

# San Jacinto Valley Academy



2012~2013

High School  
Student/Parent Handbook



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## OUR MISSION AND VISION

### Mission Statement

We will develop self-motivated lifelong learners. We are committed to educating students in agreement with state standards utilizing student-centered inquiry methods in a school wide inquiry environment. (SJVA charter, page 9)

### Student Vision Statement

"Through the inquiry process, I will learn and will demonstrate knowledge and skills that will enable me to think critically and creatively."

## EXPECTED SCHOOLWIDE LEARNING RESULTS (ESLR'S)

**We are focused on creating citizens who understand and apply their learning. SJVA students are expected to question, judge, and interpret. ESLR's were created to keep our students focused on the results we are dedicated to achieving.**

### Effective Communicators

1. Read critically and extensively in many genres
2. Communicate effectively and extensively in many types of documents and writing domains
3. Plan, prepare, write and present projects and exhibitions of their learning
4. Are able to talk about and explain their learning

### Effective Users of Technology

1. Are flexible problem solvers
2. Communicate effectively and extensively in writing in many types of documents and writing domains with technology
3. Plan, prepare, write and present projects and exhibitions of their learning
4. Are able to talk about and explain their learning

### Self Motivated Lifelong Learners

1. Can see several possible approaches to solving self-selected and/or posed problems
2. Are flexible problem solvers
3. Exhibit the interpersonal skills necessary to work in collaboration and in problem solving teams
4. Exhibit an ethical approach to living and interacting with others
5. Are flexible, efficient and accurate problem solvers in all major strands of mathematics

### Contributing Members of Society

1. Have learned and use important life skills
2. Demonstrate an awareness of their community's needs and how they can contribute
3. Understand their place in the global community
4. Know and will exercise the rights of citizenship in a democratic society
5. Exhibit an ethical approach to living and interacting with others
6. Demonstrate a sense of confidence that empowers learners to have a positive attitude about the future and their ability to achieve, influence and succeed within it.

## INQUIRY LEARNING

Standards are considered early in lesson planning and by guiding students toward questions that help them learn the core standards, concepts, and skills. Hands-on opportunities are offered the majority of the time.

- Inquiry-based learning can take on many forms dependent on age level and content areas to be studied.
- Problem-based inquiry focuses on a problem for students to solve or learn more about.
- Project-based inquiry begins with a question and focuses on the end product.



## SJVA WASC Accreditation

The Western Association of Schools and Colleges is one of six regional associations that accredit public and private schools, colleges and universities in the U.S. WASC involves a dual purpose that continues the expectation that schools must be worthy of the trust placed in them to provide high quality learning opportunities, but with the added requirement that they clearly demonstrate the critical business of continual self-improvement. WASC is committed to ensuring equity and fairness to all students and in all schools by:

- Certifying the school as trustworthy institution of learning
- Validating the integrity of program and student transcripts
- Fostering improvement of program and support student learning
- Assuring community that the school's purposes are appropriate and being accomplished
- Assuring a way to manage change through regular assessment, planning, implementing, monitoring and reassessment
- Assisting in establishing priority areas for improvement as a result of the perpetual accreditation cycle that includes: School self-assessment of current educational program for

students, insight and perspective from the visiting committee and regular school staff assessment of progress through the intervening years between full self-studies.

In 2008, SJVA began an in-depth self study. An action Plan was developed to address areas of concern. This self-study was presented to a WASC visiting team in March of 2009. In May, the visiting team accredited SJVA. Our WASC team returned in 2012 to ensure that our academics, leadership and extra-curricular programs are successful and that the students who leave our school have been provided with rigorous coursework.



## INTERNATIONAL BACCALAUREATE

**What is IB?** It is a program that develops inquiring, knowledgeable and caring young people to create a better and more peaceful world through intercultural understanding and respect. It is a challenging two-year curriculum primarily aimed at students aged 16-19. It leads to a qualification that is widely recognized by the world's leading universities.

**Why take the IB Curriculum?** The IB Diploma Programme prepares students for college and encouraging them to ask challenging questions, learn how to learn, develop a strong sense of their own identity and culture, and develop the ability to communicate with and understand people from other countries and cultures.

SJVA is committed to offering every student the opportunity to advance their learning by taking the IB Diploma Programme Curriculum. Some facts:

1. IB course grades are weighted and earn an extra point towards your GPA i.e., an 'A' grade counts as 5 points for an IB course instead of 4 points for an 'A' in a non-IB course.
2. IB courses require in depth study and preparation time beyond the normal homework/project requirements. Many courses require summer reading.
3. Students may earn college credit for each class taken if they take and pass the IB exam at a certain level.
4. Students will gain fluency in two languages.
5. Students will gain self confidence with university texts and materials.
6. Students will develop the capacity for independent and group research and study.
7. Students will develop cultivated, critical and creative thinking abilities with well developed communication skills.

8. Students will gain self-esteem and self-worth from completing a challenging and rigorous course of study.
9. Students will develop compassionate concern for others.
10. An IB contract is mandatory to ensure that the student understands course requirements.

Attend the IB Diploma Programme informational nights or make an appointment to see the counselor, Mrs. Kim Romeril, or the VP of Instruction, Mr. Paul Huynh to learn more.



## IB LEARNER PROFILE

The IB learner profile is the IB mission statement translated into a set of monthly learning outcomes. The learner profile provides a long-term vision of education. It is a set of ideals that can inspire, motivate and focus the work of schools and teachers, uniting them in a common purpose. (2010, ibo.org)

**August: Inquirers** - Students develop their natural curiosity. They acquire the skills necessary to conduct inquiry and research and show independence in learning. They actively enjoy learning and this love of learning will be sustained throughout their lives.

**September: Knowledgeable** - Students explore concepts, ideas and issues that have local and global significance. In so doing, they acquire in-depth knowledge and develop understanding across a broad and balanced range of disciplines.

**October: Thinkers** - Students exercise initiative in applying thinking skills critically and creatively to recognize and approach complex problems, and make reasoned, ethical decisions.

**November: Communicators** - Students understand and express ideas and information confidently and creatively in more than one language and in a variety of modes of communication. They work effectively and willingly in collaboration with others.

**December: Principled** - Students act with integrity and honesty, with a strong sense of fairness, justice and respect for the dignity of the individual, groups and communities. They take responsibility for their own actions and the consequences that accompany them.

**January: Open-minded** - Students understand and appreciate their own cultures and personal histories, and are open to the perspectives, values and traditions of other individuals and communities. They are accustomed to seeking

and evaluating a range of points of view, and are willing to grow from the experience.

**February: Caring** - Students show empathy, compassion and respect towards the needs and feelings of others. They have a personal commitment to service, and act to make a positive difference to the lives of others and to the environment.

**March: Risk-takers** - Students approach unfamiliar situations and uncertainty with courage and forethought, and have the independence of spirit to explore new roles, ideas and strategies. They are brave and articulate in defending their beliefs.

**April: Balanced** - Students understand the importance of intellectual, physical and emotional balance to achieve personal well-being for themselves and others.

**May: Reflective** - Students give thoughtful consideration to their own learning and experience. They are able to assess and understand their strengths and limitations in order to support their learning and personal development.

### Minimum Day Schedule Every Thursday

Line up on ramp..... 7:50

Period	Time	Minutes
HS Advisory	8:00 – 8:15	15
Period 1	8:15 – 9:10	55
Period 2	9:15 – 10:05	50
Period 3	10:10 – 11:00	50
Period 4	11:05 – 11:55	50
Lunch	11:55 – 12:30	35
Period 5	12:30 – 1:20	50
Period 6	1:25 – 2:15	50
Period 7	2:20 – 3:00	40

### Assembly Day Schedule

Line up on ramp..... 7:50

Period	Time	Minutes
HS Advisory	8:00 – 8:15	15
Attendance	8:15 - 8:30	15
Assembly	8:30 – 9:40	70
Period 1	9:45 – 10:30	45
Period 2	10:35 – 11:25	45
Period 3	11:30 – 12:15	45
Lunch	12:15 – 12:50	35
Period 4	12:50 – 1:35	45
Period 5	1:40 – 2:25	45
Period 6	2:30 – 3:15	45
Period 7	3:20 – 4:00	40

### SECONDARY BELL SCHEDULE

#### Regular Schedule

Line up on ramp..... 7:50

Period	Time	Minutes
HS Advisory	8:00 – 8:15	15
Period 1	8:15 – 9:20	65
Period 2	9:25 – 10:25	60
Period 3	10:30 – 11:30	60
Period 4	11:35 – 12:35	60
Lunch	12:35 – 1:10	35
Period 5	1:10 – 2:10	60
Period 6	2:15 – 3:15	60
Period 7	3:20 – 4:00	40

**ATTENDANCE/TARDY/EARLY DEPARTURE  
NOTIFICATION AND IMPROVEMENT  
CONTRACT PROCEDURES**

**Responsibilities for Attendance**

Parents are responsible for the punctual and regular attendance of their children. Illness, death or funeral in the immediate family, and medical/dental appointments and required court appearances are the only **excused** reasons for absence. Dental and medical appointments need to be scheduled after school hours, except for emergencies. Because of the need to interpret California school attendance laws, the school determines whether the absence was excused or not. **Funding comes only when a student is present. SJVA has a goal of 98% attendance for each student.** Excessive tardies and/or unexcused absences may lead to loss of credits, removal from class, or placement in an alternative program.

It is our policy that you provide the attendance office with a doctor's note for three consecutive days of absence. **If you have a signed attendance contract for the 2011-2012 school year, we will require a doctor's note for every absence.** Please report student absences to the attendance office by emailing [jjuaraz@sjacademy.org](mailto:jjuaraz@sjacademy.org), sending a note immediately following the day of the absence or by calling our 24 hour attendance absence line at 654-6113, option 3.

Students having excessive absences or tardies/early departures will be placed on an Attendance Improvement Contract and a mandatory meeting with administration will be scheduled.

Students on Attendance Improvement Contracts must have attendance at or above 97.5% and have no more than one (1) tardy or early departure per month. Non compliance of the Attendance Improvement Contract will result in the student being dropped from enrollment at San Jacinto Valley Academy the following school day.

Students coming to school tardy create classroom disruptions. Teacher will be taking attendance within the first 5 to 10 minutes of class. When a student is tardy, the teacher must stop class instruction to enter a tardy mark on ABI attendance. Students need to be on the ramp, ready to enter the classroom ten (10) minutes before the morning bell. Coming to school on time, every day, is a school priority.

**Personal Business/Family Trips**

Pre-planned family trips need to be reported to the office prior to the start of the absence. They must also notify each teacher in writing five school days in advance if they want to request work for the period of time they will be absent. **These absences are unexcused according to state guidelines.** It is the student's responsibility to turn in makeup work on the

day the student returns to school. Please note that makeup work completed during personal business/family trips may not coincide with class work and academic progress may be adversely impacted. We strongly recommend personal business/family trips be scheduled during breaks. Final exams will not be given early due to vacations or family trips. Students must prearrange pre-planned trips and make arrangements with the teacher to take the exam when the students return from the trip. In order to not compromise common examinations, early finals will only be given in extreme situations.

**Independent Study Contracts**

Whenever a student is absent, parents and students are expected to sign and complete an Independent Study Contract with appropriate work for the day the student was absent. Independent Study Contracts are used for any absence – excused and unexcused. These contracts must be completed and returned the following day when the student returns to school

Timeline

- 1) Parent notifies school of absence (654-6113)
- 2) Parent and student must sign contract by **noon** on day of absence and receive the work packet from the Independent Study office. Independent Study contracts may be printed from our website.
- 3) Elementary students give the completed work to their teacher on the first day they return to class.
- 4) Middle school and high school students return all work to the Independent Study office on the first day back.
- 5) If work is not turned in or turned in incomplete, it will not count toward the student's attendance.
- 6) Students may earn **100% Attendance** if all absences are cleared through this process.

