

John Muir Middle School Student Parent Handbook for 2019-2020



Students, Parents, Family Members and Staff,
Welcome to the 2019-2020 School Year

On behalf of the entire staff and administration at John Muir Middle School, we would like to officially welcome you to this school year. I am confident that together, we can make this year a productive, safe, and enjoyable one for each and every student. I would also like to thank all of the John Muir parents for your support and encouragement ahead of time as we start this year.

The goal of John Muir Middle School is to successfully prepare each student for the rigors of high school, so that each student will meet the requirements and obtain a Corcoran High School Diploma at the end of their senior year. In today's society and economy, a high school diploma is the first step required for each young adult to be able to prepare for a job that will provide an adequate income.

Middle School is an important foundational training ground for this quest. As we work together towards this goal, we can help our young people be the future leaders and producers of our city, state, and country.

Our rules and discipline are designed to make sure that all students can learn and grow at our school. We want to make sure that each student is safe and comfortable while attending John Muir Middle School. **Parents and students, please make sure to take the time to read through the information included in this student and handbook.** This handbook is available online at our school's website and is located in the "School Information" heading:

<http://johnmuir.corcoranunified.com/>

Policies in this agenda can be subject to change, and if any are made, you will be made aware of them with a notification from John Muir Middle School.

Together, we can help our children be successful.

Sincerely,

John Muir Middle School Administration

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John Muir Middle School

707 Letts Avenue
Corcoran, CA 93212
559-992-8886
559-992-4423, Fax

District Office and Site Administration

Rich Merlo, Superintendent
Lora Cartwright, Dir. of Educational Serv.
Steve Berry, Dir. of Technology
Elizabeth Mendoza, Dir. of Federal Projects

Dave Whitmore, Principal
Marcelo Huizar, Vice Principal
James Jay, Vice Principal
Ashley Williams, Counselor

Support Staff

Robin Toone, Librarian-Tech Clerk
Trinity Macedo, Principal's Secretary
Diana Hernandez, Attendance Secretary
Lorena Rubalcava, Community Contact
Martha Flores, Instructional Aide
Mathew Venegas, Yard Supervisor
Traci Hammond, Instructional Aide
David Bega, Instructional Aide

Carlos Alaniz, Custodian
Adrian Garcia, Custodian
Jessie Gomez, Custodian
Daniel Ramirez, Safety Supervisor
Hortencia Moz, Instructional Aide
Donna Ortega, Yard Supervisor
Trudy Perez, Instructional Aide
Brenda Gonzales, Instructional Aide

Teachers

Adalian, Dean – STEM
Arreguin, Kenia, -Math/Sci
Branch, Scott – RSP
Brown, Nick – History
Fagan, Lawrence - PE
Fierro, Judy – Acad. Coach
Ghena, Trefley – Band/Choir
Green, Maria – ELD
Hanes, Reagan – P.E.
Hodgson, Brandon – Math/Sci
Hulbert, Wendy – EL/SS
Johnson, Jayde – Math/Sci
Jones, Bernie - EL/SS
Kitson, Brian - EL/SS
Knight, Thomas – P.E.

Leal, Sherry – Math
Lewis, Michelle – Math/Sci
Lucio, LeeAnn – ELA
Luttrel, Randi – Math/Sci
Martin, Marisa – EL/SS
Martinez, Ruben – EL/SS
Miller, Jackie – Intervention
Montejano, Valerie – EL/SS
Navarro, Keylee - Math/Sci/Art
Oldham, Mikaela – RSP/SDC
Oliver, Walter - SDC
Porras, Manuel – Math/Sci
Ramirez, Marlena – El/SS
Reynolds, Justin - Math/Sci
Ramirez, Jazmin – Math/Sci

Reid, Carlota – Math/Sci
Rivera, Adrian – EL/SS
Salcedo, Roseanne – EL/SS
Sorrick, Jonathan – Math/Sci
Steffen, Jennifer - ELA
Stokes, Jari – Tech Coach
Swarm, Jaclene – Math/Sci
Wakefield, Justin – Math/Sci

John Muir Middle School Bell Schedules

Monday, Tuesday, Thursday, Friday

		1	8:03	8:56		
Breakfast	8:56	9:11		2	8:59	9:47
2	9:14	10:02		Breakfast	9:47	10:02
		3	10:05	10:53		
		4	10:56	11:44		
Lunch	11:44	12:19		5	11:47	12:35
5	12:22	1:10		Lunch	12:35	1:10
		6	1:13	2:01		
		7	2:04	2:52		
		Home Base	2:55	3:15		

1st Lunch/1st Break
 Classes in B Wing, C-1, C-2, C-5 and C-6, J Wing, K- Wing and PE for lunch

2nd Lunch/2nd Break
 Classes in C-3, C-4, D-Wing, E-Wing, L-Wing and M-Wing and PE for break

Staff Development Day (Wednesday)

		Breakfast	9:40	9:57		
		1	10:00	10:42		
		2	10:45	11:22		
		3	11:25	12:02		
Lunch	12:02	12:37		4	12:05	12:42
4	12:40	1:17		Lunch	12:42	1:17
		5	1:20	1:56		
		6	1:59	2:36		
		7	2:39	3:15		

Assembly Schedule Staff Development Day (Wednesday)

		Breakfast	9:40	9:57		
		1	10:00	10:35		
2nd	10:38	11:45	Assemblies	6 th Grade	10:38	11:00
				7 th Grade	11:00	11:20
				8 th Grade	11:22	11:42
		3	11:48	12:20		
Lunch	12:20	12:55		4	12:23	12:55
4	12:58	1:30		Lunch	12:55	1:30
		5	1:33	2:05		
		6	2:08	2:40		
		7	2:43	3:15		

Minimum Day Schedule

		1	8:03	8:39		
		2	8:42	9:15		
Breakfast	9:15	9:30		3	9:18	9:51
3	9:33	10:06		Breakfast	9:51	10:06
		4	10:09	10:42		
		5	10:45	11:18		
		6	11:21	11:54		
		7	11:57	12:30		
		Lunch	12:30	1:00		

Student Responsibilities

1. You will respect others, property and self at all times. (Wildcat OPS)
2. Be at school and to all classes on time everyday, prepared to work.
3. Students must be in their designated area when the tardy bell rings.
4. Do your best work in all of your classes.
5. Abide by all school rules and follow the directions of all staff members.
6. You are responsible for your own behavior and decisions.

