VALLEY CENTER MIDDLE SCHOOL
Home of the Thunderhawks
28102 N. Lake Wohlford Rd.
Valley Center, CA 92082
(760) 751–4295 (HAWK)

2019-2020

ADDENDUM TO THE DISTRICT
PARENT-STUDENT INFORMATION HANDBOOK

VCMS OFFICE STAFF

Principal-- Dr. Miguel Carrillo
Assistant Principals--Danielle Fogel & Alma Hernandez
Counselor--Marisa Leone
Attendance/Health Clerk--Estela Torres

Principal's Secretary--Robin Gilster
Asst. Principals' Secretary--Stephanie Davis
Registrar--Nancy Pena
PARENT-STUDENT INFORMATION

ABSENCES
Attendance is a clear indicator of future success, making it critical for students to develop the habit of regular and on-time attendance. Absences can only be excused for student illness, a Dr. appt., a court appearance, or death in the family. All other absences are viewed by the State as personal business or as truancies. These absences must be marked “unexcused”, even if a parent calls in. Please be advised that the State of California no longer funds schools for days in which a student is absent—even excused absences. However, if a student is at school for any part of the day, attendance credit can still be granted. Please help our school by having your child attend Saturday School to make up a day absent from school (call the school to sign up).

It is important a parent call the attendance office at 751-4295 (X-124) after 7:30 a.m. whenever your child is absent. All absences must be cleared within 72 hours or the absence will be marked unexcused.

Please make every attempt to schedule medical or dental appointments either before or after school. If that is not possible, still send your child to school for at least part of the day. Family vacations should only be scheduled during school holidays. If your child is going to be absent for five or more consecutive days due to family matters, please contact the attendance clerk, at least one week in advance, to arrange an independent study contract.

EXCESSIVE ABSENCES
State law mandates parents send their children to school each day. Students with three or more unexcused absences will be considered truant. If a student accumulates ten excused absences in a school year, any further absences will need to be verified by a doctor or the school health clerk. Students attending fewer than 155 days each year may be at risk of retention and 8th graders may lose the privilege of attending promotion activities. Students with excessive absences will be referred to the School Attendance Review Board (SARB).

TARDIES
Arriving to work on time is a necessary job skill. To prepare our students for this life skill, we expect them to practice it every day by being on time to class and in their seats when the bell rings. Instruction begins immediately; therefore, it is imperative that students be on time. Consequences for classroom tardies are handled by the teacher. Repeated tardiness could result in an office referral or a possible assignment to Saturday School. In addition, students who are tardy or absent from school for more than 30 minutes on three different days will be considered truant and may be referred to the School Attendance Review Board (SARB).

Students arriving after 8:25 a.m. must check in through the office with a parent or doctor note. A student will be allowed only one “free” tardy to school—even if the parent claims responsibility for the student being tardy. Additional tardies will result in assignment to campus beautification or lunch detention. Only medical or dental appointments will be accepted as excused tardies. (A note from your doctor or dentist is required.) Students with excessive tardies will be referred to the Assistant Principal.

Interventions for being tardy to class include the following:
1. Two unexcused tardies--teacher/student conference
2. Three unexcused tardies--teacher/student conference and parent contact
3. Five unexcused tardies--referral to school counselor and attendance/tardy letter mailed home
4. Seven unexcused tardies--referral to Asst. Principal and second attendance/tardy letter mailed home
5. Eight unexcused tardies--second referral to Asst. Principal and Saturday School assigned
6. Nine or more unexcused tardies--Administration to work with family regarding alternative solutions

ARRIVAL TO SCHOOL
Students may not arrive at school earlier than 7:20 a.m., as there is no supervision before that time. Students dropped off in the front of the school should walk down to the tables below by walking behind the band room. Students must be picked up promptly at 2:50 p.m. No after-school supervision is provided.
EMERGENCY INFORMATION
Please immediately notify the office of any change in address, home or business telephone number, or other emergency information. It is critical that the names of at least three adults be provided with each having different daytime telephone numbers, to contact in the event of an emergency.

