

**TWIN PALMS CONTINUATION SCHOOL - STUDENT HANDBOOK
CONTINUATION HIGH SCHOOL**

HOME OF THE SCORPIONS



2023-2024

STUDENT HANDBOOK

Mrs. Lisa Schlehuber, Principal

Mr. Javier Rubalcava, Career / Guidance Counselor

Ms. Mary Hernandez, School Secretary

Mr. Jeff Blansett, Teacher - Social Science

Mr. Stewart Echeverria, Teacher - Directed Studies / Senior Project/Fine Arts

Mr. Brian Nelson - Resource Specialist

Mr. Ryan Pence, Teacher - English / Physical Education

Ms. Ariel Teneffos, Teacher - Math

TBD Teacher - Science

Ms. Cecilia A. Ortiz, Paraprofessional - Special Education

Mr. Narcisco Pedroza - Drop-out Prevention Specialist

Mr. Bob Grady - Volunteer / Student Outreach

School Phone: (760) 922-4884 / Fax: 760-922-1177

Address: 811 W. Chanslorway, Blythe, CA 92225

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Website: tp.pvusd.us

INTRODUCTION

Welcome to Twin Palms High School! At Twin Palms we will foster responsibility, teach students to be respectful, ensure effective use of instructional time, and embrace growth in academic skills. We will promote healthy living, productive decision making, and prepare students for graduation and beyond. Our vision is to make a high school diploma a reality for every student. Each member of the Twin Palms Staff will commit themselves to help you learn and grow as a person while providing a safe environment. Students can help this effort by coming to school on time prepared with supplies and assignments. Additionally, students and staff need to communicate with one another respectfully and clearly. You are a Twin Palms Scorpion and in being so, the expectation is that you will be a person of integrity, honesty, respect, and compassion. The faculty and staff are here for your support, so please ask for help when you are unsure. Your success is our success and the more we work together to accomplish our goals, the more successful all of us will be. We know that your parents, teachers, friends, and the community want the best for you. It is up to you to make it happen.

Sincerely,

Judy Browder
Principal



VISION STATEMENT – At Twin Palms High School, we will strive to make a high school diploma a reality for every student.

GOALS-1) Provide the structure and resources, which will enable students to acquire and analyze information and become independent life-long learners.

2) Provide programs and services centered on developing positive self-esteem and acquiring competent decision-making skills.

3) Provide the necessary environment needed to foster an appreciation of varied and diverse ethnic groups included in our multicultural society.

4) Provide an education that enables students to function in a complex, rapidly changing, and information-driven society.



GENERAL INFORMATION



COMMUNICATION - Students will receive many kinds of communications from Twin Palms High School. We will send the communication with your student, mail it to your home, email, or make a telephone call to communicate with you or your parents. In each case, you should follow through with the communication. The following is a list of the many types of communications you may receive:

- | | | |
|-------------------------------------|-----------------------------|----------------------|
| ❖ Student information system- Aries | ❖ Office Referral | ❖ Parent Involvement |
| ❖ Detention notice | ❖ Scorpion Scoop Newsletter | ❖ Truancy notice |
| ❖ Suspension letter | ❖ Notice of conference | ❖ Progress reports |
| ❖ Attendance letters | ❖ SST Request | ❖ Report card |

Students and your parents should read and discuss the information provided and call the school if you have any questions, concerns, or suggestions. Remember, when you receive any kind of communication, your obligation is to take it to your parents. **Please notify the school office should you experience a change in address or phone number.**

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Aeries Aeries Parent/Student Portal- By the completion of week 3, all teachers will provide grade information regarding student grades and classroom behavior. Effective day one, the office will also provide online updates of attendance and behavior information as well. At the beginning of each year, we reset Parent Portal access and provide the information to the student. We want them to be as much a part of monitoring their education as the parents. This is a great tool to monitor your success at Twin Palms High School.



TELEPHONE - The telephone in the office is for school business, illness, or emergency. Students may use the phone in classrooms with staff approval. **We do not disturb classes with student messages, except for emergencies.**



COUNSELOR - Mr. Rubalcava is a credentialed counselor and serves our students in the counseling office. He works with students in both an individual and group setting. Components of the counseling program include academic, career, social, and personal counseling. If you or your parents would like to make an appointment with Mr. Rubalcava, please stop by or call the office at (760) 922-4884.



CLOSED CAMPUS WITH EXCEPTION - Twin Palms High School is a **CLOSED CAMPUS** for most students. This means that students cannot leave the grounds at any time during the school day except in the company of those registered on their emergency contact card. **Emergency contacts must sign the student out at the office when leaving school. Please bring the student back into the office to sign back in if they plan on returning the same day. Students in good standing with attendance and behavior may receive an off-campus pass to lunch as an incentive to remain successful in school.** Otherwise, all students must remain on the campus.



VISITORS - Visitors are welcome at Twin Palms High School; however, they must have permission to be on campus. Visitors must sign in and out of the office and wear a "Visitor Badge" while on campus. Students may **NOT BRING FRIENDS OR RELATIVES TO SCHOOL OR SCHOOL ACTIVITIES DESIGNED FOR STUDENTS ONLY.** We encourage parents to visit the campus, walk around, and observe or volunteer in the classrooms. Teachers cannot conference with parents during instruction. Please make appointments for visits, teacher conferences, or volunteer opportunities at the front office.



REQUIRED MATERIALS - In order to be successful at Twin Palms High School, this school will provide your child with the following:

1. Composition book
2. Glue Stick
3. Colored Pencils
4. Earbuds
5. Highlighters
6. Portfolio with paper
7. Scissors
8. Pencils/Pens
9. Folder and paper

*****Backpack will be provided for each student from the school, no outside bags or purses will be allowed**

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PERSONAL BELONGINGS - Students assume the responsibility for loss or damage to their clothing, electronics, equipment, books, instruments, or any other personal property brought to school. Twin Palms strives to protect all personal property, but is not responsible for loss. When items of value must be brought to school, they should be brought to the office for safekeeping until needed. **Students should not bring large sums of money, expensive rings or jewelry, and articles of great sentimental value to school.**

Toys, cards, rubber bands, markers, laser pens, radios, Cell Phones, Ipods, wireless earbuds, and cameras are not allowed during school hours. The use of electronic signaling devices including cellular/digital telephones during class or instructional time is not permitted. Student cell phones and/or personal electronic devices are to be turned in daily and are returned at the end of the student day. Use of photographic or video devices anywhere on the school campus during school hours (digital or analog) without permission by staff or administration is not permitted (PVUSD BP5131). ***Twin Palms High School is not responsible for lost or stolen items. Twin Palms staff will confiscate any of the above items for the remainder of the day and will require parents to pick up the confiscated items. If the student does not give the item willingly to the teacher or staff member, an added defiance referral and suspension will be incurred. PLEASE BE COOPERATIVE WITH US WHEN WE DIRECT YOU TO SURRENDER CONTRABAND ITEMS.***

Although we strongly support the idea of recognizing special occasions such as birthdays for students, **Twin Palms cannot accept balloons, flowers, or other gifts delivered to the school.** We consider these items to be a distraction to the learning environment and cannot afford to lose the time. Please save presentations of this type for after school hours. If delivered to the school, they will remain in the office until the end of the instructional day.



