

STUDENT HANDBOOK

2021-2022

RIVERSIDE MEADOWS INTERMEDIATE SCHOOL



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**Plumas Lake Elementary School District
Riverside Meadows Intermediate School**

Board of Education

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Riverside Meadows School Administration

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RIVERSIDE CORE VALUES

Riverside Meadows school community provides an education for all students that allows each individual to be a part of an environment that is **SAFE**. Individuals are surrounded by peers and staff that are **SUPPORTIVE** academically, behaviorally, and social-emotionally. We encourage everyone to be **RESPONSIBLE** in all aspects of life, and we are **RESPECTFUL** of one another. **RIVERSIDE** Core Values encompass all of these components and make our school truly great.

- ★ We are **SAFE**.
- ★ We are **SUPPORTIVE**.
- ★ We are **RESPONSIBLE**.
- ★ We are **RESPECTFUL**.
- ★ We are **RIVERSIDE**.



ACADEMIC SUPPORT

Homework Requests

The following is the procedure for homework requests for students:

1. Students who are absent one or two days will receive their homework upon their return to school and/or can access their assignments via Google Classroom.
2. Parents should contact the teachers to obtain missed assignments.
3. Students who are absent for three or more days should contact all teachers and request homework. Homework will be ready for pick up the following day or can be accessed through Google Classroom.
4. Students will have one day to complete homework for each day of absence.
5. Homework for unexcused absences (i.e. vacations) is at the discretion of the teacher.

Short-Term Independent Study

Short-Term Independent Study may be an option for students who have unavoidable absences and will be absent for more than five (5) consecutive days. Eligible students may have their parent apply for a Short-Term Independent Study contract at the school attendance office **at least two weeks before the student absence begins.**

- All contracted work must be submitted to the school through the assigning teachers on the contracted day of return.
- If all the contracted work is returned with satisfactory progress, the student will maintain a clear attendance record.
- If the student's work is unsatisfactory, or incomplete, the school can only grant excused days of absence for the amount of satisfactory work returned. The additional days of absences will be considered unexcused, and will count towards truancy limits.

Grade Reporting Schedule

Parents can choose to receive weekly progress reports through AERIES Parent Portal.

	Sent home with students	Mailed home
1st Trimester Progress Report	X	
1st Trimester Report Card		X
2nd Trimester progress Report	X	
2nd Trimester Report Card		X
3rd Trimester Progress Report	X	
3rd Trimester Report Card		X

Academic Code Of Conduct

The staff at Riverside Meadows expects the highest standard of honesty, integrity, and responsibility from all students. To protect everyone's right to a fair and meaningful education, the school has adopted an Academic Code of Conduct.

- ★ Riverside Students will be **HONEST**
- ★ Riverside Students will be **RESPECTFUL** to all staff, students, and school property
- ★ Riverside Students will be **SAFE** at all times
- ★ Riverside Students will be **RESPONSIBLE**

Course Syllabus, Class Standards and Grading Policy

During the first week of the trimester, all students will receive a class expectations sheet/course syllabus in each class. Class standards, homework expectations, grading policy, course requirements, and instructional sequence or outline will be reviewed. All courses will have homework expectations.

STUDENT SERVICES

Student Information and Data System:

AERIES is the system Plumas Lake Elementary School District relies on for storing and recording student data. ***Changes in address, parent home and work phone numbers, and emergency contact names and phone numbers must be kept current with the school office through Aeries Parent Portal. Student data confirmation through AERIES Parent Portal is required at the beginning of each school year. Parents must log on and confirm their student's data. If parents need assistance in confirming the information, please contact the school office.***

Students can also set up their own Portal account to access their grades and track progress independently.

Transportation

Bus Transportation

Transportation is provided to students at Riverside Meadows who meet transportation criteria. In order to ensure the safety of students being transported, all students must abide by the bus conduct rules established by the Plumas Lake Elementary School District.

Student Conduct On Buses

I. Rules and Regulations

Students are required to:

1. Arrive at the bus stop five minutes before the bus is scheduled to arrive.
2. Use only their appropriate stop.
3. Arrange for live animals to be transported to school other than on the bus.
4. Refrain from transporting hazardous or destructive objects of any kind, such as firearms, weapons, glass objects or containers, sharp or pointed objects, skateboards, or baseball bats.
5. Respect the rights and property of others on the bus and at the bus stop.
6. Avoid all fighting and rough play while at the bus stop, on the bus, or when getting on or off the bus.
7. Always enter and leave the bus through the entrance door except in emergencies.
8. Remain seated, facing forward, with feet, legs and other objects clear of the aisle while the bus is in motion.
9. Keep all parts of the body inside the bus.