**STUDENT WITHDRAWALS**

**General Withdrawal Requirements:**

1. Student must pick up withdrawal form from school office.
2. Parent must come and sign withdrawal form.
3. Withdrawal forms must be turned in to school office.
4. Students withdrawing **MUST** have all books and fees cleared in order to receive a copy of withdrawal form and transcript.

**VISITORS WELCOME**

1. All visitors must sign in at the front office reception desk and receive a visitor's pass. If you have business with an

administrator, counselor, or attendance, a visitor's pass is not necessary.

2. Interruptions to the classroom will not be permitted (no exceptions).
3. Students may not bring guests with them to school. Guests will be sent home.

### SCHOOLWIDE RULES

1. Be respectful to self, others, and property.
2. Follow directions at all times.
3. Be safe to self, others, and property.
4. Be a responsible learner.

### DISCIPLINE

SJVA teachers maintain proactive classroom management techniques to minimize student discipline problems. Student expectations for learning are high and opportunities for misbehavior are minimized.

Our staff is being trained in Classroom Management. These instructional strategies keep students actively engaged in instruction to minimize classroom disruptions.

Students failing to maintain a high level of appropriate engagement will result in parent notification, consequences, conduct notice, and/or conferences with teachers and administration. Students receiving repeated detentions and suspensions are at risk of being dropped from SJVA.

### DISCIPLINE/DROP POLICY

Students will be dropped from enrollment for ongoing or severe behaviors which violate their agreements under the "Students' Responsibilities" portion of the Learning Partnership Agreement.

1. Students discovered as having an active Order of Expulsion will be automatically dropped.
2. Students who receive five (5) Discipline Referrals within a sixty (60) day period of time may be dropped.
3. Students who are suspended on two (2) occasions within a sixty (60) day period of time (excluding summer vacation) may be dropped.
4. Students who are suspended on three (3) occasions will be dropped from SJVA.
5. Students who exhibit excessive absences, inability to complete signatures or work for an Independent Study contract, a pattern of negative behavior or who violate the severity may be dropped upon consultation with the Governing Board.

### Re-Enrollment

1. Students may be considered for re-enrollment after the completion of a successful trimester/semester in a traditional school. This will depend on space availability and the approval of the Governing Board. If re-admitted, students will be on probation and must agree to a specific Board-approved behavioral plan before re-admission. Students dropped a second time will not be readmitted to San Jacinto Valley Academy.

### Severity Clause

Should the violation(s) be of a severe nature the student may be suspended, dropped, or expelled from school without going through the steps mentioned above. A suspension is the exclusion from school for a period of one (1) to five (5) days. Expulsions and suspensions will occur for the following infractions, while the student is on the school grounds or during an activity off-school grounds but related to a school function:

- Physical injury to self or another person(s).
- Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
- Unlawfully offered, arrange, or negotiated to sell any controlled substance (or represented), alcoholic beverage, or intoxicant.
- Committed robbery or extortion.
- Damage to school property or private property.
- Stole or attempted to steal school or private property.
- Possessed/used tobacco.
- Committed an obscene act, habitual profanity or vulgarity.
- Offered, arranged, or negotiated to sell any drug paraphernalia.
- Disrupted school activities, defied the authority of supervisors, teachers, administrators, school officials, or other school personnel.
- Knowingly received stolen school or private property.

### DRESS CODE POLICY

#### "Dress to Impress for Success"

All students are expected to "dress for success." All students must be in uniform at all times while on campus and at some off campus school related functions. Uniforms must be worn on field trips. Parents are asked to read and understand San Jacinto Valley Academy's dress code, support its enforcement and support it with their child. The following standards are designed to promote learning and safety for all students.

### **Dress Code: Polo or Dress Shirts**

- Unaltered, solid color polo shirt (long or short sleeve) free of any design or embellishment except the SJVA logo
- Polos must be buttoned at least to the third from the top button and/or the collar bone.
- One white or solid colored tee shirt may be worn under polo, long or short sleeve, free of any design or embroidery, under tee shirt and polo must be tucked in at all times.
- Cold weather days a solid color crewneck, v-neck, or cardigan sweater/sweatshirt in maroon, gray, navy blue, black, or white may be worn, free of design or embroidery except the SJVA logo. Only SJVA hoodies are allowed. If sweatshirts are worn, polo collars must be completely visible.
- Solid colored dress shirts with a solid colored or conservative print (knotted) tie may be substituted for the polo. Dress shirts must be tucked in to pants.
- With the exception of a solid colored sweater vest, hoodless sweatshirt, SJVA approved hoodie, or a coat/jacket on cold days, no other clothing is allowed over the polo or dress shirt. Coats and jackets may not be worn in class.
- Sport uniform shirts are only allowed on game days at the coaches' discretion.
- School sponsored tee shirts can be worn on minimum day Thursdays only.
- SJVA approved uniform pieces from Tri-Lakes Uniforms may be worn at any time. (Refer to the SJVA website for more information.)

### **Dress Code: Pants, Shorts, (Capris and Skorts/Skirts for Girls)**

- Girls and boys must wear plain front or pleated cotton/twill dress pants or shorts (such as Dockers or Dickies) in the following solid colors: khaki, navy blue, or black. Corduroy, knit, or denim is not allowed. No pockets (including cell phone pockets), loops, or straps on pants, shorts, or skirts can be below the hip level. Plain pockets on pants, shorts, (Girls' capris or skorts/skirts) are allowed. No embellishments or stitching is allowed. Pants, shorts, (Girls' capris or skorts/skirts) must be worn appropriately at the waist and be of appropriate size. No tight, baggy, or low riding pants (Girls' capris or skorts/skirts) or shorts allowed. Pants, shorts, capris or skorts/skirts must not have holes or be torn or frayed.
- Girls may wear approved SJVA plaid jumpers and plaid or solid skirts in appropriate size and length. Jumper and skort/skort hemlines should be consistent with the

uniform length. Rolled waistbands, too short, or excessively tight fitting items are not allowed.

- Other clothing must not be visible under pants, shorts, or skorts/skirts.
- Shorts must be the appropriate size and must fall just above the student's kneecaps or below. No cutoffs or spandex, leggings, sweats, athletic or pajamas bottoms are permitted.
- SJVA approved uniform pieces from Tri-Lakes may be worn at any time. (Refer to the SJVA website for more information.)
- Solid brown or black belts may be worn through belt loops only and of an appropriate length.

### **Dress Code: Shoes and Socks**

- Any solid, conservative color leather or canvas athletic shoes with minimal contrasting decoration are allowed. Shoes must be free of decoration, lights, or wheels with white or color coordinated laces.
- Boots must be conservative with low heels. Ugg type boots may be worn during cold weather. Rain boots may be worn on rainy days.
- Shoes must be laced up, tongue inside, and tied/velcroed/zipped securely.
- Flip-flops, stilettos, stacks, or platform shoes are not permitted.
- Sandals are allowed only at high school. Sandals must be a solid conservative style and color, and have a back strap.
- Socks may be solid white, black, brown, tan, navy, maroon, and gray. Girls may wear the same color tights with skirts, skorts, or jumpers. No holes or tears in tights. Footless tights/leggings are not allowed.

### **Dress Code: Girls and Boys Jewelry and Make Up**

- Pierced ears are allowed with small, conservative earrings. No hoops or dangling earrings below the earlobe are permitted for safety reasons. Multiple ear piercings and plugs of any size are not permitted.
- Other jewelry must be conservative and appropriate for school or will have to be removed.
- Visible body, facial, or tongue piercings or band-aids covering piercings are not permitted. Only one piercing on each ear.
- Heavy/distracting make-up is not permitted.
- Pocket chains are not permitted.
- Lanyards cannot hang out of pockets.
- Jewelry including wristbands with inappropriate or suggestive words, phrases, or double meanings is not allowed.

### Dress Code: Head Coverings, Hair and Skin

- No hats or other head coverings are permitted, including scarves, hairnets, visors, athletic sweatbands, and bandanas. SJVA beanies and SJVA baseball caps are allowed on campus but must be taken off in buildings and classrooms.
- Hair can be colored or highlighted only in natural hair color. Hair must be neat and clean. Traditional haircuts only; no Mohawk or tail cuts. All faux-hawks and spike cuts cannot exceed one inch in height. No stickers, temporary or permanent tattoos, or writing is allowed on body or clothing.

### Dress Code: No Distracting Clothing

- No clothing or jewelry that is determined by any teacher or staff member to distract from the learning process is permitted.

### Dress Code: Special Days

- Special dress days will be announced with dress code guidelines provided.

Dress Code: Administration reserves the right to determine appropriate dress. Any considerations regarding religious attire of any kind will be addressed individually with administration.

Faculty and staff strictly enforce the dress code. Warnings are not issued. Students not in the school uniform will be placed in on campus suspension until they can be in proper dress code. The dress code is in effect anytime students are on campus and at most school functions.

## CHANGING YOUR SCHEDULE

To support academic success, our goal is to have all students in appropriate classes in order to meet graduation and A-G Requirements. Schedule changes will only be considered for the following four criteria:

1. An incomplete schedule
2. Course already completed
3. Prerequisite not met
4. Missing graduation requirement

Requests for schedule changes will be accepted before the 10th day of the semester and must be submitted to the Counseling Office on the class change request form.

## WITHDRAWAL FROM CLASS

A student who drops a course during the first six weeks of the semester may do so without any entry on his/her permanent record. The student must continue to be enrolled in required

courses for graduation and the required number of instructional minutes per day. A student who drops a course after the first six weeks of the semester shall receive a W/F grade on his/her permanent record, unless otherwise decided by the principal or designee because of extenuating circumstances.

## HONORING YOUR ACHIEVEMENTS

In recognition of our school mascot, the **WOLF**, the honor roll was designed after the wolf pack hierarchy. A wolf pack consists of: The Alpha, which is the highest ranking wolf of the pack. They rule over the pack as the highest dominance; The Beta, which is the second in command in a wolf pack; and the Omega, which is the third in command. The San Jacinto Valley Honor Roll is broken down as follows:

**Alpha:** This is the highest level of the honor roll. Students who earn a 3.8 – 4.0 GPA will receive this award.

**Beta:** This is the second tier of the honor roll. Students who earn a 3.4 – 3.7 GPA will receive this award.

**Omega:** This is the last tier of the honor roll. Students who earn a 3.0 – 3.3 GPA will receive this award.

This honor roll recognizes our outstanding high school and middle school student. Parents of recipients will be notified prior to the assembly.

## HIGH SCHOOL FINAL EXAM POLICY

Each semester ends with a final exam/culminating activity. These exams are usually scheduled for the last 3-4 days of the semester. Final exam grades do not become semester grades, but are usually an important component of that grade. Make up exams are permitted for **excused absences only**. Final exams are to be taken on the day scheduled. On the rare occasion that a final needs to be taken early, it must have the approval of San Jacinto Valley Academy Administration, i.e., the student is moving to another state and it is not feasible to take the final at the appointed time or due to acute medical conditions. The expectation is that all students take their final exams on the dates scheduled by school administration.

## ABI PARENT/STUDENT PORTAL

The Parent/Student Portal is a valuable tool to monitor student success, achievement, and attendance. Families are encouraged to set up their accounts, visit the site routinely, and use the data to maintain grades for each class. Training is available on the campus to set up new accounts. Scheduled trainings will be listed on the SJVA website.

## Home Set-up Instructions for Parent/Students. Needed:

1. Internet access
2. A valid and active e-mail address
3. The Student's Permanent ID # (printed by school site)
4. The primary telephone # provided to the school
5. A SJVA Verification Passcode (VPC)- ten digits

Type the following address in your internet browser:

<https://www.accessmystudent.com/sanjacintovalleyacademy/> and select Create New Account.

