

DEL SOL ACADEMY
PARENT / STUDENT HANDBOOK
2020-2021



Del Sol Academy

A K-8 STEAM School

STEAM for ALL Between the Bells

Del Sol Academy
11626 Forsythia Street
Jurupa Valley, CA 91752
(951) 416-1106

<http://www.jusd.k12.ca.us/schools/delsol>

James Wandrie, Principal

james_wandrie@jusd.k12.ca.us

Evelyn D. English, Assistant Principal

evelyn_english@jusd.k12.ca.us

WELCOME TO DEL SOL ACADEMY

Dear Students and Parents:

This handbook is designed to provide you with the information you will need for a positive and successful year at Del Sol Academy. Your responsibility is to read each page and to understand the information that it contains.

Hopefully, this handbook will answer all of your questions. If you do have any questions regarding any rules or policies, please feel free to discuss them with your child's teacher or with office staff.

The staff joins me in wishing you and your child the best for the 2020-2021 school year. Let's make it a GREAT ONE!

Sincerely,

James Wandrie
Principal

Del Sol Academy

School Motto and Mission Statement



Del Sol Academy

A K-8 STEAM School

STEAM for ALL Between the Bells

School Motto:

STEAM for all between the bells.

Del Sol Academy will prepare students for future college and career goals by developing and implementing integrated units of study taught through the lens of science. Curriculum will provide students with the opportunity to apply the arts while partaking in thematic, project-based learning experiences that integrate technology, engineering, design, programming, inquiry, Common Core Standards (CCS) and Next Generation Science Standards (NGSS). Learning experiences will provide students with the opportunity to develop 21st Century Fluencies necessary for future jobs and global citizenship. Fluency skills include creativity; problem-solving; the ability to interpret and evaluate data; expressing ideas through artistic mediums; using media to receive and give information; and the capacity to successfully work, collaborate and interact with virtual and real partners.

Del Sol Academy will embrace a culture that values taking personal responsibility; understanding worldwide issues; respecting individuals & cultures; using digital resources responsibly; servant leadership; and environmental stewardship.

School Mission Statement

From an early age, it is our mission to engage students in science, technology, engineering, art, and mathematics, to ensure students recognize the value and applications of these content areas, while maintaining interest in STEAM related college and career pathways. Such efforts will ensure students are competitive in the global workforce, responsible global citizens, and equipped to handle global challenges.

Arrival Time

Campus opens at **8:00 a.m.** **Students should not arrive at school prior to 8:00 a.m.** unless they are taking part in a supervised activity, i.e., GATE, chorus, tutoring, etc. **AM TK/Kinder arrival time begins at 8:20 a.m. and PM TK/K at 11:20 a.m.** **Please DO NOT drop off students earlier as there is no adult supervision before 8:00 a.m.**

Closed Campus

Del Sol Academy is a closed campus. This means that once a student arrives at school he or she may not leave without being checked out through the main office. Otherwise, all students will be dismissed in the usual manner at the end of the school day. Parents are not allowed on campus at any time without checking in at the office first, being scanned in, and receiving a visitor's badge.

Only a parent or other identified adult on the students' emergency card may sign the student out in the office. During school hours, **parents, or those listed on the emergency card, will be asked to present a government issued photo identification before being allowed to leave with a student.** We appreciate your cooperation in this matter.

Emergency Cards

It is important to keep emergency cards updated in case of an emergency or disaster. Please notify the office of any change of address, home, work, or emergency telephone numbers. No student will be released to visitors not listed as a contact on their emergency card.

Fire and Disaster Drills

Fire and disaster drills are part of our regular education program and drills are scheduled as required by law and need. Teachers will instruct students what to do in the event of an emergency. Students must follow their teachers' directions quickly, quietly, and promptly. The office will be closed for 20 minutes approximately during drills, parents/guardians will not be able to check students in or out during a drill or real emergency situation.

School Colors

Our school colors are blue and gold.

Parking/Drop Off and Pick Ups

Please follow the general directions listed below:

- Circle the school in a clockwise rotation so students may exit on the right side of cars, and directly onto sidewalks. If you are coming from Bellegrave Avenue, please enter the neighborhood via Firebush Street.
- Allow extra time in the mornings to avoid congestion & stress.
- Be patient with each other and give others the right of way.
- Please yield to students.
- 6-8th grade students: Drop off along the curb of Forsythia Street, which runs along the west side of school. Students enter the west gate, next to the lunch benches and shade structures.
- Drop off students grades 1-5th in school driveway. Cars enter the lot from Forsythia Street and exit onto Camino Jamacha. Only right-hand turns are allowed out of the school parking lot.
- Parents of TK/Kinder students must walk children to east entrance and pick students up from the same entrance. For safety reasons, older siblings are not allowed to drop off or pick-up TK/Kinder students.
- Breakfast is served to all students free of charge from 8:00-8:20 a.m.
Note for 5th grade Parents: In the AM, 5th grade students are dropped-off in the driveway and released in the p.m. at the west gate, located off of Forsythia Street.



Visitors and Volunteers

We welcome volunteers and visitors. In order to maintain a safe student environment, all adult visitors and volunteers, and student visitors and volunteers are required to check-in and check-out at the main office. All are required to have an appointment before visiting a classroom or teacher.