School Bus Rules and Regulations Continued..

10. Remain quiet at railroad crossings.
11. Not use profane language, obscene gestures, or create unnecessary noise.
12. Not damage or deface any part of the bus, tamper with the radio, controls, emergency exits or other equipment, shoot or throw any objects inside/outside or at the bus, or in any way endanger the safety of others.
13. Help keep the bus safe from litter by not eating or drinking on the bus.
14. Be respectful to the bus operator, other students, and passersby.
15. Obey the request of the bus operator; give proper identification when requested.
16. When leaving the bus at any stop other than the student's appropriate bus stop, give the bus operator a written request signed by the parent/guardian and approved by the site administrator and/or his/her designee. *Students must have a completed Student Release Directive completed by the office in order to get off at an unassigned stop.*
17. When necessary to cross the street, always cross in front of the bus.

II. School Bus Discipline Process

a. The Principal or designee is responsible for notifying the parent of all violations. The normal progression for violations of the rules and regulations on the bus are:

First Violation:	Warning by the Principal
Second Violation:	1 day suspension from riding bus
Third Violation:	5 day suspension from riding bus
Fourth Violation:	10 day suspension for riding bus
Fifth Violation:	Permanent suspension from riding bus for the remainder of the school year.

*In cases of severe misconduct, students may be assigned penalties more severe than provided for in the normal process. All other school district rules and regulations, together with their penalties, shall apply to conduct on buses and shall be administered by the Principal or other appropriate authorities.

Bicycles / Skateboards / Scooters:

Bicycles, skateboards and scooters must be locked in the area designated for bicycle storage. State law states that "A person under 18 years of age shall not operate a bicycle, or ride upon a bicycle as a passenger, upon a street, bikeway, as defined in Section 890.4 of the Streets and Highways Code, or any other public bicycle path or trail unless that person is wearing a properly fitted and fastened bicycle helmet..." Bicycles, skateboards, and scooters may not be ridden on the school campus at any time. Riverside Meadows School is not responsible for unlocked bicycles or for bicycles left overnight at the school.

Food And Nutrition Services

Plumas Lake School District participates in the National School Lunch and Breakfast Programs through Food Services. Lunches are analyzed to ensure that meals meet the nutritional needs of students and the Dietary Guidelines for Americans (<https://health.gov/dietaryguidelines/2015/>).

Meal Prices in 2021-22:

Student Breakfast: \$0 Second Breakfast: \$2.00

Student Lunch: \$0 Second Lunch: \$3.00

Cafeteria Rules:

1. Backpacks should be in designated areas only, they are not permitted in the serving line.
2. Orderly and respectful behavior is expected in lines.
3. Students are to take one main entrée and choice of fruits / vegetables, milk and juice.
4. When in the Cafeteria, speak in soft voices.
5. Glass containers are not permitted.
6. Students and staff are expected to clean their space after eating.
7. Students are expected to exit the cafeteria when they have finished their meal.
8. Food may not be taken out of the cafeteria unless reporting to lunch detention.

Lost and Found

Students who find articles of clothing, books, wallets, backpacks, jewelry, personal items, etc. need to take them to the office. The items will be placed in "Lost & Found" to be reclaimed by their owners. At the end of the day, larger items will be taken to the Multipurpose Room and smaller items will be kept in the office. ***All unclaimed items will be donated to charity. The school is not responsible for lost or stolen items.***

Medication

Students are not permitted to bring prescription or over the counter medication to school without written doctor's approval on the appropriate form. If your child must take medication at school, a parent must come in and pick up an authorization form to be filled out by the doctor before medication can be administered. A parent should bring the medication to the school in its original labeled container with the physician's instructions for administering the medication along with the signed authorization form. The medication and/or reserve supply will be securely locked in the health office at all times.

Any self carried medication that needs to be kept on a student (ie: Inhalers, epi-pens) should indicate permission for self carry by Physician on the Medication Authorization Form. Student will be expected to act responsibly. No sharing between students will be permitted.

Library

We encourage all students to explore and use all of the library resources. We provide access to current, adequate, and appropriate information resources. The library includes a variety of materials which may include the following: print, video, audio, and online sources. When students need help, they are encouraged to ask the library staff.

Student Expectations in the Library

- Speak quietly and behave in a manner consistent with serious study.