HEALTH OFFICE
Students must have a pass from an adult before going to the Health Office. Parents should keep the health clerk informed of any special health matters, change of address, phone numbers, or related matters. Since the school health clerk needs to be aware of attendance and illness issues, any call to parents regarding not feeling well needs to be made through the health office. Students themselves may not call parents to be picked up when ill.

MEDICATION
Students are not allowed to carry any medications with them. This includes all prescription and over-the-counter medications (such as aspirin, allergy tablets, asthma inhalers, and cough medicine). The parent or guardian must deliver all medications (in the original containers) directly to the Health Clerk with appropriate authorization for use.

Parents of students with diagnosed allergies (bee-sting, food, etc.) should provide the Health Office with one, preferably two, medically prescribed EpiPens. Parents of students with other serious allergies should provide the Health Office with any appropriate prescribed medications and instructions for use. The main office staff, as necessary, may administer emergency first-aid.

AUTOBUSES
Please plan ahead for any change in routine for a ride home. Students must bring a note from home, signed by a parent or guardian, to ride another bus, get off at a different bus stop, or go home with another student by bus/car. Bus notes must include the student’s name, regular bus number, the number of the bus requested to ride, and where student will be getting off. A staff member in the office must sign the note before school or no later than Nutrition break. Late notes are not allowed. The office needs to confirm that there is room on the “new” bus for the student to ride, as often the buses are full. Students also must have a note from their parent/guardian to invite another student to go home with them by bus or car. In case of emergency the office needs to be notified no later than 2:00 p.m. to assure parent message can be delivered. Reminder: All school rules also apply on the school bus.

TRANSPORTATION, BIKES, SKATEBOARDS, SKATES, SCOOTERS, ETC.
For safety reasons, we ask that parents drop off or pick up students in front of the school. Please do not drop off or pick up students in the bus lane. This area is a school bus loading and unloading zone ONLY. The bus-loading road is ONE-WAY, entered from Valley Center Road. Please do not enter this road from North Lake Wohlford Road or make U-turns on this road at any time.

Bicycles, scooters, skateboards or roller skates/blades are not allowed on campus at any time, including weekends or after school.

ANNOUNCEMENTS
Student announcements are broadcast each morning during Period 2. Students should listen carefully. Parents and students are encouraged to check the Middle School website which is continually updated with information and important dates. In addition, students should deliver handouts to parents in a timely manner.

LOST AND FOUND
Lost items are deposited in a large bin outside the back of the office. Check there if you have misplaced something. Small items, and items of higher value (jewelry, wallets, purses, eye glasses, etc.), are held in the office to be claimed by the owner.
FIRE AND DISASTER DRILLS
Fire and disaster drills are conducted on a regular basis, as required by law. When drills occur, students must line up in a single-file line and exit the classroom in a quiet and orderly manner, following the direction of their teacher. In the event of a disaster, all students and staff will be evacuated to the field. For safety reasons in an emergency situation, parents must follow proper release procedures when picking up their child. Parent pick-up during an emergency is down at the bus lane. Families are encouraged to develop an emergency plan to assist in home/school communication should a disaster strike.

LUNCH
- Students may bring their lunch, participate in the meal program (breakfast and lunch), or purchase individual items at the snack cart.
- Students who are scheduled to attend a field trip during normal school hours may order a sack lunch, in advance, through their teacher.

STUDENT IDENTIFICATION CARD
Each student will be issued a student ID card at the beginning of the school year. The student must have his/her ID card in order to check out library books and textbooks, and to attend various school activities (i.e. dances). This card also acts as the student’s lunch card. (Students who buy lunch must bring their card to school.) The cost of replacing the ID CARD is $4.00 and may be purchased in the library.

CAMPUS CLEANLINESS
VCMS students and staff are committed to keeping a clean campus. Students are responsible for putting their trash and recycling in the proper receptacles at lunch and other times during the day. Tagging, graffiti and vandalism are strictly prohibited. Students who fail to dispose of their trash properly, or who vandalize school property, will be subject to disciplinary action.

SCHOOL PROPERTY
Students are responsible to pay for any school property they have lost, stolen or damaged. Grades, promotion certificate, or student activities may be withheld until all fines are cleared.

