

GEYSERVILLE EDUCATIONAL PARK

1300 Moody Lane, Geyserville, CA 95441
(707) 857-3592 / (707) 433-3208 fax (707) 857-3071

- District Office
- Geyserville Middle School (grades 6th-8th)
 - Geyserville High School (grades 9th-12th)
- Buena Vista High School (grades 9th-12th)
 - Community Day School (7th-8th)

GEYSERVILLE UNIFIED SCHOOL DISTRICT

Board of Trustees

Linda Colliver

Gretchen Crebs

Sandy Elliott

Anna Felciano

Kelly Osman

District Vision Statement

Geyserville Unified School District as a whole is committed to providing the opportunity for all students to acquire the skills and values necessary to become responsible and contributing adults in our community and beyond.

We believe true excellence results from the collaboration of a passionate, committed staff, involved families, and the broader community.

GEYSERVILLE EDUCATIONAL PARK

2007-08

Welcome to Geyserville Educational Park! The staff at Geyserville Ed Park is proud to provide the community of Geyserville with a school dedicated to quality education. We see our job as providing a strong academic and career based program to prepare your student for the future. We, the entire staff, are strongly committed to this goal.

Mission Statement

The mission of Geyserville is to produce within a safe and caring environment, educated, compassionate citizens who achieve and perform at all levels of learning, are prepared to live fulfilling lives and contribute to their community and the world in which they live. Our well-qualified and caring faculty and staff challenge each student to his or her highest potential in this life long pursuit of learning, excellence and service to others.

Expected Schoolwide Learning Results (ESLRs)

1. Communication/Technology

Every student will be able to speak, read, and write effectively

For example, the student may:

- ◆ write an essay that shows coherent thought, good organization, support for contentions, and contains few errors
- ◆ use word-processing and desktop publishing to turn out professional-looking documents
- ◆ communicate his/her position meaningfully both written and orally
- ◆ demonstrate an ability to communicate in a second language

2. Study Skills

Every student will be able to research, study, organize, manage time, follow directions, write reports, and complete applications

For example, the student may:

- ◆ utilize computer technology and the Internet to do independent research
- ◆ use the library effectively, utilizing multiple sources
- ◆ find and use primary sources – i.e., card catalog, reference books, periodicals

3. Career Skills

Every student will be able to demonstrate skills in mechanics, the shop, finances, or job preparation

For example, the student may:

- ◆ demonstrate hands-on mechanical experience and mechanical knowledge
- ◆ participate in simulated and real life work experiences
- ◆ devise a financial plan as related to business and personal life
- ◆ create a job portfolio which would include a resume and samples of work

4. Fine Arts

Every student will be able to demonstrate cultural literacy in art, music, drama, and culture

For example, the student may:

- ◆ engage in a "hands-on" experience in fine arts
- ◆ participate in an extracurricular fine art performance/exhibition
- ◆ create a graphic multi-media presentation using available technology

5. Academic Knowledge

Every student will have an academic knowledge base in geography, history, math, science and English

For example, the student may

- ◆ create a product that illustrates understanding of the humanities, geography, math, or science
- ◆ develop an argument for or against a chosen topic

6. Interpersonal Skills

Every student will be able to demonstrate teamwork, cooperation, adaptability, flexibility and respect for others

For example, the student may:

- ◆ work cooperatively in a long-term group project utilizing contemporary technology and present its results to a panel
- ◆ participate cooperatively in an extracurricular team activity

7. Citizenship

Every student will be able to demonstrate global awareness, environmental knowledge, community involvement, and sensitivity to other cultures

For example, the student may:

- ◆ contribute time, energies and talents to improve the quality of life in our school and community
- ◆ show through course projects a cognitive and affective understanding of various cultures and their value systems
- ◆ exhibit knowledge of the inter relatedness of environmental processes and the local and global impacts of our actions

8. Self-directed Learner

Every student is encouraged to demonstrate motivation, responsibility, independence, discipline, confidence, goal setting, and a long-term interest in learning

For example, the student may:

- ◆ formulate a proactive plan toward post-graduate goals
- ◆ create an in-depth research project significant to his/her learning and present it to the school community
- ◆ establish, practice, and support proper nutrition, appropriate hygiene, emotional and physical fitness

This year we will be continuing our block schedule and common planning day each Wednesday.

Common Planning Time

The Geyserville School Board and Administration want to continue to develop excellent programs for students. We will be holding a common planning time each Wednesday throughout the District. The purpose of the common planning time is for teachers to do team planning, coordinate schoolwide themes, and meet to address student issues and program needs.

GEYSERVILLE EDUCATIONAL PARK STAFF

ADMINISTRATION

| | |
|------------------|--------------------------------------|
| Joe Carnation | District Superintendent |
| Katherine Hadden | Principal High School /Middle School |
| Gail Garner | District Administrative Assistant |
| Wendy Wood | Manager of Administrative Services |
| Michele Love | School Secretary / Campus Supervisor |

TEACHING STAFF

| | |
|--------------------|--------------------------|
| Gregg Bekker | Ken Johnson |
| Deborah Bertolucci | Rick Klug |
| Stacy Brown | Brian Long |
| Laura Equitz | Luis Montesinos |
| Jesus Fernandez | Tony Pettis |
| Brad Goodhart | Petra Sperling-Nordqvist |
| | Michele St. Clair |

TEACHING ASSISTANTS

Barbara McIntosh-RSP Assistant

FOOD SERVICE

LaDonna Pigoni
Judy Meyer

MAINTENANCE

Silvia Ortiz de Rodriguez
Josefina Palacios
Jerry Staser

LIBRARY

Lisa Bollman
Barbara Petersen

TRANSPORTATION

Lisa Harjak

2007-08 GEYSERVILLE ED PARK BELL SCHEDULE

| | |
|-------------------------|---------------------------|
| GEYSERVILLE HIGH SCHOOL | GEYSERVILLE MIDDLE SCHOOL |
|-------------------------|---------------------------|

Monday, Tuesday, Thursday, Friday Schedule

| | |
|-------------|--------------------|
| 7:57 | First Bell |
| 8:00-9:43 | Per 1/ 2 (103 min) |
| 9:43-9:58 | BREAK |
| 10:01-10:21 | TUTORIAL/SSR |
| 10:24-12:04 | Per 3/ 4 (100 min) |
| 12:04-12:34 | LUNCH |
| 12:37-1:27 | Per 5 (50 min) |
| 1:30-2:20 | Per 6 (50 min) |
| 2:23-3:15 | Per 7 (50 min) |

Wednesday Schedule

| | |
|-------------|-------------------|
| 7:57 | First Bell |
| 8:00-9:23 | Per 1/ 2 (83 min) |
| 9:23-9:38 | BREAK |
| 9:41-11:01 | Per 3/ 4 (80 min) |
| 11:04-11:44 | Per 5 (40 min) |
| 11:44-12:14 | LUNCH |
| 12:17-12:57 | Per 6 (40 min) |
| 1:00-1:42 | Per 7 (40 min) |

