

# STUDENT HANDBOOK



*A Model Continuation School*



*Hope-Opportunity-Second Chance*

158 Cassou Road  
San Marcos, CA 92069  
Phone: (760)290-2555  
Fax: (760)736-2221

Principal Garth Phillips  
Asst. Principal Claudia Hernandez

# Welcome to Twin Oaks High School

TOHS is a valuable alternative to a traditional high school. Students from Mission Hills High, San Marcos High, and others who move into the SMUSD attendance area, are credit deficient and/or wish for a smaller, more personalized educational setting are welcome to apply.

Students attending TOHS are a diverse group of 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> grade students with mixed ability levels and unique academic histories. All are encouraged to take advantage of the opportunity to make-up missed credits, create positive work habits, learn to make appropriate decisions and plan for future careers and/or education.

Self-motivation and preparedness to follow strict behavioral expectations and attendance requirements are traits that all TOHS students must possess. Students' academic success is directly related to their commitment and effort put forth each day.

This is your chance and we are here to support you!

Garth Phillips  
Principal

## Go Tigers.....



## .....GRRR!

# Our Mission Statement:

*Twin Oaks High School will provide opportunities and second chances for students to acquire and develop the skills and attributes that will serve them effectively in their personal and professional lives.*

## Schoolwide Learner Outcomes:

### *O* = Ownership and Integrity

- Take responsibility for your actions
- Demonstrate integrity in actions and words
- Be a productive member of the local community
- Treat yourself and others with respect

### *A* = Academic Achievement

- Learn while earning credits each trimester
- Pursue academic growth and improvement in all subject areas
- Demonstrate critical thinking abilities
- Fulfill district and state requirements to earn high school diploma

### *K* = Knowledge

- Be aware of the global community and adapt to the changing world of technology
- Learn to live a healthy lifestyle
- Synthesize information from a variety of sources in order to make logical conclusions to solve real-world problems
- Develop an appreciation for education and how it can improve life

### *S* = Skills

- Communicate effectively in reading, writing, speaking, and listening
- Be able to work individually and collaboratively to reach a common goal
- Initiate and appreciate creative projects and ideas
- Prepare for higher education and future career



# TOHS Contacts



**To report an absence call 760-290-2555 x 4**

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## **Administration:**

Garth Phillips, Principal 760-290-2555  
garth.phillips@smusd.org

Claudia Hernandez, Assistant Principal 760-290-2555  
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Cyndi Etnyre, Office Manager 760-290-2538  
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Esther Flores, Attendance 760-290-2537  
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Paige Harford, Registrar 760-290-2539  
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## **Student Support & Well Being:**

Veronica De La Torre, Counselor 760-290-2541  
veronica.delatorre@smusd.org

Ann Amu, Psychologist 760-290-3566  
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Micah Williams, Social Worker 760-290-2399 or Call/Text 760-410-8988  
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## **Teachers: 760-290-2555**

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# Student & Teacher Calendar



## TWIN OAKS HIGH SCHOOL 2021-2022 SCHOOL CALENDAR 2021-2022 CALENDARIO ESCOLAR

July / Julio						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August / Agosto						
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29	30	31				

September / Septiembre						
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October / Octubre						
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24	25	26	27	28	29	30
31						

November / Noviembre						
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28	29	30				

December / Diciembre						
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30	31					

February / Febrero						
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27	28					

March / Marzo						
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April / Abril						
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May / Mayo						
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29	H	31				

June / Junio						
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26	27	28	29	30		

**H** Holiday / Día Festivo

**School in Session / Escuela en Sesión**

**Minimum Day / Día Mínimo**

**NS** Non Student Day (Teacher prep) / Día Sin Estudiantes (Prep de maestros)

**Progress Report / Reporte de Progreso**

**Report Card / Calificaciones Bimestrales**



## **TOHS School Attendance Guidelines.....**

**Absences:** When it is necessary for a student to miss school, a parent or guardian must contact the TOHS attendance line at (760) 290-2555 x 4 to clear the absence before 9:00 a.m. If an absence is not excused within 72 hours it is considered truancy. TOHS does not acknowledge notes, other than from a doctor, to clear absences.



**Consequences for Absenteeism:** Students who do not attend school regularly may face progressive discipline procedures, lose freedoms, be at risk for not graduating, and/or be placed on a behavior contract. Chronic absences may be referred to the School Attendance Review Board (SARB) or the San Diego County Juvenile Court and Community Schools (JCCS).

**Tardy Policy & Classroom Lockout:** The Twin Oaks High School staff takes tardiness very seriously. All parents/guardians are strongly encouraged to ensure that students arrive at school on time, every day. If a student is tardy, he/she is required to sign the daily attendance log located in the main office. So that class disruptions are minimized, late arriving students may be required to attend a supervised lockout.



### **Leaving Campus During School Hours:**

Once arriving on campus, it is the expectation of students to remain at school until afternoon dismissal. If it is deemed necessary for a student to leave campus during school hours, a parent/guardian must contact the office, and the absence must be verified by TOHS office staff. If a student is excused to leave and then returns to campus, he/she must check-in at the office.