Volunteers are required to have a fingerprints clearance through our district office.

Visitors will be given a visitor's badge that must be visible at all times while on campus.

In an effort to minimize interruptions, we are not offering tours to potential students and parents at this time.

ATTENDANCE

Attendance

State law requires students to be in school unless they are ill. Please do not send your child to school with a cold, persistent cough, or fever. **Please call the school on the day of absence at 951-416-1106. If no call is made, upon returning to school, your child must bring a note, signed by a parent or guardian, to the office stating the reason.**

Tardies

Being tardy is a disruption to the learning process. Students who are tardy will receive a consequence as dictated by our discipline plan. After three tardies, a warning will be issued. After five tardies, the student will be assigned to an after-school detention. Repeated tardies will require a parent conference. **If a tardy is due to a doctor, dentist, counselor, or court appointment, a note from their office will be required or it will reflect as an unexcused tardy.** Please remember, students must be in their seats when the tardy bell rings. Please emphasize to your student their responsibility in bringing detention notices home and making sure you know when they will be staying after school. Your cooperation in helping us prevent tardies is greatly appreciated.

In order to maintain a positive instructional climate, students are expected to be on time to class every period of every school day. Students must arrive to school and each class on time: students must be in class prior to the ringing of the tardy bell. Students who enter school or their classroom after the tardy bell are considered tardy. Any student who is tardy must report to their assigned classroom immediately. Tardies will be marked in the attendance tab in the Student Information System by classroom teachers. Any tardy in excess of 30 minutes is considered a truancy under California Education Code 48260 (a). **Students arriving to school in excess of 30 minutes late must report directly to the attendance office.**

Students may be subject to the following progressive discipline steps for continued tardiness or truancy:

1st Offense: Student is given a warning from their teacher and directed to arrive on time to class on a daily basis.

2nd Offense: Student is given a warning and teacher-issued consequence.

3rd Offense: Student is given a teacher-issued consequence and teacher will notify parent/guardian of tardies. The notification home will be documented in the Student Information System.

4th Offense: Student will be referred to the office for a visit with administration. Student will be counseled regarding the importance of arriving to school on time and will review corrective options, then issued a detention (lunch or after school). A phone call will be made to parent/guardian offering the opportunity for a parent conference. The phone call home and conference will be documented in the Student Information System.

5th Offense: Student will be referred to the office for a visit with administration. Student will be issued a discipline Saturday School. A mandatory parent conference will be scheduled and an Attendance Contract will be reviewed. This will be documented in the Student Information System.

*Unannounced Tardy Sweeps may take place throughout the school year. Students who are caught in a Tardy Sweep will be issued an immediate consequence.

**Class Tardies reset at the beginning of each trimester.

Truancy

Attendance is mandatory by state law. Students who willfully miss school or are tardy 3 times in excess of 30 minutes are truant. Remediation may include formal letters, parent conference, Saturday School, referral to the School Attendance Review Board (SARB), referral to the School and Community Outreach (SCORE), and a referral to the District Attorney (Ed Code 48200 and 48262).

Saturday School

Saturday School will be offered once a month to 1st through 8th grade students to make up excused or unexcused absences. However, this will not count towards perfect attendance.

Medical and Other Appointments

We urge you to schedule medical and other appointments so they do not conflict with class time. If it is necessary that students leave the school grounds before dismissal, **Students MUST be signed out in the office before leaving.** Students will not be released to anyone other than their parent or guardian or those persons named on the emergency card signed by the parent at the beginning of the school year. If your circumstances change, it is very important to come to the school office and revise your child's emergency card. If they return to school following an

appointment, they must check into the office to be readmitted to class. A note from these professionals is required to excuse them if the appointment is during school time.

STUDENT SERVICES

Health Services

We have a Health Care Aide in our office three hours per day. Our office staff tends to children who become ill, administer first aid, and maintain health requirements and records. It is imperative that parents realize that the health aide and office staff is not trained to identify broken bones or serious health problems. The district nurse is “on call” for emergency situations that may arise.

Illness or Accidents

If a child becomes ill or is seriously injured at school, his parents or another adult, authorized by the parent on the child’s emergency card, will be notified and the child will be sent home with the responding adult. Therefore, it is imperative that you keep information on the emergency card current.

If your child must be sent home and authorized adults are not available, you will need to arrange for an adult to pick up your child upon verification by the office personnel. Children who are ill are more comfortable at home, and we do not have the facilities or the personnel to care for them at school. Children who are ill or injured will not be released to walk home.

Lost and Found

Many articles become lost or are left unclaimed. All personal belongings should be marked. There is a container located in the playground area for lost articles. Small items such as watches, glasses, jewelry, etc. are turned into the office. **Items left unclaimed by the end of each trimester of the school year will be donated to charity.**

Medication

Many children require medication while at school. In order to assist you and your physician in completing prescribed medication, as well as conforming with current legislation, the following information is provided to all parents in the Jurupa Unified School District.

