



Parent/ Student Information Booklet

2017-2018

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SECTION I: GENERAL SCHOOL INFORMATION

The Desert Learning Academy is a hybrid school that is part of the Palm Springs Unified School District. Established in 2015, this is a hybrid environment that provides alternatives to traditional brick-and-mortar schools in the Coachella Valley and South East Riverside County area. Students can come from any of the local school districts or nearby counties. The school serves students in grade 2-12. Virtual environments and independence of the students' education vary based on grade level and academic success, all students use online curriculum as a primary source. Our personalized learning program requires students to have or develop a positive mindset around learning. Teachers help to focus the student mind set by mentoring students in academic areas of weakness, both educational and personally.

DLA has three campuses currently. The main campus is located in Palm Springs and the others are in Desert Hot Springs. These cities are about 20 minutes apart by car, making it difficult for students to transit between, thus the districts provided three rooms at the Edward Wenzlaff Educational Center and one room at Bubbling Wells ES. These campuses allow for students to attend a campus more local to them as required.

The pillars to piloting success are foundational to the mission and vision of the school. These seven essentials skills guide the development of the mission and vision with all stakeholders. The process of development, took place during several meetings, research and study of effective learning needs. These core goals are to provide an environment that teaching students to be: Critical Thinkers and Problems Solvers, Collaborators across Networks and Leading by Influence, Agile and Adaptable, Initiative and Entrepreneurial, Effective Communicators in both written and spoken methods, Researchers and Analyzers, and Imaginative.

Mission

The Mission of the Desert Learning Academy is to provide a high quality personalized educational experience. All stakeholders are focused on preparing every student for their post 2-12 choices by creating a community that works collaboratively, using the research-based technologies and instructional practices to insure growth in students emotional, physical, and social needs.

Vision

Members of the Desert Learning Academy's' community will use technology to achieve a mindset that aids them in achieving career and academic successes.

ACADEMIC HONESTY

The Board of Education believes that academic honesty and personal integrity are fundamental components of a student's education and character development. The Board expects that students will not cheat, lie, plagiarize or commit other acts of academic dishonesty. (BP 5131.9)

Students are expected to demonstrate honesty and integrity while in attendance at Rancho Mirage High School. All students are expected to do their own work. This includes but is not limited to test-taking, class assignments, homework, essays, compositions, term papers, and research. All work submitted by students is to be a true reflection of their own effort and ability. If submitted work is found to be otherwise, the student has shown

unacceptable academic behavior warranting consequences. Engagement in any of the following is considered cheating:

1. Claiming credit for work not the product of one's own honest effort
2. Providing access to materials or information so that credit may be dishonestly claimed by others
3. Knowing and/or tolerating either or both of the above

Any of these identified behaviors represents a violation of mutual trust and respect essential to the education at Rancho Mirage High School. Students who demonstrate these behaviors should expect the following consequences:

1. 'Zero' on the assignment
2. Parent/Guardian Notification
3. Disciplinary Action.

ACCIDENTS AND INJURIES

School related accidents or injuries must be reported immediately to the Front Office and an accident report must be completed. If the situation warrants, paramedic services will be called. In all cases, an attempt will be made to notify a parent or guardian as soon as possible. It is essential to have a properly contract on file at the school to ensure the prompt notification of a parent or emergency contact. For questions or if you have changes in phone numbers or address, please call the Office at (760)778-0487.

ADDRESS / INFORMATION CHANGE

When address or telephone number changes occur, at any time during the school year, the parent or guardian must notify the Office at (760)778-0487. If you move, please notify the office immediately and complete a new change of address form along with a verification of your new address (utility bill, rental receipt or mortgage paperwork).

VIRTUAL SCHOOL ATTENDANCE POLICY

Students will be required to attend one 90-minute appointment in the lab each week unless the students maintain a 70% on schedule status in all of their courses. This structure is to support the independent nature of the program. During the appointment time students will be in a supervised environment. After the end of the appointment students are allowed to remain unsupervised or leave the virtual resource support lab. If students are on campus at unscheduled times they are allowed to leave the campus as needed.

Independent study students, who are late, miss scheduled conferences/ appointment times or do not submit assigned work shall be reported as truant.