## GENERAL RULES AND POLICIES

### Cell Phones

Students are permitted to possess a cell phone/pager on campus however the policy requires that they be turned off and kept out of sight in the student's pockets, purse, or backpack at all times during the instructional day and during school instructional activities. Student phones may be turned on at the end of the day.

### Phone Calls Home

Students are to go the school office to make phone calls home. Classroom phones are used for staff purposes only. Students may not use their cell phones to make phone calls/texts home during the instructional day.

### Visual/Audio Recording Device

California Education Code Section 51512 provides for disciplinary action to be taken if a student uses, without expressed permission from a teacher, any electronic recording or listening device: Students recording without written teacher permission will receive severe disciplinary consequences.

### IPods/MP3s/Other Electronics

IPods, MP3 players, radios, DVD/CD players, televisions electronic games, or laser pens/pointers and ear buds are not allowed on campus. Laptops and calculators may be brought to school and used in class with teacher permission. SJVA is not responsible for lost or stolen electronics.

### Sexting

Sexting is prohibited. Sexting occurs when a sexually provocative image/text is sent or received by a cell phone text message. If the receiver is a minor, a crime may have occurred. Penal Code section 288.2 prohibits sending such message to a minor. The prohibition can apply to sexts or provocative text messages, emails, letters, phone calls, and any other form of communication. Section 288.2 can be charged a felony or misdemeanor and result in a sentence of up to three years in prison. If an individual is convicted of a felony violation of Penal Code section 228.2, the defendant may be

ordered to register as a sex offender pursuant to Penal Code Section 290.

### Confiscated Items

Students whose cell phones/pagers/electronic devices seen on campus will have their devices confiscated and returned to a parent or guardian at the end of the day. A second offense will require a parent or guardian picking up the device and the student will be obligated to check his/her device into the office each morning and picking it up after school. The third offense will lead to the student's loss of the privilege of having the device on campus.

### Clean Campus

Each student has the responsibility to help keep the campus clean.

### School Bus Safety

Bus transportation is considered a privilege. Students riding the school bus will observe all safety rules on the bus. Failure to comply with the rules will result in discipline action.

### Display of Affection

Appropriate behavior is holding hands. Kissing, hugging, or caressing are inappropriate at school and school events and can result in parent contact, and/or a suspension from school.

### Fireworks

The possession or discharge of fireworks of any kind (this includes poppers) is prohibited by county ordinance. California law, effective January 1, 2002, requires the school board to expel a student for possession of illegal explosive devices.

### Gambling

Gambling games, such as matching or pitching coins, and games involving cards or dice are not allowed at school.

### Hate Violence

No person shall, by force or threat of force, willfully injure, intimidate or interfere with another person's race, color, religious ancestry, national origin, gender, or sexual orientation. To do so constitutes a hate violence crime resulting in suspension with a high probability of expulsion.

### Hazing

A student who commits any act that injures, degrades, disgraces, or intends to injure, degrade, or disgrace any fellow student is guilty of hazing. "Trash canning" is an example of hazing. Students committing acts of hazing may be suspended or expelled.

## **Messages and Deliveries**

Messages and deliveries for students are disruptive to the learning environment. Bouquets of flowers, balloons or other gifts will not be accepted at the front office. Students should be responsible for remembering their own books, lunches, clothing, sports equipment or other necessities; therefore we do not deliver any items to classrooms. We appreciate your assistance in helping us to reserve this function for true emergencies.

## **Knives**

Knives of any type or size are not allowed at school. All knives brought to school will be confiscated. Toy weapons or realistic looking weapon toys will not be permitted at any time. The student in question will be suspended with a strong possibility of being expelled from school.

## **Markers/Sharpies**

Permanent markers or paint pens are NOT allowed on campus and will be confiscated. Minors may not possess permanent markers per city ordinance.

## **Restroom**

Students needing to use the restroom during class time must sign in and out. Any student of the opposite sex/gender found in an inappropriate restroom will receive discipline. That student may also be charged/prosecuted for lewd conduct.

## **On Campus Suspension**

On Campus Suspension may be assigned to students in place of suspension if it is felt by administration to be appropriate discipline. Failure to attend or being removed from On Campus Suspension will result in suspension for defying authority.

## **Lighters/Matches**

Igniting devices such as lighters, matches, etc., are considered dangerous objects and are not allowed on campus. Lighters/matches will be confiscated, and the student may receive suspension.

## **Laser Lights**

Penal Code 417.27 prohibits students from possessing laser pointers on school premises, unless the pointer is used for valid instructional or other school-related purposes, including employment. Laser lights are not to be brought to school.

## **Search and Seizure**

The administration retains control over buildings, parking lots, and grounds, and has the right to search them without warrant.

## **Tobacco**

San Jacinto Valley Academy is a tobacco-free school. The use of any tobacco products is prohibited at all times on school property. Students are not permitted to possess or use tobacco from the time they leave home until the time they return to their house. Violations may result in suspension from school.

## **Change of address**

Please keep home address, telephone numbers, and parent work telephone numbers up to date by notifying the office 654-6113.

## **Lost and Found**

Lost and found articles are to be turned in to the school office. Students who lose articles are urged to check on them immediately. Anything not claimed at the end of the month will be donated to charity.

## **Work Permits**

Students may obtain work permits from the School Office.

## **Eighth Grade Promotion**

In order to participate in eighth grade promotion activities, you must have a 2.0 GPA during your eighth grade year.

# **HOMEWORK POLICY**

## **Purpose of Homework**

Through cooperative effort by students, teachers and parents, homework can become a significant extension of the school day. It is expected that parents and teachers work together to maintain standards of student achievement for all students.

## **What Is Homework?**

Homework is to be completed at home as a meaningful extension of regular classroom work or ongoing projects. Homework is a valuable aid to student learning and is helpful in developing sound independent study habits and self-discipline.

## **What Type of Work Is Assigned?**

Homework includes practice and reinforcement of assignments to help master specific skills, to prepare students for upcoming lessons, as extension assignments, and application of newly learned skills.

Examples:

- Completing class or work assigned during absences.
- Reading and writing
- Independent practice of skill subjects
- Correcting/revising previous assignments
- Observing educational television, the environment
- Gathering information, collection of objects and data
- Memorization

## STUDENT PORTFOLIO REQUIREMENT

No one tool of assessment is adequate for judging the intellectual and moral habits we want to instill in our students. Consequently, we will use multiple tools to assess a given performance task including student work from a portfolio.

Students must write a self-reflection on what they have learned and connect their learning with the ESLRs and the Habits of Mind. Student reflections should encourage students to discover how Habits of Mind and ESLRs are incorporated into daily activities. These reflections can be utilized on specific assignments at teacher discretion.

San Jacinto Valley Academy charter page 8, lines 341-3456

## COMMUNICATING WITH YOUR COUNSELOR

Counseling appointments can be made by filling out a request slip found in every classroom. In case of an immediate need or emergency, students should feel free to walk in and ask the school office for the attention of a counselor. Counselors may call students to their office.

The Counseling Office offers educational and career guidance and planning services. College and career guidance is an important part of SJVA's counseling program. It offers a wealth of information and services relating to career paths, educational opportunities, and financial aid. Interest and aptitude testing, college catalogs and EUREKA, a computerized career information system are available. The Counseling Office hosts International Baccalaureate, college, and financial aid workshops. Fieldtrips to career and college fairs and college campuses are made available to students whenever possible. Tests such as the PSAT and ASVAB are administered on campus yearly. Guidance is given to enroll for the SAT and ACT throughout the year.

## STUDENT COUNSELING GROUPS

In addition to individual counseling, classroom guidance, and parent-teacher conferences, we offer eight week group sessions that deal with specific concerns. Topics such as getting along with others and managing conflicts, making friends, academic support, changing family group (divorce), dealing with loss, handling peer pressure, and coping with stress and anger are offered to students. Group counseling in schools is a unique experience in which students can express ideas and feelings and gain insight about themselves and others

## EXTRA-CURRICULAR POLICY

SJVA expects each student to follow the rules of our school and society. Club and extra-curricular participants will be expected to abide by all school rules. If a student elects to

violate SJVA discipline guidelines the student will not be allowed to participate in clubs or extra-curricular activities until the issue has been resolved by the DSSA Department, Athletic Director, and Administration.

### Scholastic Eligibility

In order to be eligible, any student entering from the 6<sup>th</sup> grade who wishes to participate in extra-curricular activities and/or clubs must have achieved a 2.0 grade-point average with no failing grades in any subject on a 4.0 scale in enrolled courses at the conclusion of the previous grading period.

Any student entering from the 8<sup>th</sup> grade must have achieved a 2.0 grade-point average with no failing grades in any subject on a 4.0 scale in enrolled courses at the conclusion of the previous grading period.

### Attendance Eligibility

SJVA Students, middle and high school, must be in school for at least three hours of the day in order to participate in an extra-curricular activity on that day.

### Academic Eligibility

#### Probationary Period

The probationary period may only be used one time before a student enters into middle school and one time before a student enters into high school. San Jacinto Valley Academy will allow a student who does not achieve the required 2.0 GPA without a failing grade in the previous grading period to remain eligible during a probationary period. The probationary period may not be longer than a semester, but it may be shorter. A student who does not meet the minimum eligibility requirement during the probationary period may not be allowed to participate in the subsequent grading period.

### Discipline Eligibility

SJVA's Discipline, Security, Safety and Attendance (DSSA) Department will inform the club advisor or administration of any current discipline issues with student wishing to participate in extra-curricular activities.

## SJVA ATHLETIC ELIGIBILITY POLICY

### Scholastic Eligibility

As with the extra-curricular participation, students may have a probationary period upon entering SJVA. The same guidelines are used for students entering 6<sup>th</sup> and 8<sup>th</sup> grades.

SJVA has adopted the CIF Blue Book Policy for student participation in the A through Q categories.

The following are the SJVA exceptions to the CIF Scholastic Eligibility Policies:

### Attendance Eligibility

SJVA Students, middle and high school, must be in school for at least three hours of the day in order to practice or play in a game. A student must be at school the day before and at practice the day prior to the game.

### Academic Eligibility

#### Probationary Period

The probationary period may only be used one time before a student enters into middle school and one time before a student enters into high school. San Jacinto Valley Academy will allow a student who does not achieve the required 2.0 GPA without a failing grade in the previous grading period to remain eligible during a probationary period. The probationary period may not be longer than a semester, but it may be shorter. A student who does not meet the minimum eligibility requirement during the probationary period may not be allowed to participate in the subsequent grading period.

#### Exception Waiver

SJVA will not allow an exemption period for students outlined in the CIF Blue Book under Scholastic Eligibility. Students must consistently maintain a 2.0 G.P.A. for each public grading period with no failing grades in any subjects (including progress report periods) in order to be eligible to travel, wear team uniform and compete with the team. Should a public grading period fall within an athletic team's schedule, the student may be eligible to participate in practice according to the coach's discretion and CIF rules if the student has met the 2.0 G.P.A. requirement with no failing grade.

### Discipline Eligibility

SJVA has adopted the CIF Blue Book Policy for student discipline in the following categories: Discipline eligibility (Bylaw 210), Expulsion (Bylaw 210.A.), Suspended Expulsion (Bylaw 210.B.), and Transfer Compelled for Disciplinary Reasons (Bylaw 210.C.).

SJVA's Discipline, Security, Safety and Attendance (DSSA) Department will inform the athletic director of any current discipline issues with student athletes.

San Jacinto Valley Academy's Athletic Department believes in a strong emphasis on discipline. Discipline is broken down into three separate categories in the Athlete's Handbook under Social Discipline, Game/Practice Discipline, and Academic Discipline. The following are the SJVA additions to the CIF Discipline Policies:

Social Discipline: The athletic department at SJVA expects each athlete to follow the rules of our school and society. Athletes will be expected to abide by all school rules including the CIF Code of Ethics. If an athlete elects to violate SJVA

discipline guidelines the athlete may be subject to dismissal from the team, probation, or decreased playing time until the discipline issue has been resolved by the DSSA Department, Athletic Director, and Administration.

