2. Scholar of Achievement: students who earn an academic weighted GPA of 3.5-3.9 in A-G approved coursework (Silver Medal).
3. Scholar of Recognition: students who earn an academic weighted GPA of 3.0-3.4 in A-G approved coursework (Bronze Medal).

VALEDICTORIAN AND SALUTATORIAN

The valedictorian and salutatorian awards are defined as "top scholar awards." The valedictorian is the scholar with the highest total grade point average as calculated for college entrance in the graduating class at the end of the eighth semester of high school. The salutatorian would be the second highest scholar. The ranking for these awards will be computed in the following way:

1. To be eligible, the student must have completed classes that would:
 - Have made him/her eligible to enter the University of California system as a freshman, or
 - Have made him/her eligible for life membership in the California Scholarship Federation; (however the student cannot be compelled to join that organization.)
2. All classes that receive grades will be included in the calculation of total grade point average with the exception of physical education.
3. If more than one student has the exact academic weighted grade point average, dual honors will be awarded.
4. Calculation of grade point average will be calculated on a weighted scale in accordance with Board Policy and Administrative Regulation 5127.

SPEAKERS AT GRADUATION

Pursuant to Board Policy 5127, both the valedictorian(s) and salutatorian(s) will be offered the opportunity to be the major speaker(s) at their graduation ceremony.

HONOR GUARD

The top twenty students in the eleventh grade class will be recognized as the Junior Honor Guard. At the completion of the first semester in the student's eleventh grade year, the students will be selected based on their cumulative academic weighted grade point average. The students must be A-G eligible for the UC/CSU university systems. These students will assist in honoring the current senior class at various ceremonies/events and wear special robes and introduce the graduating class during their graduation ceremony.

SEAL OF BILITERACY BP 5126.1

The State Superintendent of Public Instruction awards the California State Seal of Biliteracy to students who graduate from high school and have achieved a high level of literacy and fluency in one or more language(s) in addition to English.

The student must demonstrate:

1. Completion all English Language Arts requirements for graduation with an overall grade point average of 2.0 in those classes.
2. Passing the California Assessment of Student Performance and Progress (CAASPP) for English language arts, or any successor test, administered in grade eleven, at or above the "standard met" achievement level, or at the achievement level determined by the Superintendent for any successor test.
3. Proficiency in one or more languages, other than English, demonstrated through one of the following methods:
 - Passing a foreign language Advanced Placement (AP) examination with a score of 3 or higher, or an International Baccalaureate (IB) examination with a score of 4 or more.
 - Successful completion of a four-year high school course of study in a foreign language, attaining an overall grade point average of 3.0 or higher in that course of study, and demonstrating oral proficiency in the language comparable to that required to pass an AP or IB examination.

Academics Continued

- Passing a district test with a score of proficient or higher (If no AP examination or off the shelf language tests exists and the school district can certify that the test meets the level of an AP exam) demonstrating proficiency in all of the modes of communication (reading, writing, and speaking) that characterize communication in the language.
 - Passing the SAT II foreign language examination with a score of 600 or higher.
4. In addition to the requirements mentioned above, if the primary language of a pupil is other than English, he or she shall demonstrate English proficiency on the English Language Proficiency Assessments for California (ELPAC), or any successor English language proficiency assessment, in transition kindergarten, kindergarten, or any of grades one to twelve, inclusive.

STATE SEAL OF CIVIC ENGAGEMENT

The State Seal of Civic Engagement is awarded to California students who demonstrate excellence in civics education and participation, and an understanding of the United States Constitution, the California Constitution, and the democratic system of government.

The California State Board of Education now awards a State Seal of Civic Engagement (SSCE) to California students who meet the following criteria.

1. Be engaged in academic work in a productive way;
2. Demonstrate a competent understanding of U.S. and California constitutions; functions and governance of local governments; tribal government structures and organizations; the role of the citizen in a constitutional democracy; and democratic principles, concepts, and processes;
3. Participate in one or more informed civic engagement projects(s) that address real-world problems and require students to identify and inquire into civic needs or problems, consider varied responses, take action, and reflect on efforts;
4. Demonstrate civic knowledge, skills, and dispositions through self-reflection
5. Exhibit character traits that reflect civic-mindedness and a commitment to positively impact the classroom, school, community and /or society.

Colton Joint Unified School District has developed criteria for CJUSD students to earn the State Seal of Civic Engagement. Applications must be submitted to your counselor by March 8, 2024.

SSCE Requirements and Student Guide (bit.ly/ssceguide)

SSCE Application (bit.ly/ssceapp)

CONDUCT AT GRADUATION

Per Board Policy 5127, any student participating in a graduation ceremony shall comply with district policies and regulations pertaining to student conduct. The Superintendent or designee may require graduating students to wear ceremonial attire, such as cap and gown, at the ceremony. However, any graduating student who has completed basic training and is an active member of any branch of the United States Armed Forces may, at his/her option, wear his/her military dress uniform at the ceremony. (Education Code 35183.3)

NATIONAL HONOR SOCIETY (NHS)

Students apply to the National Honor Society on the basis of the following criteria: Scholarship, Leadership, Service, and Citizenship. The council will select, for membership, those students in grades 10, 11, and 12 who best exemplify these qualities. Students must maintain the 3.0 GPA in order to maintain membership. Please see the club advisor for additional information.

CALIFORNIA SCHOLARSHIP FEDERATION (CSF):

Students membership is based on academic excellence and citizenship only. In order to become a CSF member of a chapter, the student must submit an application each semester the student is eligible. CSF life membership is achieved for chapter membership for four or more semesters in the last three years of high school.



LIBRARY LEARNING COMMONS

HOW CAN THE LIBRARY SUPPORT YOU?

- Book recommendations
- GSuite (all things Google)
- Information & digital literacy
- Applied Library Media Studies elective
- Research Databases
- Avoiding plagiarism
- Inquiry/Research

ABOUT TEXTBOOKS AND CHROMEBOOKS

Instructional materials such as Chromebooks, textbooks, and other items are checked out and loaned to students in accordance with CJUSD Board policy and California Education Code. Materials loaned to students remain the property of CJUSD and must be returned at the end of the academic year, when the student leaves CJUSD, or upon request.

Instructional materials are checked out by the library staff and must be returned to the library in order to be checked in by the library staff. You are responsible for the cost of any lost or damaged instructional materials and library books.

HERE ARE SOME TIPS FOR BEING RESPONSIBLE:

- Check the barcode on the textbook or chromebook against the barcode listed on your library account (through Destiny).
- Don't leave textbooks or chromebooks in the classroom or loan to other students.

Teacher Librarian: Mrs. K. Applebee
Library Media Tech: Ms. K. Johnson

GTHS Library Homepage
bit.ly/GTHSLibraryDestiny

GTHS Library Email:
gthslibrary@cjUSD.net

CONNECT WITH THE LIBRARY

- * Google Classroom: Join code is **flp5t4d**
- * Twitter and Instagram: **GTHS_Library**

INTEGRATED CAREER PATHWAYS

A.R.T.S. Academy



Successfully completing the A.R.T.S. Academy helps prepare students for entering college and entry-level jobs by providing students with design skills and the initial framework for producing art.

Engineering Pathway



This multi-year, comprehensive program engages students through project based learning in the classroom. The students will have career exposure and practical applications in a real-world setting.

CARE Pathway



The Care Pathway was designed for students who want to pursue a career in healthcare. This series of courses are medically focused and after completion students will become Clinical Medical Assistants or they will be on their way to becoming an Emergency Medical Responder.



ACTIVITIES & ATHLETICS

Activities Director: Mr. Marcos Ruiz

Athletic Director: TBD

ACTIVITY AND ATHLETIC CODE

Grand Terrace High School offers its students a variety of activities, clubs, and athletic teams to get involved in. To be eligible to participate in extracurricular and cocurricular activities, students must demonstrate progress in the previous grading period, including but not limited to maintenance of a minimum 2.0 GPA (grade point average) and have passed at least 4 classes in the most recent grading period (semester or quarter). This includes, but is not limited to, athletics, student activities, court, after school field trips, clubs, dances, and performances, etc. (To be a part of ASB students must maintain a 2.5 GPA per the course description.)

*BP 6145 (1.a.) A student may be granted probationary status upon entry to the ninth grade if a 2.0 grade point average is not met, provided the following conditions are maintained: The student must meet the minimum 2.0 grade point average requirement by the end of the first quarter of ninth grade.

Students with a history of discipline or truancy problems will not be able to participate on a team, in an activity organization, or attend an activity. If you are assigned an outside suspension for ANY reason, you will be prohibited from participating in ANY activities (Rallies, Dances, Graduation, Grad-Night etc.). This will be an administrative decision, and can vary from temporary suspension for the activity to removal from the team or organization.

ACTIVITY/CLUB/TEAM CONTRACT

Grand Terrace High School believes in the motto Be GREAT...Graduate! and is committed to instilling within its students the qualities of Generosity, Respect, Excellence, Accountability and Teamwork! Your decision to participate in a Grand Terrace High School club/activity/team demonstrates the strength of your character to this commitment. As a willing participant in a club/activity/team you have become a representative of Grand Terrace High School. As a representative of Grand Terrace High School you are expected to exhibit excellent behavior, attendance, and grades. Failure to uphold any/all of the Education Code, school, or district rules may result in your removal from the club/activity/team.

