



# 2019-2020

## Student & Parent Handbook



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# **PERRIS UNION HIGH SCHOOL DISTRICT BOARD OF TRUSTEES**

## **Mission Statement**

The mission of Perris Union High School District is to create high quality relevant learning opportunities for all in a safe and caring environment. We will develop a high quality, caring staff who will be dedicated to learning, and connect students to their education and potential goals. We will care for all students while developing a growth mindset through collaboration, creativity, communication, and critical thinking.

**Edward G. Garcia, Jr.**, President  
Trustee Area 4

**Anthony T. Stafford, Sr.**, Member  
Trustee Area 2

**Dr. Randal Freeman**, Clerk  
Trustee Area 1

**Dr. Jose Luis Araux**, Member  
Trustee Area 5

**David G. Nelissen**, Member  
Trustee Area 3

## **PERRIS UNION HIGH SCHOOL DISTRICT CABINET**

**Grant Bennett**, Superintendent

**Candace Reines**, Deputy Superintendent

**Kirk Skorpanich**, Assistant Superintendent Human Resources

**Dr. Charles Newman**, Assistant Superintendent Educational Services

**Joseph Williams**, Executive Director Technology

## **CALIFORNIA MILITARY INSTITUTE ADMINISTRATION & LEADERSHIP**

**I. Nicholas Milosavljevic**, Principal

**Rebecca Beigle**, Assistant Principal

**Miles Henderson**, Assistant Principal

**Maj. Joseph Alo**, Commandant, CACC

**Jane Scibiia**, ASB Director

**Rashid Burgo**, Athletic Director

**Gail Collins**, High School Counselor

**Victor Murillo**, Middle School Counselor

## **CALIFORNIA MILITARY INSTITUTE ASSOCIATED STUDENT**

### **BODY**

**Leona Ombina** and **Cheyenne La Salle**, Co-Presidents

**Carla Robles**, Vice President

**Lauren Smith**, Treasurer

**Iridiana Rayo**, Secretary

## **CALIFORNIA MILITARY INSTITUTE 9TH BRIGADE STAFF**

**CDT/CPT Monserrat Rapallo**, Cadet Commander

**CDT/MAJ Heather Abrisz**, Deputy Commander

**CDT/CPT Keturah Weeks**, Cadet Executive Officer

## **WELCOME TO THE CALIFORNIA MILITARY INSTITUTE!**

### **Mission Statement**

The mission of Perris Union High School District is to create high quality relevant learning opportunities for all in a safe and caring environment. We will develop a high quality, caring staff who will be dedicated to learning, and connect students to their education and potential goals. We will care for all students while developing a growth mindset through collaboration, creativity, communication, and critical thinking.

### **CMI Values**

The California Military Institute (CMI) is a unique educational experience for youth in grades 5 through 12 residing in Perris/Moreno Valley area and other communities in and out of Riverside County. We are a *college preparatory school*, with *military structure*. The combination of intensive high quality learning opportunities with the rigorous and demanding daily routine of self-discipline demanded in a military environment ensures that the uniqueness of our program will continue.

CMI operates on the values of **Self-service**, **Integrity**, and **Respect**. CMI further believes that every student and recruit has within themselves the potential for leadership and service that will benefit our society as a whole. Activities and training opportunities at CMI focus on developing our students as leaders who excel at all levels of responsibility. First and foremost among the skills of being a good leader is being a good follower and CMI recognizes the value of both follower and leader.

Community service is one of the hallmarks of CMI both as a means of creating a positive identity and recognition in the community, but also as a way of developing in our future leaders an understanding of the importance of service. Students and recruits serve their communities in a wide variety of ways including, but not limited to, participation in civic celebrations and events, assisting charitable organizations through fundraising or direct service, and assisting surrounding schools or similar organizations with after school programs available to all.

# **SIR!**

Self-service

**Integrity**

**Respect**

## **Governance**

The California Military Institute operates under a charter granted by the Perris Union High School District. The charter is renewable every five years. A copy of the operating charter is available for inspection in the office of CMI.

The Principal of the California Military Institute is the chief administrative officer of the school. An Advisory Board serves to advise and direct the Principal on CMI programs, policies and procedures. The Advisory Board is comprised of two parents, the Lead Teacher, two community members, a representative of the Corps of Cadets and a designee of the Superintendent of the Perris Union High School District. The Advisory Board meets on a monthly basis and those meetings are open to the public.

The Governing Board of the California Military Institute is comprised of the elected members of the Perris Union High School District. The CMI Governing Board meets on a monthly basis and the schedules and agendas for those meetings are published on the Perris Union High School website. The Governing Board meetings are open to the public.

## **Infinite Campus (IC)**

The entire Infinite Campus system is web-based and allows all users to access information from anywhere in the world. Infinite Campus allows parents the opportunity to access student academic records. Additionally, Infinite Campus lets parents monitor their student's attendance in real time, view the class schedule, immunization records, assessments, fees, reports, grades, and homework assignments. Infinite Campus has an email component that allows parents easy contact with teachers and school staff. If you have any questions or concerns regarding Infinite Campus, or need to set up a new account, make a request on the Parent Portal at the school website at <http://www.cmicharter.org/>, under the parent tab, and click on the "check student progress" link.

## **Attendance**

The administration and staff of the Perris Union High School District believe that if a student is absent from class, the educational experience lost during the absence is irretrievable as the interaction in the classroom setting can seldom be duplicated through make-up work.

### **Attendance Codes**

#### **EXCUSED**

Absences for illness, funerals, or death of any immediate family member, medical/dental appointments (verification required), and court (verification required) appearances are the only excused absences by Education Code 48200. Athletics, school-related, and administrative approved events are also excused.

#### **UNEXCUSED**

Unexcused absences are absences that do not qualify as per State Education Code Section 48200. Students may not be able to make up missed schoolwork as per teacher discretion. An unexcused absence is one that occurs with the permission of the student's parent or legal guardian for reasons other than illness, quarantine, funeral, medical, or legal business. Examples of unexcused absences are: trips, inclement weather, transportation problems, babysitting, work, truancy, and suspension. Unexcused days/hours need to be made up as determined by administration.

#### **TRUANT**

Truancies are absences that are not cleared by parents, and students may not be allowed to make up schoolwork. Parents/Guardians have 3 school day to clear absences. After 3 days of no communication, it becomes a truancy.

## **ATTENDANCE RESPONSIBILITIES (Education Code Section 48200)**

Parents are responsible for the regular and punctual attendance of their student. Illness, death, funerals in the immediate family, medical/dental appointments, and court appearances are the only excusable reasons for absence. It is recommended that dental and medical appointments be made for non-school hours. Because of the need to interpret California School Attendance laws, the school determines whether the absence was excused or not. Excessive tardiness and/or unexcused absences may lead to loss of credits, removal from class, or referral to the Student Attendance Review Team (SART). If problems persists, the student will be referred to the Student Attendance Review Board (SARB), and/or be placed in an alternative education program.

### **EXCEPTIONS**

- A. School-related activities, with prior approval from administration, will be excluded from the number of allowable absences.
- B. A student suffering from serious illness or injury may be eligible for home/hospital teaching or an independent study contract if deemed appropriate by the administrator in charge of attendance.
- C. Students absent from class due to school-related business are considered in attendance.
- D. Students participating in religious instruction or exercises are excused if they attend minimum day not to exceed more than four days a year.

### **CLASS WORK/MAKE UP POLICY**

Students are expected to complete all work assigned in each class. When a student has an excused absence, he/she will be given one day for each day of absence to make up class work. If you know that you will be absent for 1 - 3 days you will need to contact your teacher directly. Please allow at least 24 hours for teachers to respond with information regarding your request. Teachers are not required to provide homework or make-up activities to those students who have been suspended as the absences during a suspension are not excused absences. If absent for 4 - 6 weeks, you will need to enroll in short term independent study by contacting the counseling department.

### **CLEARING A PERIOD ABSENCE**

Your teacher must email the Attendance Clerk for the period you were marked absent to clear the absence.

### **REPORTING AN ABSENCE**

When a student is absent for a day or a period, the school will attempt to notify the parents by calling home to report the absence to the parents. In addition to notifying parents of a potential truancy or unexcused absence, this phone call is a reminder to parents/guardians to contact the school to excuse the absence. **Parents should make sure that the school has the correct and updated phone contact information on file.**

**WHEN YOU ARE ABSENT** — Parents must call the school at **number below** during normal business hours (7:30 a.m. – 3:30 p.m.) the first day the student is absent.

**(951) 443-2731 ext. 35110**

**email: [absentcmi@puhsd.org](mailto:absentcmi@puhsd.org)**

### **TARDY POLICY**

Any student who arrives in class after the bell has rung, marking the beginning of the class period is tardy. Please be aware that some teachers may define a tardy as being in their assigned seat. Tardy offenses will be documented through Infinite Campus. Tardy Policy applies to total cumulative tardies, regardless of period during the day. Any student who arrives to class after the bell, but less than 30 minutes late, will be considered tardy. Students who arrive to class late create a disruption regardless of the reason. As a result, *parents are unable to clear a tardy*. Students who arrive at school after the bell but less than 30 minutes late should proceed directly to class. Those who are more than 30 minutes late should be marked absent by the teacher and will need a pass from the attendance office. Per Education Code, all rules pertaining to unexcused absences will apply to a tardy of thirty minutes or more. In the event that a tardy results from a meeting/ interaction with a staff member, that tardy may be excused, depending on the circumstance.

### **Tardy Consequences**

- 1st Action Student notified by teacher, possible teacher detention, teacher may notify parent.
- 2nd Action Student notified by teacher, possible teacher detention, teacher may notify parent.
- 3rd Action Teacher detention assigned, teacher may notify parent.
- 4th Action Teacher detention assigned, teacher notifies parent.
- 5th Action Teacher notifies parent, referral to office, placed on No Go list.
- 6th Action Teacher notifies parent, referral to office, No Go list, and possible parent conference.
- 7th Action Referral to office, No Go list, possible parent conference, after school detention assigned.
- 8th Action Teacher notifies s, referral to office, No Go list, Saturday School, parent conference, Behavior Contract.
- 9th Action Additional Saturday Schools, No Go list, Behavior Contract, and referral to District SARB process.

## **TRUANCY**

Any student who is missing more than 30 minutes of instruction without an excuse three times during the school year must be classified as a truant and reported to the proper school authority. This classification and referral helps emphasize the importance of school attendance and is intended to help minimize interference with instruction. The California Education Code (EC) Section that defines a truant reads as follows:

EC Section 48260 (a): Any pupil subject to compulsory full-time education or compulsory continuation education who is absent from school without a valid excuse three full days or tardy or absent more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof, is a truant and shall be reported to the attendance supervisor or the superintendent of the school district.

California Military Institute will follow the Perris Union High School District progressive disciplinary matrix for truanancies. Generally, this policy utilizes the following steps: warnings, Lunch Detention, OCD, Saturday school, contact parent, attendance contract, SART and SARB referrals, suspension, truancy citation and/or recommendation for alternative placement.