- During class time, students must have a pass to use the library.
- Food, candy, and drinks are not allowed in the library.
- Enter the library in an orderly manner and lower your voice.
- All items removed from the library must be checked out.
- Respect the resources in the library, the library staff, and your peers.
- Obey all school and district rules and policies
- If you have an overdue book you cannot check out any library materials.
- ***Lost and damaged books are the responsibility of the student who checked the book(s) out.***

Textbook Policies

Students are advised to cover all textbooks to protect the books from dirt and damage. Any book checked out to a student becomes his or her responsibility along with their parent/ guardian. Do not leave books and other valuable unattended or in a classroom for danger of them being lost or stolen. Fees are placed on damaged books to provide replacement books.

Damage to book and lost books will include the following assessments:

Writing on a page	\$5.00
Writing or marks on the edges	\$5.00
Missing or damaged barcodes	\$5.00 minimum
Broken, bent, or damaged cover	\$10.00 minimum
Water damage (book is still usable)	1/2 the cost of book, minimum
Water damage (mold, unusable)	Replacement cost of the book
Lost Book	Replacement cost of the book

Payment for a lost book clears the student’s account and allows the student to continue to check out books.

Technology and Chromebook Policy

A district-owned Chromebook and district-managed online accounts are made available to students enrolled in the Plumas Lake Elementary School District (PLESD). Students and parents acknowledge that the Chromebook is the property of PLESD, and is intended for educational purposes while the student is enrolled in PLESD. If a student leaves PLESD, or at the request of school staff, the Chromebook will be returned immediately in good condition. Student and parent are responsible for the safe and appropriate operation of the chromebook, including, but not limited to, the expectations listed below:

1. The chromebook is to be used for educational purposes.
2. Chromebook is to be brought to school daily, fully charged, and ready to use. Students understand that they are responsible for the safe transport, storage, and working order of the Chromebook. Chromebooks may be taken home and to other locations outside of school hours, but students are responsible at all times for the care and appropriate use of the Chromebook.

3. Students and parents acknowledge that PLESD provides internet content filtering on the Chromebooks as per federal laws (CIPA). Parents understand that content filtering does not guarantee that all inappropriate content will be made inaccessible, and that students are expected to avoid inappropriate content and will not attempt to bypass the content filter in any way. Any issues with content filtering should be reported to school staff immediately.
4. Students will abide by the established rules at each school site and the Student Technology Acceptable Use Agreement.
5. Students may personalize their Chromebook for the purpose of easy identification, as long as any stickers, labels, or other identifying features are school appropriate, and can be removed easily.
6. Students will immediately report any malfunctions, damage, or loss of Chromebook (or the charger) to the appropriate staff member at their school.
7. Students and parents will make no attempt to repair the Chromebook.
8. Students will make no attempts, without permission from school staff, to load software or modify Chromebook operating systems. Chromebooks will be managed as needed by school staff and the PLESD Technology department.
9. Only the assigned student will operate the chromebook. The student will not give his/her password to any other person. The student is ultimately responsible for all material accessed and/or transmitted.
10. The student and parents accept full responsibility for the return of the chromebook in good condition at the end of their middle school career, or upon disenrolling or transferring out of the PLESD district, or immediately upon request by school staff.
11. Willful, malicious, or negligent damage to any part of the chromebook or charger could result in a removal of privileges, disciplinary action and/or financial charges to parents for the repairs and/or replacement cost of the chromebook or charger. These damages include, but are not limited to, physical damage and/or unauthorized alterations to the chromebook, attempts to destroy data of other users or the network, and the uploading or creation of computer viruses.
12. The student and parent/guardian will be held financially liable for the loss or theft of the chromebook and charger. **The replacement cost of the chromebook the first year is \$250, depreciating \$50/year. The replacement cost of the chromebook charger is \$30.** All financial obligations must be taken care of prior to the end of the school year. Failure to discharge any financial obligation may result in a hold being placed upon report cards, transcripts, or the transfer of records. Failure to honor financial obligations may also lead to loss of privileges for school-sponsored extracurricular events.

13. Parents may choose to purchase protection plan for the chromebook. The protection plan would cover the cost of the chromebook in the event of damage or theft. Please go to the district website at <http://www.plusd.org/Departments/Technology> , select “RSM Chromebook Initiative” located at the right side of the page, and then select the “Protection Plan” link. (<http://bit.ly/rsmprotect>)

14. Parent/guardian will monitor use of the chromebook, including e-mail, and Internet privileges outside of school hours.

15. Consequences for failure to abide by the terms of the contract (inappropriate use) may include one or more of the following, and will depend on the frequency and severity of incidents involving Chromebooks and other technology-related violations:

- *Parents contacted*
- *Meet with Principal/Assistant Principal*
- *Loss of use of chromebook at home*
- *Conference with parents and school admin team*
- *Loss of use of chromebook at school*

Illness AT SCHOOL

The school office staff is available during regular school hours for illness, injury, and validation of P.E. excuses. Students needing to go to the office must obtain a pass from their teacher. All health information should be updated annually.