Campus Rules

1. Students must remain in sight of a supervisor at all times while on campus.
2. Students must walk—not run—at all times while on campus.
3. In order for us to provide the best protection and safety for our students and your children, phone messages will be given to students only in an emergency situation.
4. Students must not litter.
5. Students must refrain from scuffling, shoving, bullying, or play fighting at all times.
6. Students with no supervised activity must leave campus by 3:20 p.m.
7. Students may not leave campus without permission during school hours.
8. There are to be no physical displays of affection.
9. There will be no gum, food or drinks in classrooms.
10. There will be no Permanent markers, sharpies, etc. or rubber bands on campus. They will be confiscated.
11. Students are not allowed to bounce any objects (balls or otherwise) against the buildings
12. All food and drinks are to be consumed in Cooper Hall Cafeteria. There will be no food or drinks allowed outside.
13. Bikes are allowed and are to be ridden to and from school, but must be walked on campus.
14. Students riding bicycles and skateboards to and from school must observe all traffic laws.
15. Since the school is not responsible for theft, a lock is required. Unlocked bikes and skateboards will not be allowed on campus. Students are not to share locks.
16. Roller-blades, roller shoes, skates, etc. are **NOT** to be used on school grounds.
17. Volunteers on and off campus must be fingerprinted. Arrangements will be made through our District Office and KCOE. From the first day of school through October 31st the fee is \$14.00 for the volunteer and our district will cover \$47.00 of the fee for the volunteer. After October 31st the volunteer must pay the full amount of \$61.00.
18. Students are not allowed to sign or write on any item of clothing being worn or not being worn.
19. Students will respect others, property and self at all times. (Wildcat OPS)

ITEMS FORBIDDEN ON CAMPUS

- Aerosols (deodorant, body spray, cologne, perfume, etc..)
- Electronics
- Gum
- Medication
- Seeds
- Water toys
- Energy Drinks
- Bandanas
- Speakers
- Lighters
- Rubber Bands
- Music Players
- Laser Pointers
- Balloons
- Weapons (real or replica)

***This list is subject to addition at any time by site administration.**

Grading

Grade Effort and Quality of Work

- A.....Excellent
B.....Good
C.....Average
D.....Needs Improvement
F.....Failing

Honor Roll

GPA

- 4.0 Principal's
3.5-3.9 Wildcat's
3.0-3.49 Honor Roll

Textbooks

Students are responsible for the care and security of all books assigned to them. Lost books, excessive wear, and/or damage will be charged to the student (E.C. 48904).

Student Agendas/Handbook

Students are responsible for utilizing the Student Handbook and a calendar through the use of their iPad or school computer. This handbook is available online at our school's website and is located in the "School Information" heading: <http://johnmuir.corcoranunified.com/>

Hall Passes

No student is to be in the hallway, library or office during class time without a Pass. **No exceptions.** Students wishing to use the bathroom during class time may be held accountable for that time after school, up to a maximum of 15 minutes, without parent notification.

Student Body Cards

A replacement fee of \$5.00 will be assessed for any replacement card. All students may be required to present their student body card at any time while on campus or at school related events.

Bulletin

The bulletin is read daily to the students during the morning announcements. The bulletin is available at "johnmuir.corcoranunified.com" every day of the week and informs you of meetings, special schedules and important events. It is the student's responsibility to seek out and know the Bulletin information.

Honor Student Requirements for Honors Classes

We hold our Honors Classes in very high regard and strive to protect the high integrity and academic level of these classes. Honor students must have a 3.0 GPA or higher in their current or most recent grading period in order to qualify for an Honors Class. 6th and 7th grade students must apply during the previous year and at the appropriate time in order to be eligible for 7th and 8th grade honors classes. Honors classes are a privilege and not a right. This privilege may be revoked due to student, teacher, or administrative needs. In order to remain in an Honors Class the student must maintain a GPA of 3.0 in the class. He/she must have Attendance that allows the student to keep up with the class work. If an Honors student is suspended for the first time, it will be up to the teacher, as to rather the student will remain eligible. Upon a second suspension in the same school year, the student may be removed from honors by the Administration. Honors placement is decided on by the guidelines above, teachers and administration with input from the students and parents. Eligibility may be re-evaluated quarterly.

Athletic/Extra Curricular Participation

Participation in athletics and extra curricular activities is encouraged at John Muir Middle School. Being on a team is a privilege. The coach alone decides the play time and positions of the students, this may not be equal among students. Eligibility is determined every quarter on quarter report cards. Students arriving into the 6th grade are eligible and may remain eligible depending on the first quarter grade report. Students going into 7th and 8th grade are eligible through their previous year's final grade. **A grade point average (GPA) of 2.0 or higher does qualify for sports participation. You must have a "C" or better in P.E. in order to participate in sports.** All team members must display good behavior. Students and their parents must sign an athletic, academic, and behavior contract before participating. Students must be in attendance at school all day in order to participate in a game or a try out session. A doctor's note or an administrative decision, on a valid excuse is the only ways to clear this restriction. **All athletes must complete and turn in an approved waiver form or physical prior to participating in sports; this includes "Try-Outs" and "Practice."** Try-outs for teams will be announced through the bulletin and in P.E. classes. John Muir offers the following sports: Boys' Flag Football, Girls' Volleyball, Cheerleading,

Soccer, Basketball, Wrestling, Softball, Baseball and Track & Field.

Detention/Athletes

Detention takes precedence over games and practices. Students that attend their Detention are then eligible that day if time permits, transportation is available if needed and the coach is in agreement.

Suspension/Athletes

Suspension of a student athlete (for any reason) while participating in a sport will cause that student to be benched or removed from the team for 1 week per every day of suspension. For example; if a student athlete is suspended for 2 days, then they will not be able to participate in games or be able to travel with the team for 2 weeks. These students may continue to practice at the discretion of their coach. During their suspension time they are not allowed to participate or attend any school sports event anywhere or at any time.

Students may be removed from a sport at any time by their coach. Again, the coach/s alone decide the playtime and positions of the students. It is up to the coach's discretion rather a student is eligible beyond the above mentioned. The Athletic Director is in charge of event scheduling, safety, and equipment provided, and to make sure that all adhere to the rules.

Attendance for Athletes

Athletes must attend school in order to participate in practice or a game. The office must clear any absence from school. Students who miss school because of sickness are not allowed to practice or play on that day.

Seasons of Sport for Athletes/Quitting a Sport

Any student who fails to make an athletic team may immediately try out for another sport. No student-athlete is guaranteed a spot in the sport that they have decided to now try due to missed practice time and other factors that will be decided by the head coach.

- A. Any student who desires to quit a team after three weeks of the first official date of a season of sport will automatically sit out 30 days worth of contacts. The 30-day suspension will begin immediately on the date of the next contact for those students that are in more than one sport when the decision to quit was made. If the student-athlete is not in two or more sports at the time of quitting, the 30-day suspension will begin on the date of the first scheduled contact of the next sport that he/she participates in. Scrimmages do not count as official games.
- B. Any student who is removed from a team by the coach due to conduct that is detrimental to the team such as but not limited to disciplinary/attendance reasons as stated in the rules and regulations of each sport will automatically sit out 30 days worth of contacts. The 30-day suspension will begin immediately on the date of the next contact for those students that are in more than one sport when the decision to be dismissed was made. If the student-athlete is not in two or more sports at the time of being dismissed from the team, the 30-day suspension will begin on the date of the first scheduled contact of the next sport that he/she participates in. Scrimmages do not count as official games.