BIKES AND WHEELED TRANSPORTATION - Twin Palms will provide bike racks just west of the Twin Palms office. Bicycle owners must park their bike immediately and **LOCK IT** to the racks. This rule allows us to better protect your property and the property of others. Remember, the school is not responsible for theft of parts or damage while bicycles are parked on campus. The law requires that students under the age of 18 must wear helmets when riding a bicycle, skateboard, roller blades, or scooter. Students not wearing helmets may receive a citation from Blythe Police Department.

STUDENTS ARE NOT ALLOWED TO RIDE BICYCLES, SKATEBOARDS, SCOOTERS AND ROLLERBLADES ON THE SCHOOL CAMPUS OR BUS LOADING AREAS AT ANY TIME. STUDENTS MUST PLACE SKATEBOARDS AND SCOOTERS IN A TEACHER'S ROOM OR IN THE OFFICE AT THE BEGINNING OF THE SCHOOL DAY. NEITHER THE SCHOOL NOR THE TEACHER IS RESPONSIBLE FOR THEFT OR DAMAGE TO STORED ITEMS. THE STUDENT SHOULD WRITE HIS OR HER NAME ON THE ITEM STORED.



BUS TRANSPORTATION - Bus transportation is a privilege and not a responsibility of the school district. Failure to observe district rules may result in denial of transportation. Contact the office for a temporary bus pass if you plan to ride a different bus or ride a bus home with a friend. The district provides a bus for students staying for after school tutoring or activities. Students must have a bus pass for the driver from the office to board the late bus. Twin Palms students will ride the elementary school bus in the morning and go home on TPHS buses that will pick up students in front of Twin Palms at 2:20 PM every afternoon, with the exception of early release Wednesday when buses arrive at Twin Palms at 1:20 pm.



WALKING STUDENTS - Students walking to school should use the sidewalk at all times. Walking across private property without permission is trespassing. When crossing the street, students must use the crosswalks and follow the directions of the crossing guard, if one is available. Students are not to walk through the parking lots or through the bus

loading area.

MEDICAL INFORMATION



ACCIDENTS AT SCHOOL - If you have an accident at school, immediately tell your teacher or any other adult on campus and they will help you or get help to you. We will call your parents and inform them of the incident and/or condition. Parents are financially responsible for any medical attention required for their student.

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ILLNESS - If you become ill after you arrive at school, you should report it to your teacher and obtain an excuse from the office. We will contact your parents to pick you up if necessary. **TWIN PALMS REQUIRES A LOCAL EMERGENCY PHONE NUMBER FOR EACH STUDENT IN CASES WHERE PARENTS ARE NOT AVAILABLE.** If the student has a contagious illness such as head lice, chicken pox, or measles the parent must contact the school so we can screen the campus if necessary.



MEDICATION - If you need to take medication while at school, parents or doctors must complete and sign the necessary form and return it to the school. Directions for administering the medication must be the same on the form and on the container. **NO MEDICATION OF ANY KIND MAY BE AT SCHOOL WITHOUT FILING THE PROPER FORMS AT THE SCHOOL. ALL MEDICATION MUST REMAIN IN THE OFFICE AND NOT WITH THE STUDENT. WE PROVIDE EXCEPTIONS FOR ASTHMA INHALERS WITH A DOCTOR'S NOTE.**



INSURANCE - A non-school affiliated insurance company offers an accident policy that provides coverage for both regular and summer school sessions. We will provide you with the form at the beginning of school to allow your parents the opportunity to purchase it. We strongly encourage any family who does not have insurance to purchase this option for your child.

EMERGENCY PROCEDURES

State and federal law require all public schools to have procedures in place to properly respond to emergency situations. Students should respond quickly, but orderly to emergency signals.



FIRE ALARM - An intermittent bell will ring for several seconds with a pause in between. This pattern will repeat until school administration verifies that no threat exists to the students. When the alarm sounds, students will exit all buildings and reassemble in a predetermined area until the all-clear signal is sounded. Check the map in your classroom for information regarding fire alarm escape routes.



EARTHQUAKE - In the event of an earthquake, we will sound the alarm and all students are to duck and cover. If you are in a building, get on the floor under a desk, chair, table, or bench with your back to the windows. If outside, get away from the buildings or anything else that may fall. Stay away until we sound an all-clear signal or come to get you.



INTRUDER ON CAMPUS - If we contact your class with an intruder or “lock-down” alert, students should observe the following procedures: If you are inside, lie flat on the floor. If you are outside, get down and hide, and keep on the lookout for staff that can assist you. School personnel is aware of other codes that require various kinds of responses. Please look to your teachers and other personnel for leadership in emergency situations.

CLASSROOM INFORMATION



SCHEDULE - The regular school day schedule will include 4 academic periods (47 minutes), 1 academic period (49 minutes), and 1 Study Hall (47 minutes). The first-period tardy bell rings at 8:30 AM and each class will last 47 minutes. Each school day consists of 6 periods but students who are passing all of their classes are checked and reset every Monday, have no first-period tardies that day, and owe no detentions may leave the campus each day at 1:15 PM. We require all bus riders to remain on campus until the bus arrives in front of the school at 2:10 PM. Any student who owes detention or is identified as behind academically must attend a 6th period Study Hall class, which begins at 1:19 to 2:06 PM. We will use this time to make up for tardiness, unexcused absences, and academic deficiency. There is no sixth period on Wednesdays, which is a minimum day.

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TEXTBOOKS - Textbooks and library books issued during the year are the property of the school. The replacement of lost and/or damaged books is the responsibility of the student. All students will receive a textbook, but please see the school office to make arrangements for a home copy. Students must return the same textbook that was issued to them at the beginning of each term. If you need to make a payment to replace a lost or damaged text/library book, please see the school secretary. Students who damage pages will receive a fine of \$5.00 per page up to the full price of the text.