Assembly/Rally Schedule

| | |
|-------------|-------------------------|
| 7:57 | First Bell |
| 8:00-9:28 | Per 1/ 2 (88 min) |
| 9:28-9:43 | BREAK |
| 9:46-10:04 | TUTORIAL/SSR |
| 10:07-11:38 | Per 3/ 4 (91 min) |
| 11:38-12:08 | LUNCH |
| 12:11-12:46 | ASSEMBLY/RALLY (35 min) |
| 12:49-1:33 | Per 5 (44 min) |
| 1:36-2:20 | Per 6 (44 min) |
| 2:23-3:15 | Per 7 (50 min) |

Monday, Tuesday, Thursday, Friday Schedule

| | |
|-------------|-------------------|
| 7:57 | First Bell |
| 8:00-9:43 | Per 1/2 (103 min) |
| 9:43-9:58 | BREAK |
| 10:01-10:21 | TUTORIAL/SSR |
| 10:24-11:14 | Per 3 (50 min) |
| 11:14-11:44 | LUNCH |
| 11:47-12:34 | Per 4 (47 min) |
| 12:37-1:27 | Per 5 (50 min) |
| 1:30-2:20 | Per 6 (50 min) |

Wednesday Schedule

| | |
|-------------|------------------|
| 7:57 | First Bell |
| 8:00-9:23 | Per 1/2 (83 min) |
| 9:23-9:38 | BREAK |
| 9:41-10:21 | Per 3 (40 min) |
| 10:24-11:01 | Per 4 (40 min) |
| 11:04-11:44 | Per 5 (40 min) |
| 11:44-12:14 | LUNCH |
| 12:17-12:57 | Per 6 (40 min) |

Assembly/Rally Schedule

| | |
|-------------|-------------------------|
| 7:57 | First Bell |
| 8:00-9:28 | Per 1/2 (88 min) |
| 9:28-9:43 | BREAK |
| 9:46-10:04 | TUTORIAL/SSR |
| 10:07-10:51 | Per 3 (44 min) |
| 10:51-11:21 | LUNCH |
| 11:24-12:08 | Per 4 (44 min) |
| 12:11-12:46 | ASSEMBLY/RALLY (35 min) |
| 12:49-1:33 | Per 5 (44 min) |
| 1:36-2:20 | Per 6 (44 min) |

GENERAL INFORMATION

ACTIVITY ELIGIBILITY REQUIREMENTS

Students participating in inter-scholastic athletic competition, spirit squad, student body offices, class offices, Ballet Folklorico, and other similar activities are affected by these regulations:

- I. Students entering Geyserville Middle or High School from other schools shall be eligible according to current California Interscholastic Federation rules. All students promoted from grade 8 are initially eligible.
- II. Students must maintain a 2.00 grade point average in order to be eligible. The 2.00 grade point average shall be computed at the end of each grading period. Students must be progressing towards graduation requirements in order to maintain eligibility.
- III. Academic requirements are as follows:
 1. A student must maintain minimum passing grades, which is defined as at least a 2.00 grade point average in all enrolled courses on a 4.00 scale.
 2. A student must be making minimum progress towards meeting graduation requirements.
 3. Probationary period: A student who has received a grade of F in any class will be placed on a five (5) week probationary period. If the grade has not improved by the time of progress reports, the student will become ineligible to participate.
A review of eligibility will be considered by school administration at the end of the 5 week probationary period.
 4. Students not meeting the above requirements will be declared ineligible until the next grading period.
- IV. Students must be in attendance a minimum of 4 class periods (200 instructional minutes) in order to participate on game day.
- V. High School students must complete a total of **10 hours each year** in a community service project. If a student does not complete 10 hours within the school year he/she will not be able to participate in any extra curricular activities the following year until the hours are completed. (Board Policy 6146.1A)
- VI. Middle and High School students participating in athletics (including practice) must first pass a physical exam. A copy must be on file.

ATTENDANCE

School attendance in California is required by law. The school's financial resources are based on daily attendance. It is crucial that you attend school every day, arrive on time, and be prepared for your classes.

Under the new state attendance policy the school will ONLY be reimbursed for the days that your student is in school. It is imperative that students attend school each day. If it is absolutely necessary for your child to be out, please have them report to school some portion of that school day. We will receive reimbursement for partial days.

We will no longer receive funding for students who have an excused absence. We would greatly appreciate that you schedule appointments for after school when possible and family vacations during school holiday periods.

If your child is ill we do not want them to come to school. However, if they are no longer contagious we encourage them to return.

Unless exempted, all California students must attend school in a regular full-time program or a continuation program until they are 18 years of age or graduated from high school. If a student is absent, the school must be notified of the reason for the absence.

For the purposes of our school attendance policy and academic requirements we will maintain records on excused and unexcused absences.

Excused Absence: An excused absence is defined under Board Policy. The teacher is to allow a student to make up the work missed during absences, to the degree it is possible for such work to be completed. A student who is absent one day will have 1 day to make up work. It will be the responsibility of the student to find out what work was missed in class. If missed work is not made up in the allowed time, the student's grade may be affected.

An excused absence shall be granted for the following reasons:

1. Personal illness
2. Quarantine under city or county direction
3. Medical, dental, optometry, or chiropractic services. Students are strongly urged to make appointments during non-school hours.
4. Attending funeral services for an immediate family member
5. Exclusion for not having been properly immunized; such absence is excused for not more than five school days
6. Jury duty

Unexcused Absence: If a student misses class without an excuse he/she will not be allowed to make up missed work. Subsequently, the student's grade will be affected. Unexcused absences include, but are not limited to the following:

1. Oversleeping
2. Cut
3. Family vacations (please refer to Independent Study Guidelines)
4. Any absence which is not cleared within 3 days after the student returns to school

Reporting an Absence:

Following an absence, all students, regardless of age, must bring a note from a parent or guardian to the office to get an absence slip before being admitted back in to school. Students will not be admitted to class without an absence slip from the office. If the absence is justified, the parent/guardian has three (3) days to clear the absence. If the absence is not cleared with appropriate documentation within three (3) days, it remains on the student's record as a cut. **A cut will result in On Campus Suspension and the student will not be allowed to make up work missed. On Campus Suspension is considered a class absence.**

LOSS OF CREDIT

Eight (8) unexcused absences in a **semester** will result in the loss of one (1) credit. Three (3) tardies will equal one (1) unexcused absence. Due to the Block schedule, if a student is absent during a Block period, an absence or tardy will be counted as two (2) class periods

Consequences for Unexcused Absences and Tardies:

(Students who cut are additionally subject to the School Discipline Policy)

| Number of Unexcused Absences | Action |
|-------------------------------------|--|
| 4 | Warning Letter |
| 5 | |
| 6 | Warning Letter |
| 7 | |
| 8 | Letter & loss of first credit |
| 12 | Loss of second credit |
| 16 | Loss of third credit |
| 20 | Loss of fourth credit |
| 24 | Loss of fifth credit |

SARB (School Attendance Review Board)

Students and parents are referred to SARB if they have persistent problems in school relating to attendance or behavior, and when the normal avenues of classroom, school and district intervention do not resolve the situation. Both parents and students are subject to prosecution under the Ed. Code for the State of California if an attendance problem persists.

