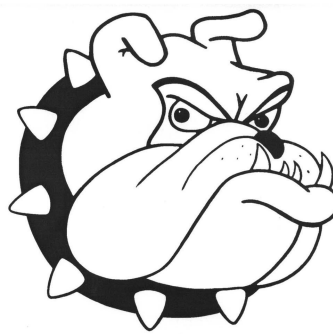


MAINE PRAIRIE HIGH SCHOOL

Parent/Student Handbook



Respectful
Responsible
Safe

2020-2021

Mission Statement

The mission of MPHS is to create an environment where students are engaged in robust and relevant content, connected with positive and meaningful relationships and supported with services needed to become self-aware and achieve their college, career and life goals.

School Wide Learning Objectives

Students build strong content knowledge.	Students have a deep knowledge in or of English Language Arts, Social Science, Physical Science, and mathematics content areas. Students use technology efficiently and effectively to become 21 st century learners.
Students demonstrate independence.	Students are life long, self-directed learners. Students are creative and resourceful problem solvers.
Students use multiple modalities to communicate effectively.	Students are respectful of their audience and mindful of their purpose. Students are considerate of other perspectives and cultures.
Students employ relevant evidence	Students use evidence to support or challenge claims. Students are open-minded readers, writers, and critical thinkers.

Directory

MAINE PRAIRIE HIGH SCHOOL

305 East C Street, Dixon, CA 95620

Phone: (707) 693-6340 Fax: (707) 678-4892

Site Administrator

Yvette Ramos, *Principal, Alternative Education*, YRamos@dixonusd.org

Faculty & Staff

Juan Jose Alvarez (*Maintenance*)

Angelina Arias, (*Counselor*)

Dan Bledsoe, (*Social Science*)

Isabel Brice, (*Dixon Community Day School*)

Andrea Ferguson, (*Mathematics*)

Dina Flamik, (*Science*)

Arturo Hernandez, (*Custodian*)

Kathleen Lewetzow, (*School Site Coordinator*)

Felix Lopez, (*Instructional Assistant, DCDS*)

Alicia Mattson, (*English*)

Lindsay Medina, (*Resource Specialist*)

Susana Perez, (*Instructional Assistant & Parent Liaison*)

Brenda Pignataro (*SCOE, Vocational Specialist*)

Regina Peterson, (*Art*)

Lynn Posedale, (*Food Service*)

Monica Ramirez, (*Mental Health Clinician*)

Julie Skaug, (*Instructional Assistant*)

Maine Prairie High School Calendar 2020-2021
This calendar is subject to change due to COVID-19 Coronavirus

August 24	Trimester 1 Begins – First Day of School
September 7	Holiday (Labor Day)
September 17	Open House
October 2	Progress Reports
October 12	Holiday (Local Holiday)
October 22	ELAC
October 30	Teacher Work Day
November 11	Holiday (Veteran’s Day)
November 20	Trimester 1 Ends – Report Cards
November 23-27	Holiday (Thanksgiving Break)
November 30	Trimester 2 Begins
December 21-January 1	Holiday (Winter Break)
January 4	School Resumes
January 18	Holiday (Martin Luther King, Jr.)
January 22	Progress Report
February 25	ELAC
March 5	Trimester 2 Ends – Report Cards
March 8	Trimester 3 Begins
April 5-9	Spring Break
April 30	Progress Report
May 19	ELAC
May 31	Holiday (Memorial Day)
June 3	Qualification Day
June 3	End of Year BBQ
June 8	Graduation Practice
June 9	Graduation
June 10	Trimester 3 Ends - Last Day of School
June 11	Teacher Work Day

Welcome to Maine Prairie High School (MPHS). MPHS expects all students to be responsible, respectful and safe. This handbook is designed to provide you information to meet these expectations and includes expectations with respect to the new Distance Learning 2.0 Model.

Video Conferencing Protocols and Tips for Students

- Students will utilize their first and last names on their profiles
- Teach students to be mindful of what's displayed in the background when they're on a session. Students should be in a safe and appropriate place. It's up to teacher discretion whether or not virtual backgrounds can be used by students.
- Remind students that distance learning is school. Students should dress appropriately when using Zoom/Meet, and norms and expectations around interaction with other students or with their teacher are the same as they would be in an in-person environment.
- Families should be mindful about what could be seen or heard during a video conferencing session.
- Microphones should be muted during synchronous class sessions, especially when there's a large group session. Teach students to make use of the raise hand feature to be called upon during a synchronous session.
- Students are expected to have their devices charged during non instructional time, so that devices are ready for use for synchronous/asynchronous instruction for each school day.
- Students are not permitted to share the video conference link within anyone other than who the teacher invited.
- Communicate to students that they are not permitted to record a session, take a picture/screenshot of you or of any other participants on the video recording session.
- Students will follow all expectations outlined in the DUSD Technology Acceptable Use Policy.