The school nurse will confer with the parent and physician in regards to the dispensing of the medication. The following procedures must be adhered to by the parent:

1. The District Medication Request Form needs to be completed and returned to the school.
2. Bring the medication to school in the original container. The pharmacist’s label must indicate: Name of the student, date, name of the doctor, student’s name, dosage of the medication, and method of administration.

The Medication Request form authorizes the school nurse to administer medication or to give instructions to non-medical personnel in the administration of medication. The principal and the nurse will determine who will administer the medication.

Please note: Students are prohibited from having any medication in their possession. This includes over-the-counter medication, such as aspirin and cough drops.

Telephone

In the interest of student safety and to avoid interrupting class time, we ask that you plan ahead with your child when it comes to your child's transportation after school. **For safety reasons, the office cannot relay messages informing students of changes to their after-school destination, pick-up location, or person picking the student up from school.** However, in the case of a dire emergency such as an accident, illness or death in the family, you may call the front office and we will assist you with communicating with your student.

Student Cellular Phones:

Student cell phones must remain off and in the student's backpack during the school day. If necessary, students may use their cell phone after school only. This applies to all students, grade Kindergarten through 8th. In the case of an emergency, a student may use an office phone. Emergencies do not include forgotten homework or instruments.

PROCEDURES AND PROGRAMS

Activity Supervisors

Activity Supervisors are hired by the District to help provide supervision of the lunch lines and playground. They are a vital part of Del Sol's staff and deserve the same respect that students would give any adult on campus. Failure to follow their directions will be considered defiance and dealt with as a disciplinary problem.

Classroom Parties

Parties are scheduled at the teacher's discretion and we ask parents/guardians to obtain approval from the teacher before delivering snacks/food to classrooms.

Fast food, soft drinks, Starbucks, flowers or balloons are not allowed to be delivered to students.

Contacting Your Child during School Hours

To avoid interruptions to class time, you cannot deliver forgotten items such as homework or music instruments to school. For your convenience, lunch accounts may be refilled online at <https://www2.mypaymentsplus.com/welcome> . Please make a checklist for you and your child to review before leaving for school which includes the following: 1) Lunch or lunch money, 2) Appropriate clothing items to take to school (e.g. jackets, sweaters, umbrella etc.), 3) Homework,

4) Musical Instrument or other equipment, 5) Mode of traveling home from school (e.g. walk, pick-up by parent/guardian/sitter, bus), transportation pick-up time, meeting location, and person to pick-up student, and 6) Charged Chromebook. It will be most beneficial if you take time each day, before your child leaves for school, or the night before, to discuss after school arrangements that deviate from the usual routine.

Curriculum Standards

The Common Core Standards provide our students with articulated curriculum and assessment tools aimed at improving student achievement. Student progress will be monitored using multiple forms of assessment, such as the SBAC, district benchmarks, teacher-made tests, and homework. Please take the time to familiarize yourself with the standards for your student's grade level. The Common Core Standards can be found at www.cde.ca.gov/ci/cc .

Custody Issues

Custody disputes must be handled by the courts. The school has no legal jurisdiction to refuse a biological parent access to his/her child and/or school records. The only exception is when signed restraining orders or proper divorce papers, specifically stating visitation limitations, are on file in the school office. Any student release situation which leaves the student's welfare in question will be handled at the discretion of the site administrator or designee. Should any such situation become a disruption to the school, law enforcement will be contacted and an officer requested to intervene. Parents are asked to make every attempt not to involve school sites in custody matters. The school will make every attempt to reach the custodial parent when a parent or any other person not listed on the emergency card attempts to pick up a child.

Early Release of a Student

Only a parent, guardian or a person listed on a student's emergency card can sign a student out from school. Office staff will summon the student only after the authorized adult provides a valid photo ID such as a driver's license. It is helpful to call ahead of time if you know that your child must leave for a valid reason such as a doctor's appointment, however, students will not be called to the office until the parent arrives. A student will only be released to persons listed on the emergency card with proper identification. **Please keep your child's emergency card up-to-date.**

Field Trips

Field trips are funded through the hard work and dedication of our PTO. Students are provided with an off campus educational experience that relates to the curriculum being taught. Field trips are a privilege and students who demonstrate consistent inappropriate behavior may lose the privilege of attending the field trip. Parents may be asked to chaperone field trips on an as-needed basis.

Independent Study Program

If you plan to have your child absent from school 5 days or more consecutively for necessary

reasons other than illness, please contact the office to arrange for an “Independent Study Plan” to enable your child to continue to get credit and continue the educational process. The plan is a contract that must be completed and turned in by the first day back at school. Please contact the office at least one week prior to an extended absence. Although Independent Study is an option, please make every effort to have your child in school. If they are absent for more than two weeks they may be dropped. There will be no independent study plans approved during **STATE** testing. Students on Independent Study do not qualify for Perfect Attendance.

Homework

Homework really does make a difference in a student’s performance. Research shows that the time spent on homework directly affects one’s achievement. This is important information. It says that by doing homework, students will increase their skills and do better in school. Please have your student bring homework on the day specified by the teacher. If brought in by a parent, a message will be left for the teacher.

