

# STUDENT HANDBOOK

*“Home of the Warriors”*

2017-2018



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145 N. Lincoln Way Galt, CA 95632

209-745-3081 209-745-3936 (fax)

Website: <http://ghs.ghsd.k12.ca.us>

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# THE MISSION OF GALT HIGH SCHOOL

Galt High School strives to provide a safe and comfortable environment where all students can maximize their own personal potential through rigorous exploration of a variety of pathways to college and career readiness.

- **Rigorous Learning and High Expectations for All Learners**
  - All students achieve a Lexile of 1300 by graduation and make gains of 200 Lexile points annually.
- **College and Career Readiness for all.**
  - Increase percentage of four-year cohort students who complete A-G requirements and complete at least one Career Technical Education (CTE) pathway.
- **Transparent Communication and Engagement of All Stakeholders**
- **Safe, Healthy, and Supportive/Work Environment for All**

This school district does not accept any form of discrimination, harassment, intimidation, or bullying, based on actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, political affiliation, marital or parental status, mental or physical disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other basis protected by federal, state or local law, ordinance or regulation, in its educational program(s) or employment. No person shall be denied employment solely because of any impairment which is unrelated to the ability to engage in activities involved in the position(s) or program for which application has been made. If you need a reasonable accommodation to participate in the hiring process, Galt Joint Union High School District will provide you with one upon notice. Direct any complaints to: Dr. Elizabeth Kaufman, Superintendent, 12945 Marengo Rd, Galt CA, (209) 745-0249.

## *Schoolwide Learner Outcomes (SLO's)*

- W-** Warrior Pride
- A-** Accountability
- R-** Risk Taking
- R-** Responsibility
- I-** Individuality
- O-** Opportunity
- R-** Realize Potential
- S-** Strive

## ALMA MATER

Galt our Alma Mater  
To thee our voices ring  
To praise your mighty spirit  
And the triumph you bring.

Our hearts grow warm with 'membrance  
When'er your name does sound.  
Your halls have held our happiness  
From them our joys resound.

The victories we've won.  
The friends that we have made  
The mem'ries of those joyous days  
Will never ever fade.  
All hail! All hail! All hail!

## **GALT HIGH SCHOOL LEADERSHIP**

### **ADMINISTRATION**

		<b>Extension</b>	<b>E-mail</b>
Principal	Kellie Beck	2015	<a href="mailto:kbeck@ghsd.k12.ca.us">kbeck@ghsd.k12.ca.us</a>
Assistant Principal	Robert Lemmon	2004	<a href="mailto:rlemmon@ghsd.k12.ca.us">rlemmon@ghsd.k12.ca.us</a>
Assistant Principal	Alan Posey	2003	<a href="mailto:aposey@ghsd.k12.ca.us">aposey@ghsd.k12.ca.us</a>

### **ADMINISTRATIVE OFFICE**

		<b>Extension</b>	<b>E-mail</b>
Administrative Assistant II	Imelda Arbizu	2014	<a href="mailto:iarbizu@ghsd.k12.ca.us">iarbizu@ghsd.k12.ca.us</a>
ASB/AP Admin. Assistant I	Carmen Gallegos	2016	<a href="mailto:cgallegos@ghsd.k12.ca.us">cgallegos@ghsd.k12.ca.us</a>
Attendance	Isabel Flores	2013	<a href="mailto:iflores@ghsd.k12.ca.us">iflores@ghsd.k12.ca.us</a>
Library	Beth Siegalkoff	2031	<a href="mailto:bsiegalkoff@ghsd.k12.ca.us">bsiegalkoff@ghsd.k12.ca.us</a>
Registrar	Lucia Ocampo	2021	<a href="mailto:locampo@ghsd.k12.ca.us">locampo@ghsd.k12.ca.us</a>
Resource Officer	Vacant	2017	

### **ATHLETIC DIRECTOR**

Nicole Silvey	2103	<a href="mailto:nsilvey@ghsd.k12.ca.us">nsilvey@ghsd.k12.ca.us</a>
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### **ACTIVITIES DIRECTORS**

Amanda Baer	3116	<a href="mailto:anikolai@ghsd.k12.ca.us">anikolai@ghsd.k12.ca.us</a>
Thiriza Messersmith	3117	<a href="mailto:tmessersmith@ghsd.k12.ca.us">tmessersmith@ghsd.k12.ca.us</a>

### **GUIDANCE OFFICE**

		<b>Extension</b>	<b>E-mail</b>
Student Counselor	Rosario Emperador	2020	<a href="mailto:remperador@ghsd.k12.ca.us">remperador@ghsd.k12.ca.us</a>
Student Counselor	Monica Sowards	2018	<a href="mailto:msowards@ghsd.k12.ca.us">msowards@ghsd.k12.ca.us</a>
College & Career Counselor	Jocelyn Chavez	2010	<a href="mailto:jchavez@ghsd.k12.ca.us">jchavez@ghsd.k12.ca.us</a>
Migrant Education	Ivette Valle	2024	<a href="mailto:yvalle@ghsd.k12.ca.us">yvalle@ghsd.k12.ca.us</a>
Student Guidance Technician	Lorena German		<a href="mailto:lgerman@ghsd.k12.ca.us">lgerman@ghsd.k12.ca.us</a>