CHROMEBOOKS - Each classroom has a set of Chromebooks for student use during class. Chromebooks are to be used to access student email, course work, test, and the student information system. Each student can check on their attendance and grades, and assignments. Accounts are monitored by the Palo Verde Unified School District Technology department.



HOMEWORK - Homework is an important part of any school program. The master schedule design provides students with ample time to finish all required assignments at school and we recommend that students complete the work on-site to maximize their academic support opportunities. However, if students begin falling behind the pace of the course, they will need to attend 6th period Study Hall and complete some assignments at home. Please see your teacher for details regarding their homework policies.

MAKE-UP WORK— Due to the rapid pace of the Twin Palms master schedule, the students will need to plan ahead for absences. If a student will be absent from school, he/she will need to speak with his/her teacher and obtain the assignment from the teacher to complete it while away. If the absence is unforeseen, the student will need to increase the pace of work completed. See your teacher regarding absences and maintaining the course pace. Every Monday except the Final week the grades are updated in our Aeries system. All missing work on that grade report is due by that Friday with no penalty. If those assignments are not made up by that Friday, students will receive zeros for the missing assignments. Excused absences provide the student with one day per absence to turn in make-up work. Note: Teachers do not need to supply nor grade work for unexcused absences. Please have your absences cleared with the attendance clerk.



REQUEST FOR WORK- When a student is absent for a short period of time they may request work from their teachers. This process provides the teachers with 24 hours to respond. The responsibility to request the work, pick it up, and return the completed work to the teacher rests with the students. Parents may request work for their student through the office staff, who will send a formal request to the teacher so that instructional time will not be interrupted.

EXTENDED ABSENCE - When a student will be absent for more than three days, the parent should come to the school, meet with the school counselor to request independent study and arrange a contract that will allow the student to receive credit for being in school and obtain all class assignments prior to the actual absences.

TRANSFERS – SCHOOL TRANSFERS: Before a student may transfer to Twin Palms High School, the student must complete a Request for Voluntary Transfer form that can be picked up at the District Office and the District will set up a meeting with student, parents, and District representatives to determine students eligibility to transfer to TPHS. All school materials or payments for lost or damaged materials must be paid in the office prior to transferring schools. Twin Palms will not grant transfers during an academic term. All transfers must occur at the beginning of each semester or at the quarter under extenuating circumstances.

CLASS TRANSFERS: Once we enroll you into a class, any transfers must occur within the first two weeks of the quarter and with counselor or principal approval. Class transfers will only occur under extreme circumstances as we do not allow them as a normal practice. Please see your counselor if you think an intra-quarter transfer is necessary for you.

GRADES & PROGRESS REPORTS:



Twin Palms will issue final grades and credits at the end of each quarter, which occurs every nine weeks. Every week, the teachers will issue academic progress reports to monitor the rate of completion in each course. Teachers may also issue

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progress reports at other intervals during the year, depending on the need. Parents have an obligation to monitor the students' progress and communicate with the teacher to express concerns about their students. Parents can also utilize Aeries Parent Portal to monitor student progress. Please see the office for account access to Parent Portal.

For each course completed, Twin Palms will assign letter grades. At the end of each quarter, we will determine which students attained the Twin Palms Honor Roll. Students who receive straight "A's" on their report card will receive recognition on the Principal's List for their academic achievement. Students receiving a 3.0-grade point average or better will receive recognition on the Honor Roll. We will also recognize students for superior attendance and the number of credits earned.

CHEATING - Cheating is unacceptable behavior at Twin Palms High School. Twin Palms defines cheating as giving or receiving unauthorized aid on class work or a test. Students may not communicate during tests. Teachers may further define cheating as it applies to their class. The consequences for cheating will result in a "0" grade on the assignment, which will adversely affect the overall grade earned on your contract and may cause you to fail the entire course if you are unable to meet the minimum grade requirement. Habitual cheating will certainly result in course failure and suspension for repeated defiance.

ATTENDANCE INFORMATION- California state law requires students to attend school regularly and promptly. The expectation at Twin Palms is that students will come to school on time each day school is in session.

❖ Attendance is recorded and on file for each student for each period. An accurate record is kept of all absences and tardy incidences. The principal monitors tardiness and absences each day and will contact the home and implement punitive measures for unexcused absences and tardiness.



ABSENCE- Part of the day: An authorized person will come to school and request to sign out the student. If the student is returning to school the same day, the authorized person will bring the student back to school when he/she returns. **Students are not to leave campus without an adult on the student contact list physically signing them out.**

Full day- If the student is out of school the full day, an authorized person needs to call in and identify themselves to provide the reason for the student's absence. If your educational rights holder is unable to call the school, they should send a signed note that provides the reason for your absence when you return. Students who are absent must stay for Study Hall the day they return to school.

The school may contact parents at home or at work on the day of absence. The attendance office needs to know the reason for the absence. **The only excused absences are for illness, medical appointments, court dates, DMV appointments, or the death of an immediate family member.** If a student misses school for any other reason, Twin Palms will treat the absence as unexcused. Five unexcused absence periods will result in a 6th-period remediation during Study Hall. Students will make up attendance deficiencies through the 6th period Study Hall period. A student who has 5 unexcused absences that are not made up within a grading period may be given a failing grade and receive 0 credit for the course.



TARDIES — Twin Palms will contact parents if tardiness becomes a recurring problem. As stated above, we will assign 6th Period Remediation to make up for absences or tardiness. Each passing period provides four (4) minutes for students to change classes. This is sufficient time to go to the restroom, get a drink of water, and be on time for the next class. We encourage students to bring water in clear plastic bottles and most rooms provide water for refills. The passing period does not allow much time for students to socialize with their friends so please keep it to a minimum and get to class. If the student is unable to care for his/her needs within the three-minute time, they should check in with the teacher to let them know that they may be tardy.

TRUANCY - A student who is not where he/she is supposed to be during instructional time is truant. The expectation at Twin Palms is that students will be on time to school, be in every assigned class, and will remain on the campus during the school day. Any variance of this without authorization is truancy. **UNEXCUSED ABSENCES AND TARDIES VIOLATE STATE LAW AND CAN BE CATEGORIZED AS TRUANCIES.** The law is very specific when it classifies a student as a truant, and sets consequences for parents as well as students when this occurs. Such penalties include monetary fines and/or jail for the parent(s). It is expected that the student will make up time that has been missed through truancy by attending 6th-period remediation during Study Hall. Sommed that the Blythe Police Department cite any Twin Palms student for truancy if they are found off school grounds from the hours of 8:30- 2:06. The current fine can reach \$400.00 per incident.