GUM
Gum is strictly prohibited at all times at school, including field trips. This and all school rules apply before and after school, during after school and evening events, and on the school bus.

DISTRICT-ISSUED iPAD
The school district loans each VCMS student an iPad for use during the school year. Student textbooks are embedded on the iPad and students also use this device for classwork, homework, their school calendar, and daily agenda.

1. Students must bring the iPad to school every day, fully charged and ready to use.
2. The iPad must remain in the district-provided protective case at all times.
3. The iPad remains the property of VCPUSD.
4. The district assumes no liability for an iPad checked out to a student. If an iPad is lost, stolen, damaged, or not returned as requested, the parent/guardian will be responsible to pay all repair or replacement costs.
5. The iPad is to be used as an educational tool, not a play toy.
6. Students may not add, delete, or modify any applications or software on the iPad.
7. When using the Internet, always be appropriate. All searches with district-issued iPads, both at school and at home, are monitored by the district.
8. Photos/videos may only be taken with a teacher’s permission, and also require the permission of any person featured in the photo/video.
9. Screenshots may only be taken at the direction of the teacher. Screenshots of any school work--including quizzes or tests, is strictly forbidden as this could result in academic dishonesty.
10. Any violation of District-issued iPad-use policies may result in disciplinary action.
11. Purchasing district iPad insurance is strongly recommended for financial protection, in case of iPad damage or loss.
**ELECTRONIC DEVICES**

Students are **not allowed** to bring music players, speakers, video games, cameras, laser pointers or any other electronic devices to school except for specific school projects with **prior written permission** from a teacher or school administrator. Air-pods/earbuds may not be out or worn at school (except in the classroom with a teacher’s permission). E-readers (e.g. Kindles, Nooks) may be brought to school at student’s own risk. These devices are allowed at school for reading purposes only, and may not be used for Internet access.

**TAKING PICTURES/VIDEOS AT SCHOOL**

Students may not take photos or videos at school unless it is part of a class assignment. Before taking any photo or video, a student must have permission from both his/her teacher and anyone featured in the photo or video. Unauthorized voice recording is not allowed at school. Any student taking video of a fight or other unauthorized activity at school will be suspended.

**CELL PHONES**

Students are allowed to bring a cell phone to school, but **may not have it out or use it at any time during school hours**. Use of cell phones at school is an interruption to teaching and learning. In addition, the chance of phones being lost or stolen increases if phones are out during the day. Therefore, student cell phones may not be used at any time during the school day for phone calls, text messages, or for any other feature the phone may offer. This includes before school, nutrition, passing times, and lunch. Cell phones must be turned off before arriving on campus each day and remain off during the school day. If a student must contact a parent during the school day, students should come to the office to inquire about using the school phone. Students who choose to bring a cell phone to school do so at their own risk. **Since students are not allowed to have their cell phone on during the school day, parents should not call or text their child at school.** The first time a student has his or her cell phone out at school, a reminder will be given and the phone will be held for student pick-up at the end of the day. A second offense and subsequent offenses will be held for parent pick-up at the end of the day. As with all valuables, BE WISE to avoid theft: a) Carry valuable items on your person, or in the deepest pocket of your backpack. b) During PE, be sure to lock all valuable items in your locker.

**LIBRARY**

The library is open daily according to the following schedule:

- 8:00AM-12 Noon  Mondays, Wednesdays, and Fridays
- 11:30AM-3:30PM  Tuesdays and Thursdays

Passes to the library must be obtained from a campus supervisor before school and during both lunches. During class time, students must have a pass issued by their teacher in order to use the library. Students need their student ID card to check out library books. There is a limit of two books checked out at a time for two weeks. If no one has reserved the book, it can be renewed. The fine for overdue books is $.10 per day. Students who lose or damage library books/textbooks checked out to them will be held financially responsible for their replacement. Depending on the book, costs range from $6.00 to $75.00. Outstanding fines may affect eligibility for end-of-year activities.