Mental Health

At the Dixon Unified School District, we care about your students social and emotional well being. We understand that students may need to speak with a mental health clinician. Included in the back of this handbook is a consent form. Please contact our school counselor for more detailed information at (707) 693-6340, extension 7520.

Maine Prairie Pathways

Students transfer to alternative programs for a variety of reasons and have increased options once they enroll. It is important to understand the pathways from Maine Prairie in order to set an academic goal and maintain progress toward it. The following examples are options Maine Prairie students and their parents can explore:

Transfer to Traditional Program/Dixon High School

Students who have a credit deficit and are not on track for graduation from Dixon High School (DHS) can voluntarily transfer to Maine Prairie High School. Students may transfer to MPHS only at the Dixon High School Progress Reporting periods. To transfer to DHS, all underclass requirements must be fulfilled. In general, a transfer Junior must have 115 credits for Fall enrollment and 145 for Spring enrollment. A Senior must have 155 credits for Fall enrollment and 195 for Spring enrollment. Students must meet with their counselor for specific transfer plans.

To stay on track for transfer to DHS, students must not only make up their deficit credits, but continue to earn credits required for current enrollment. This is a very rigorous expectation and will require a great deal of work from the student. To be successful upon return to a traditional school setting, it is imperative that students improve study habits and time management. Maine Prairie is dedicated to helping students reach their goals. The road to the traditional program is difficult, but in many cases, possible.

It is not the only option.

Graduation from Maine Prairie

The credit requirements for graduation from Maine Prairie are identical in number to those at Dixon High School. A diploma from Maine Prairie is a high school diploma. **Maine Prairie is fully accredited by the Western Association of Schools and Colleges.** Graduates can be confident that their diploma will be recognized for its accredited status.

Community colleges, such as Solano Community College, recognize a Maine Prairie diploma and business/trade schools accept a Maine Prairie diploma. A Maine Prairie diploma qualifies a “yes” response on job applications that inquire about high school graduation status. A student can graduate from Maine Prairie, attend a two year community college and transfer to a four year college.

Maine Prairie High School has its own graduation ceremony. Students who graduate at any time during the school year are encouraged to participate.

Four Plus Plan

Students who have completed four years of high school and are 18 years old (22 years for Special Education students) must apply for a fifth year enrollment. Students whose

attendance and behavior have been below standard will not be considered; nor will students who need an excess of the yearly credits offered to graduate. “Four +” students must have excellent attendance, academic progress, and good behavior to stay at Maine Prairie. A fifth year student contract is required. The student will be dropped from the program if they fail to meet expectations. Parents will continue to be included as contacts unless the parent and/or student (18 and over) request otherwise. **All “Four +” students are required to complete 25 hours of community service.** The community service requirement is in addition to any other obligation and hours that are to be performed on the campus.

Preparation: GED/CHSPE

Students can continue to earn credits toward a high school diploma while preparing to take the tests of General Educational Development or the California High School Proficiency Exam (CHSPEE). See the principal or counselor for more information on the exam requirements and benefits.

Curriculum

MPHS awards variable credit(s). All trimester courses are 5 credit courses. It is strongly encouraged for students to earn all 5 credits as it is difficult to make up partial credits. Courses at Maine Prairie are being developed with common-core standards-based texts that meet the requirements for high school coursework and graduation in the State of California. Due to the size of our school, we offer a small number of elective courses and will continue to expand course offerings.

Accelerated Credits

In a traditional high school program, students enroll in 6 five-credit classes each 18-week **semester**, potentially earning 30 credits per semester or 60 credits per school year:

18 wks		18 wks	
-----		-----	
August	January	May	
-----		-----	
6 classes X 5 credits = 30 credits per SEMESTER		6 classes X 5 credits = 30 credits per SEMESTER	

60 Credits per Year

At Maine Prairie, students enroll in 6 five-credit classes and 1 credit Advisory period each 12-week **trimester**, *potentially* earning 31 credits per trimester or 93 credits per school year:

		Trimester 1	Trimester 2	Trimester 3	Yearly Total
School Days		62	57	61	180
Credits/Cla s		5	5	5	15
Credit Totals	Regular Day 7 periods	30	30	30	90

Students must meet all requirements to earn each credit offered during the 12-week grading periods. It is a fast-paced and rigorous course of study; however, students will accelerate their credit earning potential if they work hard, attend all classes on time and complete their assignments.