ATTENDANCE AND BEHAVIOR

Campus Courtesy

Students are asked to show respect for their peers by:

1. Keeping corridors open to traffic by walking to the right and not blocking hallways by standing in groups.
2. Keeping to paved and/or designated walking paths (the exception being the athletic field).
3. Passing through corridors quietly, being considerate of others in the hallways and classrooms.
4. Discarding trash in the containers provided and keeping the school clean.
5. Avoiding being a distraction for other students from their academics. Students will keep voice levels low when moving through campus during class. Students will show respect for others by keeping noise and voice levels to those set as appropriate by teachers.

Cell Phones and Other Electronic Devices

Students are permitted to use cell phones before entering campus and after leaving campus only.

Students will not be allowed to use cell phones or other electronic devices non-essential to the classroom while on campus, this includes in the restrooms. The school day includes breaks, passing periods, and lunch. Cell phones will be turned off and will not visible during school hours. Phones sticking out of pockets will be considered visible. If a student violates these conditions, they must surrender their phone to staff when asked. Violators of this policy are subject to disciplinary consequences. **Riverside Meadows School is not responsible for any lost or stolen cell phones or other prohibited devices.**

IPODs, MP3 players, cameras, video cameras, video games, electronic toys, portable speakers or other electronic devices or games are **not** permitted at school. **The school will not be responsible for prohibited items that are lost or stolen.**

**Prohibited items that are confiscated, may require parent pick up.*

Closed Campus Policy

Riverside Meadows School has a “Closed Campus” policy. Students are expected to stay on campus once they arrive unless they have legal permission to leave. Permission to leave is obtained through the Office.

Visitors

All visitors must enter through the office, sign in, and receive a visitor’s badge. Parents/guardians are welcome to visit the school; however, appointments are preferred when wanting to confer with your child’s teacher(s). **We do not issue any student visitor passes.** Any exception to this must have administrative approval. Parents wishing to visit a classroom must provide 24-hour notice to administration prior to the observation.

Attendance

Absences:

Absences must be called in on the day the student is absent or a note must be sent to school when they return. Absences that are not cleared within 48 hours will be coded as unexcused and the student will be considered truant.

How to Clear Absences:

To clear an absence, parents may call the attendance office, email the attendance clerk or write a note.

Notes must include:

- The student's name
- Date(s) of absence
- Reason for absence
- A telephone number where the parent can be reached to verify the note
- Parent/guardian signature

Excessive Absences

Students are required to attend school on a regular basis. Students with excessive unexcused absenteeism will be reported to the School Attendance Review Board (SARB). Students who miss 10 or more days of school in a school year due to illness may be required to provide verification of future illnesses from a doctor in order for that illness to be excused.

Classification of Absences (Ed Code 48260, 48261, 48262)

- **Excused:** Illness, medical or dental appointments, death in the immediate family
- **School Approved:** Field Trips
- **Unexcused:** Truancy, flat tires, running out of gas, missing the bus, oversleeping, suspension, and vacations

Early Dismissals & Leave of Grounds

Parents are required to show ID and sign students out when picking their child up early. In addition, they must call one hour ahead or write a note asking that the student be released from school early. The note should include all of the information used to clear an absence (student's name, Date and time student needs to be excused and expected date/time of return, parent/guardian phone number, and parent/guardian signature). Notes should be brought to the office before school.

Only adults listed on the student's enrollment form or emergency contacts will be allowed to sign out a student. Adults picking up and signing out students early should be prepared to show ID.

Tardy Policy

All students are expected to be in their classroom ready to work when the bell rings. Being Tardy to class disrupts the instructional program. Students need to know the importance of not interrupting the other students in class. Students need to know the standards of behavior expected and need to accept the responsibility for their own actions. Teachers are prepared to progressively work with students, parents, and if necessary the administrative team for students violating the tardy policy.

Tardy to School

If a student arrives after school is in session, the student must go directly to the office for a tardy slip. The only approved tardiness is the same as those listed above under excused absences.

Class Tardiness

Students entering the classroom after the tardy bell, with an appropriate pass, will be admitted to class without penalty.

Consequences for unexcused tardiness is at the teacher’s discretion but may result in the following:

1st tardy: Teacher warning

2nd tardy: Teacher warning/parent notification

3rd tardy: Detention/parent notification

4th tardy: Detention/parent notification

Virtual Program Attendance:

Live Session attendance is essential for students participating in the River Oaks Virtual Academy(R.O.V.A.). Students will log-in to their daily classes on time, with their cameras on and directed at their faces. Students choosing to participate in the hybrid program option of R.O.V.A. will be held to the same attendance and punctuality standards of their Riverside Meadows classmates when attending afternoon classes at Riverside Meadows. Failure to maintain regular attendance and/or communication with our attendance clerks will result in truanancies, just as with in-person class absences and tardies.