Game/Practice Discipline: We demand discipline from our athletes in games and practice. It is important that an athlete be on time to all practices and meetings. If an athlete elects to miss a practice or meeting, consequences may range from not being allowed to dress and participate in the following game or reduced playing time as determined by the Head Coach.

Academic Discipline: Athletes are expected to attend all of their classes and to be on time. It is essential that all of our athletes maintain their grades during the season as outlined in the Academic Eligibility. Athletes will periodically have academic progress reports initiated by the coaching staff. If academic performance is not acceptable between public grading periods this may result in dismissal from the team, probation, or decreased playing time until academic performance is acceptable according to SJVA's Scholastic Eligibility Guidelines.

### GRADE POINT SCALE

San Jacinto Valley Academy uses the 4-point Grade Point Average (GPA) grading scale.

Standard Grade	Grade Point
A	4.0
B	3.0
C	2.0
D	1.0
F	0.0

This four-point grade scale is used to standardize each student's GPA. The GPA represents the average points per course credit assigned by grades, indicating the numerical value of the grade. Dividing a student's total grade points earned by the total course credits attempted determines a student's GPA. Courses in which a student does not receive a grade, such as pass/fail courses, do not factor into the GPA calculation (i.e., National Center for Education Statistics, 2009)

### WEIGHTED GRADE POLICY FOR IB and UC APPROVED HONOR COURSES

San Jacinto Valley Academy assigns a higher weight on grades for all International Baccalaureate Courses. A weighted grade cannot be earned for IB courses where the grade of D or F was earned. The grade weighting policy assigns different grade

points for International Baccalaureate Courses. IB courses will receive one (1) extra point. Weighted grades are assigned to letter grades of A, B or C only. This practice is known as a “weighted” GPA.

Standard Grade	Grade Point	Weighted IB Grade Point
A	4.0	5.0
B	3.0	4.0
C	2.0	3.0
D	1.0	1.0
F	0.0	0.0

The weighted grades will reflect on the students’ final Semester 1 and Semester 2 report cards as well as the students’ high school transcript.

**SJVA TRANSCRIPT GRADE POINT AND COURSE CREDIT POLICY**

San Jacinto Valley Academy uses the grade point average (GPA) to measure students’ academic achievement on their high school transcript. Calculating GPA requires both grade information and course credit information.

**Course Credit**

SJVA’s credit information is based on the Carnegie Unit where every semester course completed with a grade D or better, the student will receive five (5) credits. For every year long course completed with a grade D or better, the student will receive ten (10) credits.

**GRADUATION REQUIREMENTS**

English:	4 years including English 1, 2, 3, 4
Math:	3 years including Algebra 1, Geometry, Algebra 2, IB Math Studies, or other
History:	3 years including World History and Geography, U.S. History, 1 S Civics, 1 S Economics
Science:	2 years including Biology and Physical Science or Chemistry
World Lang:	2 years (Spanish 1 & 2 and pass approved SJVA exam) or 4 years of Spanish 9-12
Performing Arts:	2 years
Physical Education:	2 years
College Prep Elect:	1 year
Community Service:	150 hours

Additional Requirements: Pass CAHSEE

**Total Credits Required: 230 Credits**

**CALIFORNIA COLLEGE ADMISSION REQUIREMENTS**

By state constitution CSU accepts the top 33% and UC accepts the top 12.5% of high school graduates based on admission test scores and GPA.

Social Science:	2 Years including World History. U.S. History and Government
English:	4 years of college preparatory English –composition and literature
Math	3 years, 4 years highly recommended. Math topics must include Algebra 1, Algebra 2, and Geometry.
Science:	2 Years of Lab Science to include biology and chemistry or physics.
World Language:	2 years of the same language, 3 years or more recommended
Visual Performing Arts:	1 year of acceptable VAPA course where “A” is a prerequisite to “B”
College Prep Elective:	1 year

**COLLEGE WEBSITES**

**College Admission Guidance**

- [www.californiacolleges.edu](http://www.californiacolleges.edu)
- [www.collegecarrot.com](http://www.collegecarrot.com)
- [www.collegeboard.com](http://www.collegeboard.com)

**Scholarships** [www.fastweb.com](http://www.fastweb.com)

**Financial Aid** [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

**University of California** [www.universityofcalifornia.edu](http://www.universityofcalifornia.edu)

**Cal State University** [www.calstate.edu](http://www.calstate.edu)

**MSJC** [www.msic.edu](http://www.msic.edu)

**SAT Info** [www.collegeboard.com](http://www.collegeboard.com)

**ACT Info** [www.act.org](http://www.act.org)

**COLLEGE ENTRANCE EXAM WAIVERS**

Students may contact their Guidance Counselor for applications to apply for fee waivers based on household income for college entrance tests.

## EMERGENCY PREPAREDNESS

Safety is our priority. In the case of an emergency, students will follow the practice drills and move to a safe area. Students will be supervised by our staff until you are able to pick them up. Be assured that their safety is our main concern. Please discuss this with your children and ask them to stay with their teachers or supervisors. This is the students' responsibility.

SJVA will have a sign out table set up. In the case of a catastrophic emergency, parents are asked to check their children out through the attendance staff at the designated sign out area.

## SJVA ALMA MATER

Hail to thee, our Alma Mater  
May your spirit never die  
To the maroon and gray  
We will lift our voices HIGH  
As the wolf pack spirit  
Leads us on to victory  
We will pledge our hearts forever  
True to the Academy



## HIGH SCHOOL COURSES OFFERED

### NEW COURSES FOR THE 2012-2013 School Year

#### Academic Competition

Prerequisite: None, offered grades 9 – 12

Length: Year

Course which teaches, trains, and allows students to compete in academic competitions such as individual and group speech events, organized debates, student congress, model United Nations, Academic Decathlon, Mock Trial, and other various speech and debate-related events. The content of this course is developed under the California Department of Education's English Language Arts Content Standards and Curriculum Frameworks for public speaking with a focus on the applications of concept-driven inquiry-based learning goals. This course builds upon fundamentals of public speaking that are taught in all California public schools beginning in elementary education (including performance and public speaking areas). This course will afford students the opportunity to become more familiar and comfortable with public speaking and debate, and to master the skills necessary to perform in an academic competition environment. Students will be offered a wide-range of individual events from expository speaking, to impromptu, to extemporaneous speaking, as well as having interpretive individual events available (dramatic, humorous, and oratorical). For certain competitions students will prepare and compete as teams of lawyers, UN representatives, and Congressional/Senatorial representatives. In addition to public speaking, students will use Robert's Rules of Order to conduct some team events, have to focus on memorization and timing restraints, and will develop higher-level critical thinking skills in original prose/poetry events. Students will apply these skills in many other facets of their lives and in cross-curriculum teaching opportunities.

#### Two-Dimensional Media

Prerequisite: Art 1

Length: Year

Two-Dimensional Media course that meets the advanced VPA standards, centering on the applications of concept-driven inquiry-based learning goals within the visual arts will be offered. The content of this course is derived from introductory foundational methods of drawing and painting from Art 1. This course allows students to discover and develop their own perspective and skill within the visual arts through research, art historical content, discussion of contemporary and historical worldwide events, self-reflection and motivation, sensory applications, and group-interaction.

Students will have the opportunity to grow the specific visual characteristics of their interests in two-dimensional visual arts as well as their perspective of the history and future of the art world. Students will apply visual communication strategies of learning in core classes through cross-curriculum sponsored avenues of inquiry activities.

#### Biotechnology

Prerequisite: Algebra 1

Length: Year

Biotechnology 1A, 1B are programs designed to promote scientific inquiry and literacy in the field of biotechnology. Students will build upon scientific concepts of cell biology, microbiology, molecular biology, and immunology and explore current laboratory research techniques used within the biotechnology and manufacturing industries. Students will examine the societal impacts of biotechnology and gain work place competency skills commonly used within the biotechnology industry. Hands on laboratory activities will reinforce the scientific method and implement biotechnology methods such as standard safety practices, collecting and analyzing data, preparing solutions and media, using sterile technique, preparing cell cultures, isolating and analyzing DNA and proteins and performing electrophoresis.

#### Physics

Prerequisites: Algebra 1, Chemistry

Length: Year

This course description is currently being written. Are you interested in mechanics, sound, light, electricity and nuclear energy? Do you ever wonder "How does that work?" This course will help you understand the way things work and invite you to extend you learning into new ideas and inventions. This is a high level, physical science lab course that satisfies A through G requirements. Watch our website for further details.

#### Yearbook

Prerequisites: None

Length: Year

The course description is currently being written. This class would create the High School Yearbook – from photography to publishing. Join our Yearbook course. Watch our website for further details.

#### Academic Support

This course is currently being written. It will include an individual approach for credit recovery. Students will be able to complete credits/retake courses to improve their opportunities for college acceptance. At this time, Academic Support will be offered as online courses. Watch our website for further details.

## ENGLISH

### English 1

Prerequisite: None

Length: Year

This course meets UC/CSU and SJVA graduation requirements. This class provides instruction in vital reading, listening, speaking, writing and thinking skills. The course focuses on developing skills in writing and analyzing literature. Students will demonstrate skills using a variety of genres (novel, short story, biographies, poetry and drama). Students explore universal themes such as Man against Man, Man against Nature, Man against Himself and Man against the Universe. Students will write about and present their understanding and interpretation of assigned works in a variety of domains and with various media. The course is structured around reading of classical and contemporary works of literature. Assessments include conventional assessments, performance-based assessments and standardized tests. Students are expected to be active class participants and to work independently on reading, writing and presentation projects outside of class.

### English 2

Prerequisite: None

Length: Year

This course meets UC/CSU and SJVA graduation requirements. This course expands upon the critical reading, thinking, and writing skills attained in the preceding year by examining challenging short stories, novels, plays, poetry, and non-fiction. The course will include an intensive review of fundamental grammar, usage, and mechanical skills of writing, with special attention given to creation of thoughtful essays. The primary objective of the class is to develop each student's ability to write clear, correct, coherent, and interesting multi-paragraph compositions. Assessments will include conventional assessments, performance-based assessments and standardized tests.

### Themes in American Literature

Prerequisite: None

Length: Year

This course meets UC/CSU and SJVA graduation requirements. Students will demonstrate reading, writing, speaking, and listening skills using a variety of classical and contemporary short stories, poems, drama, and novels. Students will survey the American Literature literary scene by tracing themes found in the major eras including: Native American, Puritan Era, Romantic Era, Realism Era, Modern Era and Contemporary era. Students will respond to the

literature and writing on a personal level by using collaborative techniques, visual and written presentations, and oral presentations. Assessments will include conventional assessments, performance-based assessments and standardized tests.

### IB HL I English

Prerequisites: Grade of C or better in English 2

Length: Year

This course meets UC/CSU and SJVA graduation requirements. This course focuses on the literature of the World. The first month is focused on skill development, reading, and writing from text excerpts, and the development of a classroom community where interactive group work, oral presentation and writing become the comfortable norm. In this course the students learn to write and speak about literature by addressing prompts, focusing on the use of language used by writers such as diction, imagery, style, point of view, and other elements of style from the text they study. Class is typically a seminar course where the teacher and students discuss and defend literary interpretations of literature. Students critically read, give oral commentary and write analytical papers.