ASSOCIATED STUDENT BODY (ASB) CARD

ASB Cards are sold to raise money for student body extracurricular activities. The card admits students to most home athletic events free of charge and will provide a discount on dances such as Homecoming, Winter Formal, Prom, and any other dances held, plus other school activities. You may purchase an ASB Card in the Business Office.

COMMUNITY SERVICE LETTER

To qualify for the Community Service Letter, a student must maintain a GPA of 2.0 and complete 250 hours of service by a recognized nonprofit or other site approved organization and the hours must be completed while enrolled in a high school in the Colton Joint Unified School District. Students that complete service hours above 250 will be awarded a service bar or symbol for each additional 50 hours earned. Students must submit service hours each semester to the site designee to verify completion of hours. The site Principal or set designee shall have the final approval of all hours. Students who complete the 250 hours and additional hours will be awarded their letters at the School Academic Awards Ceremony. All service hours shall be non-paid hours. This letter shall be worn on any approved style of jacket or sweater. Students will submit an application to a site designee to notify the school or supervisor of their intent and where service hours will be completed. Service hours completed through a service organization on campus during non-school hours are acceptable. Students must maintain good citizenship while obtaining the Service Letter. For more information contact Carolyn Allen.

ASSEMBLY AND PEP RALLY ETIQUETTE

Each year Grand Terrace hosts a series of rallies and assemblies to promote school spirit, sports, and academics are held in various locations on the campus. Students may attend up to four rallies which are held in the Gym. The regular school day is adjusted so that all students can attend. During rallies and assemblies students must abide by the following:

1. Students must check in to their class before being dismissed to the rally. All backpacks and supplies should be left in the classroom.
2. Please be on time. Once the rally begins we close the doors and no further students are allowed to enter.
3. Once you're inside the rally, you must stay until the end. Just as it's too disruptive to allow students to enter late, allowing you to leave early is distracting.
4. Please sit with students from your class level. (Freshmen sit with freshmen, sophomores with sophomores, etc.) This helps to create spirit and unity within the four classes. Class colors this year: **FRESHMAN wear RED, SOPHOMORES wear BLUE, JUNIORS wear GREEN, SENIORS wear PURPLE.**
5. Be supportive of the event by cheering positively. Do not boo or throw objects in the gym or onto the floor.

The Student Conduct Code is enforced at all school events, including rallies. Please behave appropriately so that everyone may enjoy the event with spirit and enthusiasm. If a student is found to be in violation of the rally etiquette they will be subject to appropriate disciplinary action by school administration. Failure to abide by school rules will result in removal and a denial of access from Pep Rallies and Assemblies.

BUSINESS OFFICE PURCHASES

Students are required to carry their ID on them during the day. They must present their ID card or ID photo via Q/Zangle or 5 Star, for purchases at the Business Office. The Business Office will be open Monday through Friday from 8:05am until 4pm. However we will be closed during 5th period and no student transactions will be conducted during class time.

BUSINESS OFFICE REFUND POLICY

Policy for students requesting a refund for activities that are paid for through the Business Office:

1. If the student is told by the school that they cannot attend, the student is entitled to a refund provided he/she requests a refund no later than 4PM one week before the event. (Ex. If the event is on a Thursday, the refund request must be made by 4PM on the previous Thursday.)
2. If the student is told by the school the week of the event that they cannot attend, the student is not entitled to a refund but may receive a credit for future events, as long as the request for credit is made within 48 hours of non-attendance notification.

There are no refunds for fundraisers. Refunds will be granted if the event is canceled. All requests for refunds or credits must be made with the Business Office.

SCHOOL DANCES & GRAD NITE REGULATIONS

For all dances, unless restricted by administration, you may apply to bring one guest. All guest applications must be approved by an Administrator prior to purchasing a ticket. Guest applications may be picked up in the Business Office. Students with behavior history and/or attendance issues (tardies, truancies, etc.) may not be allowed to attend school dances or other school sponsored events. Dances require that tickets be bought by the ticket sale deadline. Deadline to purchase tickets is one week before the event. (Ex. If the event is on a Thursday, the ticket sale deadline will be by 4 PM on the previous Thursday.) No tickets will be sold at the door. Tickets are non refundable and non transferable. Once you are inside the dance you are expected to remain inside until a half hour prior to the end of the event unless given permission by parent/guardian to leave. No re-entry is permitted. This includes forgotten items in your car (camera, makeup, etc.). Anyone under the influence of a controlled substance at a school activity will be held accountable as per Student Discipline Guidelines and will be referred to local law enforcement.

Athletics & Activities Continued

SCHOOL DANCES & GRAD NITE REGULATIONS Continued

All school rules are in effect, including but not limited to dress code. Students must meet eligibility requirements to attend. Failure to abide by school rules will result in removal and a denial of access from ALL school dances and school sanctioned events.

Grad Nite is for our graduating seniors only. No guests may attend. There are no refunds for Grad Nite. Grad Nite follows the same criteria as dances.

ATHLETICS

Grand Terrace High School has embraced the philosophy "Pursuing Victory with Honor" set forth by the California Interscholastic Federation (CIF), which envelopes the "6 Pillars of Character" which are outlined by the Josephson Institute and their program known as "Character Counts." The Josephson Institute, CIF and Grand Terrace High School believe that athletic success can be achieved by Athletes, Coaches, Administration, Teachers, Parents and the Community who believe in the following "**6 Pillars of Character**": Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship.

SPORTS OFFERED AT GTHS

Fall Sports	Winter Sports	Spring Sports
Girls Volleyball	Boys & Girls Soccer	Baseball
Football	Boys & Girls Basketball	Softball
Girls Tennis	Boys & Girls Wrestling	Boys Tennis
Cross Country	Cheer	Boys & Girls Track & Field
Cheer	Winter Guard	Swimming
Marching Band		Competitive Cheer
Color Guard		

ATHLETIC & ACTIVITIES AWARDS

GT Athletic Letters

To qualify for an Athletic Letter, a student must compete in a Varsity sport for the duration of the season. Student-Athletes will receive only one letter and subsequently receive a pin for every sport they participate in, on the Varsity level of competition. For most sports there are specific requirements that need to be met, please see the Athletic Director should you have any questions.

Scholar Athlete Award

Students must

- Possess no less than an weighted cumulative grade point average of 3.50 (grades 9-12 (7 semesters), no D's or F's).
- Have demonstrated athletic ability in at least two years of varsity play within California
- Participate in athletics as a senior).

This award is earned as a senior and is considered a career achievement. The Scholar Athlete Award will ONLY be awarded to the athlete during their senior year at the Senior Awards Ceremony in May.

*Varsity sports include those listed above.

Visual and Performing Arts Awards

Choir

Students who earn a C (in both semesters or better) in Chamber Choir or Treble Choir receive a GT Letter and pin. Students must be in the ensemble for a full school year. For consecutive years, students earn an additional bar.

Band/Color Guard

Students in marching band and color guard can earn a varsity letter through a point system.

Points are awarded to students for successfully completing participation in each season as well as additional points earned through remarkable achievement. See Band Director for more information. Students who continue to participate after successfully earning a varsity letter, can earn service bars for each subsequent year.

Theatre Awards

Theatre awards/letters are done via the Thespian Society. Please see the theatre teacher for more information.

HOW DO I CLEAR MY DEBTS?

All debts must be cleared prior to the beginning of the next school year. No student or his/her date will be able to purchase tickets for dances unless all debts are cleared. If you have debts to the school, no transcript will be released to you or to your parents. The Business Office accepts cash, debit, credit and money orders. A convenience fee will be added to all credit and debit purchases. Students can clear debt in the Student Store or online at the Titan Webstore.

MAY I SELL ITEMS ON CAMPUS TO RAISE MONEY?

NO! Only ASB approved fundraisers are permitted on campus. Please contact the Activities Director if you have any questions. If a student is found to be selling items on campus, their merchandise will be confiscated and parents will be contacted to come retrieve the items. The student will be sent to the Assistant Principal's office for appropriate discipline.

WILL THERE BE A SENIOR CONTRACT?

All seniors will be bound by the Senior Contract [Conditions of Participation in Senior Activities] which dictates certain behaviors in preparation for graduation and completion of the senior year. In the event of a conflict between the Senior Contract and any other policy, the more restrictive policy will prevail. Consequences for violation of the Senior Contract are listed on the contract itself. Violation of the Senior Contract will result in removal from ALL Senior Activities, **NO REFUND WILL BE GRANTED.**

SENIOR CONTRACT

Congratulations! You are one step closer to graduating. Senior year is full of exciting and challenging experiences. The path to graduation starts the first day of your senior year. The graduation ceremony is to honor you, the student. During the graduation ceremony all student eligible to participate will wear caps and gowns, have their names announced to the audience and receive their diploma cover. Attention will be focused on the individual and class achievements.

The District desires to conduct a meaningful and dignified Commencement ceremony. To accomplish this, the following requirements are conditions of participation and are provided to each senior and his/her parent or guardian.