### **STUDENT SERVICES OFFICE**

		<b>Extension</b>	<b>E-mail</b>
Student Services Director	Teri Brown	745-4250	<a href="mailto:tbrown@ghsd.k12.ca.us">tbrown@ghsd.k12.ca.us</a>
Administrative Assistant II	Margarita Blumberg	745-4250	<a href="mailto:mblumberg@ghsd.k12.ca.us">mblumberg@ghsd.k12.ca.us</a>
Program Coordinator II	Sonya Powaser	744-4250 x 6163	<a href="mailto:spowaser@ghsd.k12.ca.us">spowaser@ghsd.k12.ca.us</a>
School Psychologist	Noelle Dumont	745-3081 x 2002	<a href="mailto:ndumont@ghsd.k12.ca.us">ndumont@ghsd.k12.ca.us</a>
District Nurse	Darla Plant	745-3081	<a href="mailto:dplant@ghsd.k12.ca.us">dplant@ghsd.k12.ca.us</a>
		Ext. 2049/2051	

### **TELEPHONE NUMBERS**

Agriculture	745-3430
Attendance	745-3084
Cafeteria	744-5480 or 745-9532
Counseling	745-3083
Counseling Fax	745-3936
Counseling, Registrar	744-5451
Estrellita Campus	745-2167
Galt High District Office	745-3061
Galt High District Superintendent	745-0249
Liberty Ranch High School	744-4250
Principal's Office	745-9744
Registrar (School Records)	744-5451
School	745-3081
School Fax	745-3936
Student Services/Special Ed.	744-5498 or 745-4250 x6136
Transportation	745-1059

## Galt High School Faculty

### **Instructors**

Gayle Alvarado  
Michelle Antrobus  
Alex Bauer  
Brooke Beckett  
Berlin, Bridgett  
Oscar Corona  
Debra Crane  
Jana Din  
Steve Duncan B  
Jessica Farnham  
Elmira Fowler  
Corryn Hafner  
Donna Hartje  
Franki Hernandez  
Jessica Hill  
Peter Hoang  
JessaLee Goehring  
Jonathon Jonas  
Jason Lopez  
Karina Mendez  
Thiriza Messersmith  
Leslie Myers  
Amanda Nikolai  
Tamara Ninke  
James Nunes  
Phil Petersen  
Donald Phenix  
Megan Piper  
Cheryl Reece  
Mark Rindal  
Julie Rose  
Jinelle Sabir  
Mini Sathyadas  
Derek Silva  
Matthew Silva  
Nicole Silvey  
Carlina Stewart  
David Simperman  
Kevin Tarrant  
Mary Theisen  
Mirka Thompson  
Katie Titus  
Carli Walden  
Doug Ward  
Dane White  
Carl Wright

### **Department**

Math  
H.E.A.L.S.  
Social Science  
Engineering /Computer Science  
World Language  
Science  
Work Experience/Engineering  
H.E.A.L.S.  
SPED  
Science  
Math  
VAPA  
H.E.A.L.S./Math  
World Language  
World Language  
Math  
Agriculture  
English  
Science  
World Language  
Social Science  
SPED  
English  
English  
VAPA  
English  
Social Science  
Social Science  
Agriculture  
Math  
SPED  
Physical Education  
SPED  
Agriculture  
Physical Education  
Social Science  
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Physical Education  
VAPA  
SPED  
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Math  
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[cwright@ghsd.k12.ca.us](mailto:cwright@ghsd.k12.ca.us)

# Bell Schedules

## Regular Day

Period	Times
Period 1:	8:00 - 9:30
Passing:	9:30 - 9:40
Period 2:	9:40 - 11:10
LUNCH	11:10 - 11:40
Passing	11:40 - 11:50
Period 3:	11:50 - 1:20
Passing:	1:20 - 1:30
Period 4:	1:30 - 3:00

## Collaboration Day

Period	Times
Period 1:	8:00 - 9:15
Passing:	9:15 - 9:25
Period 2:	9:25 - 10:40
Passing	10:40 - 10:50
Period 3:	10:50 - 12:05
LUNCH	12:05 - 12:35
Passing:	12:35 - 12:45
Period 4:	12:45 - 2:00
Collaboration	2:10 - 3:10

## Minimum Day

Period	Times
Period 1:	8:00 - 9:00
Passing:	9:00 - 9:10
Period 2:	9:10 - 10:05
Passing	10:05 - 10:15
Period 3:	10:15 - 11:10
Passing:	11:10 - 11:20
Period 4:	11:20 - 12:15
Lunch (Teachers)	12:15 - 12:50
District Collaboration	12:50 - 3:10

## GHS Rally Day

Period	Times
Period 1:	8:00 - 9:20
Passing:	9:20 - 9:30
Period 2:	9:30 - 10:50
RALLY	10:50 - 11:30
LUNCH	11:30 - 12:00
Passing	12:00 - 12:10
Period 3	12:10 - 1:30
Passing	1:30 - 1:40
Period 4:	1:40 - 3:00