Independent Study If you know you will be out of town for more than 5 days, check with the office (at least one week in advance) to make sure the reason for Independent Study meets the State of California Ed. Code guidelines and that the necessary paperwork can be processed. Remember that a student's presence in class is extremely important. Missing lectures, labs or other hands on assignments may affect a students overall grade.

BUS TRANSPORTATION

Riding the bus is a privilege; improper conduct on the bus may result in that privilege being denied. Bus citations will be issued for inappropriate behavior.

CAFETERIA

Geyserville Educational Park has a hot breakfast and lunch program available. Please check with Food Services or the office if you think you may qualify for free or reduced priced meals. Cafeteria trays are not allowed beyond the outside patio area. Microwaves are available for student use.

CELL PHONES ON CAMPUS

We cannot prohibit students from **bringing** cell phones to school but cell phones may not be **used** during the school day. There is great potential for nuisance, distraction of students, loss and damage. As with all personal property we will not be responsible for loss or damage of cell phones. **Cell phones must be turned off and stay in backpacks during the school day.** Cell phones with picture-taking capabilities are of serious concern as they can violate a student's right to privacy.

CLOSED CAMPUS RULE

To provide for student safety, Geyserville Educational Park is a closed campus. Students cannot leave campus unless a parent/guardian checks them out of school at the front office. Any student, who violates the closed campus rule, is subject to disciplinary action. (see Discipline Policy-Willful Disobedience). Board policy allows seniors to leave campus as long as parents/guardians have signed an OFF CAMPUS PRIVILEGE form on file in the main office.

CARE OF SCHOOL PROPERTY

School property (e.g., books, equipment, uniforms, etc.) must be returned in a reasonable condition when recalled by the teacher or coach. You are responsible for all school materials entrusted to you. You will be charged a replacement fee for lost or damaged materials.

CHEATING

If you are guilty of cheating, the teacher will collect your paper and mark an F for the work; a progress report will be sent to your parents. (See discipline policy Willful Disobedience).

CSF/CJSF

The purpose of the California Scholarship Federation and the California Junior Scholarship Federation, a statewide organization, is to foster high standards of scholarship, service, and citizenship on the part of students of California's public and private high schools and junior high schools. Membership is based on grades earned during the preceding semester. Please see the CSF/CJSF advisor for information regarding the requirements for membership.

DAILY BULLETIN

Announcements for the daily bulletin must be submitted on a bulletin form to the office by 8:00 a.m. on the day you want it to appear. Club or class advisors must sign the bulletin forms. The bulletin will be read in class daily. Listen carefully! Copies of the bulletin are also available in the office.

DETENTION

Your teacher may detain you in the classroom at break or lunch for incomplete work, homework, or inappropriate behavior.

Administrative Detentions will be assigned as needed. If further consequences are necessary students may be assigned On Campus Suspension or Home Suspension, depending on the severity of the infraction. Please refer to the Behavior Expectations and Disciplinary Policy.

DRUG/ALCOHOL POLICY

The Geyserville Unified School District Board has declared Geyserville Educational Park to be a drug-free zone. Any student under the influence or in possession will be suspended from school and may face expulsion. The sheriffs department will be notified. Students selling or attempting to sell any controlled substance will face a five-day home suspension, police report, and will be recommended for expulsion. (see Discipline Policy) Smoking or chewing tobacco on school grounds is not allowed and will be dealt with according to the school discipline policy.

EMERGENCY PROCEDURE CARD

A blue emergency procedure card is included in your first day packet. It must be completed and returned to the office within 5 school days. Please be aware that emergency procedure cards need to be kept current to ensure accurate and expedient contact information in case of emergency.

FIELD TRIPS

Field trips are an integral part of your educational program. Participation will be based on individual class requirements. Parents will be informed of any field trips and must sign a permission slip giving approval for attendance.

School rules apply on field trips. Inappropriate conduct on a field trip will result in parents being called to pick up their student, and he/she will not be eligible for a following trip.

Students who choose not to participate on a required field trip are still required to attend school, and will be required to complete a teacher or administrator assigned packet in lieu of the trip.

FIGHTING

Students are expected to settle differences without resorting to physical attacks of any kind, including pushing, shoving, hitting, or verbal abuse. See the principal or counselor for help; often communication clears up the problem. (see Discipline Policy)

FOOD AND DRINK

Food and drink are not to be consumed in classroom during class time. This rule does not apply when teachers have planned a legitimate teaching objective which requires the preparation and/or use of food during the regular class.

Gum is not allowed anywhere on campus!

FORGERY

Altering or writing school or parent notes is considered forgery. On Campus Suspension or Home Suspension is a consequence.

GRADING SYSTEM

ACADEMIC

A - Excellent

B - Above Average

C - Average

D - Below Average

F - Fail (no credit earned)

INC - Incomplete - becomes an F if work is not completed within 2 weeks

(An **INC** is given when a student has been absent due to a prolonged illness or at the discretion of the principal. If a student is absent the day of a final then the Excused Absence policy is put into effect allowing 1 day to make up the work)

GUIDANCE/COUNSELING/SUPPORT SERVICES

The principal welcomes the opportunity to talk with you. Feel free to contact her school by making an appointment in the office. Her services include scheduling, college and vocational planning and information, scholarship information and general counseling. Counseling services are available to all students with the strictest confidentiality upheld.

HEALTH SERVICES

The School Nurse is at school once or twice a month. If you would like to see her, please make an appointment in the office.

If you become ill in class, get a pass and come to the office. A call home will be made. You cannot be sent home unless there is parental permission. If it becomes necessary for you to take any form of prescribed medication at school, an Authorization for Administering Medication must be on file in the office. Forms may be obtained in the school office. Students may take non-prescription medication with a written note from a parent. All medications must be kept by the school secretary. Please be aware that the office cannot give out aspirin to students.

HOME/SCHOOL COMMUNICATION

If you should have any questions or concerns regarding academic progress or the school's program, the following procedures should be followed:

- 1) Communicate directly with the teacher.
- 2) If the problem is not resolved, make an appointment to meet with the teacher and the principal.
- 3) If the problem still is not resolved after following step 2, submit a written description of the situation to the superintendent's office.
- 4) The last recourse is to request a meeting with the Board of Trustees.

Appointments to meet with the teacher or principal may be made through the school office (857-3592) between 8:00 a.m. and 4:00 p.m.