**BOTTOM LINE**

*School attendance, until age 18, is mandatory by law.*

*Daily presence is the MOST IMPORTANT factor in students' success at Twin Oaks High School.*

# TOHS Transportation



Bus transportation is available at no cost to all TOHS students living within the SMUSD attendance boundaries, and who do not live within walking distance of campus. TOHS behavior code applies while students are in transit, at bus stops, and en route to a bus stop/en route to home from a bus stop.

- The *morning* bus collects students at pre-designated stops and transports them to TOHS.  
*\*\*If students are not present at a pre-designated stop for three consecutive days, the driver will no longer stop at that location. If a student wishes to reinstate pick-up at that stop, the SMUSD Transportation Department will need to be contacted at (760)290-2670.*
- The *first afternoon* bus leaves TOHS just after daily dismissal and returns students to pre-designated stops.
- The *second afternoon* bus leaves TOHS at the conclusion of the ASSET program, and returns students to pre-designated stops.

***\*\*Bus privileges may be revoked at any time\*\****

## TOHS Bus Schedule

<u>Stop Name</u>	<u>Departure Time</u>	<u>AM Route Number</u>
420 Smilax	8:25 AM	Route B
Barham / Hill	7:25 AM	Route A
Borden / Camino Magnifico	8:35 AM	Route B
Craven / Rush (Past) @ Transit Stop	7:30 AM	Route A
Hibiscus / Sycamore	8:10 AM	Route B
Knob Hill / Palomar	7:30 AM	Route B
La Costa Meadows Elementary @ Exit Driveway	8:10 AM	Route A
Linda Vista / Rancho Santa Fe (Bradley Park)	8:25 AM	Route A
Mulberry / Brass Lantern	7:45 AM	Route B
Paseo Acampo / Rancho Bravado	8:15 AM	Route A
Pico / 1 Positive Place (Boy's & Girls Club)	8:35 AM	Route A
Primrose / Azalea	8:00 AM	Route B
San Elijo Rd / Elifin Forest Rd (West)	7:40 AM	Route A
San Elijo Rd / Melrose (Past) @ Transit Stop	7:50 AM	Route A
San Marcos Blvd. / Viewpoint (Past)	8:20 AM	Route A
South Santa Fe / Community	8:30 AM	Route B
South Santa Fe / Las Flores @ Stairs	7:55 AM	Route B
Vineyard / Auburn	7:50 AM	Route B
Watson / Wellington	8:15 AM	Route B
Woodland Parkway / Rock Springs Rd.	7:35 AM	Route B

## Graduation Requirements



**Twin Oaks High School** operates on a quarter system.  
Quarters allow students to earn up to 80 credits per academic year.

**Mission Hills High School** and **San Marcos High School** operate on a semester system.  
Semesters allow students to earn up to 60 credits per academic year.

Twin Oaks High School	Mission Hills High School San Marcos High School
Quarter System (4 grading periods per academic year)	Semester System (2 grading periods per academic year)
<input type="checkbox"/> 20 Credits <input type="checkbox"/> 20 Credits <input type="checkbox"/> 20 Credits <input type="checkbox"/> 20 Credits	<input type="checkbox"/> 30 Credits <input type="checkbox"/> 30 Credits

## TOHS Required Courses and Credits

Courses	Credits
English	40
Art or World Language or Career Technical Education (CTE)	10
Health	5
Algebra 1	10
Other Math	10
Physical Education	20
Life Science	10
Physical Science	10
World History	10
US History	10
Economics	5
Government	5
Electives	65
<b>Total Credits Required for TOHS Graduation</b>	<b>210</b>



## TOHS Educational and Credit Earning Opportunities...

# *Beyond the Classroom*

### Student Orientation

All those who are new to TOHS will earn credits while participating in a teacher led/student powered workshop to familiarize and acclimate new students to our campus, staff, traditions and expectations. Other topics explored may include study skills, test taking success, job readiness and future plans.

### After School Safety and Enrichment for Teens (ASSET) Program

This federally funded program provides the opportunity for students to participate in after-school academic enrichment and/or supportive services to assist in meeting state and local standards in core content areas.



The TOHS ASSET Program provides a wide range of programs and activities throughout the school year to encourage students to stay after school, while earning graduation credits, in a fun and relaxed environment. A late bus is available for participants, at no cost.



ASSET activities may include:

- Tutoring - Homework club
- Access to computers for research/homework
- Community Outreach
- Organic Outreach
- Career counseling & exploration
- Culinary Arts
- Family/Parent Workshops
- ASB/Leadership activities
- Weekend camping
- Kayaking
- Hiking
- Mountain biking
- Classes: Woodshop, yoga, arts & crafts, nutrition, guitar, etc
- Games - ping pong, foosball, video, board, card, computer, etc
- Recreational sports: volleyball, kickball, weight room access, dance, etc
- Competitive sports: flag football, basketball & soccer



### Palomar Community College Courses

TOHS students may enroll at Palomar Community College and earn high school AND college credit for completing courses. The enrollment fee is waived for most students. Catalogs and registration materials are available in the TOHS counseling office.