In-service – Minimum Days

In order to provide Del Sol’s students with the most well qualified and highly trained staff possible, Del Sol has weekly minimum days. School ends each Wednesday at 12:38 p.m. During Wednesday afternoons, teachers will be holding team meetings and will be unavailable for visitations or telephone calls.

Insurance

Student accident insurance by a private carrier is available during the year. Application forms will be sent home to all parents early in the year.

Library

The library is available for student exploration and enjoyment. Students are guided in their classroom library time by the classroom teacher and library technician. Library skills, research skills, and book exploration are facilitated by the teacher.

Students and parents are responsible for all books (textbooks and library books) and Chromebooks issued to their child. Lost or damaged books and Chromebooks must be paid for.

Make-up Policy

Students are responsible for making up work missed due to an absence or student activity. Students should check with their teacher for missed assignments. Make-up work may not be provided for students who are truant from school. Parents may request homework for students who will be absent for an extended period of time. Call the school to make arrangements with your child’s teacher.

Office Hours

The school office is open from 7:30 a.m. to 4:00 p.m., Monday through Friday.

Recognition Activities

All students must remain in good standing, as designated by the principal and teachers, in order to participate in year-end culmination activities. These activities may include a special field trip and social events. At the principal or assistant principal's discretion, students who demonstrate less than satisfactory grades and/or demonstrate continuous or serious behavior problems may lose the privilege of attending and participating in these activities.

Recognition of Student Achievement

We are very proud of the students at Del Sol! We will reinforce good behavior and excellence in education in many ways. We are proud to recognize students who do their best at our trimester awards assemblies.

Standards Based Report Cards

Grades/marks, are based on the student's individual achievement in relation to mastering common core standards. The grades/marks earned are indicative of the student's individual achievement rather than a competitive standing in relation to other students. Grades will be the result of an emphasis on the importance of the instructional program and teaching strategies that not only stress knowledge, but assist the student in developing a strong positive self-image.

Report cards will be issued: October & (Parent Conferences for all students grades TK-8)
February
May

Progress reports will be issued 3 weeks before the end of each trimester, to any student in danger of receiving 2 or 1.

Students grades TK-5 will receive standards-based report cards, grades 6-8 will receive traditional letter grades. All students TK-8, will follow a trimester reporting schedule.

Trimester Attendance Awards:

The following are the requirements for Perfect and Exemplary Attendance Awards:

Perfect Attendance Requirements:

- Zero absences. Saturday School does not apply towards perfect attendance.
- Tardies and early checkouts disqualify.
- No student may be on Independent Study during the attendance period.

Exemplary Attendance Requirements

- Qualified absences are made-up by attending Saturday school (illness, death in the family, court appearance).
- No tardies or early check-outs
- Doctor appointments are acceptable if the student is gone for only a reasonable part of the day. Doctor's notes are required. "Reasonable absences" are determined by administrators.

School Site Council

School Site Council is a group of teachers, parents, and staff that meet six times per year to discuss achievement, programs, funds, etc. If you are interested in being elected to serve on our School Site Council, please contact the School Principal.

Science Fair

Del Sol is involved in a yearly Science Fair. Students' projects are generally home assignments that are based on the scientific method taught in the classroom. A special time is set aside for the projects to be displayed for parents and community. After projects are evaluated by a panel of judges, using the process behaviors as guidelines, selected winning projects then go on to the Inland Science Fair for competition.

Student Study Team

Students who have academic, behavioral, attendance, or health needs may be referred by a classroom teacher to the Student Study Team. The team consists of the Student Study Team Coordinator, classroom teachers, principal, and other support personnel, as needed. The group discusses a student's particular need and provides recommendations to assist the classroom teachers in helping each student reach their full potential.

Teacher Requests

At Del Sol, teachers, administrators and support staff work together to create well-balanced classes, which are conducive to all students learning, and promote high levels of engagement. Placements are based on student achievement levels, assessment results, previous teacher input, instructional needs, class sizes and programs. Consequently, we cannot fulfill parent requests. However, we encourage parents/guardians to reach out to teachers to share any unique needs or important background information regarding their child, which will help the teacher understand and provide for your child's educational needs.

Transportation

Bicycle and Pedestrian Safety

With parent permission, students in grades 4-8 may ride their bicycles to school. Students in grades 2 and 3 may ride their bicycle, if they are accompanied by an upper grade student (Grade 4-8). They must walk their bikes to and from the bike racks and lock their bikes to the racks. No students are to loiter around the racks. Bicycles are not allowed on the school grounds. Parents should discuss bicycle and pedestrian safety with their children. Continual disregard for bicycle safety rules will result in the denial of the privilege to ride a bicycle to school. Please remember, all bicycle riders are required by law to wear a bicycle safety helmet. **Students without helmets will not be allowed to ride their bike to school.**

Volunteers

Del Sol appreciates volunteers! Volunteers are welcome to assist teachers with classroom related needs Monday - Friday (except Wednesday) from 12:38 p.m. - 3:00 p.m. Please note, parents cannot have younger children with them while they are assisting in classrooms. Assisting in a classroom is at the teacher's discretion. Volunteers who work with students are required to have a current TB skin test (showing a negative reading) on file, and fingerprints on file with the District. Our office staff will be pleased to assist you with any questions you may have.