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SCHOOL RULES AND STUDENT CONDUCT BEHAVIOR - Behavior is the way you act and part of growing up requires the student to learn appropriate behavior towards others in a variety of settings. The student shows respect for others when he/she behaves appropriately towards them. At Twin Palms High School, we serve approximately 100 students and have guidelines for appropriate behavior. We also set consequences for behavior that is inappropriate. The student is responsible for his/her behavior and while we understand that everyone makes mistakes, the student must accept responsibility for his/her behavior and respect the other student's right to learn. As a result, we will at times impose punitive measures to correct behavior. This assumes that positive and proactive measures to correct the behavior repeatedly failed to change it. Remember, Twin Palms retains ***jurisdiction over behavior on the way to and from school, even if it is off campus.***

Parental Involvement Regarding Student Conduct in the Classroom - The Governing Board believes that parental involvement plays an important role in the resolution of classroom behavior problems. The Board expects teachers to communicate with the parents/guardians when behavior problems arise. The Board recognizes, however, that initial efforts sometimes fail to bring about improvement, and that current law enables parents/guardians to be absent from work without endangering their employment status in order to attend a portion of their child's school day at a teacher's request. Besides improved classroom behavior, such attendance promotes positive parent-child interactions. When appropriate, the school may inform parents/guardians of school and community resources and counseling services that may assist in developing effective parenting skills.

BOARD STATEMENT- The Board of Education adopted the following **CODE OF CONDUCT** to be followed by all students in district schools.

STUDENT RESPONSIBILITIES-

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ALL STUDENTS SHALL:	<ul style="list-style-type: none"> ❖ Attend school every day and on time. ❖ Show respect for self and others - <i>Refrain from swearing, rude gestures, cruel teasing, or put-downs, (i.e. bullying).</i> ❖ Obey all school rules; do the right thing. ❖ Promptly obey all the directions of teachers and others in authority. ❖ Conduct themselves with honesty and integrity. ❖ Complete all class and homework assignments and turn in on time. ❖ Be kind and courteous ❖ Arrange to make up work when absent. ❖ Ask a friend to be a "study buddy" in your classes so you can get help or find out about missed assignments. ❖ Be neat in appearance and keep your papers organized, neat, and orderly. ❖ Do your part to help keep the classroom neat and orderly. ❖ Respect the books and materials provided for your use. ❖ Learn to adjust to different teacher expectations. ❖ Not bring gum, soft drinks, candy, or sunflower seeds to school at any time. ❖ Not engage in hazing, bullying, or intimidation of other students at any time. ❖ Not "mess" with other students' property or belongings. ❖ Not engage in initiations of any kind. ❖ Not engage in sexual harassment, which includes comments degrading to others. ❖ Not bring toys or other objects that will distract from the educational process. ❖ Not engage in willful disobedience, defiance, and disrespect towards any adult. ❖ Not engage in abusive language or obscene gestures towards others. ❖ Not engage in fighting or play fighting under any circumstances. ❖ Not to be in or around the canals at any time.
On the campus	<ul style="list-style-type: none"> ❖ Stay out of the parking lots and away from cars that are parked on campus. ❖ Do not climb in the trees, roofs, or other high structures on the campus. ❖ Running is limited to the open field areas. ❖ Park and lock your bike at the bike rack. Don't ride it on the campus, in the parking lot, or in the bus loading area. ❖ Don't ride your skateboards, scooters or rollerblades while on the campus. ❖ Do not write on, deface, or damage another student or school's property. You will be asked to pay for the damage. ❖ Do not bring permanent markers to school. ❖ Help keep the campus clean. Put your trash in the trash cans provided on the campus. ❖ Don't bring anything to school which could be considered to be a weapon. ❖ Don't bring anything that might be considered to be a drug, alcohol, or tobacco. ❖ Don't hang around students who threaten or intimidate other students.
At lunch	<ul style="list-style-type: none"> ❖ No soft drinks will be sold on campus to students. ❖ Only screw-top bottles are allowed on campus. No fountain drinks or lid containers or Yeti/Arctic type cups are allowed on campus. ❖ Eat your food in the designated areas. Students may only consume water in clear plastic containers outside of lunch. ❖ Do not take cuts in line or give places to other students. ❖ Do not ask for money or give your money to other students. Each student brings his or her own money. ❖ Use good table manners and clean up the area before you leave, otherwise you may be washing tables.
At extra-curricular activities	<ul style="list-style-type: none"> ❖ No student may enter any extracurricular activity or school event whatsoever if the following infractions occurred: ❖ Absent from school the day or part of the day of the event. ❖ Owe any detentions or Saturday Schools. ❖ Under suspension at the time of the event. ❖ Students may not leave the event and reenter. ❖ Behaving/Dancing in an overtly sexual manner is forbidden. ❖ Any student may be barred from entry on the reasonable discretion of the administrators or their designee. ❖ School dress code applies. ❖ Suspendable misbehavior at a school event will result in a banning from that event for the rest of the year.

If you choose to behave inappropriately –Twin Palms will make every effort to help you understand what appropriate behavior is and to make good choices at school. Ultimately, behavior is your responsibility and when your behavior is not appropriate, we will take actions to help change your behavior.

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PVUSD DRESS CODE



The Board of Education published the following information concerning student dress at school. The expectation is that the student will come to school dressed appropriately and ready to learn. Students who come to school not dressed appropriately according to the rules will remain in the office until the student can remedy his/her issue. To help this problem we may be able to provide loaner clothing or call home and have proper clothing brought to school. If we cannot correct the clothing problem, the student will spend the school day in the office.

BOARD STATEMENT - State law requires that all students present themselves in clean, neat attire and be well groomed. The Board of Education desires to keep district schools and students free from the threats or harmful influence of any groups or gangs, which advocate drug use or disruptive or illegal behavior. **The Board, therefore, prohibits the presence of any apparel, jewelry, accessories, notebook or manner of grooming which, by virtue of its color, arrangement, trademark or any other attribute or behavior denotes membership in such a group.** This policy shall be applied at the principal's or his/her designee's discretion as the need for it arises at individual school sites.

GUIDELINES FOR STUDENT DRESS AND GROOMING AT SCHOOL AND AT SCHOOL

ACTIVITIES - Student dress that substantially interferes with or detracts from an environment conducive to academic learning or threatens to disrupt the educational or instructional process, or which creates an unnecessary risk of injury or harm to any student is prohibited. Clothing or jewelry displaying emblems, printing, pictures, or any other insignia which are crude, vulgar, profane, sexually suggestive, explicit, or which advocates racial, ethnic, or religious prejudice or the use of drugs, including alcohol and tobacco is not permitted. Jewelry that creates a health or safety hazard is not permitted.