HONOR ROLL

To qualify for the Honor Roll, you must achieve at least a 3.0 GPA (Grade Point Average) or higher. Students who achieve a 3.0 GPA or higher for three out of four quarters will be honored at a special ceremony at the end of the year.

INDEPENDENT STUDY

The Independent Study Program enables students to maintain grade and credit status when they are away from school for more than five days. Contracts must be completed at least five days prior to leaving, and are available from the school secretary.

LIBRARY SERVICES

The library is a quiet place to read or study. Rules are posted. The library is open daily. Hours are posted.

LOCKERS

A locker is issued to you at the beginning of the school year. You are responsible for keeping it clean inside and out. Any locker malfunction should be reported to the office on a locker problem slip (available in the office).

You are cautioned against giving others your combination or sharing your locker. Do not keep money or other valuables in your locker. **THE SCHOOL IS NOT RESPONSIBLE FOR ANY ITEMS LOST OR STOLEN.**

LOST AND FOUND

Articles found in and around the school should be turned in to the library where owners may claim their property. If you have lost something, you may wish to place an announcement in the bulletin. Items not claimed from Lost and Found will be donated to charitable organizations at Thanksgiving, Winter Recess, Spring Recess and the end of the school year.

MESSAGES AND PHONES

To avoid unnecessary classroom disruptions, **we do not deliver messages to students except in emergencies**. The nature of all such emergencies must be established prior to the delivery.

The same holds true for phone usage. School phones are to facilitate the conducting of school, not personal business. Please make pick-up arrangements with your child before they leave home.

Classroom phones are not for student use.

OFF LIMIT AREAS

For your safety, stay in supervised areas. Off limit areas are parking lots, behind the gym, baseball/softball dugouts, the continuation building, and posted areas inside the main building. Students are not allowed in the front of the school or side grass area during break or lunch. Hallways are off limits without a pass.

Geyserville Educational Park is a CLOSED Campus.

OVER AFFECTION

The following are permissible displays of affection at school:

- a) Holding hands
- b) One arm around shoulder or waist.

Violation of the rule will result in:

- 1) warning
- 2) parent notification
- 3) detention

PAGERS/ CELL PHONES /WALKMAN/

Pagers, cell phones, Walkman, tape recorders, electric games, MP3 players, iPods and laser pointers are all considered an educational disruption and are not allowed. Personal laptops may only be brought to school with prior authorization from administration. First time violators will result in confiscation for one day; second time offense will result in confiscation and a parent/guardian must pick it up; third offence will result in parent notification, item confiscated and further discipline action.

PARENT TEACHER CONFERENCE

Parent Teacher conferences for High School students can be requested by parents or students to discuss the student's progress and any concerns parents may have. Please feel free to contact the teacher to set up a conference at his/her free time (prep period).

Notices for Parent Teacher conferences for 6th, 7th, and 8th grade students will be sent home each fall and spring. Parents are urged to attend these conferences with their student.

PARKING LOT

Due to safety, the parking lot and cars in the parking lot are off limits during the school day. Students must have permission from a teacher or administrator to go to their cars for any reason.

PARKING PERMIT

Students driving to school and parking the vehicle on school grounds must apply for a parking permit. A parking permit will be issued upon proof of the following: valid California Driver's license, current vehicle registration, automobile insurance and parent signature. While parked on campus, all vehicles must display a parking permit, issued by the District. This includes visitors.

PASSES

When given permission by a teacher to leave class (eg. bathroom, office, library) students are required to obtain a pass. If a student does not have a pass he/she will be given an automatic detention. Students are not allowed to enter other classes without a specific pass to that class. Wandering will not be allowed.

PERMISSION TO SIGN NOTES (Students 18 years and older)

Students 18 years and older who reside with their parents or guardians will be considered to have the **same status** as any other student in the Geyserville Unified School District and will be expected to follow all school rules concerning absences, tardies, notes, excuses, check-out and check-in etc.

Students 18 years old and older who reside independently and who have been legally emancipated from their parents/guardians must supply proof to the Principal. Approved students living independently, are expected to follow all school rules, but may write their own absence notes.

PHYSICAL EDUCATION PARTICIPATION

If a student is enrolled in a physical education class, participation is required.

When a medical problem exists, a parent may excuse you from participation for three days; a doctor's note is required thereafter. You must report and dress for P.E. class everyday, whether you participate or not. The State of California for graduation requires two years (20 credits) of High School physical education.

PROGRESS REPORTS

If you are receiving a grade of D or lower in any subject, a progress report will be mailed home. Progress reports are mailed home quarterly. Weekly Progress Reports are available in the office for students to use for weekly grade information.

REPORT CARDS

Report cards are mailed home on a quarterly basis approximately two weeks after the grading period has ended.

SCHOOL ASSEMBLIES/HOUSE MEETINGS

On regularly scheduled days, there will be a gathering of all students in grades 6-12 for an assembly or house meeting. This time together gives the entire student body and staff the opportunity to share information, awards, presentations, etc. These assemblies/meetings have been a unifying factor for the school; it is a time to connect with each other.

SCHOOL OFFICE

School office hours are 7:45 a.m. to 4:00 p.m. daily. The school office is off limits unless you have specific business with the counselor, principal, or secretary. Due to the confidential nature of school business the principal and secretary's desks are off limits to students. Forms and calendars of school activities are located in the office.

SEARCH AND SEIZURE

School officials may conduct searches when there are reasonable grounds or suspicion that the search will uncover evidence that the student may have violated the law or school rules, or placed the health and safety of students or school employees in jeopardy. In all such cases of search, the search must be within the school personnel's regular scope of duties, and any property seized must be reported to the student immediately.

SPORTS

Activity eligibility rules apply for sports participation (see "Activity Eligibility"). Sports offered at Geyserville Educational Park are:

High School

| | |
|------------------|-----------------|
| Soccer | Baseball |
| Volleyball | Softball |
| Boys Basketball | Cheerleading |
| Girls Basketball | Tennis and Golf |

Middle School

| |
|------------------|
| Soccer |
| Volleyball |
| Boys Basketball |
| Girls Basketball |

STUDENT INSURANCE

This year the Geyserville School District pays for student accident insurance for school time. However, this coverage is not in effect during the summer. If parents wish to pay for an optional 24 hour coverage plan, please contact the school office. Coverage is a maximum of \$25,000.00 with the \$100.00 deductible to be paid by the student's parent or guardian.

STUDY HABITS/STUDY SKILLS Research has shown that by providing organizational skills, students can demonstrate better success in school with homework, classroom assignments, and long-term projects. The district-wide study skills program recommends all Middle School students to have:

- three-ring, 2 inch binder or folder labeled with your name and grade
- subject dividers
- plastic pouch for pencils, pens, and other supplies
- assignment book - assignment books may be purchased from the school for \$2.00.

It is highly recommended that High School students also use these items.