Dress Code Policy

All students are required to present themselves in an orderly manner, conducive to the advancement of education. Appearance should be neat and appropriate for the instructional setting. Items that are disruptive or could cause situations that would diminish the safety of students will be prohibited.

Students and parents/guardians will be informed about dress and grooming standards at the beginning of each school year and whenever these standards are revised. Students in violation of the dress code will receive a warning and parents will be notified. Students will be required to change or wear attire provided by the school. Repeat violators will receive consequences according to the school assertive discipline plan as appropriate for defiance of school rules.

The following specific guidelines shall be used to determine appropriate dress:

Gang-Related Apparel

Gang-related apparel is strictly prohibited. "Apparel" includes, but is not limited to, hats, jewelry,

belt buckles, bandannas, hair nets, insignias, exposed tattoos, colors, paraphernalia, and professional sports jerseys or logos that indicate an affiliation with a group or gang which may provoke others to act violently or be intimidated. This may include, but is not limited to, logos of the Oakland Raiders, Los Angeles apparel, or any kind of the number "13."

A list of specific, prohibited "gang-related apparel" will be developed and maintained in continued consultation with the Riverside County Sheriff's Department. The list of prohibited gang-related apparel may be revised from time to time as deemed necessary, and must be limited to apparel that reasonably could be determined to threaten the health and safety of the school environment if worn or displayed on a school campus.

Appropriate Dress - General

Brief garments, such as swimsuits tops, strapless or halter tops, beach wear, tank tops with deep armholes, bare midriffs, backless shirts, tube tops, pajamas, lounge wear, sheer clothes, ripped or tattered jeans that expose private parts of the body, low necklines, and exposed undergarments **are not appropriate for school**. Garments with shoulder straps less than 1" in width are prohibited. Dresses, skirts or shorts must cover the full curve of the buttocks when walking, sitting, reaching or bending, and should be no shorter than fingertip length with arms down. Bagging or sagged pants shall not be worn at school. The term "baggy pants" means the waistline of the pants, located at the hip bone of the student when pulled and pinched will gather more than one inch of material. The term "sagged pants" means the waistline of the pants is located below the hip bone of the student. With the pants correctly worn the crotch of the pants will not hang away from the body. Properly fitted pants, incorrectly worn (below the hipbone) are "sagged pants." Pants that are loose enough to fall off the hips without a belt are too big.

Prohibited Items

Clothing, jewelry and personal items (backpacks, gym bags, water bottles, etc.) shall be free from writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive, or which bear weapons, drug, alcohol or tobacco company advertising, promotions and likenesses. This includes any symbols the principal or designee considers to be drug related such as KK, blunt, 420, and 8-ball. Only school issued lanyards.

Also prohibited are clothing or other items which advocate gender, racial, ethnic or religious prejudice (i.e., white/brown/black pride or power) or which demean or exalt any group of people such that it infringes upon the rights of others to be free from harassment or intimidation. Also prohibited are items containing messages that promote or glorify death, mutilation or violence, or which constitute gang "silent code" messages, as determined by the school principal or designee in consultation with law enforcement.

Jewelry

Jewelry with gang-related or other inappropriate symbols, as described above, is prohibited. Also prohibited is jewelry designed for use as a weapon or designed to contain hazardous or contraband materials. In addition, jewelry or other accessories which display studs, spikes, chains, replica weapons or drug paraphernalia, or which may pose a threat to student safety are prohibited. Chains greater than 1/8 inch in diameter are prohibited.

Shoes

Shoes must be worn at all times. For safety reasons, only shoes which are appropriate for school wear are allowed, as determined by school administration. Shoes should stay on when walking or running. All sandals should have a strap supporting the ankle and have a closed toe. No flipflops or slippers are allowed.

Hats

Only school approved hats, caps or other head coverings may be worn outdoors for sun protection.

Sunglasses

Sunglasses may not be worn in the classroom.

Hair

Hair must be clean and neatly groomed. Hair lengths or styles which jeopardize the health and safety of the wearer or others of which substantially disrupt or interfere with school activities are not allowed.

PLEASE REFER TO THE JUSD 2020-21 PARENT GUIDE FOR A FULL COPY OF THE DRESS CODE.

Uniform Complaint Procedure

PLEASE REFER TO THE JUSD 2020-21 PARENT GUIDE FOR A FULL COPY OF THE UNIFORM COMPLAINT PROCEDURE.

Other Pertinent Information

JURUPA UNIFIED SCHOOL DISTRICT
4850 Pedley Road
Jurupa Valley, CA 92509

Civility Policy

All Jurupa Unified School District staff members will treat parents and other members of the public with respect, and will expect the same in return. The District is committed to maintaining orderly educational and administrative processes in keeping its offices free from disruptions and preventing unauthorized persons from entering its facilities.

This policy is developed to promote mutual respect, civility and orderly conduct among District employees, parents, students and the public. This policy is not intended to deprive any person of their right to freedom of expression, but only to maintain, to the extent possible and reasonable, a safe, harassment-free environment for all individuals who enter District facilities. The District encourages positive communication, and discourages volatile, hostile or aggressive actions. The District seeks public cooperation with this endeavor.