Contracts

Students who are fully participating in their schedule (attendance and credit completion) may request contract work. Contract work is completed at home, after school hours, as credit recovery or to make up a deficiency. Contract work is not for acceleration unless approved by the administrator.

Odysseyware

Odysseyware is the online credit recovery program used both at Maine Prairie H.S. and Dixon High School. The students are provided the opportunity to have Odysseyware courses based on individual needs and is used to recover partial credits.

Work Permits

Eligibility for a work permit requires students to be in good standing. Good standing is defined as a cumulative 2.0 GPA, acceptable school attendance and behavior. It is up to the site principal to make discretionary exceptions to those students who do not meet the requirements.

Attendance

Regular school attendance is a necessary part of the learning process and the means to graduate with a quality education and a diploma. Frequent absences put a student's education and future in jeopardy. Chronic absenteeism is highly associated with failure and dropping out of school. When students are absent, our schools suffer. Each student generates average daily attendance (ADA) funding. Our district creates a budget based on the number of students expected in class each day. When a student is absent, the district/school receives no ADA. However, funds for that student have already been used for the classroom, teacher, and supplies, and there is no way to get them back. Each student absence affects the quality of education for all students. A student's grades may be affected by unexcused absences in accordance with Board Policy 5113.

Based on Education Code 48205, absences may be excused for the following reasons only:

- √ Personal illness
- √ Quarantine

- √ Medical, dental, or chiropractic appointments
- √ Funerals one day for in state, three days for out of state
- √ Jury Duty
- √ The illness or medical appointment of a child to whom the student is the custodial parent
- √ Upon advance written request by the parent/guardian and the approval of the Principal or designee for justifiable personal reasons

A student's grades may be affected by absences in accordance with Board Policy 5113.

Maine Prairie High School Attendance Rubric

	Excellent No credit loss	Good May lose credit	Poor May lose up to 2 credits	Unacceptable May lose up to 5 credits
Absences	0-1 Day per Trimester	2-3 Days per Trimester	4-5 Days per Trimester	6 or More Days per Trimester
Tardies (3 Tardies = 1 absence per class)	0-1 Tardies per Trimester	2-3 Tardies per Trimester	4-5 Tardies per Trimester	6 or More Tardies per Trimester
Calling In	Always calls in the morning of the absence or sooner	Always calls in but may call in late sometimes	Doesn't always call in, or calls in after skip calls have gone out	Doesn't call in

Admittance After Absence

When students who have been absent return to school, they shall present a satisfactory explanation verifying the reason for the absence. **After 2 days (48 hours), the absence will be considered unexcused.** The following methods may be used to verify student absences:

- 1) Written note from parent/guardian
- 2) Telephone call from parent/guardian
- 3) Visit to the student's home (District initiated)
- 4) Physician's verification

Maine Prairie High School Office: 693-6340

Make-Up Work

A pupil with an excused absence from school shall be allowed to complete all assignments missed during the absence and upon satisfactory completion, be given full credit. The minimum number of days allowed for such make-up should be equivalent to the number of days the student has been absent. The assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

Short Term Independent Study

Short term Independent Study is granted at the principal's discretion and may be an option for students who will be absent for five (5) consecutive days or more. Students will maintain a clear attendance record and the school can collect ADA funding. If students are going to be absent five (5) or more days, they must pick up an application, complete it and return it to the office with a letter of intent **at least five days prior** to the absence so that the student may be placed on Short Term Independent Study.

Long Term Independent Study

Long Term Independent Study is available to 10% of the school enrollment. Students selected for Independent Study are done so by the principal.

Tardy Policy

Punctuality is a trait valued by schools and the workplace alike. Maine Prairie High School encourages all students to develop good habits, be on time, and avoid the negative consequences associated with being late. Students who are not in school and prepared for class at the scheduled starting time are TARDY. Habitual tardiness will be considered truant and may be referred to SARB for further discussion and/or action.

Truancies

California Education Code 48260 defines truant pupils as, "any pupil subject to compulsory full-time education or to compulsory continuation education who is absent from school without valid excuse three full days in one school year or tardy or absent for more than any 30 minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof...."

Students absent without a valid excuse for three (3) days or the equivalent in class periods in one school year shall be classified as truant and a truancy letter will be sent home. If a student receives three (3) truancy reports, he/she is referred to the Student Attendance Review Board (SARB) for appropriate legal action. Inter-district Agreements may be revoked if standard attendance guidelines are not maintained.