- 1st Truancy Notification at 21+ Truancy periods
- 2nd Truancy Notification at 28+ Truancy periods... Conference notification triggered
- 3rd Truancy Notification at 35+ Truancy periods

# **ACADEMIC PLANNING**

## **Academic Courses**

All CMI students will participate in coursework stressing fundamental core subjects. Students will attend courses in subject areas of language arts, mathematics, history, reading, science, foreign languages, military science and physical education. Students should expect to take numerous tests and quizzes during their years at CMI. No student may take a delayed semester examination except for reasons of proven illness or family emergency. All students are assigned to an Academic Intervention/Enrichment one day a week for 1 class period. Students who are excelling academically may be asked to serve as student tutors during this time.

## **Graduation Requirements**

The course of study at the California Military Institute will meet or exceed the requirements for entry to the University of California and/or California State University systems.



## 225 Total Credits Required for High School Graduation

### Credits

### Required Courses

- 40 English** — four year long courses of English
- 30 Mathematics** — 3 year long courses, one must meet/exceed the state req. of Algebra I or equivalent
- 30 Science**— 3 courses, including one year of a biological science and one year of a physical science
- 30 History/Social Science**— three courses, including year long courses in:
- 10 One year of World History, Culture, and Geography (grade 10)
  - 10 One year of United States History and Geography (grade 11)
  - 5 One semester of American Government/Civics (grade 12)
  - 5 One semester of Economics (grade 12)
- 20 Physical Education**— 2 year long courses (may include JROTC, Marching Band, etc.)
- 10 Visual and Performing Arts**— one year long course (grade 9-12)
- 10 World Languages**— one year long course

### **55 Electives**

The remaining 55 credits may be taken from any courses offered at the high school or Career Technical Education (CTE). Electives are courses a student chooses to take beyond the requirements for graduation. A maximum of 10 credits may be taken as a Student Aide and a maximum of 40 credits may be taken in Work Experience. 20 credits may be earned for Volunteer Service. Students may be required to take a Reading Intervention and/or Math Support course depending on their standardized test scores.

## COLLEGE ENTRANCE REQUIREMENTS

### **CALIFORNIA STATE UNIVERSITY**

Course Entrance Requirements (a – g): All “a - g” courses must be passed with a “C” or better.

- a. 2 years – History/Social Science (Including World History, U.S. History and Government)
- b. 4 years – English
- c. 3 years – Math (Including Algebra I, Geometry, Algebra II); 4 years highly recommended
- d. 2 years – Lab Science (Including Biology, Chemistry or Physics); 3 years recommended
- e. 2 years – Foreign Language (From same language); 3 years recommended
- f. 1 year – Visual/Performing Arts (Art, Dance, Drama, Music or Visual Arts)
- g. 1 year – Academic Electives

Test Requirements: SAT or ACT

### **UNIVERSITY OF CALIFORNIA**

Course Entrance Requirements (a – g): All “a - g” courses must be passed with a “C” or better.

- a. 2 years – History/Social Science (Two years of History/Social Science, including one year of U.S. History or one-half year of U.S. History and one-half year of Civics or American Government and one year of World History, Culture and Geography.)
- b. 4 years – English (Four years of college preparatory English Composition and Literature required.)
- c. 3 years - Math (Three years of college preparatory Math including the topics in elementary and advanced Algebra and two and three-dimensional Geometry required. Four years recommended.)
- d. 2 years – Laboratory Science (Two years of Laboratory Science providing basic knowledge in at least two of the fundamental disciplines of Biology, Chemistry, and Physics required. Three years recommended.)
- e. 2 years – Languages other than English (Two years of the same language other than English

required. Three or four years recommended)

f. 1 year – Visual/Performing Arts (Art, Drama, Music or Visual Arts)

g. 1 year – College Preparatory Elective Courses (One year – in addition to those required.)

Test Requirements: SAT or ACT

## **Determination of Valedictorian(s) and Salutatorian(s):**

1. Students must have attended the same Perris Union High School District Comprehensive High School for their final two years or the Continuation High School for two consecutive semesters.

2. All students will have their credits equalized to the minimum credits required by the School District for graduation. For example, students taking excess JROTC, Band, Athletic PE, ASB, and AVID will not be penalized for taking additional courses.

3. All weighted courses (AP, Dual Enrollment) will be counted as 5 credits per class per semester. Only grades of A, B, C are weighted.

4. Any course earning a grade less than A must be used in Valedictorian calculation.

5. Weighted courses are calculated on a 5 point scale. Other courses will be based on a 4 point scale.

6. The Valedictorian calculation will be based on 7 semesters and the 12-week progress report in the second semester of the senior year. All 12-week progress report corrections must be made within one week from the report card distribution date.

7. The Valedictorian calculation will be made by taking the number of grade points earned in the equalized courses divided by the minimum number of courses needed for graduation.

8. In the event of academic ties, the school will award multiple valedictorians and salutatorians.

9. The academic ranking on the transcript does not determine the Valedictorian and Salutatorian.

10. All students who earn a cumulative weighted Grade Point Average (GPA) in excess of 4.0+, by the end of the first semester of the senior year, will be noted as "Graduates with Honors". Students who determine that they will have earned a 4.0+ cumulative GPA by the end of the 12-week progress report in the second semester of the senior year, must meet with their counselor to be included in the "Graduates with Honors" program.

11. Students earning the "Graduates with Honors" distinction will be issued a braided cord in their school colors.

# GENERAL POLICIES AND PROCEDURES

## ACADEMIC EXPECTATIONS

The California Military Institute has very high expectations for academic achievement. Entrance requirements include the requirement of a 2.0 grade point average (GPA) in the two semesters immediately preceding application for admission. Students are expected to maintain at least a 2.0 GPA while a member of the Corps of Cadets. Grades will be reviewed with each progress report and report card. Students who fall below a 2.0 GPA will receive a letter placing them on academic probation. Students who fail to improve their GPA to a minimum of 2.0 after two grading periods (Quarters or semesters) will be considered for dismissal from the Corps of students and from CMI.

### Academic Probation

Full commitment to academics is mandatory. Students must try their best, pursue a standard of excellence and ask for help when needed, and/or pursue tutoring whenever and wherever available, it must be a priority. Any student whose GPA falls below a 2.0 (C average) or who receives an "F" at any grading period is placed on academic probation. When a student is placed on academic probation the student becomes ineligible to participate in extracurricular activities. Extra-curricular activity is any activity that would remove the student from the classroom for any reason. Included in these activities are participation in sports teams, ASB, special activities during school hours or any other activity that will interfere with the students focus on improving his/her GPA. **Students who are on academic probation are not eligible for promotion.**

### Homework

Completion of homework is mandatory. It is our philosophy that good study habits and consistent completion of homework are necessary for success in all academics. Absence from school does not excuse students from completing or turning in homework. The purpose of homework at CMI is to reinforce material covered in class, to accelerate learning outside of class and to prepare students for the next lesson. Homework is one of the many assessments that CMI teachers design and use to measure student learning. Homework effort and quality of homework are components of student grades in all academic courses.

*Students should expect to spend about 2 hours each night completing homework in the 7th , 8th and 9th grades. More time can be expected in higher grades. Advanced Placement (AP) and Honors courses will require more homework than typical classes.*

*Being absent from school does not excuse students from completing homework or from meeting deadlines, it is the student's responsibility to request extra time or make up work if the absence is an excused absence. If absent, the student is responsible for obtaining the homework assignments. Students are also encouraged to contact classmates for appropriate assignment information.*

### Late Work

Students are expected to turn in assignments on the assigned deadline. Each Student and Parent should be aware of each course syllabus and teacher expectations for deadlines. Teachers reserve the right to NOT ACCEPT work past the stated deadline(s).

## ACADEMIC PROGRESS REPORTING

Progress reports are issued every six weeks. Report cards are issued at the end of each of two 12-week semesters. Every student will be issued a progress report or report card and these reports must be reviewed by the parent/guardian. Please check the school calendar, the school website (<http://www.cmicharter.org/>) or call the school office to verify the issuance dates of the progress reports and/or report card. If, by any chance, you do not receive either the progress report or the report card please contact the school counselor immediately.

### **Academic and Non-Academic**

Grades 10 A student's transcript shows two different Grade Point Averages (GPA) – Academic GPA and Total GPA. The Total GPA includes courses such as military science and Physical Education course grades while the Academic GPA includes only core academic courses required for college admission. Successful completion of all courses is a prerequisite for graduation and advancement to the next grade level. Parents/guardians should consult with the school counselor if there are any questions regarding which courses are academic or nonacademic.

### **Description of Grades**

90-100	Proficient	4 grade points
80-89	Above Average	3 grade points
70-79	Fair	2 grade points
69 or Below		0 grade points

### **ALTERNATIVE EDUCATION PROGRAMS**

Continuation School and Adult Education programs are not available through the California Military Institute, however, Perris Union High School District offers a full range of alternative education programs including, but not limited to, home and hospital, independent study, credit recovery and Adult Education. Students seeking these services will be required to withdraw from CMI upon enrolling in the alternative program. An exception to this withdrawal requirement is a concurrent enrollment in Adult Education for the purposes of earning necessary credits for graduation from high school. CMI offers no guarantee that any of the alternative education or adult education programs will be offered or available.

### **BUS TRANSPORTATION**

CMI provides bus transportation for students being bussed in from Moreno Valley at no additional cost to parents. However, students may be refused service if their conduct on the bus is deemed unacceptable and unbecoming of a California Military Institute student.

Bus services including information regarding bus routes can be answered by contacting Transportation at (951)943-6640. Inappropriate behavior while riding the bus will not be tolerated. Transportation is a privilege and can be removed at any time by the department of transportation or at the administration's direction.

### **CALLING STUDENTS FROM CLASS**

Call slips or phone calls are used by staff when there is a need to see students during class time. Students should report immediately to the person requesting to see them. Class disruptions will be kept to a minimum whenever possible. Parents needing to leave a message with students may leave the message with office personnel and every effort will be made to make sure that the student receives the message. Classes will not be disturbed to deliver messages of a non-emergency nature.

### **CELL PHONES/PERSONAL ELECTRONICS/HEADPHONES**

While we recognize that there are many legitimate reasons for students to have cell phones, we also know that cellphones are capable of being disruptive to the educational process. It is the policy of CMI that students who bring cellphones to school must have them turned off and stored by the student during school hours.

- No cell phone usage is allowed during classroom instruction.
- Phones and ear buds ARE allowed in the lunch area, before and after school hours, and during lunch recess in the designated lunch area.
- Earbuds or headphones must NEVER be visible while in any uniform.
- No portable speakers allowed on campus at any time.

CMI is not responsible for any electronic devices, including cell phones, which are brought to the campus. See "TELEPHONES" (below) for emergency information. Failure to adhere to this policy on cell phones will result in

disciplinary action including, but not limited to, confiscation of the cell phone and revocation of the privilege of possessing a cell phone on school property.

