

# RUBIDOUX HIGH SCHOOL



**Student Handbook  
2023-2024**





**Integrity  
Perseverance**

**Respect**

**Rubidoux**

**Dedicated**

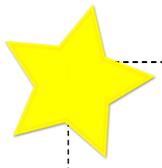
**to  
Excellence**

**PRIDE**

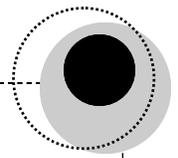


**2023-2024**

4250 Opal Street  
Jurupa Valley, CA 92509  
Phone: 951.222.7700  
Fax: 951.222.7802  
College Board school code: 052672  
School colors: Black & Gold



**This handbook belongs to:**



A dashed rectangular box for writing a name.

# 2023-2024 Student Handbook



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## Board of Education

Robert Garcia, President  
Joseph Navarro, Clerk  
Dr. Eric Ditwiler  
Karen Bradford  
Melissa Ragole

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## Dr. Trenton Hansen - Superintendent

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### Administration

Principal, Kevin Corridan	416-1556
Principal's Secretary, Roxanne Valdovinos	
Assistant Principal, —Student Activities and Facilities	222-7745
Assistant Principal's Secretary, Alicia Jones	
Assistant Principal, —Lisa Boschma—Curriculum and Instruction	416-1115
Assistant Principal's Secretary, Lena Ynostroza	
Assistant Principal— Jorge Galvan—Student Management & Accountability	222-7723
Assistant Principal's Secretary, Monica Regalado	
Assistant Principal, - Nancy Reyna—Student Services	222-7724
Assistant Principal's Secretary, Cynthia Lopez	

### Academic Coordinators

Kimberly Sanchez (A-E)	222-7728
Franklin Marmolejo (F-Lozano)	778-0054
Leticia Mellin (Lugo-Reyes)	222-7732
Rosa Gonzalez (Reynal-Z)	222-7733

### College and Career Counselor

Rosio Merino/ Alisa Garcia	222-7742
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### Support Staff

Main Office / Teacher Messages	222-7700
Bookkeeper	222-7747
A.S.B. Director	222-7774
Athletic Director	222-7734
Attendance (24-hour message)	222-7726
Career Center Clerk	222-7756
Adult Education	222-7739
Language, Speech and Hearing Specialist	222-7789
Long Term Independent Study	360-2660
Psychologist	222-7792
Registrar/Records	222-7737
School Nurse	222-7750
School Resource Officer (SRO)	275-0246
Library	222-7748
Wellness Center	222-7700

**RHS Administration Office Hours are Monday – Friday 7:30a.m. – 4:00 p.m.**

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Jurupa Unified School District

# Bullying Hurts

## Report Bullying

**Bullying will not be tolerated.**

**What is bullying?**

- Teasing, name-calling, pushing, hitting, threatening, ignoring, spreading rumors, excluding others, sending mean or upsetting messages or photos by text, email, or the Internet (facebook, etc.) can all be bullying.

**Should I report bullying?**

- YES! Tell a teacher or administrator.

**What will happen?**

The school will investigate and take steps to resolve the problem. Students who bully may be disciplined. We all want school to be a safe and happy place for all students!

**SAFE PLACE TO LEARN ACT** - 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

Jurupa Unified School District

# 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.

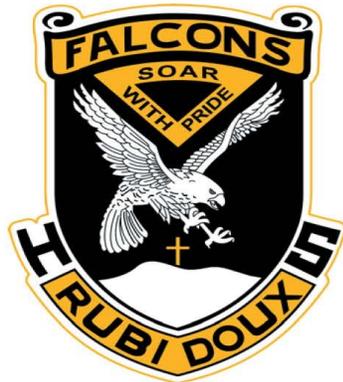
All school personnel who witness an act of discrimination, harassment, intimidation, or bullying must take immediate steps to intervene when safe to do so.

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



**RHS**  
**SCHOOLWIDE**  
**LEARNER**  
**OUTCOMES (SLOS)**  
**VISION**

**Rubidoux believes in the limitless promise of every student.**

**Rubidoux High School facilitates the development of positive behaviors in all students in order to empower growth mindsets for life.**

**Rubidoux High School's mission is to provide an equitable, safe, and dynamic learning environment through collaboration with students, staff, parents, and community.**

**High expectations challenge all students to realize their full academic potential and become successful contributing members of Rubidoux High School school and society.**

**Rubidoux Falcons will SOAR with PRIDE!**

**SOAR with PRIDE!**

**Perseverance, Respect, Integrity, Dedication to Excellence**

**RHS FALCONS WILL SOAR!**

**Seekers**

- Seek knowledge and new learning experiences.
- Seek and evaluate multiple solutions to a problem.
- Seek a variety of ways to communicate your thoughts and solutions.

**Outstanding citizens**

- Demonstrate respect through compassion, tolerance, and integrity.
- Respect yourself and others.
- Work with others, respecting their thoughts and opinions.

**Achievers**

- Challenge yourself to achieve your full academic potential.
- Set and achieve worthwhile personal goals.
- Achieve and maintain wellness.

**Responsible Individuals**

- Responsible for your own lifelong education and growth.
- Responsible for your own choices.
- Responsible for contributing to the advancement of your school, community, state, nation, and world.

# Rubidoux High School

## Expectations and Commitments

	<b>Lunch Area/ Restrooms</b>	<b>Office</b>	<b>Computer Lab Library</b>	<b>Hallways (Passing Periods)</b>	<b>Classroom</b>
<b>Seekers</b>	Report any problems to an adult. Show appropriate identification when asked (i.e. Pass/School ID)	Wait your turn to speak to an adult. Use each resource only when needed (i.e. Nurse's office)	Use the internet to search for appropriate material. Ask librarian/teacher for assistance when needed	Listen/respond to adults appropriately. Use free time to communicate with teachers about any class concerns	Come to class ready to learn. Bring your fully charged chrome book  Ask questions
<b>Out standing Citizens</b>	Use school property appropriately. Wait your turn in line	Use appropriate language. Greet all office personnel before making a request.	Report any misuse of equipment to an adult. Use school property appropriately	Follow all staff directions.  Refrain from PDA	Follow classroom rules.  Attend school everyday and be on time.
<b>Achievers</b>	Use the restroom during your personal time.  Use time wisely to take care of any personal business.	Ask for help when needed. Turn in all office-related forms on time	Use time effectively.  Use sources appropriately to avoid plagiarism	Arrive to class on time.  End personal conversations upon entering the classroom.	Try your best every day.  Learn from mistakes.  SET GOALS!
<b>Responsible Individuals</b>	Dispose of trash  Return to class promptly	Be mindful of your own business. Keep noise level to a minimum.	Dispose of food and drinks before entering  Keep your space clean and neat	Only be in designated areas.  Always keep your belongings with you.	Complete your assignments.  Meet deadlines.  Reach out for support when needed. Study for tests, quizzes or assessments.

# Resources Available Wellness Center

951-222-7700



## Offices

Delia Toscano - Community Schools  
Anna Avila - Outreach Worker  
Melody Diaz - Peer Specialist  
Jacob Escobedo - Behavioral Health

## RHS Closet

Clothing, shoes, personal  
hygiene

Contact Anna or Delia



## Individual and Group therapy/counseling

Contact Anna or Melody

## Outreach Services

Connecting families with services

Contact Anna



## Wellness Corner

Students and staff are welcome  
to visit when they need a  
moment to recalibrate

room 600

## Recurring Events

Wellness Wednesdays  
(every Wednesday in room 602)

Thrifting Thursdays  
(once a month room 602)



## School Supplies

Basic items such as  
backpacks, pens, paper

Contact Anna or Delia

## District Services

PICO Website

## Student Mentoring

Peer support mentoring

Contact Melody



We are here to help.

# Recursos Disponible Centro de Bienestar

951-222-7700



## Oficinas

Delia Toscano - Escuelas Comunitarias  
Anna Avila - Trabajadora de la Comunidad  
Melody Diaz - Salud Mental Estudiantil  
Jacob Escobedo - Salud Conductual

## Closet de RHS

Ropa, zapatos, higiene personal

Comuníquese con Anna o Delia



## Terapia/Consejería individual y grupal

Comuníquese con Anna o Melody

Servicios de Extensión  
Conectando familias con servicios

Comuníquese con Anna



## Rincón de Bienestar

Estudiantes pueden visitarnos cuando necesiten un momento para recalibrar sus emociones

salon 600

## Suministros Escolares

Artículos básicos como mochilas, bolígrafos, papel

Comuníquese con Anna o Delia

## Eventos Recurrentes

Miércoles de Bienestar  
(todos los miércoles en salon 602)  
Jueves de Ahorros  
(una vez al mes salon 602)



## Servicios JUSD

Pagina Web PICO

## Salud Mental Estudiantil

Especialista en salud mental estudiantil

Comuníquese con Melody

Estamos aquí para ayudar.





# RHS BELL SCHEDULES 2023-2024

First day of school is August 9, 2023

Last day of school is May 30, 2024

On regular school days, school begins at 8:30 a.m. and ends at 3:25 p.m.

\*\*Tentative bell schedule yet to be approved by School board.

## REGULAR SCHEDULE

0 period	7:15-8:22
1st Period	8:30-9:24
Advisory	9:30-9:53
2nd Period	9:59-10:53
3rd period	10:59-11:53
4th period	11:59-12:53
Lunch	12:55-1:25
5th period	1:31-2:25
6th period	2:31-3:25
7th period	3:31-4:25

## Late Start Day Schedule

1st Period	10:15-10:56
2nd Period	11:02-11:45
3rd Period	11:51-12:32
4th Period	12:38-1:19
Lunch	1:21-1:51
5th Period	1:57-2:38
6th Period	2:44-3:25
7th Period	3:31-4:27

## RALLY SCHEDULE

0 period	7:15-8:22
1st Period	8:30-9:15
2nd Period	9:21-10:06
3rd Period	10:12-10:57
Rally A	11:03-11:53
4th Period	11:03-12:13
Rally B	12:19-1:09
4th Period	11:59-1:09
Lunch	1:11-1:43
5th Period	1:49-2:34
6th Period	2:40-3:25
7th Period	3:31-4:25

## No Advisory Schedule

1st period	8:30-9:28
2nd period	9:34-10:37
3rd period	10:43-11:41
4th period	11:47-12:45
Lunch	12:47-1:17
5th period	1:23-2:21
6th period	2:27-3:25
7th period	3:31-4:27

## Final Exam Schedule Day 1

0 Period	7:15-8:22
1st Period	8:30-10:07
3rd Period	10:14-11:51
5th Period	11:58-1:35
Optional Lunch	1:35-2:05
7th Period	2:05-2:59

## Final Exam Schedule Day 2-

2nd Period	8:30-10:07
4th Period	10:14-11:51
6th Period	11:58-1:35
Optional Lunch	1:35-2:05



# JURUPA UNIFIED SCHOOL DISTRICT

## Academic Calendar 2023-2024

JULY							AUGUST							SEPTEMBER							OCTOBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1	1	2	3	4	5							1	2	1	2	3	4	5	6	7	
2	3	4	5	6	7	8	6	7	8	★	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				
30	31																										

NOVEMBER							DECEMBER							JANUARY							FEBRUARY							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
				1	2	3	4						1	2	1	2	3	4	5	6						1	2	3
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29			
							31																					

MARCH							APRIL							MAY							JUNE									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
						1	2	1	2	3	4	5	6							1	2	3	4							1
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8			
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15			
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22			
24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	23	24	25	26	27	28	29				
31																					30									