Students are also held accountable for damage to their district-issued iPad--valued at $550.00, and accompanying charger and cord--valued at $20.00 each. Further breakdown of damage assessment is available upon request. The purchase of iPad insurance is highly recommended--available for $25.00 a year. Insurance does not carry over into the next year if not used. Insurance does not cover the charging block or cord. If insurance is used during the school year, it must be purchased again for continuous coverage. If an iPad is damaged or suspected lost or stolen, a report must be immediately made to the school library clerk. A sheriff’s report must also be filed for a lost/stolen iPad. Once reported, if a missing iPad is not located, the student is still liable for half the value of the iPad ($275.00).

**PHONE CALLS AND ITEMS DROPPED OFF IN THE OFFICE**

**PLEASE HELP REDUCE CLASS INTERRUPTIONS!** Transportation arrangements must be finalized with your child before they leave for school. We cannot honor requests for parents to speak to students during school hours, but can instead deliver a written message--**of an urgent nature only.** Delivery of messages is
discouraged and cannot be guaranteed the last 20 minutes of the school day. Thank you for your understanding and cooperation.

**DISPLAY OF AFFECTION**
Excessive displays of affection between students is not allowed. This includes hand-holding, kissing, and prolonged hugging, etc.

**SELLING ITEMS**
Students are not allowed to sell items at school, unless it is part of an official school fundraising event.

**PASSES**
Students are **NOT** permitted in the halls or restrooms during regular class time without a pass. To visit the office, students must get a pass from their teacher.

**RESTROOMS**
Students may not loiter in or around the restrooms. Students should make every effort to use the restroom before school, at Nutrition break, lunch, or passing times—not during class. All students are responsible to help keep these facilities clean. Any problems should be reported to an adult immediately.

**GRADES**
Students are assigned grades using the 4.0 grading system as follows:

\[(A = 4.0, B = 3.0, C = 2.0, D = 1.0, F = 0.0)\]

Parents may access teacher grade books on the internet through the Infinite Campus Parent Portal. More information about this feature is available at Back-to-School Night or from a school counselor. This means parents can access their student’s grades online at any time, so there is never a surprise regarding end-of-quarter grades. Parents are strongly encouraged to call, email, or make an appointment with the teacher to discuss grade concerns.

A student whose grade point average (GPA) falls below a 2.0 (a “C” average) may not be eligible to participate in extra-curricular school activities including, but not limited to, sports, drama and music programs. Students may retain their eligibility on a probationary basis by faithfully attending tutorials before school, at lunch time, or after school. Many teachers volunteer their time to help students before school or at lunch.

**HOMEWORK REQUEST POLICY**
Parents can access student assignments through the teacher pages on the VCMS website. If a student will be absent five or more days, a parent may request an Independent Study Contract at least three days in advance. If absent for less than five days, a student should check for homework on the teacher pages on the school website.

**SCHEDULE CHANGES**
Due to the complexities of the master schedule, requests for schedule changes cannot be accommodated. School philosophy is that working through any issues regarding a class or teacher is a valuable experience in preparation for life. Any potential issues should be addressed as soon as possible by first communicating with the teacher by phone or email. If the issue is not resolved, a parent/teacher conference must be arranged. If problem is still not resolved, communicate with the counselor or assistant principal.

**ACADEMIC HONESTY**
Honesty and integrity are essential to a successful education. Cheating undermines the academic process and destroys the trust necessary for an honest, productive teacher/student relationship. The examples of academic dishonesty listed below may result in an office referral, the lowering of academic and/or citizenship grades, or possible suspension:

- Cheating on quizzes or tests
- Plagiarism (copying another author’s work)
- Theft, exchange, or alteration of materials
- Test avoidance
● Inappropriate use of computers or the internet
● Copying another student’s homework or other school assignment

AWARDS
In addition to the awards presented by teachers in an informal or classroom setting, the school honors the following:

<table>
<thead>
<tr>
<th>Award</th>
<th>Criteria</th>
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<tbody>
<tr>
<td>Principal's Award</td>
<td>4.0 GPA</td>
</tr>
<tr>
<td>Honor Roll</td>
<td>3.2 (or above) GPA</td>
</tr>
<tr>
<td>On-A-Roll</td>
<td>GPA improvement of .65 or more over the previous quarter</td>
</tr>
<tr>
<td>Gold Card</td>
<td>Gold ID card issued for students who maintained at least a 2.5 GPA for the previous school year, with rewards given throughout the year</td>
</tr>
<tr>
<td>Student of the Month</td>
<td>Rotary (7th and 8th grade): Selected by teachers, based on exemplary academics and citizenship.</td>
</tr>
<tr>
<td>Thunderhawk of the Month</td>
<td>Selected by teachers from different departments each month (6th, 7th &amp; 8th)</td>
</tr>
<tr>
<td>Student of the Quarter</td>
<td>Optimist (8th grade only): Selected by teachers, based on exemplary academics, citizenship and community service.</td>
</tr>
<tr>
<td>Highest Academic Achievers</td>
<td>8th graders with a cumulative 4.0 GPA (6th, 7th and 8th grade years) will be distinguished at the promotion ceremony.</td>
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BEHAVIOR
Positive Behavior Intervention and Support (PBIS) is a proactive approach for teaching and rewarding positive student behavior on campus. VCMS focuses on students being respectful, responsible, safe, and scholarly. Staff and students have created a matrix of expected behaviors in all areas of campus, plus on the school bus. Expected behaviors are taught and reviewed continuously throughout the school year. A variety of support structures and interventions are put in place based on individual student need. Students are rewarded with positive incentives to make good choices.

At the start of the school year, each teacher reviews with students the school behavior expectations and possible consequences as stated in the school handbook. Violation of school behavior expectations will result in consequences assigned, including parent contact as needed.

SCHOOL, STUDENT, PARENT/GUARDIAN RESPONSIBILITIES

SCHOOL RESPONSIBILITIES:
Provide a safe and healthy learning environment
Provide a meaningful education to prepare students for high school and productive work
Maintain a functional, clean, and attractive campus
Provide curriculum materials that are compliant and current
Inform students what is expected of them
Maintain a positive learning environment
Assure students learn according to their ability and achievement level
Devote a reasonable amount of individual instruction and attention
Help students develop positive character traits
Be fair and consistent
Teach non-violent skills that aid in self-discipline and problem-solving
Teach human relation skills that promote positive interpersonal communication skills

STUDENT RESPONSIBILITIES
Attend school each day
Eat a healthy breakfast and lunch
Get 7-9 hours of sleep each night
Follow school and classroom rules in order to benefit from the education provided
Be on time each day to all classes in order to maximize instruction and develop habit of promptness
Be prepared with necessary materials daily—including pen/pencil, paper, iPad fully charged, & reading book
Show courtesy and cooperation towards school personnel and peers
Maintain a positive attitude at school each day
Complete class assignments and homework to the best of ability
Take responsible care of school materials—desks, textbooks, PE locker, iPad, and other resources
Remain free of drugs or other illegal substances

**PARENT/GUARDIAN RESPONSIBILITIES**
Send child to school daily
Assure child eats a healthy breakfast and lunch
Monitor child gets 7-9 hours of sleep each night
Provide a place for homework--free from distraction
Help child keep backpack clean and organized
Monitor student grades weekly (via Infinite Campus Parent Portal)
Respond promptly to emails, phone messages, or meeting requests
Communicate respectfully with school staff
Present a positive and united front with school staff--work out any differences privately
Promptly initiate communication with school personnel regarding any concerns

**BULLYING**
Bullying will not be tolerated at Valley Center Middle School. Three clear and simple agreements guide behavior:
- We do not bully other students.
- We try to help students who are bullied.
- We make a point to include students who are left out.

**Definitions of Bullying** - Bullying is any type of verbal, cyber, or physical abuse that is repeated and is intended to harm or to humiliate another person. The following list offers a few examples of what constitutes bullying:

**Verbal Bullying** - Insulting someone with put-downs; making fun of someone’s physical characteristics such as size, skin color, hair color, disability, nationality, religious beliefs, athletic ability, or family; teasing; name calling; laughing at someone’s mistakes or misfortunes; inappropriate language--including swearing; spreading lies/rumors, etc.