STUDENT STUDY TEAM

At the request of Geyserville School Staff, student study teams comprised of teachers, specialists and administrators meet to consider the needs of individual students and suggest interventions to help teachers in the instruction of the student.

SUSPENSIONS

Class Suspension

You may be suspended from a class by your teacher for the rest of a period and from that class the next day for inappropriate behavior. You will be assigned administrative detention time in addition to the period you sat out. An office referral will be written and the teacher will notify your parents and administrator. A parent conference may be scheduled.

School Suspension

The principal, the principal's designee, or the superintendent may suspend a student from school for no more than five (5) consecutive days. An informal conference will be held. The student will be given the opportunity to present his or her version and evidence. Whenever practical, the referring staff will attend.

A student who is on home suspension will not have the opportunity to make up missed work.

A suspended student is not to be on campus or participate in any school activities. A parent conference will be held before or upon returning to school (within 2 days).

Suspended students are not to participate in extra curricular activities or attend school functions during days of suspension.

TARDIES

Students are expected to be prepared and on time to class. Please refer to **Reporting an Absence and Loss of Credit for consequences.**

TEXTBOOKS

All textbooks are loaned to students to use during the school year. Books are to be covered and handled carefully. You are responsible for replacement costs for damaged or lost books. If textbooks are not returned, students will not receive a new book for the following year until missing books are returned or fines paid. Students who are unable to meet the monetary obligation will need to contact the principal as soon as possible. Please be sure your name and grade are written on the book label. Book covers are available in the library.

TITLE IX REGULATIONS

In compliance with Title IX of the Education Amendments of 1972, the Geyserville Unified School District does not discriminate on the basis of sex in the admission of student to school

programs, in its education programs or activities, or in the recruitment and employment of personnel.

Our students have a right to a nonsexist education. A law called Title IX prohibits the school from discrimination on the basis of sex. Females and males are guaranteed equal treatment under the law in:

- Admission to schools
- Student rules and regulations
- Financial Aid
- Employment
- Sexual harassment
- Counseling and guidance
- Student services and benefits
- Athletics and competitive sports
- Policies relating to marital and parental status
- Entrance to courses (including P.E. and Vocational Education)

VANDALISM/THEFT/PROPERTY DAMAGE

Our school buildings and grounds are beautiful; those who destroy or vandalize them will be required to pay for losses or damages. If you willfully destroy or steal school property, suspension and subsequent expulsion may be necessary. The parents/guardian having custody or control of a minor who commits an act of vandalism against the school or District will be held financially liable.

VEHICLES SUBJECT TO SEARCH California Vehicle Code Section 2113 (a)

By entering any Geyserville Unified School district property, the person driving any vehicle is deemed to consent to a complete search of the vehicle, all its compartments and contents, by school officials for any reason at any time. This notice applies to all vehicles of any type and is in force 24 hours a day.

VISITORS

Student visitors are not permitted on campus during the school day. Parents are always welcome. We ask that an appointment be made to see a teacher, counselor, administrator, or visit a classroom. Parents, classroom speakers and invited guests must register in the main office upon arrival. Small children should not be brought to school.

GEYSERVILLE UNIFIED SCHOOL DISTRICT DRESS POLICY

THE DRESS POLICY IS IN EFFECT AT ALL SCHOOL-SPONSORED EVENTS

The dress code at our school is practical. All clothing shall be within the bounds of decency and good taste as appropriate for school. Clothing that is disruptive to the learning environment will not be permitted. Garments must be sufficient to conceal the undergarment at all times. The following is a guideline of appropriate and acceptable school clothing.

1. Shoes must be worn at all times. Pajamas and bedroom slippers are prohibited.
2. Dark glasses or sunglasses may not be worn inside the school.

3. Hats are not allowed during all-school assemblies or activities. The teacher has the right to determine whether or not hats will be worn in his/her classroom. Hats cannot be predominately red or blue and must be free of anything, which would denote drugs, alcohol, violence or any kind of gang affiliation.
4. Dress, skirt and short length must be no shorter than 4 inches above the knee.
5. Backpacks and binders cannot be red or blue and must be free of graffiti.

The following are not allowed on campus or at any school sponsored event:

1. No tank tops "see through" or "fish net" type of blouse, shirt, spaghetti straps, and short-crop tops, tube tops, off the shoulder, bare midriiffs, muscle shirts, spandex pant/shorts or sports bras may be worn.
2. No low-cut or revealing clothing not conducive to a school environment will be allowed. Cleavage can not be visible Shirts must be worn at all times.
3. Pants must fit at the waist and not be more than one size too large.
4. No solid red or Navy/Dark blue clothing will be allowed except blue jeans. Red or blue cannot be the predominate color. Plaids, stripes and checks are acceptable.
5. Shoestrings cannot be red or blue.
6. Hanging belts or chains, blue or red belts, beanies, hoods worn over the head, bandanas of any color, hairnets, are not allowed.
7. Jewelry such as bracelets or neck collars, which have spikes, are not allowed.
8. Old English writing on clothing, notebooks or accessories are not allowed.

Any clothing, apparel, jewelry, accessory, note book, personal belonging, or manner of grooming, which, by virtue of its color, arrangement, trademark, or attribute, denotes membership in gangs, advocates drug or alcohol use, sex, violence or disruptive behavior is prohibited.

CONSEQUENCES:

Students are expected to come to school ready to learn. If a student is dressed inappropriately, these steps will be followed:

1. Student will be counseled as to inappropriate dress. If student can remedy the situation by putting on or removing an item of clothing, he or she will be allowed to do so.
2. If the above is not possible, the student will be sent with a pass to the principal. On an individual basis, the student may be sent home to remedy the situation. A letter to the parent/guardian will be sent notifying them of the infraction.
- 2nd infraction will result in a school detention and parent notification.
- 3rd infraction and subsequent infractions will result in home suspension. See Willful Disobedience under discipline policy. A parent conference will take place.

GEYSERVILLE EDUCATIONAL PARK BEHAVIOR EXPECTATIONS

"Our purpose at Geyserville Educational Park is to enable students to pursue excellence, make sound, informed, ethical decisions, and learn to be responsible, productive citizens of the future."

STUDENTS WILL:

- follow dress policy
- not wear sunglasses in the school building
- remain on campus during the school day
- attend all classes on time with appropriate materials
- be courteous, respect others, their property, and their right to learn
- maintain a clean and orderly campus
- eat only at designated times and areas
- refrain from riding bicycles and skateboards on campus
- refrain from gum chewing
- stay within supervised areas
- refrain from possession of the following articles:
 - a. water pistols
 - b. water balloons
 - c. any articles which might suggest gang affiliation, including hair nets, bandannas, beanies and do rags
 - d. audio equipment not allowed at school unless used for a class related activity
 - e. any items inappropriate to a school setting (i.e. pillows, blankets, stuffed animals)
 - f. permanent markers of any kind
 - g. cigarette lighters, matches
 - h. any item not appropriate for school use

- Adhere to all the laws of the State of California prohibiting the following:

- a. weapons
- b. fighting
- c. stealing
- d. crimes against school personnel
- e. crimes against school property
- f. alcohol, tobacco, drugs, and other chemical substances
- g. profanity
- h. hazing/harassment/racial slurs/sexual harassment
- i. gambling
- j. disobedience (defiance of authority)
- k. fireworks

CONSEQUENCES MOST COMMONLY USED:

Students who break a rule in the behavior code will be subject to one or more of the following consequences.