#### Credits for completion of courses with passing grade

2 or 3 unit community college course = 5 high school credits

4 or 5 unit community college course = 10 high school credits

### Field Trips

At least twice per year, outstanding TOHS students are invited to attend staff chaperoned field trips to local attractions such as: San Diego Safari Park, Scripps Aquarium, Balboa Park, San Diego Bay, and SeaWorld. Outstanding students are classified as having positive attendance, excellent behavior, and earning adequate course credits each academic quarter.





## **Student Parking at TOHS**

Students may drive themselves to school if the following valid items are provided:

- ★ California driver's license
- ★ vehicle registration
- ★ vehicle insurance

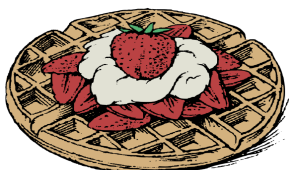
Student parking area is on the west side of the parking lot, along the block wall and in front of the chain link fence.

All student drivers are expected to drive safely, and arrive at school on time.

Students who drive without a valid driver's license will have car keys confiscated, the Sheriff Department will be contacted, and an adult, in possession of a valid driver's license, will need to collect the car from campus.

## **Student ID Cards**

A TOHS ID is not required for students, but may be useful for government identification purposes, discounts for theaters, museums, theme parks, and city transportation. A student ID card may be ordered by contacting the main office at (760) 290-2555. The cost is \$5.00.



## **Student Breakfast & Lunch**

Breakfast and lunch will be provided Monday-Friday to all TOHS students at no cost. If you have questions regarding school meals, contact the SMUSD Child Nutrition Services Office at (760) 752-1253 or visit [www.smusd.org/departments/child\\_nutrition\\_services](http://www.smusd.org/departments/child_nutrition_services).



# **TOHS Campus Searches and Seizures**



California law provides school officials with wide latitude to search students, their possessions, and automobiles, in the ongoing effort to maintain a safe and secure campus. The school district also utilizes random searches by canine detection units as specified in SMUSD board policy (5145.12). School officials are not required to notify parents prior to conducting a search or questioning a student.

When a school official has a reasonable suspicion that a student may be in possession of contraband or dangerous objects, the student will be asked to empty all pockets, remove shoes, and provide the official access to other personal items (backpacks, purses, cars) that may contain contraband or dangerous objects. Students should be aware that grounds for suspicion commonly include being out of class without permission or a report by another student, parent or staff member of possession of contraband, a dangerous object or unusual behavior. Students should also be aware that any contraband or dangerous objects found in their possession will be assumed to belong to them.

If a student discovers contraband or any dangerous object on campus, he/she should inform a teacher or office staff member and turn it over without delay (Ed.Code 489050).

In accordance with the standards and limits set forth in board policy and administrative procedure (BP/AP 5145.12) on search and seizure, a school official may search a student's mobile communications or electronic device, including but not limited to, reviewing messages or viewing pictures. Such a search is authorized if there is reasonable suspicion that the search will uncover evidence that the student is violating the law or rules of the school district or of the school.



# **TOHS Campus Lockdown Procedures**

If it is determined that a lockdown is necessary, the TOHS administrative office will activate the following announcement and students will lockdown as mandated:

***“Staff and Students: This is a Lockdown.  
Lock and Secure Your Doors and Windows.”***

## **Before School**

Students will lockdown in their assigned first period classroom or the closest unlocked classroom/office.

## **After School**

Students will lockdown in their last period assigned classroom or in the closest unlocked classroom/office.

## **During Class Time**

Students will lockdown in the classroom where they are currently situated. If students are not within a classroom, they are to proceed to their assigned classroom or the closest unlocked classroom/office.

## **During Passing Period**

Students will lockdown in their next period assigned classroom. If that is not possible, students will proceed to the closest unlocked classroom/office.

## **During Lunch Break**

Students will lockdown in their next period assigned classroom. Teachers of those classrooms will use discretion in allowing non-assigned students into the classroom and/or direct them to an alternate on campus gathering location.\*

## **During PE Class While Using Outdoor Field**

Students should evacuate to an on campus alternative gathering location\* or the off-site gathering location.\*\*

### **\*Alternative on-site gathering locations**

Room 3 (Woodshop)  
Room 4 (PE)  
Room 9 (ASSET)  
Room 10 (ASSET)

### **\*\*Off-site Gathering Location**

Rise Church  
1915 N. Twin Oaks Valley Road  
San Marcos, CA 92069

# **Twin Oaks High School Behavior Code**

A behavior code is provided to all members of the TOHS family because our students, parents, and staff expect and demand a safe, secure, and orderly campus. These procedures comply with San Marcos Unified School District Policy, as well as state and federal law, and are based on timely and consistent consequences for conduct which is disruptive to our campus.

This behavior code was developed by students, parents and staff. It is the desire of The San Marcos Unified School District to foster responsibility, respect for others, respect for the school, and respect for one's self.

## ***Behavior #1: Dress Code***

Twin Oaks High School is a learning and business environment. Student dress and appearance should reflect this image. While on campus students are expected to exercise good judgement and taste regarding their dress and grooming so as not to disrupt the educational environment.

Clothing must be clean and in good repair. Pants are to be worn at waist level. Skirts and shorts must be of appropriate length and provide adequate coverage when a student is in both standing and sitting positions. Tops worn by both males and females should adequately cover the upper torso area and not expose the chest, cleavage, midriff area, or undergarments.