### IB HL II English

Prerequisite: Grade of C or better in IB HLI English

Length: Year

This course meets UC/CSU and SJVA graduation requirements. This course is designed to be a comprehensive two year class combined with IB HLI English completed in 11<sup>th</sup> grade. It will continue with the concepts and skills the students were developing in IB HLI English. This course will focus on the literature of the world. Students will gain an understanding of the world around them as well as their connection to a global world as they study and interpret literature. Students will analyze in greater detail the different literary features and devices that they discover in the literature. Students will explore related themes as they connect across genres, time frames and countries. Class is typically a seminar course where the teacher and students discuss and defend literary interpretations of literature. Students will critically read, give oral commentary and write analytical papers.

## MATH

### Algebra I

Prerequisite: None

Length: Year

This course meets UC/CSU and SJVA graduation requirements. This is a 2-semester course. This class is designed to develop the student's problem-solving skills. Symbolic reasoning and calculations with symbols are central to algebra. Working with variables, solving equations, graphing, and working with relations and functions will all be integral parts of the course. Skill development also includes operations with positive and negative numbers, inequalities, simultaneous equations, factoring, quadratic equations, absolute values, relations, functions, rational expressions and word problems.

### **Geometry**

Prerequisite: Grade of C or better in Algebra I Grade 9-12

Length: Year

This course meets UC/CSU and SJVA graduation requirements. This is a 2-semester course. This course emphasizes the interweaving of algebra and geometry. Students will explore the traditional aspects of plane geometry with major emphasis on triangles, parallel and perpendicular lines, quadrilaterals, area, inequalities, similarity, the right triangle, and circles.

### **Algebra II**

Prerequisite: Grade of C or better in Geometry Grade 9-12

Length: Year

This course meets UC/CSU and SJVA graduation requirements. Algebra II reinforces skills studied in Algebra and Geometry courses. Review of algebraic and geometric concepts is integrated throughout the course. Emphasis will be placed on abstract thinking skills, the function concept, and the algebraic solution of problems in various content areas. It includes study of relations, functions, linear equations, matrices, systems of equations, quadratic equations, complex numbers, polynomials, exponential functions, logarithms, rational functions, trigonometry, conic sections, probability, statistics, sequences and series.

### **IB Math Studies SL**

Prerequisite: Grade of C or better in Algebra II

Length: Year

This course will explore and utilize the universality of mathematics as a means of communication. Students will critically analyze the underlying assumptions and implications of basic mathematical concepts. Students will experience fully integrated mathematics when they learn trigonometry functions combined with statistics then everything they learn can be crossed with anything else they have learned in the past. This will result in a continual review of past material and an attitude of learning full mastery of mathematics. The math curriculum will be focused on students generating questions, explanations, conjectures, hypothesis, alternative ideas, and

possible solutions to the different topics of math, math problems and the history of the development of mathematical ideas. Each type of mathematical problem will be analyzed from an algebraic, numerical and graphical approach to enhance full mastery.

## **SOCIAL SCIENCE**

### **Geography**

Prerequisite: None

Length: Semester

This course fits SJVA graduation requirements. This course will focus on the five themes of location, place, relationship within places, and movement across the earth's surface and regions. The study of these fundamental themes will allow students to understand the connection between the earth and its people.

### **World History**

Prerequisite: None

Length: Year

This course meets UC/CSU and SJVA graduation requirements. This course provides an in-depth study of the modern world. Students will examine major turning points in the shaping of the world from the late eighteenth century to the present through a range of directed, cooperative and inquiry approaches. The class will review democratic development, the expansion of the west, Industrial Revolution, Imperialism, Colonialism, World War I, Totalitarianism, and World War II. Students will be introduced to current world issues and the growing interdependence of peoples and cultures throughout the world by studying in depth the modern history and culture of Africa, Asia, Latin America, and the Middle East.

### **US History**

Prerequisite: None

Length: Year

This course meets UC/CSU and SJVA graduation requirements. Students will understand the expanding role of the federal government and general courts as well as the continued tension between the individual and the state. Students will trace the change in the ethnic composition of American society; the movement toward equal rights for minorities and women. Students examine the major social problems of our time and trace their causes in Historical events. Students will demonstrate their understanding, utilization, and assimilation of the historical knowledge, opinion, conclusions and techniques they have gained through directed, cooperative and inquiry based instruction. Students will examine major turning points in the shaping of twentieth century America.

### **Economics**

Prerequisite: None

Length: Semester

This course meets UC/CSU and SJVA graduation requirements. This is a comprehensive one-semester course that emphasizes the basic principles of economics and the fundamental operations of economic structures including the American Free Enterprise System. Fundamental economics, business ownership concepts and terms, micro/macroeconomics, international relations, global economy, economic performance measurement, management of human resources and economic growth concepts will be utilized to assist in the understanding of operations and institutions of economic systems. Students will develop critical thinking and economic decision-making skills.

### **Government**

Prerequisite: None

Length: Semester

This course meets UC/CSU and SJVA graduation requirements. Students will analyze the historical significance of the U.S. Constitution and how this document continues to be relevant today. Judiciary, executive and legislative branches of the government will be examined closely. Students will demonstrate their understanding, utilization, and assimilation of the historical knowledge, opinion, conclusions and techniques they have gained through directed, cooperative and inquiry based instruction. This course will help prepare students to meet the many responsibilities of being a United States Citizen.

### **History of the Americas IB HL I**

Prerequisite: None

Length: Year

This course meets SJVA graduation requirements. Students will begin with a review of the impact of Enlightenment on U.S. democratic ideals, global industrialization to understand the emergence and impact of new technology on a corporate economy and the social and cultural effect of global industrialization. Students will trace the change in the ethnic composition of American society; the movement towards equal rights for racial minorities and women; and the role of the United States as a major world power. An emphasis is placed on the expanding role of the federal government and federal courts as well as the continuing tension between the individual and the state. Students consider the major social problems of our time and trace their causes in historical events. They learn that the United States has served as a model for other nations and that the rights and freedoms we enjoy are not accidents, but the results of a defined set of political principles that are not always basic to citizens of other

countries. Students understand that our rights under the U.S. Constitution are a precious inheritance that depends on an educated citizenry for their preservation and protection.

### **History of the Americas IB HL II**

Prerequisite: Grade of C or better in History of the Americas IB HL1

Length: Year

This course meets UC/CSU and SJVA graduation requirements. Students will pursue a deeper understanding of the institutions of American Government. They compare systems of government in the world today and analyze the history as well as the changing interpretations of the Constitution, the Bill of Rights, and the current state of the legislative, executive, and judiciary branches of the government. An emphasis is placed on analyzing the relationship among federal, state and local governments with particular attention being paid to important historical documents such as the Federalist Papers. These standards represent the culmination of civic literacy as students prepare to vote, participate in community activities and assume the responsibilities of citizenship. In addition to studying government, students will also master fundamental economic concepts, applying the tools (graphs, statistics, equations) from other subject areas to the understanding of operations and institutions of economic systems. Studied in a historic context are the basic economic principles of micro/macroeconomics, international economics, comparative economic systems, measurements, and methods.

## **SCIENCE**

### **Biology**

Prerequisite: None

Length: Year

This course meets UC/CSU life science laboratory and SJVA graduation requirements. This course is designed to prepare students for the rigors that they will encounter in their advanced science courses. This class provides an introduction into the biological sciences, including biochemistry, cell biology, genetics, ecology, evolution, zoology, botany, human anatomy and physiology. Students will gain knowledge in proper techniques and use of scientific instruments, tools, and measuring devices. Students will complete inquiry projects and activities designed to reinforce principles of the scientific method. Selected laboratory investigations are used to reinforce these basic principles. At least 20% of the course will include labs, dissections and projects.

### **Chemistry I**

Prerequisite: Completion of Biology with a grade of C or better and concurrent enrollment in Geometry or a more advanced mathematics course.

Length: Year

This course meets UC/CSU physical science laboratory and SJVA graduation requirements. Chemistry is a rigorous lab based course in the physical sciences. The class is appropriate for students who have made a definite commitment to attend a university, as the material is difficult and the work demanding. A major goal of the course is to help the student develop a sound method of problem solving through the basic activities of science. Students will explore the basic laws of chemistry such as: atomic theory, nature of matter, phases of matter, the mole concept, models of atoms, energy, equilibrium, chemical periodicity, chemical reactions, chemical bonds, chemical equations, acid-base behavior, oxidation reduction, organs and biochemistry. This course deals with the quantitative and qualitative study of elements, compounds and molecules through inquiry-based instruction. At least 20% of the course will focus on laboratory activities.

### **Physics**

Prerequisite: Grade of C or better in Algebra 2

Length: Year

This course meets UC/CSU and SJVA graduation requirements. This is an introductory course in the foundations of physics. Emphasis is on the development of an intuitive understanding of physics principles, as well as problem solving with the use of mathematics. This course will include labs to develop lab techniques as well as develop reasoning power and the ability to apply physics principles. Approximately 20% of the course will include laboratory experiences.

### **IB Chemistry SL**

Prerequisite: Grade C or better in Chemistry I

Length: Year

This course meets UC/CSU and SJVA graduation requirements. This course encourages and encompasses the intuitive nature of the sciences, as well as, the objective and analytical interpretation of scientific data. Observation is an integral part of how science students will acquire an understanding and knowledge of scientific phenomena; the application of this knowledge through laboratory demonstration and results-based problem solving supports and documents student achievement. Thought-provoking, discussion oriented topics along with applicable scientific theory allows students to position themselves as knowledgeable procurers of science in a dynamic and ever-changing world. The program aims to install and teach the value of international scientific pursuits with students acting as

contributors and stakeholders facing global scientific problems.

## **VISUAL PERFORMING ARTS**

### **Drama I**

Prerequisite: None

Length: Year

This course meets UC/CSU and SJVA graduation requirements for Visual and Performing Arts. This course is designed to give the student a basic introduction to the fundamental techniques used in theatre and drama. The student will demonstrate the methods and techniques used in creating a dramatic performance. Drama activities focus on orientation to stage, performance standards, improvisation, and entry-level understanding of character development as well as theatre terminology. This knowledge will enable each student to develop his or her imagination, problem solving skills, and communicative potential.

### **Theatre Art IB HL 1**

Prerequisite: Grade of C or better in Drama 1

Length: Year

This course meets UC/CSU and District elective requirements for Visual and Performing Arts. The IB Theatre Art course is designed to foster an in-depth study and international understanding of the composite art of theatre and the diverse history and cultures that have gone into its development through inquiry, performance and ensemble work. Students will understand the vital areas of theatrical production including acting, directing, design, construction, operation, and management of the theatrical process. This understanding will foster a personal yet universal understanding of the theatre and the affect that the dramatic arts has had on the development and expression of culture through history. Students will fulfill requirements of attending theatrical performances, involvement in major productions, research of culturally diverse dramatic works, and in-depth play analysis throughout the year. Focus and emphasis will be placed on the relationship and differences between these diverse works, historical eras, and dramatic genres.

### **Theatre Art IB HL 2**

Prerequisite: Grade of C or better in Theatre Art IB HL1

Length: Year

This course meets UC/CSU and SJVA graduation requirements for Visual and Performing Arts. The IB Theatre Art HL2 course will build on the skills the students developed in IB Theatre Art HL1. Students will be completing advanced work in theatre in this course. Students will demonstrate this through their portfolio that they are required to maintain of their work and assignments. Students will fulfill requirements



# San Jacinto Valley Academy



**2012~2013**

**Elementary & Middle School  
Student/Parent Handbook**



480 North San Jacinto Avenue  
San Jacinto, CA 92583  
(951) 654-6113

[www.sjacademy.org](http://www.sjacademy.org)

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## OUR MISSION AND VISION

### Mission Statement

We will develop self-motivated lifelong learners. We are committed to educating students in compliance with state standards utilizing student-centered inquiry methods in a school wide inquiry environment. (SJVA charter, page 9)

### Student Vision Statement

"Through the inquiry process, I will learn and will demonstrate knowledge and skills that will enable me to think critically and creatively."