**Cyber Bullying** - Using technology such as email, text messages, instant messaging, Google chats, blogs, digital photography, video, or social media to deliver messages that tease, threaten, insult, or intimidate others. Inappropriate cyber communication that occurs off campus and after school hours is potentially a school issue because it can become an issue on campus and damage a positive learning culture.

**Physical Bullying** – Fighting, pushing, shoving, hitting, poking, grabbing; inflicting any kind of physical pain; playing ‘keep away’ with someone’s belongings; physically blocking someone’s movement, etc.

**Threats/Intimidation** - Using words to threaten or intimidate someone; obscene gestures; using threatening body language to intimidate; threatening to harm someone, etc.

**Extortion, Stealing, Vandalism** - Hiding or stealing someone else’s property; taking someone’s money; damaging someone’s property, etc.

**Social Exclusion** - Joining with others in an effort to exclude or isolate someone; not allowing someone their place in line or a place at the lunch tables; not allowing someone to play or participate in a group activity, etc.

Any student who is being bullied is encouraged to report the abuse to an adult as soon as possible. Bullying is not tolerated at VCMS, and the school will apply progressive discipline to any student who is bullying another student.

**DISCIPLINE GUIDELINES**
The following rules and procedures are in effect for all students, consistent with VCPUSD Board Policy stating, “All students and staff . . . have the inalienable right to attend campuses which are safe, secure and
peaceful."

In order to comply with this mandate, the following rules and procedures are in effect for all students:

1. Individual actions, group activities, or objects that could **disrupt** the orderly educational process of the school will not be allowed.
2. Individual actions, group activities, or objects that could **physically endanger** anyone will not be allowed.

VCPUSD adheres to a process of assertive discipline, i.e., specific rules are enforced with a rational and progressive series of consequences. These consequences vary by classroom. For example:

1. **First consequence**: Warning
2. **Second consequence**: Any combination of the following:
   - Student/teacher conference
   - Phone call to parent/guardian
   - Change of seat
   - Time out of the class
   - Campus beautification
   - Assignment to lunch detention
3. **Third consequence**: Parent/teacher conference
4. **Fourth consequence**: Referral to office.

Administrator will take appropriate action which includes one or more of the following: campus beautification, lunch detention, class suspension, parent contact/conference, Saturday School, In-School Suspension, Out-of-School Suspension, or a recommendation for expulsion.

**NOTE:** Severe disruption will result in immediate referral to a school administrator.

For any questions regarding student discipline, please contact an Assistant Principal.

**SUSPENSION/EXPULSION**

A student may be suspended or expelled for the acts enumerated in this section at school or any school-sponsored function, either on or off-campus, **including while traveling to/from school or any school activity**.

Consistent with provisions of the California Education Code and Board Policy, students can be considered for suspension or expulsion for the following forms of misconduct:

a. Causing or threatening physical injury
b. Possessing/furnishing a dangerous object (including a knife, gun, or explosive device)
c. Possessing/furnishing or under the influence of alcohol or other controlled substances
d. Offering or selling substance represented as being a controlled substance
e. Attempted robbery or extortion
f. Attempted or causing damage to school/private property
g. Attempted/actual theft of school/private property
h. Possession of tobacco or nicotine products
i. Committing an obscene act; using habitual vulgarity or profanity
j. Possession of drug paraphernalia
k. Disruption or defiance
l. Receipt of stolen property
m. Possession of an imitation firearm
n. Attempting or committing sexual assault or sexual battery
o. Harassing or threatening a pupil witness
p. Offered, arranged to sell, or sold the prescription drug SOMA
q. Hazing
r. Bullying, including electronic bullying
s. Aiding or abetting physical injury

d. Offered, arranged to sell, or sold the prescription drug SOMA

Additional grounds for suspension and/or expulsion include:

1. Sexual harassment
2. Hate violence
3. Harassment, threats, or intimidation
4. Terrorist threat
5. Electronic devices/laser pointers
The Principal must recommend expulsion for:
1. Possessing, selling or otherwise furnishing a firearm
2. Brandishing a knife
3. Unlawfully selling/furnishing a controlled substance
4. Sexual assault or battery
5. Possession of an explosive

If you have questions about any of these points, please call the assistant principal.