- | | |
|-----|---|
| 1-3 | Truant reports (warning) |
| 4 | Truant report (letter of non-participation) |
| 6 | Truant report (determination meeting) |

Include, the independent study administrator shall promptly and directly address any failure by the student to meet the terms of his/her written agreement. The following supportive strategies may be used:

1. A letter to the student and/or parent/guardian
2. A meeting between the student and the teacher and/or counselor
3. A meeting between the student and the independent study administrator, including the parent/guardian if appropriate
4. An increase in the amount of time the student works under direct supervision

When the student has missed the number of assignments specified in Board policy and the written independent study agreement as precipitating an evaluation, the Superintendent or designee shall conduct an evaluation which may result in termination of the independent study agreement, with the student's return to a regular classroom or alternative instructional program.

ATTENDANCE PLACEMENT SUMMARY

Student will be required to attend school days as needed and outlined by assessments and work in progress.

Student will be assignment a 1-4 days a week if the following conditions are met:

1. They require significant instructional support
2. They are 2 or more grade level behind in credits
3. They are not meeting defined timelines
4. They are not meeting their previous attendance expectations
5. Required be an IEP or ELL service needs
6. Grades are below a C

SCHOOL SCHEDULE

Monday

9AM to 1PM at all Sites

Tuesday

9AM to 1PM // all Sites, Lab, direct sessions

1:10PM to 2:00PM // Tier 2 – Intervention

2:05PM to 3:00PM // Tier 3 - Intervention

Wednesday

9AM to 1PM // all Sites, Lab, direct sessions

1:10PM to 2:00PM // Tier 2 – Intervention

2:05PM to 3:00PM // Tier 3 - Intervention

Thursday

9AM to 1PM // all Sites, Lab, direct sessions

1:10PM to 2:00PM // Tier 2 – Intervention

2:05PM to 3:00PM // Tier 3 - Intervention

Friday

9AM to 1PM at all Sites

New student registration 1PM – 2:30PM

BIKE / SKATEBOARD / SCOOTER POLICY

Students riding bicycles, skateboards, or scooters to school are required to observe the following regulations. Any student violating these regulations will be subject to consequences which may include confiscation.

- Operate in a safe manner at all times
- Enter and leave campus on the route established by the school
- Use bike lanes whenever possible and travel with the flow of traffic
- Walk bikes in crosswalks
- Students are not permitted to ride bikes, skateboards, or scooters on campus or in school parking lots so must be parked and locked in the designated bike area (students are required to provide their own lock)

*PSUSD and DLA assumes no liability for damage, theft, vandalism, injury, or other negative consequences associated with use or ownership of bikes, skateboards, scooters, or other related items.

CAMPUS SECURITY

DLA has security personnel. Their responsibilities include, but are not limited to, keeping outsiders off campus, keeping students on campus, and assisting the administration with campus supervision in order to promote campus safety.

CIVILITY POLICY

Any individual who disrupts or threatens to disrupt District /School office / classroom operations; threatens the health and safety of students or staff; willfully causes property damage; uses loud and/or offensive language which could provoke a violent reaction; or who has otherwise established a continued pattern of unauthorized entry on school district property shall be directed to leave school or school district property. If any member of the public uses obscenities or speaks in a demanding, loud, insulting and/or demeaning manner, the employee to whom the remarks are directed shall calmly and politely admonish the speaker to communicate civilly. If the abusing party does not take corrective action, the District employee shall verbally notify the abusing party that the meeting, conference or telephone conversation is terminated and, if the meeting or conference is on District premises, the offending person shall be directed to leave.

CYBER BULLYING/ BULLYING

It is the policy DLA to provide a learning environment that is free from bullying and cyber-bullying (similar policies exist and define sexual harassment and hazing). It is a violation of this policy for any student to engage in bullying or cyber-bullying, or for any employee of DLA to condone or fail to report acts of bullying or cyber-bullying that they witness or become aware of (i) on school grounds and property immediately adjacent to school grounds; (ii) at school-sponsored or school-related activities, functions or programs, whether on or off school grounds; (iii) at

school bus stops;(iv) on school buses or other vehicles owned, leased or used by the school district; or (v) through the use of technology or an electronic device owned, leased or used by the school district.

It is also a violation of this policy for any student to engage in bullying or cyber-bullying at a location, activity, function or program that is not school-related, or through the use of technology or an electronic device that is not owned, leased or used by the school district, if the bullying creates a hostile environment at school for the victim, infringes on the rights of the victim at school, or materially and substantially disrupts the education process or orderly operation of the school, as determined by school administrators.

The DLA or PSUSD will not tolerate retaliation against a person who reports bullying or cyber-bullying, provides information during an investigation of bullying or cyber-bullying, or witnesses or has reliable information about bullying or cyber-bullying.