PALO VERDE UNIFIED SCHOOL DISTRICT Administrative Regulation AR5132 c

The following dress and grooming guidelines shall apply to all school activities:

1. Students must wear shoes at all times. (Shoes are defined as a foot cover, which has a sole.)
2. Students' clothing must not include patches or decals with a "double meaning" such as referring to tobacco, drugs, sex, degrading comments, or pictures.
3. No sunglasses will be permitted inside school buildings unless authorized by a doctor's note.
4. Chains other than those generally worn to display jewelry shall not be worn. Short wallet chains will be allowed as long as it is attached to the wallet and garment at all times.
5. Hair shall be clean and neatly groomed. Hair may not be sprayed by any coloring that would drip when wet.
6. All undergarments must be completely covered by the outer clothes being worn to school.
7. Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes. (Hair Nets for cooking, aprons for shops, swimsuits for P. E., etc.)
8. The principal, staff, students, and parents at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities. (Activity days, hat days, pajama day, cheerleading uniforms, dances, etc.)
9. No headgear will be worn in the classroom; headgear must not contain signs with double meanings.
10. No see-through tops will be worn without undershirts or camisoles. (Boys - undershirt must be covered by outer shirt) (Girls - tops must be worn with an undershirt or camisole).
11. Tattoos must be covered at all times during school and school activities.

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Administrative Regulation AR5132 d - DRESS CODE:

For the men:

- ❖ Pants or shorts too large for the individual will not be worn. (Waistbands must not fall below the hips.) The fullness of the pants must not interfere with the normal school activities and they must be clean and neat at all times.
- ❖ All underwear must be completely covered by outer clothes (i.e. no exposure of boxer shorts or undershirts).
- ❖ Belts must be around the waistband of the garment (not hanging down).
- ❖ No tank top shirts (O-Dogg, Beaters, etc...).

For the women:

- ❖ Outer clothes must cover all underwear. Fishnet or see-through clothing must have an undershirt or camisole.
- ❖ No halter tops
- ❖ No off-the-shoulder or low-cut tops.
- ❖ No tube tops.
- ❖ No blouses, tops, or dresses with spaghetti straps. Straps should be a minimum of one inch in width.
- ❖ No bare midriff (tops must be long enough to reach the top of the waistband).
- ❖ Shorts, skirts, and pants should be in the bounds of decency and good taste as appropriate for school. The garment must fit appropriately and shall not be a disruption to the educational process. The shorts are acceptable as long as undergarments or private areas do not show when worn.
- ❖ No tank top shirts (O-Dogg, Beaters, etc...).

Styles of clothing may vary from school to school and may change from year to year. Consequently, prior to disallowing the wearing or displaying of the aforementioned clothing, the school reserves the right to make the determination that a particular style may, in fact, disrupt the educational environment.

TWIN PALMS SITE BASED DRESS CODE (In addition to regulations listed above):

The school, as a center of learning, shall provide for the development of habits and attitudes conducive to acceptable apparel, and good grooming. The Principal or the Principal's designee has the final authority for interpreting whether a student's apparel conforms to the dress code. When it is determined that a student's clothing does not comply with the dress code, a parent/guardian may be asked to bring an appropriate change of clothes to school. If the violation of the dress code cannot be rectified the student will be sent to in-school suspension. The student may also receive a disciplinary consequence for violating the school's dress code policy. Students are expected to comply with dress code rules while attending all school activities including field trips and athletic events. The personal appearance of students may follow the style of the day; however, the wearing of overly tight, loose, distracting, extreme, or inappropriate apparel is not permitted. Clothing and jewelry displaying weapons will not be permitted. Special costumes may be worn when appropriate for the school-approved activity.

- **Headgear:** The following headgear is not allowed to be worn on campus at any time: bandanas, hoods, large headbands, and headphones. Students shall not wear regular caps in the classroom or in other school buildings.
- **Shirts** must cover both shoulders or have at least a 1-inch strap. Shirt necklines must cover the chest area (no cleavage). Shirt fabric must be thick enough so that there are no areas in which the fabric is sheer or see-through unless a tank top is worn underneath. No holes are permitted unless a tank top is worn underneath. Shirts must extend over the waist to below the top of the shorts or pants. No vulgar graphics or suggestive/double-meaning logos are allowed on shirts.

Shorts/skirts/pants

- **Shorts** must have at least a 3-inch inseam. Shorts must be worn at the waist. Athletic shorts which meet dress code standards are acceptable.
- **Skirts or dresses** must be as long as the fingertips when hands are at the student's side. Skirts must be worn at the waist. Dresses must have straps and meet all the requirements of the shirt dress code description (see above).
- **Pants, Capri pants, or jeans:** Pant legs may not drag the floor. Pants must be worn at the waist.

Shoes

Sneakers, shoes with a back, or other completely closed shoes are highly recommended. Due to safety issues related to traveling to and from classes, it is strongly suggested that students not wear flip-flops, sandals, crocs, or open-toe shoes. Additional requirements may be required for individual classes.

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CAUSES FOR SUSPENSION AND/OR EXPULSION (CALIF ED. CODE 48900)

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (a) (2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous objects, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stolen or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (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 3, inclusive, shall not be suspended for any of the acts enumerated in this subdivision, and this subdivision shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph shall become inoperative on July 1, 2018, unless a later enacted statute that becomes operative before July 1, 2018, deletes or extends that date.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel.
- (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 the campus.
 - (4) During, or while going to or coming from, a school-sponsored activity.
- (t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged

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by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

- (u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.
- (v) A superintendent of the school district or principal may use his or her discretion to provide alternatives to suspension or expulsion, including, but not limited to, counseling and an anger management program, for a pupil subject to discipline under this section.
- (w) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.

48900.2 Additional grounds for suspension or expulsion; Sexual Harassment

In addition to the reasons specified in Section 48900, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the student is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5

The conduct described in Education Code Section 48900.2 must be considered by reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon individuals' academic performance or to create an intimidating, hostile, or offensive education environment.

48900.3 Hate Violence

In addition to the reasons specified in Sections 48900 and 488900.2, a pupil in any grade 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 33032.5

48900.4 Additional grounds for suspension or expulsion; Harassment, threats, or intimidation

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

48900.6 Community Service on school grounds during non-school hours; alternative disciplinary action

Instead of disciplinary action prescribed by this article, the principal of a school, the principal's designee, or the superintendent of schools, at his or her discretion, may require a student to perform community service on school grounds during non-school hours. For the purposes of this section "community service" may include, but is not limited to, work performed on school grounds in the areas of outdoor beautification, campus betterment, and teacher or peer assistance programs. This section shall not apply to instances where suspension or expulsion is required by this article.