## EXPECTED SCHOOLWIDE LEARNING RESULTS (ESLR'S)

**We are focused on creating citizens who understand and apply their learning. SJVA students are expected to question, judge, and interpret. ESLR's were created to keep our students focused on the results we are dedicated to achieving.**

### Effective Communicators

1. Read critically and extensively in many genres.
2. Communicate effectively and extensively in many types of documents and writing domains.
3. Plan, prepare, write and present projects and exhibitions of their learning.
4. Are able to talk about and explain their learning.

### Effective Users of Technology

1. Are flexible problem solvers.
2. Communicate effectively and extensively in writing in many types of documents and writing domains with technology.
3. Plan, prepare, write and present projects and exhibitions of their learning.
4. Are able to talk about and explain their learning.

### Self Motivated Lifelong Learners

1. Can see several possible approaches to solving self-selected and/or posed problems.
2. Are flexible problem solvers.
3. Exhibit the interpersonal skills necessary to work in collaboration and in problem solving teams.
4. Exhibit an ethical approach to living and interacting with others.
5. Are flexible, efficient and accurate problem solvers in all major strands of mathematics.

## Contributing Members of Society

1. Have learned and use important life skills.
2. Demonstrate an awareness of their community's needs and how they can contribute.
3. Understand their place in the global community.
4. Know and will exercise the rights of citizenship in a democratic society.
5. Exhibit an ethical approach to living and interacting with others.
6. Demonstrate a sense of confidence that empowers learners to have a positive attitude about the future and their ability to achieve, influence and succeed within it.

## INQUIRY LEARNING

Standards are considered early in lesson planning and guide students toward questions that help them learn the core standards, concepts, and skills. Hands-on opportunities are offered the majority of the time.

- Inquiry-based learning varies depending on age level and content areas to be studied.
- Problem-based inquiry focuses on a problem for students to solve or learn more about.
- Project-based inquiry begins with a question and focuses on the end product.



## SJVA WASC Accreditation

The Western Association of Schools and Colleges is one of six regional associations that accredit public and private schools, colleges and universities in the U.S. WASC involves a dual purpose that continues the expectation that schools must be worthy of the trust placed in them to provide high quality learning opportunities, but with the added requirement that they clearly demonstrate the critical business of continual self-improvement. WASC is committed to ensuring equity and fairness to all students and in all schools by:

- Certifying the school as trustworthy institution of learning
- Validating the integrity of program and student transcripts
- Fostering improvement of program and support student learning
- Assuring community that the school's purposes are appropriate and being accomplished
- Assuring a way to manage change through regular assessment, planning, implementing, monitoring and reassessment

- Assisting in establishing priority areas for improvement as a result of the perpetual accreditation cycle that includes: School self-assessment of current educational program for students, insight and perspective from the visiting committee and regular school staff assessment of progress through the intervening years between full self-studies.

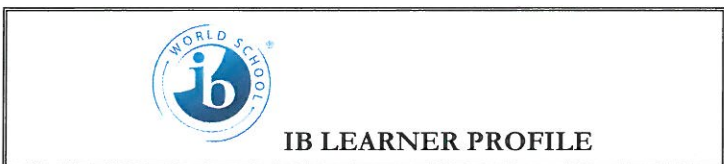
In 2008, SJVA began an in-depth self study. An action Plan was developed to address areas of concern. This self-study was presented to a WASC visiting team in March of 2009. In May, the visiting team accredited SJVA. Our WASC team returned in 2012 to ensure that our academics, leadership and extra-curricular programs are successful and that the students who leave our school have been provided with rigorous coursework.



**What is IB?** It is a program that develops inquiring, knowledgeable and caring young people to create a better and more peaceful world through intercultural understanding and respect. It is a challenging two-year curriculum primarily aimed at students aged 16-19. It leads to a qualification that is widely recognized by the world's leading universities.

**Why take the IB Curriculum?** The IB Diploma Programme prepares students for college encouraging them to ask challenging questions, learn how to learn, develop a strong sense of their own identity and culture, and develop the ability to communicate with and understand people from other countries and cultures. Our elementary and middle school classrooms support the IB program through the IB Learner Profile.

Attend the IB Diploma Programme informational nights or make an appointment to see the counselor, Mrs. Kim Romeril, or the VP of Instruction, Mr. Paul Huynh to learn more.



The IB learner profile is supported with a set of monthly learning outcomes. The learner profile provides a long-term vision of education. SJVA recognizes these ideals in our students monthly.

**August: Inquirers** - Students develop their natural curiosity. They acquire the skills necessary to conduct inquiry and research and show independence in learning. They actively enjoy learning and this love of learning will be sustained throughout their lives.

**September: Knowledgeable** - Students explore concepts, ideas and issues that have local and global significance. In so doing, they acquire in-depth knowledge and develop understanding across a broad and balanced range of disciplines.

**October: Thinkers** - Students exercise initiative in applying thinking skills critically and creatively to recognize and approach complex problems, and make reasoned, ethical decisions.

**November: Communicators** - Students understand and express ideas and information confidently and creatively in more than one language and in a variety of modes of communication. They work effectively and willingly in collaboration with others.

**December: Principled** - Students act with integrity and honesty, with a strong sense of fairness, justice and respect for the dignity of the individual, groups and communities. They take responsibility for their own actions and the consequences that accompany them.

**January: Open-minded** - Students understand and appreciate their own cultures and personal histories, and are open to the perspectives, values and traditions of other individuals and communities. They are accustomed to seeking and evaluating a range of points of view, and are willing to grow from the experience.

**February: Caring** - Students show empathy, compassion and respect towards the needs and feelings of others. They have a personal commitment to service, and act to make a positive difference to the lives of others and to the environment.

**March: Risk-takers** - Students approach unfamiliar situations and uncertainty with courage and forethought, and have the independence of spirit to explore new roles, ideas and strategies. They are brave and articulate in defending their beliefs.

**April: Balanced** - Students understand the importance of intellectual, physical and emotional balance to achieve personal well-being for themselves and others.

**May: Reflective** - Students give thoughtful consideration to their own learning and experience. They are able to assess and understand their strengths and limitations in order to support their learning and personal development.

### Middle School Schedule

Period	Regular	Minimum Day
1	8:15-9:20	8:15-9:10
2	9:25-10:25	9:15-10:05
3	10:30-11:30	10:10-11:00
4	11:35-12:35	11:05-11:55
Lunch	12:35-1:10	11:55-12:30
5	1:10-2:10	12:30-1:20
6	2:15-3:15	1:25-2:15

### Middle School Assembly Day Schedule

Period	Time
Attendance	8:15 - 8:30
Assembly	8:30 – 9:40
Period 1	9:45 – 10:30
Period 2	10:35 – 11:25
Period 3	11:30 – 12:15
Lunch	12:15 – 12:50
Period 4	12:50 – 1:35
Period 5	1:40 – 2:25
Period 6	2:30 – 3:15

### Minimum Day Elementary Schedule

AM Kindergarten 8:00-11:20  
 PM Kindergarten 11:10-2:30  
 Grades 1- 5 8:15-2:15

Recess	Grade	Lunch
9:30-9:50	AM Kindergarten	NA
9:55-10:10	First & Second	10:35-11:10
10:15-10:30	Third – Fifth	11:15-11:50
12:35-1:00	PM Kindergarten	NA

### ATTENDANCE/TARDY/EARLY DEPARTURE NOTIFICATION AND IMPROVEMENT CONTRACT PROCEDURES

#### Responsibilities for Attendance

Parents are responsible for the punctual and regular attendance of their children. Illness, death or funeral in the immediate family, and medical/dental appointments and required court appearances are the only **excused** reasons for absence. Dental and medical appointments need to be scheduled after school hours, except for emergencies. Because of the need to interpret California school attendance laws, the school determines whether the absence was excused or not. **Funding comes only when a student is present.** SJVA has a goal of **98% attendance for each student.** Excessive tardies and/or unexcused absences may lead to loss of credits, removal from class, or placement in an alternative program.

It is our policy that you provide the attendance office with a doctor's note for three consecutive days of absence. **If you have a signed attendance contract for the 2011-2012 school year, we will require a doctor's note for every absence.** Please report student absences to the attendance office by emailing [juarez@sjacademy.org](mailto:juarez@sjacademy.org), sending a note immediately following the day of the absence or by calling our 24 hour attendance absence line at 654-6113, option 3.

Students having excessive absences or tardies/early departures will be placed on an Attendance Improvement Contract and a mandatory meeting with administration will be scheduled.

Students on Attendance Improvement Contracts must have attendance at or above 97.5% and have no more than one (1) tardy or early departure per month. Non compliance of the Attendance Improvement Contract will result in the student being dropped from enrollment at San Jacinto Valley Academy the following school day.

### Regular Elementary Schedule

AM Kindergarten 8:00-12:15  
 Grades 1- 5 8:15-3:15  
 PM Kindergarten 11:10-3:30

Recess	Grade	Lunch
10:35-10:55	AM Kindergarten	NA
9:55-10:10	First & Second	11:10-11:45
10:15-10:30	Third – Fifth	12:35-1:10
1:20-1:45	PM Kindergarten	NA

Students coming to school tardy create classroom disruptions. Teacher will be taking attendance within the first 5 to 10 minutes of class. When a student is tardy, the teacher must stop class instruction to enter a tardy mark on ABI attendance. Students need to be on the ramp, ready to enter the classroom ten (10) minutes before the morning bell. Coming to school on time, every day, is a school priority.

### **Personal Business/Family Trips**

Pre-planned family trips need to be reported to the office prior to the start of the absence. They must also notify each teacher in writing five school days in advance if they want to request work for the period of time they will be absent. **These absences are unexcused according to state guidelines.** It is the student's responsibility to turn in makeup work on the day the student returns to school. Please note that makeup work completed during personal business/family trips may not coincide with class work and academic progress may be adversely impacted. We strongly recommend personal business/family trips be scheduled during breaks. Final exams will not be given early due to vacations or family trips. Students must prearrange pre-planned trips and make arrangements with the teacher to take the exam when the students return from the trip. In order to not compromise common examinations, early finals will only be given in extreme situations.

### **Independent Study Contracts**

Whenever a student is absent, parents and students are expected to sign and complete an Independent Study Contract with appropriate work for the day the student was absent. Independent Study Contracts are used for any absence – excused and unexcused. These contracts must be completed and returned the following day when the student returns to school

#### Timeline

- 1) Parent notifies school of absence (654-6113)
- 2) Parent and student must sign contract by **noon** on day of absence and receive the work packet from the Independent Study office. Independent Study contracts may be printed from our website.
- 3) Elementary students give the completed work to their teacher on the first day they return to class.
- 4) Middle school and high school students return all work to the Independent Study office on the first day back.
- 5) If work is not turned in or turned in incomplete, it will not count toward the student's attendance.
- 6) Students may earn **100% Attendance** if all absences are cleared through this process.

## STUDENT WITHDRAWALS

### **General Withdrawal Requirements:**

1. Student must pick up withdrawal form from school office.
2. Parent must come and sign withdrawal form.
3. Withdrawal forms must be turned in to school office.
4. Students withdrawing **MUST** have all books and fees cleared in order to receive a copy of withdrawal form and transcript.

## VISITORS WELCOME

1. All visitors must sign in at the front office reception desk and receive a visitor's pass. If you have business with an administrator, counselor, or attendance, a visitor's pass is not necessary.
2. Interruptions to the classroom will not be permitted (no exceptions).
3. Students may not bring guests with them to school. Guests will be sent home.

## SCHOOLWIDE RULES

1. Be respectful to self, others, and property.
2. Follow directions at all times.
3. Be safe to self, others, and property.
4. Be a responsible learner.

## DISCIPLINE

SJVA teachers maintain proactive classroom management techniques to minimize student discipline problems. Student expectations for learning are high and opportunities for misbehavior are minimized.

