

Mountain Empire High School Student Handbook 2024-2025



...duty, honor, service always...

Mountain Empire High School
3305 Buckman Springs Road, Pine Valley, CA 91962
Phone: (619) 473-8601 website: <https://mehs.meusd.org/>

Note: The Mountain Empire Student Handbook is a living document and is subject to change.

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The RedHawk

In the animal kingdom, the hawk is among the most intelligent of all birds. It has a broad and keen vision allowing it to see what the future holds. While it has a fierce reputation, it is also quiet and

gentle. The hawk is a bird that appears in mythology and historical context in many cultures and time periods. There is a strong mythological belief that the hawk is a leader and is influential in many ways. The hawk's impact is everlasting.

RedHawk Vision

MEUSD Vision: Our mission is to ~~support students & families by providing a high quality, successful community of learning and growth.~~ ¶

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MEHS Vision: ~~Empowering RedHawks to acquire, demonstrate, and value knowledge and skills that enable them to seek out opportunities that benefit their lives and society.~~ ¶

¶

RedHawk Mission ¶

~~The mission of Mountain Empire High School is to educate students and prepare them for life. Students learn to be positive, productive, and valuable community members within a safe and inclusive environment. Students learn new ideas, new ways of understanding, and new ways of knowing.~~

RedHawks transform socially, emotionally, and academically. Students develop strong ethics, a passion for learning, and an ability to connect with people on multiple levels.

RedHawk Student Learning Outcomes

- RedHawks **learn** to think critically in order to solve problems by applying knowledge, skills, and experiences.
- RedHawks **possess** a growth mindset that empowers confidence in college, career, and future endeavors.
- RedHawks **adapt** and **apply** life skills that prepare them to connect and communicate through current and emerging technologies
- RedHawks **create** an inclusive environment through relationships characterized by integrity and respect.

Staff and Student Expectations

The Staff of Mountain Empire High School expect all Students to:

(respectful) Be on time for all classes and be prepared to actively engage in learning.

(respectful) Demonstrate respect for themselves, their school, and others (Use academic language in the classrooms, stay on task, and follow instructions).

Be safe, respectful, and responsible at all times through MEUSD policies as well as School and Classroom Expectations.

Be willing to resolve conflicts and be mindful of others' perspectives.

The Students of Mountain Empire High School expect all Staff to:

Support students by building a relationship that strengthens student growth in all areas of academic and personal success.

Maintain organized, creative lessons to grow critical thinking skills, expand students' knowledge, and encourage them to challenge themselves.

Teach with passion and have a positive attitude towards all students to create an enriching, rigorous learning environment.

Use timely, equitable grading policies that demonstrate content mastery

Have an open-minded communication system that is culturally responsive to each and every student.

Our School Community

Community can be defined as a feeling of fellowship with others as a result of sharing common

attitudes, interests, and goals. Our community is unique in that we bring many distinct and unique mountain communities together to form one Mountain Empire. **The purpose of this handbook is to familiarize students and parents with the expectations, regulations, required courses, activities, and organization of Mountain Empire High School.** With this information it is our hope that a better understanding of the policies of the school by students, parents, and faculty members will consequently result in better cooperation and closer harmony. We want each student to feel they are a citizen of our Mountain Empire High School community.

Alma Mater

*In a meadow, near the mountains, Beneath
the western sky,
Stands our dear old Alma Mater,
Mountain Empire High.
Duty, honor, service
always, May they never
die,
Hail to thee our Alma Mater,
Mountain Empire High!*

Principal's Message

RedHawk Family!

Welcome RedHawks and our families. The purpose of this handbook is to provide parents, students, and our school community with easy access to information on our Mountain Empire High School programs, policies, and activities.

As we look forward to the 2024-2025 school year, we will continue to focus on the social, emotional, and academic well-being of all of our students.

Today more than ever, our students will need us to build strong connections and relationships as they navigate through an increasingly challenging environment. I am committed to providing a school environment that is inspiring, engaging and relevant to our students. Together, we will continue to build a school where students feel connected and supported by teachers and staff. I look forward to meeting all of our RedHawk students and families as we embark on the 2024-2025 school year.

I look forward to reconnecting and getting to know those of you I have not yet met. Your support of Mountain Empire High School is very much appreciated.

Please let us know how we may support you and your RedHawk students this school year.

Sincerely,

David Rios
Principal

4x4 Quarter System & Grading Periods

The MEHS school year utilizes a 4x4 quarter system model. This means our year is broken into four, 8-11 week quarters. Each quarter, students will take up to four classes at 90 minutes per class. Final grades and credits will be issued at the end of every quarter meaning students have the opportunity to earn 20 credits each quarter (80 for the year). Most classes will last for two quarters; students will have a different set of classes in Term 1 vs. Term 2.

TERM 1 August - December		
TERM 1	Quarter 1 August - October (9 weeks)	Quarter 2 October - December (9 weeks)
Quarter Start Date:	Wednesday, August 14	Monday, October 14
Progress Report Date:	Friday, September 6	Friday, November 8
Quarter End Date:	Friday, October 11	Friday, December 20
Sample Student Schedule:	Class 1A (5 credits) Class 2A (5 credits) Class 3A (5 credits) Class 4A (5 credits)	Class 1B (5 credits) Class 2B (5 credits) Class 3B (5 credits) Class 4B (5 credits)
TERM 2 January - June		
TERM 2	Quarter 3 January - March (9 weeks)	Quarter 4 March - June (11 weeks)
Quarter Start Date:	Tuesday, January 7	Monday, March 10
Progress Report Date:	Friday, January 31	Friday, April 25
Quarter End Date:	Friday, March 7	Thursday, June 5
Sample Student Schedule:	Class 5A (5 credits) Class 6A (5 credits) Class 7A (5 credits) Class 8A (5 credits)	Class 5B (5 credits) Class 6B (5 credits) Class 7B (5 credits) Class 8B (5 credits)

Q4 longer to accommodate CA State (CAASPP, ELPAC) and AP testing

MEHS 2024-25 Bell Schedules

DAILY Schedule*		Late Start WEDNESDAYS*	
Period 1	7:25-8:55 (90 mins)	Period 1	8:25-9:40 (75 mins)

Period 2	9:00-10:32 (92 mins)	Period 2	9:45-11:02 (77 mins)
Break	10:32-10:40 (8 mins)	Break	11:02-11:10 (8 mins)
Period 3	10:45-12:15 (90 mins)	Period 3	11:15-12:30 (75 mins)
Lunch	12:15-12:45 (30 mins)	Lunch	12:30-1:00 (30 mins)
Period 4	12:50-2:20 (90 mins)	Period 4	1:05-2:20 (75 mins)

RALLY Schedule*		MINIMUM DAY Schedule*	
Period 1	7:25 - 8:45 (80 mins)	Period 1	7:25 - 8:25 (60 mins)
Period 2	8:49 - 10:10 (81 mins)	Period 2	8:29 - 9:32 (63 mins)
<i>Break</i>	<i>10:10 - 10:19</i> (9 mins)	<i>Break</i>	<i>9:32 - 9:42</i> (10 mins)
Period 3	10:23 - 11:42 (79 mins)	Period 3	9:46 - 10:46 (60 mins)
RALLY	11:46- 12:26 (40 mins)	<i>Lunch</i>	<i>10:46 - 11:16</i> (30 mins)
<i>Lunch</i>	<i>12:26 - 12:56</i> (30 mins)	Period 4	11:20 - 12:20 (60 mins)
Period 4	1:00 - 2:20 (80 mins)		