HOLIDAYS			END OF SCHOOL MONTHS AND DAYS TAUGHT			IMPORTANT DATES		
July	4	Independence Day	<u>School Month</u>	<u>Date</u>	<u>Days Taught</u>	Aug.	4	New Teachers Report
Sept.	4	Labor Day	1	Sept. 1	18	Aug.	7	All Teachers Report
Nov.	10	Veterans Day	2	Sept. 29	19	Oct.	20	Minimum Instruction Day K-6
Nov.	22	Admission Day (Obs.)	3	Oct. 27	18/20	Oct.	26-27	ELEMENTARY Conferences (No Pupils)
Nov.	23	Thanksgiving Day	4	Nov. 24	14	Oct.	27	End of 1 <sup>st</sup> Trimester K-6
Nov.	24	Local Holiday	5	Dec. 22	15/14	Nov.	20-24	Thanksgiving Recess
Dec.	22	Local Holiday	6	Jan. 26	14	Dec.	15	SECONDARY Conferences (No Pupils)
								End of 1 <sup>st</sup> Semester 7-12
Dec.	25	Christmas Day	7	Feb. 23	18	Dec. 18 - Jan. 5		Winter Recess
Dec.	29	Local Holiday	8	Mar. 22	15	Feb.	16	Minimum Instruction Day K-6
Jan.	1	New Year's Day	9	Apr. 19	20	Feb.	23	End of 2 <sup>nd</sup> Trimester K-6
Jan.	15	Dr. Martin Luther King Jr. Day	10	May 17	20	Mar.	18-22	Spring Recess
Feb.	12	Lincoln Day (Obs.)	11	May 31/30	9/8	May	24	Minimum Instruction Day K-6
Feb.	19	Washington Day (Obs.)				May	30	End of 2 <sup>nd</sup> Semester 7-12
May	27	Memorial Day	Total		180/180	May	31	Minimum Instruction Day K-6
June	19	Juneteenth						End of 3 <sup>rd</sup> Trimester K-6
								Planning Day 7-12 (No Pupils)

LEGEND	
	LEGAL HOLIDAY
	LOCAL HOLIDAY
	SCHOOL RECESS
	BEGINNING OF SCHOOL - K-12
	ELEMENTARY SCHOOLS NOT IN SESSION
	MIDDLE & HIGH SCHOOLS NOT IN SESSION
	END OF SCHOOL - K-6
	END OF SCHOOL - 7-12

Adopted: 2/21/23

LEARNING WITHOUT LIMITS

## School Holidays/ School Not in Session

Labor day	September 4, 2023	Martin Luther King Jr Day	January 15, 2024
Veterans Day	November 10, 2023	Lincoln Day	February 12, 2024
Thanksgiving Recess	November 20-24	Washington Day	February 19, 2024
No School (end of the Semester)	December 15, 2023	Spring Recess	March 18-March 22, 2024
Winter Recess	December 18, 2023-January 5, 2024	Memorial Day	May 27, 2024

## IMPORTANT DATES

<p style="text-align: center;"><b>LATE START DAYS</b></p> <p style="text-align: center;"><i>On late start days, school begins at 10:15 a.m. and ends at 3:25 p.m.</i></p> <p style="text-align: center;">                 August 17, 24, 31                  September 7, 14, 21, 28                  October 5, 12, 19, 26                  November 2, 9, 16, 30                  January 11, 18, 25                  February 1, 8, 15, 22, 29                  March 7, 14, 28                  April 4, 11             </p>	<p style="text-align: center;"><b>AP TESTING</b></p> <p style="text-align: center;"><b>First two weeks in May</b> dates TBD</p> <p style="text-align: center;"><b>ELPAC Testing Window</b> February—March</p> <p style="text-align: center;"><b>CAASPP and CAST Testing Window</b> April</p> <p style="text-align: center;"><b>FINALS</b></p> <p style="text-align: center;"><b>1st Semester:</b> December 13 &amp; 14</p> <p style="text-align: center;"><b>2nd Semester:</b> May 29 &amp; 30</p>	<p style="text-align: center;"><b>MARK REPORTING</b></p> <p style="text-align: center;"><u>December 15</u> End of 1st semester</p> <p style="text-align: center;"><u>May 30</u> End of second semester</p>
<p style="text-align: center;"><b>Saturday School</b></p> <p style="text-align: center;">                 September 16, 2023                  October 7, 2023                  October 21, 2023                  November 4, 2023                  December 2, 2023                  January 27, 2024                  February 24, 2024                  March 9, 2024                  April 6, 2024                  April 20, 2024                  May 4, 2024             </p>	<p style="text-align: center;"><b>Parent Empowerment</b></p> <p style="text-align: center;">                 September 14, 2023                  October 12, 2023                  November 09, 2024                  February 08, 2024                  March 14, 2024                  April 11, 2024                  April 18, 2024                  May 16, 2024             </p>	<p style="text-align: center;"><b>ELAC Meetings</b></p> <p style="text-align: center;">                 September 21, 2023                  October 19, 2023                  November 16, 2023                  January 25, 2024                  February 15, 2024                  March 28, 2024             </p>



# RHS Graduation Requirements

## NUMBER OF CREDITS NEEDED TO BE ON TARGET FOR GRADUATION

Students must also meet the course requirements listed below.

<u>Grade Level</u>	<u>Credits Earned</u>
Freshman (9 <sup>th</sup> )	0 - 50
Sophomore (10 <sup>th</sup> )	50 - 100
Junior (11 <sup>th</sup> )	100 - 155
Senior (12 <sup>th</sup> )	155 - 220

<u>Required Courses</u>	<u>Credits</u>
English Language Arts	40
Mathematics	30
Life Science	10
Physical Science	10
World History	10
U.S. History	10
Government	5
Economics	5
Healthy Living	5
Physical Education	20
Fine Arts or Foreign Language	10
Career Technical Education	5
Elective	60
<b>Total Credits Required to Graduate</b>	<b>220</b>



## NUMBER OF CREDITS NEEDED TO BE ON TARGET FOR GRADUATION

Students must also meet the course requirements listed above

<u>GRADE LEVEL</u>	<u>CREDITS S1</u>	<u>CREDITS S2</u>
Freshmen	30	60
Sophomores	90	120
Juniors	150	180
Seniors	210	220+

\*Physical Education credits: ALL students must complete two years of PE. PE credits can be obtained through participation in PE 1, PE 2, Advanced PE, Horse-  
manship or Marching Band.

### **GRADE POINT AVERAGE (G.P.A.)**

GPA is determined by 4 points for an "A," 3 points for a "B," 2 points for a "C," 1 point for a "D," and zero points for an "F" grade. Advanced Placement (AP) and some Honors (UC approved) courses can earn 1 point higher for each grade earned.

### **Valedictorian and Salutatorian**

The Valedictorian and Salutatorian awards are defined as "top scholar awards." The Valedictorian is the scholar with the highest total historical grade point average/rank (BP 5121) as calculated for college entrance in the graduating class at the end of the seventh semester of high school and will be announced no later than the end of February.

### **AVID**

AVID The AVID program assists students in planning for life after high school. The main goal of AVID is to support students in meeting the A-G requirements that are required by most universities in order to gain acceptance. The program helps develop everyday skills that are necessary to succeed in college, such as organization, note-taking techniques, and collaboration. AVID students also experience college life through interaction with college tutors, college representative, and college field trips. Additionally, tutors come in twice a week and lead study groups. AVID helps students prepare for college eligibility by preparing them for exams such as the SAT and ACT which are necessary to gain acceptance to four-year universities. AVID also assists students in their search for scholarships and filling out financial aid forms.



### **RUBIDOUX EARLY COLLEGE HIGH SCHOOL PROGRAM (RECHS)**

Rubidoux High School houses small learning academies and an on-site Rubidoux Early College High School Program (RECHS) in partnership with Riverside Community College (RCC). Its mission is to provide an innovative learning environment that supports and meets the needs of students in an environment which prepares students for college success by starting them in college courses during their junior and senior years. Students earn their high school diplomas while concurrently earning college credits that transfer to their college degree requirements. RECHS students earn up to a year of college credit by the time they graduate from high school.

Students are admitted through an application after an observation process in which the RECHS team observes students in the high school setting to determine if they are likely candidates. Limitations are imposed only insofar as seats are available in the program and based on the student's reasonable likelihood of success in college coursework and specific degree requirements for minors. To remain in the program, students must remain in good standing both in their high school and college coursework. The high school component of the RECHS program is rigorous, requiring that students pass all required core courses at the satisfactory level ("C" or above) with an ongoing overall GPA minimum of 2.80. Grades lower than a "C" (Ds or Fs) are not granted for credit in the RECHS program. Therefore, students may not earn high school credit for college courses unless they attain grades of "C" or better.

### **RUBIDOUX COLLEGE AND CAREER ACCESS PATHWAY PROGRAM (CCAP)**

The College and Career Access Pathway (CCAP) program at Rubidoux High School is a joint initiative of the California Community Colleges Chancellor's Office and the California Department of Education which allows high school students to participate in Community College course while attending Rubidoux High School. The CCAP program is designed to provide students with a pathway to college and to provide them with additional support to give them the best chance for success. This program is blended with our AVID program and students are automatically enrolled in an AVID 10 class while taking their first community college course in the 10th grade. The CCAP students can take up to 6 college courses while attending Rubidoux High School. The goal of the program is to develop seamless pathways from high school to community college for career technical education (CTE) or general education transfer, improve high school graduation rates, and help students to become college and career ready.

## **CAREER CENTER**

The Career Center is a valuable resource to help students as they prepare for their future. Students may access career interest and aptitude surveys, research various career options, and explore post-secondary education programs, schools, and majors. Students can also learn more about ROP/CTE and complete financial aid applications. You can reach the Career Center at 951-222-7756.

## **COLLEGE ADMISSIONS TESTING**

Students planning to enroll in a 4-year college or university upon graduation need to take the SAT Reasoning Test or the ACT by December of their senior year. **Our College Board school code is 052672.** We encourage students to take the practice tests for the SAT (known as the PSAT) no later than their junior year. This test is given in the fall at RHS. Registration and practice materials are available in the Career Center as well as online at [www.collegeboard.com](http://www.collegeboard.com). The application filing period for the California State University System (CSU) is October 1 - November 30 each year. Students MUST apply online at [www.csumentor.edu](http://www.csumentor.edu). There are 23 campuses and each campus requires an online application. The application filing period for the University of California (UC) is November 1 - November 30 each year. Students MUST apply online at [www.ucop.edu/pathways](http://www.ucop.edu/pathways). There are 9 undergraduate campuses and there is a single online application for all campuses.

## **COMMUNITY COLLEGE/PRIVATE COLLEGE REQUIREMENTS**

Community colleges offer many technical/vocational classes as well as a transfer program that allows students to advance to a four-year college. Any student may be admitted who is either a high school graduate or 18 years of age or who has passed the California High School Proficiency Exam (CHSPE). There are no specific subject requirements. See college catalogues for specific private college admission requirements.