1. I recognize that participation in the Commencement ceremony and all senior activities is a privilege and is not mandatory to receive the diploma of graduation. I fully understand that my failure to completely abide by the California Education Code or District policies will prevent me from participating in all end-of-year senior activities and Commencement ceremony.
2. I do recognize that this privilege will be withheld if the following requirements are not adhered to:
 - a. Ten (10) or more periods of unverified absences during the senior year will prevent the student from participating in all senior activities and Commencement ceremony.
 - b. Ten (10) or more tardies during the senior year will prevent the student from participating in all senior activities and Commencement ceremony.
 - c. The student shall follow all school rules, District policies, and directions of the school administration and staff. Actions that result in an off-campus suspension as defined in California Education Codes 48900, 48915, and 48900.5 will result in an immediate removal from all senior activities and Commencement ceremony.
 - d. One week prior to graduation student and parent/guardian must (1) pay or satisfy all debts owed to the Colton Joint Unified School District, (2) return all property, (3) return all necessary paperwork.
 - e. Prior to the Commencement ceremony, all course requirements shall be completed and final grades submitted to the counseling office (including concurrent enrollment) indicating the student has completed the courses and number of credits required to earn a high school diploma.
 - f. An unaltered cap and gown selected by the school shall be worn at the Commencement ceremony.
 - g. Attire consistent with the District's dress code policy shall be worn during senior activities and under the student's gown during the Commencement ceremony.
 - h. The student shall not disrupt any of the end-of-year activities or Commencement ceremony.
3. This AGREEMENT shall be signed by the student and parent/guardian. This AGREEMENT shall be in effect the first day of the first semester.
4. This contract must be signed and returned in accordance with each site's requirements. Failure to meet this deadline will result in disqualification from the Commencement ceremony. All new seniors and parents/guardians shall sign the AGREEMENT during registration.
5. Forgery of this AGREEMENT constitutes the student's immediate removal from all end-of-year senior activities and Commencement ceremony.
6. NO REFUNDS of previously paid items.
7. By signing below the student and parent/guardian certify they have read and understand the terms of the AGREEMENT. Further, the student and parent/guardian agree they will abide by the terms stated.

BE G.R.E.A.T ... GRADUATE

ATTENDANCE

Grand Terrace High School believes that arriving to class on time builds responsibility and maximizes instructional time that leads to increased student achievement and success. In order to effectively and fairly monitor attendance, no passes will be issued by staff members for the **first and last ten minutes of any class period**. It is the intent of GTHS administration to minimize classroom interruptions and provide students and teachers the opportunity to complete objectives daily.

SIGN IN/OUT

- Eighteen year olds have the right to sign in/out of school and clear their absences on their own. **The expectation is that students who sign themselves out will NOT be able to return without a doctor's note.**
- Parents/Emergency Contacts must come into the office and show ID to release their students. Students will not be released by parent email or parent phone call. **Only individuals on the student's Emergency Contact List will be allowed to release students.** Individuals not on the Emergency Contact List may be added throughout the school year via the Q Parent Portal or the Student Emergency Card. (Currently enrolled students can not be on another student's Emergency Contact List.)
- Students currently enrolled in GTHS may not release siblings/family from school.

TYPES OF ABSENCES

There are many types of absences recognized by the CJUSD, in accordance with California Education Code 48200.

Qualified absences: Due to illness, doctor/dentist appointments, family funeral or court appearance of the student. The State of California allows one (1) day excused for an in-state funeral and three (3) days for out-of-state funerals.

Unqualified absences: Excused by parents for reasons other than recognized in Qualified Absences, including family emergencies.

Truancies/Unverified absences: Absences not authorized by parent/guardian, not notified within 72 hours and not authorized by school personnel.

Suspensions: Absences mandated by school officials for disciplinary reasons.

In addition, some absence codes note that a student was not in class, but was in the office or on a school activity.

PERFECT ATTENDANCE AWARD

Awards are distributed each semester to those students with Perfect Attendance. Students must be continuously enrolled since Day 1 of the semester and present and on-time for all periods each day in the semester. Any absence that is not a Qualified absence will disqualify a student for the Perfect Attendance Award.

ATTENDANCE PROCEDURES

When a student is absent, the parent/guardian **MUST** call or send a note to the attendance office **WITHIN 72 HOURS** to inform the school of the absence. The note must consist of the student's name, grade and reason for absence, **(THIS IS REQUIRED BY CALIFORNIA STATE LAW)**.

Parents have 72 hours to provide a reason for absence, **after which the absence is considered a truancy/unverified absence for each period missed.**

***BY STATE LAW, any student who misses three (3) days or more due to truancy, is declared a habitual truant and will be reported to the appropriate juvenile/law enforcement agency.**

SCHOOL ATTENDANCE REQUIRED BY LAW (ED. CODE § 48200, 48290)

The mission of the Colton Joint Unified School District is to prepare every student with the knowledge and skills needed for lifelong success in a changing world. Students who are chronically absent from school are not able to accomplish their educational goals.

According to the California Compulsory Attendance Law (Ed. Code 48200) students are required to attend school on a regular basis from the ages of 6 to 18 years of age. The District also requires a student enrolled in transitional kindergarten or kindergarten to attend school on a regular basis.

A Chronic absentee is a pupil who is absent for any reason, 10 percent or more of the school days the pupil is enrolled during the school year [Ed. Code 60901(c)(1)]. Please contact the school with either a note or phone call to document the reason for your student's absence(s).

The State law states:

- Any pupil subject to compulsory education who is absent from school without a valid excuse three full days or tardy more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or a combination of each, is considered a truant and shall be reported to the District's attendance supervisor. (Ed. Code 48260)
- Once a student has received their third truancy, the District will notify the parent/guardian in writing that the student is considered a truant and that the parent/guardian is subject to prosecution if the matter is not corrected. (Ed. Code 48260.5)

District policy states:

- Once a student has received six truanancies, a second letter will be mailed to the parent/guardian informing them that their child is truant. The school will also schedule a Student Attendance Review Team meeting (SART) to place the student and parent/guardian on an SART attendance contract. The school will also refer the student and parent/guardian to the District Attorney's office through the Let's End Truancy program (LET). Students can also be placed on a SART contract for being chronically absent, despite the reason.
- If a student violates the SART contract, the student and parent/guardian will receive a subpoena to attend a Student Attendance Review Board (SARB) to discuss the attendance issues with the Coordinator of Child Welfare and Attendance, the District Attorney, and County Probation. The student and parent/guardian will then be placed on a SARB contract. Violation of the SARB contract will result in the citation of the parent/guardian and/or student with the minimum fine of \$100 to a maximum penalty toward the parent/guardian of \$2,500 and/or one year in jail. (Penal Code 272)

Your cooperation is needed to help us give your student a quality education.

If you have questions regarding this policy, please contact Christy Padilla at (909) 580-6525.

TARDY POLICY

Guiding Philosophy: At Grand Terrace High School we strive to be a community that cultivates the individual and collective efforts of our faculty, staff, and students to become G.R.E.A.T. To accomplish these goals and increase school wide student achievement it is crucial that all students be in class on time everyday.

Tenets: Being on time to class will minimize disruptions to the learning environment, develop a life skill of punctuality and respect, promote a culture of academic integrity, and improve passing rates.

School Wide Expectations

Students should be in their class BEFORE the tardy bell rings. A tardy occurs when a student arrives in class after the bell rings.

The following is the tardy policy for 1st period tardies:

- Students will be marked tardy or present depending on possession of a parent excuse note.
- Students who enter school tardy with drink/food will have to drink/eat their food prior to entering campus.

Tardy Policy Provisions: To emphasize the importance of punctuality, we will be conducting random tardy sweeps. We will have teachers lock their door when the tardy bell rings and students will be escorted to our lunch area. They will receive a warning and be sent to class. Any student with excessive tardies, will receive consequences which could include a parent conference, detention, or other means of correction.

Habitual Tardiness

Habitual tardiness is not acceptable at Grand Terrace High School. Habitually tardy students face the following disciplinary actions:

Within a Class

Tardies 1-7: Teacher will counsel students and contact the parent or guardian at least once between tardy 1 and 7.

After Teacher Intervention

Tardy 8: Referred to counselor and parent or guardian contacted.

Tardy 10: Referred to the Assistance Principal's office and parent guardian contacted.

Tardy 20+: Meeting with Principal and Parent

STUDENTS WHO ACCUMULATE TWENTY (20) TARDIES MAY BE PLACED ON A SART CONTRACT.

Tardy Recognition Protocol:

Students with no accumulated tardies will be entered into a drawing for prizes, each month. Prizes may range from free tickets to dances, games, yearbook, school apparel, gift cards, food vouchers at school sponsored events, etc.

*****Students arriving late will not be allowed to enter campus with food items. Any food items must be consumed before entering the campus. This includes food the student may have brought for another person(s) on campus.**

SATURDAY SCHOOL

Saturday school is an opportunity for students to make up absences and tardies while receiving tutoring and making up course work. A 10-minute break is scheduled about half-way through the morning. No Late Students will be admitted. Students must bring four hours of work to complete. Students who do not bring the required amount of work will not be admitted. School work includes all materials, books, chromebooks and papers necessary to be engaged for the four-hour session.

CAMERA NOTIFICATION

NOTICE TO STUDENTS, PARENTS AND STAFF REGARDING THE USE OF CAMERA SURVEILLANCE ON SCHOOL PROPERTY

Per Board Policy 3515

For the safety of our students, staff and visitors as well as to protect district property, facilities, and equipment from vandalism and theft, the Colton Joint Unified School District (District) and Grand Terrace High School (GTHS) employs surveillance camera systems for campus security purposes. The surveillance camera systems are capable of recording activity, but are not actively monitored at all times.