*7:05 am - 2:30 pm are daily teacher reporting times

	TERM 1 (Aug 2024 - Dec 2024)		TERM 2 (Jan 2025 - June 2025)	
Quarter:	Q1: Aug-Oct (9 wks)	Q2: Oct-Dec (9 wks)	Q3: Jan- March (9 wks)	Q4: March-June (11 wks)
Start Date:	Wednesday, Aug. 14	Monday, Oct. 14	Tuesday, Jan. 7	Monday, March 10
Progress Report:	Friday, Sept. 6	Friday, Nov. 8	Friday, Jan. 31	Friday, April 25
End Date:	Friday, OCTOBER 11	Friday, DECEMBER 20	Friday, MARCH 7	Thursday, JUNE 5

School Calendar

TERM 1 (Quarters 1 & 2)	TERM 2 (Quarters 3 & 4)
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<p>August 2024 1 First Day of Cheer, Football and Volleyball 14 First Day of School 21 Club Rush at Lunch 21 Picture Day 26 Freshman Elections 28 Make- Up Picture Day</p> <p>September 2024 2 Labor Day 6 Q1 Progress Report 19 Coffee with the Counselors</p> <p>October 2024 2 12th Grade Parent Financial Aid Night 10 Blood Drive 7-11 Homecoming Week 11 END OF Q1 (minimum day) 14 Q2 Begins 23-31 Red Ribbon Week 28-Nov 1 Check Your Mood Week (9th & 11th) 31 Costume Contest</p> <p>November 2024 6 Pop-up Shop 8 Q2 Progress Report 11 Veteran’s Day Holiday 12 Winter CIF Sports Begin 14 Coffee with the Counselors 25-29 Thanksgiving Recess</p> <p>December 2024 4 VAPA Night 13 Winter Pep Rally 20 END OF Q2/TERM 1 (minimum day) 12/23-1/6 Winter Recess</p>	<p>January 2025 7 School Resumes First Day of Q3/Term 2 15 11th Grade Parent Night 18 Winter Formal 20 M.L. King Jr. Day 23 Coffee with the Counselors 31 Q3 Progress Report</p> <p>February 2025 12-16 Kindness Week 12-13 Senior Portraits 14- 17 Presidents’ Weekend</p> <p>March 2025 6 Freshman Flight 7 Career Assembly 7 END OF Q3 (minimum day) 13 ASVAB 10 Q4 Begins 3/24-4/04 Spring Break</p> <p>April 2025 7 School Resumes 16 Pop-up Shop 25 Q4 Progress Report</p> <p>May 2025 10 Prom 14 VAPA Night 15 Coffee with the Counselor 26 Memorial Day Holiday</p> <p>June 2025 3 Scholarship Night 4 Senior Awards 5 END OF Q4/TERM 2 (minimum day) 5 MEHS Graduation</p>
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MEHS STAFF

<p><u>ADMINISTRATION</u> Principal..... David Rios Assistant Principal Heather Westgaard Athletic Director Jarrood Sills ASB Advisor Jarrood Sils</p>	<p><u>EXT</u> 201 202 210 210</p>
<p><u>COUNSELORS</u> Michelle Ditomaso michelle.ditomaso@meusd.org..... Peter Krahling peter.krahling@meusd.org.....</p>	<p>262 206</p>
<p><u>OFFICE STAFF</u> Trina Ambrose, High School Office Manager See Mrs. Ambrose for the following: appointments needed with principal; if you are sent to the office for behavior issues; student parking permits; all medical related needs if nurse is off campus; campus security needs; custodial needs; any questions on sports release times and calendar events; all campus guests need to sign in with Mrs. Ambrose at her desk. Mary Hall, Registrar See the Registrar for transcripts, change of address, school verification letter, work permits, and student records. Ginette Gallego, Attendance Clerk Check in with the Attendance Clerk when you return from an absence, need attendance reports, or need to turn in doctor's notes and other documentation of excused absences. Independent study contracts. Deseriee Prince, ASB Finance Clerk See the ASB Finance Clerk for all purchases such as Yearbooks, ASB Cards, PSAT Fees, Dances, etc. Kimberly Danell, District Nurse See the Nurse for all medical related needs. All medications MUST be checked in with the nurse. Ricky Prince, Media Services Coordinator The Media Services Coordinator tracks and maintains the textbooks and Chromebooks for each class and student. All athletic uniforms are checked out from the bookroom (P4) as well.</p>	<p>200 221 225 222 253 238</p>
<p><u>CAMPUS SUPERVISORS</u> Amie Quintana, Shay Smith</p> <p><u>CUSTODIAL STAFF</u> Christian Briggs, Alejandro Izquierdo, Tanya Serrano</p>	

TEACHERS

(by Department)

Teachers can be reached by phone or email. To contact by phone, please dial the school at (619) 473-8601 and use the extension below. There are times that our extensions cannot be reached from outside lines, during this time a front office staff member will transfer your call.

<p>AGRICULTURE</p> <p>Shauna Langan (shauna.langan@meusd.org)</p> <p>Sean Robinson (sean.robinson@meusd.org).....</p>	<p>EXT</p> <p>220</p> <p>208</p>
<p>EDUCATION SPECIALISTS</p> <p>Teresa Gonzales (teresa.gonzales@meusd.org)</p> <p>Brigida Otero (brigida.otero@meusd.org).....</p> <p>Kerry Parsons (kerry.parsons@meusd.org)</p> <p>*Darren Pyle (darren.pyle@meusd.org)</p>	<p>257</p> <p>256</p> <p>229</p> <p>261</p>
<p>LANGUAGES</p> <p>Robert Bunting (robert.bunting@meusd.org)</p> <p>Ellen Horowitz (ellen.horowitz@meusd.org)</p> <p>Jeff Mihlon, EdD (jeff.mihlon@meusd.org)</p> <p>^*Dina Sterner (dina.sterner@meusd.org)</p>	<p>214</p> <p>252</p> <p>226</p> <p>227</p>
<p>MATHEMATICS</p> <p>*Amanda Gonzales (amanda.gonzales@meusd.org)</p> <p>Jennifer Reed (jennifer.reed@meusd.org)</p> <p>Noor Tozy (noor.tozy@meusd.org)</p>	<p>237</p> <p>213</p> <p>216</p>
<p>PHYSICAL EDUCATION</p> <p>Ben Gooding (ben.gooding@meusd.org)</p>	<p>223/242</p>
<p>SCIENCES</p> <p>Stuart Douglas (stuart.douglas@meusd.org)</p> <p>Samuel McInvale(samuel.mcinvale@meusd.org).....</p>	<p>212</p> <p>203</p>

<p>SOCIAL SCIENCES</p> <p>*Becky Baker(rebecca.baker@meusd.org).....</p> <p>Social Science Teacher.....</p> <p>Samuel McInvale(samuel.mcinvale@meusd.org).....</p>	<p>205</p> <p>204</p> <p>203</p>
<p>CAREER and TECHNOLOGY EDUCATION</p> <p>Heather Jones (heather.jones@meusd.org)</p> <p>Justin Reed (justin.reed@meusd.org)</p>	<p>218</p> <p>207</p>
<p>VISUAL & PERFORMING ARTS</p> <p>Christopher Tritt (christopher.tritt@meusd.org)</p> <p>*Emily Wadham (emily.wadham@meusd.org)</p>	<p>217</p> <p>219</p>
<p>SUPPORT TEAM: SECAS/ INSTRUCTIONAL AIDES</p> <p>Nev Evans</p> <p>Eugenia Gomez</p> <p>Luis Gomez</p> <p>Debbie Schwab</p> <p>Jessica Sumner</p>	

* Department Chair

^EL Coordinator

FREQUENTLY ASKED QUESTIONS (FAQs)

How to Change a Class

To request a schedule change fill out a request form found in the counseling or front offices. Schedule change requests are **ONLY** accepted the **FIRST WEEK** of the term. See the Guidance and Counseling section for more details.

