

# Welcome to New Brighton Middle School 2019- 2020

The staff at New Brighton Middle School welcomes you to the 2019 - 2020 school year. The staff, students, parents/guardians and community members at NBMS form a learning community that shares responsibility for teaching and learning with an appreciation for what is unique to each individual and common to all. We work together in an environment of mutual respect to promote critical thinking, literacy, aesthetics, and a sense of responsibility in lifelong learners who participate ethically in their community and world.

## **ACADEMIC EXPECTATIONS**

Students are expected to achieve in all areas to their highest potential. In order to accomplish this, students should come to each class prepared and ready to learn, including having necessary materials. Students who need support with supplies should notify the office. Students must meet state and district standards to be promoted, and receive a certificate of promotion at the end of 8<sup>th</sup> Grade. **In order to participate in the 8th-grade fourth quarter activities, including the Promotion Ceremony, students must maintain a G.P.A. of 2.0 or above throughout the fourth quarter.**

## **ATTENDANCE**

The school day begins at 8:00 AM. Students are expected to arrive on campus by 7:55 AM in order to be in class on time. Students are required to be in school every day. **Parents/guardians are strongly encouraged to schedule family trips and medical appointments after school hours or non-school days. Each Friday is an early release day, which makes it an ideal time to schedule appointments.**

Students who expect to be absent for 5 days or more (but not to exceed fifteen school days) should apply for Short Term Independent Study, through the school office. Please let the office know at least two weeks in advance.

The work that is assigned on an Independent Study is due on the day the student returns to school to the office. Student work will be graded and attendance will be credited based on the percentage of work completed and returned. Incomplete work equates to an unexcused absence.

The State of California's attendance regulations provides funding to schools based only on students who are in attendance each school day or on independent study for a minimum amount of instruction time. Absences impact your child's learning and the New Brighton Middle School budget. **It is important that families do all they can to ensure their child has regular attendance.**

In the event of an absence from school, the parent/guardian must provide the school with a written note or telephone call. The written excuse note or call must state the student's name, the reason for the absence, and the date(s) of the absence and the signature of the parent/guardian. A maximum of three school days is allowed to clear an absence; if the absence is not cleared it is recorded as an unexcused absence. On the day the student returns to school, he/she should come into the office before school to obtain a re-admit slip. Parents/guardians may inform the school of a student's absence by calling 464-5660 ext. 222.

## **Student Tardiness**

Students are expected to be in their seats by the 8:00 AM bell. Students who arrive late to school must bring a note to the office from a parent/guardian. Tardies may only be excused for student illness, student medical, dental or vision appointment, or funeral. The office will issue a tardy slip to the student. **Unexcused tardies will result in a lunchtime detention. After four unexcused tardies during a quarter, the student will assigned to Friday School, this includes tardies to class after the start of the day.** Students with excessive tardies to school and/or classes will be referred to the School Attendance Review Board (SARB). In order to have the most effective classroom environment, it is important that interruptions be kept to a minimum. Therefore, it is the student's responsibility to be in their seat, ready to work, by the time the bell rings at the start of class. Teachers will follow the NBMS 4-step consequence system for tardiness.

## **Truancy**

Any unexcused tardy over 30 minutes is considered to be truancy. Truancy is defined as an avoidable absence without the foreknowledge and consent of the student's parent/guardian, or the school administration. Cutting a class/day of school is a serious breach of trust between a student, his/her family, and teachers. **Truant students are assigned Friday School.** Truant students are also ineligible to participate in extracurricular activities for 30 days. Students are required by law to attend school daily. Students who are absent or tardy regularly, cut school, or have three or more **truant** absences will be referred to the School Attendance Review Board (SARB).

## **Permission to Leave School Early**

If a student must leave school before the end of the day for an appointment, he/she must have permission from a parent/guardian in the form of a note or a phone call in order for the student to be excused from class to come to the office. Parents/guardians are required to come into the office and sign their student out before leaving campus. If the student returns to school later in the day, the student must sign

back into school at the office noting their return time. The student will then be issued a pass to class. If a student is to leave campus, and the parent/guardian is not available to pick them up, a note signed by the parent/guardian must be presented to the office authorizing the student to leave campus without parent/guardian escort. An Off-Campus Pass, which must be signed by an administrator, will be issued to the student. The student will then sign out noting administrator approval. If a student leaves campus without permission, it will be considered a cut.