- 1st offense: Teacher or Admin will return to cadet at end of the day.
- 2nd offenses: Parent must pick up from Admin. Admin may use discretion on the length of time the phone is confiscated
- 3rd+ offense: Student will not be allowed to possess a cell phone/electronic device while on campus for the remainder of the school year. Student will incur a 48900 K violation on their record.

CMI staff **WILL NOT** use class time or staff resources to locate a missing or stolen personal electronics, we **HIGHLY** encourage parents not to send students to school with expensive electronics.

### **CHROMEBOOKS**

Every PUHSD student with parent approval is issued a Chromebook for use during the school year. Students are required to bring their Chromebook each day or their grades could be negatively affected. Tech support and assistance is located in the library for any student experiencing technology difficulties. Students are responsible for the proper handling and upkeep of any electronic device assigned to them for school or home use. The loss or damage to chromebooks, due to recklessness, is the financial responsibility of the student assigned to that chromebook. Chromebook repair is offered in the library. Students with damaged, but repairable, Chromebooks are subject to a \$50 repair fee assessed to their student account. Students with lost or stolen Chromebooks, or Chromebooks damaged beyond repair are subject to a \$325 replacement fee assessed to their student account. Student fees can be paid with the school Bookkeeper throughout the year. The school Bookkeeper is located in the Administration office.

The use of technology in the classroom will follow proper guidelines for learning. Students are prohibited from using the internet for inappropriate searches and inquiry not approved by teacher or related to school assignments. Inappropriate use may result in a student having limited use of their chromebooks functions.

### **CLOSED CAMPUS**

The Board of Trustees, as authorized by Education Code Section 44808.5, has established a closed campus at all Perris Union High School District schools. Once a student arrives on school grounds, they must remain on school grounds until the end of the school day. Students may not leave the school campus for lunch.

### **CLUBS/ORGANIZATIONS**

CMI will offer a wide variety of co-curricular opportunities for all students. Student clubs and organizations will be established in conjunction with students' requests and availability of qualified sponsors and advisors.

### **COMMUNITY SERVICE**

Students are required to participate in community service as part of their educational program. Students are encouraged to volunteer for community service opportunities. Students are required to accumulate 30 hours (Middle School) and 60 hours (High School) of community service each year. Community service must be provided with and to civic, governmental or **non-profit** agencies.

### **DAILY BULLETINS**

Each day the bulletin will be read to the entire student body. Announcements of important school events and deadlines are read. Students should pay close attention to these announcements for information of interest and importance to them. Daily bulletins are distributed electronically to parents/guardians with email addresses on file with the school.

### **DELIVERIES AND MESSAGES TO STUDENTS**

Please note that items such as flowers, balloons, gifts, and food will not be accepted for delivery to students by the CMII staff, nor are they allowed on campus. This includes food from delivery services. Messages for students will only be distributed between classes. Classroom interruptions jeopardize student learning. All messages must be a valid emergency in order to disrupt the learning environment.

### **EARLY RELEASE**

Students who qualify must carry an Early Release Pass. This pass must be carried by the student daily and

presented to school personnel upon request. Students with short schedules or Work Experience must leave the campus at the designated time. Students are not to loiter on campus.

**ELECTRONIC SURVEILLANCE**—It may be necessary, to insure campus safety and security, to install electronic surveillance devices in and around the campus of the California Military Institute. These devices may electronically record the activities of individuals in public areas of our campus. **Electronic surveillance recordings are not available to the public and will be maintained by the Principal.**

### **ENROLLMENT**

Per the California Military Institute charter policies, students who wish to enroll in CMI must provide documentation of a minimum GPA of 2.0 in the most recent grading period prior to admission with no “F” grades in core subjects, never be expelled for any reason from any school or school district, and provide documentation of a discipline record that is free of any suspension within the past school year and no pattern of persistent disruptive or defiant behavior. CMI reserves the right to develop and implement further admission criteria that will be administered fairly, equally, and in the full spirit of state and federal law.

Enrollment for new students will open annually no later than March 15th. Prior to the opening of enrollment for new students, all current students will be given adequate opportunity to reserve a seat for the following year. Immediately after returning students have been identified, enrollment will be opened to “legacy” applicants. A “legacy” applicant is one who has a sibling that is a current student and who is returning. Once returning and legacy students are identified, enrollment for new students will be opened. From the new applicants, preference shall be extended to students who reside in the boundaries of Perris Union High School District.

### **FINES AND CHARGES**

Fines and charges that have accumulated can be costly. Fines and charges must be paid prior to your graduation or when requesting a transfer from CMI.

**FIRE AND DISASTER DRILLS** — Students are responsible to their teacher in case of an emergency. Students should listen carefully to all directions from teachers and administrators in the event of a fire or earthquake.

- **Fire** — Repeated, short bursts from the bell system and a flashing strobe light indicates a fire drill.
- **Earthquakes** — Students are to “duck and cover” immediately and will only leave the classroom when directed.
- **Lock Down**—When a lockdown is declared students and staff are to remain in the classroom. Teachers are to lock the classroom door. Students and teachers are to remain low either sitting or prone on the floor away from windows. Students who are not in a classroom when a lockdown is declared are to report immediately to the nearest classroom or office. Only the administrator in charge may cancel the lock down.

### **FREE AND REDUCED LUNCH**

All enrolled students will be required to complete an “Educational Benefit Form” (lunch application) every year. This form should be completed prior to the start of each school year, and can be retrieved from CMI’s front office. Completed forms must also be returned to the front office to insure efficient processing.

**HEALTH SERVICES**— CMI does not offer direct health services for students. A school nurse is available for consultation through the Perris Union High School District. Minor first aid (bandages, etc) may be available in the office. Parents will be notified and will be solely responsible for making healthcare decisions for their students. In the case of potentially life-threatening medical situations, CMI staff will use existing emergency medical system resources such as the Fire Department paramedics to assist.

### **INDEPENDENT STUDY (Short Term)**

Students who know that they will be away from campus for five (5) or more days (religious reasons, conventions, long trips, etc.), should apply for a short term Independent Study contract. See the office for details. More than 10 school days may have to be approved through student services at 1151 N. A Street Perris, CA.

**LOST/FOUND** — Students who lose any items while at school should report the loss immediately to the office. Found items are kept in the office until the last day of school. After that, the items are given to a charitable organization. To see if any lost item has been turned in, students are to contact the office and/or the Campus

Supervisor.

### **LUNCH AREAS**

Students must remain in a supervised area while walking around campus during lunch. Students may NEVER loiter in or around T, R, S, Q, and P Buildings, especially the quad in between Q, N and P. Also, the quad in front, side, and behind the S building will be off limits during lunch.

### **MEDICATIONS**

In compliance with California Education Code section 49423, when an employee of the school district gives medication to a student, the employee must be acting in accordance with the written directions of a physician and with the written permission of the student's parent or legal guardian. Authorizations must be renewed whenever the prescription changes or at the beginning of each school year. The prescription label on the container is not acceptable as a physician's statement. Over-the-counter medications will be given only if prescribed by a physician or dentist.

We require ALL MEDICATIONS to be stored in the Health Office and to be administered only when the physician and parent /guardian signed permissions are on file. Students are not allowed to have medication in their possession at school, walking to and from school, or on the school bus. This practice provides for the safety of all students on campus. The only exception to this policy is if the student's well-being is in jeopardy and the medication, such as an inhaler for asthma, is carried on his/ her person. The appropriate release forms can be obtained from the school and must include a statement from the physician that the student's well-being is in jeopardy unless he /she carries the medication.

Medications must be provided to the school in the container in which it was purchased, with the prescription label attached, and must be prescribed to the student to whom it will be administered. School personnel may not give medication brought to school in a plastic bag, plastic ware, or any other repacking. Out-of-date medication will NOT be given. An adult must bring the medication to school along with the completed authorization form.

### **NO GO LIST**

Every six weeks, a report will be run to identify any students who have not met the minimum academic, attendance, and behavior criteria for CMI. Students are required to maintain a 2.0 GPA, 95% or better attendance, and non-persistent behavior at all times. Students on the No Go list will not be allowed to attend any extra-curricular events during school or outside of school and will not participate in any alternative dress days, unless otherwise agreed upon with administration only. Students will have opportunities to be removed from the list every six weeks.

### **OFF CAMPUS PASSES**

Self transporting students who must leave campus prior to the end of the school day must bring a note from parents that contain a method for phone contact or have their parents call the School Office for verification. Students leaving campus before the end of their regular school day must be signed out, in person, in the CMI Office by their **parent, guardian or another person indicated on their emergency card, ONLY (21 years and older)**. Students leaving campus without permission will be considered truant.

### **PASSES**

Passes will not be permitted for the first 15 minutes of class and the last 15 minutes of class. It is the **student's responsibility** to obtain a valid pass when out of class for any reason. This includes all students, regardless of status or schedule. Unscheduled visits to classes will not be tolerated.

### **REPORTING ACCIDENTS**

Anytime a student is injured on campus, a report of the injury to their teacher, the office staff, Counselor or the school administration immediately. An accident report must be completed.

### **REPORT CARDS**

Report cards will be distributed to students to take home to their parents/guardians on regular six-week intervals. Parents will be asked to sign a slip indicating that they have received the report card. Parents are encouraged to request teacher conferences if needed. The final report card of the year will be mailed home the month of June. Please mark your calendars and discuss your child's academic performance regularly.

## **SEARCH DOGS**

To assure that alcohol, drugs, and other items that pose a danger to students are not brought on to school campus, several uncheduled checks will be made during the year using specially trained dogs. These friendly non-aggressive dogs are trained to check lockers, vehicles, classrooms and school grounds for alcohol, drugs and gunpowder. They do not check students. The ultimate goal of this program is to assist in providing a safe learning environment and campus that is free from contraband.

## **SENIOR ACTIVITIES**

All Seniors must use school provided transportation to and from Senior related activities, outside of Prom. Parents are not permitted to void this with a parent permission note.

## **SENIOR CONTRACTS**

All Seniors must have their senior contract signed and turned into the school administration by the end of September.

## **SCHEDULING SCHOOL ACTIVITIES**

All student groups who plan an activity, both within school hours and outside of school hours, must obtain an Activity Proposal form from the A.S.B. Director. When properly completed and returned to the Director, this form will reserve time on the school calendar, reserve rooms and all other school equipment and services needed for the activity. All activities must be supervised by a credentialed member of the school staff and under normal school rules, whether taking place on or off campus. Requests must be submitted at least two weeks prior to event.

## **SELLING**

No individual sale of food, chips, candy, or other exchange of goods will be tolerated. The only approved sale of goods will be verified through our ASB department.

**STUDENT ASSISTANCE PROGRAM (SAP)** — CMI is aware of the academic, social, and behavioral problems that adversely impact our students. A variety of student Assistance Programs are available to students, including the following : Counselor visits, student Review Team and student Recognition and Awards. Students may obtain these services through non-punitive self-referral or through referral from a staff member.