Consequences for Truancy

1st & 2nd unexcused/truant absence	Warning
3rd unexcused/truant absence	Attendance Letter #1 mailed
4th & 5th unexcused/truant absence	Truancy assignment
6th unexcused/truant absence	Student classified as habitual truant. Attendance Letter #2 mailed. Required parent meeting with administration and attendance contract created.
7th & 8th unexcused/truant absence	Truancy assignment Phone calls home to discuss attendance contract.
9th unexcused/truant absence	Student classified as chronic truant. Referral to county SARB board

Super Saturday Enrichment Academy

Students with one or more absences may restore, or make-up, their absence by attending one or more Saturday Enrichment Academies. Prior parent authorization is required for students to attend one of the Saturday Enrichment Academies offered by Riverside Meadows. Students with no absences may also sign up to attend Super Saturday Enrichment Academies, once a minimum number of students with absences have signed up.

Extended Absences Due to Vacation

Plumas Lake Elementary School District firmly believes that a strong home and school partnership will help our students achieve in a positive and effective academic environment. Your assistance is critical in ensuring that your child misses as little school as possible. There is great academic value in students being present in class, in hearing lessons and explanations from teachers, and in discussing subjects with other students. While there may be instances when extenuating circumstances require you to pull your student out of school, please make every effort to plan any family vacations during the summer or holiday breaks.

Because California Education Code defines family vacations as unexcused absences, teachers may elect to provide make-up work for the student, though they are not required to do so. In the event that students have two or more concurrent weeks of unexcused absences, they will be dropped from Riverside Meadows Intermediate School and will need to re-enroll upon their return.

EXTRACURRICULAR ACTIVITIES & ASSEMBLIES

Assemblies

Assemblies are a part of the school program. They help promote school spirit, develop leadership and talent, and give the student body entertainment with educational value. Student conduct is of the greatest importance in assemblies and rallies. **Students will be expected to support the performers, to always respond in a positive manner, and encourage the other students in the audience.** Students are expected to enter the room respectfully, orderly, and sit in designated areas with their teacher.

Assembly Rules of Conduct:

- Courteous and respectful at all times to anyone appearing before the student body.
- Enter the building respectfully and with your teacher.
- No talking once the program has begun except for appropriate i.e. laughter or response to the speaker.
- Students are to remain seated until dismissed.
- Inappropriate behavior during an assembly will result in immediate removal, disciplinary consequence, and the loss of participation in future assemblies or rallies.

Extracurricular Activities

To participate in school sponsored activities at Riverside Meadows, a student must:

- Maintain a 2.0 GPA with no Fs.
- Maintain satisfactory citizenship
- Meet behavior eligibility criteria
- Have no un-served detentions
- Has not served or been assigned any suspension during the trimester of the activity
- Not have any overdue library materials or unpaid fines.

School Dances

The following is a list of requirements and expectations for attending dances at Riverside Meadows. Attendance at school dances requires that both the student and the student's parent or legal guardian sign the dance permission form.

Prior to the Dance:

- The Dance Permission Form and Grade Check must be signed and returned to school prior to being eligible to purchase a ticket.
- Students will not be able to enter the dance without a ticket.
- Students whose name appears on the No Activities List will not be allowed to purchase a dance ticket.
- If a student is added to the No Activities List after purchasing a dance ticket, their money will be refunded and he/she will not be allowed to attend.

During and After the Dance:

- Students will be Polite and Respectful.
- Students will dance appropriately.
- Dances are open to Riverside Meadows students only.
- Students must enter the dance within 30 minutes of the dance start time and are to remain at the dance until the ending time of the dance; unless other arrangements have been made.
- Parents are welcome to accompany their child to the dances. Parents may volunteer as chaperones, ticket takers, and general supervision.
- Backpacks, Duffels, and other large bags are not permitted at dances.
- ***All school rules, including those regarding Dress Code, Cell Phones, and other electronic devices are in effect during the dance.***

Students who violate any of the Dance or Discipline rules may be excluded from future dances and placed on the No-Activities list.

8th Grade Promotion Activities

Below are the requirements that 8th Grade students must meet in order to participate in end-of-the-year activities. The three major activities are the **End of Year Field Trip, 8th Grade Fun Night, and Promotion Ceremony**. Riverside Meadows will strictly enforce the criteria, so please read carefully to avoid any confusion at the end of the school year.