## **AWARDS**

Awards may be earned for involvement in a variety of areas of school life: participation in after-school sports, band, student leadership, school clubs, homeroom competitions, academic achievement, and school service. These awards are presented at various events sponsored throughout the school year.

### **Honor Roll**

Students earning a 3.5 grade point average (GPA) or above any quarter will be honored at an Honor Roll Reception where they will receive a special NBMS bumper sticker and an Honor Roll certificate. A list of all Honor Roll students will be posted.

### **8<sup>th</sup> Grade Presidential Education Awards**

8<sup>th</sup> Grade students earning a 3.5 GPA or higher each quarter of attendance at NBMS will receive the Presidential Academic Award for Excellence. This award is given to 8<sup>th</sup> Graders during the promotion ceremony. Awards are also given to 8<sup>th</sup> Graders who have shown outstanding educational growth or improvement.

### **Salutatorian\***

The student or students who have the second highest GPA overall during their years at NBMS earn Salutatorian status. This award is given to 8<sup>th</sup> Graders during the promotion ceremony.

### **Valedictorian\***

The student or students who have the highest GPA overall during their years at NBMS earn Valedictorian status. This award is given to 8<sup>th</sup> Graders during the promotion ceremony.

\*Students need to attend NBMS for at least one full year to be considered for Salutatorian or Valedictorian status.

## **DRESS CODE (NBMS follows the SUESD dress code)**

We communicate who we are by the way we choose to dress and care for our appearance. Clothing worn to school should be comfortable and appropriate for school activities. The most important considerations when selecting school clothing are safety and an appearance that is conducive to maintaining a safe learning environment.

Students whose clothing is found to be inappropriate or unsafe for school will have the option of changing into PE attire or other appropriate attire issued by the school administration. The parent/guardian shall be notified of the dress code violation. All inappropriate items will be held in the office and returned to the student at the end of the school day or when the washed loaner clothes are returned. Subsequent violations of the School Dress Code may result in additional disciplinary action including Friday School or suspension.

In cooperation with administrators, teachers, staff, students and parents/guardians, the superintendent or designee shall establish district rules governing student dress and grooming which are consistent with law and Governing Board policy. This Administrative Regulation will serve as the de facto district dress code. The district dress code shall be regularly reviewed. School Site Council Meetings represent the ideal forum to review the district dress code. SUESD holds the highest aspirations for our students. To this end, we distinguish the academic environment from other social arenas. We encourage parents/guardians to take an active role in determining what clothing is considered appropriate at school. Fashions and fads that constitute a health or safety hazard to one's self or others are not allowed. A student's personal appearance should *not disrupt the educational process, call undue attention to the individual, violate federal, state or local health or obscenity laws, or affect the health, safety and/or welfare of student and his/her classmates or the school staff.*

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

In addition, the following guidelines shall apply to all regular school activities:

- Shoes must be worn at all times. Flip-flops or backless shoes are not acceptable at elementary sites due to integrated recess and physical education activities.

- Clothing, jewelry and personal items (backpacks, fanny packs, gym bags, water bottles etc.) shall be free of writing, pictures or any other insignia, which are crude, vulgar, profane or sexually suggestive; which bear drug, alcohol or tobacco company advertising, promotions and likenesses; or which advocate racial, ethnic or religious prejudice.
- Hats and caps shall not be worn indoors (excluding a doctor-verified medical reason to do so).
- Students must wear clothing including both a shirt with pants or skirt, or the equivalent (for example dresses, leggings, or shorts). Shirts and dresses must have fabric in the front, back, sides, and over the shoulders. Separate upper body apparel must be long enough to meet the top of the lower body apparel. Clothing must cover undergarments (straps excluded).
- Any emerging trend not addressed in this dress code will be evaluated by the administration and that decision will be final.
- Heavily scented products are not permitted.
- Wearable technology (i.e. smart watches) is permitted but is to be governed under each school's policy on digital devices and/or smart phones.

Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes.

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control.

The principal, staff, students and parents/guardians at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

### **Gang-Related Apparel**

It is the responsibility of the District to provide safe campuses. Therefore, any clothing, signs, attire, or paraphernalia which are identified by site administration as being "gang related" or which cause rival gangs to be openly hostile to each other or create an atmosphere of intimidation on campus will be forbidden. Administrators, staff and parents/guardians participating in the development of the District safety plan shall define "gang-related apparel" and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus.

Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed regularly and updated whenever related information is received.

### **ELECTRONIC DEVICES (cell phones, music players, cameras, electronic books)**

Communication technology, specifically cell phones, has become an integral part of the daily lives of students, parents/guardians, and teachers alike. New Brighton Middle School embraces the benefits that come from this technology and permits the use of such technology within certain parameters.

#### **New Brighton Middle School Cell Phone Policy:**

Telephones for student use are available in classrooms and the main office. The office staff is always available to receive messages and contact students in the event of a family emergency. Students shall be personally and solely responsible for the security of their cell phones. New Brighton Middle School does not assume any responsibility for theft, loss, or damage of a cell phone (or other electronic devices), or unauthorized calls made on a cell phone.

**Possession of a cell phone by a student is a privilege, which may be forfeited for any student not abiding by the terms of this policy.** If a student has not stored their cell phone correctly (in a backpack or locker), or is identified using a cell phone on campus, or if his/her phone rings during school hours, the cell phone will be taken to the office and may be picked up by the student at the end of school. The second offense will result in the cell phone being held in the office to be picked up by a parent/guardian. Third offense, the student must check his/her phone into the office every day. The student will also receive lunch detentions and/or Friday School.

1. Students may have a cell phone with them at school, but that cell phone must be turned off during instructional periods of 8:00 AM until 2:25 PM (1:20 PM on Fridays), **and stored in the student's backpack or locker**. Ear buds must also be stored in a student's backpack or locker.
2. Students are allowed to use their cell phones, on campus, anytime before 8:00 AM and after 2:25 PM (1:20 PM on Fridays).
3. Students participating in after-school activities may use their cell phones with permission from their teacher or coach.
4. Cell phones may not be visible at any other time during the day (stored in backpack or locker) and must be turned off completely except for instructional purposes approved by their teacher.
5. Each teacher has the right to allow use of cell phones during instructional time for instructional purposes. If a teacher allows for instructional use of a cell phone during a class, the cell phone (and earbuds/headphones) must be re-stored in the backpack at the end of the period.
6. Any phone communication during the instructional day will take place on school telephones with permission from the teacher or office personnel. Parents/guardians should call the school if they need to get a message to their child.

## GRADE REPORTING

The school year is divided into 4 grading periods, each lasting approximately 9 weeks (see calendar). Report cards are issued at the end of each of the grading periods. Report cards are mailed home within one week after the end of the grading period. Progress reports are given to students halfway through each quarter. Ongoing student progress can be monitored by via the Illuminate Home Connection Portal using the link on the NBMS website. Contact the school office for assistance. Report cards will also include a citizenship grade:

Outstanding	= Goes above and beyond to help teacher and class.
Satisfactory	= Cooperates fully with classroom expectations.
Needs Improvement	= Teacher has occasionally reminded the student to get back on task. One or two classroom infractions.
Unsatisfactory	= Multiple classroom infractions or office referrals.

## HOMEROOM

Homeroom is designed to support silent reading and social and emotional learning (SEL). The homeroom/advisory period will support students in achieving personal goals by engaging in character lessons (The New Brighton Way), Community Circles, and specific lessons on emotional regulation and relationship skills. Students will also have opportunities to read silently during homeroom periods. Daily announcements will be made during homeroom, including upcoming events at NBMS and other important information.

## HOMEWORK POLICY

Students can expect to have at least 1 hour of homework each night.

### Requests for Assignments When Absent

Students who are absent from class for any reason are expected to make arrangements with their teachers directly or through calling the office. We recommend that the student call classmates for work if the absence is less than three days. Requests for homework can be send to the teachers via email.

### Short Term Independent Study

Students who expect to be absent for 5 days or more (but not to exceed fifteen school days) should apply for Short Term Independent Study, through the school office. Please let the office know at least two weeks in advance.

**The work that is assigned on an Independent Study is due on the day the student returns to school to the office.**

**Student work will be graded and attendance will be credited based on the percentage of work completed and returned. Incomplete work equates to an unexcused absence.**

## ITEMS TO LEAVE AT HOME

Students should never bring the following items to campus, or have them at any school function, including activities such as dances, field trips, and sporting events whether on or off campus:

- Any gun or knife of any size, whether real or imitation.
- Any object that could be considered unsafe, including spiked jewelry, wallet chains, heavy chain necklaces, etc.
- Alcohol, vapor pens, any form of tobacco, any other drug or illegal substance. Prescription and/or non- prescription drugs must be secured in the office and administered by an authorized staff member.