Our staff is being trained in Classroom Management. These instructional strategies keep students actively engaged in instruction to minimize classroom disruptions.

Students failing to maintain a high level of appropriate engagement will result in parent notification, consequences, conduct notice, and/or conferences with teachers and administration. Students receiving repeated detentions and suspensions are at risk of being dropped from SJVA.

## DISCIPLINE/DROP POLICY

Students will be dropped from enrollment for ongoing or severe behaviors which violate their agreements under the "Students' Responsibilities" portion of the Learning Partnership Agreement.

1. Students discovered as having an active Order of Expulsion will be automatically dropped.
2. Students who receive five (5) Discipline Referrals within a sixty (60) day period of time may be dropped.
3. Students who are suspended on two (2) occasions within a sixty (60) day period of time (excluding summer vacation) may be dropped.
4. Students who are suspended on three (3) occasions will be dropped from SJVA.
5. Students who exhibit excessive absences, inability to complete signatures or work for an Independent Study contract, a pattern of negative behavior or who violate the severity may be dropped upon consultation with the Governing Board.

#### **Re-Enrollment**

1. Students may be considered for re-enrollment after the completion of a successful trimester/semester in a traditional school. This will depend on space availability and the approval of the Governing Board. If re-admitted, students will be on probation and must agree to a specific Board-approved behavioral plan before re-admission. Students dropped a second time will not be readmitted to San Jacinto Valley Academy.

#### **Severity Clause**

Should the violation(s) be of a severe nature the student may be suspended, dropped, or expelled from school without going through the steps mentioned above. A suspension is the exclusion from school for a period of one (1) to five (5) days. Expulsions and suspensions will occur for the following infractions, while the student is on the school grounds or during an activity off-school grounds but related to a school function:

- Physical injury to self or another person(s).
- Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
- Unlawfully offered, arrange, or negotiated to sell any controlled substance (or represented), alcoholic beverage, or intoxicant.
- Committed robbery or extortion.
- Damage to school property or private property.
- Stole or attempted to steal school or private property.
- Possessed/used tobacco.
- Committed an obscene act, habitual profanity or vulgarity.
- Offered, arranged, or negotiated to sell any drug paraphernalia.

- Disrupted school activities, defied the authority of supervisors, teachers, administrators, school officials, or other school personnel.
- Knowingly received stolen school or private property.

### **DRESS CODE POLICY**

#### **“Dress to Impress for Success”**

All students are expected to “dress for success.” All students must be in uniform at all times while on campus and at some off campus school related functions. Uniforms must be worn on field trips. Parents are asked to read and understand San Jacinto Valley Academy’s dress code, support its enforcement and support it with their child. The following standards are designed to promote learning and safety for all students.

#### **Dress Code: Polo or Dress Shirts**

- Unaltered, solid color polo shirt (long or short sleeve) free of any design or embellishment except the SJVA logo
- Polos must be buttoned at least to the third from the top button and/or the collar bone.
- One white or solid colored tee shirt may be worn under polo, long or short sleeve, free of any design or embroidery, under tee shirt must be tucked in at all times.
- Cold weather days a solid color crewneck, v-neck, or cardigan sweater/sweatshirt in maroon, gray, navy blue, black, or white may be worn over polo, free of design or embroidery except the SJVA logo. Only SJVA hoodies are allowed. If sweatshirts are worn, polo collars must be completely visible.
- Solid colored dress shirts with a solid colored or conservative print (knotted) tie may be substituted for the polo. Dress shirts must be tucked in to pants.
- With the exception of a solid colored sweater vest, hoodless sweatshirt, SJVA approved hoodie, or a coat/jacket on cold days, no other clothing is allowed over the polo or dress shirt. Coats and jackets may not be worn in class.
- Sport uniform shirts are only allowed on game days at the coaches’ discretion.
- School sponsored tee shirts can be worn on minimum day Thursdays only.
- SJVA approved uniform pieces from Tri-Lakes Uniforms may be worn at any time. (Refer to the SJVA website for more information.)

#### **Dress Code: Pants, Shorts, (Capris and Skorts/Skirts for Girls)**

- Girls and boys must wear plain front or pleated cotton/twill dress pants or shorts (such as Dockers or

Dickies) in the following solid colors: khaki, navy blue, or black. Corduroy, knit, or denim is not allowed. No pockets (including cell phone pockets), loops, or straps on pants, shorts, or skirts can be below the hip level. Plain pockets on pants, shorts, (Girls' capris or skorts/skirts) are allowed. No embellishments or stitching is allowed. Pants, shorts, (Girls' capris or skorts/skirts) must be worn appropriately at the waist and be of appropriate size. No tight, baggy, or low riding pants (Girls' capris or skorts/skirts) or shorts allowed. Pants, shorts, capris or skorts/skirts must not have holes or be torn or frayed.

- Girls may wear approved SJVA plaid jumpers and plaid or solid skirts in appropriate size and length. Jumper and skort/skirt hemlines should be consistent with the uniform length. Rolled waistbands, too short, or excessively tight fitting items are not allowed.
- Other clothing must not be visible under pants, shorts, or skorts/skirts.
- Shorts must be the appropriate size and must fall just above the student's kneecaps or below. No cutoffs or spandex, leggings, sweats, athletic or pajamas bottoms are permitted.
- SJVA approved uniform pieces from Tri-Lakes may be worn at any time. (Refer to the SJVA website for more information.)
- Solid brown or black belts may be worn through belt loops only and of an appropriate length.

#### **Dress Code: Shoes and Socks**

- Any solid, conservative color leather or canvas athletic shoes with minimal contrasting decoration are allowed. Shoes must be free of decoration, lights, or wheels with white or color coordinated laces.
- Boots must be conservative with low heels. Ugg type boots may be worn during cold weather. Rain boots may be worn on rainy days.
- Shoes must be laced up, tongue inside, and tied/velcroed/zipped securely.
- Flip-flops, stilettos, stacks, or platform shoes are not permitted.
- Sandals are allowed only at high school. Sandals must be a solid conservative style and color, and have a back strap.
- Socks may be solid white, black, brown, tan, navy, maroon, and gray. Girls may wear the same color tights with skirts, skorts, or jumpers. No holes or tears in tights. Footless tights/leggings are not allowed.

#### **Dress Code: Girls and Boys Jewelry and Make Up**

- Pierced ears are allowed with small, conservative earrings. No hoops or dangling earrings below the earlobe are

permitted for safety reasons. Multiple ear piercings and plugs of any size are not permitted.

- Other jewelry must be conservative and appropriate for school or will have to be removed.
- Visible body, facial, or tongue piercings or band-aids covering piercings are not permitted. Only one piercing on each ear.
- Heavy/distracting make-up is not permitted.
- Pocket chains are not permitted.
- Lanyards cannot hang out of pockets.
- Jewelry including wristbands with inappropriate or suggestive words, phrases, or double meanings is not allowed.

#### **Dress Code: Head Coverings, Hair and Skin**

- No hats or other head coverings are permitted, including scarves, hairnets, visors, athletic sweatbands, and bandanas. SJVA beanies and SJVA baseball caps are allowed on campus but must be taken off in buildings and classrooms.
- Hair can be colored or highlighted only in natural hair color. Hair must be neat and clean. Traditional haircuts only; no Mohawk or tail cuts. All faux-hawks and spike cuts cannot exceed one inch in height. No stickers, temporary or permanent tattoos, or writing is allowed on body or clothing.

#### **Dress Code: No Distracting Clothing**

- No clothing or jewelry that is determined by any teacher or staff member to distract from the learning process is permitted.

#### **Dress Code: Special Days**

- Special dress days will be announced with dress code guidelines provided.

**Dress Code: Administration reserves the right to determine appropriate dress. Any considerations regarding religious attire of any kind will be addressed individually with administration.**

Faculty and staff strictly enforce the dress code. Warnings are not issued. Students not in the school uniform will be placed in on campus suspension until they can be in proper dress code. The dress code is in effect anytime students are on campus and at most school functions.

### HONORING YOUR ACHIEVEMENTS

In recognition of our school mascot, the **WOLF**, the honor roll was designed after the wolf pack hierarchy. A wolf pack

consists of: The Alpha, which is the highest ranking wolf of the pack. They rule over the pack as the highest dominance; The Beta, which is the second in command in a wolf pack; and the Omega, which is the third in command. The San Jacinto Valley Academy Honor Roll follows:

**Alpha:** This is the highest level of the honor roll. Students who earn a 3.8 – 4.0 GPA will receive this award.

**Beta:** This is the second tier of the honor roll. Students who earn a 3.4 – 3.7 GPA will receive this award.

**Omega:** This is the last tier of the honor roll. Students who earn a 3.0 – 3.3 GPA will receive this award.

This honor roll recognizes our outstanding high school and middle school student. Parents of recipients will be notified prior to the assembly.

### ABI PARENT/STUDENT PORTAL

The Parent/Student Portal is a valuable tool to monitor student success, achievement, and attendance. Families are encouraged to set up their accounts, visit the site routinely, and use the data to maintain grades for each class. Training is available on the campus to set up new accounts. Scheduled trainings will be listed on the SJVA website.

**Home Set-up Instructions for Parent/Students. Needed:**

1. Internet access
2. A valid and active e-mail address
3. The Student’s Permanent ID # (printed by school site)
4. The primary telephone # provided to the school
5. A SJVA Verification Passcode (VPC)- ten digits

Type the following address in your internet browser:  
<https://www.accessmystudent.com/sanjacintovalleyacademy/> and select Create New Account.

### GENERAL RULES AND POLICIES

**Cell Phones**

Students are permitted to possess a cell phone/pager on campus however the policy requires that they be turned off and kept out of sight in the student’s purse or backpack at all times during the instructional day and during school instructional activities. This includes passing periods and lunch times. Student phones may be turned on at the end of the day.

**Phone Calls Home**

Students are to go the school office to make phone calls home. Classroom phones are used for staff purposes only. Students may not use their cell phones to make phone calls/texts home

during the instructional day, recesses, passing periods, or during lunch time.

**Visual/Audio Recording Device**

California Education Code Section 51512 provides for disciplinary action to be taken if a student uses, without expressed permission from a teacher, any electronic recording or listening device: Students recording without written teacher permission will receive severe disciplinary consequences.

**IPods/MP3s/Other Electronics**

IPods, MP3 players, radios, DVD/CD players, televisions electronic games, Ipads, or laser pens/pointers and ear buds are not allowed on campus. Laptops and calculators may be brought to school and used in class with teacher permission. SJVA is not responsible for lost or stolen electronics. SJVA equipment will be permitted for use with teacher permission.

**Sexting**

Sexting is prohibited. Sexting occurs when a sexually provocative image/text is sent or received by a cell phone text message. If the receiver is a minor, a crime may have occurred. Penal Code section 288.2 prohibits sending such message to a minor. The prohibition can apply to sexts or provocative text messages, photos, emails, letters, phone calls, and any other form of communication. Section 288.2 can be charged a felony or misdemeanor and result in a sentence of up to three years in prison. If an individual is convicted of a felony violation of Penal Code section 228.2, the defendant may be ordered to register as a sex offender pursuant to Penal Code Section 290.

**Confiscated Items**

Students whose cell phones/pagers/electronic devices seen on campus will have their devices confiscated and returned to a parent or guardian at the end of the day. A detention is assigned.

**Clean Campus**

Each student has the responsibility to help keep the campus clean.

**School Bus Safety**

Bus transportation is considered a privilege. Students riding the school bus will observe all safety rules on the bus. Failure to comply with the rules will result in discipline action.

**Display of Affection**

Appropriate behavior is holding hands. Kissing, hugging, or caressing are inappropriate at school and school events and can result in parent contact, and/or a suspension from school.