Equipment for Athletes

The head coach of the sport or advisor of the club will issue all necessary equipment / uniforms. Each student is responsible for any equipment / uniform checked out to him/her. At the end of the season OR at the time that a student-athlete is no longer on the team, all equipment / uniforms that is checked out must be turned in. Failure to repay debts may result in a student-athlete not being allowed to begin a sport the following season. Failure to turn in equipment to their head coach may result in daily after school athletic detention until the equipment / uniform is turned in. The athletic department will set the time and location of the detention. All athletes must wear the issued main team uniform. The coach and athletic director must approve any substitutions. This does not pertain to accessories. Those items will be at the coach's

discretion.

Locker Room & Gymnasium Rules for Athletes

No athlete is to be in the locker room or gym unless supervised by a member of his/her coaching staff. If you are caught in a locker room or gymnasium WITHOUT your coach present, you may face suspension from contests. Failure to follow this rule on more than one occasion may lead to permanent suspension from the current sport that you are in and a 30 day suspension from the next sport that you participate in.

Appeal Procedures for Athletes

An athlete or coach may appeal all disciplinary decisions to the athletic director. If either party is dissatisfied with the decision, they may further appeal to the site principal. If either party is dissatisfied with the principal's decision they may further appeal to the superintendent and finally to the CUSD Board of Trustees.

Athletic Transportation for Athletes

It is recommended that all students go and return from all events with his/her team. If a student wishes to travel from an event with a parent/guardian, the Athletic Department REQUIRES that a permission slip obtained in the activities office be filled out and turned in to the Athletic Department by the parent/guardian that releases their child to drive from contests for that season of sport with their parent/guardian. Should this permission slip not be on file and an emergency situation occurs, the parent/guardian must write a note to the head coach and personally hand it to the coach for approval. The dated release note should state that the parent/guardian is driving his/her child from the contest and accepts full responsibility for his/her child. Emergency transportation situations will be handled directly by Athletic Director/Principal or Principal Designee, the head or the head coach/assistant coach left in charge. Under no circumstances should a student-athlete be released to another student driving a vehicle or any other individual that is not the parent or guardian seeking alternative transportation.

Early Dismissal for Athletes

Students dismissed early from school to attend athletic events are to report as quickly as possible to the gym or assigned leaving area. No student released early is to be wandering campus bothering students or classrooms. If your release time corresponds with the beginning of your next class period or is a few minutes after your next class period, it is the student's responsibility to check in with the teacher of that next class period. Failure to report to your next class period will result in non-participation of next event(s).

Suspended Students-Athletes

Students that have been suspended CANNOT attend practices, travel or attend games. If a student is caught violating this infraction, they will be suspended from athletic contests as determined by the site administration.

General Campus Rules

Restrooms

Students should assist in keeping the restrooms clean. Restrooms will be open before school and during the day. Students should plan on using the restrooms during non-class time. Emergency use of the restroom during class time requires the possession of a Pass from the teacher and that time spent may be made up after school.

Bus Rules

Parents are legally responsible for their child's transportation to and from school. Bus transportation is a privilege, which is provided by the district to assist parents in meeting their responsibilities. Students riding school busses to and from school are to follow all rules of the Corcoran Unified School District. Referrals from a bus driver may result in losing the privilege of riding on school transportation.

Electronic Devices (EC 48901.5, 51512)

John Muir Middle School and its' staff are not responsible for any stolen, lost or damaged electronic property. To ensure the safety of all students, to protect personal property and to ensure the educational process is not disrupted, cameras, radios, tape/CD players/mp3's/iPods, recording devices, paging devices (beepers) and cellular phones, should not be used in class. If **cell phones** are needed for rides home they must be turned off during school hours and remain out of sight. If cell phones or any other electronic device is seen or heard during inappropriate times they will be confiscated and will be returned to the student's guardian only. Laser pointers are considered to be dangerous and may also not be brought to school and possession may result in suspension/expulsion. Students may lose the privilege of carrying or having an electronic device at school.

Office/Telephone

Students should always have a pass to enter the office. **Students may use a telephone in the office only in case of an emergency.** If a student needs to use the phone to contact parents, a phone pass must be secured from the teacher or from an administrator. John Muir Middle School does not accept phone messages for students, in order to provide the best possible safety for your children. We request that if a message needs to be delivered, the parent or the person listed on the emergency card must come to the office, be identified, and the school will make sure the student receives the message. If it is an emergency situation, the administrator will speak to the parent and then pass the phone message on to the student. Staff that retain students after school, will allow the students to use their classroom phones to contact parents. John Muir Middle School will not accept gifts for students, i.e. birthday balloons, flowers and candy.

Emergencies

Earthquakes: In the event of an earthquake, students are to move away from windows, light fixtures, and other objects that may fall. Follow the directions of your teacher.

Fire Drills: Fire drills are held once every quarter. Drills are for students' safety. Follow the teacher's instructions. When the fire alarm sounds, go quietly and quickly out of the classroom and to the designated area. The exit procedures are posted in each room.

Other Emergencies: Students will be alerted of any other emergencies by the intercom, the staff, or the bells. Remain calm and wait for direction.

Bomb Threat and False Fire Alarm: Students will be suspended and law enforcement will be contacted. Depending on the circumstances, students may be recommended for transfer to an alternative school program, or expulsion from the Corcoran Unified School District.

Work Permits

Work permit applications may be obtained in the attendance office. A work permit will be issued when the employer and employee each complete their sections of the application. Work permits may be

revoked as a result of POOR ATTENDANCE and/or DISCIPLINARY ACTION.

Off-Campus Pass

Students leaving campus at any time must be signed out at the office by a parent or guardian. If students are sent home by the office then they must have an off-campus pass or risk being detained by the truant officer or by the police for daytime curfew violation. We require the parent or a person listed on the student's Emergency Card to give permission through a staff member in order to allow the student to walk home/ leave campus.

John Muir is a closed campus during lunch. Students going home for lunch must be pre-approved before leaving campus. Due to time restraints students living more than 2 blocks away from the school will not be eligible for this pass. Eligible students must carry their off-campus lunch card with them at all times.

Students are to go to their home and not stop anywhere else. If a student is habitually late from lunch or found at another place that is not their home, the off-campus lunch pass will be revoked and they will remain on campus during lunch. Off campus lunch passes are a privilege not a right. The student needs to sign out and in at the office each day they go home.

At no time should items be handed over, under or through the school fence, etc. Communication is not to be conducted in this way either. Any items exchanged or communication conducted between students and parents, family members, and others not belonging to our campus must be done through the office. Violation could result in, but is not limited to, police involvement and student suspension.

Neighborhood Policy

It is important to remember to have courtesy and consideration for our school neighbors. Each student will be held accountable for his or her actions such as littering, loitering, or vandalism.