“Bullying” is defined as the repeated use by one or more students or by a member of a school staff including, but not limited to, an educator, administrator, school nurse, cafeteria worker, custodian, bus driver, athletic coach, advisor to an extracurricular activity or paraprofessional of a written, verbal, or electronic expression, or a physical act or gesture, or any combination thereof, directed at a victim that: (i) causes physical or emotional harm to the victim or damage to the victim’s property; (ii) places the victim in reasonable fear of harm to himself or of damage to his property; (iii) creates a hostile environment at school for the victim; (iv) infringes on the rights of the victim at school; or (v) materially and substantially disrupts the education process or the orderly operation of a school.

“Cyber-bullying” is defined as bullying through the use of technology or any electronic communication, which includes but is not limited to any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by such things as electronic mail, internet communications, instant message, text message or facsimile. Cyber bullying includes (i) the creation of a web page or blog in which the creator assumes the identity of another person or (ii) the knowing impersonation of another person as the author of posted content or messages, if the creation or impersonation is a violation under the law. Cyber-bullying also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting is a violation of the law.

It is the responsibility of every student, parent and employee of the school district to recognize acts of bullying, cyber-bullying and retaliation. Any student who believes that he or she has been the victim of bullying, cyber-bullying or retaliation should report it immediately to his or her teacher or principal. Students, parents and members of the school staff (including but not limited to educators, administrators, school nurses, cafeteria workers, custodians, bus drivers, coaches, advisors, advisors to an extracurricular activity, or paraprofessionals), who witness or become aware of bullying cyber-bullying or retaliation should immediately report it to the principal.

Any student who knowingly makes a false accusation of bullying or retaliation will be subject to disciplinary action including, but not limited to reprimand, detention, loss of privileges, and/or suspension. An educational component will be part of the actions taken. If the false accusations have civil and/or criminal elements then further actions may be taken by appropriate law enforcement agencies.

COMPLAINT PROCEDURES

Any person or organization wishing to file a complaint alleging unlawful discrimination or failure to comply with state or federal law in an adult basic education, consolidated categorical aid programs, migrant education, vocational education, child care/development programs, child nutrition programs, or special education programs, should contact the State & Federal Programs Coordinator of the Palm Springs Unified School District, 980 Tahquitz Canyon Way, Palm Springs, CA 92262, (760) 416-6066. A copy of the district's complaint procedures (BP 1312.3; AR 1312.3, a-b) will be made available upon request. Under some circumstances, specified under sections 4650-4651 of Title V (District Exhibit 1312.3), complaints may ask for direct intervention by the California Department of Education. Furthermore, complaints have the right to appeal any decision made by the district concerning a complaint to the California Department of Education.

Information on procedures and time lines for appeals are included in the above-listed district documents.

MOTOR VEHICLE POLICIES

Students must observe all school, community, and state driver regulations.

1. Students must have a valid driver's license, current registration and proof of insurance.
2. A 15 MPH speed limit is enforced on campus.
3. Students may park vehicles in the student parking lot only.
4. Unauthorized vehicles parked in reserved spaces are subject to towing without notice.

Parking Lot Policies

1. Students are to enter and leave school through the student entrance adjacent to the student parking lot.
2. Students are not to be dropped off a crossed the street.
3. Vehicles must be pulled head first into the parking spot, not backed into the spot. Cars must occupy one space only.
4. All vehicles parked in the student parking lot must display a valid DLA parking permit. Any vehicle not displaying a school permit may be towed at the owner's expense. Parking permits are obtained from the Security office. Replacement permits may be purchased.

Students who violate traffic laws or school parking regulations may have their privileges suspended at the is creation of the administration. PSUSD and DLA assume no responsibility for any damages, loss, theft, or injuries associated with driving on campus.

NON-DISCRIMINATION POLICY

No person shall on the basis of sex, race, national origin, sexual orientation, or non-limiting handicapped conditions be excluded from participation in or be denied the benefits of or be subjected from discrimination under any educational program offered by Palm Springs Unified School District.

PAYMENTS OR PURCHASES

Cash, money orders, or cashier check will be accepted as payment for purchases from DLA. Please indicate on the cashier's check or money order what is being purchased and the student's full name.

PLAGIARISM

See also the Academic Honesty Section. Any assignment submitted must be the student's own work in his or her own words. Students may not copy or rephrase materials from any other source, such as Cliff's Notes, Internet source, any other printed material or another student's paper. When sources such as these are part of an assigned research paper, the source MUST be properly cited. Student work containing plagiarism or copying of any kind will receive consequences as outlined in the Academic Honesty section.

POLICE CONTACT

Palm Spring/ Desert Hot Springs law enforcement will be available on campus. The law enforcement officers are allowed to interview a student without the permission or presence of a parent/guardian. (E.C. 48906)

SCHOOL CALENDAR

The school calendar is available on the school Website.