No gang-related insignia, colors, belts or distinctive modes of dress are permitted on the TOHS campus or at school sponsored activities. Clothing may not display profane, violent, obscene, or sexually based language, pictures or numbers, gang and hate related numbers (see Ed. Code 48900.4 re: suspensions), ethnic or sexist slurs, identification of any alcohol or tobacco product, message or pictures, drugs, drug use, or drug slang of any type.

Footwear must be worn at all times while the student is at school or at school sponsored activities. To ensure student safety, heels (including platforms) higher than 2 inches and all stilettos are prohibited on campus.

All headgear is prohibited on campus. If a hat is required for sun protection, a school-approved cap will be made available. Headgear includes, but is not limited to, all caps, hats, beanies, bandannas, large headbands, head scarves, hoods, and visors. Hoods may not be worn on campus nor in the classroom.

Lakers, Dodgers, Raiders, Padres, Chargers SD and LA clothing or symbols are prohibited. Spike jewelry, belt buckles with initials, chains (including wallet chains) and bandanas are not allowed. Gloves may not be worn on campus. Undergarments must be worn at all times and not be visible.

***Consequences:*** The prohibited garment will be exchanged for an appropriate item, or the student may be sent home to change. Penalties will progress from (1st) warning, (2nd) detention, (3rd or more) parent meeting. I.S.S. Gang related symbols may result in suspension on the first event. Drug and gang related clothing may require parent contact and/or pick up.

## ***Behavior #2: Attendance***

Regular attendance and promptness are the most important requirements for success in high school. Students preparing themselves for their life work need to regard punctuality and attendance as fundamental for later success. Irregular attendance is a handicap in school and on the job. California State law requires pupils to attend their assigned classes every day school is in session. Education Code 49067 and SMUSD Board Policy 5113 "Absences and Excuses" authorize teachers to assign a failing grade to any student with more than 10 days of unexcused absence per academic grading period. The school must notify the parent, either by written report or by conference, whenever a student is in danger of failing based on unexcused absences.

To clear an absence call (760) 290-2555 X 4. Leave a message at any time. Voicemail is available 24 hours a day.

All absences not cleared by a doctor's note or parent/guardian phone call to the TOHS Attendance Office within 72 hours are considered truant and the student will be assigned lunch or after school detention. Once a student has arrived at school, single-period absences may not be excused by a parent/guardian.

All students are expected to be in class for final exams and state testing.

Parental requests for early dismissal or late arrival due to medical appointments or family emergencies will be permitted. The student must be signed out by a legal guardian prior to leaving campus. Failure to do so will result in an after school detention and/or in-school suspension.



### **Excused Absences/Tardies Include:**

Personal illness or quarantine  
Illness or death in the immediate family  
Medical or dental appointments  
Funerals  
Call to court or detention by law enforcement  
Employment interview  
Religious Activities

***\*Make-up academic work is permitted\****

All other absences will be considered unexcused and make-up work may not be offered. Attendance affects both academic and citizenship grades. When a student is not in class, he/she misses direct instruction and lecture, guided practice, class participation, discussion, classroom and group activities, quizzes, tests, and preparation for follow-up lessons, and activities. Poor attendance may ultimately result in a failing grade. Excessive absences, even if cleared, may result in a formal referral to the Student Attendance Review Board (SARB).

Students are expected to leave campus when their individual school day ends unless other arrangements have been made with administration.

***Consequences:*** Three or more unverified full day or class period absences will be considered habitual trancies. Failing to attend after school detention is an act of defiance, which may lead to suspension. Excessive absences and trancies will result in a Student Attendance Review Team (SART) meeting with TOHS Administration. If attendance issues continue, the student will be referred to the School Attendance Review Board (SARB).

Extended Absences: Students who face extended absences should inquire in the Attendance Office.

### ***Behavior #3: TRUANCY***

Every student is expected to attend school daily and be on time for class. If a student is absent from class without a valid excuse or leaves class without the teacher's permission, he/she is considered truant. All absences not cleared by a doctor's note or parent phone call to the attendance office within 72 hours, will be considered truant and the student may be assigned after school detention. The absences must be cleared for the mark of truancy to be removed.

***Consequences:*** A parent/guardian will be notified of the truancy, a student will receive no credit for the work missed or due on the day of the truancy and no make-up work will be allowed. The law enforcement officer on campus may issue a truancy citation or refer the student to County Probation or both. Excessive absences/truancies will result in a Student Attendance Review Team (SART) meeting with TOHS administration. If attendance issues continue, the student will be referred to the School Attendance Review Board (SARB). The SARB process is controlled by the juvenile court system and may result in a court appearance, fine and/or a weekend in a juvenile detention facility.

### ***Behavior #4: LOCKOUT***

To be on time, a student should be in his/her classroom and ready to work when the final bell rings. Period 1 tardy students will be locked out and must report to the main office. Periods 2-6 tardiness will be recorded by classroom instructors.