### **Fireworks**

The possession or discharge of fireworks of any kind (this includes poppers) is prohibited by county ordinance. California law, effective January 1, 2002, requires the school board to expel a student for possession of illegal explosive devices.

### **Gambling**

Gambling games, such as matching or pitching coins, and games involving cards or dice are not allowed at school.

### **Hate Violence**

No person shall, by force or threat of force, willfully injure, intimidate or interfere with another person's race, color, religious ancestry, national origin, gender, or sexual orientation. To do so constitutes a hate violence crime resulting in suspension with a high probability of expulsion.

### **Hazing**

A student who commits any act that injures, degrades, disgraces, or intends to injure, degrade, or disgrace any fellow student is guilty of hazing. "Trash canning" is an example of hazing. Students committing acts of hazing may be suspended or expelled.

### **Messages and Deliveries**

Messages and deliveries for students are disruptive to the learning environment. Bouquets of flowers, balloons or other gifts will not be accepted at the front office. Students should be responsible for remembering their own books, lunches, clothing, sports equipment or other necessities; therefore we do not deliver any items to classrooms. We appreciate your assistance in helping us to reserve this function for true emergencies.

### **Knives**

Knives of any type or size are not allowed at school. All knives brought to school will be confiscated. Toy weapons or realistic looking weapon toys will not be permitted at any time. The student will be suspended with a strong possibility of being expelled from school.

### **Markers/Sharpies**

Permanent markers or paint pens are NOT allowed on campus and will be confiscated. Minors may not possess permanent markers per city ordinance.

### **Restroom**

Students needing to use the restroom during class time must sign in and out. Any student of the opposite sex/gender found in an inappropriate restroom will receive discipline.

That student may also be charged/prosecuted for lewd conduct.

### **On Campus Suspension**

On Campus Suspension may be assigned to students in place of suspension if it is felt by administration to be appropriate discipline. Failure to attend or being removed from On Campus Suspension will result in suspension for defying authority.

### **Lighters/Matches**

Igniting devices such as lighters, matches, etc., are considered dangerous objects and are not allowed on campus. Lighters/matches will be confiscated, and the student may receive suspension.

### **Laser Lights**

Penal Code 417.27 prohibits students from possessing laser pointers on school premises, unless the pointer is used for valid instructional or other school-related purposes, including employment. Laser lights are not to be brought to school.

### **Search and Seizure**

The administration retains control over buildings, parking lots, and grounds, and has the right to search them without warrant.

### **Tobacco**

San Jacinto Valley Academy is a tobacco-free school. The use of any tobacco products is prohibited at all times on school property. Students are not permitted to possess or use tobacco from the time they leave home until the time they return to their house. Violations may result in suspension from school.

### **Change of Address**

Please keep home address, telephone numbers, and parent work telephone numbers up to date by notifying the office at 654-6113.

### **Lost and Found**

Lost and found articles are to be turned in to the school office. Students who lose articles are urged to check on them immediately. Anything not claimed at the end of the month will be donated to charity.

### **Eighth Grade Promotion**

In order to participate in eighth grade promotion activities, you must have a 2.0 GPA during your eighth grade year.

**HOMEWORK POLICY**

**Purpose of Homework**

Through cooperative effort by students, teachers and parents, homework can become a significant extension of the school day. It is expected that parents and teachers work together to maintain standards of student achievement for all students.

**What Is Homework?**

Homework is to be completed at home as a meaningful extension of regular classroom work or ongoing projects. Homework is a valuable aid to student learning and is helpful in developing sound independent study habits and self-discipline.

**What Type of Work Is Assigned?**

Homework includes practice and reinforcement of assignments to help master specific skills, to prepare students for upcoming lessons, as extension assignments, and application of newly learned skills.

Examples:

- Completing class or work assigned during absences.
- Reading and writing assignments or logs
- Independent practice of skill subjects
- Correcting/revising previous assignments
- Observing educational television, the environment
- Gathering information, collection of objects and data
- Memorization

**STUDENT PORTFOLIO REQUIREMENT**

**“Showcasing Your Work”**

No one tool of assessment is adequate for measuring the intellectual and moral habits we want to instill in our students. Consequently, we will use multiple tools to assess a given performance task including student work from a portfolio.

Students must write a self-reflection on what they have learned and connect their learning with the ESLRs and the Habits of Mind. Student reflections should encourage students to discover how Habits of Mind and ESLRs are incorporated into daily activities. These reflections can be utilized on specific assignments at teacher discretion.

San Jacinto Valley Academy Charter page 8, lines 341-3456

**COMMUNICATIONS WITH YOUR COUNSELOR**

Counseling appointments can be made by filling out a request slip found in every classroom. In case of an immediate need or emergency, students should feel free to walk in and ask the school office for the attention of a counselor. Counselors may call students to their office.

The Counseling Office offers educational and career guidance and planning services. College and career guidance is an important part of SJVA’s counseling program. It offers a wealth of information and services relating to career paths, educational opportunities, and financial aid. Interest and aptitude testing, college catalogs and EUREKA, a computerized career information system are available. The Counseling Office hosts International Baccalaureate, college, and financial aid workshops. Fieldtrips to career and college fairs and college campuses are made available to students whenever possible. Tests such as the PSAT and ASVAB are administered on campus yearly. Guidance is given to enroll for the SAT and ACT throughout the year.

**STUDENT COUNSELING GROUPS**

In addition to individual counseling, classroom guidance, and parent-teacher conferences, we offer eight week group sessions that deal with specific concerns. Topics such as getting along with others and managing conflicts, making friends, academic support, changing family group (divorce), dealing with loss, handling peer pressure, and coping with stress and anger are offered to students. Group counseling in schools is a unique experience in which students can express ideas and feelings and gain insight about themselves and others

**EXTRA-CURRICULAR POLICY**

SJVA expects each student to follow the rules of our school and society. Club and extra-curricular participants will be expected to abide by all school rules. If a student elects to violate SJVA discipline guidelines the student will not be allowed to participate in clubs or extra-curricular activities until the issue has been resolved by the DSSA Department, Athletic Director, and Administration.

**Scholastic Eligibility**

In order to be eligible, any student entering from the 6<sup>th</sup> grade who wishes to participate in extra-curricular activities and/or clubs must have achieved a 2.0 grade-point average with no failing grades in any subject on a 4.0 scale in enrolled courses at the conclusion of the previous grading period.

Any student entering from the 8<sup>th</sup> grade must have achieved a 2.0 grade-point average with no failing grades in any subject on a 4.0 scale in enrolled courses at the conclusion of the previous grading period.

**Attendance Eligibility**

SJVA Students, middle and high school, must be in school for at least three hours of the day in order to participate in an extra-curricular activity on that day.

### **Academic Eligibility**

#### **Probationary Period**

The probationary period may only be used one time before a student enters into middle school and one time before a student enters into high school. San Jacinto Valley Academy will allow a student who does not achieve the required 2.0 GPA without a failing grade in the previous grading period to remain eligible during a probationary period. The probationary period may not be longer than a semester, but it may be shorter. A student who does not meet the minimum eligibility requirement during the probationary period may not be allowed to participate in the subsequent grading period.

#### **Discipline Eligibility**

SJVA's Discipline, Security, Safety and Attendance (DSSA) Department will inform the club advisor or administration of any current discipline issues with students wishing to participate in extra-curricular activities.

## **SJVA ATHLETIC ELIGIBILITY POLICY**

#### **Scholastic Eligibility**

As with the extra-curricular participation, students may have a probationary period upon entering SJVA. The same guidelines are used for students entering 6<sup>th</sup> and 8<sup>th</sup> grades.

SJVA has adopted the CIF Blue Book Policy for student participation in the A through Q categories.

The following are the SJVA exceptions to the CIF Scholastic Eligibility Policies:

#### **Attendance Eligibility**

SJVA Students, middle and high school, must be in school for at least three hours of the day in order to practice or play in a game. A student must be at school the day before and at practice the day prior to the game.

#### **Academic Eligibility**

#### **Probationary Period**

The probationary period may only be used one time before a student enters into middle school and one time before a student enters into high school. San Jacinto Valley Academy will allow a student who does not achieve the required 2.0 GPA without a failing grade in the previous grading period to remain eligible during a probationary period. The probationary period may not be longer than a semester, but it may be shorter. A student who does not meet the minimum eligibility requirement during the probationary period may not be allowed to participate in the subsequent grading period.

#### **Exception Waiver**

SJVA will not allow an exemption period for students outlined in the CIF Blue Book under Scholastic Eligibility. Students must consistently maintain a 2.0 G.P.A. for each public grading period with no failing grades in any subjects (including progress report periods) in order to be eligible to travel, wear team uniform and compete with the team. Should a public grading period fall within an athletic team's schedule, the student may be eligible to participate in practice according to the coach's discretion and CIF rules if the student has met the 2.0 G.P.A. requirement with no failing grade.

#### **Discipline Eligibility**

SJVA has adopted the CIF Blue Book Policy for student discipline in the following categories: Discipline eligibility (Bylaw 210), Expulsion (Bylaw 210.A.), Suspended Expulsion (Bylaw 210.B.), and Transfer Compelled for Disciplinary Reasons (Bylaw 210.C.).

SJVA's DSSA Department will inform the athletic director of any current discipline issues with student athletes.

San Jacinto Valley Academy's Athletic Department believes in a strong emphasis on discipline. Discipline is broken down into three separate categories in the Athlete's Handbook under Social Discipline, Game/Practice Discipline, and Academic Discipline. The following are the SJVA additions to the CIF Discipline Policies:

Social Discipline: The athletic department at SJVA expects each athlete to follow the rules of our school and society. Athletes will be expected to abide by all school rules including the CIF Code of Ethics. If an athlete elects to violate SJVA discipline guidelines the athlete may be subject to dismissal from the team, probation, or decreased playing time until the discipline issue has been resolved by the DSSA Department, Athletic Director, and Administration.

Game/Practice Discipline: We demand discipline from our athletes in games and practice. It is important that an athlete be on time to all practices and meetings. If an athlete elects to miss a practice or meeting, consequences may range from not being allowed to dress and participate in the following game or reduced playing time as determined by the Head Coach.

Academic Discipline: Athletes are expected to attend all of their classes and to be on time. It is essential that all of our athletes maintain their grades during the season as outlined in the Academic Eligibility. Athletes will periodically have academic progress reports initiated by the coaching staff. If academic performance is not acceptable between public grading periods this may result in dismissal from the team, probation, or decreased playing time until academic performance is acceptable according to SJVA's Scholastic Eligibility Guidelines.

**GRADE POINT SCALE**

San Jacinto Valley Academy uses the 4-point Grade Point Average (GPA) grading scale.

Standard Grade	Grade Point
A	4.0
B	3.0
C	2.0
D	1.0
F	0.0

This four-point grade scale is used to standardize each student's GPA. It represents the average points per course credit assigned by grades, indicating the numerical value of the grade. Dividing a student's total grade points earned by the total course credits attempted determines a student's GPA. Courses in which a student does not receive a grade, such as pass/fail courses, do not factor into the GPA calculation (i.e., National Center for Education Statistics, 2009)

**EMERGENCY PREPAREDNESS**

Safety is priority. In the case of an emergency, students will follow the practice drills and move to a safe area. Students will be supervised by our staff until you are able to pick them up. Be assured that their safety is our main concern. Please discuss this with your children and ask them to stay with their teachers or supervisors. This is the students' responsibility.

SJVA will have a sign out table set up. In case of a catastrophic emergency, parents are asked to check their children out through the attendance staff at the designated sign out area.

**SJVA ALMA MATER**

Hail to thee, our Alma Mater  
 May your spirit never die  
 To the maroon and gray  
 We will lift our voices HIGH  
 As the wolf pack spirit  
 Leads us on to victory  
 We will pledge our hearts forever  
 True to the Academy