Excessive Absence

Students who are absent (excused and/or unexcused) 10% or more during the school year shall be referred to the School Attendance Review Board (SARB) for possible alternative placement.

Cell Phones and other Electronic Devices

To be successful at school, students need to be focused on their work. Electronic devices can be distracting to your student, the teacher and other students. Students are allowed to use cell phones before and after school, and during break time. All electronics must be off and away before entering the

classroom and during class time unless the teacher has given specific permission. Phones should be completely turned off while in class and not on vibrate or airplane mode. Students are directed to use the school office phone to contact a parent or in an emergency situation. Please call the school number if you must speak to your Maine Prairie student. We will send a message or get your student immediately if parents need them. See discipline section for consequences.

All students will be issued a chromebook after completing the Technology Use Agreement. Please keep in mind that all students are responsible for damage to their assigned chromebook. The cost to replace a chromebook is approximately \$300. Students are expected to follow the rules outlined in the user agreement and failure to do so will result in a consequence.

Students may be considered defiant if devices are used or they refuse to follow teacher direction. Additionally, the cell phone may be confiscated and a parent may be required to pick the device up. The use of a personal laptop must be approved by the principal.

HEALTH INFORMATION

School Nurse

When a student becomes ill or needs medical attention, the school nurse will be called from Anderson school. It is important to give Maine Prairie High School reliable, accurate emergency information so that a parent/guardian can be contacted immediately.

Medication

No medications may be administered at school without a *health provider's written order* including the student's name, medication name, dosage, time to be administered, reason for medication and dates to be taken. This policy includes cough drops, aspirin/pain medication, eye drops, antihistamines, topical ointments, and all prescription drugs. Forms for this purpose can be picked up from Maine Prairie's Office Manager. MPHS faculty and staff are NOT allowed to give students any medications.

All medication to be administered must be in the container with the student's name, medication name, appropriate dosage, health provider's name, and prescription date. All medication is to be kept in the Office Manager's cabinet except inhalers that have received the Maine Prairie Health Technician's authorization. It is the student's responsibility to receive medication at the designated time. All medications left at the school after the last day of classes will be discarded. New forms will be required the following year.

VISITORS (Includes Student Visitors)

Parents/guardians are always welcome on campus. All visitors, including parents, guardians, and other students, need to sign the visitor log in the office. The MPHS administrator will assist parents with classroom visits.

BEHAVIOR GUIDELINES & DISCIPLINE

At MPHS, a culture of respect guides the behavior and actions of our school community. MPHS students are expected to show respect for staff members, the rights of other students, and for the properties furnished for their use. MPHS recognize that the best discipline is self-discipline and that students must take responsibility for their actions.

Proactive Discipline

The following is a list of rewards that students will enjoy if they exercise self-discipline:

1. Personal and academic success
2. Praise from teachers and administrators
3. Positive communication to parents/guardians from staff
4. Recognition Awards
5. "Proferrals" to their administrator
6. Participation in special campus events

When issues of behavior do arise, however, the staff at MPHS encourages cooperation between the home and school concerning students' discipline. School policies and rules will be reinforced when students are on campus, in transit to or from MPHS, and while attending any school-sponsored event. When students fail to follow the school's rules of conduct, the following disciplinary consequences will be imposed in accordance with the severity of the situation and violation of school rules:

Informal Talk

An informal talk can occur between a teacher, counselor and or administrator regarding how the student should behave.

Conference

A conference can be held between a student, teacher, counselor, administrator and/or parent to discuss how the student should behave and disciplinary actions that will be taken.

Teacher-Imposed Suspension

A teacher may suspend any pupil from class for the day of the suspension and the day following. The teacher will contact the parent or guardian in order to set up a parent-teacher conference (Education Code 48910).

Out-of-School Suspension

Out-of-school suspension is the temporary removal of a student from school as a disciplinary consequence (Education Code 48900). A student may be suspended from attending school and school activities for one to five days.

During Out of School Suspension the following expectations should be observed:

1. The student is expected to be under the supervision of a parent during school hours when serving suspension days at home (8:00 – 3:30 pm.). Students shall not appear on or about any school in the district during the period of suspension, unless coming to the office on official business accompanied by the parent/guardian and by prior arrangement with a school administrator.
2. The student is not to attend any school-sponsored event on or off any school campus during suspension. This is extended to include weekend and holiday

activities, and would include, but is not limited to, field trips, athletic events, theater events, proms, dances, and band events.