Dance Rules

1. Dances will begin after school or at 3:30 p.m. and end at 5:00 p.m. for student safety.
2. Students will be admitted into the dance until 3:45 p.m.
3. Students are not to be running around or through the dance floor.
4. The school **DRESS CODE and Rules** are to be followed at the dance.
5. Pupils may not loiter outside of the dance. They will be asked to leave and then the police will be called.
6. Students are not to open the doors at any time, students that do will call parents and go home.
7. Once inside the dance, students are not allowed to leave the dance unless a parent or another adult with permission checks them out.
8. Dancing will be traditional face-to-face, no inappropriate dancing or touching allowed.

Promotion Dance: The promotion dance will last from 8:30-10:00 p.m. on the evening of the promotion ceremony. No students will be allowed in after 9 p.m. Students will not be allowed to loiter outside. Students must wear the same clothes to the dance that they wore to the promotion ceremony. **All students must be picked-up by an adult parent or guardian from inside of the dance. Students will not be allowed to walk home by themselves or with other minors.**



CUSD K-8 Dress Code

The dress code is designed to create and maintain a safe and positive educational environment that does not distract Corcoran Unified School District students from learning. Students are to follow the dress code while on campus and during any school-sponsored activity. **Students may wear school-sponsored clothing from other CUSD schools at the Principal's discretion. Anything that may be considered inappropriate, immodest or gang related can and will be disallowed by the administration. Students that do not follow the dress code will need to acquire the proper item/s or they may face disciplinary action including: missing recess, detention or sent home. Attempts will be made to contact the home to bring replacement clothing.**

- 1. Colors and Logos:** Red or royal blue are not allowed as the main or predominate color on any dress code item unless it is school-sponsored clothing. Red and Royal blue may be mixed into to other colors if it is considerably less than the other colors. **No red or blue belts, shoelaces, beanies or gloves are allowed at any time.** A student placed on a gang contract may be restricted from wearing a particular color for safety reasons at the discretion of administration.
- 2. Shirts and Undershirts:** Students **must wear a collared shirt with sleeves** unless it is a school-sponsored shirt approved by the principal. Outer shirts that are sheer (see through) must have a non-sheer shirt with a sleeve underneath. No midriff or revealing tops. Logos must be minimal.
- 3. Pants/shorts/dresses/skirts:** Students may not wear any clothing that is torn, worn, ripped, has holes or is rough-cut. Bike shorts, sweatpants, warm-ups, pajamas, hip-huggers, military style, tight, form-fitting apparel are not allowed. Pants must not sag below the waist when fastened. Shorts/skirts must extend below the fingertips when arms are held relaxed at the sides. Sweat pants and Warm ups are only allowed if they are school/district sponsored clothing and approved by the principal.
- 4. Outerwear/Jacket/Hoody:** When wearing a jacket/sweater of any kind the student must still wear a collared shirt or approved school sponsored t-shirt. Hoods must be down while inside (i.e. classroom, office, cafeteria, etc.). Students, who repeatedly have to be told to take off their hood, will not be allowed to wear hooded clothing on campus, as the item has become a distraction for them.
- 5. Socks, Tights or Hose:** No fishnet, torn, etc.
- 6. Shoes/Sandals:** Heels must be no taller than 1 inch. Steel-toed boots, flip-flops, slippers and clogs are not allowed. (Grades K-5): Students must wear closed-toe shoes at all times. Sandals are not allowed. (Grades 6-8): If wearing sandals to school you must also have athletic shoes for P.E. Sandals must have a back-strap.
- 7. Belts/Buckles:** Belts must be appropriate sizes and end strap must be worn through the belt loops, not hanging down. Buckles must be plain only. Patterns, pictures, letters, numbers etc. are not allowed.
- 8. Images and Words:** Clothing and jewelry shall be free of writing, pictures, or any other insignia which are crude, vulgar, profane, or sexually suggestive or which advocate racial, ethnic, religious prejudice, gang activities, or the use of drugs/alcohol or depiction of weapons.
- 9. Beanies, Hats, or Head coverings:** Hats are not allowed except for the approved sun protective headwear (2"- 4" rim all around) and may only be worn during outside activities. Beanies are allowed outside for cold weather and may only have a small logo. Head coverings for religious purposes are allowed. No head coverings, except for religious reasons, may be worn inside school buildings.
- 10. Sunglasses:** Sunglasses may only be worn outside.
- 11. Hair:** Hair color, highlights, or streaking must be natural human colors. Colors such as (but not limited to) pink, purple and green **would not** be acceptable. There is no forming, shaving, cutting, etc. of letters, numbers, or shapes into hair or eyebrows. Mohawks (shaved sides) are not allowed. Spiked hair is limited to 2 inches tall or less. Anything distracting about the student's hair is not allowed.
- 12. Piercings:** Stud earrings are allowed. Hoop, extended length, or dangling earrings are not allowed due to safety concerns. Facial, tongue, eyebrow, etc., piercings must have a small, clear plastic plug with administrative approval.
- 13. Tattoos:** No visible (temporary or permanent) tattoos will be allowed at any time
- 14. Acrylic (Fake) Nails:** Are not allowed (K-5).
- 15. Misc.:** Clothing apparel that could be used as a weapon including: chains, wallet chains, spikes or studs on jewelry are prohibited. No clothing deemed immodest by admin.

John Muir 8th Grade Promotion Dress Code: Students may wear the school dress code clothing or something more formal. Shirts must have a collar, no denim blue jeans or inappropriate clothing. Dresses must be long enough so that the bottom of the dress extends below the fingers if the arms are held relaxed at the side of the body. The front of the dress must not be revealing and should have modest necklines. Students are allowed to wear types of straps or strapless dresses. All underclothing must be covered and not visible. There are no color restrictions. You will not be allowed to attend the Promotion Ceremony if your clothing or the way it is worn does not meet the administration's approval. If you have any questions please call the school or bring the clothing in question to the office. There are special spirit dress-up days where students may wear red and blue, but both must be worn above the waist at the same time.

ATTENDANCE

“Every Day Counts”

Students are excused for being absent for the following reasons:

1. Illness: if a student is ill, the office needs to be informed immediately by phone, note, medical document, or visit our office.
2. Doctor or dentist appointment: students should be signed out at the office before leaving campus and signed back in at the office upon return. Please bring a doctors note.
3. Students leaving campus: must be signed out by someone listed on their Emergency Card.
4. Student returning to campus or arriving late: must be signed in by an Emergency Card listed person.
5. Death in the immediate family: please, notify the office as soon as possible.
6. Court appearance.
7. Quarantine.
8. Exclusion.

Attendance Procedures

Every possible step will be taken to verify absences at John Muir Middle School. Please help the school by letting us know why your child is absent.