48905 Injury or damage to person or property of school district employee; willful misconduct or pupil; request for legal action by school district

An employee of a school district whose person or property is injured or damaged by the willful misconduct of a pupil who attends school in such district when the employee or the employee's property is (1) located on property owned by the district, (2) being transported to or from an activity sponsored by the district or a school within the district, (3) present at an activity sponsored by such district or school, or (4) otherwise injured or damaged in retaliation for acts willfully undertaken by the employee in the execution of the employee's duties, may request the school district to pursue legal action against the pupil who caused the injury or damage, or the pupil's parent or guardian pursuant to Section 48904.

WHILE A STUDENT IS ON SUSPENSION, THE STUDENT MUST BE UNDER ADULT SUPERVISION DURING SCHOOL HOURS. THE STUDENT WILL NOT BE PERMITTED ON CAMPUS NOR BE PERMITTED TO PARTICIPATE IN OR ATTEND ANY SCHOOL ACTIVITIES. STUDENTS VIOLATING THESE RULES ARE SUBJECT TO ARREST FOR TRESPASSING.

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Parent Rights

The PVUSD recognizes that parental rights are as important as parental responsibilities. Education Code 5110 and 51101 lists the following parent rights:

- ❖ **Classroom visits:** Parents may make scheduled visits to observe their student's classroom. The request to visit a class must be accommodated in a reasonable period of time. These visits are for observational purposes and teachers are not to be interrupted during this time. Please schedule a private conference with the teacher.
- ❖ **Meetings with teachers or administrators:** parents may expect to meet with school staff within a reasonable time after they request the meeting.
- ❖ **Volunteering:** Parents may volunteer their time and resources to improve school facilities and programs, under the supervision of district employees. This includes helping with classroom activities, under the direct guidance of the teacher. The responsibility for instruction must remain with the teacher. Please see the office for appropriate volunteer forms.
- ❖ **Absences:** Parents may expect to be notified on a timely basis if their student is absent without permission.
- ❖ **Standardized and Statewide Tests:** Parents shall receive their student's results on any standardized and statewide test, and parents shall receive information on the performance of their student's school on these tests.
- ❖ **Request for a particular school:** Parents may request a particular school for their students. The district will respond to the request but is not obligated to grant the request.
- ❖ **School Environment:** Parents may expect a safe environment that is supportive of learning for their student.
- ❖ **Learning Materials:** Parents may examine the curricular materials used in their student's class(es).
- ❖ **Student Progress and Who to Contact:** Parents are to be informed of their student's progress at school and of the appropriate school personnel to contact should a problem arise with their student.
- ❖ **Student Records:** Parents have the right to see the school records of their student.
- ❖ **Academic Expectations:** Parents have the right to be informed about academic standards, proficiencies, or skills their students is expected to accomplish.
- ❖ **School Rules:** Parents have the right to be informed in advance of school rules, including disciplinary rules and procedures, attendance policies, dress codes, and procedures for visiting the school
- ❖ **Psychological Testing:** Parents must receive information about any psychologist testing being considered for their student and the parent has the right to refuse any such test for their student.
- ❖ **Committee Participation:** Parents have the right to seek appointment or election to school site councils, parent advisory committees, or site-based management teams in accordance with membership rules. Schools are encouraged to hold two open forums annually, to provide information to parents on school issues and activities. Weekend meetings are recommended, and ample prior notice to parents should be provided.
- ❖ **Questioning Student Records:** Parents have the right to question anything in their student's record that they feel is inaccurate, misleading, or is an invasion of privacy, and to receive a response from the school.
- ❖ **Promotion/ Retention:** Parents have the right to be informed as early in the year as possible that their student may be at risk of retention, and they may consult with those responsible for the decision to promote or retain their student, and the parent may appeal the decision to promote or retain their child.
- ❖ **Participate with School Personnel:** Parents have the right to enter into a partnership with school personnel to learn how best to help their student be successful at school by monitoring attendance, homework, and class performance, as well as encouraging extra curricular activities and controlling TV viewing. Furthermore, parents can extend classroom activities after school and participate in school decisions which impact their student's and the school's learning experience.
- ❖ **Note:** The rights and activities discussed in this section may not be available to a parent/guardian/family due to a valid restraining order, or other applicable court orders. Please contact the school district at (760) 922-4164 if you have any questions about restraining orders at school.

Graduation Criteria

Subject Area	Credits Required
English 9	10
English 10	10
English 11	10
World History	10
U.S. History	10
Economics	5
Civics	5
Math 1	20
Other Math	10
Life Science	10
Physical Science	10
Physical Education	20
Fine Arts	10
Senior Project	5
Electives	15
Total	160

In addition to achieving the 160 credit goal, students must also:

- Pass Math 1
- Pass Senior Project

Note: While these criteria and results apply to all students, Special Education Case Managers and Language Acquisition Teams at school sites can consider exceptions based on IEP goals and the individual needs of English learners. Additionally, school faculty and staff shall work diligently to call a conference if a student becomes at risk of not graduating on time.

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END OF YEAR ACTIVITIES

End of Year Activities is an excellent way to celebrate the success achieved during the school year. These activities are a privilege extended to students that successfully complete the school's academic requirements and follow the school rules. In addition, students who wish to participate in end-of-year activities must owe no Saturday Schools, detentions, or fines of any kind. Students must attend school for 180 minutes on the day of the activity.

The following rules apply to participation in all activities. Students who apply to the following situations may not participate in the activities.

1. **Fines for books, damage to school property, and lost materials which have not been paid.**
2. **Students on behavior or expulsion contracts may not be allowed to participate.**
3. **Unclear truancy incidents.**
4. **Unserved discipline-based detentions.**
5. **Other measures as determined by the Principal.**

Twin Palms High School PBIS Matrix

	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
<p>All The Time Everywhere</p> <div style="text-align: center;">  </div>	<ul style="list-style-type: none"> • Keep hands, feet and objects to self • No drugs, alcohol, vaping, smoking, tobacco, THC, marijuana, lighters or paraphernalia on campus • No weapons • No electronic devices • Follow all Health Safety Guidelines 	<ul style="list-style-type: none"> • Use polite language; G-Rated, no put downs (i.e, "please", "thank you", "excuse me", "may I") • Keep hands, feet and objects to self • If it is not yours leave it alone unless you have permission • Follow the dress code • Voice Level: Use the designated voice level • Keep hands, feet and objects to self • No drugs, alcohol, vaping, smoking, tobacco, THC, marijuana, lighters or paraphernalia on campus • No weapons • No electronic devices • Follow all Health Safety Guidelines • Use equipment safely • Follow all Health Safety Guidelines • Use with adult permission and supervision at all times 	<ul style="list-style-type: none"> • Let someone know if there is a safety issue • Leave it as clean or cleaner than you found it • Be honest • Follow the dress code • Follow school rules and procedures, and encourage others to do the same • Follow staff directions the first time