### **University of California/California State University A-G Admission Requirements**

*Courses at RHS are offered based on student interest and may not be offered every year. ([www.ucop.edu/agguide](http://www.ucop.edu/agguide))*

#### **A U.S. HISTORY/GOVERNMENT – 2 years required**

American Government  
AP European History  
AP U.S. History  
AP U.S. Government & Politics  
U.S. History  
World History  
Honors World History  
World Geography

#### **B ENGLISH – 4 years required**

AP English Language & Composition  
AP English Literature & Composition  
English 9  
English 9, Honors  
English 10  
English 10, Honors  
English 11  
English 11  
Expository Reading & Writing Course (ERWC/English 12)

#### **C MATHEMATICS – 3 years required, 4 years recommended**

Math 1A & 1B  
Mathematics I  
Mathematics II  
Honors Math II  
Math III  
Honors Math III  
AP Calculus AB  
AP Calculus BC  
AP Statistics  
Pre-Calculus  
Honors Pre-Calculus

#### **D LAB SCIENCE – 2 years required, 3 years recommended**

Agricultural Biology  
Agricultural Chemistry  
AP Biology  
AP Chemistry  
AP Physics  
Earth and Space Science  
Biology  
Honors Biology  
Chemistry  
Honors Chemistry  
Physics  
Honors Physics

#### **E FOREIGN LANGUAGE – 2 years of the same language required, 3 years recommended**

AP French Language  
Honors French  
French I, II, III  
AP Spanish Language  
AP Spanish Literature  
Honors Spanish 1 for Spanish Speakers  
Honors Spanish 1  
Spanish I, II, III  
Spanish I for Spanish Speakers  
Spanish II for Spanish Speakers  
Spanish III for Spanish Speakers

#### **F VISUAL/PERFORMING ARTS – 1 year required**

Advanced Ceramics  
Art Fundamentals I  
Advanced Drawing  
Ceramics  
Digital Photo I for careers  
Digital Photo II for careers  
Chamber Singers, Honors  
Concert Band & Professions  
Concert Choir & Professions  
Honors Winds & Professions  
Marching Band  
Mixed Choir & Professions  
Orchestra I  
Percussion Ensemble  
Treble Choir & Professions  
Women's Choir & Profession  
TV Production  
Video Production



#### **G ELECTIVE – 1 year required, 3 years recommended**

Auto Body Essentials  
Culinary Arts  
Advanced Culinary Arts  
Business Math  
Ethnic Studies  
Psychology  
AP Psychology  
AVID 9/10/11  
AVID Senior Seminar  
Economics  
Publications and Design I & II  
Sociology  
Veterinary Science

**ACADEMIC INTEGRITY POLICY** (based on California Ed Code 48900, sections G, K, and U)

Each student must take personal responsibility for his/her academic performance and act with integrity. It is always understood that all work represents each individual's own efforts and ideas, unless a teacher specifically authorizes a group assignment.

**Academic dishonesty includes, but is not limited to:**

- Cheating
- Cheat sheets or using notes without permission
- Forging, altering, or duplicating school or teacher documents and/or teacher or parent signatures
- Fabricating information or citing non-existent sources
- Plagiarism by copying part or all of another person's work and submitting it as your own, giving or getting improper assistance on an assignment meant to be individual work, failing to properly cite paraphrased or quoted materials with footnotes or a bibliography, copying from other sources such as charts, graphs, test, or notes.
- Text messaging exam data or information.

Consequences will be determined by individual teachers and may include the following: receiving zero points on the assignment (s), a failing grade for the six-week grading period and/or for the semester, and on-campus intervention (OCI). Consequences may also include further disciplinary action as determined by the guidance coordinator and/or school administration. Please note that per California Education Code 49066, the final grade for each student is determined by the teacher and cannot be changed without the teacher's consent.

**TRANSCRIPTS**

Currently enrolled students receive free official transcripts. Duplicating transcripts requires a 48-hour notice, and all charges must be cleared before transcripts are made. For alumni and former students, please visit [jurupausd.scribborder.com](http://jurupausd.scribborder.com)

**DID YOU KNOW?**

1. Students may either add or drop a class, but they must make an appointment to meet with their guidance coordinators. Students who stop attending a course will receive an "F." Withdrawal deadline is the end of the third (3rd) week of the semester. Teachers WILL NOT drop or add a student until they are notified by the appropriate guidance coordinator. Appropriate class changes will be made during the 1st week of school.
2. While students choose the courses they wish to take, teachers and period assignments are selected randomly by the computer. **Schedule changes for period or teacher preferences cannot be made.**
3. Students who wish to repeat any course to improve their grade will receive elective course credit for the repeated course. Some advanced courses in special areas may be repeated for credit See you guidance coordinator for additional information.
4. Students who are interested in earning credits through a private accredited institution must see their guidance coordinator for more information.
5. Specific information regarding college scholarships and financial aid is available through the Rubidoux High School website. Information is also posted on the College and Career Center Instagram page @rubidouxhs\_ccc.
6. Advanced Placement classes count an extra grade point for A, B and C grades. (A=5, B=4, C=3; D and F grades do not qualify for an extra grade point.)
7. During the year an academic awards assembly or rally may be held to recognize RHS students who have excelled in school or improved their grades. An ASB card may be required for some awards. Awards that may be available to juniors include an academic letter for students that have maintained a 3.5 GPA for 5 out of 5 semesters and a certificate for seniors that have maintained a 3.5 GPA for 6 semesters.

**WORK PERMITS**

Work permit applications are required for all working students under the age of 18. General summary of Minors' Work Regulations: If federal laws, state laws, and school district policies conflict, the more restrictive law (that which is most protective of the employee) prevails. Generally, minors must attend school until age 18 unless they are 16 years or older and have graduated from high school or received a State Certificate of Proficiency. Employers of minors required to attend school must complete a "Statement of Intent to Employ Minor and Request for Work Permit" (Form B1-1) for the school district of attendance for each minor. Employers must retain a "Permit to Employ and Work" (Form B1-4) for each minor. Work Permits (B1-4) must be retained for three years and open at all times for inspection by sanctioned authorities. A Work Permit (B1-4) must be revoked whenever the issuing authority determines the employment is illegal or is impairing the health or education of the minor. For more information on Minors' Work Regulations, please visit [www.ca.gov](http://www.ca.gov). Information/forms regarding work permits can be obtained in the office. A 2.0 GPA and good attendance is required.

**ACCIDENT POLICY**

A student accident insurance policy is available each school year. This is an individual policy offered by a private firm to students in Southern California. You may inquire about this in the Guidance Office. **It is the student's and parents' responsibility to apply for insurance through this policy or other personal means.**

**STUDENT IDENTIFICATION (ID) CARDS**

All students are required to have in their possession a current Rubidoux High School ID card. All transactions with the bookkeeper will require an RHS ID and ID cards must be presented at all school functions and students may be asked to present it during the course of the day for a variety of reasons. **Lost IDs may be replaced for a cost:**

- 1st time \$1.00
- 2nd time \$2.00
- 3rd time \$3.00
- 4th time \$4.00
- 5th time \$5.00

## **ASSOCIATED STUDENT BODY (ASB)**

Patterned after the administrative government of the United States, Rubidoux's Associated Student Body (ASB) serves Rubidoux High School as the center of student government. Organization and execution of all activities, fundraising, and events concerning the students at RHS must be approved by ASB. Any concerns or recommendations are to be directed to an ASB representative who will share them at the next ASB meeting. Rubidoux's ASB hopes all students will participate in the functions ASB hosts, making their time at RHS the best that it can be.

## **ASB CARDS**

ASB cards are available all year long. These cards are good for free or discounted admission to school games, dances, and activities. All RHS athletes must purchase their ASB card to receive a free athletic letter. Adding ASB membership to the ID card will save students a significant amount of money throughout the year. Funds generated by ASB cards go toward pep rallies, academic rallies, dances, other incentives, and athletic needs.

## **DANCE ROYALTY**

Students may be a candidate for royalty at any school-sponsored dance once per year. They must hold an ASB card, have at least a 2.0 GPA, are free of all charges with the bookkeeper, any attendance, suspensions or behavioral issues related to our core values (Perseverance, Respect, Integrity, and Dedicated to Excellence) in the current school year may affect eligibility, and have administrative approval prior to voting. This applies to all grade levels.

## **SELLING NON-SCHOOL ITEMS**

Students may not sell any items at school unless they are participating in a school-approved fundraiser. Items will be confiscated and will require parent pick-up. Violators will be subject to disciplinary action.

## **BEHAVIOR AT SCHOOL EVENTS**

Students or guests who exhibit serious behavior problems at an athletic event or an extracurricular activity (dance, play, concert, etc.) may be prohibited from attending other events for the remainder of the school year. This means that those caught drinking or under the influence of alcohol or a controlled substance, fighting, in possession of a weapon or fireworks, or any other serious violation of *Education Code 48900* in addition to the immediate consequences (arrest, suspension and/or expulsion), may be banned from future school events during the year. **All school rules and regulations apply to both student and guest of student at any school-sponsored events including off-campus events. Metal detector wands will be used in compliance with JUSD Board policy to search students and guests upon entry to school dances to ensure the safety of all students, guests, and staff.**

## **GUESTS AT SCHOOL-SPONSORED EVENTS**

Rubidoux students wishing to bring a guest to school-sponsored events must present a completed guest pass when purchasing tickets. Tickets must be purchased before the end of lunch on the last day of ticket sales. Events needing guest passes will be determined by the administration. All guest passes needing approval must be turned in to the appropriate office no later than five (5) school days prior to the event. No guest pass will be approved for individuals 21 years of age and older. **All students and guests entering the event must show current photo ID (a class schedule will not suffice).**

## **STUDENT DEBTS**

Students are responsible for paying all school-related debts including course fees, vandalism, damage to any school equipment, damaged or lost library books and textbooks. Payment for these items must be made with cash only and should be promptly submitted to the ASB Bookkeeper's office window. Failure to settle these matters will lead to the loss of:

- Senior activities including graduation and Senior Night
- Off-campus lunch permit
- Running for an ASB or class office
- Dances

## **JUSD GUIDE TO STUDENT FEES**

Public education must be provided to students free of charge, including free access to all educational programs and extra-curricular activities. Free access also includes any prerequisites to participation in education programs and extra-curricular activities, such as the purchase of a uniform. Fees may only be imposed when they are specifically authorized by law.

Participation in an activity is different from attending an activity as a spectator. Attendance fees may be charged to students (unless the attendance is for instruction or extra curricular purposes, when a fee may not be charged); participation fees may not.

## **Points of Law:**

- The California Constitution provides for "a system of common schools" by which a free school is supported. This provision entitles children to be educated at the public's expense and is known as the "free-school guarantee."
- Title V of the California code of Regulations provides that enrolled pupils shall not be required to pay any fee, deposit or other charge unless specifically required by law.
- The California Supreme Court has held that the free-school guarantee extends to all programs that are "educational in character", whether they are curricular or extra-curricular, including, but not limited to:
  - Athletic programs;
  - Dramatic productions;
  - Vocal groups and musical activities.
- An activity need not result in course credit to be educational in character.
- Providing financial assistance to enable needy students to participate in the activity does not cure the violation.

## **The California Attorney General Addressed the Issue of "Donations" in a 1998 Opinion:**

- The "voluntariness" of the donation is the critical factor in resolving the question presented. We conclude that as long as the private funds are raised voluntarily, the school district would not have to pay for these expenses with school funds." (81 Ops. Atty. Gen. 153 (1998).)
- It is to be noted that donations for participation in many of the extra-curricular activities may be solicited. While voluntary donations are permissible, you are cautioned that the practice of asking every student for a specific dollar amount may be characterized as an improper fee.
- Likewise, fundraising efforts must not be mandatory. Fundraising may be encouraged of all students, but it may not be required.

## **Fundraising**

- Schools may offset the cost of extra-curricular activities through fundraising. Keep in mind:
- Private fundraising is permissible.
- Public fundraising may not be a mandatory student activity.
- The District encourages donations to its schools. However, the District discourages students (or their parents) from donating funds solely for the purpose of avoiding participation in a fundraising activity.