How to Obtain an Off Campus Pass

Mountain Empire High School is a CLOSED CAMPUS; students may not leave without permission. Students that need to leave school during the school day must: check out through the Attendance Office, be signed out by an emergency contact, or for students who are drivers, a phone call or email from a parent/legal guardian.

- Students who are 18 years or older may leave campus with written parent permission.
- Student drivers who leave campus without permission may lose their parking permit/privileges.

How and Why to Get an ASB Card

The ASB card provides many discounts at school activities, such as the dances. Card holders also get into home games (non-playoff games) for free. Students may purchase an ASB card at any time from the Finance Clerk for \$30. For all purchases see the financial clerk in A6. See Activities section for more details.

What to do with Medications

Students are not to self-dispense any medication while on campus or at a school function including over-the-counter drugs such as Tylenol, aspirin, cough drops, eye drops, etc. All medications MUST have a doctor's prescription with a label. Any prescription medication must be checked in and kept with the Nurse immediately upon arrival on campus. Inhalers are the one exception; students should check in with the nurse regarding the inhaler so that it can be noted on their emergency card and they may keep it on their person.

How to Check Grades

MEHS uses the AERIES Learning Management System. Parents may access student grades via the [Parent Portal](#) on the district website at www.meusd.org.

How to Apply for the Free and Reduced Lunch Program

Applications are available at the front office.

[Breakfast and Lunch Menus](#)

How to Get a Work Permit

Work Permits are available in the Registrar's Office. Students must be between the ages of 14 and 17, have good grades and good attendance in order to be approved for a Work Permit. Students can return a completed application to the Registrar's Office and allow 48 hours for processing.

Work Permit forms:

[CDE Form B1-1\(DOC\)](#)

[CDE Form B1-4\(DOC\)](#)

Labor Rights Information Sheet [AB 800 Information Sheet Template](#)

How to Get a Parking Permit

In order to park on campus, the student must provide proof of a valid driver's license, current registration and insurance. Student-driver parking permits are available in the finance office.

How to Get a Bus Pass

All bus passes need to be approved by the MEUSD Transportation Department. Please call 619-473-9022 ext.133. Requests must be submitted and approved 24 hours in advance. Site secretaries do not approve bus passes.

General Information

What you need to know to be a RedHawk

Media Center/ Book Room

The book room is located in room P4. Students will bring their student ID card with them to be issued textbooks in the book room as well as their Chromebook computers. Students needing a loaner chromebook will check it out from the book room. **All student fines need to be cleared in order for a student to participate in their graduation ceremony.**

Chromebooks

MEHS is committed to increasing technology accessibility for our students in order to provide 21st Century learning opportunities for our students. Students will be issued a Chromebook which will be checked out to students like a textbook. Devices will be turned in over the summer so the district can maintain them. Students will be reissued the same device at book check out at the beginning of the school year. Do not place papers, pens, pencils, headphones, or other objects in between the screen and keyboard while closing the chromebook. When placing the chromebook in your backpack, make sure to zip it closed. As with all other school issued materials, ***students are responsible for any damage to the chromebook.*** Also see the Technology Acceptable Use Policy for more information.

Designated Eating Areas

Students may only eat outdoors in the quad or in the cafeteria. **Eating is not allowed in the halls unless approved on inclement weather days.**

Loss of Privilege

Failure to attend assigned detentions, excessive tardies, and/or repeated discipline problems, may result in a loss of parking permit, work permit, or social probation in the form of exclusion from school activities, practices, and games.

Lost and Found

Lost and Found is located in a container in the REC. For smaller items you may check in the front office.

Lunch and Break Boundaries

Students may congregate in the quad area and in the cafeteria to eat lunch. The A Building is not open during lunch and all other times unless you have a class in the A Building. Students may not congregate behind the gym, in front of the District Office or out in the parking lots.

Restroom/Hall Passes

Restroom and hall passes will not be issued in the first or last 10 minutes of class. Students needing to use the restroom must be on time to class, allowing for attendance to be taken and class to start prior to asking for the pass.

Search and Seizures

School officials have a duty to protect other students from the possible damages of contraband, such as weapons or drugs. Although student rights are of primary importance, when situations warrant, searches of vehicles, lockers, backpacks, purses, pockets and other personal belongings will be performed. "The legality of a warrantless search depends on the reasonableness under all circumstances of the search, including the following factors: whether the search was justified at its inception and whether, as conducted, it was reasonably related in scope to the circumstances that justified it in the first place," (New Jersey v. TLO, 1985).

Attendance and Tardies

Attendance

Excused absences are listed in CA Ed Code 48205. Absences must be cleared by the **parent/guardian within five full days** or they will be considered truant. The parent/guardian must call the attendance office at 619-473-8601 ext. 225 or email ginette.gallego@meusd.org to report an absence. If you are unable to call or email, a note signed by the parent/guardian is sufficient.

A student absent from school under section 48205 shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit. The teacher of the class from which a pupil is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence. **It is a student's responsibility to talk with their teacher about what work has been missed.**

Tardies

Tardiness by a student interrupts and delays learning and penalizes not only the student who is tardy, but all members of a class. Being late to school or class is a bad habit, and shows a disregard for others. Students will be considered tardy if they are not in class prepared to learn when the bell rings.

Students arriving late to school in the morning must check in with the attendance clerk before going to class. If a student is more than 30 minutes late to class without a valid excuse, the tardy will be marked as an unexcused absence.

There is no excuse for being tardy during passing periods. Consequences are as

follows: ● **1st Tardy** - Verbal Warning

● **2nd Tardy** - Warning and teacher will call home to discuss with parent

● **3rd Tardy and beyond:** Referral to VP for discipline

Excessive tardies will be considered defiance and may result in loss of privileges and may result in a referral to a day of alternative means to suspension.

Independent Study Contracts

IS Contracts should be requested **two weeks** prior to the start date of the contract. This will allow teachers time to assign work to the student.

Step 1: Come to the attendance office to plan the time off and create the contract.

Step 2: Parent/guardian must sign the contract and the student must take it to each teacher and make them aware of the dates on the contract.

Step 3: After parents have signed the contract and all teachers have assigned work, the student needs to bring the contract back to the attendance office for review and a copy will be made and held in the attendance office.

Step 4: ALL work must be turned in on the first day the student returns to school. After a few days, the student has the responsibility of asking each teacher to sign off on the contract. Once all teacher signatures have been obtained, the contract is to be returned to the attendance office ASAP

Guidance and Counseling HS Graduation and UC/CSU Freshman Admission Requirements

High School Subject Areas/ A-Gs	MEUSD Requirements for High School Graduation	UC Requirements for Freshman Admissions*	CSU Requirements for Freshman Admissions**
A. Social Science/ History	Four Terms/ 40 credits of history/social studies. These include one year of Geography with technology, World History, U.S. History, one quarter of American Government, and one quarter of Economics.	Two years (terms) of history/social science including U.S. History and World History.	Two years (terms) of history/social science including U.S. History and World History.
B. English	Four Terms/ 40 credits	Four years (terms) of approved courses	Four years (terms) of approved courses
C. Math	Three Terms/ 30 credits	Three years[^] (terms) including Integrated Math 2 and Integrated Math 3. [^] Four years are recommended.	Three years[^] (terms) including Integrated Math 2 and Integrated Math 3. [^] Four years are recommended.
D. Science	Three Terms/ 30 credits[^] , including year 1 (Integrated Science 2, Honors Biology, or AgBiology), year 2 (Integrated Science 1, Honors Chemistry, or Agriscience) and year 3 (Integrated Science 3, Anatomy & Physiology, or AgChem) <i>[^]beginning c/o 2024 (two years '21-'23)</i>	Two years[^] (terms) with lab required, including Integrated Science 1, Honors Biology, or AgBiology, <i>and</i> Integrated Science 2, Honors Chemistry, or AgChemistry. [^] Three years recommended.	Two years[^] (terms) with lab required, including Integrated Science 1, Honors Biology, or AgBiology, <i>and</i> Integrated Science 2, Honors Chemistry, or AgChemistry.