Surveillance cameras will generally be utilized only in public areas where there is no “reasonable expectation of privacy.” Public areas may include school buses; building entrances; hallways; parking lots; front offices where students, employees, and parents come and go; gymnasiums during public activities; cafeterias; and supply rooms. However, it is not possible for surveillance cameras to cover all public areas of District and GTHS buildings or all District GTHS activities.

District and GTHS surveillance cameras will not be installed in “private” areas such as restrooms, locker rooms, changing areas, private offices (unless consent by the office owner is given), or classrooms.

Surveillance camera system recordings may be used in disciplinary proceedings, and matters captured by the camera may be referred to local law enforcement, as appropriate.

CHEATING

Cheating and plagiarism are defined as “any involvement in an attempt to obtain credit for work that is not one’s own.” Plagiarism is a “theft of ideas” and will not be tolerated. Plagiarism takes someone’s ideas and puts them in an assignment without documenting the source. It appears to be an original idea when actually it was taken from someone else. A person does not accomplish anything positive by plagiarism. These acts will lead to disciplinary action.

First Offense: Teacher counseling, no credit for the assignment, teacher/parent/student conference, referral to the Office for documentation of the incident in Zangle.

Second Offense: On campus suspension; loss of any ASB, Captain status on any athletic or academic team, or participating in the Leadership class; exclusion from honorary organizations (Such as National Honor Society, California Scholarship Federation, etc.) parent conference with administration. Plagiarism on scholarship materials and/or graduation speeches is severe and the administration reserves the right to invoke any reasonable consequence as a result.

DELIVERIES TO STUDENTS

Please make travel, lunch, clothing and other arrangements with your student before he/she arrives at school. One of our many goals is to teach our students personal accountability for things such as remembering their own chromebooks, books, lunches, clothing, sports equipment and other necessities. Deliveries are disruptive to the learning environment. The delivery of gifts, electronic devices, flowers, lunch, balloons, etc. will not be accepted at the school office. This includes orders of food from digital delivery apps (for example DoorDash, PostMates, etc.). NO EXCEPTIONS!!! Students who violate this regulation may be subject to consequences.

HOME PERIOD

Senior students who are assigned a home period 1st or 6th shall NOT be on campus during those times.

Loitering on campus will not be allowed and will result for revocation of home period privilege

LOST AND FOUND

If you have lost an item on campus you can look for it in two locations. Large items (water bottles, sweaters and other items of clothing, backpacks, etc) can be found in the Student Store. Smaller items and items of value (cell phones, keys, glasses) can be found in the AP Office.

HEALTH ISSUES

Students who need to see the school Nurse or Health Assistant aide must get a Health Office pass from the teacher. The Nurse or Health Assistant is available during school hours to provide general first aid, health counseling and guidance. The Health office also coordinates eye, hearing, and scoliosis examinations as well as other health-related services. Please note that we share our Nurse with several other schools in the District; therefore, there will be times when she is serving other schools within the district.

MEDICATIONS ON CAMPUS

In compliance with Education Code Section 49423, no medication will be accepted or administered at school without meeting the following requirements:

All medication administered by CJUSD must have a current form completed by the prescribing physician and the parent/guardian must sign the request portion. Medications given on a ten-day basis: the physician may write his/her order for school administration on the clinic's prescription pad or fax the completed medical form. All medication must be properly labeled with the student's name, dose, and current date. NO medication may be dispensed unless it is in the original prescription bottle. When a student has a unique health problem such as severe allergic reaction, seizures, heart problems, and so forth it is imperative that the school be notified so that the student's health needs can be addressed as necessary. Non-prescription medication such as aspirin will NOT be administered at school even at a parent's request. Parents have the right to bring a medication to school and administer it if necessary. Students are NOT to keep medication on their person unless the appropriate paperwork has been completed. Students carrying medication in purses or backpacks are subject to discipline. Inhalers: Students at the high school level may carry their inhalers only if the physician and parent/guardian have filled out the proper forms. Any student who is not experiencing relief with their inhaler should come immediately to the health office. There are certain cases where medications may be carried by a student legally for their own safety. This must be coordinated with the Health Office.

Confidential Medical Release

Pursuant to California Education Code Section 46010.1, you are hereby notified that: California Education Code section 46010.1 requires school districts to "notify pupils in grades 7-12 inclusive and the parents or guardians of all pupils enrolled in the district, that school authorities may excuse any pupil from the school for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian." (BP-5113).

LEAVING CAMPUS

Students are ONLY to exit campus through the front office if they have HOME Period or if they are 18 and sign themselves out for the day. If a student leaves campus without permission and/or is witnessed returning to campus they may be subject to search by a campus security officer in order to ensure campus safety and security, it will be reported to attendance to record the truancy in Zangle and the student may be given a citation.

PUBLICATIONS

Publications may be distributed or posted on campus with prior administrative approval and only in designated areas.

PUBLIC DISPLAYS OF AFFECTION

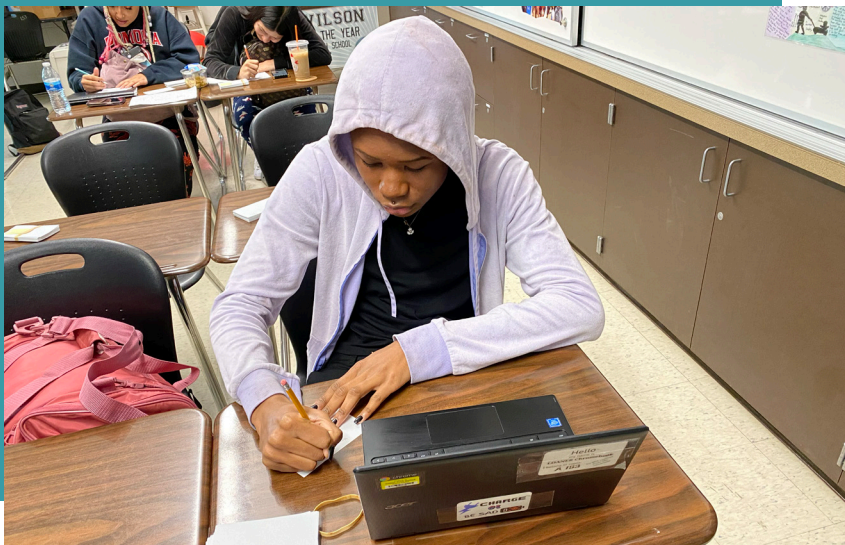
Students expressing themselves through extreme or habitual public displays of affection will not be tolerated. Site Administration will respond to such actions through progressive and appropriate discipline.

SKATEBOARDS/BIKES

Students who need to see the school Nurse or Health Assistant aide must get a Health Office pass. Skateboards, roller blades, scooters, bicycles or any other modality of transportation are not to be ridden on campus at any time, day or night. These items will be confiscated. Skateboards and bicycles shall be locked in racks during school hours.

MOBILE DEVICE POLICY

1. **Use of devices on school grounds:** Students may possess or use on school campus personal electronic signaling devices including, but not limited to, pagers and cellular/digital telephones, as well as other mobile communications devices including, but not limited to, personal digital assistants (PDAs), and laptop computers, provided that such devices do not disrupt the educational program or school activity and are not used for illegal or unethical activities such as cheating on assignments or tests. **SPEAKERS AND/OR RADIOS ARE NOT ALLOWED ON CAMPUS AT ANY TIME AND WILL BE CONFISCATED BY SITE PERSONNEL IF SEEN, REGARDLESS IF THEY ARE HEARD.**
 2. **Times devices may be used:** Electronic signaling devices may be used before school begins and after the regular school day ends. (School begins when the first bell rings directing students to go to class—8:40 AM and school ends at 3:45 PM.) Electronic devices must be turned off and not visible during the instructional day including passing periods, recesses, and lunch. (Students with a shortened schedule must wait until off-campus in order to use the cell phone.) Noncompliance will result in confiscation of said device.
 3. **Disruption may result in confiscation:** If a disruption occurs or a student uses any mobile communications device for improper activities, a school employee shall direct the student to turn off the device and/or shall confiscate it. If the school employee finds it necessary to confiscate the device, he/she shall return it at the end of the class period or school day. If a school employee finds it necessary to not only confiscate the phone but also send it to the Assistant Principal's office disciplinary action transfers to Assistance Principal's office. [**1st Offense:** The student can pick up the confiscated phone at the end of the day, **2nd Offense:** A parent or guardian may pick up confiscated phones in the Assistant Principal's office, **3rd Offense:** A parent or guardian may pick up confiscated phones in the Assistant Principal's office and the student will receive a lunch detention.]
 4. **Student Responsibility:** It is the responsibility of the student to ensure that his/her electronic device or cell phone is turned off and secured at all times within the above specified time period.
 5. **CONSEQUENCES:**
 - First offense**
 1. Confiscation-return to the student at the end of the day.
 2. Violation recorded in student discipline record*
 - Second offense**
 1. Confiscation-return to parent or guardian
 2. Lunch Detention
 3. Record 48901.5 and 48900K violation in student discipline record.
 - Third and Fourth offense**
 1. Confiscation-return to parent or guardian
 2. 1 day of After School Detention
 3. Record 48901.5 and 48900K violation in student discipline record.
- Additional violations of the cell phone policy will result in further disciplinary action.**





POSSIBLE DISCIPLINARY ACTIONS & INTERVENTIONS

Review of PBIS Expectations: Student will be re-introduced to the school wide discipline matrix.