## **STUDENTS LEAVING SCHOOL GROUNDS**

Whenever a student leaves school grounds during the day with or without permission, the parent or guardian of such pupil is hereby notified that neither the California Military Institute nor any officer or employee of the California Military Institute or the Perris Union High School District as the chartering agency shall be liable for the conduct or safety of any student during such time as the student has left the school grounds.

## **TEXTBOOK CARE AND PROCEDURE**

Students are responsible for maintaining their textbooks in good condition. Lost or damaged textbooks must be replaced by the student prior to another textbook being issued. Students and parents are financially responsible for the cost of replacing any item of school property that is issued to the student by CMI. Examples of school property issued includes, but is not limited to, textbooks, padlocks for PE locker, and military gear.

**TECHNOLOGICAL RESOURCES**—Recent purchases of computers and peripherals have enabled students to benefit from a wide array of equipment, which is readily available and accessible to them. Students will be allowed access to the computers provided that the Perris Union High School District Network Resources Acceptable Use Policy form has been completed, signed by both student and parent and is turned in annually. Violations of the PUHSD Use Policy will result in disciplinary action and revocation of computer/technology privileges.

**TELEPHONES** —In an EMERGENCY, students may utilize the telephone located in the Attendance Office.

**TRANSFER OUT OF SCHOOL** — Parents must accompany any student withdrawing from CMI and provide the name of the student's next school to the Counseling Office. All fines and charges must be cleared before permanent records will be forwarded to another school.



## **VISITORS**

To comply with insurance stipulations and Closed Campus regulations under Education Code Section 44808.5, visitors are not permitted on campus without authorization from school officials and a pass. Parents and officials must check into the Administration Office and sign in at the receptionist's desk prior to entering the campus to receive their pass. Visitors will be required to provide satisfactory identification prior to being given a pass to enter the campus. Any visitor on campus without a pass issued by the office will be asked to leave the campus. Trespassing and loitering constitutes a violation of Penal Code Sections 602, 627 and Section 653, in part.

## **WORK PERMITS**

Education Code section 12259 states that a permit to work is necessary for all minors 14 through 17 years of age. Applications for work permits are issued through the office and must be completed by the student's prospective employer prior to issuance of a work permit. Work permits can be denied or revoked by administration at the discretion of the school administration for reasons including behavior, attendance, academics, and the like.

# **SPORTS and ATHLETICS**

**Students CANNOT participate in tryouts, practice, or games/scrimmages of ANY kind unless they comply with the following:**

## **ATHLETIC ACADEMICS**

Students are responsible for maintaining a minimum 2.0 GPA and free from disciplinary matters. CMI Administration reserves the right to deny any student access to any sport for behavioral or academic concerns.

## **ATHLETIC TRANSPORTATION**

Twenty-four hours prior to an event, student athletes must have a completed and signed parent pick up form turned in to their head coach, if they plan to not return to the CMI campus by non CMI transportation. Students can **ONLY** be released to the student's PARENT/GUARDIAN of record, regardless of student age. Students can NEVER self-transport to or from CMI sporting events.

## **INSURANCE**

Student Accident Insurance forms are available from the receptionist. Students are not allowed to participate in CIF team sports without having some form of medical insurance and an athletics physical conducted by a licensed physician.

## **PARTICIPATION PROCEDURES**

Visit Website: [www.athleticclearance.com](http://www.athleticclearance.com)

## **UNIFORMS/JERSEYS/EQUIPMENT**

Students are responsible for each sports item issued to them by CMI, failure to return items in good working order will result in fines and/or sanctions.

*For more information about CMI athletics, please refer to the CMI daily briefings or contact the Athletic Director.*

# **CA CADET CORPS (CACC) VALUES**

*As students in the Corps of Cadets, California Military Institute, we hold certain values to be vital in guiding behavior at home, at school and in my community. These values are:*

## **HONOR**

## **COURAGE**

## **COMMITMENT**

**HONOR** guides students of the California Military Institute to exemplify the ultimate in ethical and moral behavior as detailed in the following list:

- Obey the law

- Lead by example
- Respect yourself and others
- Maintain a high standard of integrity
- Uphold special trust and confidence
- Place faith and honor above all else
- Honor fellow Cadets, the Corps of Cadets, Country, and Family.

The qualities of maturity, dedication, trust and dependability commit students of the California Military Institute to act responsibly; to be accountable for their actions; and to fulfill their obligations.

**COURAGE** is the mental, moral and physical strength ingrained in students. Courage is the ability to do the right thing, in the right way, for the right reasons. It carries students through the challenges of youth and aids them in overcoming fear. It is the inner strength that enables a student to do what is right; to adhere to a higher standard of personal conduct; to lead by example; and to make tough decisions under stress and pressure.

**COMMITMENT** is the spirit of determination and dedication found in students. It leads to the highest order of discipline for individuals and units within the Corps of Cadets. It inspires the unrelenting determination to achieve a standard of academic and personal excellence. Commitment includes a personal determination to:

- Perform all tasks at the highest level of personal ability
- Always be truthful and forthright
- Complete all assigned tasks with pride and dignity no matter how difficult or simple

## CA Cadet Corps (CACC) Classroom Expectations

### CADET LEADERSHIP

The Corps of Cadets utilizes the rank structure of the United States Army. All new students enter CMI with the rank of Recruit. Promotion is awarded on the basis of merit, competence, ability, and military bearing. Students may receive promotions based on “time in grade” through the rank of Private First Class (E-3). All Non-Commissioned Officers and Commissioned Officers are promoted through a process involving demonstration of ability, knowledge of military subjects, military bearing, command presence and enthusiasm. Promotions may be made by the Principal based on exceptional and meritorious actions of a student. Promotions will be reviewed and granted at each grading period. NCOs are expected to maintain a GPA of 2.5 or better and Officers are expected to maintain GPAs at a minimum of 3.0 for O-1 (2<sup>nd</sup> Lt.) through O-2 (1<sup>st</sup> Lt. ). Officers O-3 (Captain) and above must maintain a GPA of 3.5 or better. NCOs and officers failing to maintain the required GPA may be relieved of their duties until such time as they meet the minimum GPA standards for their rank. Promotion requirements, policies and procedures are detailed in CMI operational manuals. Copies of these manuals are available on the CMI website.

### MIDDLE SCHOOL CLASSROOM PROTOCOLS

The purpose of middle school classroom protocols is to teach habits of behavior that promote academic achievement. These are foundational behaviors of academic achievement that are repeated in all middle school classrooms. As a student matures and moves into high school classes, these habits of behavior should have become second nature. The middle school classroom protocols guide students from the moment they approach a classroom, through the daily learning activities, and as the students leave the classroom.

#### Entrance:

Each student will form up, in a platoon formation, outside their classroom at parade rest. At the direction of the teacher, the class leader will give the commands to enter the classroom quietly, store personal property, and stand by the left side of the student’s assigned desk. Talking inside the classroom at this time is not allowed. The class student leader will call the class to attention immediately after the tardy bell has rung. The class student leader will report the absent students to the teacher so that the teacher may verify and take roll. Once the report has been given to the teacher, the class student leader will instruct the class to “prepare to learn”.

#### Prepare to Learn:

Each student will take seats and immediately prepare their materials for class. Students are required to have the appropriate textbook, paper, pen or pencil, homework assignments and notebooks. There is no talking during this

time. The teacher may have a “warm up” exercise assigned that the students are to be working on at this time. Students with questions may raise their hands and ask the student leader for assistance. When the student leader is satisfied that the class is ready to learn, the student leader will report to the teacher, “Sir (Ma’am), the class is prepared to learn.”

### **Goals for the Day:**

The teacher will address the class first by outlining the day’s learning goals and then explaining the day’s learning activities. There is no student talking at this point. Students should write the learning goals for the day in the appropriate place in a student planner or notebook.

### **Learning Activity Behaviors:**

Although each teacher may employ a wide variety of learning activities to assist the students in attaining the daily learning goals, middle school students use four primary ways of responding, doing and behaving in class. The teacher instructs the students as to which one of these four classroom learning activity behaviors is to be used during the day’s learning activities.

- Quiet Work: This classroom behavior includes listening to a teacher’s instructional lesson, taking notes in either the planner or notebook, writing an essay, taking a test or listening to a student presentation. No talking is allowed.
- Stand and Deliver: When called upon, a student responds by standing next to the left side of the desk and, in a clear and strong voice, answers the question, contributes to the discussion, or asks a question.
- Teamwork: Students work together in small teams to accomplish a particular goal. The teacher may have assigned specific tasks to each team member or organized the team in various ways. Students must cooperate with each other, perform the assigned task, listen to each team member’s ideas or contributions or questions, respect the ideas of other teammates and be a helpful contributor to the overall success of the team.
- Open Discussion: Students are free to contribute their ideas to a class discussion by listening to each other’s comments thoughtfully, waiting for the appropriate time to contribute their ideas.

### **Preparation for the End of Class:**

The student class leader will announce to the teacher that “class is concluding” when three minutes remain in a class period. The teacher will make any final comments or give any final assignments. The student class leader will check each student’s planner or notebook and note for the teacher which students have not completed their planning tasks (writing down of learning goals, homework, etc). There is no talking during this period. One minute before the bell rings, the student class leader will command “Secure your gear”. When the dismissal bell rings, the student class leader will call the class to attention. The teacher, when ready for the students to be dismissed, will direct the student class leader to “Dismiss the Class.” The student class leader will then have the students exit the classroom in a quiet orderly fashion, row by row.

## **CA Cadet Corps (CACC) Grooming Expectations**

Cadets are required to maintain a professional image at all times and will continue to set the example in military presence, both on and off campus. Pride in appearance is a vital ingredient of the California Cadet Corps’ strength and effectiveness is the pride and self discipline that Cadets bring to their Service through a conservative military image.

### **COSMETICS**

Standards regarding cosmetics are necessary to maintain uniformity and to avoid an extreme or unprofessional appearance. Males are prohibited from wearing cosmetics. Females are authorized to wear cosmetics with all uniforms, provided they are applied modestly and conservatively, and that they complement both the Cadet’s complexion and the uniform.

Eccentric, exaggerated, or faddish cosmetic styles and colors are inappropriate with the uniform and are prohibited. Eyelash extensions are not authorized. Females will not wear shades of lipstick that distinctly contrast with the natural color of their lips, that detract from the uniform, or that are faddish, eccentric, or exaggerated. Cadets comply with the cosmetics policy while in any military uniform or when allowed free dress on campus.

### **FINGERNAILS**

All Cadets will comply with hair, fingernail, and grooming policies while in any military uniform, or in regular dress

on campus. All personnel will keep fingernails clean and neatly trimmed. Males will keep nails trimmed so as not to extend beyond the fingertip unless medically required and are not authorized to wear nail polish.

Females will not exceed a nail length of ¼" as measured from the tip of the finger. Females will trim nails shorter if the commander/administrator determines that the longer length detracts from a professional appearance, presents a safety concern, or interferes with the performance of duties. Females may only wear clear/natural colored polish when in uniform. Females may wear clear acrylic nails, provided they have a natural appearance and conform to Army standards.