E. World Language (other than English)	One Term/ 10 credits of either visual and performing arts, or foreign language.	Two years^ (terms) of the same language required (completion of Spanish 2). ^Three years recommended.	Two years (terms) of the same language required (completion of Spanish 2).
F. Fine Arts (Visual and Performing Arts)	One Term/ 10 credits of either visual and performing arts, or foreign language.	One year (term) of visual and performing arts chosen from the following: Art, Graphic Communication, Photography, Band, Music Appreciation, Choir, Mexican Regional Music, or FFA Floral Design.	One year (term) of visual and performing arts chosen from the following: Art, Graphic Communication, Photography, Band, Music Appreciation, Choir, Mexican Regional Music, or FFA Floral Design.
G. Electives	60 Credits Required (Includes CCR/Senior Project)	*	**
Physical Education	Four Term/ 20 credits requirement, or two years with a passing score on the Physical Fitness Test.	Not Applicable	Not Applicable
TOTALS	240 Credits^	*	**

*To be considered for **UC admission**, you must complete 15 year-long high school courses with a grade of C or better – at least 11 of them prior to your senior year.

To be considered for **CSU admission, you must complete 15 year-long high school courses with a grade of C or better.

How Do I Calculate My GPA?

The first thing to do in order to calculate a grade point average is to convert each of the final class grades you've earned in high school into the right number of points.

Here is the standard unweighted scale for letter grades:

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

Then, perform the following calculation:

- **Add** all the converted point values together – this is your sum.
- **Count** the number of classes you've taken.
- **Divide** the **sum** of the converted point value by the **number of classes**, and you have your unweighted GPA

Academic Honors

Valedictorian and Salutatorian

Any students who have an overall weighted grade point average of 4.0 or higher after the third quarter of their senior year, and are on track to meet A-G requirements, will be recommended to the valedictorian and salutatorian committee to be considered for recognition as a class valedictorian or salutatorian. The committee will consider the students' breadth and depth of academic and extracurricular accomplishments while making their decision. The committee will designate a valedictorian student to receive the honor of the golden sash, a plaque, and speak at the graduation ceremony. There may be one or more recognized salutatorians who will be presented with a plaque at the Senior Awards Assembly and given special notice in the graduation program..

Honors Graduates

To earn the Honor Graduate award, a student must have earned an overall GPA of 3.50 or higher in a rigorous high school course of study. The gold robe and red and gold cords are awarded to Honor Graduates.

Honor Roll

Any student who has earned an overall weighted grade point average of 3.5 or better for the quarter is recognized as an Honor Roll recipient. Students and families will be notified via an Honor Roll notification and congratulations letter.

Academic Letter

Any student who earns a 3.50 GPA or higher in both terms in a given school year, and can show proof of 10 hours of community service is eligible to apply for and purchase an academic letter and lamp of knowledge patch. For any additional years a student earns an academic letter, they can purchase a bar noting their continued achievement.

Seniors can apply for an Academic Letter after Quarter 3 of their senior year, in order to receive the honor before graduating. Application periods will be announced in the school bulletin and other school communication outlets.

Counseling Services and Schedules

Student Schedules

To view a student schedule, login to the AERIES Learning Management System via the district website at www.meusd.org.

- Juniors and Seniors must have two (2) credit-bearing courses per term.
- Juniors and Seniors are allowed only one (1) Study Hall course per term.

Study Hall

- Study Hall is a privilege and requires responsibility on the part of the Junior or Senior student. Study Hall is a non-credit-bearing period of time for the student to work on other course-work or personal projects. Students enrolled in Study Hall must check-in into REC during the course period for which they are assigned and must remain in the designated area. Students must be on time, act in an appropriate manner and follow all school expectations. Any student who does not comply with these requirements will be assigned to an available class.

Schedule Changes

Schedule changes are discouraged as the master schedule is built based on course requests completed the prior spring term. It is very likely that a schedule change will affect the overall class schedule. If it is necessary to make a schedule change for reasons such as a student failing a class or making up a class in summer school. Important Information to consider:

- **The last day to request to drop/add a class, including dropping an AP or Honors class for a College Prep class, is the 1st week of Term 1 and the 1st week of Term 2 (meaning week one of quarter 1 and week one of Quarter 3). Students must submit a Schedule Change Request online to make a schedule change request.**
- **Requests for specific teachers, teacher changes or specific periods are not accepted.**

If you want to meet with your counselor, you have several options.

- Walk-in to the Counseling Center before school, at break, during lunch, or after school (no appointment is necessary). This method is best for students who have a minor concern or question that can be addressed quickly.
- Fill out the [MEHS Counselor Appointment Request](https://meusd.org/Counseling) form which can be found at <https://meusd.org/Counseling>.
- Email your School Counselor your question or concern.

Students with last names A-J- michelle.ditomaso@meusd.org

Students with last names K-Z- peter.krahling@meusd.org

Why talk to your school counselor?

- The goal is to facilitate a partnership between the student, counselor, teachers and parents that provides support and caring connections for all students.
- A counselor can help you stay on course to achieve your goals.
- A counselor will write a letter of recommendation that can speak authoritatively about your entire high school career.
- A counselor prepares you to make decisions for college or career life.

What can you discuss with a school counselor?

- Academic performance and how to improve it.
- Course scheduling needs including Advanced Placement courses.
- Tests such as the PSAT, SAT, ASVAB, AP tests, ACT and college placement tests.
- Colleges to consider.

Key points to remember:

- School counselors can provide direction, but the student must complete the research.
- School counselors have many students to manage, so make sure to continually communicate so that the counselor can meet your needs.
- School counselors are a vital resource for any emotional concerns as well. The GATE Center is a safe place for students to get emotional support or gain space to calm and refocus when needed.

College Course Options:

- Students may take college courses concurrently while taking high school courses. Students must meet with their counselor to complete a concurrent course authorization form for each term they wish to take college courses. College credit is given a 3.33 multiplier when added to a high school transcript and will provide the additional GPA benefit that honors and AP courses provide.
- Students may apply and take up to 11 units of coursework at any California Community College. Our local partnership is with the Grossmont/Cuyamaca Community College District.
- Students must apply to Grossmont Cuyamaca Community College District by navigating to www.grossmont.edu, clicking the “Apply” link at the top of the page. This will take students to an information page where they can scroll down to the link to CCC Apply which is the application that must be completed.
- Once students complete the application they must complete the online orientation accessed through WebAdvisor.

Athletics

Mission Statement

The Mountain Empire High School Athletic Department will adhere to the six pillars of Pursuing Victory with Honor: Caring, Good Citizenship, Fairness, Respect, Responsibility, and Trustworthiness. Students are encouraged to participate in RedHawk athletics. Student-athletes will learn the value of sportsmanship, leadership, independence, hard work and a will to succeed. Participation in athletics is a privilege, not a right. The student-athlete is expected to carry himself/ herself at a high standard both on and off the field.