***Consequences:*** Students may not be allowed to make up work, quizzes, or tests missed due to time spent in lockout. In addition, consequences will progress according to the following:

3rd lockout-Lunch Detention

6th lockout-After School Detention

### ***Behavior #5: BICYCLES, SKATEBOARDS, SKATES, SCOOTERS***

Bicycles, skateboards, scooters, and skates are used by some students for transportation to and from school. Once on school grounds, bicycles, skateboards, scooters, and skates may not be used for transportation at any time. Parking for transportation items is provided. Bikes should be locked in the big racks. Skateboards and scooters must be placed on the racks in the front office. None of the above listed items will be permitted to be carried on campus during the school day.

***Consequences:*** Penalties will range from a warning, suspension, or citation by the School Resource Officer (SRO). A student who uses a bicycle, skateboard, skates or a scooter on campus will be assigned detention upon the first offense. Items may be confiscated and guardians will be notified to come to school to collect the confiscated item. San Marcos Unified School District is not responsible for any damaged or stolen bicycles, skateboards, skates or scooters.

## ***Behavior #6: CARS, MOPEDS, MOTORCYCLES, Reckless Driving and Parking***

All students who park their vehicles on the Twin Oaks High School campus must complete permit paperwork with the front office. Student vehicles may only be parked in marked parking spaces in the main lot. Reckless driving involves any violation (24 hours per day/seven days a week). Parked vehicles are subject to search when on campus. During school hours, students are not permitted to access the student parking lot or their vehicle.

***Consequences:*** Students who park improperly, do not have proper parking documentation, or ignore safe driving rules will lose the right to a parking permit. Parking privileges may be revoked for a period ranging from 30 school days through the remainder of the student's school career. Parents and/or law enforcement officers may be contacted and additional penalties may range from detention, traffic citations, or expulsion.

## ***Behavior #7: ACADEMIC DISHONESTY***

***Acts of academic dishonesty, not be tolerated within the SMUSD, are listed below:***

- Cheating on tests or assignments
- Theft (sending and/or posting pictures electronically of any type of assessment including photos and/or distribution) and alteration of materials
- Fabrication (any intentional falsification or invention of date, citation, or authority in an academic exercise).
- Unauthorized collaboration
- Plagiarism (stealing and passing off as one's own words or idea of another)

***Consequences:*** Any student involved in academic dishonesty will receive a zero on the work with no make-up permitted. Further penalty may be assessed depending on the nature of academic dishonesty. A second event in the same class will result in a drop from that class, with loss of credit. The third event and/or any future events, regardless of the class result, will result in a drop from the class, with loss of credit. Letters of recommendation will not be written for students who have accumulated 2 or more incidents of Academic Dishonesty in grades 10-12.

## ***Behavior #8: CLOSED CAMPUS/GUESTS***

All schools in the San Marcos Unified School District are closed campuses. Students may not leave the campus until their school day has been completed. In emergencies, parents may call the attendance office and make arrangements for the student to leave early. Students who need to leave campus during the school day must be signed out by a legal guardian in the front office. During school hours, students are only permitted to enter and exit the campus through the gate in the *front* of the school.

Only persons conducting school business may be on campus and must immediately check in at the front office. Students are not to bring guests to school as this tends to be disruptive to the educational process, is a security issue, and is an added liability to the school.

***Consequences:*** Students who leave campus during the school day without being excused will receive normal consequences for truancy and are subject to search if they return to campus.

## ***Behavior #9: CLEAN CAMPUS***

Trash and garbage shall be placed in trash cans at all times in order to maintain a clean and safe campus.

***Consequences:*** Students who leave litter will be asked to perform ecology duty on first offense. If a student does not want to complete ecology duty, a lunch detention will be assigned for the following day. Students will receive discipline for defiance on their second offense.

## ***Behavior #10: COMPUTER/INTERNET ETHICS***

Only students who have turned in an Acceptable Use Contract, signed by a parent/guardian will have SMUSD provided internet access. Students may also face discipline procedures based on use of Texts, Twitter, Facebook or any other social media page that is deemed an interruption to the educational process due to an inappropriate nature and/or content.

***Consequences:*** First offense may result in a three-day suspension and removal of internet access for the remainder of the academic period. Further infractions may be referred to the Governing Board for expulsion and/or possible law enforcement charges.

### ***Behavior #11: POSSESSION OF ELECTRONIC DEVICES***

Cellular phones, iPods or other electronic devices are not permitted to be in audible mode while students are in class. Phones must be turned off during class unless the instructor permits the device within a daily objective. If these devices interfere with the educational process, the student will receive a referral and have the electronic device confiscated by administration.

***Consequences:*** First offense will result in a referral and administrative confiscation of the electronic device. A second or third offense for inappropriate use of electronic devices will result in mandatory parent pick up of the device and an alternative learning center assignment.

# The Tiger Way

Be Safe  
Be Responsible  
Be Respectful



# SMUSD Discipline Policy

## **LIST OF SUSPENDABLE AND EXPELLABLE OFFENSES**

The following list of offenses may result in suspension, referral to an Alternative Option Academy, arrest, and/or expulsion from the San Marcos Unified School District. All cases recommended for expulsion will be investigated and determined on specific facts.