- Any tobacco or drug paraphernalia, including pipes, rolling papers, lighters, matches, or any article that might be mistaken for any of these items.
- Any explosive device, including fireworks, firecrackers, or stink bombs.
- Aerosol cans or spray bottles.
- Glass containers.
- Fragrances of any type, including perfume, spray deodorant or heavily scented body lotion.
- Chewing gum.
- Laser pens, sting/shocking pens or any other device of this type.
- Permanent markers, Sharpies, etc.
- White Out
- Electronic devices – see previous information

## LOCKERS

Lockers are available for students to store school related items. Lockers are optional. Students who would like the use of a locker can apply for one at the beginning of the new school year. Students may use only school-issued locks on the lockers. Students are expected to maintain the lockers and frequently clean them out. At the end of the year, students must restore the locker to the clean condition in which they found it. Decorative stickers may be placed only on the inside of the locker and must be removed at the end of the school year.

## PRESCRIPTION MEDICATION

If it is necessary for a student to take prescription medication or medication of any kind during the school day, this medication will be kept and dispensed in the main office. A form must be completed and signed by both the doctor and the parent/guardian each school year. These forms are available in the main office. Students may not carry any type of medication on campus including over-the-counter medication. If a student is required to take over-the-counter medication (Tylenol, aspirin, etc.), it is the responsibility of the family to provide the office with these items, in the original containers, and to complete the necessary forms for dispensing the medication.

## PARENT/GUARDIAN/VISITOR CHECK-IN

- New Brighton Middle School is a closed campus.
- Parents/Guardians/visitors must check into the school office when entering the campus. All items for students brought to the office will be delivered by the office staff.
- Parent/Guardian volunteers or other classroom visitors must check into the office and be issued a visitor name badge with date and destination. A log sheet must be signed by all campus visitors indicating destination and time in and time out.

## REQUIRED MATERIALS

All students are expected to arrive in class each day with a student planner, a binder containing lined binder paper, two sharpened pencils, two pens and a hand-held pencil sharpener. Individual teachers may request any additional supplies. Please let office personnel know if your student needs support with required materials.

## SPORTS and CLUBS

NBMS offers an extensive sports program for students. The after school sports program is offered during each quarter of the year.

- Quarter 1: Girls' Basketball, Boys' Soccer, Cross Country
- Quarter 2: Girls' Soccer, Boys' Basketball,
- Quarter 3: Wrestling, Girls' Volleyball, Golf
- Quarter 4: Girls' Softball, Boys' Volleyball, Track & Field

For specific starting dates of the sports team, please check with the Athletic Director. Tryouts, practice times, and games are also posted on our school website. The GPA and determination of eligibility are based on quarter grades. In order to be eligible to participate on any after-school sports team or club a student must earn a minimum of a 2.0 GPA, with no "F"s, and no Citizenship Grade of "U" during the preceding grading period. **If a student receives an F, or their GPA drops below 2.0 during the playing season, the student will not be eligible to represent NBMS in any games, but will be allowed to attend practice.** The student becomes eligible again when there are no F's and the GPA is 2.0 or above. At the beginning of each season the athletes are given specific information regarding participation in the sports offered that season.

In addition to Sports, other after school clubs and activities are available, including our After School Band, After School Performing Arts Club, Cheer Team and Surf Team. Homework Clubs and Library Study Hall are also available most days after school. Check with the school office for the current schedule.

## TEXTBOOKS AND TEAM UNIFORMS

School-issued textbooks and team uniforms are the property of NBMS. Students are responsible for keeping these items in good condition and to return them at the appropriate time. If these items are not returned, the student will be billed for replacement costs. Students may also be charged for replacement of texts or uniforms if the items show more than normal wear and tear. Students are obligated to clear all existing bills before the end of the school year. Students who have not cleared a bill may be prohibited from attending end of the year activities, and/or receiving their Yearbook.

Students will also be issued a Student Planner. They are required to bring their Planner to all classes, every day. If a Planner is lost, the student will be charged for replacement of their Student Planner.