Counseling/Warning: Students are counseled and the inappropriate conduct is discussed and alternative behavior is practiced.

Counseling: Students are referred to counselors specializing in drug and alcohol and/or anger management counseling.

Referral to counselor: Student is sent to counseling to address the underlying issue(s).

Phone call home: Parents are contacted regarding the conduct.

Parent invitation to attend school with student: At GTHS we strongly believe in an active problem solving partnership with our parents. At times, we find that we can achieve this most effectively when a parent attends school with the student for one or more periods.

Campus Beautification Detention/ Tutoring: When a detention is assigned for disruption or defiance of school rules, students/parents will be given a 24-hour notice of the date that the detention will be served. Failure to serve the re-scheduled detentions will result in no credit for serving the detention and may also include a one day suspension for defiance. Parents are responsible to pick up or drop off students for detentions or tutoring.

Out of School Suspension: Students may be suspended for 1-5 school days, depending on the offense. During that time, they may not be on any school campus. County law prohibits suspended students from public areas during school hours. Students will be permitted to return to school after the suspension period and after an administrative conference is held with your parent/guardian.

CJUSD Behavior Contract: Students may be placed on a behavior contract with conditions. Violation of the behavior contract will result in a recommendation for a Due Process Meeting at the Student Services Office. The Due Process Meeting may result in a change in placement (Student may be administratively placed at a different school site) or a recommendation for expulsion from the District.

Expulsion: Expulsion is the most severe avenue of discipline. Students referred for an expulsion hearing will have their grades, attendance, and behavior reviewed by a district panel that may decide to remove the student from all schools in the district.

Citations: San Bernardino County Sheriff Officers are authorized to write citations for students to appear in court. Administrators may also write Clean Sweep citations which must be signed by a

SUSPENSION & EXPULSION

It is the responsibility of every student to know and follow school rules. By doing so, you will be a productive and successful member of the GTHS school community. All students should be self-directed learners who demonstrate concern and respect for others. Students who make poor decisions will be held accountable for their actions. California State law says that a student may be disciplined, suspended, or recommended for expulsion based on "reasonable cause." While conducting an investigation, our Administration team may interview your student, in which case, under California State law, parental consent is not required. [CA Ed Code 48911 a-d] A copy of ed. code regarding suspension and expulsion can be found in the CJUSD policy section of this handbook.

POSITIVE BEHAVIOR INTERVENTION & SUPPORTS

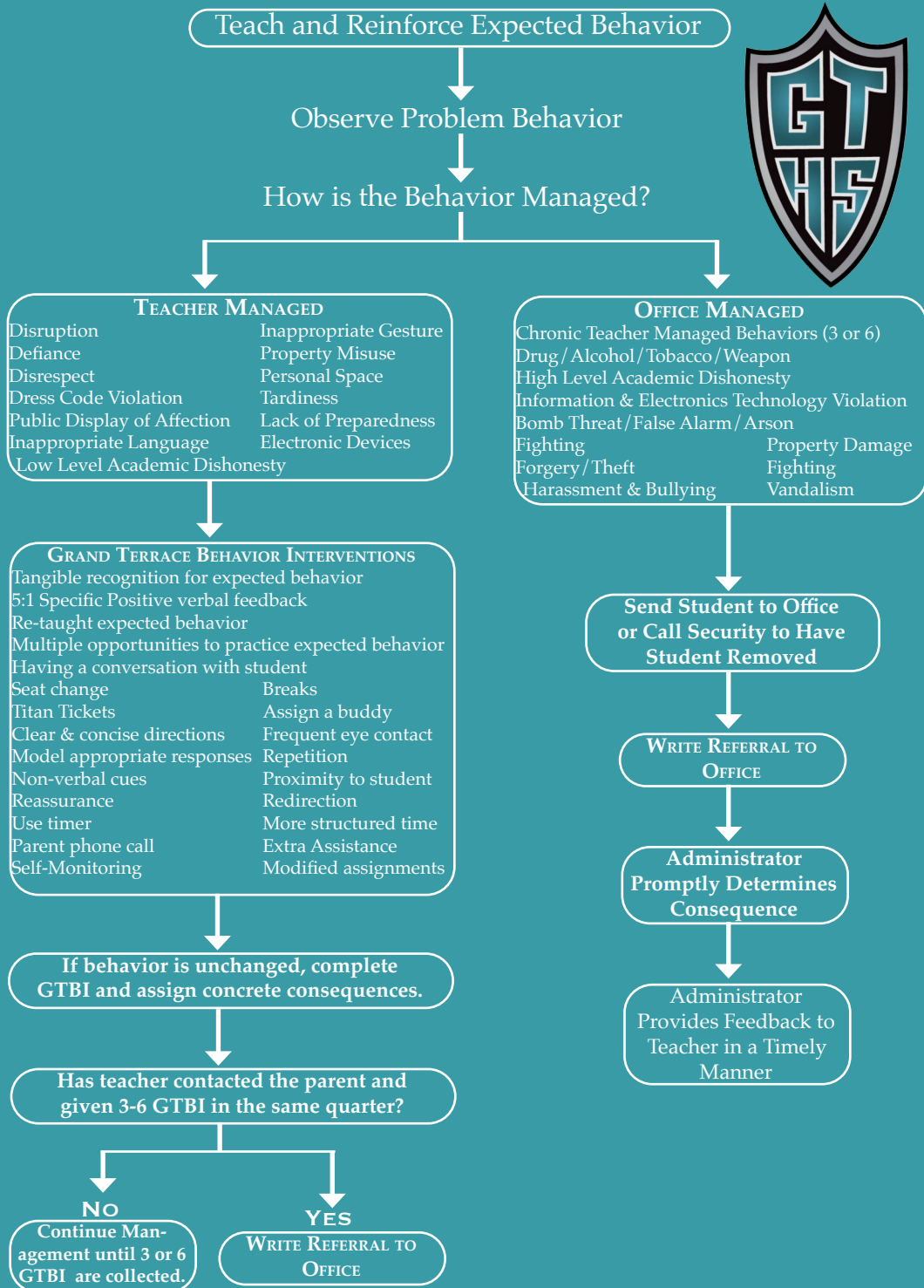
School Wide PBIS Matrix

Students are to conduct themselves according to the Titan Charge of Generosity, Respect, Excellence, Accountability, and Teamwork while on campus, on the bus, or at any school event away or at home.