### **FACIAL HAIR & SIDEBURNS**

Males will keep their face clean-shaven when in uniform, or in free dress, on campus. Mustaches are permitted. If worn, males will keep mustaches neatly trimmed, tapered, and tidy. Mustaches will not present a chopped off or bushy appearance, and no portion of the mustache will cover the upper lip line, extend sideways beyond a vertical line drawn upward from the corners of the mouth or extend above a parallel line at the lowest portion of the nose. Handlebar mustaches, goatees, and beards are not authorized. If appropriate medical authority allows beard growth, the maximum length authorized for medical treatment must be specific. The length of the beard cannot exceed 1/4 inch. Cadets will keep the growth trimmed to the level specified by appropriate medical authority, but are not authorized to shape the hair growth such as: Goatees, handlebar mustaches, soul patch.

Sideburns are hair grown in front of the ear and below the point where the top portion of the ear attaches to the head. Sideburns will not extend below the bottom of the opening of the ear. Sideburns will not be styled to taper, flair, or come to a point. The length of the individual hairs of the sideburn will not exceed 1/8 inch when fully extended.

### **HAIR FOR ALL CADETS**

The requirement for hair grooming standards is necessary to maintain uniformity within a military population. Some hairstyles are acceptable, as long as they are neat and conservative. Headgear will fit snugly and comfortably, without bulging or distortion from the intended shape of the headgear and without excessive gaps. Hairstyles that pose a health or safety hazard are not authorized. Hairstyles (including bulk and length of hair) that do not allow Cadets to wear any headgear properly, or interfere with the ability to wear headgear are prohibited. Extreme, eccentric, or faddish haircuts or hairstyles are not authorized. If Cadets use dyes, tints, or bleaches, they must choose a natural hair color. Colors that detract from a professional military appearance are prohibited. Therefore, Cadets must avoid using colors that result in an extreme appearance. Hair colors that are prohibited include, but are not limited to: Purple, Blue, Pink, Green, Orange, Bright (fire-engine) red, Fluorescent or Neon

Cadets who have a texture of hair that does not part naturally may cut a part into the hair or style the hair with one part. The part will be one straight line, not slanted or curved, and will fall in the area where the Cadet would normally part the hair. Cadets will not shape or cut designs into their hair or scalp.

Hair holding devices are authorized only for the purpose of securing the hair. Cadets will not place hair holding devices in the hair for decorative purposes. All hair holding devices must be plain and of a color as close to the Soldier's hair as is possible or clear. Authorized devices include: Small plain scrunchies, barrettes. Devices should conform to the natural shape of the head. Devices that are conspicuous, excessive, or decorative are prohibited (no beads, bows, claw, alligator clips, barrettes with butterflies, flowers, sparkles, gems, or scalloped edges). Wigs and hairpieces are prohibited from wearing wigs or hairpieces while in uniform. No exceptions.

### **HAIR FOR ALL CADETS, CONT.**

### **Braids, Cornrows, and Twists**

Medium and long hair may be styled with braids, cornrows, or twists. Each braid, cornrow, or twist will be of uniform dimension, have a diameter no greater than 1/2 inch, and present a neat, professional, and well-groomed appearance. Each must have the same approximate size of spacing between the braids, cornrows, or twists. Each hairstyle may be worn against the scalp or loose (free-hanging). When worn loose, such hairstyles must be worn per medium hair length guidelines or secured to the head in the same manner as described for medium or long length hair styles. Ends must be secured inconspicuously.

When multiple loose braids or twists are worn, they must encompass the whole head. When braids, twists, or cornrows are not worn loosely and instead worn close to the scalp, they may stop at one consistent location of the head and must follow the natural direction of the hair when worn back, which is either in general straight lines following the shape of the head or flowing with the natural direction of the hair when worn back with one primary part in the hair.

Hairstyles may not be styled with designs, sharply curved lines, or zigzag lines. Only one distinctive style (braided, rolled, or twisted) may be worn at one time. Braids, cornrows, or twists that distinctly protrude (up or out) from the head are not authorized.

### **Dreadlocks or Locks**

Any style of dreadlock or lock (against the scalp or free-hanging) is not authorized.

### **Extensions**

Hair extensions are authorized. Extensions must have the same general appearance as the individual's natural hair and otherwise conform to this regulation.

### **P.E. and Physical Training**

Hair is required to be secured. Cadets are to follow grooming standards during P.E and Physical Training. *No exceptions.*

## **HAIR FOR FEMALES**

Female hairstyles may not be eccentric or faddish and will present a conservative, professional appearance. Female hairstyles are organized into three basic categories: short length, medium length, and long length hair.

### **Short Length**

Short hair is defined as hair length that extends no more than 1 inch from the scalp (excluding bangs). Hair may be no shorter than 1/4 inch from the scalp (unless due to medical condition or injury), but may be evenly tapered to the scalp within 2 inches of the hairline edges. Bangs, if worn, may not fall below the eyebrows, may not interfere with the wear of all headgear, must lie neatly against the head, and not be visible underneath the front of the headgear. The width of the bangs may extend to the hairline at the temple.

### **Medium Length**

Medium hair is defined as hair length that does not extend beyond the lower edge of the collar (in all uniforms), and extends more than 1 inch from the scalp. Medium hair may fall naturally in uniform, and is not required to be secured. When worn loose, graduated hairstyles are acceptable, but the length, as measured from the end of the total hair length to the base of the collar, may not exceed 1 inch difference in length, from the front to the back. Layered hairstyles are also authorized, so long as each hair's length, as measured from the scalp to the hair's end, is generally the same length giving a tapered appearance. No portion of the bulk of the hair, as measured from the scalp, will exceed 2 inches.

### **Long Length**

Long hair is defined as hair length that extends beyond the lower edge of the collar. Long hair will be neatly and inconspicuously fastened or pinned above the lower edge of the collar. No portion of the bulk of the hair, as measured from the scalp as styled, will exceed 2 inches (except a bun, which is worn on the back of the head and may extend a maximum of 3 1/2 inches from the scalp and be no wider than the width of the head)

### **HAIR FOR MALE**

The hair on top of the head must be neatly groomed. The length and bulk of the hair may not be excessive and must present a neat and conservative appearance. The hair must present a tapered appearance. A tapered appearance is one where the outline of the Soldier's hair conforms to the shape of the head curving inward to the natural termination point at the base of the neck.

When the hair is combed, it will not fall over the ears or eyebrows, or touch the collar, except for the closely cut hair at the back of the neck. The block-cut fullness in the back is permitted to a moderate degree, as long as the tapered look is maintained. Males are not authorized to wear braids, cornrows, twists, dreadlocks, or locks while in uniform or in civilian clothes on campus.

Haircuts with a single, untapered patch of hair on the top of the head are considered eccentric and are not authorized. Examples include, but are not limited to: When the head is shaved around a strip of hair down the center of the head (mohawk), Around a u-shaped hair area (horseshoe), or around a patch of hair on the front top of the head (tear drop). Hair that is completely shaved or trimmed closely to the scalp is authorized.

### **HYGIENE AND BODY GROOMING**

Cadets will maintain good personal hygiene and grooming on a daily basis and wear the uniform so as not to detract from their overall military appearance.

## **Cadet Uniform Expectations**

(Click on above link for detailed information about uniform regulations)

Attendance at the California Military Institute requires the daily wearing of the approved uniform. Students who report for school without the entire approved uniform of the day will be required to make arrangements to have the uniform brought to them or receive JROTC consequences. Students who cannot make arrangements to have a complete uniform to wear will be assigned to campus beautification activities including, but not limited to, light cleaning, raking, sweeping, and campus beautification projects. CMI will annually review the uniform regulations and make changes as necessary. Uniform changes will be announced in sufficient time to allow for all students to purchase and receive the required uniforms.

#### **Class C (Utility Uniform)**

- Khaki/Tan
- Universal Camouflage Pattern (digital)
- Khaki Hat, Digital Hat, or CACC Ball Cap

#### **Class B (Dress Uniform)**

- White Short Sleeve Dress Shirt
- Black Dress Pants
- Dress Shoes
- Rank, Awards, and Decorations
- Service Cap

#### **Class A (Formal Dress Uniform)**

- Formal Dress Coat
- White Short Sleeve Dress Shirt
- Dress Shoes
- Rank, Awards, Decorations
- Service Cap

### **Cold or Rainy weather accommodations**

1. Students may wear long sleeves, thermal shirts, sweaters, and other such garments under their uniform. These items shall *never* be visible, for example if the student is wearing a short sleeve class B uniform, the undergarments to keep the student warm should never be visible. **The hood from a “Hoodie sweater” should never be worn with the uniform.**
2. Students can wear a plain black jacket over their uniform, or the CMI issued black jacket only. No exceptions will be made to this rule.
3. We highly encourage students to use thermal shirts under their uniform for warmth.

## **CA CADET CORPS (CACC) BEHAVIOR EXPECTATIONS**

The following General Orders for Discipline apply to all CMI/CACC students at all times and will not change. They constitute the bedrock of discipline and conduct upon which CMI students base their academic and social success. Students are expected to memorize these General Orders. There is a sound logic for the strict requirement that the General Orders be memorized. The General Orders for Discipline represent CMI’s expectations and will guide student behavior throughout attendance at CMI.

The General Orders for Discipline are as follows:

1. To comply with any instructions or directions given to me by any adult staff member of the California Military Institute. I may disagree with the instructions, but I will always comply with them. If I disagree with any instructions or directions I am given, I have the right to prepare a written request for the reason(s) of the instructions.
2. To treat all members of the Corps of Cadets, staff, visitors and parents with absolute courtesy and respect. I am not obliged to socialize with any member of the Corps of Cadets, but I am required to be courteous and respectful at all times.
3. To neither commit nor condone any acts of violence or threats of violence against any member of the Corps of Cadets, faculty or staff for any reason. It is my duty to assist others in resolving conflicts without violence or to seek assistance before any violence is committed.
4. To respect the property of others and of the California Military Institute. I will take care of all property entrusted to me and will return all such property in a timely manner and in the same condition as when I received it.
5. To never leave the campus of the California Military Institute without permission from staff members.
6. To conduct myself at all times in such a manner as to reflect honor on myself, the Corps of Cadets and the California Military Institute.