3. Violation of suspension rules may result in a minimum consequence of a warning and a maximum consequence of a referral to the appropriate law enforcement agency.
4. The responsibility of obtaining and doing class work lies with the student. The teacher may require the student to complete any assignments and tests missed during the suspension; however, the teacher is not required to provide homework (Education Code, 48913).

Expulsion

Expulsion is the removal of a student by the Dixon Unified School District Board of Education. Students who are expelled may not attend any public school within the DUSD (Education Code 48900 and 48915).

Note: Parents will be notified by phone and/or in writing of all cases of serious disciplinary problems or consequences. Parents are encouraged to contact the Principal or Counselor regarding their child's behavior and/or academic status each term.

Mandatory Expulsion

A five-day suspension and recommendation for expulsion is mandatory for any student who: (1) possesses, sells, or furnishes a firearm; (2) brandishes a knife; (3) sells or furnishes drugs or other controlled substances; (4) commits or attempts to commit sexual assault/battery; (5) commits assault or battery upon any school employee (Education Code 48915). In such cases, the offense must be reported to the police department.

Reasons for Suspension or Expulsion

Students may be suspended up to five days and/or recommended for expulsion for any of the acts listed below (E.C. 48900, 48915):

- a. Caused, attempted to cause or threatened to cause physical injury to another person
- b. Possessing, furnishing or selling a firearm, knife, explosive or other dangerous object.
- c. Possessing, selling, furnishing, using or being under the influence of any illegal drug, controlled substances, alcoholic beverage or intoxicant.
- d. Offering, arranging, or negotiating to sell any controlled substance, look-alike drug, alcoholic beverage or intoxicant of any kind.
- e. Committing or attempting to commit robbery or extortion.
- f. Causing or attempting to cause damage to school property or to private property.
- g. Stealing or attempting to steal school property or private property.
- h. Possessing or using tobacco or nicotine products.
- i. Committing an obscene act or engaging in habitual profanity or vulgarity.

- j. Possessing, offering, arranging, or negotiating to sell any drug paraphernalia.
- K. Disrupting school activities or willfully defying the valid authority of school personnel.
- l. Knowingly receiving stolen school property or private property.
- m. Possessing an imitation firearm.
- n. Committing or attempting to commit sexual assault or sexual battery.
- o. Harassing, threatening or intimidating a pupil who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness.
- p. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- q. Engaged in, or attempted to engage in, hazing.
- r. Committing sexual harassment.
- s. Causing, attempting to cause, threatening to cause, or participating in an act of hate violence.
- t. Intentionally engaging in harassment, threats, or intimidation against a pupil(s).
- u. Making terroristic threats against school officials or school property, or both.

Due Process

All students are entitled to due process in disciplinary matters. Students and parents have a right to appeal disciplinary action taken against a student. A meeting must be requested with the principal/designee prior to any future appeal (Education Code 48914).

Discipline Matrix

The following matrix indicates the type of disciplinary action(s) that may apply to behavior infractions. The corrective measures stated are intended to assist in maintaining consistent student discipline. The site administrators reserve the right to determine whether a specific infraction warrants the corrective action detailed below. ***Alternate disciplinary action may be imposed for any of the listed infractions if determined appropriate. This list does not include all possible infractions, or all of the possible corrective actions for such infractions.***

Violations Involving MPHS Culture and Instruction

Infraction	Minimum Offense	Intermediate Offense	Maximum Offense
Cheating, Forgery, or Plagiarism 48900(k)	Zero points Awarded Parent Contact	Zero Points Awarded and Detention or Suspension	Zero Points Awarded, Suspension/Expulsion
Closed Campus Policy Violation 48900(k)	Administrative Detention		Suspension
Defiance 48900(k)	Informal Talk; Parent Contact	Detention	Suspension
Dishonesty	Informal Talk; Parent Contact	Detention	Suspension
Disruption 48900(k)	Informal Talk; Parent Contact	Detention	Suspension
Dress Code 48900(k)	Change Clothes	Change Clothes; Parent Contact	Suspension
Electronic or Nuisance Device	Confiscation; Pick up at end of day	Confiscation; Parent Pick up or Conference	Confiscation with Detention
Furnishing False Information 48900(k)	Detention; Parent Contact	1 Day Suspension	Multiple Day Suspension
Gambling 48900(k)	Detention; Parent Contact	1 Day Suspension	Multiple Day Suspension
Gang Related Behavior 48900(k)	Parent Contact or Conference	Detention or Suspension	Suspension/Expulsion
Obscene Language or Actions 48900(i)(k)	Verbal Warning, Detention	Detention or Suspension	Suspension/Expulsion
Tardiness 48900(k)	Warning and/or Classroom Consequence	Detention	Detention and/or SARB Referral
Truancy 48900(k)	Conference	Conference with parent; SARB referral	SARB Referral
Unauthorized Use of Technology 48900(k)	Verbal Warning and potential loss of privileges	Suspension and potential loss of privileges	Suspension and Loss of Computer Access