### **Mandatory Recommendation of Expulsion (Ed. Code 48915c):**

- Possessing, selling, or otherwise furnishing a firearm
- Brandishing a knife at another person
- Selling a controlled substance/alcohol
- Committing or attempting to commit sexual assault
- Possession of an explosive

### **Quasi-Mandatory/Permissive Recommendation of Expulsion (Ed. Code 48900-48915a):**

The Governing Board is required to make an additional finding that either of the following conditions exists: (1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct; (2) Due to the nature of the violation, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

- Fighting or causing physical injury, assault or battery to a school employee
- Possession of weapons, knives, explosives, dangerous objects(s) of no reasonable use to a student, or dangerous activities.
- Possession or use of a controlled substance, alcohol, intoxicant, or paraphernalia
- Offered, arranged, or negotiated to sell a substance represented to be a controlled substance
- Committed robbery, extortion, or theft
- Vandalism to school property or private property
- Display of graffiti or creating graffiti
- Possession or use of tobacco
- Excessive use of profanity or repeated vulgarity
- Possession of an imitation firearm
- Defiance or disruption of school activities
- Possession of stolen property
- Sexual harassment or obscene acts
- Racial slurs or hate violence
- Intimidation or harassment of students, witnesses, or staff members
- Intentional terrorist harassment, threats, or intimidation against school staff or property
- Aiding or abetting a person who injures/attempts to injure them
- Willful use of force or violence upon the person of another, except in self defense
- Other offenses may result in recommendation for expulsion at the discretion of school administration

The jurisdiction for all school rules will be enforced while on school grounds, while coming to or going from school, during school hours whether on or off campus, while truant from school, and during or while coming to or going from a school-sponsored activity (**Ed. Code 48900 and 48915**).



## **VIOLATION OF ED. CODE 48900 SECTIONS (A)-(R) AND 48900.2-48900.4**

***All cases recommended for expulsion will be investigated and determined on specific facts.***

### **Behavior Code 48900 Section A: FIGHTING**

(1) Caused, attempted to cause, or threatened to cause physical injury to another person or aiding and abetting in commission of physical injury. Mutual combat fighting means two or more students are both actively involved or engaged in a fight. For example, if an aggressor hits another student and the "victim" strikes back and becomes engaged in a fight with the aggressor, this is mutual combat. (2) Willfully used force or violence upon the person of another (battery). If an aggressor strikes another student, and the "victim" does not fight back, this is battery. If two students are actively engaged in a fight, but one stops fighting or is unable to fight back the second student continues to beat him/her, this incident has turned into a battery. Students are expected to seek nonviolent and constructive solutions to conflict. **Consequences:** Students involved in fighting for the first time within a four-year period while enrolled at TOHS will be suspended as a condition of return to school. Additionally, students will be subject to arrest. Mediation and anger management counseling may be required as a condition of return to school. The consequences for a second fighting offense while enrolled at TOHS: student will be referred to alternative education for the remainder of the semester of the occurrence plus an additional semester. Students who commit an assault, battery, or cause severe injury are subject to arrest and/or referral to the Governing Board for expulsion.

### **Behavior Code 48900 Section B: DANGEROUS OBJECTS**

*The definition of a dangerous object is any possessed, sold or otherwise furnished firearm, knife, explosive, or other dangerous object unless, in the case of possession of any such object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, with concurrence by the principal.*

Students may not possess any dangerous object that constitutes a potential threat to the safety and security of the school. Students are hereby informed not to bring any of the following items to campus or any school-related activity (to include but not limited to): gun, BB gun, cap gun, dart gun, pellet gun, spot maker gun, stun gun, model gun, toy gun, squirt gun, replica gun, "zip gun", rifle, model rifle, pistol, Air Soft gun, revolver, Taser, semi-automatic weapon, model semi-automatic weapon, toy semi-automatic weapon, knife, locking blade, switchblade knife, butterfly knife, pocket knife, Swiss Army knife, pan knife, keychain knife, kitchen knife, box knife, Exacto knife, dirk, dagger, ice pick, razor blades, bombs, pipe bomb, ammunition, time bomb, containers of inflammable fluids, stink bombs, that may cause allergic reactions, firecrackers, clubs, billy clubs, black jack, slingshot, nunchaku, sandclub, sandbag, metal knuckles, any metal plate with radiating points with one or more sharp edges, spike jewelry & apparel, safety pins as decorative or apparel, chains (including wallet chains), pepper spray or mace, anything that expels a projectile by force of air or explosion, fireworks or any incendiary devices, lighters, pressurized cartridges, laser pointers, using or flashing of laser pointers, and replica weapons. **Consequences:** Suspension and possible transfer to alternative school or referral to the Governing Board for expulsion on the first offense. In addition, law enforcement may be contacted.