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<p>Welcome/Dismissal Area:</p>	<p style="text-align: center;"><u>EXAMPLES</u></p> <ul style="list-style-type: none"> ▪ Keep your hands, feet, and objects to yourself ▪ Walk at all times ▪ Keep walkways clear ▪ No drugs, alcohol, vaping, smoking, tobacco, THC, Marijuana lighters or paraphernalia on campus ▪ No weapons ▪ No electronic devices ▪ Stay back 12 feet from busses/cars unless loading or unloading ▪ Obey traffic laws ▪ Come staring to the welcome center 	<p style="text-align: center;"><u>EXAMPLES</u></p> <ul style="list-style-type: none"> ▪ Use polite language; G-Rated, no put downs (i.e, "please", "thank you", "excuse me", "may I") ▪ Voice Level: 2 ▪ Only handle your own property ▪ Follow staff directions first time given ▪ Keep hands, feet, and objects to yourself 	<p style="text-align: center;"><u>EXAMPLES</u></p> <ul style="list-style-type: none"> ▪ Be honest ▪ Follow the Dress Code ▪ Turn in all prohibited items ▪ Leave it as clean or cleaner then you found it. ▪ Let someone know if there is a safety issue. ▪ Have student ID ready at exit
<p>Office (2)</p>	<ul style="list-style-type: none"> ● Follow all Health Safety Guidelines ● Use level 1 voices ● Wait patiently when entering 	<ul style="list-style-type: none"> ● Wait for secretary to call on you ● Hand notes/messages to secretary when she asks for them ● Use polite language; G-Rated, no put downs (i.e, "please", "thank you", "excuse me", "may I") ● Voice Level:1 	<ul style="list-style-type: none"> ● Stay where you are supposed to be. ● Use polite language; G-Rated, no put downs (i.e, "please", "thank you", "excuse me", "may I") ● Use Digital Hall Pass before coming and use digital Hall Pass when leaving. ● If it is not yours leave it alone unless you have permission
<p>Restrooms (3)</p>	<ul style="list-style-type: none"> ● Leave it as clean or cleaner then you found it ● Wash hands with soap and water ● Put towels in garbage can ● Use toilet, urinal and sink appropriately 	<ul style="list-style-type: none"> ● Respect people's privacy ● Max 2 people at a time ● Go in, do your business, and leave immediately. 	<ul style="list-style-type: none"> ● Return to class promptly(no loitering before or after you go) ● Report all safety issues or property destruction to an adult ● Use digital Hall Pass to use restroom during class time

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	<ul style="list-style-type: none"> No drugs, alcohol, vaping, smoking, tobacco, THC, marijuana, lighters or paraphernalia on campus 	<ul style="list-style-type: none"> Leave it as clean or cleaner than you found it Use restroom during passing periods. Voice Level: 2 	
Cafeteria (4)	<ul style="list-style-type: none"> Keep hands, feet and objects to self Follow all Health Safety Guidelines Stay in designated eating areas 	<ul style="list-style-type: none"> Use polite language; G-Rated, no put downs (i.e, "please", "thank you", "excuse me", "may I") Keep hands, feet and objects to self If it is not yours leave it alone unless you have permission Take only what you will eat Voice Level: 2 	<ul style="list-style-type: none"> Take your turn Let someone know if there is a safety issue Leave it as clean or cleaner than you found it
Hallways / Quad (5)	<p><u>EXAMPLES</u></p> <ul style="list-style-type: none"> Use sports equipment as taught so others do not potentially get injured Stay in designated area Walk directly to destination Keep your hands, feet, and objects to yourself 	<p><u>EXAMPLES</u></p> <ul style="list-style-type: none"> Use polite language; G-Rated, no put downs (i.e, "please", "thank you", "excuse me", "may I") When classes are in session, Be respectful of others' learning by being quiet and non distracting Voice level: 1 during class, 2 during breaks 	<p><u>EXAMPLES</u></p> <ul style="list-style-type: none"> Leave as clean or cleaner than you found it Walk directly to destination
Scorpion Den (6)	<ul style="list-style-type: none"> Keep your hands, feet, and objects to yourself Walk at all times Be aware of all cords and outlets and plugs 	<ul style="list-style-type: none"> Leave it as clean or cleaner than you found it If it is not yours leave it alone unless you have permission 	<ul style="list-style-type: none"> follow check in scanning procedure Wait your turn and share if others are waiting

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		<ul style="list-style-type: none"> ● Use polite language; G-Rated, no put downs (i.e., "please", "thank you", "excuse me", "may I") ● Voice Level: 2 ● Music Level: 2 	<ul style="list-style-type: none"> ● Keep your hands, feet, and objects to yourself ● Use polite language; G-Rated, no put downs (i.e., "please", "thank you", "excuse me", "may I")
Assembly	<ul style="list-style-type: none"> ● Enter and exit quietly ● Follow the rules and encourage others to do the same. ● Keep hands, feet and objects to self ● Follow all Health Safety Guidelines 	<p>Be a respectful listener:</p> <ul style="list-style-type: none"> ● Ears tuned-in ● Voice muted ● Eyes on speaker ● Hands paused ● Raise hand before speaking ● Respond politely ● Applaud politely ● Voice Level: As directed 	<ul style="list-style-type: none"> ● Follow staff directions first time ● Keep hands, feet and objects to self ● Enter and Exit in an orderly fashion ● Follow school rules and procedures, and encourage others to do the same
Classrooms	<p><i>Each classroom will be expected to define their expectations for being safe, being respectful, and being responsible.</i></p>		

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Tier III Interventions

3-5 Day Suspension
Police Arrest
Probation Referral
Special Education Referral

Tier III Interventions

Expulsion
Mental Health Referral
DA Mediation
Independent Study (Choice)

Restitution

Tier II Interventions

Police Citation
Suspension
SST Meeting
School Attendance Review Board
District Intervention Counselor
Parent Conference
Confiscate Item (Return to Parent)
Individual Prevention Services

Positive Rewards

Off campus lunch pass
Early release
Pizza for lunch
Music and games
Gift certificates from local businesses

Tier I

Interventions

Parent Contact
Class Suspension (1-2 Day)
Site Based Counseling
Detentions
Loss of Off-Campus Lunch
Campus Clean-up
Behavior Essays
Verbal Reprimand
Confiscate Item (Return to Student)
Peer Mediation