--End of Year Field Trip/8th Gr. Fun Night--

Step 1 Conduct and Behavior	Step 2 Attendance	Step 3 Academics
<ul style="list-style-type: none"> <input type="checkbox"/> <u>No home suspensions</u> for 3rd trimester <input type="checkbox"/> No unserved or pending detentions <input type="checkbox"/> All school fees must be paid 	<ul style="list-style-type: none"> <input type="checkbox"/> Student must attend a minimum of 85% of the trimester <input type="checkbox"/> No more than 5 unexcused class tardies 	<ul style="list-style-type: none"> <input type="checkbox"/> No Fs for final grade reporting <input type="checkbox"/> 2.0 GPA or greater for final grades <input type="checkbox"/> All library books turned in

--Promotion Ceremony--

Step 1 Conduct and Behavior	Step 2 Attendance	Step 3 Academics
<ul style="list-style-type: none"> <input type="checkbox"/> <u>No more than 1 day home suspension</u> for 3rd trimester <input type="checkbox"/> No more than 2 disciplinary referrals for 3rd trimester <input type="checkbox"/> No unserved or pending detentions <input type="checkbox"/> All school fees must be paid 	<ul style="list-style-type: none"> <input type="checkbox"/> Student must attend a minimum of 85% of the trimester <input type="checkbox"/> No more than 5 unexcused class tardies 	<ul style="list-style-type: none"> <input type="checkbox"/> No Fs for final grade reporting <input type="checkbox"/> 2.0 GPA or greater for final grades <input type="checkbox"/> All library books turned in

No-Activities List

A No-Activities list is kept at Riverside Meadows to reinforce our expectations that all students behave responsibly and respectfully. If a student does not meet the academic or citizenship criteria for participation in school-sponsored activities, he/she will be placed on the No-Activities List until the student's academics and/or citizenship improves. *A student may not participate in any extra-curricular school activities, including sports, when placed on the No-Activities list.*

DISCIPLINE

Graffiti/Vandalism

Graffiti and Vandalism includes tagging, destroying or otherwise marking on any school property (including inside the restrooms) and is strictly prohibited. Violators are subject to disciplinary action that may include suspension or recommendation for expulsion, as well as possible criminal charges. Parent(s) / guardian(s) and the student will be charged for any costs related to the repair and / or cleanup of any damage caused by their child.

Detention

As a disciplinary consequence, detention may be assigned to students. Detention may be held during the following times:

- Lunch: Restorative Student Support sessions.
- After School 3:00 – 3:30: only by individual teacher request; they may choose to issue detention in their rooms with Parent Permission

Behavioral Expectations During Detention

Students will:

- Maintain silence in Detention unless otherwise directed by supervising staff.
- Not disrupt class
- Stay on task
- Keep heads up and sit forward

Being removed from detention may result in further disciplinary action.

Campus Beautification & Community Service:

Campus beautification may be assigned by an administrator or teacher to any student for minor infractions and in lieu of detention or other disciplinary consequences. The student will generally work with our custodial staff to assist in keeping the grounds or cafeteria clean. Campus beautification may be assigned during lunchtime or after school with Parent Permission.

Tobacco Free Campus

Riverside Meadows and all schools within the Plumas Lake Elementary School District are tobacco free campuses. Tobacco use by school staff, students, parents, and visitors is strictly prohibited. Included is the possession or use of tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, E – Cigarettes and other forms of Electronic Vaporizers (e.g. Juuls).

Dress Code & Grooming Guidelines

The Plumas Lake School District has the responsibility to establish and maintain appropriate standards of dress that support a positive, appropriate, and safe learning and teaching environment. The purpose of a dress code is to facilitate education, not to inhibit any person's taste in attire or appearance.

Students should be:

- Clean
- Wearing clothing that is considered decent and not hazardous to the health and safety of themselves or others.
- No articles of clothing or school materials, including hats, backpacks, book covers, and binders, may have pictures, printing, or writing that is gang affiliated, crude, vulgar, profane, include any form of slur or de-humanizing language, sexually suggestive, racially, ethnically, or religiously intolerant. Nor shall those articles promote violence, the use of drugs or alcohol, or which in the opinion of Riverside Meadows School administration, is disruptive to the learning environment.

The School reserves the right to determine and enforce this dress code and to determine what constitutes a violation.

Please Note: It is important to recognize that the dress code changes as new information is gathered as to specific meanings or if disruption on campus occurs because of a specific symbol, color combination, logo, etc. Parents and students will be made aware of these changes as they occur; compliance with them is essential. The school reserves the right to determine and enforce this dress code change after 6 months of notifying parents and students.