1. Verification of absence includes a telephone call, a note from the parent, guardian, or doctor indicating the reason why the student was absent. A telephone call is preferred as soon as possible. If a phone call is not possible, a note should be sent with the student as soon as he/she returns.
2. Parent/s or others dropping students off late for school need to accompany the student into the office and sign them into school while providing the reason for the tardiness/truancy.
3. An automated/computer generated phone call will be made to the parents of a student absent from school where absences were not previously verified.

Make-up Work/Tests

1. Students should make plans to make up all work, quizzes and tests when they return from an absence according to their teacher’s policy.

Truancy/Cut Policy

1. Truancy exists when a student does not come to school and is not excused for that absence or acquires too many excused absences. If truanancies continue, the school will begin a legal process that eventually can lead to referral to the School Attendance and Review Board (SARB) and ultimately to the court system.
2. Truancy warning letters will be sent out after 8 and 12 excused absences. The letters will be sent out after 3,6, and 9 unexcused absences. Please take these warnings very seriously.
3. John Muir Middle School is willing to work with families about their children’s attendance. Please have your parents call the school to discuss any activity that may keep you out of school.
4. If a student is 5 minutes or more late to class, school, or is involved in a walkout this will be considered a class cut. He or she must report to the office with their parent or the parent will be notified. This will result in Detention/Suspension with increasing days per incident.
5. If a student or group of students leave campus without prior approval from staff this will result in a suspension.
6. There may be a need for the Truancy officers or the Corcoran Police Department to become involved.

Transfer or Leaving the District

If you are transferring to another school district, it is necessary for you to come to the school’s front office and request a **Student Withdrawal Form**. Textbooks and equipment must be returned to the proper teachers. Signatures of all teachers are necessary. If all school items are not returned you will be placed on the new school’s debt list.

DISCIPLINE

The Corcoran Unified School District believes in and supports a consistent discipline policy with swift and deserving behavior modification and educational policies. The discipline policy at John Muir adheres to these practices and aims to create a positive educational environment through good behavior and citizenship. John Muir students are placed on an Educational Behavior Contract in order to educate and inform the student and his or her guardian/s of proper school behavior. The goal is to modify the student's behavior before having to utilize the more severe discipline tools, such as suspension etc.

John Muir Middle School staff believes that the behavior of the students should reflect standards of good citizenship. The students are expected to respect authority, school policies, and the law; assume personal responsibility for their education and behavior; maintain high standards of courtesy, decency, and morality; respect personal and school property; and exhibit pride in their work and achievement.

The Wildcat **O**thers, **P**roperty, and **S**elf (**OPS**) program for behavior and citizenship has been established to help students in their positive efforts. If repeated attempts to correct behavior are unsuccessful, a referral is made to the school administration. The discipline program is a consistent guide to consequences, which include: Conference with student, Think Sheet, Parent Contact, Buddy Teacher Placement, OPS Form, Lunch Detention, After School Detention, Restorative Justice, SST Meeting, Community/Campus Service, Lock Down Contract, Behavior Contract, Suspension, Reports to Legal Authorities, or Expulsion. The discipline policy is in effect on school grounds and during all extracurricular functions and on the way to and from school. As provided in the Education Code of the State of California, parents shall be held responsible financially and otherwise for the willful misconduct of their children.

Honesty Policy

Cheating is defined as obtaining or providing any help on an assignment/quiz/test that is to be completed solely by the student. This may apply to tests, projects, research, homework or other work assigned by a teacher. Downloading or copying directly from online sources, or the computer is considered plagiarism and is not accepted.

1st Offense: Parent notified by the teacher, student receives a grade of "0" on that assignment.

2nd Offense: Parent notified by the teacher, student receives a grade of "0" on that assignment, a Vice Principal/Teacher/Parent/Student conference is held.

3rd Offense: Parent notified by the teacher, Vice Principal/Teacher/Parent/Student conference is held, student receives a Quarter "F" grade

Forgery

The consequence to the act of falsely or fraudulently making or altering a document will include parental contact with penalties ranging from detention to suspension.

Gambling

The use and/or possession of gambling paraphernalia are not permitted on campus at anytime. This includes, but is not limited to, playing cards, dice, or tossing coins.

Technology Use

In order to use laptops, iPads, iPods, etc. at school, the students and parents will sign and agree to the terms of our technology contract. Students are expected to use technology as directed by their instructor to acquire resources and to pursue intellectual activities. These technological items may not be used for any purpose that conflicts with the goals of the technology policy of the Corcoran Unified School District, or for illegal or unethical purposes. Misuse disciplinary actions could range from a Behavior Contract step, to a major violation and the student may lose the privilege of using technology etc. at school for a designated

amount of time, to be determined by the staff and/or an administrator. We are very fortunate to have these wonderful tools and we desire to have them used properly.

Classroom Violations

Our classroom teachers/staff use a Behavior Contract for minor offenses that occur in the room. See below for specific policies.

- **Tardy Policy** Teachers will establish what constitutes a tardy in his/her by the first week of school. Teachers will post procedures and clarify for any new students as needed. Classroom tardies reset each quarter.
 - Step 1: After 2nd tardy, teachers send a blackboard or Teleparent message, or make a call home.
 - Step 2: 3rd tardy, Student is assigned 1 Lunch Detention
 - Step 3: 5th tardy, Student is assigned 2 Lunch Detentions
 - Step 4: 7th tardy, Student is assigned After School Detention. SIA Letter sent home.
 - Step 5: 9th tardy, Student is assigned 2 After School Detentions
 - Step 6: 12th tardy, SIA Letter sent home and Pre-SARB meeting scheduled with Parents, Teacher, Admin and Student.

- **Minor Violation Policy** Teachers will handle most of these violations in class but reserve the right to involve administration if necessary. Examples of minor classroom violations that may result in parent contact and/or discipline are:
 - Talking out of turn
 - Gum/Food/Drinks in the classroom
 - Tardiness
 - Distracting others from learning/disturbing the learning environment
 - Profanity
 - Dress Code violations
 - Play fighting/wrestling
 - Refusal to do any work or sleeping in class
 - Technology misuse

- **Profanity Policy** Teachers will establish expectations for appropriate language in the classroom the first week of school. Teachers will post the expectations and clarify for any new students as needed. Profanity policy violations can be considered major violations and/or sexual harassment depending on the offence.
 - Step 1: Student will receive a verbal warning and teachers send a blackboard or Teleparent message, or make a personal call home.
 - Step 2: Student is assigned After School Detention or Suspension*Profanity directed toward Staff is a major violation.

- **Technology Misuse Policy** Teachers will establish expectations and procedures for the proper use of technology in the classroom the first week of school. Teachers will post the expectations and clarify for any new students as needed. Personal student devices can be confiscated but state law prohibits any search of the phone or it's contents. Confiscated devices should be labeled and sent to the office for a parent to pick up. School issued iPads are the property of Corcoran Unified School District and are not subject to the same state law. Students in violation of classroom expectations or procedures with a school issued device:
 - Step 1: Student receives a verbal warning and redirection

Step 2: Teacher will take the iPad for the remainder of the class period. If the offence is major, the iPad will be removed by office staff and given to Admin for further consequences. Teachers should not keep student iPads or devices in their classroom beyond the class period.