Jarrood Sills, Athletic Director: (619) 473-8601 x223 email: jarrod.sills@meusd.org

Fall Sports	Winter Sports	Spring Sports
Boys & Girls Cross Country Football Girls Volleyball Cheer	Boys & Girls Basketball Boys & Girls Soccer Boys & Girls Wrestling	Baseball Softball Track and Field Boys Volleyball

Eligibility Requirements

Student must:

- maintain a 2.0 unweighted GPA
- not have more than one F in the previous grading period (if student is only enrolled in 10 credits, he/she may not have any F's)
- be enrolled in at least 20 term credits of work (10 quarter credits of work)
- have passed 20 credits at the completion of the most recent grading term (10 quarter credits of work)
- maintain Satisfactory Citizenship
- meet CIF residency requirements
- meet all CIF-SDS eligibility rules
- transfer and foreign exchange students must see Mr. Sills to file paperwork

Clearance for Athletics/Cheer

Every student-athlete is required to register with the Athletic Department before participation in a sport. Registration forms are in the MEHS front office and on the MEHS website under athletics.

Registration includes completing an annual physical and the following paperwork:

- Physical Evaluation-- signed/stamped by a licensed MD, DO, physician's assistant or nurse practitioner and parent consent
- Copy of insurance card and form verification
- CIF-SDS "Ethics in Sports" policy statement--signed and dated by student-athlete and parent/guardian/caregiver
- Concussion Information Sheet must be signed and dated by student-athlete and parent/guardian/caregiver
- Sudden Cardiac Arrest Information Sheet must be signed and dated by student-athlete, parent/guardian/caregiver and Mr. Sills before the student-athlete can practice with a team.
- The Athletic Administrative Secretary will clear student-athletes with the coach. Do not give forms to a coach.

Academic Eligibility Dates

Quarter 1 Progress Report	September 6, 2024
Quarter 1 Final	October 11, 2024
Quarter 2 Progress Report	November 8, 2024
Quarter 2 Final	December 20, 2024
Quarter 3 Progress Report	January 31, 2025
Quarter 3 Final	March 7, 2025
Quarter 4 Progress Report	April 25, 2025
Quarter 4 Final	August 2025 (TBD by CIF)

College Athletic Scholarships and NCAA Eligibility

Information regarding NCAA (National College Athletic Association) eligibility is available online. If you plan to play sports in college, you must register with the NCAA eligibility center www.ncaastudent.org.

Patches for Letterman Jackets

See Mrs. Prince in the ASB Finance Office for Mountain Empire High School varsity letters.

CIF Patches may be purchased at the CIF-SDS office in Balboa Park or online at <http://www.cifsds.org/patch-orders.html>. Please call in advance to ensure CIF has the specific patch in stock. Special Order items may take 2-3 weeks for them to receive.

Activities

Associated Student Body (ASB)

The ASB, or student government, serves Mountain Empire High School by voicing and addressing student opinions and needs, upholding the MEHS ASB Constitution, overseeing the expenditures of student funds, raising funds through the Student Store, supporting and recognizing campus clubs and organizations, and sponsoring many school-wide programs and events.

The primary goals of ASB are to create a memorable experience for all students on campus, to promote RedHawk unity and spirit, and to grow as student leaders. ASB actively works to ensure that student activities and campus life are alive and well.

How and Why to get an ASB Card

The ASB card provides many discounts at school activities, such as getting into home games (non-playoff games) for free and discounts on tickets to school dances. In addition, varsity athletes receive their letter for their letterman's jacket at a discount of \$15. Students without an ASB card must buy their varsity letter for \$20. Students may purchase an ASB card at any time from the Finance Clerk for \$30 which will admit students for free into football and basketball games and discounts on Winter Ball and Homecoming. All proceeds from the purchase go directly to the Associated Student Body (ASB) who provide many activities for students throughout the school year, including club activities, lunch activities, and support for our teams and grade level activities.

After School Program (ASP)

The REC is known as the HawkZone. It is a place for our students to hang out, visit with friends, get homework done and have fun with enrichment activities. We are open everyday with late buses coming Monday-Thursdays. We encourage students to stay after school to work to keep up their grades and get involved with extracurricular activities on campus. Participating in the ASSETs (After School Safety and Enrichment for Teens) program gives students additional opportunities to succeed in school, and build culture and grow in spirit as a RedHawk! The fee to ride the ASP buses is \$1 a ride. Students can purchase a ticket booklet from the ASB Financial Office and listen for bulletin announcements and watch for flyers around campus for activities.

Co-curricular, Extracurricular, and Clubs

Mountain Empire High School offers many co-curricular and extracurricular clubs and activities. It is important to get involved in an activity or group on campus as it helps serve your school community, and develops your social skills through connecting with people that enjoy similar activities as you. If you have a passion to start up a group, please see the ASB Advisor for information on how to begin a new club.

Co-curricular	Extracurricular	Clubs	
FFA Music and Theatre Art Yearbook Journalism Leadership	Cheerleading Athletics Class Officers Freshmen Flight	Art Club Key Club Kumeyaay Unity Young Bucs Club Guided by Christ	Robotics Club Tech Club Video Game D & D Club Marksmanship Baking Club

Behavior Code

What it takes to be a successful RedHawk

At MEHS, we take pride in our students' behavior and attitude toward their peers and our staff and want our students to do the same. If there is an issue or concern, following is information to know:

Explanation of Consequence Terms

- **Detention:** Detention is assigned as a consequence either during lunch or after school. Students in detention are expected to remain quiet, focus on school work and stay off their personal devices.
- **Class Suspension:** A class suspension is assigned during a school day. The student will be removed from a specific class for one to two school days and work quietly in the office.
- **Alternative to Suspension (ATS)/In-School Suspension:** An ATS or ISS is assigned in lieu of an off-site suspension. The student will be enrolled in online classes via Edgenuity and will attend class in an alternative setting; the student will not have a break or lunch with other students. Upon completion, the referral will not be logged on their permanent record as a suspension and the student will be allowed to make up classwork.
- **Suspension:** Removes student from campus for 1 to 5 days after which time a student may return to campus. Teachers may disallow a student from make-up work while on suspension.
- **Involuntary transfer:** A student may be involuntarily transferred to the MEUSD alternative education program for the remaining semester plus the following semester in the event that previous discipline attempts have not brought forward the desired behavioral changes.
- **Expulsion:** A formal process that entails suspension and a hearing at the District Office to determine if a student will be dismissed from their current educational setting. Students who are expelled by the Governing Board will be placed in an alternative educational setting until the Governing Board acts to lift their expulsion.

CAMPUS AND CLASSROOM BEHAVIOR

Most students are very serious about wanting to take advantage of their time spent in school. In order to support our students, classrooms shall be safe places and all members of the classroom community shall be treated with kindness and respect. There is an expectation that students shall follow the directions given by school staff and participate fully in their learning. In the event that a student chooses to violate classroom rules, they will be subject to further discipline and consequences.

ACADEMIC HONESTY

Academic honesty and personal integrity are fundamental components of a student's educational experience. Young adults preparing to enter college or the work-force are expected to become increasingly independent and self-reliant. With this independence comes the responsibility to complete assignments on-time and to understand the material presented. With this responsibility, students are expected to act honestly at all times and may not engage in acts of: cheating on tests and/or assignments, fabrication/falsification, unauthorized collaboration, plagiarism, or theft.

Consequences for Academic Dishonesty:

- *First Offense:* Teacher issues a referral, contacts parent, student receives a "0" on the assignment. Students receives an "N" in citizenship for that class.
- *Second Offense in any class:* Teacher issues a referral, contacts parent, student receives a "0" on assignment, student receives a "U" in citizenship for that class, student will be assigned lunch detention.

ELECTRONIC DEVICES

Students are advised not to bring cell phones, iPods, MP3 players, tablets, or any other electronic devices to school. However, these devices may be brought at the student's own risk.