Disruptions

1. Any individual who disrupts or threatens to disrupt District operations; threatens the health or safety of District staff; willfully causes property damage; uses loud and/or offensive language which could provoke a violent reaction; or who has otherwise established a continued pattern of unauthorized entry on the grounds of District facilities will be directed to leave District property promptly by District administrative staff and shall not be allowed to return for at least 72 hours (EC 32211).
2. If any member of the public uses obscenities or speaks in a demanding, loud, insulting and/or demeaning manner while on District premises, the District administrator or employee to whom the remarks are directed will calmly and politely request the speaker to communicate in a civil manner.

If corrective action is not taken by the abusing party, the District employee will verbally notify the abusing party that the meeting, conference or telephone conversation is terminated and, if the meeting or conference is on District premises, the offending person will be directed to leave promptly.

3. When an individual is directed to leave under the circumstances discussed in Sections 1 or 2 above, the District administrator or designee shall inform the person that he/she will be guilty of a misdemeanor in accordance with California Education Code Sections 32211 and Penal Code Sections 626.6 and 626.8, if he/she reenters any District facilities with 72 hours after being directed to leave.

If an individual refuses to leave upon request or returns before the applicable period of time, the District administrator or designee may notify law enforcement officials. An Incident Report (attached) shall be completed for any such situations.

Safety and Security

4. The District Administrator of Education Support Services or designee will ensure that a safety and/or crisis intervention techniques program is provided to staff in order to raise awareness on how to deal with these situations if and when they occur.
5. When violence is directed against a District employee, the employee shall promptly report the incident to their supervisor and complete an Incident Report. All District employees, supervisors and administrators should complete an Incident Report and report to law enforcement, any attack, assault or threat made against them on District premises or at District sponsored activities (Penal Code Section 243.5).

Documentation

6. When it is determined by staff that a member of the public is in the process of violating the provisions of this policy, an effort should be made by staff to provide a written copy of this policy, including applicable Code provisions, at the time of occurrence. The employee will immediately notify his/her supervisor and provide a written Incident Report.

Legal References

EDUCATION CODE	PENAL CODE
32211 Disturbing School	243.5 Arrest on School Grounds
44810 Willful Interference	415.5 Fighting on School Grounds
	626.6 Refusal to Leave School Grounds
	626.8 Disruptive

Custody Issues

Custody disputes must be handled by the courts. The school has no legal jurisdiction to refuse a biological parent

access to his/her child and/or school records. The only exception is when signed restraining orders or proper divorce papers, specifically stating visitation limitations, are on file in the school office. Any student release situation which leaves the student's welfare in question will be handled at the discretion of the site administrator or designee. Should any such situation become a disruption to the school, law enforcement will be contacted and an officer requested to intervene. Parents are asked to make every attempt not to involve school sites in custody matters. The school will make every attempt to reach the custodial parent when a parent or any other person not listed on the emergency card attempts to pick up a child.

Homeless Youth Education

42 US 11432

The McKinney-Vento Homeless Assistance Act for Homeless Children and Youth entitles all homeless school-aged children to the same free and appropriate public education that is provided to non-homeless children. A homeless student has the right to attend either the school origin (the school that the student last enrolled or attended when housed) or the current school of residence. If a dispute arises over school selection or enrollment, the parent/guardian has the right to dispute the school's decision by contacting the district's homeless liaison, Monty Owens, Director of Administrative Services at 951-360-4140.

Nondiscrimination In Programs And Activities

EC 220; Section 504 of the Rehabilitation Act of 1973; Title II of the American with Disabilities Act; Title VI and Title IX of the Education Amendments of 1972

The Jurupa Unified School District is committed to providing a safe school environment where all individuals in education are afforded equal access and opportunities. The District's academic and other educational support programs, services, and activities shall be free from discrimination, harassment, intimidation, and bullying of any individual based on the person's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Specifically, state law prohibits discrimination on the basis of gender in enrollment, counseling, and the availability of physical education, athletic activities, and sports. Transgender students shall be permitted to participate in gender-segregated school programs and activities (e.g. athletic teams, sports competitions, and field trips) and to use facilities consistent with their gender identity. The district assures that lack of English language skills will not be a barrier to admission or participation in District programs. Complaints of unlawful discrimination, harassment, intimidation, or bullying are investigated through the Uniform Complaint Process. Such complaints must be filed no later than six months after knowledge of the alleged discrimination was first obtained.

The Director of Pupil Personnel Services, Monty Owens, is designated as the administrative officer in this area and should be contacted with any questions regarding the District's nondiscrimination policy at (951) 360-4140 or Administrative Services, 4850 Pedley Road, Jurupa Valley, CA 92509. For questions or concerns about discrimination against students based on disability, please contact Karina Becerra-Murillo, Administrator of Education Support Services, at (951) 360-4144.

Property Damage

EC 48904

Parents or guardians may be held financially liable if their child willfully damages school property or fails to return school property loaned to the child. The school may further withhold the grades, diploma, and transcript of the pupil until restitution is paid.