Step 3: Student is assigned 1 After School Detention. Parents are contacted.

Step 4: Student is assigned 2 After School Detentions. Parents are contacted.

Classroom Laboratory Violations

Laboratory violations in science and other classes will be treated as a major violation. These violations could cause serious injury or death. Students may be removed from future Laboratory events if needed in order to keep themselves and others safe.

Major Violations

A major violation is one that inhibits the teacher from continuing with instruction, disrupts the campus or includes students coming to school or going home from school, by creating a negative or unsafe environment. Students who commit a major policy violation should not be sent to the office but instead need to be escorted by an Administrator, Campus Security, or other Staff Member. Examples of major classroom violations include:

- Possession of drugs, alcohol, drug paraphernalia, or student is under the influence
- Possession of weapon or replica weapon
- Bodily harm to another person and/or assault
- Sexual harassment
- Bullying or cyber bullying
- Gang affiliation or activity
- Yelling, screaming, or other total disruption of the learning environment
- Threatening to assault or take the life of school staff or immediate family

Some incidents (fighting, etc.) could result in immediate suspension/expulsion. It is up to the discretion of the administrator along with State, District and School laws/rules to decide the appropriate disciplinary actions. All major offenses will take priority over lesser offenses. Some serious incidents may bypass the Educational Behavior Contract System and the consequence may be 1-5 days of suspension/Independent Study placement/Expulsion Hearing/Police involvement/etc.

Cafeteria Policy

Students are expected to cooperate with staff and the cafeteria rules. Students should enter through the proper doors using orderly conduct. Students with John Muir I.D. cards will be allowed in first, followed by those without them. They should acquire their food and sit down when and where directed to go. After being excused by a staff member, students are to clean-up after themselves, throw all trash items away, and exit the cafeteria safely and politely.

Procedures:

1. Deposit used straws, napkins and litter in the proper places.
2. Leave the table and floor around your place clean for others.
3. No food/drinks may be taken from the cafeteria.
4. Raise your hand to be excused from the cafeteria.

Detention

Detention will be served during lunch or for up to 1 hour after school. It is the responsibility of the student to inform their parent/s of their detention. Any student that misses detention may be given another detention/s or may be suspended at the administrator's discretion.

Suspensions/Expulsions

John Muir Middle School will enforce the Corcoran Unified School District's "Expulsion Placement

Options Plan". These are the final and most restrictive steps that we have for disciplining students. Home suspension has a maximum of five days per incident and these amounts vary according to the offense. Police intervention may be required at this time. Our suspension policy is as follows:

1. Students may be suspended for any violation of the Ed. Code or the Penal Code.
2. Suspended students are not allowed on school property while they are on suspension. They may not participate in any school activity.
3. It is the responsibility of the parents to pick up suspended students or make arrangements for them to stay elsewhere. Suspended students are not allowed to roam freely in town or the police or the truant officer will detain them.
4. The police may question or remove a suspended student at any time. Students who are violent or are a threat to the campus will be removed.
5. Suspension of a student will cause that student to be ineligible for extracurricular activities for one week for each day of suspension. For example; if a student athlete is suspended for 2 days, then they will not be able to participate in games or be able to travel with the team for 2 weeks. Extracurricular activities would also include dances, promotion ceremony, school fairs, games, and field trips.

(Ed. Code 48900) A pupil shall not be suspended or recommended for expulsion unless the superintendent or principal of the school in which the pupil is enrolled determines that the pupil has:

- (a)(1)** Caused, attempted to cause, or threatened to cause physical injury to another person.
- (a)(2)** Willfully used force or violence upon the person of another, except in self defense
- (b)** Possessed, sold, or otherwise furnished any firearm, imitation firearm, knife, explosives, or other dangerous object.
- (c)** Unlawfully possessed, used, sold, or otherwise furnished, or being under the influence of any controlled substances 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.
- (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 any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e)** Committed "robbery or extortion."
- (f)** Caused or attempted to cause damage to school property or private property.
- (g)** Stolen or attempted to steal school property or private property.
- (h)** Possessed or used tobacco, or any products containing tobacco or nicotine products, including but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew packets, and betel. However this section does not prohibit use or possession by a pupil of his or her own prescription products.
- (i)** Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j)** Had unlawful possession of or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia as defined in Section 11014.5 of the Health and Safety Code.
- (k)** 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.
- (l)** Knowingly received stolen school property or private property.
- (m)** Possessed an imitation firearm.
- (n)** 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.
- (o)** Harassed, threatened or intimidated 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 or both.

- (p)** Unlawfully offered, arranged to sell, negotiated to sell or sold prescription drug Soma.
- (q)** Engaged in, or attempted to engage in, hazing as defined in subdivision (b) of section 245.6 of the Penal Code.
- (r)** Engaged in an act of bullying, including, but not limited to, bullying committed by means or an electronic act, as defined in subdivision (f) and (g) of section 32261, directed specifically toward a pupil or school personnel.
- (r)** Engaged in an act of bullying, including, but not limited to, bullying by means of an electronic act, directed toward a student or school personnel.
- (t)** Aided or abetted the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31.

ADDITIONAL REASONS FOR SUSPENSION OR EXPULSION: E.C. 48900.2 Sexual Harassment as defined to mean unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature, made by someone from or in the work or educational setting. E.C. 48900.3 Caused, threatened to cause, or participated in an act of hate violence. E.C. 48900.4 Harassment. The pupil intentionally engaged in harassment, threats, or intimidation, directed against a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual and reasonably and expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment

CORCORAN UNIFIED SCHOOL DISTRICT **Exhibit 5144.1**
Expulsion Placement Options Plan

In order to maintain consistency across the district, with respect to discipline through the suspension and expulsion processes, the Board approved the Corcoran Unified School District Expulsion Placement Options Plan on September 9, 2003; Revised April 12, 2005; Revised October 25, 2005; Revised March 13, 2007; Revised June 12, 2007; Revised October 13, 2009; Revised March 23, 2010, Revised June 28, 2011; Revised March 13, 2012; Revised June 24, 2014.

Offense	First Time	2 or More Times
Fights		
<ul style="list-style-type: none"> •"Mutual combat" (2 people) 	<ul style="list-style-type: none"> •Out of school suspended 3-5 days at site administrator's discretion 	<ul style="list-style-type: none"> •2nd fight, based on administrator's determination of severity, student is suspended and referred for possible expulsion to the Administrative Hearing Panel (AHP) •Students from JM, HS or KL* recommended by AHP for expulsion are to be referred to Mission Community Day School or Kings Community School in Hanford. Transportation is the parent's responsibility •Students in grades K-5, the site's administrator's discretion will determine if student is referred to the AHP. If referred to the AHP, student will be referred to a charter school of the parent's choice. Transportation is the parent's responsibility.
<ul style="list-style-type: none"> •Gang enhanced fights ("causing a riot" in which gang issues cause the fight and may create a crowd of observers/participants) 	<ul style="list-style-type: none"> •5 day suspension and Automatic referral to AHP for possible expulsion •Contact Corcoran Police Department for gang validation •If AHP recommends expulsion, student is referred to Mission Community Day School or Kings Community School in Hanford. 	