1. Receive a warning from a staff member
2. Have a student-teacher conference or a parent-student-teacher conference
3. Be given a referral / Detention by an administrator
4. Receive On Campus Suspension
5. Receive a Home Suspension for one or more days

GEYSERVILLE EDUCATIONAL PARK DISCIPLINARY POLICY

DISCIPLINARY CONSEQUENCES FOR BEHAVIOR VIOLATION OF THE CODE OF CONDUCT:

The following disciplinary actions are what you can expect to receive if you violate the student discipline policy while on school grounds, while going to or from the school, or while going to or coming from a school-sponsored activity.

| VIOLATION | CONSEQUENCE |
|--|---|
| Act of Violence (48900-a) | |
| A. Fighting 1. Mutual Combat - fight between two students 2. Attack upon a student 3. Attack upon an adult | *3 to 5 days Home Suspension 5 days Home Suspension, police report Recommendation to expel, police report |
| B. Threatening to cause physical harm 1. Threatening a student 2. Threatening school personnel | Resolvable - Conflict Management *Minor – OCS *Major - Home Suspension |
| C. Hazing Harassment/Racial Slurs/Sexual Harassment | *1 to 5 days Home Suspension |
| Weapons and Dangerous Objects (48900-b) | |
| A. Possession of a weapon (knife, gun, sharp object, club, makeshift item, stun gun, or any object which could inflict injury) | 5 days Home Suspension, police report, and recommendation to expel |
| B. Use of weapon in a fight | 5 days Home Suspension, police report, and recommendation to expel |
| C. Possession and/or sale of explosives/fireworks | *1 to 5 days Home Suspension |
| D. Use of explosives or fireworks | 3 to 5 days Home Suspension, police report and recommendation to expel |
| E. Possession of look-alike gun | 3 to 5 days Home Suspension, police report, and possible recommendation to expel. |
| Alcohol and/or Drug Possession (48900-c) | |
| A. Possession, use of, or under the influence of an alcoholic beverage, drug, or controlled substance | 5 days Home Suspension, police report removal from school to an alternative program, possible expulsion |
| Alcohol and/or Drug Sales (48900-d) | |
| A. Offered, arranged, negotiated to sell, deliver or furnish alcohol and/or drugs | 5 days Home Suspension, police report, and recommendation to expel |

| | |
|---|---|
| Robbery or Extortion (48900-e) | *3 to 5 days Home Suspension and police report |
| Damage to Property (48900-f) | |
| A. Caused or attempted to cause damage to school property or private property | Minor - Detention/ OCS/ Restitution Major - 3 to 5 days Home Suspension, police report, and restitution |
| B. Arson | 5 days Home Suspension, police report, and recommendation to expel |
| Theft/Stealing (48900-g) | |
| A. Stolen or attempted to steal school property or private property | Minor - 1st offense - home suspension, restitution, and/or community service 2nd offense - Home Suspension, restitution, and/or community service Major - 3 to 5 days Home Suspension, police report, and recommendation to expel |
| Tobacco (48900-h) | |

| | |
|---|---|
| A. Possession of tobacco in any form | Confiscation and OCS |
| B. Smoking or chewing tobacco on school grounds or repeated possession | 1st Offense – one day home suspension 2nd Offense - 3 days Home Suspension 3rd Offense - 5 days Home Suspension |
| Profanity or Vulgarity (48900-i) | |
| A. Displayed on clothing (see Dress Policy) | 1st Offense - Ask student to change clothes either at school or home 2nd Offense - 1 day Detention 3rd Offense – OCS or Home Suspension |
| B. Swearing, writing, the use of obscene language, materials or gestures among peers | 1st Offense - 1 day Detention 2nd Offense – 1 day OCS 3rd Offense - 1 to 3 days Home Suspension |
| C. Pantsing or mooning other students | Home Suspension |
| D. Directed to an adult employee | *1 to 5 days Home Suspension |
| Drug Paraphernalia (48900-j) | |
| A. Possession of Drug Paraphernalia | 5 day Home Suspension, police report, possible removal to alternative school program, or expulsion |
| B. Offered, arranged or negotiated to sell any drug paraphernalia | *5 days Home Suspension, police report, and recommendation to expel |
| Willful Disobedience (48900-k) | |
| A. Failure to remain on campus during the regular school day B. Leaving class with out permission C. Rude and/or profane behavior | 1st Offense – OCS 2nd Offense - 1 day Home Suspension or parent accompany student to all classes all day 3rd Offense - 3 days Home Suspension 4th Offense - 5 days Home Suspension |
| D. Failure to remain in designated area | 1 st Offense- Warning 2 nd Offense- Detention 3 rd Offense- 1 day OCS |
| E. Failure to follow staff directive | Minor- Detention and/or OCS Major- Home Suspension |

| | |
|--|---|
| Willful Disobedience (cont.) | |
| F. Failure to correctly identify self to staff | OCS/ Home Suspension |
| G. Failure to report to the designated area while on a pass | OCS/ Home Suspension |
| H. Failure to serve detention on date assigned | Additional detention time / OCS |
| I. Four or more administrative detentions | Home Suspension |
| J. Unexcused absences (3) | OCS |
| K. On campus while on Home Suspension | Home Suspension to 5 days |
| L. Gambling | *OCS/ Home Suspension |
| M. Forgery, falsification, cheating- notes, plagiarism of school assignments | *OCS/ Home Suspension/ committee review |
| N. Trespassing on another school campus | 3 to 5 days Home Suspension |
| O. Littering | Detention or work detail |

| | |
|--|---|
| <p>P. Possession of the following articles are not allowed at school: water pistols, water balloons, audio video equipment (not allowed in class unless used for class activity), any items inappropriate to a school setting that distracts from learning, (e.g., beepers, laser pointers, lighters, matches, CDplayers, Walkman,) and any articles which might suggest gang affiliation.</p> | <p>1st Offense-confiscated for one day 2nd Offense- confiscated and only returned to parents 3rd Offense- 2-5 days Home Suspension</p> |
| <p>Q. Riding skateboards, roller blades and bicycles on campus</p> | <p>1st Offense - warning/ confiscated and returned at the end of the day 2nd Offense – OCS</p> |
| <p>R. Offensive public display of affection (see Over Affection)</p> | <p>1st Offense - Students warned/parent contacted 2nd Offense - Detention/parent contact 3rd and subsequence- OCS/Home Suspension</p> |
| <p>S. Food/Drink in unauthorized areas</p> | <p>1st Offense- Warning 2nd Offense-Detention 3rd OCS</p> |

*Repeated offenses may result in a maximum consequence of expulsion.