Safe Place To Learn Act

EC 234 and 234.1

The Jurupa Unified School District is committed to maintaining a learning environment that is free from discrimination, harassment, violence, intimidation, and bullying based on actual or perceived characteristics set forth in Section 422.55 of the PC and EC 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. All school personnel who witness an act of discrimination, harassment, intimidation, or bullying must take immediate steps to intervene when safe to do so. Any student who engages in acts of discrimination, harassment, violence,

intimidation, or bullying related to school activity or school attendance occurring within a school of the school district may be subject to disciplinary action up to and including expulsion. To report an incidence and/or to receive a copy of the district's anti-discrimination, anti-harassment, anti-intimidation and anti-bullying policies, please contact Monty Ownes, Director of Pupil Personnel Services at (951) 360-4140.

Sexual Harassment Notification

EC 48980 (g) and 231.5 and Board Policy 5145.7

The Jurupa Unified School District is committed to maintaining a learning and working environment that is free from sexual harassment. Any student who engages in sexual harassment of anyone in or from the district may be subject to disciplinary action up to and including expulsion. Any employee who permits, engages in, or fails to report sexual harassment shall be subject to disciplinary action up to and including dismissal. For a copy of the district's sexual harassment policy or to report incidences of sexual harassment, please contact Tamara Elzig, Deputy Superintendent.

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits sexual harassment of students by other students, employees or other persons at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against any person who files a complaint, testifies, or otherwise participates in district complaint processes.

For more information on the complaint process, disciplinary action, confidentiality, and record-keeping, please refer to the 2017-18 Parent Guide.

Suspension Appeal Procedure

Note: During the appeal of suspension to the principal, the student shall remain suspended for the length of the appealed suspension. Because the appeal process is a challenge to student records, only the student's Educational Rights Holder may appeal a suspension.

When a parent or guardian wishes to appeal the suspension (without recommendation for expulsion), the following procedure shall be followed:

1. The pupil's parent or guardian shall have the right to submit a written statement that shall be attached to the suspension notice.
2. The parent or guardian shall submit a written statement outlining the reasons for requesting an appeal **within five (5) school days of the date the student was suspended** to the principal or designee.
3. Upon receipt of a written appeal of a suspension, the principal or designee shall have five (5) school days to consider the appeal. After considering the appeal, the principal or designee will notify the parent or guardian of the decision.
4. If the principal or designee agrees to alter the suspension after considering the parent or guardian's appeal, and the parent or guardian agrees with the change, the appeal process shall end.
5. If the principal or his designee does not agree to change the suspension, or if the parent or guardian does not agree with the change offered by the principal, the parent or guardian may then appeal the suspension to the Superintendent's Designee.
6. The Superintendent's Designee shall hear appeals only after the appeal has been heard by the principal or designee.
7. The parent or guardian shall submit the written reason for appealing the suspension to the Superintendent's Designee within five (5) school days after being notified by the principal.
8. The Superintendent's Designee will contact the parent or guardian as soon as possible but **within five (5) school days** of receipt of the written request.
9. The Superintendent's Designee shall confer with the principal to determine if there is sufficient evidence to find that the alleged violation occurred, whether the penalty imposed is appropriate for the violation, and whether the pupil has been afforded due process of law.
10. The Superintendent's Designee shall make a finding of fact and shall render a decision.
11. The Superintendent's Designee will then inform the parent and the principal first verbally and then in writing, of the decision.
12. If the Superintendent's Designee determines that no violation occurred, all records regarding the suspension shall

- be immediately destroyed.
13. If the Superintendent's Designee determines that the penalty imposed was inappropriate for the violation, all records concerning the suspension shall be revised to indicate the penalty imposed by the Superintendent's designee.
 14. If the Superintendent's Designee determines that the violation did occur and that the penalty was appropriate, the suspension shall stand.
 15. In all cases, the decision rendered by the Superintendent's Designee shall be final and shall end the appeal process.

 16. The appeal of suspension with a recommendation for expulsion is terminated with the Superintendent's Designee meeting. [EC 48911(g)]

Safe Place to Learn Act

Bullying, Harassment, Intimidation & Discrimination Prevention & Response

(Ed. Code §§ 234, 234.1)

It is the policy of the State of California to ensure that all local educational agencies continue to work to reduce discrimination, harassment, violence, intimidation, and bullying. It is further the policy of the state to improve pupil safety at schools and the connections between pupils and supportive adults, schools, and communities. (EC 234)

The Jurupa Unified School District is committed to maintaining a learning environment that is free from bullying, harassment, intimidation, and discrimination based on actual or perceived disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics.

All school personnel who witness an act of discrimination, harassment, intimidation, or bullying must take immediate steps to intervene when safe to do so.

Any student who engages in acts of bullying, harassment, intimidation or discrimination related to school activity or school attendance occurring within a school of the school district may be subject to disciplinary action up to and including expulsion.

Students, parents, staff, and community members should report incidents so they can be investigated. Formal complaints may be filed, and will be timely investigated and resolved according to District policy and procedure. Complainants may appeal if they disagree with the outcome.

To report an incident, to file a complaint, and/or to receive a copy of the District's policies prohibiting and responding to bullying, harassment, intimidations and discrimination, please contact a school administrator.