It is impolite to use your cell phone during instructional time without teacher permission. Therefore, cell phones may not be used during instructional time unless permission is specifically granted by the classroom teacher. Students who violate this rule will be subject to disciplinary action. See the Technology Acceptable Use Policy for more information.

Consequences for violation of this rule

Consequences may depend on classroom policy, on the number of offenses, and level of student cooperation. However, as a general rule, the cell phone will be confiscated and turned in to the office.

- *First Offense:* Students can pick up the device at the end of the school day.
- *Second Offense:* Parent/guardian must pick up the device. Possible lunch detention.
- *Third Offense:* Parent/guardian must pick up the device and Parent/student/assistant principal meeting. Lunch detention.

Students who willfully defy the authority of a staff member to confiscate a device will be subject to disciplinary consequences including lunch detention and/or alternative to suspension (Friday off-campus in-school suspension).

SOCIALLY RESPONSIBLE BEHAVIOR

The MEHS community believes Socially Responsible Behavior is crucial to improving and maintaining a climate of respect. Socially Responsible Behavior during the school day and at all school sponsored events includes, but is not limited to the following:

A. Public Displays of Affection: Physical intimacy is to be valued but should be shared discreetly and not showcased. In an effort to promote behavior which establishes a friendly atmosphere without causing others to feel embarrassment or discomfort, unacceptable behaviors are: 1) Prolonged or heavy kissing, 2) Fondling/inappropriate sexual contact, 3) Excessive body contact.

B. Language: Appropriate language enhances mutual respect and raises the level of comfort necessary for students and staff to perform at their best. The following misuse of written, spoken or gestured communication in any language is unacceptable: 1) Obscene or profane language, 2) Derogatory slurs that are racial, ethnic, religious, gender related, sexual, or intended to be hurtful or harassing in nature.

C. *Dress*: School clothing should be neat, clean, and appropriate for school activities and should follow the standards of common decency. Attire should not cause a disruption to the learning environment. The dress code will be enforced at all school-sponsored activities. Clothing that violates this standard is unacceptable, and the student in violation will be disciplined.

DRESS CODE

Clothing must be school appropriate, clean, in good repair, and worn as designed. Appropriate, safe footwear must be worn at all times while students are at school or at school sponsored activities. Note: slippers are not permitted.

Apparel, garments, and/or accessories ***may not contain words or images that***: • **Contain double meanings** which may be construed to be either sexual, illegal or patently offensive in nature.

- Display **profane or obscene words, phrases, or images** which are sexually explicit.
- Display **images of weapons, vulgar gestures, racial/ethnic or sexist slurs**.
- Display **advertising or promotion of any alcohol, tobacco, weapons, or drug products** of any type, or verbal message or image which publicizes or encourages the use of these products.

The following apparel is ***not allowed*** to be worn during school hours, including any afterschool programs, or any school sponsored event:

- Any garment that can be construed by school administration as being an ***undergarment, sleepwear (flannel pants are an exception) swimwear, or beachwear***. Note: plain white tank tops are considered an undergarment and slippers are considered sleepwear.
- ***Tops/shirts for all students that allows a student's undergarments or torso skin above the belly button***, whether the material is considered sheer, opaque, mesh or netting.
- Tops/shirts that ***are strapless***.
- Items of outerwear that ***expose a student's undergarments or inset pockets***.
- ***Belt buckles, or large metallic necklaces displaying initials, numbers or images*** which can be construed to be a reference to the drug culture, sexually suggestive/demeaning acts, or related to identified gang activity.
- ***Chains*** (including dog chains, and watch chains), ***spiked jewelry***, or similar potentially dangerous items are prohibited.

Corrective Action for Dress Code Violations

School administration will make the final judgment regarding the appropriateness of individual student attire. Students who persist in any of these infractions will be considered defiant and disciplinary actions may be taken. The school, at no time, is responsible for loss or theft of confiscated items. The dress code is a dynamic document. Changes may be made at any time during the school year.

Disciplinary actions may include:

- Confiscation of the offending accessory item (hat, jewelry, etc.) and released to student or parent, as appropriate.
- Being directed to change out of the offending item (shirt/top) into a school provided shirt/top.
- Students with saggy pants exposing underwear will be required to wear a temporary “zip tie” belt to maintain the pants at waist level.

MEHS PBIS MATRIX

Settings	Be Safe	Be Respectful	Be Responsible
Classroom	<ul style="list-style-type: none"> -Keep hands, feet & objects to yourself -Follow directions and safety procedures -Ask permission & use passes to leave classroom 	<ul style="list-style-type: none"> -Treat all people & property with kindness -Follow directions & complete classroom assignments -Actively listen to designated speaker -Use appropriate voice level & language 	<ul style="list-style-type: none"> -Be present, prepared, and punctual -Be an active learner -Stay on task -Clean your work space -Complete assignments -Know your assignments
Common Areas -Follow directions the first time given -Keep body parts and objects to yourself -Keep walkways clear			
Hallways	<ul style="list-style-type: none"> -Walk on right -Be aware of your surroundings -Keep hallways clear 	<ul style="list-style-type: none"> -Treat self, others and property with respect -Use appropriate voice & language -Respect our learning environment 	<ul style="list-style-type: none"> -Pick up trash -Keep food & drink in cafeteria/quad
Eating Areas (Cafeteria/ Quad)	<ul style="list-style-type: none"> -Wait patiently in line -Walk at all times 	<ul style="list-style-type: none"> -Clean your eating area -Use appropriate voice and language -Treat others and property with respect 	<ul style="list-style-type: none"> -Keep food & drink in cafeteria/quad -Clean up after yourself -Inform staff of spills and wait for help
School Events	<ul style="list-style-type: none"> -Enter and exit in an orderly fashion -Walk/move safely in an orderly fashion -Exit pep rallies after we're finished singing the Alma Mater 	<ul style="list-style-type: none"> -Be attentive -Listen with an open mind -Respond appropriately -Participate when appropriate 	<ul style="list-style-type: none"> -Listen quietly -Clap to show appreciation -Leave your area clean and free of all trash
Bus Areas (Front of school)	<ul style="list-style-type: none"> -Remain on sidewalk when buses are present -Remain behind fence while waiting for bus -Walk/move safely 	<ul style="list-style-type: none"> -Treat others and all property with respect -Use appropriate voice and language 	<ul style="list-style-type: none"> -Leave your area clean and free of all trash -Use kind words and actions
Bathrooms	<ul style="list-style-type: none"> -Wash hands -Report spills, graffiti, or vandalism to an adult 	<ul style="list-style-type: none"> -Use appropriate voice levels -Respect the privacy of others -Use facilities appropriately 	<ul style="list-style-type: none"> -Leave area clean and dispose of trash in proper receptacles -Flush toilet after use -Use bathroom pass -Return to classroom promptly

Technology - Acceptable Use Policy

MEUSD Acceptable Use of Technology Agreement for Students – Grades K – 12

Mountain Empire Unified School District believes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life, and citizenship. We are committed to helping students develop the technology and communication skills that are necessary to support their future success. Therefore, we believe all students should have access to technology tools when they act in a safe, responsible, courteous and legal manner.

Access to online content via the district network is restricted through filtering in accordance with our policies, federal regulations (Children’s Internet Protection Act [CIPA]) and follows privacy protection legislation (Student Online Personal Information Protection Act [SOPIPA]). If parents do not wish for their children to use particular district/school technologies, they must notify the school in writing. Mt. Empire Unified School District makes a reasonable effort to ensure students’ safety and security online but will not be held accountable for any harm or damages that result from use of school technologies.

The District Acceptable Use of Technology Agreement outlines the guidelines and behavior that students are expected to follow when using school technologies or when using personally owned devices on the school campus.