## WEBSITE

Updated school information, teacher assignments, student grades, newsletter, etc. are available on our school website

[www.nbms.suesd.org](http://www.nbms.suesd.org)

Announcements are sent home daily, and NBMS Newsletters are emailed twice a month. Please give your e-mail address to the office. Hard copies are also available in the office. Arrangements can also be made to mail a copy home, by request. Individual student grades and assignments may be viewed on the Illuminate Home Connection Portal. Please contact the school office for more information.

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## NBMS GOVERNANCE SYSTEM

### **The New Brighton Way:** Be Respectful, Safe, Kind, and Responsible

We expect all students to be respectful, safe, kind and responsible members of both the school community and our society as a whole. Our goal is for students to recognize how to make wise behavior choices, to exercise self-discipline and to understand that their actions have impact on themselves and for others.

### **Classroom Behavior Expectations**

The classroom is the primary place of learning in a school. In the classroom, students are expected to act respectfully, responsibly, with kindness and safely at all times. This means:

- Speaking respectfully to peers and adults.
- Raising your hand and waiting to be called on before speaking out in class.
- Being respectful of others' learning.
- Getting permission from teachers or appropriate adults before leaving the classroom.
- Students are expected to be responsible, productive, and on-task during class work time.
- Backpacks need to be closed and stored at the beginning of class or stored in lockers.

### **Behavior in Outside Areas**

In an effort to provide safety in all aspects of our school, we expect students to observe the following standards of behavior in outside areas:

- Students are expected to treat each other with respect and to include peers who wish to join a game or conversation.
- Students are expected to respect each other's personal space and safety; physical contact may be in the form of handshakes, high-fives, or hand holding. 'Rough-housing' and play fighting is not acceptable.
- Once a student arrives on campus, he/she is expected to stay at school for the day, unless checked out by a parent/guardian.
- Students need to stay within school boundaries during school hours. NBMS is a closed campus.
- Students are expected to walk on campus. Running is allowed on the field or basketball court.
- A hall, bathroom, or Buddy class pass must be in a student's possession if she/he is in the hallway outside of normal passing periods.
- Students may eat in the PAC or the outside eating area (the quad) during lunch. Students must be seated while eating. Eating in the hallways is not acceptable.
- Students are expected to dispose of their trash and recycling in the appropriate receptacles.
- Tech Decks and similar items may only be used in the PAC or the outside eating area.

### **Misconduct, Offenses, and Consequences**

**Tier 1:** These behaviors are examples of misconduct and offenses that result in a progressive four-step consequence system:

- Picking on, bothering other students (including teasing, invasion of personal space, making noises, distracting others nearby)
- Technology violation (See Technology Use Agreement)
- Use of profanity or vulgar language (not directed toward adult)

- Failure to follow directions (including off-task behavior, doing something other than what was requested by the teacher/staff, not doing work)
- Tardiness (any class)
- Property (taking something that belongs to someone else, destroying someone's work)
- Dishonesty
- Failure to follow school rules (gum, litter, dress code--no hats, no hoods, inappropriate objects)
- Eating in class without permission
- 'Rough housing' or play fighting
- Throwing things or littering

Students unable to adhere to classroom behavioral expectations can expect to receive logical consequences which are intended to assist the student in developing a clearer understanding of respectful, responsible, kind and safe behavior. The progressive four-step consequences include:

**Step 1: Written reflection that requires a parent/guardian signature.** Student completes a Reflection form to the teacher's satisfaction, describing his/her behavior and the impact on the class, the teacher, and/or his/her learning. Parent/guardian signature is required.

**Step 2: Written reflection that requires a parent/guardian signature, an email, and a 15-minute detention**

Student completes a reflection form to teacher's satisfaction describing his/her behavior and the impact on the class, the teacher, and/or his/her learning. Signature required and email to parent/guardian.

**Step 3: Written reflection that requires a parent/guardian phone call or conference, plus a 30-minute detention.** Student completes a reflection form describing his/her behavior and the impact on the class, the teacher, and/or his/her learning. Signature required and parent/guardian phone call or conference required.

**Step 4: Office Referral.** If the behavior has not improved the teacher completes an Office Referral form and sends the student to the office along with all three (3) student written reflections. A parent/guardian will receive a phone call from the Administration describing the consequence.

**Buddy Class.** A student may be sent to another classroom to write a reflection about the behavior that impacted the learning environment and independent work to complete in the Buddy class at any time during a class period. This reflective assignment is returned to the sending teacher, and a copy is sent home to the parent/guardian. The teacher may arrange a conference with the parent/guardian, student, and an administrator.