Reference: Board Policies 5131.2 & 5145.3

Del Sol School-wide Expectations – BSEL

In addition to district-wide policies, Del Sol will also be incorporating Positive Behavior Social Emotional Learning (BSEL), a framework for social skills instruction and method of implementing school-wide expectations. In an effort to engage in proactive discipline here at Del Sol, we will be teaching 16 behavioral skills as well as explicitly teaching and practicing the expectations that we wish the students to exhibit at the various areas of our school.

We have adopted an overall expectation that our students will:

Be Safe, Be Respectful, Be Responsible! All of our rules have now been classified under these three important expectations and will be explicitly taught.

Learn the 16 classroom skills (social skills):

Using appropriate voice tone

Asking for help

Making an apology

MYOB – mind your own business

Resisting peer pressure

Staying on task

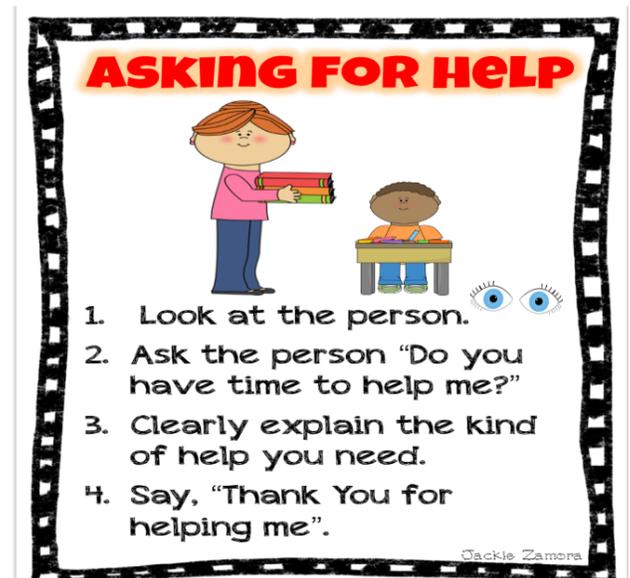
Waiting your turn

Getting the teacher's attention

Accepting criticism/consequences

Accepting "no" for an answer

Examples:

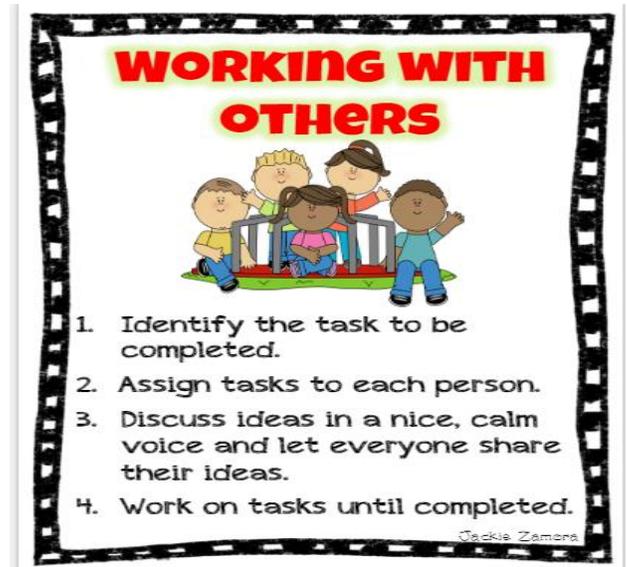


Working with others (group work)

Asking permission

Disagreeing appropriately

Giving criticism



Del Sol

Academy

School Rules

Be Safe!

Be Responsible!

Be Respectful!

General Rules

Students should not be at school before 8:00 a.m.

Students enter and leave school through designated routes.

Toys (balls, games, pets, radios, cameras etc.) from home are not permitted.

Be courteous and respectful to others at all times.

Walk at all times, unless at recess or P.E.

Do not bring unauthorized instruments, blankets, and stuffed animals.

No gum, candy, Starbucks, sodas or sunflower seeds to school.

At recess and lunch use the assigned restrooms.

Students are to go directly home after being dismissed.

Keep hands, feet and objects to yourself at all times.

No hugging, kissing or any other "inappropriate touching".

Playground Rules

Do not leave the playground for any reason without permission.

Refrain from hitting balls against the buildings.

When on the swings, swing straight ahead, no twisting or jumping off.

When using the slide, sit properly facing forward; one person at a time, do not climb up the slide.

Use jungle gym equipment properly, do not bump or push others.

Games are open to all students.

No contact sports.

Do not take the ball away from a game and play keep away.

Do not throw rocks, sand, or any other objects.

Cafeteria/Lunch Area

Walk orderly and quietly to and from the cafeteria and lunch area.

Follow the directions given by activity supervisors or other school personnel.

Remain in designated areas during lunch.

Raise your hand to be dismissed from the eating area and throw away trash before going out to recess

Eat your own food and throw away your own trash.

Always talk softly and do not disturb others.

Assemblies

Enter silently and be courteous

Enter and exit at your teacher's direction.

Remove hats when entering assembly.

Classroom Rules

Each teacher will have a specific classroom plan which will be reviewed with students and shared with parents.

Del Sol Academy
First Floor