Violations Involving Controlled Substances

Infraction	Minimum Offense	Intermediate Offense	Maximum Offense
Alcohol Possession or Use 48900(c)(k)	3-5 Day Suspension	NA	Suspension/Expulsion
Drug/Paraphernalia Possession or Use 48900(c)(j)(k), 48915(a1)	3-5 Day Suspension	NA	Suspension/Expulsion
Providing, Selling, or Buying a Controlled Substance 48900(c)(k), 48915(a1)(c3)	Expulsion	NA	NA
Tobacco/Paraphernalia Possession or Use/Includes all vape devices, ecigs/joules 48900(h)(k)	Detention, Confiscation, and Parent Contact	Suspension	Suspension/Expulsion

Violations Involving Property, Facilities, and Safety

Infraction	Minimum Offense	Intermediate Offense	Maximum Offense
Arson 48900(f)(k)	Expulsion	NA	NA
Destruction and/or Defacement of Property 48900(f)(k)	Restitution and Detention	Restitution and Suspension	Expulsion
Explosive Devices 48900(b)(k), 48915(c5)	Suspension or Expulsion	NA	Expulsion
False Fire Alarm 48900(k)	Suspension	NA	Suspension/Expulsion
Terrorist Acts 48900(a)(k)(r)	Expulsion	NA	NA
Unauthorized Entry to School Facilities 48900(e)(f)(g)(k)	Detention or Suspension	Suspension	Suspension/Expulsion
Use or Possession of a Weapon 48900(b)(m), 48915(a1B)(c1,2)	Expulsion	NA	NA

Violations Involving a Person

Infraction	Minimum Offense	Intermediate Offense	Maximum Offense
Aiding and Abetting a Physical Injury 48900(t)	Suspension	NA	Expulsion
Assault or Battery 48900(a2)(k), 48915(a1A)	5 Day Suspension or Expulsion	NA	Expulsion
Battery on a School Official 48900(a)(k), 48915(a1E)	Expulsion	NA	NA
Bullying (including electronic acts) 48900(r)	Admin Intervention	Detention, Suspension, and/or Intervention	Suspension/Expulsion
Extortion/Robbery 48900(e)(k), 48915(a1D)	Expulsion	NA	NA
Fighting 48900(a1)(k), 48915(a1)	Suspension	Suspension or Expulsion	Expulsion
Harassment/Hazing 48900(q)	Suspension	Suspension or Expulsion	Expulsion
Harassing, Threatening, or Intimidating a Complaining Witness 48900(k)(o)	Suspension or Expulsion	NA	Expulsion
Profanity Directed toward Staff or Student 48900(i)(k)	1-3 Day Suspension	Suspension	Suspension/Expulsion
Sexual Assault/Battery 48900(k)(n), 58915(a4)	Expulsion	NA	NA
Theft/Receiving Stolen Property 48900(g)(k)(l), 48915(a1D)	Suspension or Expulsion	NA	Expulsion

*LAW ENFORCMENT SHALL BE NOTIFIED

**Intermediate consequence to be determined by administrator

SCHOOL ATTENDANCE REVIEW BOARD (SARB)

Students with continuing discipline problems, failure to make academic progress, habitual truancy or excessive absence may be referred to the School Attendance Review Board (SARB) for further intervention and action. Parents receive notification of SARB hearings and are required to attend with their student.

CLASS SUSPENSION BY A TEACHER

Education Code 48913 leaves it up to each teacher's discretion as to whether or not work may be made up during the days the student was suspended.

1. A teacher may suspend a student from class for the duration of that period and the day following.
2. The teacher must report the suspension immediately to the Principal.
3. The student given a classroom suspension by a teacher must be directed to report immediately to the Principal.
4. The teacher must contact the parent by phone within twenty-four hours and request a parent/teacher conference.
5. The teacher must complete the suspension form.