## **CMI MODIFIED DRESS CODE**

### **DRESS AND GROOMING (out of uniform)**

The Principal may, at his discretion, designate days throughout the year where students may be out of uniform. The following guidelines shall be enforced and shall apply to all extracurricular activities where the uniform is not required or students are authorized to be out of uniform:

1. While representing CMI anytime out of uniform, clothing, hats, and jewelry shall be free of writing, pictures, or any other insignia which are crude, vulgar, profane, sexually suggestive, or which advocate violence, racial slurs, sexism, religious prejudice, or the use of drugs or alcohol. Board Policy 5136 requires that anything worn, carried, or gestures that indicate gang involvement will be referred to the Assistant Principal or the Principal for disciplinary action. When a new fashion trend becomes a symbol that may be dangerous, anti-social, or the arrangement of specific clothing items denote gang affiliation, the CMI Administration reserves the right to prohibit such items and arrangements. Parents of offending students will be notified. It is important for staff, students and parents to recognize and prohibit the trend. It is important not to ignore the warning signs.
2. *Modified dress* days may include a CMI shirt/polo, jeans, and tennis shoes. The CMI shirt/polo will be designated by CMI administration.

3. Bandages or other coverings are not acceptable to cover piercings, though piercings are a personal choice, jewelry of any kind that is a non authorized piercings is BANNED while on Campus or at a CMI event.
4. Out of uniform, clothing shall be modest in nature not revealing any undergarment. Females shall not wear tube tops, completely off-the-shoulder tops, or tops that expose the midriff with arms raised above the head. Males shall not wear any sleeveless or tank-tops and trousers or shorts shall be secured at the waist and not sagged. Trousers shall be hemmed so that there is no cuff dragging on the ground at a normal pace. All clothing is to be neat, clean and in good repair.
5. **Fingernails:** Students are not allowed to have fake or false nails. Nail color should be in natural, neutral colors. For special events, CA Cadet Corps allows a "French Manicure-White tip" nail design with natural, non fake nails, as well as natural colors, not to exceed one half inch past the nail bed. Exceptions will be made by the CMI Commandant or administrator. Further exceptions will be made for short term events like Family Religious Functions, Prom, etc. **\*must get approval from the Commandant/Administrator before spending money on nails, hair, etc. for such events.**
6. Out of uniform days, students can wear shorts (4 inches above the knee), capris, etc. So long as midriff or undergarments are not showing while standing or sitting.
7. Jeans or shorts may be worn on authorized days only but may not have holes or rips in them.
8. Caps may be required as part of the designated uniform. Out of uniform dress days, caps may be worn for the purpose of protection from the elements. Caps, when worn, are to be worn in the manner in which they were designed to be worn. Bills are to be worn squarely to the front so as to provide optimum protection from the sun. Caps are never to be worn inside a building or classroom.
9. Hoodies, or sweaters may be worn on out of uniform only.
10. Hair training caps, bandanas, scarves, or "Doo-rags" are never to be worn while at CMI or CMI events. The only exception is an ASB approved and sanctioned event, within explicit event directives.
11. For safety reasons, students are NEVER allowed to wear sandals, flip-flops, or any open toed footwear of any kind. The only exception will be formal events, please see the Commandant of Cadets or administrator for any questions.
12. Students who represent CMI off campus while on field trips, community service, etc. must follow the same guidelines as listed above.
13. Determinations of dress code or uniform violations are made solely by the administration of CMI.

## **NON DISCRIMINATION**

### **Prohibition Against Unlawful Discrimination, Sexual Harassment, and/or Retaliation**

Under governing federal and state laws and District Board Policies ("BPs") and Administrative Regulation ("ARs"), no individual is to be subjected to unlawful discrimination, including discriminatory harassment, intimidation, or bullying, based on actual race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or any other legal protected status; the perception of one or more of such characteristics; or the association with a person or group with one or more of these actual or perceived characteristics. Retaliation against an individual who has filed a complaint of unlawful discrimination or participated in an investigation regarding such a complaint is strictly prohibited. The District's strictly forbids and has zero tolerance of any form of unlawful discrimination.

### **Filing a Complaint of Discrimination, Sexual Harassment, and/or Retaliation**

Perris Union High School District (the "District") recently revised and thereby clarified its Board Policies ("BPs") and Administrative Regulations ("ARs"), specifically those addressing (1) uniform complaint procedures (BP/AR 1312.3); (2) nondiscrimination/harassment (BP/AR 5145.3); and (3) sexual harassment (BP/AR 5145.7). A copy of each of these BPs and ARs can be found by visiting this website:

<http://www.gamutonline.net/district/perrishigh/>. Please review and familiarize yourself with these important BPs and ARs.

Any individual who believes unlawful discrimination has occurred under either BP/AR 5145.3 (Nondiscrimination/Harassment) or BP/AR 5145.7 (Sexual Harassment) may file a complaint as described in BP/AR 1312.3 (Uniform Complaint Procedures). Upon receiving a complaint, the District will follow the specific procedures described in AR 1312.3 (Uniform Complaint Procedures).



AR 1312.3 describes the District's prompt and equitable process to investigate and resolve complaints, including complaints of unlawful discrimination based on race, color, national, origin, sex, or any other protected characteristic referenced above. It also contains timeframes and a description of the investigation of the complaint, report of findings, final written decision, and corrective action, if needed, to stop the discrimination, harassment, and/or retaliation, prevent its recurrence, and remedy the effects of discrimination. The District has an independent obligation to investigate a complaint irrespective of whether a complaint has also been filed with another governmental entity, such as the Office for Civil Rights of the U.S. Department of Education or law enforcement.

To find out more information about the District's prohibition against unlawful discrimination, harassment, and/or retaliation or if you would like to file a complaint, please contact: Kirk Skorpanich, District Assistant Superintendent of Human Resources, (951) 943-6369, ext. 80302, [kirk.skorpanich@puhsd.org](mailto:kirk.skorpanich@puhsd.org). You can also find additional information about filing a complaint by visiting: <http://www.puhsd.org/pages/have-a-complaint>.

All that we do is guided by these Corps Values and they are incorporated in all the information that follows.

## **CMi BEHAVIORAL GUIDELINES FOR PARENTS AND STUDENTS**

In addition to the CMi General Orders for Discipline, students and parents are expected to comply with the laws governing the conduct and education of their children. Parents are also expected to cooperate with school authorities regarding the behavior of their children. Parents/guardians are liable for defacement, injury, or loss of any property belonging to the District. Penalties shall be those specified by the law.

All students are expected to conduct themselves in such a manner as to contribute to a productive learning environment. Each individual's conduct on the campus and going to and from school shall be orderly and in keeping with the rules and regulations of the school, the school district, and the laws of the state. An educationally sound environment does not allow anyone to interfere with the teacher's right to teach and/or the student's right to learn. **Students WILL BE HELD ACCOUNTABLE FOR ALL ASPECTS OF THIS DISCIPLINE GUIDE.**

Students should have the freedom and be encouraged to express their individuality in any way as long as their conduct does not infringe upon the freedom of other students or interfere with the instructional program. Students who violate the General Orders for Discipline or Behavioral Guidelines may be subject to suspension, exclusion, dismissal from the Corps of Cadets, or expulsion.

It should be noted that a pupil may be suspended or recommended for expulsion for acts which are enumerated in The General Orders for Discipline, Behavioral Guide, student Code of Conduct and the California Education Code Section and related to school activity or attendance which occur at any time including, but not limited to, the following circumstances:

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

**Note:** Campus jurisdiction also extends 1,000 feet from campus boundaries at all times.

### **ANTI-BULLYING / CYBERBULLYING**

The Perris Union High School District and California Military Institute believes that all students, staff and community have an obligation to promote mutual respect, tolerance and acceptance. The school will not tolerate behavior that infringes on the safety of any student. CMi Definition of Bullying: Pursuant to California State Laws AB 1156 and AB 9: Bullying refers to a person or group whose activity is intended to harm someone who is perceived as weaker and/or more vulnerable. Bullying can be physical, verbal, relational and/or exclusionary. Bullying can be based on race, ethnicity, nationality, religion, gender, perceived or actual sexual orientation, perceived or actual gender identity and physical, or mental ability. This includes all forms of hazing and cyberbullying. Bullying can be and often is continuous and repeated over time, however, ONCE is enough to

constitute bullying.

Any form of bullying off school grounds, including all forms of cyberbullying that negatively impact the targeted student, that creates an intimidating, hostile or offensive environment for any student(s) will be addressed by the school administration and turned over to law enforcement.

**Examples of Bullying:**

- Taunting
- Using put-downs or making fun of someone
- Threatening or ganging up against others
- Stealing or damaging another person's property
- Spreading rumors
- Physically hurting someone
- Shunning or participating in exclusionary behaviors
- Cyberbullying; using a cell phone, gaming device, internet, or other social media to threaten, stalk, ridicule, humiliate, taunt, spread rumors, lock out of a game or hack into another person's account
- Hazing: Intentional, knowing or reckless action against another person that endangers mental or physical health or safety for the purpose of pledging, being initiated into, affiliating with, or holding office in an organization.

(SOME OF THE AFOREMENTIONED BULLYING BEHAVIORS CAN BE CONSIDERED A CRIMINAL OFFENSE AND MAY BE HANDLED BY LAW ENFORCEMENT)

**CONSEQUENCES OF BULLYING**

Consequences for bullying include procedures for holding accountable perpetrators and any bystanders who participated or supported the negative bullying actions. These consequences are dependent upon the nature and severity of the behavior and the perpetrator's past behaviors. Consequences may include, but are not limited to the following:

- Notify parents/guardians of the incident and consequences
- Assisting the perpetrator(s) to find more appropriate ways to relate to others
- Conference with teacher, administrator, counselor, student and/or parent
- Corrective instruction or referral to counseling
- Behavior/Discipline improvement contract
- No-Contact Contract
- Temporary removal from the classroom
- Loss of school privileges
- On-campus or in-school suspension
- Off-campus school suspension
- Expulsion from school or district
- Legal action
- Referral to Law Enforcement

**CMI Bullying Prevention Strategies**

- Treat each other respectfully
- Refuse to bully others
- Refuse to allow others to be bullied
- Don't watch, laugh, or participate if bullying is happening.
- Report bullying to an adult

**APPROPRIATE PUBLIC BEHAVIOR**

No public displays of affection (*including, but not limited to, hugging, kissing or hand holding*) on campus or at any school sponsored activity are allowed.

**CHEATING**

Teachers have the responsibility of planning and supervising all academic work in order to encourage honest individual effort and of taking appropriate action if instances of academic dishonesty are discovered. However, honesty is primarily the responsibility of each student. CMI considers cheating to be a voluntary act for which there is no acceptable excuse. The term "cheating" includes, but is not limited to:

1. Plagiarism
2. Receiving or knowingly supplying unauthorized information during an examination, to include stolen teacher resources, or from the teacher work area (classroom or desk), paid for by the teacher (website

- membership).
3. Using unauthorized material or sources during an examination.
  4. Changing an answer after work has been graded and presenting it as graded.
  5. Forging or altering roll sheet information

The student who is caught cheating may be subject to a punitive grade for the assignment. Furthermore, the student may be withdrawn from the class without credit. Theft of any examination will result in disciplinary action determined by the school administration to be appropriate.