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Student Entry Criteria

<u>CREDITS</u>		
As a general practice on the basis of credits, Twin Palms will admit students according to the following criteria:		
Grade 10	Grade 11	Grade 12
S1: 0 – 30 credits only.	S1: 0 – 90 credits only.	S1: NTE- 165 credits
S2: 0 – 30 credits only.	S2: 0 – 125 credits only.	S2: NTE- 190 credits

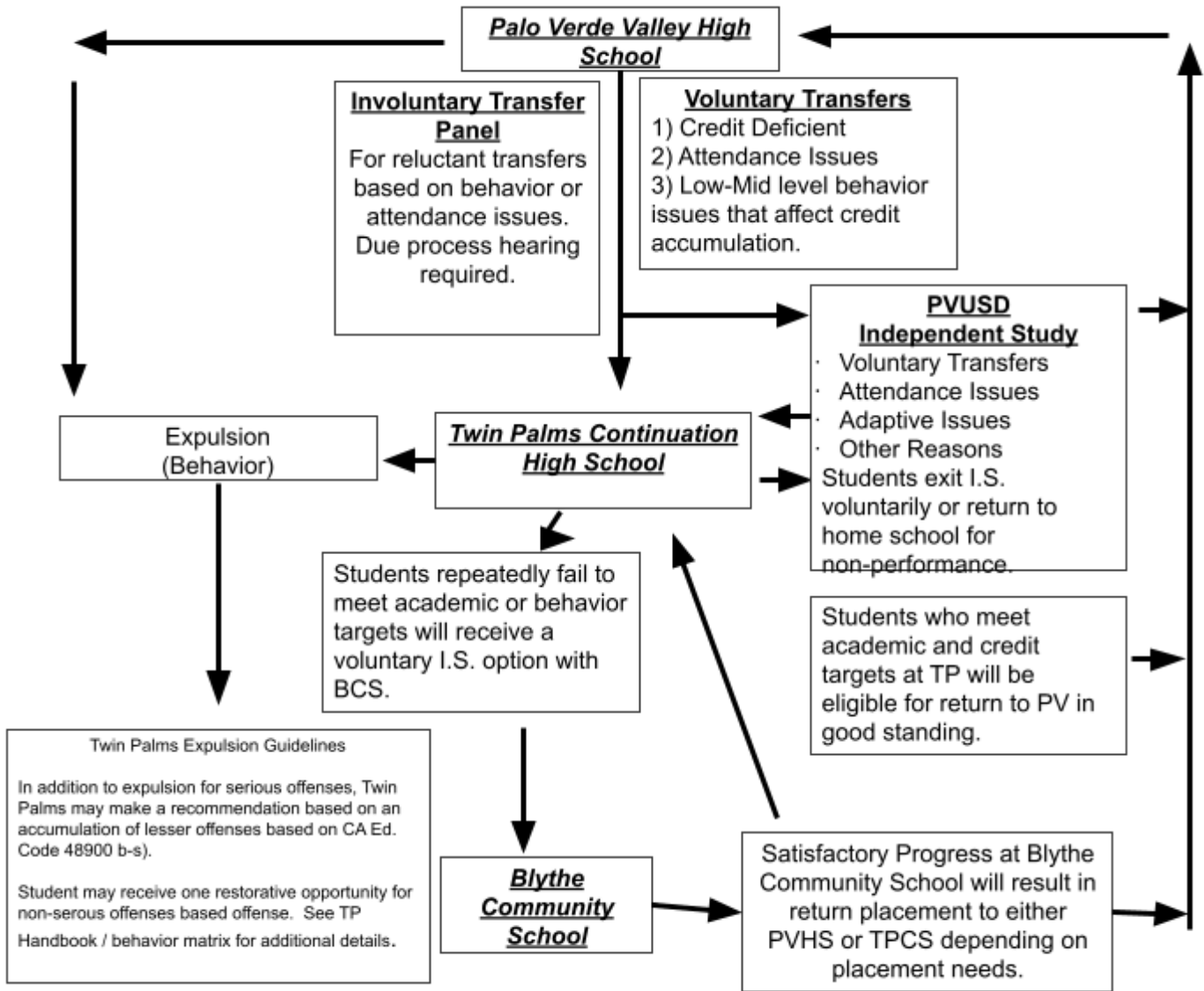
<u>BEHAVIOR</u>		
On the basis of behavior, Twin Palms will admit or deny students according to the following criteria:		
Expulsion Contracts	County Probation Enrollment	Excessive Suspensions
Twin Palms will not admit any student who is under a current expulsion contract for CA Ed. Code 48915 violations.	Students who participate in a county probation program will begin Twin Palms on a one-quarter contract and engage in additional interventions if they wish to continue their enrollment for more than one quarter.	Students who enter Twin Palms with 7+ suspension days will begin enrollment on a one-quarter contract and engage in additional interventions.

<u>ENGLISH LEARNERS</u>	
On the basis of primary language status, Twin Palms will admit or deny enrollment according to the following criteria:	
Level I – III	Level IV - V
Based on the overall CELDT Score, Twin Palms will not enroll students who score a level I – III unless a specialized plan developed in conjunction with the district’s EL coordinator, TP faculty, and school counselor occurs.	Twin Palms will enroll students who score a level IV or V while ensuring collaboration with the district’s EL Coordinator to ensure that we provide an adequate intervention program to foster their language development.

<u>INDIVIDUALIZED EDUCATION PLANS</u>
On the basis of IEP status, Twin Palms maintains the following policy: Students with Individualized Education Plans may receive services when enrolled in Twin Palms according to the IEP Team’s determination of appropriate placement. The District does not offer Special Day Class programs on the Twin Palms site.

* School administration may at any time, for the benefit of a particular student, make exceptions to the criterion listed above based on that particular student’s extenuating circumstances.

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**Twin Palms Continuation High School Bell Schedule
Monday – Friday**

Student Breakfast		8:00	-	8:25
Beginning Bell		8:25		8:30
Period	1	8:30	-	9:17
Passing time		9:17	-	9:21
Period	2	9:21	-	10:10
Passing time		10:10	-	10:16
Period	3	10:16	-	11:03
Passing time		11:03	-	11:07
Period	4	11:07	-	11:54
Lunch		11:54	-	12:24
Closed Campus				
Passing time		12:24	-	12:28
Period	5	12:28	-	1:15
Passing time		1:15	-	1:19
Study Hall	6	1:19	-	2:06
Teacher Prep		2:10	-	3:30



Keep Your Eyes on the Prize!!!