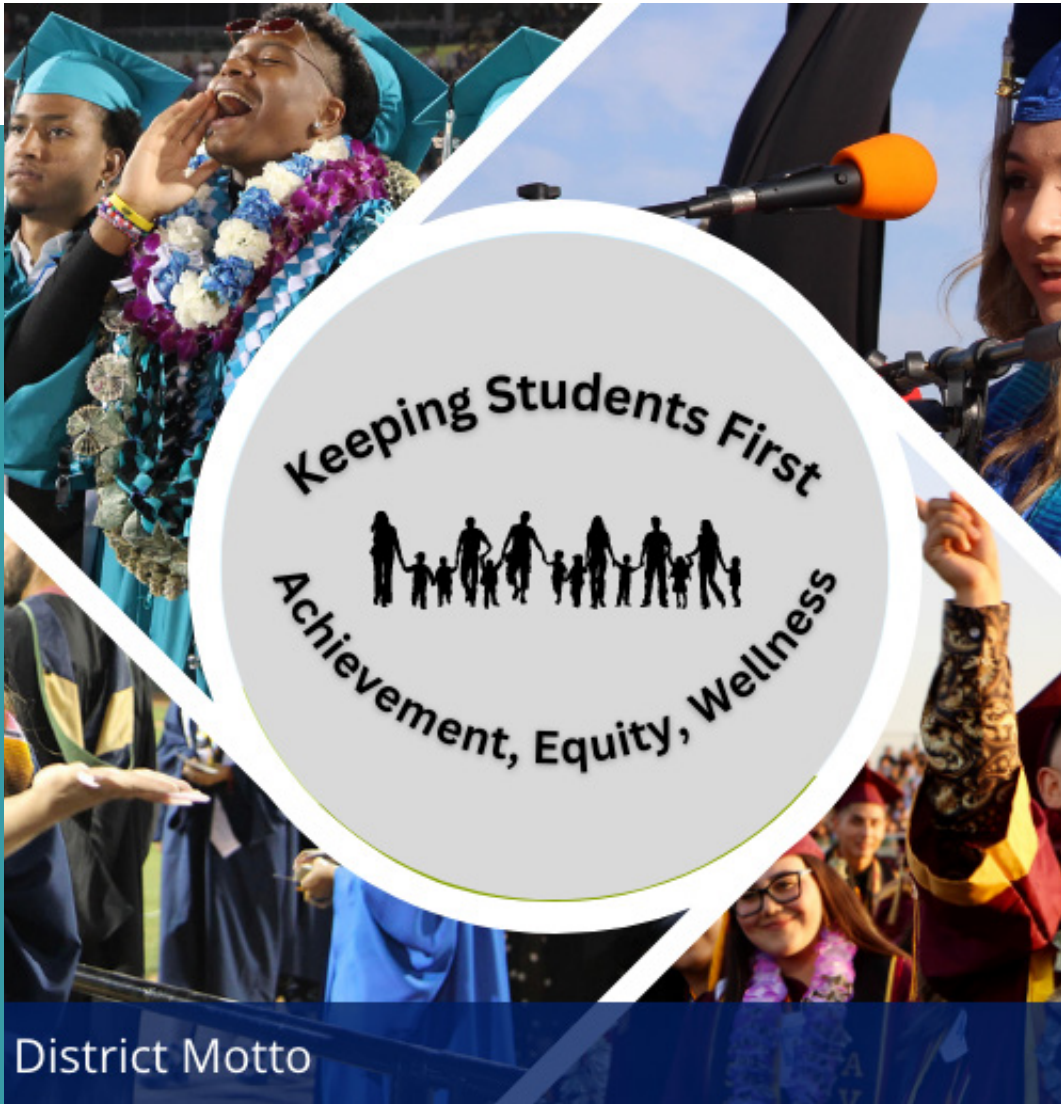
	Classroom & Facilities	Library / Office/ Hallways	Restrooms	Cafeteria/ Quad	Assembly/ Activities/ Athletics
Generosity Community Service Politeness Helping Others	Be Courteous Share Classroom Materials Greet Peers and Staff Honor Personal Space	Keep Entrances and Exits Clear Use Low and Kind Voice Tones Open and Hold Doors	Use Space Wisely Allow Others to go in Front	Offer a Fellow Titan Left-Over Food Smile and Be Friendly	Offer Someone a Place to Sit Open and Hold Doors Wait Patiently while in Long Lines Volunteer Time to Help Setup, Clean-up, and Cheer
Respect Positive Attitude Being Approachable	Follow Directions Positive Attitude Stay Focused and On Task Be Actively Engaged in Learning	Greet Fellow Titans Uphold Positive Attitudes Maintain Clean Facilities Graffiti Free	Use Materials Appropriately Use Only When Necessary Honor Other's Privacy	Make Cleanliness a Priority Listen and Respond Politely to Staff	Encourage All to do Their Best Listen and Respond Politely to Staff Silence Technology When Appropriate
Excellence Student Success Being Committed Building the Future Professionalism	Admire and Prolong Cleanliness Model Expected Behaviors Be Prepared	Return Borrowed Materials Promptly Treat Materials with Kindness Express Positive Behaviors	Graffiti Free Keep Track of Belonging Model and Promote Healthy Habits	Be Considerate of Fellow Titans Wait Patiently In-Line	Strut Titan School Spirit Be Attentive Value Personal Space
Accountability Being a Role Model Honesty Integrity	Use Appropriate Language Be on Time to Class Follow Class Rules	Use Appropriate Language Carry GTHS ID Card At All Times	Use Appropriate Language Report Suspicious Activity and Safety Issues	Use Appropriate Language Leave Lunch Area On Time	Model Sportsmanship Listen and Praise Speakers Participate Appropriately
Teamwork Collaboration Unity Having Fun	Open and Hold Doors Support Titan Achievements Keep Work Areas Clean	Cooperate with Titans to Provide a Quiet Area to Learn Keep Work Areas Clean	Cooperate with Titans Share Restroom Materials When Necessary	Pick Up After a Fellow Titan	Cheer Positively for All Involved Work with Fellow Titans to Create a Safe Environment

GRAND TERRACE HIGH SCHOOL Students who exhibit the desired behaviors will be provided with various incentives throughout the year. Titan Tickets are given to those who abide by the expectations above. The PBIS Store in the Student Store is open once per month. Students can use G.R.E.A.T. Tickets to purchase items or to be put into a drawing for prizes.

GRAND TERRACE HIGH SCHOOL BEHAVIOR MANAGEMENT FLOW CHART



COLTON JOINT UNIFIED POLICIES





BULLYING

LEGAL NOTICES FOR PUPILS AND PARENTS/GUARDIANS ON BULLYING AND HARASSMENT

District programs and activities shall be free from discrimination, including , harassment, intimidation and bullying based on actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, registered domestic partner status, political beliefs or affiliation, pregnancy, childbirth, breastfeeding, pregnancy related medical conditions, parental status, physical or mental status, disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or the perception of one or more of such characteristics, or association with a person or group with one or more of these actual or perceived characteristics or any other basis protected by federal, state or local law, ordinance, or regulation in any program or activity it conducts or to which it provides significant assistance.

The Governing Board shall ensure equal opportunities for all pupils in admission and access to the educational program, guidance and counseling programs, athletic programs, testing procedures and other activities. Eligibility for extra and co-curricular activities shall be determined solely on the basis of objective competencies. School staff and volunteers shall carefully guard against segregation, bias and stereotyping in instruction, guidance and supervision. Bullying is defined as any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils directed toward one or more pupils that has or can be reasonably predicted to have the effect of causing a reasonable pupil to experience a substantially detrimental effect on the pupil's physical or mental health, academic performance, or ability to participate in school activities. Board Policies 5131.2/5145.3 California Education Code 48900(r)

REPORT IT

Any person that has been a victim of, or witnessed bullying or harassment on school grounds, during school activities, or going to and coming from school is highly encouraged to report the incident immediately to a counselor, administrator, or other adult personnel on campus. Students have an option of reporting the incident anonymously through the Bullying/Harassment Complaint form located at the school or online on the district's webpage.

INVESTIGATION

The principal or designee shall promptly investigate all complaints of bullying or sexual harassment. The student who filed the complaint shall have an opportunity to describe the incident, present witnesses and other evidence of the bullying or harassment, and put his/her complaint in writing. Within 10 school days of the reported incident, the principal or designee shall present a written report to the student who filed the complaint and the accused individual. The report shall include his/her findings, decision, and reason for the decision. If the student is in disagreement with the out-come of the investigation, an appeal can be filed at the Department of Student Services located at 325 Hermosa St., Colton, CA 92324.

TRANSFER REQUEST

A child that has been reported as the victim of a violent offense as defined by state law is entitled to transfer to another school within or outside the District, under California Education Code 46600 § (b). Placement at a requested school is contingent upon space availability. Transfer requests can be obtained at the Department of Student Services located at 325 Hermosa St., Colton, CA 92324.

Bullying Continued

DISTRICT POLICY ON BULLYING

The Governing Board recognizes the harmful effects of bullying on student learning and school attendance and desires to provide a safe school environment that protects students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student. No individual or group shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, retaliate, cyberbully, cause bodily injury to, or commit hate violence against any student or school personnel.

Bullying is defined as any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils directed toward one or more pupils that has or can be reasonably predicted to have the effect of causing a reasonable pupil to have a fear of harm or to experience a substantially detrimental effect on the pupil's physical or mental health, academic performance, or ability to participate in school activities.

TYPES OF BULLYING INCLUDE:

1. Verbal abuse (name calling, racial remarks, belittling)
2. Physical (hitting, kicking, shoving, twisting limbs, spitting, or destroying of personal items)
3. Extortion (verbal or physical bullying for money or personal items)
4. Hazing (having to participate in an act of physical or emotional harm to be part of a group)
5. Indirect bullying (rejection, exclusion, ignoring, alienating, or isolating to purposely cause emotional distress)
6. Cyberbullying includes the creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking onto another person's electronic account and assuming that person's identity in order to damage that person's reputation.
7. Strategies for addressing bullying in district schools shall be developed with involvement of key stakeholders, including students, parents/guardians, and staff, and may be incorporated into the comprehensive safety plan, the local control and accountability plan, and other applicable district and school plans.
8. As appropriate, the Superintendent or designee may collaborate with law enforcement, courts, social services, mental health services, other agencies, and community organizations in the development and implementations of joint strategies to promote safety in schools and the community and to provide services for alleged victims and perpetrators of bullying.

BULLYING PREVENTION

To the extent possible, district schools shall focus on the prevention of bullying by establishing clear rules for student conduct and implementing strategies to promote a positive, collaborative, school climate. Students shall be informed, through student handbook, and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying.

As appropriate, the district shall provide students with instruction, in the classroom or other educational settings, that promotes social-emotional learning, effective communication and conflict resolution skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

Such instruction shall also educate students about the negative impact of bullying, discrimination, intimidation, and harassment based on actual or perceived immigration status, religious beliefs and customs, or any other individual bias or prejudice.

The Superintendent or designee shall provide training to teachers and other staff to raise their awareness about the legal obligation of the district and its employees to prevent discrimination, harassment, intimidation, and bullying of district students. Such training shall be designed to provide staff with the skills to: Discuss the diversity of the student body and school community, including their varying immigration experiences

1. Discuss bullying prevention strategies with students, and teach students to recognize the behavior and characteristics of bullying perpetrators and victims
2. Identify the signs of bullying or harassing behavior
3. Take immediate corrective action when bullying is observed
4. Report incidents to the appropriate authorities, including law enforcement in instances of criminal behavior

Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.

INTERVENTION

Students are expected to notify the school staff when they are being bullied or suspect another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff who witness an act of bullying shall immediately intervene to stop the incident when it is safe to do so.