Plagiarism is a direct violation of intellectual and academic honesty and the student Code of Conduct. Plagiarism refers to representing someone else's words or ideas as one's own. The most extreme forms of plagiarism are the use of a paper written by another person or obtained from a commercial source. The use of a paper made up of passages copied word for word without acknowledgment may be plagiarism. In none of its forms can plagiarism be tolerated in an academic community. Plagiarism constitutes grounds for disciplinary action including, but not limited to, a failing grade or withdrawal from the class with no credit.

### **CLASSROOM DISCIPLINE**

The classroom teacher, under state law, is given the authority to act in the place of the parent/guardian during the time the student is under the teacher's direction. To insure suitable control, teachers will utilize a variety of methods of controlling students' behavior. Strategies teachers may use include, but are not limited to, the following:

1. Confer with student and explain the District's school behavior policy.
2. Take away privileges enjoyed by other students.
3. Lower a student's citizenship rating.
4. Assign special tasks, which must be completed within a specified time.
5. Contact the parents/guardians so that concerted action can be taken to mutually correct the inappropriate behavior patterns of the student.
6. Give student detention. students assigned to after school detention will be given 24 hours notice.
7. Class suspension of student for up to two days per infraction.
8. Class suspension requires a formal parent conference.
8. Refer student to school administration for correction and control.

Students may be required by their teachers to restore cleanliness to a classroom or classroom detention as a consequence for any behavior that is disruptive to the classroom environment.

### **COMPLAINT PROCEDURES**

Complaints may be filed in the Discipline/Counseling Office. The process will include a timeline to investigate and resolve complaints and an appeals process for the complaint. All complaints are to remain confidential as appropriate and schools are required to protect complainants from retaliation. [Education Code Section 234.1(b) & (f)]. A student shall not intimidate or harass another student through words or actions. Such behavior includes direct physical contact such as hitting or shoving, verbal assaults, such as teasing or name-calling, social isolation or manipulation.

### **DRUGS, ALCOHOL, AND TOBACCO**

The use of any non-prescribed drugs, alcohol, or tobacco or possession of a lighter or matches and papers on school grounds, at school-related functions, or prior to attending school-related functions, is strictly prohibited. A student who abuses this policy is subject to suspension, dismissal and/or expulsion. CMI is a Tobacco-Free Campus. Use of tobacco in any form is prohibited on the school grounds. **Campus jurisdiction extends 1000 feet from campus grounds.**

### **HORSEPLAY**

"Horseplay" is a dangerous activity that has the potential for serious injury. Pushing or shoving others, jumping on others, tripping or making intentional contact of any kind, or the throwing of any object at or in the general direction of another—even if "just playing" is the excuse—is not permitted. Too many injuries and items of damaged property result from horseplay. Students are required to keep their hands and feet to themselves and are not to engage in horseplay. Students and their parents are liable for all damages and injury to others or others' property arising out of engaging in horseplay.

## **MILITARY DISCIPLINE**

CMI is not a military boot camp and does not engage in any unlawful corporal punishment of students. During the teaching of certain military subjects, however, it may be necessary for instructors to physically or verbally direct the movements of students. By the very nature of the military environment that we are creating at CMI, there may be times when actions of instructors seem to be overly demanding and inflexible. These actions are educational in nature and are not punitive. Application for admission to the California Military Institute signifies an understanding and acceptance of the nature and military climate of the institution.

Per the CMI charter agreement, assignment of a physical training regimen to include no more than 10 regular or modified push-ups or the assignment of close order drill for not more than twenty minutes for each period of instruction may be assigned to a student who is non-compliant with military regulations.

## **NO GUM**

Gum is unsanitary, unsightly and creates endless hours of clean up time for custodians. Because of this, no gum chewing is allowed on campus. Consequences may apply for violations including campus beautification.

## **PROCEDURES FOR ADDRESSING CONFLICT**

Students have the right to feel safe and to be free from intimidation, threats, or any form of harassment at CMI. The way in which students react to conflict will determine in large part whether or not we maintain a safe and orderly environment at CMI. Here are the possibilities and consequences to consider:

- **Ask a counselor/administrator/staff member** to help resolve the conflict. This technique is almost always successful. This also puts the school on notice that the student has attempted a mature means of resolving a conflict, which works in the student's favor, should an altercation erupt nonetheless.
- **Try to talk it out:** When done privately with an adult mediator, a peaceful solution is likely. *When done in front of a crowd with no adult to mediate, fights are likely to occur.*
- **No Contact Contract:** This puts in place a document that notifies each student to have no positive or negative contact with each other. This technique assures that everyone is aware that if they continue with the same behavior, they will be disciplined accordingly.
- **Avoid posting inflammatory information of social networking sites.**

## **REFERRALS**

Teachers will contact parents / guardians for any student referred to the discipline office.

## **SEXUAL HARASSMENT POLICY**

Sexual harassment means unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature, made by someone from or in an educational setting. PUHSD is committed to an educational environment in which all individuals are treated with respect and dignity. Each student has the right to learn in an atmosphere that promotes equal educational opportunity and is free from discriminatory practices. See Education Code 48900.

## **THEFTS**

As specified in California Ed Code; EC § 48900 (g) (I); students who are caught stealing will be appropriately disciplined by the administration. Progressive discipline applies to the offense.

## **WEAPONS**

Items that could be classified in the weapons category, including knives, firearms, imitation firearms, fireworks, or other dangerous objects, are not permitted on school grounds unless at the request and under the supervision of a school official or faculty member. Any violation of this rule will be considered a major disciplinary violation.

## CMI PROGRESSIVE DISCIPLINE

Whenever possible CMI administration will use progressive discipline below. Sanctions by administration are made in consultation with age, education code, and administrative discretion. Mandatory suspensions include but are not limited to:

- **Attempt or threat of violence**
- **Bodily Injury**
- **Weapons or dangerous objects**
- **Drug possession or under the influence**
- **Robbery, Burglary, or Extortion**

Other Means of correction include, but not Limited to:	Consequences include, but not limited to:
<p><b>Student Study Teams · Behavior Contracts · Daily Progress Reports · Referral to programs teaching prosocial behavior · Parent Teacher Conferences · Referral to Counselor · Community Service · Campus Beautification · Restorative Justice Program · No Go List · Physical Training · Close Order Drill · Writing General Orders</b></p>	<p><b>Lunch Detention · After School Detention · Class Suspension · On Campus Suspension · School Suspension · Alternative Placement · Dismissal · Expulsion</b></p>

For all offenses that require “**other means of correction**” (highlighted in blue in the **Behavior Guidelines**) school sites and district administrators will follow the sequence below for consequences for the 2019-20 school year:

- 1st offense = other means of correction
- 2nd offense = 1 day suspension
- 3rd offense = 2 day suspension
- 4th offense = 3 day suspension

For all offenses that may result in a “**first offense suspension**” (highlighted in red the **Behavior Guidelines**) the following sequence of consequences will be followed by site administrators:

### **48900 a-e offenses**

- 1st offense = 3 day suspension
- 2nd offense = 5 day suspension and a possible expulsion

### **48900 (.2, .3, .4, and .7) offenses (Requires subsequent 48900 Ed. Code violation)**

- 1st Offense = 3 day or 5 day suspension and possible expulsion (depending on the severity)
- 2nd Offense = 5 day (Pending Further Disciplinary Actions)

### **48915 a or c offenses (Highlighted in red and yellow below in the Behavior Guidelines)**

- 1st Offense = 5 day Suspension (Expulsion Recommendation)

# Perris Union High School District Behavior Guidelines

Questions? Call Pupil Services (951) 943-6369, extension 81202  
Please sign and return to your student's school. A copy of these guidelines can be found in the Pupil Handbook.

EC=Education    Code PC=Penal Code    HSC=Health and Safety Code

ISSUES	VIOLATIONS	CONSEQUENCES
<p>1. PHYSICAL INJURY &amp; VIOLENCE MUTUAL COMBAT/FIGHTING/ THREATS/ASSAULT</p> <p>EC § 48900 (a)(1) EC §48900 (s) <b>EC § 48915 (a)(1), (a)(5)</b></p>	<p>(a1) Caused, attempted to cause, or threatened to cause physical injury to another person; fighting/mutual combat.</p> <p>Threats (telephone, written, electronic): Bomb Threats, verbal threats (not terroristic threats-see below); Assault: Verbal attack, attempt to cause injury, place person in fear.</p> <p>(s) Aiding or abetting infliction of physical injury.</p>	<p>√ Suspension EC § 48900 (a1) or (s). √ Referral to Counseling.</p> <p>√ Sheriff/Police Citation - Fighting on school grounds: PC 415, 242.</p> <p><b>√ Expulsion Recommendation – Mandatory consideration for assault on school official EC § 48915 (a)(5).</b></p>
<p>2. BATTERY</p> <p>EC § 48900 (a2) <b>EC § 48915 (a)(5).</b></p>	<p>(a2) Willfully used force or violence upon another person, except in self-defense: striking, shoving, kicking.</p> <p>Not mutual combat. Battery against student, battery against staff member.</p> <p>Battery: Unlawful injury, beating, hitting of another person – does not fight back.</p>	<p>√ Suspension EC § 48900 (a2). √ Referral to Counseling.</p> <p>√ Sheriff/Police Intervention PC 242, 243.2.</p> <p><b>√ Expulsion Recommendation – Mandatory consideration for assault on school official EC § 48915 (a)(5).</b></p>

<p>3. WEAPONS/DANGEROUS OBJECTS EXPLOSIVES/REPLICA WEAPONS</p> <p>EC § 48900 (b) (m) US Code, Section 921, Title 18</p> <p>EC § 48915 (a)(2) EC § 48915 (c)(1), (c)(2), (c)(5)</p>	<p>(a2) Assault with a deadly weapon.</p> <p>(b) Possessed, sold, or otherwise furnished any firearm (handgun, rifle, shotgun, pistol), knife (dirk, dagger, fixed, sharpened blade for stabbing, screwdriver), explosive, or other dangerous object (aims or points a laser pointer at another), possession, use of fireworks, firecrackers, snappers, poppers, lighter, matches, razor blades, shocking pens.</p> <p>EC 48915 (c5) Explosives: M80, bottle rocket, dynamite, bomb, grenade, nitroglycerin, blasting caps.</p> <p>(m) Possessed an imitation (replica) firearm: BB gun, pellet gun, paint gun.</p>	<p>√ Suspension EC § 48900 (b) (m).</p> <p>√ Sheriff/Police Intervention PC 626.9, 244.5, 417, 653 (g).</p> <p>√ Fire Department Intervention (Explosives) PC 148.1, HSC 12000, 12301 (a).</p> <p>√ Expulsion Recommendation – EC § 48915 [Mandatory for brandished knife (c2), possession of a firearm (c1), explosives (c5)].</p> <p>√ Expulsion Recommendation – locking blade or similar knife or other dangerous object regardless of size.</p> <p>√ Other weapons: to include, but not be inclusive of: switchblade, stiletto, box cutter, billy club, sandbag, nunchuk, ninja star, mace, pepper spray, slingshot, sword, stun gun, brass knuckles.</p>
<p>4. CONTROLLED SUBSTANCES DRUGS &amp; ALCOHOL</p> <p>EC § 48900 (c) (d) EC § 48900 (p) HSC 11366-11375</p> <p>EC § 48915 (a)(3), (c)(3)</p>	<p>(c) Possessed, used, sold, furnished, or been under the influence of, any controlled substance, alcoholic beverage, or intoxicant of any kind.</p> <p>(d) Offered, arranged ,or negotiated to sell any controlled substance, and then sold, delivered, or furnished to any person another liquid, substance, or material and represented it as a controlled substance, alcoholic beverage, or intoxicant.</p> <p>(p) Offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.</p> <p>EC 48915 (a3) Possession of any controlled substance. Cannot recommend expulsion for first time marijuana possession offense of less than one ounce.</p> <p>Controlled substances: Marijuana, Cocaine, Heroin, Methamphetamine, etc.</p>	<p>√ Suspension EC § 48900 (c) (d).</p> <p>√ Sheriff/Police Intervention PC 308(b), 380, 381, 647 (f), HSC 11053.</p> <p>√ Referral to Counseling.</p> <p>√ Expulsion Recommendation – EC § 48915 [Mandatory for sales of controlled substances (c3)].</p>