**A student who does not actively raise funds may not be denied participation in extra-curricular activity.**

## **Student Use of Technology** (refer to BP 6163.4)

Jurupa Unified School District recognizes that access to technology in school gives students greater opportunities to think critically, problem solve, research, create, communicate, and collaborate. Given the integration of these technologies with California State Standards instruction and state mandated annual testing, acceptance of these policies is no longer optional for students. Parents who are concerned about the use of these technologies or the application of these policies should contact the district or school administration to discuss whether reasonable adjustments may be required for a student's particular needs. This acceptable use policy outlines the guidelines and behaviors that users must follow when using school technologies or personally-owned devices on the school campus. School technologies may include internet access, desktop, virtual desktop or laptop computers, Chromebooks, iPads, video conferencing, online collaboration, email and message boards. The policies outlined in this document are intended to cover all available technologies, not just those specifically listed. All activity over the network or using district technologies may be monitored and retained. No use of the district network or equipment is private. Users are expected to communicate with the same appropriate, safe, mindful courteous conduct online as offline. Users should be careful not to share personally-identifying information online or attempt to open files or follow links from an unknown or untrusted origin. A K-12 district Internet safety program, based on the Common Sense Media curriculum, has been implemented at each school. Teachers will reinforce the learned Common Sense Media concepts when appropriate to developing student information literacy skills through the core curriculum. The Common Sense Media curriculum focuses on cyber community citizenship in the primary grades; citizenship and safety, and cyber predator identification in the upper elementary grades; cyber bullying, negative networking, and predator identification, in the middle grades; and cyber harassment, cyber relationships, security – malicious codes, and social-networking risks at the high school level. Every student and teacher will have the opportunity to participate in the Common Sense Media curriculum. Common Sense Media provides free education for parents, students, and schools about online student safety. This quality education resource helps minors be educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response.

One of the adopted goals of the Jurupa Unified School District is to assist in advancing the use of technology to enhance student learning. Access to Jurupa Unified School District technology is a privilege, not a right, and students enrolled in District programs or activities must follow District guidelines and procedures regarding acceptable use of technology. All Jurupa Unified School District students and their parents/guardians shall sign the Acceptable Use of Technology Agreement prior to using District technological resources. The Jurupa Unified School District shall make a diligent effort to filter the inappropriate or harmful matter accessible through the Internet, and students shall also take responsibility not to initiate access to inappropriate or harmful matter while using District technology. Violation of this policy may result in disciplinary action and the loss of the privilege to use the technology and/or civil or criminal liability.

## **CHROMEBOOK USE POLICY (DIGITAL GATEWAY)**

The Jurupa Unified School District (JUSD) 1:1 Chromebook program is designed to provide students with the opportunity to enhance their learning through the use of 1:1 device technology. A district Chromebook will be checked out to each student who participates in the 1:1 Chromebook program. The Chromebooks are the property of the school district. Similar to other district property assigned to students, i.e., textbooks, students and parents are responsible for the care and return of the Chromebook.

JUSD collect data to establish how and to what degree the Chromebook program affects student achievement. Collection of data may include the administration of a teacher, parent and student survey.

### **Before Receiving the Chromebook**

- A. Parents and students must sign and return the Chromebook Distribution Form agreeing to be responsible for the Chromebook. In the event that the device is lost (stolen, not returned, missing, etc.) the student/parent will be responsible to pay \$270 for the replacement cost of the Chromebook. This is very similar to the existing textbook replacement policy in use at JUSD and many other school districts. If the device is damaged and/or inoperable, the student will be responsible for returning the device to the school site for repair and will be charged a \$50 fine if there is no insurance. A replacement Chromebook will be issued upon return of the damaged device.

### **Receiving Your Chromebook**

- A. Each Chromebook will be checked out to the student through JUSD's Textbook Management system in your school library.

### **Care of Your Chromebook**

- A. The Chromebook is school property and all students must follow Board Policy 5131 prohibiting student conduct that results in damage to or theft of property belonging to the district, staff or students.
- B. Under no circumstances should Chromebooks be left in unsupervised areas, such as, the school grounds, lunchroom, library, PE rooms, unlocked classrooms, or outdoor walkways.
- C. Use a soft clean and dry cloth to clean the screen. **Do not** use water or cleaning solutions.
- D. Students are responsible for keeping the Chromebook battery charged for class each day.
- E. Parents may choose to purchase a protective case.
- F. When carrying you Chromebook in a backpack or other carrying case, avoid placing too much pressure and weight on the Chromebook screen.
- G. Chromebook screens are particularly susceptible to damage. Do not lean on the Chromebook cover. Do not place anything heavy on the Chromebook that could put pressure on the screen. Do not bump the Chromebook against walls, car doors, floors, etc.
- H. Stickers are NOT permitted on Chromebooks. Failure to comply will lead to a \$10 fine for stickers.

### **Using Your Chromebook at School and Home**

- A. Students are responsible for bringing the Chromebook and power cords to school each day.
- B. To prepare the Chromebook for use during school, students should charge the Chromebook each evening.
- C. Inappropriate media, graphics, or language may not be used as a screensaver or background photo. Any drug, alcohol, or gang related symbols, pornographic images or inappropriate language will result in disciplinary actions.
- D. Students are allowed to set up their home wireless network on the Chromebook. JUSD's GoGuardian filter contains filter options that meet the Children's Internet Protection Act (CIPA).



**ACADEMIC STANDARDS FOR ATHLETES**

1. A student participating in a high school athletic program shall meet all California Interscholastic Federation (CIF) eligibility requirements.
2. The eligibility date for all high school activities will be the same as that determined by CIF and League ruling. Students should clear early to avoid long lines and possible delays in eligibility.
3. Six-week grades shall be the basis for determining the grade point average (GPA). The grade point average shall be determined by dividing the accumulated grade points from all classes in which the student is enrolled during the grading period by the number of classes attempted.
4. The student shall obtain at least a 2.0 GPA the 6 weeks prior to participation. A probationary period of 6 weeks shall be in effect for students who fall below the 2.0 GPA, whether or not they have previously participated in an activity. A student whose 6-weeks GPA remains below 2.0 at the end of the probationary period shall go into "ineligible status" until she/he obtains at least a 2.0 GPA at the subsequent 6-weeks grading period. High school freshmen shall be exempt from this standard until the end of their first 6 weeks. Athletes must pass four classes (with a maximum of 1 PE course) or they are automatically ineligible **regardless** of previous GPA.
5. Except to rectify errors, grades, once issued, may not be changed. Incomplete grades become complete in accordance with school practice. Athletes become eligible or ineligible when grades are returned from the County Data Center. Eligibility status is determined within 5 days after grades are received as a hard copy from the Registrar.
6. The second semester GPA of students on probationary or ineligible status may be recalculated to include summer school grades to determine eligibility for fall activities. Credit for courses taken at an accredited college or university may be used to raise quarter or semester GPA's if students received approval from their high school principal or designee prior to attending classes. Each semester unit equals three and one-third (3 1/3) high school credits.
7. Transfer students must meet the same requirements as non-transfer students along with meeting CIF requirements.
8. While under suspension, students shall be ineligible to participate in any activities.
9. Appeals or exceptions to these standards shall be determined by a district administrator designated by the Superintendent. The decision of the administrator shall be final.



**PHYSICAL EDUCATION DRESS CODE**

The P.E. staff at Rubidoux High School is committed to improving the quality of physical education for our students. In order to do this, we have established these procedures:

- (a) P.E. Uniform: Regulation P.E. clothes are required and available through the P.E. Department.
- (b) Rubidoux PE uniforms, black shorts, grey shirts (plain), white socks and athletic shoes, are required. No altered clothing is permissible. No logos except RHS are permitted.
- (c) As the weather gets cooler, sweats are acceptable. They must be worn over the P.E. uniform and only black or gray sweats are permitted.
- (d) White t-shirts are **not** approved wear in P.E.
- (e) All P.E. shirts must have sleeves.
- (f) RHS dress code **will** be enforced in Physical Education.
- (g) Must have appropriate swimwear. No cotton blend attire allowed in the pool.
- (h) **MUST HAVE A RHS ISSUED COMBINATION LOCK.** NO personal or non-RHS locks allowed

**PRICES:**

T-SHIRTS (Dri-fit or Cotton)	S—XL	\$12.00
	2XL—4XL	\$14.00
SHORTS	S—XL	\$12.00
	2XL—4XL	\$14.00
RHS LEGGINGS	XS—XL	\$20.00
SWEATPANTS	S—XL	\$25.00
	2XL—3XL	\$30.00
SWEATSHIRTS	S—XL	\$30.00
	2XL—4XL	\$35.00



PE uniforms can be purchased the first two weeks of school. Purchases should be made during your scheduled PE class period.

Students must use a school provided locker that will be assigned for their use. Absolutely **no sharing** of combinations and/or lockers is allowed. To ensure a secure environment of property, all valuables should be locked in the student's personal locker or Long Lockers (**period use ONLY**). **Unauthorized locks will be removed.** If Long Lockers are used over night the contents will be removed.

### **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.

### **EDUCATION FOR HOMELESS CHILDREN** (refer to BP6173)

The Governing Board desires to ensure that homeless students have access to the same free and appropriate public education provided to other students within the district.

Homeless students shall not be segregated into a separate school or program based on their status as homeless and shall not be stigmatized in any way.

The Superintendent or designee shall ensure that placement decisions for homeless students are based on the student's best interest as defined in law and administrative regulation.

### **MCKINNEY-VENTO HOMELESS ASSISTANCE ACT**

The McKinney-Vento Homeless Assistance Act ([McKinney-Vento Act](#)) (42 U.S.C. § 11431-11435) is federal legislation that ensures the educational rights and protections of children and youth experiencing homelessness. It requires all local educational agencies (LEAs) to ensure that homeless students have access to the same free, appropriate public education, including public preschools, as provided to other children and youth. The McKinney-Vento Act defines LEAs as public school districts, direct-funded and locally funded charter schools, and county offices of education.

### **EDUCATION FOR FOSTER YOUTH** (refer to BP 7173.1)

The Governing Board recognizes that foster youth may face significant barriers to achieving academic success due to their family circumstances, disruption to their educational program, and their emotional, social, and other health needs. The Board desires to provide foster youth with a safe, positive learning environment that is free from discrimination and harassment and that promotes students' self-esteem and academic achievement.

The Superintendent or designee shall ensure that placement decisions for foster youth are based on the students' best interests as defined in law and administrative regulation. To that end, he/she shall designate a staff person as the district liaison for foster youth to help facilitate the enrollment, placement, and transfer of foster youth. The Foster Youth Liaison for JUSD is the Director of Pupil Personnel Services. They may be contacted at (951) 360-4140.

### **EARLY DEPARTURE and PROCEDURES FOR LEAVING CAMPUS DURING THE SCHOOL DAY**

Each student MUST have permission prior to leaving campus at ANY TIME during the school day. Students that are 18 years of age must have written authorization from a parent stating that the student is responsible for him/herself to excuse absences or to leave campus. While it is strongly suggested that medical and dental appointments and personal business be conducted after school hours, this is not always possible. If it is necessary for you to leave campus during the day, your parents must send a note with you to this effect to be given to the attendance office. The Attendance Office will provide you with a pass to leave campus. **STUDENTS WHO LEAVE CAMPUS WITHOUT PERMISSION ARE CONSIDERED TRUANT UNDER THE LAW.** Students who do not adhere to the required procedures and who are found off campus are subject to citation by the Sheriff's Department (Riverside Co. Ord. 339.2(3) (a)). **Students who return to campus after being truant that same day are subject to search.** Students who are ill must get a pass from their classroom teacher before coming to the guidance office or the nurse's office.