SEARCH AND SEIZURE

A search will be conducted when there is reasonable suspicion involving controlled substances, drug paraphernalia, stolen property, weapons, or other objects prohibited or which constitute a threat to the health, safety, or welfare of the occupants of the school facility or in conjunction with a school sponsored activity. In accordance with California and Federal law, PSUSD reserves the right to conduct random searches of students, persons and property. (Ed. Code 48921, 44806, 44014).

TRANSCRIPTS

Official or unofficial transcripts can be requested online at www.parchment.com. Please contact the Registrar's office at (760) 778-0487 for a Parchment registration code. Alumni students may purchase transcripts through the Parchment online services.

VISITORS

Parents are encouraged to visit campus to observe and become involved in their children's educational experience and Twenty-four hour notice is required for such a visit to be productively accomplished. All visitors are required to register with the receptionist in the administration building to obtain a visitors pass. If you have further questions, please call (760) 778-0487. No student visitors will be allowed during the school day unless approved in advance by administration.

WITHDRAWING FROM SCHOOL

Upon parent/guardian request, a student should see the following school personnel. The Office will first issue a check out slip to the student wishing to withdraw. The student will take the check-out slip to the Lead Teacher to return all textbook and supplies. The student will then return to the Office who will then request final check-out.

WORK PERMITS

Students needing a work permit should see their counselor. Any student who is employed and is under the age of 18 must have a permit to work (Education Code 12765). State law requires that minors who are employed will be in regular attendance at school for a minimum of four hours each day.

- All work permits expire five days after the school year begins. A new work permit application must be completed after each grading period even if continuing at the same place of employment. Students must have a C average with good attendance. Grades received from the previous semester must meet the standard or no work permit will be issued in the next enrollment session.
- No employer shall employ a minor for more than 4 hours on any day in which such minor is required to attend school except in approved Work Experience Education Programs (Education Code 12774).
- Minors 16-17 years of age shall not be permitted to work before 5 am or after 10 pm, but a minor may work until 12:30 am on any day preceding a non-school day (Labor Code 1391).
- Work permits may be revoked at any time for poor academic performance and/or poor attendance at school.

Arrival at School

Students must not arrive at school prior to the opening of the school site gates. Supervision is not available at any school site until the designated opening time. Students should enter campus upon arrival and not linger outside the gates. Parents are responsible for getting children to school on time. When a student is tardy he/she disturbs the rest of the class and misses part of the instructional program. Students arriving after the designated start time will be considered tardy and must check-in at the office. Tardiness is documented and may be cause for a referral to School Attendance Review Team (SART) or School Attendance Review Board (SARB) meetings.

Student Dismissal

During student dismissal, safety is of primary concern. Following all school staff directives and dismissal plans is vital to ensuring the safety of students, family members, and staff. Students will not be released from any DHS school site 15 minutes prior to dismissal.

When picking up a child, remember to:

- Park in appropriate places to walk and meet your child.
- Pick your child up at the curb per the plan issued by your child’s school site. Please pull forward along the curb to pick up your student in any loading zones.
- Parking in the loading zone or handicap parking spaces is prohibited and can result in a citation and fine . Handicap parking is designated for cars with displayed placards only.
- Crosswalks are expected to be used when crossing the street. Do not allow your child to cross in front of or between any vehicles. Parent support in demonstrating use of crosswalks is appreciated.
- Avoid blocking any crossing area.
- Demonstrate courtesy and safe driving while on or near our school grounds.
- Students must be picked up within 15 minutes of the dismissal bell.
- Students who have after school programs (such as interventions, clubs, or athletics) must report to their designated activity immediately following the school day.

Children waiting at school 30 minutes after dismissal may be placed in the custody of Riverside County Sheriff Department. If you are late in picking up your child and need to contact the Sheriff’s Department, their phone number is: 760-836-1600.

Late pickups are monitored by the main office. Excessive late pickups will lead to SART or Child Protective Services referrals.

SECTION II: INSTRUCTIONAL PROGRAM, GUIDANCE AND COUNSELING

All students are encouraged to take ownership of their education by establishing a course of study with counselors and parents to ensure they are college and career ready. Students may contact their counselor by submitting their request using a call slip or tech solution if available. Parents may also request a meeting with their student's counselor by making contact with Ms. Gunderson (760) 778-0487.