### **Behavior Code 48900 Sections C and D: CONTROLLED SUBSTANCES**

Students may not possess, use, sell, be under the influence of, or furnish any amount of alcohol, controlled substance, steroids, or intoxicants of any kind. These include, but are not limited to alcoholic beverages, marijuana, methamphetamines, inhalants, hallucinogens, abused use of prescription drugs or over-the-counter medication. All prescription and over-the-counter medication must remain in the possession of the school nurse. In addition, students may not offer, arrange or negotiate to sell any of the above and then furnish a substitute item intended to represent the controlled substance, alcoholic beverage, or intoxicant. \*Students who unlawfully sell a controlled substance/ alcohol/ intoxicant will be recommended for expulsion (Mandatory Ed. Code 48915c). **Consequences:** Students found in possession of or use of alcohol, marijuana, intoxicants, or any controlled substance while under the school's jurisdiction will be suspended for five days and must fill out a Return to School Drug/Alcohol Agreement. If students have committed a previous alcohol, marijuana, intoxicant, or controlled substance infraction, they will be referred to the Governing Board for expulsion. **Possession:** Students who are in possession of more than one ounce of marijuana will be suspended for five days and may be referred to the Governing Board for expulsion on the first offense. In addition, law enforcement will be contacted. **False Representation:** Students who provide other persons with an item intended to represent any alcohol, intoxicant, marijuana, or controlled substance product will receive the same consequences as someone who furnishes a controlled substance/intoxicant. All students are subject to Breathalyzer test if they are suspected of being under the influence of a controlled substance.

### **Behavior Code 48900 Section E: ROBBERY**

Students are expected to respect the property of others. Students may not commit or attempt to commit robbery or extortion. This includes the theft of any property not belonging to the student or any attempt made to force or create fear in others while attempting to or stealing property belonging to someone else. **Consequences:** The consequences for robbery or extortion will range from suspension to referral to the Governing Board for expulsion. The student and/or parent will be responsible for returning the stolen property or for full payment. In addition, law enforcement will be contacted. Appropriate intervention counseling or campus projects may be part of this process. *Video surveillance may be used to protect vulnerable or high-risk areas.*

### **Behavior Code 48900 Section F: DAMAGE TO PROPERTY**

Students are expected to respect the property of others. **Consequences:** The consequences for attempting to cause or causing damage to another's property will range from suspension to referral to the Governing Board for expulsion. The student and/or parent will be responsible for payment for the damage. In addition, law enforcement may be contacted. *Appropriate counseling or campus projects may be part of this process. Video surveillance may be used to protect vulnerable or high-risk areas.*

### **Behavior Code 48900 Section G: THEFT**

Students are expected to respect the property of others. Students are strongly discouraged from bringing valuable items and large sums of money to school. TOHS is not responsible for lost or stolen items/money. TOHS staff is not responsible to investigate the theft of valuables, including (but not limited to) iPods, cameras, cell phones, and cash. **Consequences:** The consequences for theft will range from suspension to referral to the Governing Board for expulsion. The student and/or parent will be responsible for returning the stolen property or for full payment of the property. In addition, law enforcement may be contacted. Appropriate counseling or campus projects may be part of this process. *Video surveillance may be used to protect vulnerable or high-risk areas.*

### **Behavior Code 48900 Section H: TOBACCO**

Students are expected to live healthy lifestyles. Students may not possess or use tobacco or any products containing tobacco or nicotine products including, but not limited to, cigarettes, cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. **Consequences:** Students found in possession of, or who use tobacco or products containing tobacco or nicotine will receive the following consequences. First offense within a four-year period while enrolled at San Marcos Unified School District: the students will be suspended for two days and referred to the TUPE (Tobacco Use Prevention Education) Program. Second offense: the student will be suspended for five days. Law enforcement will be contacted with any tobacco referral.

### **Behavior Code 48900 Section I: OBSCENITY, PROFANITY, AND VULGARITY**

Students are expected to treat all members of the school community with respect and to practice responsible and honest behavior. Students may not engage in obscene acts or engage in habitual profanity or vulgarity, which includes: writing, speaking, gesturing, or acting in contempt of sacred or holy things, or using irreverent or coarse language.

**Consequences:** The consequences for engaging in obscene acts or habitual profanity or vulgarity will range from detention to referral to the Governing Board for expulsion. Appropriate counseling or campus projects may be part of this process.

### **Behavior Code 48900 Section J: PARAPHERNALIA**

Students may not possess, offer, arrange, or negotiate to sell any drug paraphernalia as defined in Section 11014.5 of the Health and Safety Code. Examples of paraphernalia include, but are not limited to, pipes, bong, roach clips, rolling papers, and any other devices used in conjunction with illicit substances. **Consequences:** Students who possess, offer, arrange, or negotiate to sell drug paraphernalia will receive a five day suspension and referral to counseling. A second offense will result in a referral to the Governing Board for expulsion. In addition, law enforcement will be contacted. Appropriate counseling or campus projects may be part of this process.

**Behavior Code 48900 Section K: DEFIANCE AND DISRUPTION**

Students are expected to follow all school rules and respect the authority and direction of school staff, to behave in a safe and orderly manner, to maintain a safe environment in the school, and to treat all members of the school community with respect. Students may not be defiant, disruptive, disrespectful, or deceptive (refuse to provide name or ID card). These behaviors negatively impact the orderly operations of the classroom or general educational environment of the school.

**Consequences:** Students who defy the direction of a school employee or disrupt the orderly operation of any school related activity will receive consequences ranging from ISS, detention, through referral to the Governing Board for expulsion. In addition, law enforcement may be contacted. Appropriate counseling or campus projects may be part of this process.