When appropriate based on the severity or pervasiveness of the bullying, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.

The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate. (Education Code 48900.9)

REPORTING AND FILING OF COMPLAINTS

Any student, parent/guardian, or other individual who believes that a student has been subjected to bullying or who has witnessed bullying should immediately report the incident to a teacher, the principal, a compliance officer, or any other available school employee using the district Bullying/Harassment Complaint Form. The principal or designee is responsible for investigating allegations of bullying.

Within one business day of receiving such a report, a staff member shall notify the principal of the report. In addition, any school employee who observes an incident of bullying involving a student shall, within one business day, report his/her observation to the principal or a district compliance officer, whether or not the alleged victim files a complaint.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee may file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

When a report of bullying is submitted, the principal or principal's designee shall inform the student or parent/guardian of the right to file a formal written complaint. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.

INVESTIGATION AND RESOLUTION OF COMPLAINTS

In order to conclude that an act of bullying has occurred, there must be proof that the incident was severe or pervasive and that the student (victim) experienced fear of harm, or experienced a substantially detrimental effect on his/her physical or mental health, academic performance, or ability to participate in school activities.

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the districts' uniform complaint procedures specified in AR 1312.3.

If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

DISCIPLINE

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with district policies and regulations.

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

DRESS CODE

The purpose of the student dress and grooming regulations is to establish a positive academic environment and a safe school culture. A student may not remain at school or at school activities dressed in a manner which (1) creates a safety hazard for said student or for other students, (2) constitutes a serious or unnecessary distraction to the learning process, (3) tends to disrupt the campus order, or (4) is in conflict with the District's goals and philosophy of the prevention of substance abuse and gang activity.

Parents have the primary responsibility to see that students are properly attired for school. School personnel have the responsibility for maintaining proper and appropriate conditions conducive to learning by enforcing District policy. At the Principal's discretion, school personnel are to enforce all guidelines relating to the following regulations. These guidelines shall be in effect at all school-related activities except where modified by the site administrator for specific extra-curricular activities or specific cases.

In case of questionable dress and/or grooming not covered by the guidelines, the site administrator and/or law enforcement personnel will determine the appropriateness and make the final decision.

1. Headwear that does not obscure the face (except as a religious observance, medical or health/safety-related guidelines, including health and safety facial coverings) is allowed outside. Headwear will be allowed indoors at the staff member's discretion or based on religious practice.
2. Clothing, hats, accessories, body art, and/or personal items shall be free of writing, pictures, or other insignia/logos which are crude, vulgar, profane, sexually suggestive, contain nudity and/or which depicts weapons, drugs, alcohol or tobacco company advertising, promotions, or likeness.
3. Any clothing or accessory that is deemed a safety hazard to the wearer or others is not allowed.
4. Clothing shall be sufficient enough to conceal undergarments/underwear at all times. All shirts, tops, dresses must have at least one strap to secure it over the shoulder or neck. Undergarments and swimwear are not allowed as outerwear. The administration may limit gang affiliated clothing or apparel in consultation with law enforcement or district personnel.

High School and middle school: bare abdomen/ midriff of no more than 2 inches above and/or below the navel is acceptable.

For elementary only: bare abdomens/ midriffs are not allowed.

5. Appropriate shoes must be worn at all times. **For elementary only:** flip-flops or backless shoes are not acceptable and sandals must have heel straps.
6. Glasses, other than prescription, shall not be worn inside school buildings if they cause a disruption.

Dress Code Continued

7. Student Identification Badges will be supplied by each Middle School and High School. While on campus during the school day students must have their own ID Badges in their possession and readily available to show when a District staff member requests a student to identify themselves by their ID Badge. The badge may not be defaced or altered in any way (not to be covered by pins, stickers, etc.). Each school will develop their own ID Badge replacement policy; however, a minimal charge will be assessed each time a replacement is issued. The policy will be published and made known to parents/guardians and students through their handbook or other means of communication. **(GTHS will charge \$5.00 for replacement ID badges.)** The students who have financial difficulty will be offered alternatives to this charge.

These guidelines shall be in effect at all school-related activities except where modified by the site administrator for specific extra-curricular activities or specific cases.

Progressive Intervention

Students and parents have the primary responsibility for dress and grooming. The school district and individual schools are responsible for ensuring that a student's dress and grooming does not interfere with the health and safety of any student, and does not contribute to a hostile or intimidating learning environment. No academic grade of a student shall be adversely affected based on non-compliance with the dress code, except Physical Education when failure to wear appropriate apparel arises from circumstances within the student's control.

Dress code violations will be resolved quickly to reduce loss of instructional time and addressed privately with individual students. School sites will implement progressive interventions for dress code violations:

1. Warning and self-correct for dress code violation
2. Offer students a change of nondescript and/or school specific clothing
3. Offer parent/guardian the opportunity to bring a change of clothes
4. Repeated violations may result in a parent-school conference and/or other means of correction

SEXUAL HARASSMENT

The Board of Education is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits sexual harassment of students at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The district strongly encourages students who feel that they are being or have been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult to immediately contact their teacher, the principal, the district's Title IX Coordinator or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify Title IX Coordinator.

Complaints regarding sexual harassment shall be investigated and resolved in accordance with law and district procedures specified in AR 1312.3 - Uniform Complaint Procedures. Principals are responsible for notifying students and parents/guardians that complaints of sexual harassment can be filed under AR 1312.3 and where to obtain a copy of the procedures.

The Superintendent or designee shall inform students and parents/guardians of the district's sexual harassment policy by disseminating it through parent/guardian notifications, publishing it on the district's website, and including it in student and staff handbooks. All district staff shall be trained regarding the policy.

Instruction/Information

The Superintendent or designee shall ensure that all district students receive age-appropriate information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence.
2. A clear message that students do not have to endure sexual harassment under any circumstance.
3. Encouragement to report observed incidents of sexual harassment even when the alleged victim of the harassment has not complained.
4. A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved.
5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and action shall be taken to respond to harassment, prevent recurrence, and address any continuing effect on students.
6. Information about the district's procedures for investigating complaints and the person(s) to whom a report of sexual harassment should be made.
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues.
8. A clear message that, when needed, the district will implement supportive measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation.

Disciplinary Actions

Any student who engages in sexual harassment or sexual violence at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account. Any staff member found to have engaged in sexual harassment or sexual violence toward any student shall be subject to disciplinary action, up to and including dismissal in accordance with applicable policies, laws, and/or collective bargaining agreements.

Record-Keeping

In accordance with law, the Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address, and prevent repetitive harassing behavior in district schools.

Legal Reference

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

48900 Grounds for suspension or expulsion

48900.2 Additional grounds for suspension or expulsion; sexual harassment

48904 Liability of parent/guardian for willful student misconduct

48980 Notice at beginning of term

48985 Notices, report, statements and records in primary language

CIVIL CODE

51.9 Liability for sexual harassment; business, service and professional relationships

1714.1 Liability of parents/guardians for willful misconduct of minor

GOVERNMENT CODE

12950.1 Sexual harassment training

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1092 Definition of sexual assault

1221 Application of laws

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX, of the Education Amendments of 1972

UNITED STATES CODE, TITLE 34

12291 Definition of dating violence, domestic violence, and stalking

UNITED STATES CODE, TITLE 42

1983 Civil action for deprivation of rights

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

106.1- 106.82 Nondiscrimination on the basis of sex in education programs

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003, 9th Cir.) 324 F.3d 1130

Reese v. Jefferson School District, (2000, 9th Cir.) 208 F.3d 736

Davis v. Monroe County Board of Education, (1999) 526 U.S. 629

Gebser v. Lago Vista Independent School District, (1998) 524 U.S. 274

Oona by Kate S. v. McCaffrey, (1998, 9th Cir.) 143 F.3d 473

Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447

Management Resources

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Questions and Answers on Title IX and Sexual Violence, April 2014

Dear Colleague Letter: Sexual Violence, April 4, 2011

Sexual Harassment: It's Not Academic, September 2008

Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

California Ed Code

Sexual Harassment Continued

COLTON JOINT UNIFIED SCHOOL DISTRICT NOTICE OF STUDENT POLICY PROHIBITING SEXUAL HARASSMENT

(BP / AR 5145.7 - Sexual Harassment; BP / AR 1312.3 - Uniform Complaint Procedures)

Examples of types of conduct which are prohibited and which may constitute sexual harassment include:

1. Unwelcome 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, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature
5. Spreading sexual rumors
6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class
7. Massaging, grabbing, fondling, stroking, or brushing the body
8. Touching an individual's body or clothes in a sexual way
9. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex
10. Displaying sexually suggestive objects
11. Sexual violence, including sexual assault, sexual battery, or sexual coercion
12. Electronic communications, such as through social media or text messaging, that contain comments, words, or images described above

To report a complaint of sexual harassment or obtain additional information related to this posting, please contact your school site administrator. If your complaint has not been resolved at the school site, please contact: Melissa Kingston, Director- Student Services 909-580-6525 or melissa_kingston@cjUSD.net

Any Student Reporting Incidents of Sexual Harassment (Complainant and/or Victim):

- Has the right to file a formal written complaint with the school site and then with the District using the CJUSD Bullying/Harassment Complaint Form which can be obtained at all school sites and on the CJUSD website at www.cjUSD.net.
- Will be provided support services by the District/school site upon receipt of their complaint, which may include counseling, academic support services, and/or a "no contact" order.
- May agree to engage in procedures to informally resolve their complaint, as appropriate under AR 1312.3.
- Will be given the opportunity to explain and provide evidence related to their complaint.
- Will receive notice of the outcome of their complaint, as described in AR 1312.3.
- Will receive information about how to appeal the outcome of their complaint to the California Department of Education, should they disagree with it, as described in AR 1312.3.
- May file their complaint directly with the US Department of Education, Office for Civil Rights.