Every student has an assigned Lead Teacher who is a liaison between the school and the family. A Counselor is available to help with a variety of reasons. These reasons include, regular credit checks, appropriate course selection and scheduling, distribution of PSAT, SAT, and ACT applications and study guide information, referrals for ongoing counseling services, assistance with alternative placement, university/college & financial aid information, quarterly student progress review, student class schedules, course selections, and student scholarship advice.

ACADEMIC ACHIEVEMENT

Principal's Honor Roll - This recognizes students who embraced the growth mindset and are displaying a change in effort and the learning process, they have been selected as a student of the month and continue to grow their academic success.

Students of the Month are selected by Lead teachers. These students are students who embraced the growth mindset and are displaying a change in effort and the learning process.

Honored Students (CSF)

California Scholarship Federation (CSF) is an honorary academic organization that also functions as a service club. Students must meet statewide qualifications set by the California Scholarship Federation.

Applications are necessary each semester students qualify; membership is not automatic. To become a Life

Member, students must qualify for CSF in 4 out of the last 6 semesters of high school, including 1 semester of their senior year. Scholarships from various colleges are available for Life Members.

ADVANCE PLACEMENT AND HONORS COURSES

Students who want an academic challenge to better prepare for education beyond high school should strongly consider taking Honors and Advanced Placement (AP) courses. AP classes prepare students to take the College Exams in May, if the exam is passed with a score of 3, 4, or 5, most institutions of higher education will award the passing grade as the equivalent of course work completed and give college units (check your intended college for specifics) saving money and time in college. There is a fee for this exam. There will be a meeting in the spring for parents and their students who are interested in enrolling in AP classes. This meeting provides the opportunity to learn more about the courses, their contents, and the requirements for being in this program. The students enrolled in the AP classes will be expected to sign a contract which states the AP course requirements and guidelines.

A-G REQUIREMENTS

DLA's College Prep courses have been approved by the University of California, a-g system. This means that students, who successfully complete these courses with grades of C or above, meet the course requirement to be accepted at a University of California or California State University school.

University of California (UC) and California State University (CSU), private colleges, and other universities require specific grade point averages for admission, as well as other entrance criteria.

1. English - 4 years required (College Preparatory)
2. Mathematics - 3 years required, 4 years recommended (Algebra I, Geometry, Algebra II)
3. History - 2 years required (U.S. History, World History)
4. Laboratory Science - 2 years required, 3 recommended (Biology, Chemistry)
5. Foreign Language - 2 years required, 3 recommended (Same language, consecutive years)
6. Performing Arts - 1 year required (Choir, Dance, Music or Theatre)
7. College Prep Elective – 1 year required

GRADE REPORT SCHEDULE

There are 4 grade reporting periods throughout the course of a school year.

1. First Quarter: October
2. Second Quarter/First Semester December
3. Third Quarter: March
4. Fourth Quarter/ Second Semester June

Grades for semester courses will be issued upon the deadlines listed above. If Students have not completed a course during the required timeline extensions can be offered by request to the Content teacher and administration. Students that do not meet specific time risk the chance of not meeting their expected graduation date, NCAA approval for course, or continued attendance in a virtual programs. Progress Reports are also available online via the parent portal at any time. Parents can meet with the lead teacher to discuss grades upon request to the lead teacher.

If additional information is needed on the academic progress of a student, the student's Guidance Counselor should be contacted.

GRADING SCALE

All courses must be completed with grades of A, B, C or D in order to earn credits however, four-year colleges will not accept credit for a D grade. An F grade receives no credit!

GRADING POLICIES

Desert Learning Academy is a school of choice within the Palm Springs USD. Student/ Parents/ Guardians wanting to be a part of the Virtual school need to be aware of the grading policies and procedures for Independent study program in the State of California. Students are required to meet satisfactory academic progress while apart of these programs.

Satisfactory Academic Progress

- Students will maintain a 2.0
- Students will pass 70% of all course work taken during a semester
- Students will meet 90% work completion as scheduled and defined by lead teacher.
- Students will take courses meeting the required curriculum and in High School defined as a-g.
- Students will complete and participate in all mandatory testing

As part of these requirements students will be graded on an A,B,C,D,& F scale for all classes.

- 100%-89.5% = A
- 89.4% -79.5% = B
- 79.4% - 69.5% = C
- 69.4% – 49.5% = D
- 49.4 or Below is an F

Our Elementary school students will be graded on a 5 point rubric scale based on the proficiency of the standards mastered. Achievement on assignments is assessed by the teacher and system created rubric of mastery. These are trend graded over time and achievement.