**Behavior Code 48900 Section L: RECEIVING STOLEN PROPERTY**

Students are expected to respect the property of others. **Consequences:** Students who knowingly receive stolen property will be suspended and may be referred to the Governing Board for expulsion. In addition, law enforcement may be contacted. Appropriate counseling or campus projects will be part of this process.

**Behavior Code 48900 Section M: POSSESSION OF AN IMITATION FIREARM**

As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. This includes pellet guns, BB guns, and other "toy" guns, Air Soft weapons which may be mistaken for a real firearm. This also includes replica ammunition that could be mistaken for actual ammunition. **Consequences:** Suspension and possible referral to the Governing Board for expulsion on the first offense. In addition, law enforcement may be contacted. Appropriate counseling or campus projects may be part of this process.

**Behavior Code 48900 Section N: COMMIT/ATTEMPT TO COMMIT SEXUAL ASSAULT/SEXUAL BATTERY**

Students are expected to treat all members of the school community with respect. As used in this section, sexual assault includes any sexual acts performed against the victim's will by means of force, violence, threats, duress, or fear of immediate and unlawful bodily injury on the victim. As used in this section, sexual battery means intentionally touching the breast, buttocks, or groin area of another person without his/her consent. **Consequences:** Suspension and referral to the Governing Board for expulsion on the first offense. In addition, law enforcement will be contacted. This is mandatory expulsion (Ed. Code 48915c).

**Behavior Code 48900 Section O: HARASSED, OR INTIMIDATED A PUPIL WHO IS A WITNESS**

Harassing, threatening, or intimidating a pupil who is a complying witness or witness in a school disciplinary proceeding for the purpose of either preventing the pupil from being a witness or retaliating against that pupil for being a witness, or both. **Consequences:** Suspension and possible referral to the Governing Board for expulsion on the first offense. In addition, law enforcement may be contacted. Appropriate counseling or campus projects may be part of this process.

**Behavior Code 48900 Section Q: HAZING**

No student shall participate in hazing or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person. **Consequences:** Suspension and possible referral to the Governing Board for expulsion on the first offense. In addition, law enforcement may be contacted.

### **Behavior Code 48900 Section R: BULLYING**

Including but not limited to bullying by electronic means. **Consequences:** Detention to possible referral to the Governing Board for expulsion on the first offense. In addition, law enforcement may be contacted.

### **Behavior Code 48900.2: SEXUAL HARASSMENT**

Students are expected to treat all members of the school community with respect. Students may not engage in conduct constituting sexual harassment such as, but not limited to, unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, including harassment for sexual orientation severe enough to have a negative impact upon another student's academic performance or to create an intimidating, hostile, or offensive educational environment. Any student wishing to make a complaint of sexual harassment should immediately report it to an Assistant Principal. Complaints must be initiated no later than six (6) months from the date of the initial problem. *Sexual Assault* is any involuntary sexual act in which a person is threatened, coerced, or forced to comply against his/her will regardless of whether the person knows the assailant(s) casually, intimately, or not at all. **Consequences:** The consequences for sexual harassment will range from a warning to referral to the Governing Board for expulsion. In addition, law enforcement may be contacted. Appropriate counseling or campus projects may be part of this process. A student's class schedule may be changed to limit contact with the student being harassed. For additional information on District policy governing sexual harassment issues, contact District Human Resources (752-1299).

### **Behavior Code 48900.3: HATE VIOLENCE**

Students are expected to treat all members of the school community with respect. Students may not cause, attempt to cause, threaten to cause, or participate in an act of hate violence as defined in Ed. Code 33.32.5. This includes, but is not limited to, any verbal, visual, or physical injuring or intimidating behavior associated with anger toward other persons based upon race, color, ancestry, national origin, disability, gender, sexual orientation, or religious preference. This includes racial, ethnic, sexual orientation, and religious slurs. **Consequences:** The consequences for harassing, threatening, or intimidating behavior will range from suspension to referral to the Governing Board for expulsion. In addition, law enforcement may be contacted. Appropriate counseling or campus projects may be part of this process.

### **Behavior Code 48900.4: HARASSMENT, THREATS, AND INTIMIDATION**

Students may not intentionally engage in bullying behavior such as harassment, threats, or intimidation directed against any other student(s) severe enough to disrupt class work, create disorder, and invade the rights of the other student(s) by creating an intimidating or hostile educational environment. This includes verbal, nonverbal, and physical acts. Some of these activities would include symbols that are considered to be gang, hate, or racially motivated, or sexual orientation slurs. **Consequences:** The consequences for harassing, threatening or intimidating behavior will range from suspension to referral to the Governing Board for expulsion. In addition, law enforcement may be contacted. Appropriate counseling or campus projects may be part of this process.

### **Behavior Code 48900.7: TERRORIST THREATS**

Students may not make terrorist threats against school officials and/or property as defined in AB 307, Chapter 405. These acts include any written or oral statement by a person who willfully threatens to commit a crime that will result in great bodily injury, death, or property damage in excess of \$1000 with the specific intent the statement is taken as a threat, even if there is no intent of actually carrying it out. **Consequences:** The consequences for terrorist threats will range from suspension to referral to the Governing Board for expulsion. In addition, law enforcement may be contacted. Appropriate counseling or campus projects may be part of this process.