SATURDAY SCHOOL (CAMP SOARING HAWK)
Saturday School serves as an option for students to catch up on work, make up an absence, or as an alternative to suspension. Saturday Schools are scheduled monthly from 8:00 a.m. to 12:00 noon. Contact an Assistant Principal if you would like to attend.

OTHER MEANS OF CORRECTION
Unsafe activity or disruption to the learning environment will not be tolerated at VCMS. It is also understood that students at times make poor choices. Every effort is made to allow students the privilege of coming to school each day. Therefore, counselors and administration work to first institute ‘other means of correction’ for students in lieu of suspension for violation of the Education Code that do not pose a threat of physical harm to others. Some examples of ‘other means of correction’ include parent conferences, individual/group counseling, written reflections, restorative practices, behavior contracts, or a positive behavior support approach with tiered interventions.

SUSPENSION
A student suspended at home loses the privilege of coming to school for 1-5 days, due to a violation of the California Education Code. It is the parent’s responsibility to make sure this is not a fun day for students. Education code requires students be allowed to make up work missed during suspension. If suspended for three or more days, a parent may request to pick up homework during suspension (24 hr. notice required).

EXPULSION
Expulsion means a student is not allowed to return to VCMS (due to a serious violation of the California Education Code.) A student recommended for expulsion has a right to a hearing, but the final decision is subject to approval by the school board. The expulsion process takes approximately 4-6 weeks, during which time the student is suspended. Teachers provide work pending the School Board’s decision regarding expulsion.

DRESS STANDARDS
- Footwear must be worn at all times- no bare feet or slippers
- Hats or head coverings may be worn OUTSIDE for sun protection, and must be worn appropriately (brim forward). Hats are not allowed inside the classroom. Bandannas are not permitted.
- Students shall not wear clothing items that contain messages that are vulgar (including innuendos), offensive, obscene, or libelous, that denigrate others on the basis of race, color, religion, creed, national origin, gender, sexual orientation, or disability, or that are otherwise contrary to the school’s educational mission. This includes lookalike advertising, tobacco messages/advertising, slogans or any text promoting unsafe or illegal activity.
- Any apparel that is disruptive to the instructional program.
- Wallet chains or spiked jewelry/decorations are not permitted.
- Clothing should be modest, of proper fit and repair, and must conceal all undergarments. Students may not mark on their own or other student’s clothing or body. (Autographed clothing is not allowed.) Pants must not sag but must fit around the waist (stay at the waist without the aid of a belt). No pajamas or pajama pants. Belt ends must not hang down below the waist. Oversized belt buckles are not permitted, nor are belt buckles with initials.
- Shorts and skirts should be of modest fit and length (guideline is fingertip length when hands are resting comfortably at the side).
- Clothes not permitted—Half shirts, tank tops with oversized armholes, sagging pants.
Spaghetti straps, racer backs, low necklines, cropped tops, halter tops, strapless tops, or any clothing that exposes the back or undergarments

- Blankets are not allowed at school.

ADMINISTRATIVE ACTION - Students improperly dressed will be disciplined, loaned alternative clothing and/or request for parent to bring a change of clothing. Consistent defiance of dress standards will result in detention, Saturday School assignment, parent conference, or if the problem persists, suspension.

GANG AND GANG-LIKE BEHAVIOR
The Valley Center-Pauma Unified School District desires to keep district schools and students free from the threats of harmful influence of any groups or gangs which advocate disruptive behavior. A “gang” as defined in this policy as any group of people who disrupt school activities, are willfully defiant, or commit illegal acts. Attire that is worn in such a way as to identify students with gangs is not allowed.

GRAFFITI
Graffiti or tagging of any kind is prohibited. This includes writing on notebooks, backpacks, schoolwork, clothing, body or school property. Permanent markers are not permitted.