GEYSERVILLE EDUCATIONAL PARK

Harassment Complaint Form

Harassment by a student or school employee is an unsolicited and unwelcome written, verbal, physical and/or visual contact, with racial or ethnic, religious, sexual or personal context or motivation. Written examples include but are not limited to threats, demeaning or humiliating statements, suggestive or obscene letters, notes or invitations. Verbal examples include but are not limited to derogatory comments, innuendoes, slurs, offensive jokes or epithets, or comments about physical features. Physical examples include but are not limited to leering, gestures, display of suggestive objects, pictures, cartoons or posters, unwelcome or offensive touching, impeding or blocking movement. Harassment occurs when:

- 1) an action has "a negative impact upon an individual's academic performance or creates an intimidating educational environment";
- 2) a person continues to behave in the same manner after being informed that the behavior is inappropriate, demeaning, unwelcome, offensive or humiliating;
- 3) a person threatens reprisals or implies threats of reprisal following a request to stop an objectionable behavior;
- 4) a person says or writes something which is knowingly untrue, a lie, or a misrepresentation or distortion of the truth and which damages another's reputation.

Students are strongly encouraged to consider the school staff to be people who care about the welfare of students. It is our desire to resolve the above problems in the quickest, most satisfactory manner - before a situation evolves out of control and before the student's sense of personal safety is threatened. We hope that students will ask for assistance to resolve such problems at the earliest possible time.

I. COMPLAINT PROCEDURE

A. Informal Resolution

Students who feel aggrieved because of conduct that may constitute harassment are encouraged, but not required, to directly inform the person engaging in such conduct that such conduct is offensive and must stop. An aggrieved individual is not required to complain first to his or her instructor, if that instructor is the individual who is harassing the student.

B. Complaints Brought by Students

If an aggrieved student has tried but is unable to communicate directly with the person whose conduct is offensive or if direct communication has been unavailing, the aggrieved student may file a complaint with the Superintendent or Site Principal if it is against another student. They may file a complaint with the Superintendent if it is against an adult.

II. CONFIDENTIALITY

Reasonable efforts will be made to keep a complaint and the results of the investigation confidential. Witnesses shall be informed of the confidential nature of the matter and the investigation and shall be informed that it would be a violation of this policy to disclose the complaint or the nature of the investigation to others.

III. ADMINISTRATIVE REVIEW AND PROCEDURES

A. Review and Disclosure of Complaint

The Superintendent, or Site Principal, or designee, shall review the complaint, and, as soon as reasonably possible after receipt of the complaint, the student who is accused of harassment should be informed of the complaint.

B. Time Limits

A complaint shall be filed as soon as reasonably possible after the conduct in question has arisen. C.

Investigation

As soon as the Principal, Superintendent, or the Board of Trustees learns of a complaint, the complaint shall be investigated thoroughly, promptly and in a confidential manner. The investigation and written report shall be completed within 90 calendar days.

IV. DISCIPLINARY ACTION

Students who act in violation of this policy and/or the law may be subject to discipline up to and including expulsion. Such disciplinary action shall be in accordance with District Policy and State Law.

HARASSMENT COMPLAINT FORM

Complaints shall be filed with:

Superintendent or Site Principal
Geyserville Unified School District
1300 Moody Lane, Geyserville, CA 95441

| | |
|--|------------------------------------|
| FROM: _____ | TO BE COMPLETED BY PERSONNEL _____ |
| Date Received _____ | By _____ |
| 1. Identify the offending person or persons Harassment Complaint Form # _____ | Reference Code _____ |
| Date Resolved _____ | By _____ |

2. Give specific examples of offensive conduct. (If more space is required, please attach additional pages.)

3. What remedy are you seeking?

4. Describe the informal efforts you made to correct the situation described above (#2).

Your Signature _____ Date _____

HIGH SCHOOL INFORMATION

AP CLASSES

Geyserville High School offers Advanced Placement English, Biology, Calculus and Spanish classes to seniors and juniors.

AP Biology is an advanced level biology lab course. The students will develop comprehensive knowledge of the principles of biology which will prepare them for the College Board Advanced Placement exam. Sophomores may be eligible with teacher approval.

AP English is designed to prepare college bound seniors for the A.P. exam in English language and composition. Students will write frequently in class sharpening their abilities to respond to the kinds of essay questions they will face on the A.P. exam.

AP Calculus covers elementary functions, differential and integral calculus and parallels the college level course.

AP Spanish is designed to prepare college bound juniors and seniors for the AP exam in Spanish language and literature. Students will read and study literature from a variety of Spanish-speaking authors and will write frequently in class, which will prepare them for the exam.

CLASS CHANGE POLICY

Students may only change courses for credit up to the second week after the beginning of each semester. Changing a class requires principal, teacher and parent approval.

CLASS/CLUBS

Each class or club will be charged an annual fee of \$10 for the use of school supplies for activities.

CREDIT MAKE UP

To make up credit loss, you may:

- 1) Attend summer school
- 2) Repeat the class if the schedule allows
- 3) Take an evening class at the junior college
- 4) Be referred to Buena Vista High School by the administrator.

DANCES

Geyserville High School dances are for our students and their guests. A student must obtain a pass (approved by an administrator) in advance for any guest and must accompany that guest to the dance. The pass must be submitted at the door. Students must be in good standing to attend dances; this means they may not be on school suspension. Students who leave the dance will not be re-admitted. All school rules apply at dances.

GRADUATION REQUIREMENTS

A total of **240 credits** and **40 hours (10 per year) Community Service hours** are required for graduation. Students must also pass the **School Wide Writing Sample** in their senior year and pass the **CAHSEE (see below)**. Transferring students from schools with different course and/or credit requirements will be evaluated individually. Five credits per semester (10 per

year) are earned for each class completed successfully. Students need to attend school regularly and work diligently in order to keep up on their credits.

Required Courses:

English: 40 credits

•9th-12th

Social Studies: 30 credits

•World History •US History •Civics/Economics

•**Frosh Requirements (substance abuse, driver ed, first aid, family life) 10 credits**

Science: 20 credits

•Physical Science •Biology

Mathematics: 20 credits (students must pass Algebra I in order to receive a High School Diploma)

•Pre-Algebra/Algebra I •Geometry • Algebra II

Physical Education: 20 credits

Fine Arts: 10 credits

•Foreign Language •Art • Graphic Design

Elective Courses: 90 credits

•See master schedule for offerings

•Vocational education classes fulfill elective course requirements for graduation

•A teacher's aide earns elective credit

CALIFORNIA HIGH SCHOOL EXIT EXAM

In order to receive a High School Diploma students in California public schools will have to pass this exam. The test will be given twice a year, giving the student ample time to pass.