GRADE POINT AVERAGE

Grade Point Average (GPA) is used to indicate a student's grade average. A 1.51 grade point average (GPA) is required for graduation. This GPA is computed in the following manner: convert letter grades to numbers, an A= 4, B = 3, C = 2, D = 1, F = 0. Add all the numbers and divide by the number of classes taken. All Honors and Advanced Placement (AP) courses are awarded an additional point value for a weighted 5.0 - point scale.

When grades are given for GRADE CORRECTIONS

Any course, the grade given to each student shall be determined by the teacher of the course. The determination of the student's grade by the teacher, in the absence of error, shall be final. If teacher or data entry errors occur, only the teacher of the course in question shall correct the grade(s) using the proper form, obtainable from the Registrar. Corrections will be made to the student's permanent record after receiving administrative approval.

GUIDANCE INFORMATION

1. Career Planning – To assist the students with setting future goals and career pathways.

With the help of our Guidance Counselors and Teachers, career inventories will be administered,

Websites investigated and possible careers will be researched. Colleges, Universities, Military, vocational training program and potential future employers will be contacted. College requirements, financial aid and scholarship information will be made available to the students and their families.

The PSAT test, to prepare the students for taking the college entrance exams, will be administered each October to all 9th, 10th and 11th grade students who wish to participate. Students who take the PSAT in

October of their Junior year may be considered for the National Merit Scholarship Program. The Counselor encourages 11th and 12th grade students to take the PSAT, SAT I & II, and ACT tests, along with college entrance exams. There will be numerous meetings for students and parents in order to offer further information on college choices and finances. Please watch the Guidance Website for further information about visits by college and military representatives.

2. Personal and Social Assistance – For students and families with personal/social concerns.

Individual conferences and group sessions will be facilitated in order to empower students to develop the personal/social skills necessary to have a productive high school experience. Counselor will refer families to community agencies as needed.

SCHOLARSHIPS

The counselor will provide a list of scholarships and post them in the Counseling Office on a monthly basis and updated on the school Website. In the Counseling Office there will be other resources, directories of scholarships, and list of web-sites to find a wider range of scholarships to apply for. All students, grades 9-12 are encouraged to look for and apply for scholarships on a consistent, regular basis. For any questions please contact the Counseling office.

Money for your college education or additional career training is available in a variety of forms and from a variety of sources. Financial aid may take the form of a scholarship, grant, or loan. Some are awarded through private clubs and organizations. In addition, certain local clubs and organizations offer awards and scholarships to graduating seniors of Rancho Mirage High School. Major sources include:

- Cal Grant A, B, C - A state grant providing financial assistance at two and four-year post-secondary institutions colleges and vocational schools. "A" is granted based on financial need and grade point average. "B" and "C" are granted based on financial need and potential for success. The FAFSA and GPA verification must be filed between January 1st and March 2nd.
- College Scholarships - Scholarships provided by colleges based on need and/or achievement. Application is made through each individual college.
- Local Scholarships - Local city organizations give scholarships for use at two and four-year colleges and career programs.
- Pell Grant - A government grant based on financial need. This is a part of FAFSA, and must be filed between January 1st and March 2nd.
- Specific Program Scholarships - Scholarships given by national organizations, unions, companies, etc. for use at two and four year colleges and vocational schools. Requirements vary. It is suggested that all students visit the school Website for information pertaining to scholarship applications, deadlines, dates, etc. Additional information may be found in Meeting College Costs (a guide for students and parents). Copies are available in the Counseling Office.

TESTING INFORMATION

1. SBAC TEST: The state of California requires that this test be administered to assess the academic progress of our students in comparison to other students at the same grade level. This test will be administered in April and May each year.

Optional Tests

1. ADVANCED PLACEMENT TESTING – Tests given in the areas of English, Social Studies, math, Science, Foreign Language, Art, Computer Science, and Psychology. Students may receive college credit based on score received and college acceptance. This is an excellent way to learn a subject more thoroughly and save on college expenses. Fee required.

2. PSAT – (October) (Preliminary Scholastic Assessment Test) this is a test that is administered every October across the nation and offered to 10th and 11th grader students. The PSAT measures students' verbal, writing and mathematical skills that are important for success in college. The results are given in an easy to understand format that is an excellent tool for students, parents and guidance counselors to use in examining the student's academic strengths and areas of weakness or concerns. When the PSAT is taken as an 11th grader, the results of the test are also used to nominate outstanding students in the nation for scholarship awards. Fee required.

3. SAT Reasoning & SAT Subject - (Scholastic Assessment Tests) are offered seven times during the year. They are tests that will be taken by the students during their 11th and 12th grade years of high school. These tests are taken to assess and provide scores in a student's verbal and math abilities, as well as specific subject areas, to the college of their choice. The PSAT helps students prepare for these tests.