SUSPENSIONS AND EXPULSIONS

Preventing Suspension and Expulsion

As previously stated in this handbook, Riverside Meadows School and Plumas Lake Elementary School District will not tolerate any student causing physical injury to another person, bringing a weapon to school, or selling drugs. Any of these actions *may* result in the student being suspended from school and potentially will be recommended for expulsion from the school district. Other serious violations of the school rules such as chronically disrupting classes or defying the valid authority of school officials can also lead to suspension and expulsion.

Class Suspension

If a teacher deems a student's behavior to be unsafe, excessively disruptive, or disrespectful, they may assign Class Suspension. When this occurs the student is not permitted to return to that class until the completion of the set duration of suspension. The teacher assigning a Class Suspension will contact parents and inform them of the incident and consequence. Students on class suspension will report to the Administration for the class period.

In School Suspension

On occasion the Administration may find it prudent to assign in-school suspension. In this instance the student reports to the Administration at the start of the school day and will remain there throughout the duration of the school day(s) the suspension was assigned.

Home Suspension

When a student violates the Riverside Meadows School discipline code and commits an offense listed in Sections 48900 or 48915 of the California Education Code, he/she *may* be subject to suspension from school for a period of

up to five days. When suspended from school, the student is not allowed to be on or about any campus of the Plumas Lake Elementary School District for any reason. This includes school-sponsored events such as sporting events, dances, and parent nights.

Expulsion

For extremely serious violations of the California Education Code, students may be expelled from Riverside Meadows School and the Plumas Lake Elementary School District for a period up to one year.

The law *requires* the administration at Riverside Meadows School to **recommend expulsion** for students under the following circumstances outlined in the **California Education Code, Section 48915**:

- Causing serious physical injury to another person, except in self-defense.¹
- Possession of a knife, or other dangerous object of no reasonable use to the pupil at school.
- Unlawful possession of any controlled substance except for the first-time offense for the possession of not more than one ounce (by weight) of marijuana, other than concentrated cannabis.
- Robbery or extortion
- Assault or battery upon a school official

In addition, the following violations outlined in the California Education Code, **Section 48915**, require **mandatory expulsion from Riverside Meadows School and Plumas Lake Elementary School District**:

- Possessing, selling, or otherwise furnishing a firearm (verified by an employee of the school district.)
- Brandishing a knife at another person
- unlawfully selling a controlled substance
- Committing or attempting to commit a sexual assault or sexual battery as defined in the California Penal Code
- Possession of an explosive

Students and parents are advised that in order to maintain a safe and violence-free environment, no student should hit, shove, or otherwise assault another student for any reason. If a student is hit by another student, they should immediately leave the area and seek help from a teacher or other staff member.

Disciplinary Consequences for Behavioral Violations and Categorical Interventions

The following disciplinary consequences may be assigned to students. California Education Code Section 48900 (r) states that a pupil *may* be suspended or expelled for acts that are related to school activity or attendance that occur at any time, including, but not limited to, any of the following:

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

Disciplinary infractions have been broken into three categories.

- Category 1 is for minor infractions that are usually addressed with basic interventions, though could be more serious depending on circumstances.
- Category 2 is for more serious infractions that could be grounds for suspension.
- Category 3 is for extreme infractions that could be grounds for expulsion.

¹ Please note: The force used in self-defense may be sufficient for protection from apparent harm (not just an empty verbal threat) or to halt any danger from attack, but *cannot be an excuse to continue the attack or use excessive force*.

CA Ed Code		Category 1	Category 2	Category 3
	Arson/Fire/Combustibles			
48900(b) 48915(a2)	Possession, use, or sale of explosives or fireworks.		X	
	Attacks/Threats/Fighting			
48900 (a1)	Caused, attempted to cause, or threatened to cause physical injury to another person	X		
48900 (a1)	Mutual fight between 2 students	X		
48900(a2)	Willfully used force or violence upon the person of another, except in self defense		X	
48915(a1)	Causing serious physical injury to another person			X
48900(a,k)	Threatening or attempting to incite a fight or riot	X		
48900(q)	Hazing		X	
48900.3	Hate violence: Threatening or attempting to cause, or participating in an act of hate violence defined as willfully interfering with or threatening another person's personal or property rights because of race, ethnicity, national origin, religion, or sexual orientation. Speech that threatens violence, when the perpetrator has the apparent ability to carry out the threat, may be considered an act of hate violence.			X
	Attacks/Threats/Fighting Continued			
48900.2	Sexual Harassment including (but not limited to) unwelcome sexual advances, requests for sexual favors, and or visual, verbal, or physical conduct of a sexual nature		X	
48900(n) 48915(c4)	Committed or attempted to commit a sexual assault or battery			X
48900.4	Threatening to cause harm to a school employee		X	
48900.4	Terrorist threats against school personnel or property			X
48915(c2) ²	Brandishing a knife or other sharp object at another person			X
	Attendance			
48260 48262	Absent from school without valid excuse (truant)	X		
48900(k)	Failure to remain in class or designated area	X		
48900(k)	Entering a building that is unsupervised	X		
48900(k)	Failure to remain on campus during the school day.	X		