On special sales days sponsored by ASB (such as Food Week), students who wish to leave campus prior to lunch for errands involving the sales must follow these procedures:

1. Check out with Attendance Office.
2. Must have a written note from sponsor.
3. Must have a written note from parent.

### **VISITOR POLICY**

Rubidoux High School is a closed campus to all but enrolled students and staff. All visitors must sign in at the main office and receive a visitor's pass.

The pass must be worn on the shoulder area at all times while on campus. Failure to follow these procedures may lead to police intervention.

**Students may not bring relatives or friends to school as visitors (P.C. 626.8 & .6).** Non-students may not be on campus at lunch time, before or after school to visit friends.

### **RAPTOR VISITOR MANAGEMENT SYSTEM**

As part of the District's effort to provide a safe and secure learning and working environment the use of the Raptor Visitor Management System is being used. All visitors/volunteers will need to check in and out of the office through the Raptor system. All visitors/volunteers will be asked to present a valid government issued identification (ID) which will be scanned into the system. Please make sure to have a valid identification.

# RUBIDOUX HIGH SCHOOL TARDY POLICY

## TARDY POLICY - CUMULATIVE (Will Reset Each Semester)

- ❖ **1st Period Tardy:** The student will report directly to class. After the first 15 minutes of the period, the student must report to the Attendance Office to be cleared.
- ❖ **2nd - 6th Period Tardy:** The student will report directly to class. After the first 10 minutes of the period, the student must report to the Attendance Office to be cleared.

**How to clear Tardies**  
Saturday School= 8 Tardies per visit  
Detention= 1 Tardy per visit  
Tutoring= 2 Tardies per visit



### ATTENDANCE POLICY

Parents and students should attempt to schedule all medical appointments outside of school hours to obtain the maximum benefit from the education provided at RHS. In the event of an emergency during the school day that requires the release of a student from school, parents must check the student out in person and must present current photo identification in order for the school to release the student.

**The name of the person to whom the student is released must be listed on the student's emergency contacts and photo identification is mandatory. Keep your parent connect information current!** We cannot accept calls for students to be released. If you cannot or do not want to come in person to sign your students out, or if they drive, please send a note with them (include complete name, date of birth, time to be released, signature of parent and phone number for verification) and have them present it to the Attendance Office window before school starts on the day they are to leave.

Attendance is compulsory in California until high school graduation or the age of eighteen. Punctuality and regular attendance are essential to success in school as well as on the job. Any student who is absent must present a written excuse upon returning to school, or the parent must personally call the attendance office the day of the absence. State law accepts only 4 reasons for "excused" absences (1) illness/medical; (2) religious absences; (3) bereavement and (4) court appearance. Failure to attend Saturday School or continued truanancies may lead to disciplinary action. Telephone calls are received 24 hours a day at **951-222-7726**. If you reached a voicemail message, speak slowly and distinctively. Please spell the student's first and last name and provide the date of birth, give the date(s) he/she was or will be absent, the reason for the absence, your own name, and your relationship to the student (mother, father, legal guardian). This must be done on each day the student is absent from school. If you do not notify the Attendance Office of the student's absence, please send a note with the student and have him/her take it to the Attendance Office window the day he/she returns to school. A note should contain the full name and date of birth of the student, the date of the absence, and the reason for the absence. Only a parent or legal guardian may sign a note or clear an absence.

### ATTENDANCE VERIFICATION FORMS

Any forms requiring attendance verification (e.g. DPPS, CalWorks, Social Security, etc.) will need a **72-hour period** to verify information.

# RUBIDOUX HIGH SCHOOL TARDY POLICY

## TARDY POLICY - CUMULATIVE (Will Reset Each Semester)

**1-4 Tardy(s):** Student is marked tardy by their classroom teacher and teacher contacts parents.

**5-7 Tardy(s):** Student is to serve detention and phone notifications are sent to parent

**8+ Tardy(s):** Students are marked tardy and students will be placed on the \*NO GO List which may include, but is not limited to:

- Pep Rallies,
- Dances,
- Senior privileges, (Prom, Grad Night, etc.),
- Games, and participation in practices or rehearsals for athletic teams or performing arts groups.



### **PROCEDURE FOR SHADOWING STUDENTS**

Parents/guardians will need to contact the guidance coordinator **at least 2 days in advance** to notify teachers and arrange for the on-campus shadowing. Parents/guardians will sign-in when they arrive to receive a visitor's badge and will be directed to the appropriate classroom. Parent/guardian will only be an observer in the class, not a participant or evaluator. Questions or comments should be written down and left with the teacher and the teacher will contact the parent within 24 hours to discuss. At the end of the observation, parent/guardian will need to sign out and return the visitor's badge to the office.

### **OFF-CAMPUS PROCEDURES FOR LUNCH**

Rubidoux High School is a closed campus. Students must have an off-campus pass to leave the campus for lunch. Only 11th and 12th grade students will be allowed to obtain an off campus lunch pass. Visit the Student Accountability office for more information. **Freshmen and sophomores are not eligible for off-campus privileges.** \*\*Eligibility will be evaluated every 6 weeks.

The criteria are as follows:

- **No D's or F's at the end of prior semester (not including summer school)**
- **GPA of 3.0 or above from prior semester**
- **No truancies from prior semester or tardies**
- **No suspensions from prior semester**
- **No academic integrity violations from previous semester**
- **On track to graduate (credits as established in HS course guide)**
- **Students must turn in a grade check from all teachers**

**PARENT/GUARDIAN** must sign the off-campus application in front of a school official. Students will be considered truant if they leave campus without an off-campus pass. **Off-campus passes MUST be carried at all times.** Students may only go to the areas designated on the off-campus pass by their parents. Students out of area will lose their off-campus privilege and will be subject to disciplinary action. Students may be requested to show passes to school officials when leaving or returning to campus. Off-campus passes will be revoked for violation of the school attendance policies

### **TELEPHONES FOR STUDENT USE**

There are no pay telephones on campus. Students will need to make other arrangements. Emergency calls can be made in the main office until approximately 4:00 p.m.

### **LOST AND FOUND**

The "Lost and Found" is located in the library. Students who have lost items should check the library each quarter as unclaimed items may be donated to local charities.

### **DELIVERIES DURING SCHOOL HOURS**

**All instruction related items must be dropped off at the main office lobby.** Person dropping off **must** have an ID and **must** be listed on the student's emergency contact. Students can pick up these items during passing periods (if time permits), during lunch, or after school. Students will **NOT** be called out of class nor will the items be delivered. We are not liable for items not picked up. **Items such as food, money, cellphones, flowers, balloons, etc. will not be accepted for delivery or drop-off.**

### **STAFF/STUDENT SURVEYS**

All surveys (whether for informational or instructional purposes) must be approved by Administration before they can be distributed. The purpose for the survey and how the results will be used must be clearly stated. Submit surveys to the Assistant Principal for Curriculum and Instruction for approval.

### **DISTRIBUTION OF NON-SCHOOL MATERIALS**

No flyers, pamphlets, or any other materials will be passed out on any Jurupa Unified School District site without the prior approval of the Superintendent's office (*Ed. Code 40041, 51520, 51521*).

### **AUTOMOBILES, MOTORCYCLES AND STUDENT PARKING**

Students who drive automobiles or motorcycles to school may park only in designated marked stalls in the student parking lot. Parking permits must be affixed to the rear view mirror and must be visible to campus supervisors. A parking permit can be obtained during registration or from the ASB Bookkeeper for \$5. **Replacement permits are \$50.00.** Motor Vehicle Code V.C. 21113-C and all posted vehicle codes will be strictly enforced. Vehicles without parking permits issued by RHS as well as vehicles that are improperly parked are subject to Riverside Sheriff Department citation.

**Students must possess a valid California Driver's License, current California Vehicle Registration, and proof of insurance when applying for a student parking permit.**

Only vehicles that are "street legal" and have a valid California registration for operation on the highways may be parked on campus. The parking lot has limited supervision. Parking is done at the student's own risk; therefore, students should keep vehicles locked at all times. Jurupa Unified School District accepts no responsibility for damage to any vehicle, vandalism, or theft of its contents. Students may not park in the staff designated parking areas. ***Speed limit in the parking lot is 10 MPH.***

Irresponsible or reckless driving on the part of any student or failure to comply with any of the above requirements will result in the suspension of parking and may also result in other corrective action appropriate to the offense. Administrative approval must be received before going to the parking lot at any time other than arrival on, and leaving from, campus. Violators will be subject to disciplinary action. Cars are not to be used as lockers! Students may not access cars during class periods or passing periods. **Any vehicle entering the school-parking facilities may be subject to search if there is reasonable suspicion by school administration, trained dogs or police officers. A search of a motor vehicle is defined as any inspection of the interior or storage space of the vehicle (JUSD Regulation 5166).**

### **Annual Information Update**

It is necessary that each student has their parent connect information and submit their Annual Information Update yearly. The Annual Information Update is available during the summer for updates. To access the Annual Information Update, parents must log into their parent connect. If you do not have your log in information, please contact our office at (951) 222-7700. **If changes need to be made during the year, parents must physically come into the office with a valid identification card to make changes.**

- Log into parent connect
- On the right hand side you will see in bolded red **Annual Information Update**, click to make changes.
- You will then select the edit button to change Contact Demographics and Student Demographics. If needed. If no changes need to be made, make sure to click at the way to the end to submit.
- Select the student you want to update. If multiple students are in the household parents must individually input each student information, including emergency contacts.

### **DISASTER PREPAREDNESS**

In the event of a disaster, or during a disaster drill, the Rubidoux High School Disaster Plan calls for all students and staff to evacuate to a predetermined area. In the evacuation area students are to report for roll call to the teacher of the class from which they evacuated. Evacuation procedures and a map of the evacuation sites are posted in all classrooms. If a drill or disaster occurs during a time when students are not in class such as lunch or passing period, students are to report to the closest safe classroom/building. Students will receive further instructions as necessary to ensure their safety.

### **STUDENT RELEASE IN CASE OF DISASTER**

In an emergency situation, emergency procedures at the Rubidoux High School and Jurupa Unified School District will be enforced. Rubidoux High School will use an established checkout procedure for releasing students. **Students will only be released to parents, legal guardians, and other persons designated on the student's demographics.** Parents are advised to update student's emergency contact information when changed so that school personnel can contact the appropriate party to ensure student safety. Parents/guardians must report to the **stadium parking lot** from the Pacific Avenue entrance to officially check out a student. The student will be called from the evacuation area from his/her teacher's class. Be sure to review this procedure with students to ensure they know this process and the importance of following it carefully. Staff will remain with students at the site until such time as parents/guardians or people specifically listed on the student's emergency card are able to pick up the student. Be sure the emergency information is updated annually during the Annual Information Update, to provide the school with the most accurate information.

### **FIRE ALARMS**

Penal Code 148.4 states that it is unlawful to interfere with fire alarm apparatus or to give false alarm, punishable by up to one year of jail and a \$1,000.00 fine. Students responsible for false alarms will be punished to the fullest extent possible under school disciplinary and criminal proceedings.