- The Mountain Empire Unified School District network is intended for educational purposes.
- All activity with district technologies will be monitored and related information, data and history may be retained.
- Students are expected to follow the same rules for good behavior and respectful conduct online as well as offline.
- Students shall always use the Internet, network resources, and online sites in a courteous and respectful manner.
- Misuse of school resources can result in disciplinary action.
- Student users of the district network are expected to alert school staff immediately if they have any concerns for their safety and security and the safety and security of others.
- Mountain Empire Unified School District will not be held accountable for any harm or damages resulting from student violations of copyright restrictions or user mistakes or negligence.

Technologies Covered - Mtn. Empire may provide Internet access, mobile computing devices, online collaboration **and video chat** capabilities, and other new technologies that emerge. The policies outlined in this document are intended to cover *all* available technologies, not just those specifically listed.

Web Access Mtn. Empire Unified School District provides students with access to the Internet, including web sites, resources, curriculum, and online tools. That access will be restricted in compliance with CIPA, SOPIPA, and school policies. Web browsing will be monitored, and web activity records may be retained indefinitely. The Internet filter is a safety precaution, and students shall not circumvent it when browsing online. If a student inadvertently accesses an inappropriate site, the student shall alert the teacher.

Social/Web 2.0 / Collaborative Content - Mtn. Empire Unified School District may provide students with access to web sites or tools that allow communication, collaboration, sharing, **video chat** and messaging among users. Posts, chats, sharing, **video-based communications** and messaging will be supervised and monitored by school personnel. Students are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. **Students are not allowed to take pictures or make recordings during video-based communications. Use of video-based communications may result in inadvertent disclosure of student information to other students or families.**

Mobile Devices - Mtn. Empire Unified School District may provide students with mobile computers or other devices to promote learning in the classroom. Students are expected to treat these devices with extreme care and caution, and never remove devices from the classroom without the permission of the teacher. Students should report any loss, damage, or malfunction to the teacher immediately.

Personally-Owned Devices Policy - Students must keep personally-owned devices (including laptops, tablets, and phones) turned off and put away during school hours—unless in the event of an emergency or as instructed by a teacher or staff for educational purposes.

Network Security - Students shall take reasonable safeguards against the transmission of security threats over the school network. This includes not opening or distributing infected files or programs and not opening files or programs of unknown or untrusted origin. If a student believes a computer or mobile device might be infected with a virus, they should alert a teacher. Students should not attempt to remove the virus or download any programs to help remove the virus.

Downloads - Students shall not download or attempt to download any files, programs, music or software updates, or run .exe programs over the school network or onto school resources, even if prompted to do so by the computer or device being used. Teachers may give students special permission to download images or videos. For the security of the network, such files should only be downloaded from sites provided by the teacher, and only for education purposes.

Plagiarism - Students shall not plagiarize (or use as their own, without citing the original creator) content, including words or images, from the Internet. Students shall not take credit for things they didn't create themselves, or misrepresent themselves as an author or creator of

something found online. Research conducted via the Internet shall be appropriately cited, giving credit to the original author.

Personal Safety - Students shall never share personal information, including phone number, address, social security number, birthday, pictures, or financial information over the Internet without adult permission. Students shall recognize that communicating over the Internet brings anonymity and associated risks, and shall carefully safeguard their own personal information and that of others. Users should never agree to meet someone they meet online in real life without parental permission. **If students see a message, comment, image, or anything else online that makes them concerned for their personal safety, they should bring it to the attention of an adult (teacher or staff at school; parent at home) immediately.**

Cyber bullying – Cyber bullying will not be tolerated. Harassing, dissing, flaming, denigrating, impersonating, outing, tricking, excluding, and cyber stalking are all examples of cyberbullying. Students should not be mean, send emails or post comments with the intent of scaring, hurting, threatening or intimidating someone else. Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, cyber bullying can be a crime. Students should remember that their activities are monitored and retained. **If students see a message, comment, image, or anything else online that looks or feels like bullying, they should bring it to the attention of an adult (teacher or staff at school; parent at home) immediately.**

Google Apps for Education (GAFE)

Students in grades K – 12 shall have access to Google Apps for Education (GAFE), to enhance the way we use technology and share information within our school community. We encourage parents to be proactive discussing and exploring it with their child.

GAFE is a cloud-based learning platform, allowing teachers and students to create a range of documents and presentations online, and store gigabytes of data to be accessed at home and school on any device. GAFE allows us to collaborate and learn more effectively using technology and offer a range of new learning opportunities for teachers and students.

Further information about GAFE can be found here:

<https://www.google.com/edu/products/productivity-tools/>

Which Google Apps for Education will my child have access to?

- Google Drive for digital storage and sharing.
- Google's creative suite: Docs for word processing, Sheets for working with data, Slides for presentations, Forms to submit information, and Drawing to create posters.
- Google Calendar to keep track of assignments and school activities.
- Google Classroom for receiving and turning in paperless assignments.

How will Google Apps for Education enhance my child's learning opportunities?

- GAFE allows teachers and students the ability to collaborate on documents simultaneously.
- GAFE works on any internet-connected device. This allows our students to continue learning beyond the classroom and the ability to access their content at any time.
- Students and teachers can work in teams, sharing calendars, documents and collaborating ideas to learn more effectively.

What should I be aware of?

- GAFE allows students to communicate and store information in both public and private spaces online.
- Unlike many other web services GAFE acknowledges its users as the owners of content they produce and store.
- You can learn more about GAFE and student privacy here: <https://www.google.com/edu/trust/>.
- Student use of GAFE applications is covered under the current Acceptable Use of Technology Policy.
- Student **GAFE accounts are monitored whether used on a school device or a personal device.**
- Student **GAFE accounts are monitored whether used on the school network or home network.**

Terms of Agreement

- I will use school technologies for school-related activities.
- I will follow the same guidelines for respectful, responsible behavior online that I am expected to follow offline.
- I will not damage, change, or tamper with the hardware, software, settings or the network in anyway.
- I will not seek, view, send, or display offensive content that is threatening, obscene, or that could be seen as harassment.
- I will not use the system to encourage the use of drugs, alcohol, tobacco or any activity that is against the law.
- I will obey copyright laws and properly cite sources when using online resources. I will not share my passwords with another person
- I will not harm other people or their work.
- I will not trespass in another's folders, work, or files.
- I will not interfere with the operation of the network.
- I will not engage in illegal activities, hacking, personal gain or political purposes. I will not download software.
- I will not use my personal email account or any personal electronic device at school except with the permission of a staff member.
- I will notify an adult immediately if by accident I encounter materials which violate the rules of appropriate use.
- I will not use any form of electronic communication to harass, intimidate, or bully anyone.
- I am prepared to be held accountable for my actions and for the loss of privileges if these rules are violated.

Web 2.0 Terms of Agreement

I will act safely by keeping personal information out of any Web projects. I will not give out my family name, email address, home address, schools name, city, country or other information that could help someone locate or contact me in person. I will not post identifying photos or videos.

I will treat online collaborative spaces as I would a classroom space, and I will use appropriate and respectful language and images. **I will not take pictures or make recordings of online video communications.**

If I post information online or in a collaborative space, I will have read that information carefully to be certain that it is appropriate for the school community.

I understand that if I fail to follow these guidelines, I may lose the opportunity to take part in online projects.

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technologies.

Limitation of Liability - Mtn. Empire Unified School District will not be responsible for damage or harm to persons, files, data, or hardware. While Mtn. Empire Unified School District employs filtering and other safety and security mechanisms, and attempts to ensure their proper function, it makes no guarantees as to their effectiveness. Mtn. Empire Unified School District will not be responsible, financially or otherwise, for unauthorized transactions conducted over the school network, for copyright violations, or any harm or damages resulting from user mistakes or negligence, or from the willful violation of this agreement.