<ul style="list-style-type: none"> •An assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee 	<ul style="list-style-type: none"> •5 days suspension and Automatic referral to AHP for possible expulsion •If AHP recommends expulsion, student is referred to Mission Community Day School or Kings Community School in Hanford. 	
Weapons		
<ul style="list-style-type: none"> •Guns (all grades) •Brandishing a knife (all grades) 	<ul style="list-style-type: none"> •Mandated expulsion for not less than one calendar year with placement referral to Mission Community Day School or Kings Community School in Hanford. 	
<ul style="list-style-type: none"> •Knives or other dangerous objects, including facsimiles (grades 6-12) 	<ul style="list-style-type: none"> •Suspension and referral to AHP based on discipline code •Parents will be contacted •Corcoran Police Department contacted 	<ul style="list-style-type: none"> •Referral to AHP for possible expulsion and referral to Mission Community Day School or Kings Community School in Hanford. Transportation is the parent's responsibility.
<ul style="list-style-type: none"> •Knives or other dangerous objects, including facsimiles (grades K-5) 	<ul style="list-style-type: none"> •Suspension based on discipline code •Parents will be contacted •Corcoran Police Department contacted •Principal writes letter to Superintendent explaining why the student is not being referred for possible expulsion (i.e. student <u>did not</u> brandish the knife) 	<ul style="list-style-type: none"> •Referral to AHP for possible expulsion and referral to a charter school of the parent's choice. Transportation is parent's responsibility.

*JM = John Muir, HS = High School, KL = Kings Lake Education Center

Offense	First Time	2 or More Times
Theft/Vandalism		
<ul style="list-style-type: none"> •Thefts Grades K-5 	<ul style="list-style-type: none"> •Suspension at site administrator's discretion •Student makes restitution •Contact with Corcoran Police Department at site administrator's discretion 	<p>2nd Offense –</p> <ul style="list-style-type: none"> •Referral to AHP dependent upon severity of issue <p>3rd Offense</p> <ul style="list-style-type: none"> •Referral to AHP for possible expulsion and referral to a charter school of the parent's choice. Transportation is parent's responsibility.
<ul style="list-style-type: none"> •Thefts Grades 6-12 	<ul style="list-style-type: none"> •Suspension based on discipline code •Student makes restitution •Corcoran Police Department contacted •Parent contacted 	<p>2nd Offense –</p> <ul style="list-style-type: none"> •5 day suspension based on severity, may also be recommended to AHP for possible expulsion <p>3rd Offense –</p> <ul style="list-style-type: none"> •Automatic referral to AHP for expulsion
<ul style="list-style-type: none"> •Thefts/Vandalism Grades K-12 with theft or vandalism valued greater than \$500 	<ul style="list-style-type: none"> •Suspension which may include recommendation to AHP for expulsion if theft or vandalism is greater than \$500 and/or the act presents a threat or danger to the student or others. •If recommended for expulsion, placement at Mission Community Day School or Kings Community School in Hanford for 7-12 or a charter school of the parent's choice 	

	for grades K-6. •Student makes restitution	
Sexual Harassment		
•Sexual Harassment	•Suspension following site discipline code (based on severity – which <u>may</u> include recommendation to AHP for expulsion) •If recommended for expulsion, placement at Kings Community School in Hanford •Corcoran Police Department contacted dependent upon site discipline code. •Parent will be contacted	2 nd Offense – •Grades K-5, suspension following site discipline code •Grades 6-12, dependent upon severity, may include referral to AHP for possible expulsion and placement in Mission Community Day School or Kings Community School in Hanford 3 rd Offense – •Automatic expulsion recommendation
•Sexual Assault or Battery	•Suspension following site discipline code (based on severity – which <u>may</u> include recommendation to AHP for expulsion) •If recommended for expulsion, placement at Mission Community Day School or Kings Community School in Hanford or a charter school of the parent’s choice. •Corcoran Police Department contacted dependent upon site discipline code. •Parent will be contacted	2 nd Offense – •Grades K-5, suspension following site discipline code •Grades 6-12, dependent upon severity, may include referral to AHP for possible expulsion and placement in Mission Community Day School or Kings Community School in Hanford or a charter school of the parent’s choice. 3 rd Offense – •Automatic expulsion recommendation
Offense	First Time	2 or More Times
Threats/Bullying/Harassment		
•Threats/Bullying/Cyberbullying/Harassment (Also includes hate-motivated behavior, hazing, intimidation)	•Suspension following site discipline code (based on severity – which <u>may</u> include recommendation to AHP for expulsion) •If recommended for expulsion, placement at Mission Community Day School or Kings Community School in Hanford •Corcoran Police Department contacted dependent upon site discipline code. •Parent will be contacted	2 nd Offense – •Grades K-5, suspension following site discipline code •Grades 6-12, dependent upon severity, may include referral to AHP for possible expulsion and placement in Mission Community Day School or Kings Community School in Hanford 3 rd Offense – •Automatic expulsion recommendation
•Verified and investigated threats to staff	•Will be referred to AHP for possible expulsion. The severity of the threat must be detailed with all “terroristic” threats (as defined by the Ed Code) being investigated with respect to the severity of the threat and the student’s ability to carry out the threat.	
Tobacco		

<ul style="list-style-type: none"> •Possession of Tobacco •Possession or use of electronic cigarettes, electronic hookahs, and other vapor-emitting devices, with or without nicotine content, that mimic the use of tobacco products 	<ul style="list-style-type: none"> •5 day suspension •Sites follow site discipline code for first offense consequences. •Parent contacted •Student is placed on behavior contract with: completion of the “School Behavior Contract” behavior, attendance and grades. •Contract will also include 45 instructional days without participation in extra-curricular events including graduation/promotion ceremonies. •Students may not participate in school-sponsored events, including sports (may <u>not</u> attend or participate in practices) 	<ul style="list-style-type: none"> •Automatic recommendation for expulsion •Rehabilitation Plan to include contract for tobacco counseling, grades, attendance and behavior. •Student may not be present on any campus (other than Kings Lake Education Center) •May not participate in any school-sponsored activities.
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Offense	First Time	2 or More Times
<p>Alcohol</p> <ul style="list-style-type: none"> • Possession of alcohol • "Under the influence" of alcohol 	<ul style="list-style-type: none"> • 5 day suspension • Sites follow site discipline code for first offense consequences. • Corcoran Police Department contacted • Parent contacted • Student is placed on behavior contract with: completion of the "Kings View Contract for Alcohol Abuse," behavior, attendance and grades. • Contract will also include 45 instructional days without participation in extra-curricular events including graduation/promotion ceremonies. • Students may not participate in school-sponsored events, including sports (may <u>not</u> attend or participate in practices) • Possession of or "under the influence" of alcohol follows the first offense "alcohol" procedures unless: <ol style="list-style-type: none"> 1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct (the student has had a history of significant behavior problems none of which have to be necessarily related to alcohol possession or use). 2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. <p>If in the judgment of the administration the offense meets the threshold of the above tests, the student will be recommended to the Administrative Hearing Panel for possible expulsion.</p>	<ul style="list-style-type: none"> • Automatic recommendation for expulsion • Rehabilitation Plan to include contract for alcohol abuse counseling, grades, attendance and behavior. • Student may not be present on any campus (other than KL) • May not participate in any school-sponsored activities.