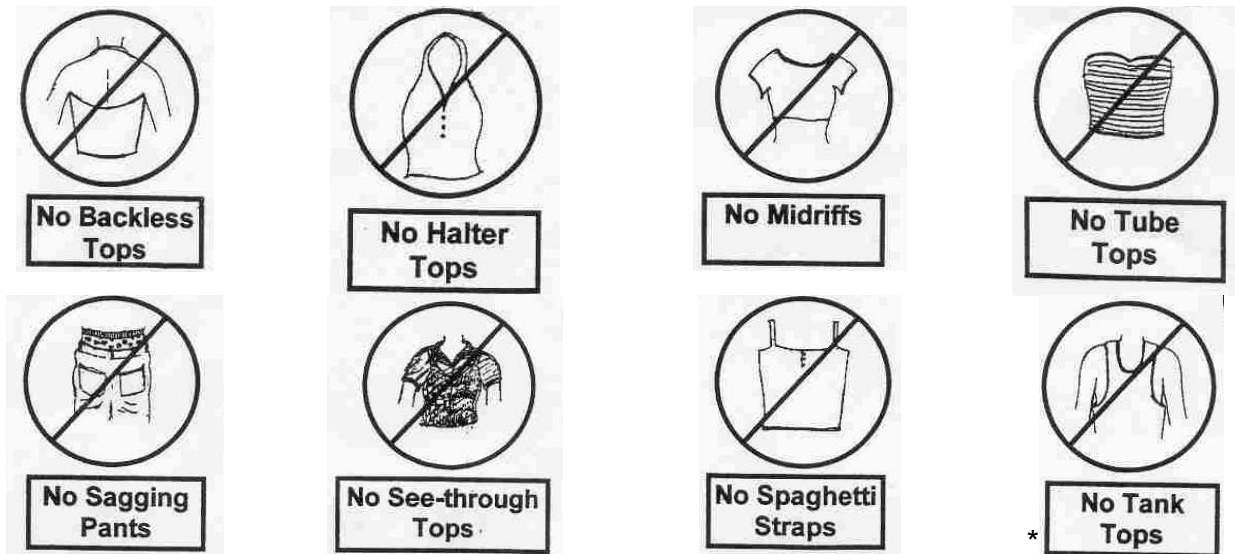
Graduation Requirements

<u>Course Requirement</u>	<u>Credits Required</u>
English	40
Math	30
Science	20
1-year life science	
1-year physical science	
Social Science	
World History (10)	10
U.S. History (11)	10
Civics (12)	5
Economics (12)	5
Foreign Language/Fine Art	10
Foreign Language/Vocational Art	10
Technology/Human Growth and Development (9)	10
Physical Education	20
Two semesters of sports participation during 10 th and/or 11 th grades may be counted in lieu of 2 nd year of P.E.	
Electives	50
Total Credits for High School Diploma	220

Dress Code

The following guidelines are intended to define appropriate student attire and personal grooming. The purpose is to prevent disruption of the classroom atmosphere and educational process, eliminate disturbances among students, ensure student safety, and encourage appropriate dress for post-secondary life. This includes pajamas, slippers, house-shoes and t-shirts with photos of naked and/or half naked women. Clothing should not glorify drugs, alcohol, tobacco, real or perceived gang affiliation. **No solid blue or solid red attire (tee shirts, pants, belts, shoelaces, shoes and/or any accessories that may be perceived as gang related!)**

Dress Code Prohibited Clothing Illustrations



*Specific to white or any-colored see-through “underwear” tank tops

For repeat offenses, progressive consequences including parent pick-up of confiscated item(s), and home suspension for defiance of authority will be imposed (Education Code, 48900K).

Approved head-gear includes baseball caps, bucket caps, and beanies/knitted caps.

If head-gear is sport themed the head-gear must be the official team colors

Students who do not follow the dress code will be referred to the office by staff to change into appropriate school clothing. For repeat offenses, progressive consequences including parent pick-up of confiscated item(s), and home suspension for defiance of authority will be imposed (Education Code, 48900K).

Automobile Searches

California law, Vehicle Code Section 21113 (a) states the following: “Vehicles are subject to search by entering school property, the person driving any vehicle is deemed to consent to a complete search of the vehicle - all its compartments and contents - by school officials or law enforcement personnel for any reason whatsoever. This notice applies to all vehicles of any type and is enforced 24 hours a day.”

Non-Discrimination, Harassment, Intimidation and Bullying

Dixon Unified School District programs and activities shall be free from discrimination, including harassment, intimidation and bullying based on a student's actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, genetic information, color, ancestry, religion, sexual orientation, age, marital or parental status, national origin, ethnic group identification, physical or mental disability, sex or association with a person or group with one or more of these actual or perceived characteristics. The District's Nondiscrimination Policy complies with the requirements of Title VI and VII of the Civil Rights act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Individuals with Disabilities Education Act of 1990, G.C. 11135 and other related state and federal laws.