4. ACT – (American College Test) is offered six times during the year. It is a college entrance test that is taken by 11th and 12th grade students to provide the colleges of their choice with an overview of their present academic skills and abilities when they are being considered for admission.

5. ASVAB – (November) (Armed Forces Vocational Aptitude Battery) is offered to any students (free of charge) who are interested in learning more about their possible future occupation choices. This test measures 10 areas of a student's aptitude of achievement, such as coding speed, math knowledge and reasoning, mechanical comprehension, etc. The results offer a variety of information to assist the student in investigating possible career choices for the future.

SECTION III: SCHOOL CONDUCT

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

CODE OF CONDUCT

Student achievement is one of the main goals of Rancho Mirage High School. The staff is dedicated to achieving this goal and to maintain a safe and secure campus environment that encourages students to strive for their chosen educational and career goals. To this end, it is important that all students carefully read and understand the following information. All students should be aware of the consequences for violating State, District, and RMHS rules and codes.

The following DLA policies are in addition to those identified by the PSUSD suspension and expulsion infractions.

1. Courteously cooperate at all times with the authority of all teachers, staff, and administrators.
2. Respectfully adhere to campus and classroom policies and procedures.
3. Littering, damaging, destroying, or stealing personal or public property is prohibited.
4. Abuse of others through words, writings, gestures, or physical acts is prohibited.
5. Graffiti and/or graffiti contraband (markers, spray paint, etc.) is strictly prohibited. All confiscated materials, photos, images, etc. related to graffiti will be turned over to the appropriate authorities.

The following California Education Code infractions are grounds for expulsion from DLA and the Palm Springs Unified School District regardless of whether the infraction occurs at school, on the way to school, on the way home from school or at a school sponsored or related activity.

1. Causing serious physical injury to another person, except in self-defense.
2. Possession of any knife or other dangerous object of no reasonable use to the pupil. This will include a gun or replica, explosive, or other weapon.
3. Unlawful possession, probable intention of selling, distributing, sharing, or under the influence of any controlled substance, alcoholic beverage, or replica of a controlled substance in chapter 2 of Division 10 of the Health and Safety Code, except for the first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
4. Robbery or extortion.
5. Assault or battery, as defined in Sections 240 and 242 of the Penal Code,
6. Terrorist threats against school officials or school property.

In addition to the above, the following California Education Code infractions are grounds for suspension and possible expulsion from DLA and the PSUSD regardless of whether the infraction occurs at school, on the way to school, on the way home from school or at a school sponsored or related activity.

1. Causing, attempting to cause, or threatening to cause physical injury to another person.
2. Willfully used force or violence upon the person of another, except in self-defense.
3. Causing or attempting to cause damage to school property or private property.

4. Stealing, attempting to steal, or knowingly receiving stolen school property or private property.
5. Use and/or possession of tobacco products.
6. Committed an obscene act or engaged in habitual profanity or vulgarity.
7. Possession or offered, arranged or negotiated to sell of drug paraphernalia.
8. Disrupted school activities or otherwise willful defiance of school personnel.
9. Sexual harassment.
10. Harassing, threatening, or intimidating a pupil who is a witness.
11. Offering, arranging to sell, or selling the prescription drug Soma, or any other prescription drug.
12. Engaged in, or attempted to engage in, hazing.
13. Engaged in an act of bullying.
14. Electronic act, transmission of a communication (text, social network, Internet Website, etc.)
15. Possession or under the influence of alcohol or controlled substance, or replica thereof.
16. Intentional harassment or hate crimes.
17. Aiding or abetting the infliction or attempted infliction of physical injury to another student.

CONSEQUENCES

Students who choose to violate the Code of Conduct are subject to one or more of the following consequences, depending upon the nature and severity of the infraction: detention, parent conference, referral, suspension, transfer, or expulsion.

DRESS CODE

Students shall dress in accordance with good standards of health and safety. Students not meeting these standards may be sent home to change their attire before re-entering school. Rancho Mirage High School reserves the right to determine if particular styles of clothing disrupt the education environment. No clothing or accessories which, in the opinion of school officials, threaten the physical and/or psychological well-being of any person on campus will be tolerated.

(BP 5132)

The Board of Education believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process.

(AR 5132)

In cooperation with teachers, students and parents/guardians, the principal or designee shall establish school rules governing student dress and grooming which are consistent with law, Board policy and administrative regulations. These school dress codes shall be regularly reviewed.