Offense	First Time	2 or More Times
Drugs		
<ul style="list-style-type: none"> •Possession of drugs •“Under the influence” of drugs 	<ul style="list-style-type: none"> •Possession or “under the influence” of drugs follows the 1st offense “alcohol” procedure with contract for substance abuse counseling unless: <ol style="list-style-type: none"> 1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct (the student has had a history of significant behavior problems none of which have to be necessarily related to the drug possession or use). 2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. If in the judgment of the administration the offense meets the threshold of the above tests, the student will be recommended to the Administrative Hearing Panel for possible expulsion. 	<ul style="list-style-type: none"> •Automatic recommendation for expulsion – same as 2nd offense alcohol with contract for substance abuse counseling
<ul style="list-style-type: none"> •Possession for sale 	<ul style="list-style-type: none"> •Mandatory expulsion for 12 calendar months 	
<ul style="list-style-type: none"> •Possession of drug and/or tobacco paraphernalia (used for drugs) 	<ul style="list-style-type: none"> •1 to 5-days suspension and notification of appropriate law enforcement agency, and placed on contract. May be recommended to attend a substance abuse counseling program. 	<ul style="list-style-type: none"> •3 to 5 days suspension, possible recommendation for expulsion due to the severity of the offense, and notification of appropriate law enforcement agency.
Defiance		
<ul style="list-style-type: none"> •Total 17 days out-of-school suspension = possible placement at Corcoran Academy Independent Study •Total of 20 days out-of-school suspension = recommendation for expulsion •Grades K-5 will be disciplined following the site behavior code •Grades 9-12 will be disciplined following the site discipline code 		

- The Board reserves the right to follow a recommendation by the Superintendent to expel a student based on:
1. Education Code 48915 (b1) or (e1): Other means of correction are not feasible or have repeatedly failed to bring about proper conduct; and/or
 2. Education Code 48915 (b2) or (e2): Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

When a 12th grader is expelled, the 12th grader will lose the privilege of “walking the line” at graduation with his or her fellow senior class members. This includes any 12th grader who is on “suspended expulsion” status for any offense. The District must grant a diploma to any student who has completed the requirements; however, “walking the line” is a privilege – not an entitlement.

If a student placed at Corcoran Academy Independent Study on a suspended expulsion violates his/her behavior contract, the student will automatically be placed in Mission Community Day School or Kings Community School in Hanford for grades 7-12. Students in grades K-6 will be placed in a charter school of the parent’s choice. Students on suspended expulsions placed at their original schools may be placed at Corcoran Academy Independent Study, Mission Community Day School, Kings Community School or a charter school if they violate their behavior contract. Transportation to and from Kings Community School or a charter school is the responsibility of the parent. There is no appeal to the Superintendent or Governing Board.

Finally, all students, whether on expelled status or suspended expulsion status, will be placed on a contract for behavior, grades and attendance.

Sexual Harassment/Bullying Policy

Corcoran Unified School District maintains a strict policy prohibiting harassment of students because of sex, race, color, national origin, ethnicity, religion, sexual orientation, age, mental or physical disability, or any other basis protected by federal, state, or local law, ordinance, or regulation. All such harassment is unlawful. Sexual Harassment is a form of sexual discrimination under Title IX of the Education Amendment of 1972 and is prohibited by both federal and state law. Irrespective of the law, John Muir Middle School staff believes that all harassment is offensive. Violation of this policy will result in discipline, possibly suspension or expulsion, or arrest depending on the nature and seriousness of the violation.

Unlawful harassment because of sex, race, color, national origin, ethnicity, religion, sexual orientation, age, mental or physical disability, or any other protected status includes:

- Verbal conduct such as derogatory comments, slurs, unwanted flirtations/propositions, graphic body comments, sexual jokes/stories, or unwanted sexual advances, invitations or comments from either sex.
- Visual conduct such as derogatory posters, photography, clothing items, cartoons, drawings, or gestures.
- Physical conduct such as assault, unwanted touching, blocking of normal movements, or interfering with academic performance or progress.
- Retaliation for having reported or threatened to report harassment.

There are verbal, physical, visual and multiple ways to sexually harass or bully someone. These destructive types of behavior will not be tolerated. The administration reserves the right to repeat or move to any step of this policy depending on the severity of the act, with the intent of education and creating a safe educational environment for all of our students. **Students may be placed on a restricted contract at any time for being involved in this type of behavior.**

1. The first incident of sexual harassment/bullying will result in a warning and explanation from the administrative staff about the severity of this problem. Parent contact will also be made and the incident will go on the student's Behavior Contract. The student may be referred to counseling.
2. The second incident will result in police intervention and suspension from the campus for up to five days and the incident will go on the student's Behavior Contract. The student may be referred to counseling.
3. The third incident will result in police action, immediate suspension from school for five days. The student may be referred to counseling. The incident will go on the student's behavior Contract and the student will be recommended for expulsion.

Fighting/Gang Related Behavior Policy

Gangs and other groups of students that promote criminal activity or intimidate students and staff pose a threat to school safety, inflict a harmful influence on others, and disrupt the educational process. The district, school, and law enforcement will monitor the behavior, apparel, accessories, assignments, language/noises such as whistling, and other attributes that may be indicators of gang involvement or emulation, in order to maintain a safe and secure campus for students and staff. See also Dress and Grooming Policy for more information. Fighting and gang related behavior is not tolerated. Students will be placed on a fighting or gang contract (page 23) for these violations. Students will be suspended for being in a fight or behaving in a gang related way. Students may be expelled for either of these offenses. They may be expelled on their first offense depending on the severity of the incident. **Students may be placed on a restricted contract at any time for being involved in this type of behavior.**

1. Fighting will result in five days of suspension for all of the students involved and may result in being recommended for expulsion.
2. Gang related incidents might result in varying days of suspension due to the severity of the act.
3. Gang related fighting will result in an expulsion recommendation.