### **RESTRICTED AREAS**

The front of the school, parking lot "B", Opal Street, bus lane Pacific Avenue entrance, access road east of the 600 buildings, concrete/blacktop areas east of the 600 building (with the exception of the wellness center), the staircase area on the north side of the library, student farm areas, behind gymnasium, behind cafeteria, and men's locker room; P.E. asphalt area, and all athletic fields, including outdoor bleachers and dug out areas are OFF-LIMITS during class hours (8:30 – 3:25) and before and after school if student(s) have no official business in that area. Students arriving at school in the morning are to go directly to campus and stay within the boundaries of the classroom buildings. Students should park their vehicles in the student parking lot "A", proceed onto campus, and not loiter around the cars. **NO SKATEBOARDS, NO BICYCLES, NO MOTORIZED VEHICLES, NO ROLLER SKATES/ROLLER BLADES, and NO SCOOTERS** are allowed on campus at any time. **See map on page 9. Shaded areas are off limits to students when not supervised by RHS staff.**

### **SCHOOL BUS SAFETY**

All pupils in pre-kindergarten, kindergarten, and grades 1 to 6, shall receive written information on school bus safety (i.e., a list of school bus stops near each pupil's home, general rules of conduct at school bus loading zones, red light crossing instructions, school bus danger zone, and walking to and from school bus stops). Prior to departure on a school activity trip, all pupils riding on a school bus or school activity bus shall receive safety instruction that includes, but is not limited to, location of emergency exits, and location and use of emergency equipment. Instruction may also include responsibilities of passengers seated next to an emergency exit. EC39835.1

### **Transportation of Students**

The privilege of riding school buses may be suspended or revoked for any student who violates the rules of conduct or commits acts that make the operation of a school bus unsafe. In order to conduct a safe and orderly transportation system it is necessary that the rules of conduct governing the behavior of passengers be observed. Board Policy 5112.2

The law requires that pupils transported in a school bus shall be under the authority of and responsible directly to the school bus driver. The driver is responsible for the orderly conduct of pupils while they are on the bus or being escorted across a street or road. The bus driver shall report all serious or persistent cases of misconduct to the principal of the school on the appropriate referral form. The principal shall take appropriate disciplinary action and inform the bus driver of the action taken.

### **RULES FOR SCHOOL BUS PASSENGERS (District Policy #3500)**

1. Remain seated.
2. Refrain from loud conversation and boisterous conduct.
3. Keep all parts of body inside the bus.
4. Do not throw items inside or out of the bus.
5. Refrain from using profanity.
6. Do not eat or smoke on the bus.
7. Do not wear athletic footwear equipped with cleats or spikes.
8. Watch for traffic when crossing the street in front of the bus and keep away from the side of the bus as it leaves a stop.
9. Students will be held accountable for their conduct at bus stops.

Violations of rules will be reported to the school administration by the driver. Serious offenses will mean suspension of bus privileges no matter how many tickets have been received and may also result in suspension from school. The consequences of bus referrals as established by the JUSD Transportation Department are:

- |             |  |
|-------------|--|
| 1st Ticket: | Counseling/Parent contact with after-school detention.             |
| 2nd Ticket: | Suspended bus privileges for 1-5 days and parent contact.          |
| 3rd Ticket: | Bus privileges may be suspended for 2 weeks.                       |
| 4th Ticket: | Suspension of bus privileges for the remainder of the school year. |

### **STUDENT DROP-OFF AND PICK-UP ZONES**

Student drop-off and pick-up zones are marked along Opal Street and Pacific Avenue. The curbs painted white are designated drop-off and pick-up zones. The curbs painted red are restricted by County Transportation as no parking, no stopping areas. No student drop off in school parking lots on Opal Street. Bus loading zones are also no parking, no stopping areas. Student safety is our primary concern and it is critical that parents do not park in the designated red zones blocking traffic and/or obstructing crosswalks. Our school resource officer will enforce these regulations. Please do not exit cars from traffic lanes.

### **JURUPA UNIFIED SCHOOL DISTRICT DRESS STANDARDS**

**PLEASE REFER TO THE 2023-2024 DISTRICT PARENT GUIDE FOR FULL COPY OF DRESS CODE.**

### **STUDENT DISCIPLINE**

**PLEASE REFER TO THE 2023-2024 DISTRICT PARENT GUIDE FOR FULL COPY OF DISCIPLINE PROCEDURES.**

### **STUDENT DISCIPLINE**

**PLEASE REFER TO THE 2023-2024 DISTRICT PARENT GUIDE FOR FULL COPY OF DISCIPLINE PROCEDURES.**

### **STUDENT CONDUCT**

Students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program while on school grounds, going to or coming from school, at school activities, or using district transportation. EC 51100 and Board Policy 5131

### **Duties of Pupils** – 5 CCR, Section 300

California Code requires pupils to attend school punctually and regularly, conform to school regulations, obey all directions, be diligent in study, be respectful to teachers and others in authority, and refrain from the use of profane and vulgar language.

### **Jurisdiction** – EC 44807

Teaching staff shall hold pupils to strict account for their conduct on the way to and from school, on the playground, or during recess.

### **Grounds for Suspension and Expulsion** - EC 48900, 48915

A pupil shall not be suspended from school or recommended for expulsion, unless the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed one or more of the following acts:

- 48900 (a)(1)** Caused, attempted to cause, or threatened to cause physical injury to another person.
- 48900 (a)(2)** Willfully used violence on the person of another, except in self-defense.
- 48900 (b)** Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence.
- 48900 (c)** Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance as defined in the Health and Safety Code 11053 et seq., alcoholic beverage, or an intoxicant of any kind.
- 48900 (d)** Unlawfully offered or arranged or negotiated to sell any controlled substance as defined in Health and Safety Code 11053 et seq., alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented it the same as a controlled substance, alcoholic beverage, or intoxicant. **48900 (e)** Committed or attempted to commit robbery or extortion.
- 48900 (f)** Caused or attempted to cause damage to school property or private property.
- 48900 (g)** Stolen or attempted to steal school property or private property.
- 48900 (h)** Possessed or used tobacco, or any products containing tobacco or nicotine products including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel.
- 48900 (i)** Committed an obscene act or engaged in habitual profanity or vulgarity.
- 48900 (j)** Unlawfully possessed, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- 48900 (k)(1)** Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- (2)** Except as provided in Section 48910 a pupil enrolled in kindergarten or any of grades 1 to 5, inclusive, shall not be suspended for any of the acts specified in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
- (3)** Except as provided in Section 48910 a pupil enrolled in any of grades 6 to 8, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2025.
  - 48900 (l)** Knowingly received stolen school property or private property.
  - 48900 (m)** Possessed an imitation firearm.
  - 48900 (n)** Committed or attempted to commit a sexual assault, or committed a sexual battery as defined in PCs 261, 266c, 286, 288, 288a, 289, or 243.4.
  - 48900 (o)** Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against the pupil for being a witness or both.
  - 48900 (p)** Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
  - 48900 (q)** Engaged in, or attempted to engage in, hazing.
  - 48900 (r)** Engaged in an act of bullying. "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following: A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property, B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health, C) Causing a reasonable pupil to experience substantial interference with his or her academic performance, D) Causing a reasonable pupil to

experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

“Electronic act” means the transmission, by means of an electronic device, including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following: (i) A message, text, sound, video or image, (ii) A post on a social network Internet Website, including, but not limited to:

- (I) Posting to or creating a burn page. “Burn page” means an Internet Website created for the purpose of having one or more of the effects listed in paragraph (1).
- (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). “Credible impersonation” means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
- (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

**48900 (s)** A pupil shall not be suspended or expelled for any of the acts enumerated in this section, unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following:

1) While on school grounds, 2) While going to or coming from school, 3) During the lunch period, whether on or off campus; and, 4) During, or while going to or coming from, a school sponsored activity.

**48900.2** Committed sexual harassment as defined in EC 212.5, provided that the conduct is considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual’s academic performance or to create an intimidating, hostile or offensive educational environment. This section shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive.

**48900.3** In addition to the reasons set forth in Sections 48900 and 48900.2, a pupil in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of hate violence, as defined in subdivision (e) of Section 233.

**48900.4** Students in grades 4-12 who intentionally engage in harassment, threats of intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonable expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment.

**48900.7 (a)** In addition to the reasons specified in Sections 48900, 48900.2, 48900.3, and 48900.4, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both.

**48915** Except as provided in subdivisions (c) and (e), the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct: A) Causing serious physical injury to another person, except in self- defense, B) Possession of any knife, explosive, or other dangerous object of no reasonable use to the pupil, C) Unlawful possession of any controlled substance listed in Chapter 2 of Division 10 of the Health and Safety Code, D) Robbery or extortion; and E) Assault or battery, as defined in Section 240 and 242 of the PC, upon any employee.

#### **Mandatory Expulsion Violations – EC 48915**

Schools shall immediately suspend and recommend expulsion for students that commit any of the following acts at school or at a school activity off school grounds:

1. Possessing, selling, or otherwise furnishing a firearm.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance.
4. Committing or attempting to commit a sexual assault.
5. Possession of an explosive.

The school board shall order the student expelled upon finding that the student committed the act.

#### **Suspension and Expulsion – Pupil Records - EC 48201**

A school district to which a pupil is transferring to specifically request any records that the sending district maintains on the pupil of acts committed that resulted in suspension or expulsion of the pupil. Upon receipt of this information, the school district to which the pupil is transferring shall notify the teachers of the pupil of the information received.

#### **Expulsion – Appeal to the County Board of Education - EC 48919**

Parents who are appealing an expulsion hearing decision and who request a copy of written transcripts and supporting documents shall put the request in writing by completing the form “Request for Expulsion Hearing Transcript.”

## **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:

- The pupil's parent or guardian shall have the right to submit a written statement that shall be attached to the suspension notice.
- 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.
- 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.
- 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.
- 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.
- The Superintendent's Designee shall hear appeals only after the appeal has been heard by the principal or designee.
- 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.
- 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.
- 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.
- The Superintendent's Designee shall make a finding of fact and shall render a decision.
- The Superintendent's Designee will then inform the parent and the principal first verbally and then in writing of the decision.
- If the Superintendent's Designee determines that no violation occurred, all records regarding the suspension shall be immediately destroyed.
- 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.
- If the Superintendent's Designee determines that the violation did occur and that the penalty was appropriate, the suspension shall stand.
- In all cases, the decision rendered by the Superintendent's Designee shall be final and shall end the appeal process.
- The appeal of suspension with a recommendation for expulsion is terminated with the Superintendent's Designee meeting. [EC 48911(g)]

## **CLASSROOM EXPECTATIONS**

Teacher will instruct students on rules and consequences for their class. **Teachers will acknowledge and correct inappropriate behavior.** Students and parents must sign and return the acknowledgment that they read and understand the Rubidoux High School, Jurupa Unified School District's and teacher's rules.

**Exception: Syllabus, which may include department expectations.**

*The Assertive Discipline Plan does not apply to defiant, dangerous, or illegal behavior. In these cases, major infractions may lead to suspension, involuntary transfer to an alternative program, or expulsion. Law enforcement agencies may be contacted, which could lead to a citation to appear or arrest.*

## **CONFISCATED ITEMS**

Confiscated items are not the responsibility of the school if they are lost, stolen, or vandalized. **Note: Students may pick up items on Tuesdays or Thursdays from 3:25 p.m. until 4:00 p.m. in the SMA office. Any item not claimed within one month from date of receipt in the office will be discarded.**

## **ADMINISTRATIVE DISCIPLINE INTERVENTIONS**

**Rubidoux High School Discipline Policy EC 51100 and Board Policy 5131**

Every student shall attend school punctually and regularly; conform to the regulations of the school; obey promptly all the directions of teachers and other staff; observe good order and propriety of deportment; be diligent in study; be respectful to teachers and other staff in authority; be kind and courteous to school mates; and refrain from the use of profane and vulgar language. (Section 300, California Code of Regulations, Title 5)

### **On-Campus Intervention (OCI)/Reflection Room**

1. Students may be assigned to OCI as a consequence for not following school rules, regulations, and procedures. They may be assigned to OCI for one or more periods to full days.
2. Students will be allowed restroom and lunchtime privileges under supervision.