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:

1. Shoes must be worn at all times.

2. 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.
3. Sunglasses, hats, caps and other head coverings shall not be worn indoors.
4. Clothes shall be sufficient to conceal undergarments at all times. See-through or fish-net fabrics, halter tops, off-the-shoulder or low-cut tops, bare midriffs and skirts or shorts shorter than mid-thigh are prohibited.
5. Gym shorts may not be worn in classes other than physical education.
6. Hair shall be clean and neatly groomed. Hair may not be sprayed by any coloring that would drip when wet.

Gang-Related Apparel

The principal, staff and parents/guardians may establish a reasonable dress code that prohibits students from wearing "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 and updated whenever related information is received.

Hats or sunglasses are not to be worn indoors and hats must be worn bill facing forward while on campus. NO bandannas. Headgear policies apply to both boys and girls. Unapproved headgear will be confiscated and parents will have to pick them up from the discipline office. Multiple hat violations will lead to further consequences including suspension.

Pants/Overalls

- Pants cannot sag (sized too large; worn low on the hips, or drag the floor)
- Overall straps must be kept up and buttoned

Shirts/Blouses/Tops/T-shirts

- No shirt tails which exceed the student's wrist when arm is held naturally at the side
- No muscle shirts or scrimmage type tops with the excessively large arm openings unless worn over a sleeved t-shirt

Shorts/Skirts/Dresses

- No cut-off or spandex shorts, skirts or dresses
- No swim trunks
- Shorts cannot extend to the top of your socks

Other/Accessories

- No clothing or apparel with hidden compartments
- No hairnets of any type or color
- No wallet chains, metal chain jewelry or spikes on jewelry
- No trench coats/dusters

- No oversized belts
- No sexually explicit or implied obscene message clothing or jewelry

SEVERITY CLAUSE

Immediate disciplinary action will be taken by school officials in all cases of severe or flagrant infractions of any of the rules. Consequences include parent conferences, law enforcement referrals, and school suspensions or expulsions. Severe offenses include, but are not limited to: willful harm or intent to do bodily harm to someone, willful destruction of property, drug possession/use, and refusal to comply with authority, and behavior that disrupts/endangers the safety of students and others and/or the safe conduct of the school.

SUSPENSION / EXPULSION

Suspended or expelled students shall be denied the privilege of participation in all extracurricular activities during the period of suspension or expulsion. Except where suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct. (BP 5144.1)

Students will be suspended from school for repeated inappropriate behavior or any major infractions as outlined by the Education Code and District Code of Conduct. Length of suspension will be commensurate with the infraction, ranging from one to five school days. Students on suspension may not enter any school campus or participate in any school-related activity.

Suspendable offenses include:

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (a) (2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object.
- (c) Possessed used, sold or otherwise furnished, or been under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.
- (d) Offered or arranged or negotiated to sell any controlled substance, alcoholic beverage, or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage or intoxicant.
- (e) Committed 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 product containing tobacco or nicotine products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Had unlawful possession of, offered, arranged or negotiated to sell any drug paraphernalia.

- (k) Disrupted school activities or willfully defied the authority of school personnel.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm that is as 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.
- (o) Harassed, threatened or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both. (48900.2) Sexual harassment. (48900.3) Hate violence. (48900.4) Intentional harassment.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in hazing as defined in section 32050.
- (r) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel.
- (s) Aiding or abetting, the infliction or attempted infliction of physical injury to another person.

Progressive Discipline

One of the most important lessons education should teach is discipline. While it does not appear as a subject, it underlies the whole educational structure. It is the training that develops self-control, character, orderliness, and efficiency. It is the key to good conduct and proper consideration for other people. Students are expected to follow acceptable standards of good behavior and to demonstrate good citizenship at all times. Our policies include programs of rewards and honors for appropriate behavior. Students who are unable to follow these standards will receive consequences for their actions.

School District assume no responsibility for lost, damaged, or stolen personal property including any electronic device.

Cell phones can be used before school, after school or during break times. Cell phones must be turned off during direct instruction unless instructed to be out. All camera use, including cell phones cameras, are prohibited in classrooms, and restrooms.

Other Restricted Items

Students should NOT bring the following items to school:

- Permanent markers
- White-out

- Candy
- Gum
- Tobacco products of any type including any “electronic cigarette” type product
- Scissors
- Bottled Glue
- Cameras
- Hookah sticks
- Any aerosol can or glass bottle (perfume, spray deodorant, etc.)
- Rubber bands
- Trading cards
- Balloons

Other items may be included on the restricted items list. Please direct questions regarding restricted items to the administration office at the school.