Coverage applies to admission to, participation in, treatment and employment in all District programs and activities. Lack of English language skills will not be a barrier to admission and participation in a District program.

Pursuant to California Education Code section 221.5, a pupil shall be permitted to participate in sex-segregated school programs and activities, including athletic teams and competitions, and use facilities consistent with his or her gender identity, irrespective of the gender listed on the pupil's records. Any student may request the use of private or unisex restroom facilities for increased privacy. The District endeavors to protect the privacy of all students.

In the event of a complaint regarding gender equity or sexual harassment, or discrimination, including harassment, intimidation and bullying because of actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, genetic information color, ancestry, religion, sexual orientation, age, marital or parental status, national origin, ethnic group identification, physical or mental disability, sex or association with a person or group with one or more of these actual or perceived characteristics, contact:

For student against student complaints:

Adriane Laughter
Pupil Services Coordinator
180 South First St., Dixon, CA 95620
(707) 693-6300, Ext. 8014

For complaints against employees:

Brian Dolan
Superintendent
180 South First St., 23 Dixon, CA 95620
(707) 693-6300

Married/Pregnant/Parenting Students

The Dixon Unified School District applies no rule concerning a student's actual or potential parental, family, or marital status that treats students differently on the basis of sex.

(5 CCR § 4950; 34 CFR § 106.40(a))

The Dixon Unified School District does not exclude or deny any student from any educational program or activity solely on the basis of pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery therefrom.

(5 CCR § 4950(a); 34 CFR § 106.40(b)(1))

Pregnant students and parenting male or female students are not excluded from participation in their regular school programs or required to participate in pregnant-student programs or alternative educational programs.

(5 CCR § 4950(c); 34 CFR § 106.40(b)(1))

Pregnant/parenting students who voluntarily participate in alternative programs are given educational programs, activities, and courses equal to the regular program.

(5 CCR § 4950(c); 34 CFR § 106.40(b)(3))

The Dixon Unified School District treats pregnancy, childbirth, false pregnancy, termination of pregnancy, and recovery therefrom in the same manner and under the same policies as any other temporary disability.

(5 CCR § 4950(d); 34 CFR § 106.40(b)(4))

Sexual Harassment

The Governing Board of Dixon Unified School District is committed to maintaining an educational environment that is free from harassment. The Board prohibits sexual harassment of students by other students, employees or other persons, at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against persons who complain, testify, assist or otherwise participate in the complaint process established pursuant to this policy and the administrative regulation. Board Policy 5145.7 a-e can be accessed through the Dixon Unified School District web page at: www.dixonusd.org

Examples of sexual harassment include, but are not limited to:

1. Physical Sexual Harassment: is physical contact that is unwanted, unwelcome, offensive and/or intimidating. This type of harassment can include, but is not limited to fondling, patting, pinching, or stroking, particularly of the breast, buttocks, or genital areas, actual or attempted kissing, accidental touching, or collisions.
2. Verbal Sexual Harassment: repeated words or comments of a sexual nature that offend reasonable listeners. Some examples are: ongoing sexual remarks about a person's body, clothing, or personal life, frequent sexual teasing, repeated sexual requests or invitations after being told they are unwelcome.
3. Nonverbal Conduct: gestures and actions. This type of harassment can include, but is not limited to leering, ogling, whistling, posting or circulating sexual materials or pictures, licking lips, making lewd hand gestures.

Students are expected to treat their fellow students with dignity and respect at all times on school property and in school programs and activities. The school strongly encourages students to report sexual harassment immediately. Students should report incidents of sexual harassment to the classroom teacher at the time the incident occurs or to the administration if the incident occurs outside of the regular classroom. The school will take prompt and fair action to investigate any report and to stop the sexual harassment from continuing. Parents, students, teachers, and staff can do a great deal to eliminate sexual harassment by behaving in ways which role model and encourage respect for all individuals.

School Site Council (SSC)/English Language Advisory Committee (ELAC)

The MPHS site council meets monthly. The SSC and ELAC committee are made up of administrators, teachers, students, parents and community members. The council serves many support functions. Among them, it advises in such matters as: finances, curriculum improvement, use of facilities, attendance, graduation requirements, staff development planning, and it recommends, develops, and supports the improvements for MPHS. Additionally, the school site council helps to develop the Site Plan for Student Achievement (SPSA).

NOTE: If you are interested in serving on this committee, please contact the school.