### **Saturday Intervention**

1. Students may be assigned Saturday School as a consequence for not following school rules, regulations, and procedures. Any truancy may result in assignment to Saturday School.
2. Saturday School is to be served on the date assigned.
3. If a student is late to or does not attend Saturday School he/she will be considered a no-show. This MAY result in additional consequences.
4. Habitual Saturday Schools assignments MAY require a parent conference with the assistant principal.

### **Suspensions & Expulsions**

A pupil may be suspended or expelled regardless of whether:

1. The student is on school grounds.
2. The student is going to or coming from school.
3. The student is on or off the campus.
4. The student is attending a school-sponsored activity.
5. The student is coming from or going to a school-sponsored activity.

### **Other Means of Correction (OMC)**

1. Verbal Warning
2. Time Out
3. Lunch Detentions
4. Saturday School
5. Counseling
6. Parent Conferences
7. Parent Contact
8. Reflective Writing
9. OCI (On Campus Intervention)
10. BASE SEL On-line Curriculum
11. Referrals for Behavioral Health Services/Resources
12. Behavior Contract
13. Conflict Mediation
14. Restorative Circles
15. Loss of Privileges
16. Youth Court
17. Seeking Safety
18. Period Suspension

### **ALTERCATIONS/FIGHTING:**

Altercations, either physical or verbal, are disruptive to the educational process. All students involved are subject to disciplinary actions. Students involved in physical and serious verbal altercations will be suspended from school. Repeat offenses, (for example two fights), injury to another person or gang related altercations will result in a recommendation for expulsion. Middle School discipline history is considered in all reviews of behavior. Students who record a fight or are found in possession of cell phone videos of student fights while under school district jurisdiction or who post a video of a fight on the internet will be disciplined similarly to those who participated in the fight. Contact your Guidance Coordinator or School Administrator immediately, for assistance in resolving any conflict you may have.

### **Cyber Bullying and Sexting**

Cyber bullying and sexting is prohibited. In addition to the **Internet User Agreement** which is signed by every student, students must adhere to the following rules regarding the use of the Internet: students will not engage in cyber bullying or sexting; no inappropriate, sexually explicit statements or photos shall be shared, sent from, or saved on a student's social networking site, cell phone, or camera. Students who post anything on public internet websites that is perceived as bullying, intimidation, a threat to students or school staff, or results in the disruption of school activities, may be subject to disciplinary action. Seniors who will or may turn 18 may be prosecuted as adults for sexting.

### **BULLYING, HARASSMENT, THREATS, INTIMIDATION, OR HAZING:**

Students are to make every effort to get along with others and are to refrain from behavior that degrades, insults, teases, harasses, taunts, mocks, bullies, or challenges. Harassing, making threats, mad dogging, or intimidating any student or group of students may result in suspension. This includes behavior characterized as horseplay or "messing around." Students conspiring to engage in or cause a disruption, disorder, hazing, and/or invading the rights of a student or group of students, may be subject to disciplinary action (*Ed. Code 32051, 48900.4*).

### **PROPERTY DAMAGE**

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. EC 48904.

### **PUBLIC DISPLAYS OF AFFECTION (P.D.A.)**

Students must not engage in public displays of affection, including kissing, sitting on laps, and inappropriate touching. Disciplinary action may be taken

### **FOOD or DRINK**

Students are not to take any open containers of food or drink into classrooms during class time. Students may eat in class during lunch with the permission of their teacher.

### **GAMBLING**

Gambling is illegal in public schools throughout the State of California; therefore, it is not allowed on our campus. Violators are subject to disciplinary action. Playing cards, dice, or any gambling item or game of chance will be confiscated.

### **HANGING-OUT/LOITERING:**

Students are not to loiter on private or public property or on any of the city streets surrounding our campus during the school day. Students are not to loiter in the parking lot before or after school. Students are to park immediately in the morning and move directly on to the campus. Students are not to loiter on campus after school. Students may wait for their parents in front of the school. Appropriate disciplinary action will be taken for those students who choose to violate this policy. All students, unless under the supervision of the RHS staff, should depart campus within 30 minutes of the end of the school day or school event. Students who finish school prior to 3:25 are to leave campus immediately following their last class.

### **LASER POINTERS:**

No student shall possess a laser pointer on any school premises. No person shall direct the beam from a laser pointer directly or indirectly into the eye or eyes of another person, guide dog, signal dog or service dog. Nor shall any person direct the beam from a laser into a moving vehicle with the intent to harass or annoy the other person or occupants of the moving vehicle. (Penal Code 417.27) Students in violation of this code are considered in defiance and will be disciplined accordingly

### **LITTERING:**

Littering of campus will be monitored. A student who continues to litter will follow the assertive discipline plan. Please help to keep our campus clean by using the trash receptacles placed throughout the campus. Repeat offenders may be ticketed by the Deputy.

### **LOST, STOLEN OR DAMAGED ARTICLES:**

Neither Jurupa Unified School District nor Rubidoux High School assumes responsibility for personal property lost, stolen or damaged on campus or at any school activity (including ALL electronic devices, i.e. cell phones, iPods, etc.). School Personnel will NOT conduct any searches or investigations for any lost or stolen electronic devices.

### **OUT-OF-BOUND AREAS:**

All service roads on campus, the entire athletic area, which includes the football, baseball and soccer fields, are out-of-bounds to students during lunch. The parking lots are out-of-bounds to students during the school day.

### **PERMANENT MARKERS, WHITE OUT PENS, ETCHING TOOLS, SPRAY PAINT, LASER PENS, etc:**

These items are not allowed at school and will be confiscated. Students bringing these items on campus are subject to disciplinary action, including suspension from school. Parents will be held liable for any damage committed by their student (*Ed. Code 48900, 48904, 48980*).

### **TAGGING/GRAFFITI ON PERSONAL PROPERTY**

Tagging/graffiti or gang-related writing is prohibited on campus. Students are not allowed to have it in their possession or in their personal items. This includes but is not limited to notebooks, books, backpacks, cell phones, cell phone cases and clothing. Students may be subject to disciplinary action and may be held accountable for any damage and monetary remuneration for damages that occur on school property

### **SKATEBOARDS, ROLLER BLADES/SHOE SKATES, SCOOTERS, BICYCLES and MOTORIZED VEHICLES**

Due to the insurance liability, skateboards are not to be ridden or carried on campus at any time. Students bringing skateboards to school must lock up their skateboards in the skateboard rack prior to the start of class. (Students must bring their own lock). Skateboards that are carried around will be confiscated and must be picked up by a parent or guardian. Heelys (shoes with rollers in heels), scooters, and roller blades/skates are not to be brought to campus at any time. Bicycles should be properly locked in designated areas and not ridden on campus. RHS will not be responsible for these items if lost, stolen, or vandalized. Students riding on campus are subject to suspension from school. In addition to Law Enforcement referral. V.C. 21212 requires all persons under the age of 18 to wear a helmet when operating a bicycle. No motorized vehicles, motorcycles, or motorbikes may be brought on campus, except to be parked in designated student parking areas.

### **SEARCHES and USE OF TRAINED DOGS**

Per JUSD Board Regulation 5166: "Whenever it is determined that a **reasonable suspicion** exists that a student may be in violation of the law or school rules, school administrators or certificated discipline designees, per *Education Code 48911 (i)*, may conduct a search of the student. School officials may call upon a law enforcement officer to conduct or assist in any search, and when deemed appropriate, a metal detector may be used to assist with a search." School administrators may conduct random searches in a classroom at any time. PE lockers and personal items such as backpacks, purses, and cars are subject to search by a school administrator who has reasonable grounds or suspicion. In an effort to keep the school free of drugs and firearms, the district may use specially trained non-aggressive dogs to alert staff to the presence of substances prohibited by law or district policy. The dogs may sniff the air around lockers, desks, bags, items, or vehicles on district property or at district sponsored events (Ed. Code 35160, .1, 35294-35294.5, 49050-49051, 493320-49334, P.C. 626.9 & .10, Board Policy). Metal detector wands will be used in

### **ALCOHOL, TOBACCO & DRUG FREE SCHOOLS**

The possession or use of alcoholic beverages, tobacco products, matches, lighters, electronic cigarettes, vape pens with concentrated cannabis, any other controlled substance, and drug paraphernalia, etc. are not allowed on campus. This includes possession of vape pens and batteries and/or chargers for these items. Violation will be subject to disciplinary action which may include suspension (Ed. Code 48900, 48901, 48915, Board Policy).

### **ELECTRONIC NICOTINE DELIVERY SYSTEMS (ENDS)-Health and Safety Code 119405 and 11014.5**

The Jurupa Unified School District prohibits the use of electronic nicotine delivery systems (ENDS) such as e-cigarettes, hookah pens, cigarillos, and other vapor-emitting devices, with or without nicotine content, that mimic the use of tobacco products on all district property and in district vehicles at all times. ENDS are often made to look like cigarettes, cigars and pipes, but can also be made to look like everyday items such as pens, asthma inhalers and beverage containers. These devices are not limited to vaporizing nicotine; they can be used to vaporize other drugs such as marijuana, cocaine, and heroin.

Section 119405 of the Health and Safety Code prohibits the sales of e-cigarettes to minors which means that students should not be in possession of any such devices. Students using, in possession of, or offering, arranging or negotiating to sell ENDS can be subject to disciplinary action, particularly because ENDS are considered drug paraphernalia, as defined by 11014.5 of the Health and Safety Code.

### **ELECTRONIC DEVICES, CELLULAR PHONES, CD PLAYERS, IPODS, PAGER, VIDEO CAMERA, ELECTRONIC GAMES, and RADIO**

Students may use cell phones, smart watches, pagers, or other mobile communication devices on campus during non instructional time as long as the device is utilized in accordance with law and any rules that individual school sites may impose. Mobile communication devices shall be turned off during instructional time. However, a student shall not be prohibited from possessing or using a mobile communication device under any of the following circumstances: (Education Code 48901.5, 48901.7)

When a student uses a mobile communication device in an unauthorized manner, the student may be disciplined.

A student may also be subject to discipline, in accordance with law, Board policy, or administrative regulation, for off-campus use of a mobile communication device which poses a threat or danger to the safety of students, staff, or district property or substantially disrupts school activities.

The Superintendent or designee shall inform students that the district will not be responsible for a student's mobile communication device which is brought on campus or to a school activity and is lost, stolen, or damaged.

- **First Offense:** Teacher warning and reteach expectations and document in Q
- **Second Offense:** Teacher warning, reteach expectations, phone call home and document in Q
- **Third Offense:** Student sent to SMA office to be counseled, phone call home to parent and document in Q
- **Fourth Offense:** Student sent to SMA office to be counseled, phone call home to parent and document in Q

**Enforcement**

The Superintendent or designee shall take appropriate actions to reinforce the District's sexual harassment policy. As needed, these actions may include any of the following:

1. Removing vulgar or offensive graffiti;
2. Providing staff in-service and student instruction or counseling;
3. Taking appropriate disciplinary action. In addition, the District may take disciplinary measures against any person who is found to have made a complaint of sexual harassment which he/she knew was not true.

Any violation of District policies prohibiting sexual harassment by students and/or staff may result in appropriate disciplinary action, up to and including expulsion of student(s) and/or termination of staff. In addition, violation of these policies may also expose the District, individual officer's employees, and/or student(s) to civil liability. If the complainant is not satisfied with the District processing of a complaint of discrimination, the complainant may also seek remedies with the following other state or federal agencies which may have jurisdiction:

**U.S. Department of Education - Office of Civil Rights**

**California Department of Education - Superintendent of Public Instruction**

These agencies are listed in the white pages of the telephone book and on the Internet.