The Individual Named in the Complaint (Respondent/Alleged Offender):

- Will be informed of the claims brought forth against them.
- Will be provided support services by the District/school site, while any complaint is pending against them, which may include counseling, academic support services, and/or a "no contact" order.
- May agree to engage in procedures to informally resolve the complaint brought forth against them, as appropriate under AR 1312.3.
- Will be given the opportunity to respond to and provide evidence related to the complaint.
- Will receive notice of the outcome of the complaint brought forth against them, as described in AR 1312.3.
- May be subject to disciplinary action up to including suspension and/or expulsion depending on the facts of the case.

The District/School Site:

- Will report complaints of sexual harassment to the District's Title IX Coordinator or designee for processing. The school site will complete the initial investigation and forward the results to the Director of Student Services. If the complaint has not been resolved at the school site level, the designee will initiate an investigation into the complaint. At the conclusion of the investigation, the designee will issue notice of the outcome to the Complainant/Victim and Respondent/Alleged Offender, in accordance with AR 1312.3.
- Will assist in providing support services for the Complainant/Victim and Respondent/Alleged Offender while any complaint is pending.
- Will keep all complaints and allegations of sexual harassment confidential, except as necessary to carry out the investigation or take other subsequent necessary action.
- Will implement appropriate corrective actions in cases where there has been a violation of District policy.



SUSPENSION & EXPULSION

California Education Codes 48900 and 48915. 48900

A pupil shall not be suspended from school or recommended for expulsion, unless the superintendent of the school district or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to any of subdivisions (a) to (r), inclusive:

- a. (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
(2) Willfully used force or violence upon the person of another, except in self-defense.
- b. Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- c. Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- d. Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- e. Committed, 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 nicotine products, including but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit the use or possession by a pupil of the pupil's own prescription products.
- 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, as defined in Section 11014.5 of the Health and Safety Code.
- k. (1) Disrupted school activities, or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
(2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the acts enumerated in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph is inoperative on July 1, 2020.
(3) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in kindergarten or any of grades 1 to 5, inclusive, shall not be suspended for any of the acts specified in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
(4) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in any of grades 6 to 8, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2025.

Suspension & Expulsion Continued

- l. Knowingly received stolen school property or private property.
- m. Possessed an imitation firearm. As used in this section, “imitation firearm” means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- n. Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 287, 288, or 289 of, or former Section 288a of, the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- o. Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- p. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- q. Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, “hazing” means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, “hazing” does not include athletic events or school-sanctioned events.
- r. Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
 - (1) “Bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, 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, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
 - A. Placing a reasonable pupil or pupils in fear of harm to that pupil’s or those pupils’ person or property.
 - B. Causing a reasonable pupil to experience a substantially detrimental effect on the pupil’s physical or mental health.
 - C. Causing a reasonable pupil to experience substantial interference with the pupil’s academic performance.
 - D. Causing a reasonable pupil to experience substantial interference with the pupil’s ability to participate in or benefit from the services, activities, or privileges provided by a school.
 - (2) (A) “Electronic act” means the creation or transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
 - (i) A message, text, sound, video, or image.
 - (ii) A post on a social network internet website, including, but not limited to:
 - (I) Posting to or creating a burn page. “Burn page” means an internet website created for the purpose of having one or more of the effects listed in paragraph (1).
 - (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). “Credible impersonation” means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1).
 - (1). “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
 - (iii) (I) An act of cyber sexual bullying.
 - (II) For purposes of this clause, “cyber sexual bullying” means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described in this subclause, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.
 - (III) For purposes of this clause, “cyber sexual bullying” does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.
- (B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the internet or is currently posted on the internet.
- (3) “Reasonable pupil” means a pupil, including, but not limited to, a pupil with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of that age, or for a person of that age with the pupil’s exceptional needs.

Suspension & Expulsion Continued

- s. A pupil shall not be suspended or expelled for any of the acts enumerated in this section unless the act is related to a school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to a school activity or school attendance that occur at any time, including, but not limited to, any of the following:
 - (1) While on school grounds.
 - (2) While going to or coming from school.
 - (3) During the lunch period whether on or off the campus.
- t. (4) During, or while going to or coming from, a school-sponsored activity. A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).
- u. As used in this section, "school property" includes, but is not limited to, electronic files and databases.
- v. 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.
- w. (1) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.
(2) 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.

48900.2

In addition to the reasons specified in Section 48900, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5.

For the purposes of this chapter, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive.

48900.3

In addition to the reasons set forth in Sections 48900 and 48900.2, a pupil in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of, hate violence, as defined in subdivision (e) of Section 233.

48900.4

In addition to the grounds specified in Sections 48900 and 48900.2, a pupil enrolled in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment.

48900.7

- a. In addition to the reasons specified in Sections 48900, 48900.2, 48900.3, and 48900.4, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both.
- b. For the purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family.

48915.

- a. (1) Except as provided in subdivisions (c) and (e), the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct:

Suspension & Expulsion Continued

- (A) Causing serious physical injury to another person, except in self-defense.
 - (B) Possession of any knife or other dangerous object of no reasonable use to the pupil.
 - (C) Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, except for either of the following:
 - (i) The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
 - (ii) The possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.
 - (D) Robbery or extortion.
 - (E) Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.
- (2) If the principal or the superintendent of schools makes a determination as described in paragraph (1), he or she is encouraged to do so as quickly as possible to ensure that the pupil does not lose instructional time.
- b. Upon recommendation by the principal or the superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board of a school district may order a pupil expelled upon finding that the pupil committed an act listed in paragraph (1) of subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of Section 48900. A decision to expel a pupil for any of those acts shall be based on a finding of one or both of the following:
- (1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
- (2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.
- (3) The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds:
- (1) Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district. The act of possessing an imitation firearm, as defined in subdivision (m) of Section 48900, is not an offense for which suspension or expulsion is mandatory pursuant to this subdivision and subdivision (d), but it is an offense for which suspension, or expulsion pursuant to subdivision (e), may be imposed.
- (2) Brandishing a knife at another person.
- (3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.
- (4) Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.
- (5) Possession of an explosive.
- d. The governing board of a school district shall order a pupil expelled upon finding that the pupil committed an act listed in subdivision (c), and shall refer that pupil to a program of study that meets all of the following conditions:
- (1) Is appropriately prepared to accommodate pupils who exhibit discipline problems.
- (2) Is not provided at a comprehensive middle, junior, or senior high school, or at any elementary school.
- (3) Is not housed at the schoolsite attended by the pupil at the time of suspension.
- e. Upon recommendation by the principal or the superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board of a school district may order a pupil expelled upon finding that the pupil, at school or at a school activity off of school grounds violated subdivision (f), (g), (h), (i), (j), (k), (l), or (m) of Section 48900, or Section 48900.2, 48900.3, or 48900.4, and either of the following:
- (1) That other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
- (2) That due to the nature of the violation, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.
- f. The governing board of a school district shall refer a pupil who has been expelled pursuant to subdivision (b) or (e) to a program of study that meets all of the conditions specified in subdivision (d). Notwithstanding this subdivision, with respect to a pupil expelled pursuant to subdivision (e), if the county superintendent of schools certifies that an alternative program of study is not available at a site away from a comprehensive middle, junior, or senior high school, or an elementary school, and that the only option for placement is at another comprehensive middle, junior, or senior high school, or another elementary school, the pupil may be referred to a program of study that is provided at a comprehensive middle, junior, or senior high school, or at an elementary school.
- g. As used in this section, “knife” means any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade fitted primarily for stabbing, a weapon with a blade longer than 3½ inches, a folding knife with a blade that locks into place, or a razor with an unguarded blade.
- h. As used in this section, the term “explosive” means “destructive device” as described in Section 921 of Title 18 of the United States Code.

** As the State of California and the local school board work to ensure a safe environment, new laws and regulations may become effective during the school year. We will make every attempt to inform you of these changes.

TIP LINE

The CJUSD Tip Line is an anonymous reporting system that allows students and parents to communicate school concerns, bullying, criminal or suspicious behavior, threats, etc., to their campus administration. Students and parents are able to submit reports / tips using this Tip Line 24 hours a day, 7 days a week. All tips will be considered in a timely manner. IF YOU HAVE AN EMERGENCY, DIAL 9-1-1, Otherwise; Submit a Tip online at www.cjUSD.net/Page/4082

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COLTON JOINT UNIFIED DISTRICT MISSION STATEMENT

The Mission of the Colton Joint Unified School District, a team of caring employees dedicated to the education of children, is to ensure each student learns the academic knowledge and skills necessary to thrive in college or in the workforce and be responsible, productive citizens by providing engaging, challenging, and enriching opportunities and specialized programs in a safe environment in partnership with students, families and our diverse communities.