**Referral for Additional Support (COST - Coordination of Services Team).** A teacher can refer a student to COST for additional academic, social-emotional, and/or behavioral supports after the student has not responded to Tier 1 interventions (more than one).

**Outside-of-Class Misconduct during Lunchtime (including food deliveries), Hallways, Bathroom, Break, Afterschool**

Appropriate consequence(s) include: in-school or after-school detention, loss of preferred activity or privilege, written reflections, and/or community service.

**Tier 2:** These behaviors are examples of misconduct and offenses that result in a progressive administrative consequences:

- Repeated failure to follow directions (including off-task behavior, doing something other than what was requested the teacher)
- Cutting class, repeatedly truant
- Property (taking something that belongs to someone else, destroying someone's work)
- Dishonesty
- Cheating, forging other's signatures, copying others' work or allowing another to copy work
- Failure to follow school rules (gum, litter, dress code, inappropriate objects)
- Defiance, refusing to stop inappropriate behavior (in the bathroom, hallways, lunchtime, after school)
- Intentional destruction of school property (including graffiti and tagging)
- Sustained disrespectful behavior
- Use of profanity toward adults

**Tier 3:** These behaviors are examples of misconduct and offenses that result in a progressive administrative consequences:

- Fighting (mutual combat, altercation or instigating a physical altercation or instigating a physical altercation)
- Bringing dangerous prohibited items to class
- Causing, attempted to cause, or threatened to cause physical injury to another
- Threatening physical harm

- Possessing a controlled substances, including marijuana (not under the influence, with no intent to sell) - Capitola PD involved
- Causing an unsafe situation by not following directions
- Stealing or attempting to steal school or private property
- Bullying/harassment (based on race, gender, disability, sexuality, and other protected classes, or pushing, poking, tripping, shoving, or making threats)
- Engaging in sexual behavior on campus
- Sexual harassment (uncomfortable, embarrassing, and/or offensive)

**Increased Severity Tier 3:** These behaviors are examples of misconduct and offenses that result in a progressive administrative consequences:

- Fighting (one-sided fighting—one student physically harms another)
- Sexual harassment (severe or pervasive conduct of a sexual nature)
- Bullying (severe or pervasive conduct, including online conduct, that has a detrimental effect on physical or mental health)
- Possession of an imitation firearm, such as a BB gun
- Using (under the influence of) a controlled substance, including marijuana - Capitola PD involved
- Harassment or threats against a student witness
- Threatening to cause physical injury
- Possession of a knife, taser, stun gun, or other dangerous objects
- Committed or threatening assault or battery on a school employee
- Recording and/or sharing/posting physical altercations, or footage intended to harm or promote

**Most Serious Offenses:** These behaviors are examples of misconduct and offenses that result in an expulsion process and/or legal intervention

- Committed or attempted sexual assault or battery
- Caused serious physical harm to another person (except in self-defense)
- Committed robbery (taking property directly from someone)
- Selling or intent to sell a controlled substance, including marijuana - Capitola PD is involved
- Possessing, selling, or furnishing a firearm
- Possession of an explosive
- Brandishing a knife
- Sending graphic, explicit images or videos that are violent or sexual nature

Unless the referral is for a minor infraction, the parent/guardian will be contacted. Students in possession of weapons, drugs or drug paraphernalia, or explosive devices, are subject to arrest, citation by the police, suspension from school, and possible expulsion from Soquel Union Elementary School District. Prohibited items not taken by the police as evidence will be confiscated and returned to the student's parent/guardian during a conference with an administrator. The following is taken directly from the Education Code and are reasons for suspension or expulsion:

### **Cheating**

Cheating, forging signatures, copying another student's homework, letting a student copy your work, plagiarizing (using other sources word for word without giving credit to the source), etc. are examples of academic dishonesty. These types of behavior are both unethical and illegal and carry with them a consequence of, at a minimum, an F for the assignment, a parent/parent conference and Friday School. Subsequent offences will include school suspension.

### **SEARCH AND SEIZURE**

In accordance with California Education Code, a school administrator is permitted to conduct a search of a student's locker, backpack, property or person when there is a reasonable suspicion that the search will uncover evidence that the student is violating the law, the rules of the school district, or the school. Searches are conducted when an incident occurs which may jeopardize the health, safety or welfare of students and staff.