**GENERAL CAMPUS BEHAVIORS:**

Students are to make every effort to get along with others and are to refrain from behavior that degrades, insults, teases, harasses, taunts, mocks, bullies or challenges.

- Students who post anything on public internet websites (i.e. SnapChat/Twitter/Instagram) perceived as bullying, intimidation, or a threat to students or school staff, or results in disruption of school activities, will be subject to disciplinary action.
- Students must follow the directives, requests, instructions, and orders of all school personnel immediately. Failure to do so is defiance of school personnel.
- Students are NOT permitted to carry pepper spray, or any other chemical used for self-defense.
- JUSD and/or RHS staff will NOT be responsible for any electronic devices lost or stolen. Secure your valuables and be vigilant at all times.
- Students may NOT use or possess laser lights. These will be confiscated by school officials.
- Students may NOT possess any drugs including, but not limited to, marijuana, wax, tobacco, vape pens, prescription drugs or over-the-counter drugs while on campus. All medications must be checked in to the nurse in the health office. Any concentrated drug is subject to immediate expulsion.
- Students must NOT engage in heavy/extended kissing or petting on campus.
- Students are required to possess a valid ID at all times and present it whenever requested by school personnel.
- Students may NOT loiter on the campus of other schools or interfere in the activities of other schools.
- School documents, such as ID cards, off-campus passes, parking permits, etc., are not transferable.
- Students are to observe general courtesy in lunch lines – no cuts or saving places.
- Students are to dispose of trash and litter in a proper manner, using the trash receptacles. Littering is a violation of Penal Code 374.4(a) and may be subject to receive a citation.
- Students may NOT use bikes, skateboards or skates on school grounds. Bikes, skateboards and skates must be parked in designated areas and NOT ridden on campus. JUSD and/or RHS will not be responsible for these items if lost or stolen. Skateboards, scooters, bikes and skates may be confiscated and required to be picked up by parent or guardian if the student violates this policy.
- Students who become aware of a campus safety violation (weapon on campus, explosives, etc) are expected to report the violation.

## **DRESS CODE**

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 Las Vegas 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. At Rubidoux High School, all hats and clothing apparel with the "W", "B" or "D" logo have been banned on campus due to being identified as local gang-related apparel (i.e., Washington Nationals gear, Brooklyn Dodgers, Detroit Tigers, etc.).

### **Appropriate Dress - General**

Tops/ Shirts/ Blouses must be appropriate for school by covering the midriff of the student's body from two inches above the waistline to the top of the armpits. Tops must have at least one shoulder strap to prevent tops from slipping down or being pulled. Here are some great ways students accomplish this: wear a halter top (strap loops around the neck), spaghetti straps/camisole, or bralette underneath your desired top, or wear a hoodie or shirt over the desired top. Bra straps are not a substitute for a strap. Bralettes, however, look like tank tops so we will allow this. Students may not wear backpacks to give the illusion that they are wearing straps.

Layered undershirts may be worn to cover midriff and back that is exposed if students wear sleeveless tops with large arm holes, backless shirts, crop tops/ cut off tee-shirts, sheer material, or other tops that expose the midriff can be worn with an undershirt that covers the back or midriff.

Shorts, dresses, skirts or must cover the full curve of the buttocks at all times.

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 approved lanyards.

Also prohibited are clothing, head coverings, jewelry, and 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. Any shoe with a hard sole is acceptable. Open toe shoes may not be acceptable in some lab classrooms due to safety issues.

### **Hats**

Only school approved hats, caps or other head coverings may be worn (i.e. Rubidoux High School hats, caps or other head coverings). Hats containing content related to drugs, weapons, gang affiliation, violence, pornography, drug paraphernalia or any hat deemed inappropriate by school officials will not be allowed to be worn on campus and determined to be in violation of the dress code. Hats and head coverings that have been identified by local law enforcement agencies to be affiliated with local gangs will not be allowed on campus. Refer to the section on prohibited items. At Rubidoux High School, all hats and clothing apparel with the "W", "B" or "D" logo have been banned on campus due to being identified as local gang-related apparel (i.e., Washington Nationals gear, Brooklyn Dodgers, Detroit Tigers, etc.).

### **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.

### **Attire for Commencement Ceremonies and Senior Awards Night**

Students will be required to wear ceremonial attire, such as cap and gown, at the ceremony.

**NON-DISCRIMINATION POLICY**

*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.

**SAFE PLACE TO LEARN ACT**

SAFE PLACE TO LEARN ACT - 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, intimidation, and discrimination, please contact the school principal. Reference: Ed. Code §§ 234, 234.1; Board Policies 5131.2 & 5145.3 please contact the office of Pupil Personnel Services at (951) 360-4140 .Please see appendix on page 30 for more information.

**SEXUAL HARASSMENT-**

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment. Please contact Human Resources.

**Sexual Harassment Annual Notification to Students and Parents**

1. What acts and behavior constitute sexual harassment, including the fact that Jurupa Unified School District BP 5145.7 sexual harassment could occur between people of the same sex and could involve sexual violence
2. A clear message that students do not have to endure sexual harassment under any circumstance
3. Encouragement to report observed incidents of sexual harassment even where the alleged victim of the harassment has not complained
4. A clear message that student safety is the district’s primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved
5. A clear message that, regardless of a complainant’s noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and prompt action shall be taken to stop any harassment, prevent recurrence, and address any continuing effect on students
6. Information about the district’s procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues
8. A clear message that, when needed, the district will implement supportive measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation

**SEXUAL HARASSMENT  
GENDER EQUITY (TITLE IX)  
AMERICANS WITH DISABILITIES ACT  
REHABILITATION ACT, SECTION 504**

The Jurupa Unified School District does not discriminate on the basis of ethnic group identification, ancestry, gender, gender identity, gender expression, sexual orientation, religion, race or ethnicity, color, nationality, national origin, sex, sexual orientation, age, or mental or physical disability in any of its policies, procedures or practices, nor does it permit, condone, or allow sexual harassment of students or staff members. Any student or employee who is found guilty of sexual harassment shall be subject to disciplinary action. Inquiries regarding Federal laws and regulations concerning nondiscrimination or questions or complaints pertaining to sexual harassment or gender equity should be directed to the District Title IX Coordinator:

**Director of  
Office of Educational Equity  
Education Center  
4850 Pedley Road  
Jurupa Valley, CA 92509**

**(951) 360-4140**

Questions, complaints, or requests for additional information regarding the ADA and Section 504 should be directed to the ADA and Section 504 Compliance Coordinator:

**Director of  
Education Support Services  
Education Center  
4850 Pedley Road**

**Jurupa Valley, CA 92509**

**(951) 360-4144**



**RUBIDOUX HS  
FALCONS**

# **RHS COUNSELORS**

## **NEED TO SPEAK TO YOUR COUNSELOR?**

### **LOOK FOR YOUR COUNSELOR... SCAN THE QR CODE!**

Scheduling Questions ~ A-G Questions ~  
Social Emotional Issues ~ Just need to talk



**Ms. Sanchez  
(A-E)**



**Mr. Marmolejo  
(F- Lozano)**



**2023-2024**



**Mrs. Mellin  
(Lugo-Reyes)**



**Mrs. Gonzalez  
(Reynal-Z)**

Revised 6/1/2023

# Rubidoux High School Clubs

Club	Advisor	Email
ASB	Steven Bier	<a href="mailto:steven_bier@jUSD.k12.ca.us">steven_bier@jUSD.k12.ca.us</a>
ATP 18-22	Geoff Holt	<a href="mailto:geoffrey_holt@jUSD.k12.ca.us">geoffrey_holt@jUSD.k12.ca.us</a>
AVID	Bryan Klotzsche	<a href="mailto:bryan_klotzsche@jUSD.k12.ca.us">bryan_klotzsche@jUSD.k12.ca.us</a>
Baile y Cultura Club	Corina Yoval	<a href="mailto:corina_yoval@jUSD.k12.ca.us">corina_yoval@jUSD.k12.ca.us</a>
Band	Sarah Choi	<a href="mailto:sarah_choi@jUSD.k12.ca.us">sarah_choi@jUSD.k12.ca.us</a>
Choir	Jeff Lin	<a href="mailto:jeffery_lin@jUSD.k12.ca.us">jeffery_lin@jUSD.k12.ca.us</a>
Dance	Erin Smith	<a href="mailto:erin_smith@jUSD.k12.ca.us">erin_smith@jUSD.k12.ca.us</a>
Debate Club	Ernie Valenzuela	<a href="mailto:ernest_valenzuela@jUSD.k12.ca.us">ernest_valenzuela@jUSD.k12.ca.us</a>
eSports Club	Todd Chard	<a href="mailto:todd_chard@jUSD.k12.ca.us">todd_chard@jUSD.k12.ca.us</a>
FFA (Ag, Floral)	Kelsey Finnicum	<a href="mailto:kelsey_finnicum@jUSD.k12.ca.us">kelsey_finnicum@jUSD.k12.ca.us</a>
French Club	Arlette Ogiamien	<a href="mailto:arlette_ogiamien@jUSD.k12.ca.us">arlette_ogiamien@jUSD.k12.ca.us</a>
Grub Club	Fernando Arjon	<a href="mailto:fernando_arjon@jUSD.k12.ca.us">fernando_arjon@jUSD.k12.ca.us</a>
GSA: Gender & Sexuality Alliance Club	Maria Naoki-Noice	<a href="mailto:maria_naokinoice@jUSD.k12.ca.us">maria_naokinoice@jUSD.k12.ca.us</a>
History Club	Brett Roble	<a href="mailto:brett_roble@jUSD.k12.ca.us">brett_roble@jUSD.k12.ca.us</a>
Journalism Club	William Stanford	<a href="mailto:william_stanford@jUSD.k12.ca.us">william_stanford@jUSD.k12.ca.us</a>
Mathletes	Christine Martin	<a href="mailto:christine_martin@jUSD.k12.ca.us">christine_martin@jUSD.k12.ca.us</a>
M.E.Ch.A Club	Maria Campos	<a href="mailto:maria_campos@jUSD.k12.ca.us">maria_campos@jUSD.k12.ca.us</a>
National Honor Society	Rosio Merino	<a href="mailto:rosio_merino@jUSD.k12.ca.us">rosio_merino@jUSD.k12.ca.us</a>
Orange Bird Club	Austin Miller	<a href="mailto:austin_miller@jUSD.k12.ca.us">austin_miller@jUSD.k12.ca.us</a>
PE Weight-room Alliance	Kent Bukarau	<a href="mailto:kent_bukarau@jUSD.k12.ca.us">kent_bukarau@jUSD.k12.ca.us</a>
RECHS	Vacant (TBD)	
Route 66 Car Club	Herb Weber	<a href="mailto:herb_weber@jUSD.k12.ca.us">herb_weber@jUSD.k12.ca.us</a>
Rubidoux Video Production	Ryan Bailey	<a href="mailto:ryan_bailey@jUSD.k12.ca.us">ryan_bailey@jUSD.k12.ca.us</a>
Spanish Club	Daniel Guzman	<a href="mailto:daniel_guzman@jUSD.k12.ca.us">daniel_guzman@jUSD.k12.ca.us</a>
Yearbook	Brett Roble	<a href="mailto:brett_roble@jUSD.k12.ca.us">brett_roble@jUSD.k12.ca.us</a>
Youth Empowerment	Amber Geldien	<a href="mailto:amber_geldien@jUSD.k12.ca.us">amber_geldien@jUSD.k12.ca.us</a>