Students who are not fluent in English will have to pass the test in English before receiving a diploma. Special education students cannot receive their high school graduation diploma without passing the **CAHSEE**, however, special accommodations can be written into the students IEP. **If a student is not eligible for a high school diploma due to not passing the CAHSEE a Certificate of Completion will be issued if all other graduation requirements are met.**

WRITING PROFICIENCY

The School Wide Writing Sample is given every year during the fall and spring to all students 6th grade –12th grade. Students must pass with a score of 7 or higher in their senior year in order to graduate. **Seniors who pass the test in the fall of their senior year do not have to take the test in the spring.**

GRADUATION CEREMONY

Each June, **seniors who meet all District requirements will participate in an evening graduation ceremony.** Eligible seniors from the Buena Vista High School will also participate in this District graduation. Exchange students from other countries are invited to participate in the ceremony and will receive an Honorary Diploma for one year of education abroad. The school colors, green and gold, will be the color theme for the ceremony. This is an important celebration for all to share.

SENIOR YEAR

Seniors who lack credit in a required course at the end of the year will not receive a diploma or be allowed to participate in the senior activities or ceremonies. The credit requirement can be

met through summer school or with special arrangements through the counselor. Upon completion of credits, Community Service, passing the California High School Exit Exam and school required proficiency exams a diploma will be issued.

•**Early dismissal for seniors:** •seniors must attend school through sixth period (special accommodations may be made through the principal) •only seniors on target to graduate in June will be allowed to leave early for either a job or to attend college classes.

•SENIOR TRIP

The possibility of a Senior Trip is contingent upon Board Policy and approval. If the Board approves a Senior Trip, graduating seniors may participate in a trip paid for with class moneys accrued over their high school years. Students would be eligible to participate in the trip if they have successfully **completed all graduation requirements**, including community service hours, proficiency exams, and the School Wide Writing Sample. Students who have been placed on the Student Activity Ineligibility List for inappropriate behavior will not be allowed to participate. Any student placed on the Ineligibility List will be reviewed individually.

COMMUNITY SERVICE

All students are required to complete 40 hours of community service (10 per year) in order to receive a diploma. Transferring students' requirement will be based upon 10 hours per year of Geyserville attendance. To receive community service credit, pick up the form in the office and return it to the office. Forms must be signed by a supervising adult and turned into the office within 2 weeks of the activity in order to receive service credit.

Community Service Guidelines

- Students must complete a total of **10 hours each year** in a community service project. If a student does not complete 10 hours within the school year he/she will not be able to participate in any extra curricular activities the following year until the hours are completed. This includes all sports, student government, dances, etc. This is a requirement for graduation. (Board Policy 6146.1A).
- Students working in a Geyserville High School activity may earn 1 hour of community service for each 3 hours of work. Full credit will be given if the student performs community service for the Middle or Elementary schools.
- Students cannot obtain credit for community service performed during class time.
- In any community service project, the work of the student must not take the place of a hired employee. Students' work should supplement the efforts of the organization or agency, not take the place of someone who is already working.
- If the student is paid, the hours will not be applicable.
- Prior approval must be obtained to work with an agency or group not listed below.
- Incoming 9th grade students may begin their community service the second semester of their 8th grade year.
- Approved Organizations:

| | | |
|---------------------|--------------------|--------------------|
| Chamber of Commerce | Museums | Children's Centers |
| Nursing Homes | Hospitals | Humane Society |
| Libraries | Service Clubs | Schools |
| Red Cross | Retirement Centers | Religious Groups |

City Government
Disaster Relief Organization
Environmental Groups

Park & Recreation Department
Police and Fire Departments

SANTA ROSA JUNIOR COLLEGE ENRICHMENT PROGRAM

This enrichment program is offered to eligible juniors and seniors; credit earned is applied towards high school graduation requirements. See the principal for information.

STUDENT GOVERNMENT/ACTIVITIES

The Student Council provides for student activities, gives students a share in the management of the school, and seeks to interest students in school affairs.

Traditionally, there are two major dances per year: Homecoming and the School Prom.

Student Body cards are sold by the Student Council for \$2.00 each; it entitles you to a discount at all games and dances.

Student Council and Class meetings are held on a regular basis.

BUENA VISTA HIGH SCHOOL

The Buena Vista High School is designed for students who are behind in credits, not adjusting to the regular school program, or working mornings or afternoons. The emphasis is on individualized instruction and courses. Referral to BVHS is made by the administration. Students may return to the regular high school program at the beginning of a semester with administrative approval, provided they have made up all credit deficiencies. Possible participation in the comprehensive high school graduation ceremony is evaluated on an individual basis.

MIDDLE SCHOOL INFORMATION

CLASS/CLUBS

Class and club officers are elected at the beginning of the school year.

COMMUNITY SERVICE

Eighth Graders may begin earning High School Community Service Hours starting the 3rd quarter of 8th grade.

DANCES

Middle School dances are for Geyserville Middle School students only. Middle School dances are held from 3:30PM to 6:00PM. All students are expected to remain at the dance until it ends. Students who leave early will not be re-admitted. Students must be picked up within 15 minutes of the end of the dance. Parents are asked to assist us with this by picking students up on time as this enhances safety for all students.

EIGHTH GRADE GRADUATION REQUIREMENTS

Students who have been promoted on to the eighth grade and who have successfully met all graduation requirements will be promoted to high school. A graduation ceremony takes place in June. The graduates will wear black graduation gowns, provided by the district. Students not participating in the ceremony due to retention will not be able to attend or participate in any extra-curricular activities.

HOMEWORK

A standard homework policy will be included in class outlines that teachers will send home at the beginning of the school year.

MIDDLE SCHOOL ELECTIVE CLASSES

Elective classes are two quarters (one semester) in length on a rotating schedule. All middle school students are required to take one semester of Health each year. All 6th grade students are required to take one semester of Keyboarding. Depending on test scores students may be assigned to a Reading Lab.

POSITIVE REINFORCEMENT

If you do not receive any referrals or suspensions during a quarter, you will be eligible to participate in special activities at the end of each quarter.

PROMOTION/RETENTION

Students in middle school must earn twenty-four out of twenty-eight possible credits in order to be promoted to the next grade level. If a student is in jeopardy of not being promoted, a meeting with the parent, student, staff and administrators will take place. After school Extended Study will be assigned to the student to provide extra help. Retention may be recommended if the student is not making progress even with extra help.

STUDENT GOVERNMENT/ACTIVITIES

The Student Council sponsors or supervises all student activities. Officers are elected at the beginning of the school year. Eligibility requirements and petitions will be available in the office prior to the election. Notices will be placed in the bulletin.

The Student Council sells student body cards for \$2.00 each. A student body card entitles you to a discount to all dances and high school games.