SEARCHES AND SEIZURES
The law provides school officials with wide latitude to search students and their possessions in the ongoing effort to maintain a safe and secure campus. When a school official has a “reasonable suspicion” that a student may be in possession of contraband or a dangerous object, the student will be asked to submit to a search of their person and backpack/possessions. School officials make every attempt to be unobtrusive and respectful of privacy. Students should be aware that grounds for suspicion commonly include being in an off-limits area without permission or a report by a student/parent/staff member of possession of contraband or a dangerous object. Students should also be aware that any contraband or dangerous object found in their possession will be assumed to belong to them. If a student should discover contraband or a dangerous object on campus, he/she should go directly to a school administrator or other staff member and report it immediately. The district may also use trained detection dogs to detect the possible presence of any drugs, alcohol, or gunpowder-based items. These dogs are non-aggressive breeds that are specifically trained to discriminate “scents” of contraband items. This program is yet another measure to promote a safe and healthy learning environment for all.

COUNSELING
The guidance and counseling program is intended to help students with academic, personal, educational, and career concerns. Any student wishing to see the counselor should complete an “Appointment Request” form which is available in the office. The counselor will then contact the student. **Students should neither leave class nor be late to class to fill out an appointment slip in the office. A pass from the classroom teacher is required to visit the office.**

MEDIATION
The best way to avoid conflicts at school is to talk about your concerns with someone who will listen to both sides of the story and help resolve the problem. Your teachers, counselor, or administrators can help to work through conflicts before they become bigger problems. Please ask an adult for help before taking action on your own that you might later regret.

SCHOOL DANCES
Dance parties are scheduled several times during the school year. These are fun events with dancing, games, friends, food, music, and a theme. Dance parties are held in the gym and Multipurpose Room from 3:00-5:00 p.m. In order to attend dances, students must, 1) have good behavior, including no suspensions (either in-school or at home) since the last dance 2) have a signed parent permission slip, 3) have their student ID card, and 4) buy a dance ticket (contact the counselor if money is an issue).

Guidelines for school dances:
● All school dress code rules apply
● Dancing must be appropriate for school
● All regular school rules apply
● Cell phones must be stored in backpacks
● Students must be picked up no later than 15 minutes after the end of the dance
● Students must arrive promptly and may not leave the dance early (unless arrangements have been made in advance with a school administrator).
● A ticket purchased may not be given to another student
● Have fun with friends!

EIGHTH GRADE END-OF-YEAR ACTIVITIES
Participation in 8th grade end-of-year activities, including the promotion ceremony, is a privilege. Students who are suspended, do not meet academic guidelines, and/or who have excessive absences or tardies may be excluded from participating in one or more events.

STUDENT ACTIVITIES
VCMS offers a variety of extracurricular activities for students. Students must attend class during the day in order to participate in after school activities. These activities include:

<table>
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<tr>
<th>Lunch time activities</th>
<th>Assemblies</th>
<th>Spirit Days/Events</th>
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<tr>
<td>Music Events (Band, Choir)</td>
<td>Writing Contests</td>
<td>Field Trips</td>
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<td>Clubs</td>
<td>Variety Show</td>
<td>CA Jr. Scholastic Fed. (CJSF)</td>
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<td>Spelling Bee</td>
<td>Dance Parties</td>
<td>Student Government/ASB</td>
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<td>Optimist Speech Contest</td>
<td>Drama Activities</td>
<td>Yearbook</td>
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</tbody>
</table>

I hereby acknowledge receipt of information regarding school rules and policies and have gone over them with my child.

Student Signature ___________________________ Date ___________________________ Parent Signature ___________________________

Young Adult Reading

Along with its regular collection, the Valley Center Middle School Library has a collection of Young Adult Books. These books were written for middle school students and some may contain mature situations or language that you may not want your child to access. The library collection and the instructional materials of this school follow the district guidelines for book evaluation and selection.

As partners in our students’ learning and growth, we encourage you to continue monitoring the books that your child reads, and to decide what is appropriate reading for your child. Please fill out the form below ONLY IF YOU DO NOT WISH YOUR STUDENT TO CHECK OUT YOUNG ADULT BOOKS.

I DO NOT want my child to check out Young Adult Books:

Student Name ___________________________

Parent’s Name and Signature ___________________________ Date signed ___________________________