Violations of this Acceptable Use Policy - Violations of this policy may have disciplinary repercussions, including:

- Suspension of network, technology, or computer privileges
- Notification to parents
- Detention or suspension from school and school-related activities
- Legal action and/or prosecution

EDUCATION CODE - SUSPENDABLE AND EXPELLABLE OFFENSES

The Education Code of California requires school personnel to adhere to the following actions regarding the listed offenses. The following violations of California Education Code 48900 may result in suspension, referral to Alternative Education, or expulsion from the Mountain Empire Unified School District. All cases recommended for expulsion will be investigated and determined on specific articulable facts.

Behavior: 48900 Section A: Physical Injury to Another Person

1) Caused, attempted to cause, or threatened to cause physical injury to another person [Education Code 48900 (a)(1)].

Disciplinary Consequences:

At minimum a 2 day home suspension **and** a 1 day in school suspension with an intervention class. A second offense will result in a 5 day home suspension and a recommendation for an involuntary transfer to alternative education.

2) Willfully used force or violence upon another person [Education Code 48900

(a)(2)]. *Disciplinary Consequences:*

In home suspension from three to five days. Possible recommendation for involuntary transfer to alternative education. Consequence for a second offense: the student will be suspended five days and may be referred to alternative education. Students who commit an assault, battery or cause severe injury are subject to arrest and/or referral to the Governing Board for expulsion.

Behavior: 48900 Section B: DANGEROUS OBJECTS

Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.

Disciplinary Consequences:

Suspension and possible referral to the Governing Board for expulsion on the first offense.

Behavior: 48900 Section C & D: CONTROLLED SUBSTANCES

48915 Section C

Section C : Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.

Section D: Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.

Disciplinary Consequences:

At minimum a 2 day in home suspension **and** a 1 day in school suspension with an intervention class. A second offense will result in a 5 day in-home suspension and a recommendation for additional substance abuse counseling or a possible involuntary referral to alternative education.

Behavior : 48900 Section D

Students who sell alcohol/marijuana or any controlled substance to another person will be suspended for five days and will be recommended to the Governing Board for expulsion.

Behavior: 48900 Section E: ROBBERY

Committed or attempted to commit robbery or extortion.

Disciplinary 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 may be contacted.

Behavior: 48900 Section F: DAMAGE TO PROPERTY

Caused or attempted to cause damage to school property or private property. *Disciplinary Consequences:*

The consequences for attempting to cause or causing damage to other'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.

Behavior: 48900 Section G: THEFT

Stole or attempted to steal school property or private property.

Disciplinary 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.

Behavior: 48900 Section H: TOBACCO

Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit the use or possession by a pupil of his or her own prescription products.

Disciplinary Consequences:

First Offense: Students will complete a tobacco cessation program on site while in ISS.

Second Offense: Students will enroll in tobacco cessation programs through a community partnership agency.

Third Offense: Student will serve a 2 day home suspension with a possible involuntary referral to alternative education

Behavior: 48900 Section I: OBSCENITY, PROFANITY & VULGARITY

Committed an obscene act or engaged in habitual profanity or vulgarity.

Disciplinary Consequences:

Will range from detention to referral to the Governing Board for expulsion.

Behavior: 48900 Section J: PARAPHERNALIA

Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.

Disciplinary Consequences:

Students who possess, offer, arrange or negotiate to sell drug paraphernalia will receive consequences ranging from suspension through referral to the Governing Board for expulsion.

Behavior: 48900 Section K: DEFIANCE & DISRUPTION

Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

Disciplinary Consequences: In-school supportive and behavioral interventions will be given to address "willfully defiant" behavior.

Behavior: 48900 Section L: RECEIVING STOLEN PROPERTY

Knowingly received stolen school property or private property.

Disciplinary Consequences:

Students who knowingly receive stolen property will be suspended, may be involuntarily transferred, and may be referred to the Governing Board for expulsion. In addition, law enforcement may be contacted.

Behavior: 48900 Section M: POSSESSION OF AN IMITATION FIREARM

Possessed 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.

Disciplinary Consequences:

Suspension and possible referral to the Governing Board for expulsion on the first offense.

Behavior: 48900 Section N: COMMIT OR ATTEMPT TO COMMIT A SEXUAL ASSAULT OR SEXUAL BATTERY

Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.

Disciplinary Consequences:

Suspension and referral to the Governing Board for expulsion on the first offense. In addition, law enforcement will be contacted. This is a Mandatory Expulsion offense [Education Code 48915 (c)].

Behavior: 48900 Section O: HARASS, THREATEN OR INTIMIDATE A STUDENT WITNESS

Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.

Disciplinary Consequences:

Students who knowingly harass, threaten or intimidate a student who is a complaining witness or who is a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that student for being a witness or both will

face suspension and possible referral to the Governing Board for expulsion on the first offense. In addition, law enforcement may be contacted.

Behavior: 48900 Section P: UNLAWFULLY OFFERED, ARRANGED TO SEE, NEGOTIATED TO SEE, OR SOLD THE PRESCRIPTION DRUG SOMA.

Disciplinary Consequences:

Students who sell Some or any controlled substance to another person will be suspended for five days and will be recommended to the Governing Board for expulsion.

Behavior 48900 Q: HAZING

Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.

Disciplinary Consequences:

Suspension and possible referral to the Governing Board for expulsion on the first offense.

Behavior 48900 R: BULLYING

Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:

1. "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
 - a. Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
 - b. Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
 - c. Causing a reasonable pupil to experience substantial interference with his or her academic performance.
 - d. Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

2. "Electronic act" means the creation or transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
 - a. A message, text, sound, or image.
 - b. A post on a social network Internet Web site, including, but not limited to:
 - i. Posting to or creating a burn page. ("Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph 1).
 - ii. Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). ("Credible impersonation" means to knowingly and without consent

impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.)

- iii. Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). ("False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.)

Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

"Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

Behavior 48900 Section T: AIDING AND ABETTING.

A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a). *Disciplinary Consequences:*

Detention, ISS, possible suspension.

Behavior: 48900.2: SEXUAL HARASSMENT

In addition to the reasons specified in Section 48900, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5. For the purposes of this chapter, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive.

Disciplinary Consequences:

The consequences for sexual harassment will range from a warning through referral to the Governing Board for expulsion.

Behavior: 48900.3: HATE VIOLENCE

In addition to the reasons set forth in Sections 48900 and 48900.2, a pupil in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of hate violence, as defined in subdivision (e) of Section 233.

Disciplinary Consequences:

The consequences for hate violence will range from suspension through referral to the Governing Board for expulsion. Law enforcement will be contacted in the event of hate violence.

Behavior: 48900.4: HARASSMENT, THREATS & INTIMIDATION

In addition to the grounds specified in Sections 48900 and 48900.2, a pupil enrolled in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment.

Disciplinary Consequences:

The consequences for harassing, threatening or intimidating behavior will range from suspension through referral to the Governing Board for expulsion. Law enforcement may be contacted.

Behavior: 48900.7: TERRORIST THREATS ON SCHOOL STAFF AND/OR PROPERTY

(a) In addition to the reasons specified in Sections 48900, 48900.2, 48900.3, and 48900.4, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both.

(b) For the purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family. *Disciplinary Consequences:*

The consequences for terrorist threats will range from suspension through referral to the Governing Board for expulsion. Law enforcement will be contacted.

Education Code 48915

The following acts are mandatory recommendations for expulsion:

(A) Causing serious physical injury to another person, except in self-defense. (B) Possession of any knife or other dangerous object of no reasonable use to the pupil. (C) Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.

(D) Robbery or extortion.

(E) Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.