² Violation of California Education Code 48915 requires a District Expulsion Hearing

48900(k)	Student who arrives on any PLESD campus without administrative approval while serving home suspension		X	
Dangerous Substances				
48900(c) 48915(c) ¹	Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance, alcoholic beverage, or an intoxicant of any kind	X		
48900(d)	Unlawfully offered, arranged, or negotiated to sell any controlled substance, an alcoholic beverage, or an intoxicant of any kind.		X	
48900(j)	Unlawfully possessed or otherwise offered, arranged, or negotiated to sell any drug or tobacco paraphernalia		X	
48900(p)	Offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma		X	
48900(h)	Possession of, or use of, tobacco or any products containing tobacco or nicotine	X		
	Possession of any drug or tobacco paraphernalia including but not limited to pipes, e-cigarettes, vape devices, rolling papers, etc.	X		

Disrespect/Insubordination				
48900(f)	Vandalism, caused or attempted to cause damage to private or school property	X		
48900(o)	Harassed, threatened, or intimidated a pupil who is a complaining witness, or witness in a school disciplinary proceeding, for the purpose of preventing that pupil from being a witness or retaliating against that pupil for being a witness		X	
48900(a1, k)	Hard looks (mugging, mad-dogging) another person in a threatening or challenging way	X		
48900(k)	Littering	X		
48900(i)	Possession of obscene, demeaning, or racially inappropriate materials	X		
48900(i)	Swearing, writing, gestures and/or the use of obscene language directed towards another person	X		
48900(i)	Committing an obscene or vulgar act.		X	
48900(g)	Theft, attempted theft, or extortion		X	
48900(l)	Knowingly received stolen school property or private property		X	
48900(k)	Failure to follow staff directive	X		
48900(k)	Willful defiance of school rules and/or staff	X		
48900(k)	Disruptive behavior in class, "buddy class," or time-out room	X		
	Failure to correctly identify self to staff member	X		
48900(k)	Failure to serve detention	X		
48900(k)	Public Displays of affection	X		

48900(k)	Rumor spreading, play fighting, and other negative or derisive social behaviors	X		
Personal Health				
48900(k)	Dress Code violation, vulgarity on clothing, inappropriate appearance	X		
48900(i,k)	Display of bare parts of the body that, according to the standards of the individual's surroundings, would otherwise be covered by clothes	X		
48900(i,k)	"Pants-ing" another student	X		

Possession of inappropriate items				
48900(k)	Possession or use of Audio/Video equipment such as cameras and electronic games at inappropriate times.	X		
48900(k)	Possession of gambling objects such as dice, cards, dominoes	X		
48900(k)	Possession of articles denoting Gang Affiliation	X		
48900(k)	Possession of Stink bombs, Pacifiers, Water Pistols, Water Balloons, Laser Pointers	X		
48900(k)	Spray Paint and/or oversized markers		X	
48900(b) 48915(a2) ¹	Possession of, sales or, or otherwise furnishing any firearm, knife, explosive, or other dangerous object.			X
48900(b)	Possession of a knife, spike, or other dangerous object of no reasonable use to the student		X	
48900(m)	Possession of an imitation or look-alike firearm that is similar in properties to an existing firearm as to lead a reasonable person to conclude the replica is a firearm		X	
48915(c1) ¹	Possession, selling, or otherwise furnishing a firearm.			X
Academic Integrity and Other				
48900(k)	Cheating/Plagiarism	X		
48900(f,g,k)	Changing a grade in a teacher's computer or gradebook		X	
48900(k)	Forgery or falsification of signature or voice		X	
48900(k)	Accessing inappropriate websites, violating the acceptable use of technology policy	X		
48900(k)	Gambling	X		

Restorative Practices in Plumas Lake Elementary School District

PLESD has adopted Restorative Practices as a key element of its social emotional educational system. Restorative practices are a framework and mindset for addressing community issues and interests in a way that removes shame and blame. Much of Restorative Practices are proactive, intentionally creating an equitable and supportive environment. In instances where relationships or community expectations are violated, restorative practices provide a framework for restoring damaged relationships. Students and staff may be asked to complete incident specific projects or to participate in a Restorative Conference to address community issues within our school.