<p>5. ROBBERY, BURGLARY, OR EXTORTION</p> <p>EC § 48900 (e)</p> <p>EC § 48915 (a)(4)</p>	<p>(e) Committed or attempted to commit robbery (take personal property by means of force or fear) or extortion (obtaining of property from another, with his/her consent induced by a wrongful use of force or fear).</p> <p>Burglary: Entry with intent to commit a theft.</p> <p>Possession of stolen goods.</p>	<p>√ Suspension EC § 48900 (e).</p> <p>√ Restitution to Victim/Community Service</p> <p>√ Sheriff/Police Intervention - Burglary: PC 459; Robbery/Extortion: PC 211, 212, 518, 519.</p> <p>√ Expulsion Recommendation.</p>
<p>6. PROPERTY DAMAGE/ VANDALISM GRAFFITI/ARSON</p> <p>EC § 48900 (f)</p>	<p>(f) Caused or attempted to cause damage to school property or private property.</p> <p>Possession or graffiti implements (markers, scribes, liquid or aerosol paint).</p>	<p>√ In-House Suspension or Suspension EC § 48900 (f).</p> <p>√ Restitution to Victim/Community Service.</p> <p>√ Sheriff/Police Citation - Graffiti: PC 594 (a1), 594.1, 640.5; Vandalism: PC 594; Arson: PC 451, 452.</p> <p>√ Fire Department Intervention PC 451, 452.</p> <p>√ Expulsion Recommendation.</p>
<p>7. THEFT</p> <p>EC § 48900 (g) (l)</p>	<p>(g) Caused or attempted to steal school property or private property.</p> <p>(l) Knowingly received stolen school property or private property (Possession of stolen goods).</p>	<p>√ In-House Suspension or Suspension EC § 48900 (g).</p> <p>√ Restitution to Victim/Community Service.</p> <p>√ Sheriff/Police Intervention PC 484, 487, 488.</p> <p>√ Expulsion Recommendation.</p>
<p>8. TOBACCO</p> <p>EC § 48900 (h)</p> <p>EC § 48901</p>	<p>(h) Possessed or used tobacco or nicotine products: Cigarettes, cigars, mini cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, betel.</p>	<p>√ Sheriff/Police Citation PC 308 (b).</p> <p>√ Referral to Smoking Cessation Program.</p> <p>√ Suspension EC § 48900 (h).</p> <p>√ Referral to Counseling.</p>
<p>9. PROFANITY &amp; VULGARITY OBSCENITY</p> <p>EC § 48900 (i)</p>	<p>(i) Committed an obscene act or engaged in habitual profanity or vulgarity: Indecent exposure (may/may not be sexual harassment), mooning, pantsing, urinating in public, possession of pornographic literature or use of pornographic Internet websites, lewd or obscene gestures</p>	<p>√ Teacher warning; Teacher suspension; Detention or In-House Suspension.</p> <p>√ Administrative Conference.</p> <p>√ Suspension Automatic if profanity is directed toward a school official EC § 48900 (i).</p> <p>√ Sheriff/Police Intervention.</p>



<p>10. PARAPHERNALIA EC § 48900 (j) HSC 11364</p>	<p>(j) Possessed, offered, arranged, or negotiated to sell any drug paraphernalia: Pipes, smoking or injecting devices, syringes, Zig Zags (rolling papers), roach clips, bowls, and bongs.</p>	<p>√ Suspension EC § 48900 (j). √ Referral to Counseling. √ Sheriff/Police Intervention. √ Expulsion Recommendation.</p>
<p>11. DISRUPTION &amp; DEFIANCE EC § 48900 (k)</p>	<p>(k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties. Unlawful assembly, inciting riot. Cheating, bus misconduct, classroom disruption, not complying with assigned discipline consequence, forgery, gambling, littering, throwing objects, setting-off fire alarm.</p>	<p>√ Teacher warning; Removal from class/activity; Teacher suspension. √ Detention or In-House Suspension. √ Administrative Meeting and Counseling. √ Suspension EC § 48900 (k). Expulsion recommendation for repeated violations. √ Sheriff/Police Intervention.</p>
<p>12. SEXUAL ASSAULT OR BATTERY EC § 48900 (n) EC § 48915 (c)(4).</p>	<p>(n) Committed or attempted to commit a sexual assault, or committed a sexual battery: Rape, sodomy, child molestation, statutory rape.  Refer to PC 243.4, 261 - 269, 286, 288.</p>	<p>√ Suspension EC § 48900 (n). √ Sheriff/Police Intervention PC 243.4, 261 - 269, 286, 288. √ Expulsion Recommendation EC § 48915 (c)(4).</p>
<p>13. ELECTRONIC SIGNALING &amp; OTHER DEVICES EC § 48901.5 EC § 48900 (k). May possess on school campus during the day, not activated. ELECTRONIC MUSIC EQUIPMENT OR GAMES EC § 48900 (k).</p>	<p>Activated, used, or lent to another any electronic signaling device (i.e. cell phone, pager, walkie talkies, PDAs, etc.) on campus during the school day, while attending school-sponsored activities, or while under the supervision and control of a school district employee.  Possession, use of electronic games, portable music equipment: Radios, Walkman, Discman, MP3, watch radio, headsets, earphones.</p>	<p>√ 1st Offense: Confiscation of device. Parent/ Guardian contacted to pick up device. √ 2nd Offense: Confiscation of device. Parent/Guardian contacted to pick up device. √ 3rd Offense: Confiscation of device. Parent/ Guardian contacted to pick up device.  √ Suspension for defiance EC § 48901.5, 48900 (k).</p>
<p>14. SEXUAL HARASSMENT EC § 48900.2 PC 212.5 Grades 4 to 12</p>	<p>Committed acts of sexual harassment: Unwanted sexual advances; sexual favors; sexual gestures, objects, or pictures; touching, assault; derogatory comments, slurs, or jokes.</p>	<p>√ Suspension EC § 48900.2. √ Sheriff/Police Intervention PC 212.5. √ Expulsion Recommendation.</p>

<p>15. HATE VIOLENCE EC § 48900.3 Grades 4 to 12</p>	<p>Caused, attempted to cause, threatened to cause, or participated in any act of hate violence (expression of hostility due to race, gender, religion, disability, nationality, sexual orientation): Racial slurs over time, e-mail, insults, taunts, posting or distributing posters or leaflets, jokes, physical assault, vandalism, telephone calls, cross burning, destroying religious symbols.</p>	<p>√ Suspension EC § 48900.3. √ Sheriff/Police Intervention PC 422.6 - 422.76, 628.1. √ Expulsion Recommendation.</p>
<p>16. HARASSMENT/BULLYING EC § 48900.4 Grades 4 to 12 HARASSED A COMPLAINING WITNESS EC § 48900 (o)</p>	<p>Intentionally engaged in harassment, threats, or intimidation, directed against a student or group of students or school employees: Stalking, kidnapping.  (o) Harassed, threatened, or intimidated a pupil who is a complaining witness in a school disciplinary procedure (expulsion hearing).</p>	<p>√ Suspension EC § 48900.4. √ Referral to Counseling. √ Sheriff/Police Intervention - Kidnapping: PC 135. √ Expulsion Recommendation.</p>
<p>17. TERRORISTIC THREATS EC § 48900.7</p>	<p>Made terroristic threats against school officials, students, staff, or school property, or both, written or oral that could result in death, great bodily injury, or property damage in excess of \$1,000, even if not carried out. Person is in sustained fear of his or her own safety or family's safety.</p>	<p>√ Suspension EC § 48900.7. √ Sheriff/Police Intervention PC 422. √ Expulsion Recommendation.</p>
<p>18. DRESS CODE EC § 48900 (k)</p>	<p>Wore any inappropriate dress such as clothing, attire, apparel, accessories, head coverings (hats, bandanas, knit caps, doo rags, skull caps, etc.), or gang attire, except "for outdoor use (P.E.), articles of sun-protective clothing, including, but not limited to, hats (wide brim with neck covering only), and sunscreen."</p>	<p>√ Dress changed/Accessory seized/Detention/In-House Suspension. √ Loaner T-shirt or school uniform provided. √ Parent/Guardian notified. √ Suspension EC § 48900 (k).</p>
<p>19. HAZING EC § 48900 (q) EC § 32050</p>	<p>(q) Engaged in or attempted to engage in hazing as defined in EC § 32050.  Hazing: Initiation into school/student body clubs or organizations in a manner that causes or is likely to cause bodily damage, harm, degradation, disgrace, or physical or mental harm to a student.</p>	<p>√ Suspension EC § 48900 (q). √ Sheriff/Police Intervention PC 242, 212.5. √ Expulsion Recommendation.</p>

<p>20. ATTENDANCE EC § 48260, EC § 48262, EC § 48264.5 (a) RESTRICTED AREA EC § 48900 (k)</p>	<p>Left campus during the school day without obtaining permission through the attendance office first; no hall pass, left class without permission.</p>	<p>√ Detention/In-House Suspension. √ Truancy Letters/SART. √ Sheriff/Police Citation EC § 48264.5 (a) - ages 13 and above. √ Referred to SARB EC § 48320. √ Referred to District Attorney Mediation/Juvenile Court.</p>
<p>21. VISITORS/TRESPASSING/ADULT CAMPUS DISRUPTION/THREATS, ASSAULTS TO SCHOOL OFFICIALS EC § 32211, 44811, 44014</p>	<p>Invited visitors to school for any reason during the school day; loitering/unauthorized presence on campus; threats to school officials by parents or adults; students visiting campus during suspension or expulsion period or during off-track vacation period without permission</p>	<p>√ Visitor escorted off campus. √ Persona non grata declaration/Restraining Order. √ Sheriff/Police Intervention/Citation - Trespassing PC 626.7-626.9; Threats to school officials: PC 71; Terroristic Threats: PC 422.</p>