Board Approved June 14, 2016

# 2017-2018 FINAL EXAM SCHEDULE

**January 10, 2018 & June 4, 2018**

Finals Day #1 - "A" & "B" Day Schedule

Day #1	Period 1	Passing	Period 2	Passing	Period 3	Passing	Period 4
A	8:00 -8:28	Break 9:01 – 9:11	9:11 – 9:39	Break 10:12-10:22	10:22 -10:50	Break 11:23 – 11:33	11:33 -12:01
Passing	8:28 -8:33		9:39 – 9:44		10:50 -10:55		12:01 – 12:06
B	8:33 – 9:01		9:44 – 10:12		10:55 – 11:23		11:55 - 12:35

**January 11, 2018 & June 5, 2018**

Finals Day #2 – "A" Day Schedule

<b>Period 1 (A)</b> 8:00-9:00	<b>Passing</b> <b>Break</b> 9:00-9:10	<b>Period 2 (A)</b> 9:10-10:10	<b>Passing</b> <b>Break</b> 10:10-10:25	<b>Period 3 (A)</b> 10:25-11:25	<b>Passing</b> <b>Break</b> 11:25-11:35	<b>Period 4 (A)</b> 11:35-12:35
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**January 12, 2018 & June 6, 2018**

Finals Day #3 – "B" Day Schedule

<b>Period 1 (B)</b> 8:00-9:00	<b>Passing</b> <b>Break</b> 9:00-9:10	<b>Period 2 (B)</b> 9:10-10:10	<b>Passing</b> <b>Break</b> 10:10-10:25	<b>Period 3 (B)</b> 10:25-11:25	<b>Passing</b> <b>Break</b> 11:25-11:35	<b>Period 4 (B)</b> 11:35-12:35
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# **Galt Joint Union High School District Graduation Requirements**

## **A. GENERAL REQUIREMENTS:**

1. **Minimum Competency Requirements and Demonstration of Competency and Success:**
  - a. Acquiring the specified number of credits
  - b. Successfully completing all prescribed courses
2. **A minimum of two hundred twenty (220) term credits must be earned.**
3. **A student shall have earned no fewer than 50 term credits per year in each of the first three academic years of high school in order to be considered as progressing satisfactorily toward meeting the minimum competency requirements for high school graduation.**

## **B. SPECIFIC REQUIREMENTS:**

1. **ENGLISH - 40 credits**
  - a. English 9 or equivalent 10 credits
  - b. English 10 or equivalent 10 credits
  - c. English 11 or equivalent 10 credits
  - d. English 12 or equivalent 10 credits
2. **SOCIAL STUDIES - 30 credits**
  - a. 10 credits of World History
  - b. 10 credits of U.S. History
  - c. 5 credits of American Government
  - d. 5 credits of Economics
3. **MATHEMATICS - 20 credits**

Integrated Math I or Algebra I is the minimum math requirement for graduation.
4. **SCIENCE - 20 credits**








Must include 10 credits of a Biological Science and 10 credits of a Physical Science
5. **PHYSICAL EDUCATION - 20 credits**

All freshmen are required to take physical education. Students will be required to take physical education sophomore year if they didn't pass 5 of the 6 state physical fitness standards their freshman year.
6. **WORLD LANGUAGE OR VISUAL & PERFORMING ARTS (VAPA)- 10 credits**

Students must earn a total of 10 credits from courses offered by the World Language or VAPA Departments.
7. **HEALTH - 5 credits** (Note: For the class of 2018 and 2019, Health was included in the PE 9 curriculum)
8. **ELECTIVES - 75 credits** (Note: For the class of 2018 and 2019, the Elective requirement is 80 credits)

**NOTE: Any senior in jeopardy of failing core classes during the final term and not graduating WILL not be allowed to participate in senior activities. These include, but are not limited to senior trip, senior BBQ, senior breakfast, senior dinner, and senior sunset.**

Please consult the Course Catalog and your counselor for specific classes that meet these requirements.

SUBJECT AREA	UC/CSU "A-G" REQUIREMENTS (Must complete course with a C or better each sem.)
<div style="text-align: center;">   <b>History</b> </div>	2 years of History: - 1 year of World History - 1 year of US History
<div style="text-align: center;">   <b>English</b> </div>	4 years required - English 9, 10,11, 12
<div style="text-align: center;">   <b>Math</b> </div>	3 years required ( <i>UC = 4 years are recommended</i> ) - Starting with Algebra 1 or Integrated Math 1
<div style="text-align: center;">   <b>Science</b> </div>	2 years of lab science ( <i>3 years are recommended</i> ) - 1 year of physical science - 1 year of life science
<div style="text-align: center;">   <b>Language other than English</b> </div>	2 years required of the <b>same</b> Language Other than English ( <i>UC = 3 years are recommended</i> )
<div style="text-align: center;">   <b>Visual &amp; Performing Arts</b> </div>	1 year of the same Visual and Performing Arts course
<div style="text-align: center;">   <b>College Prep Electives</b> </div>	1 year of College Preparatory Elective
<b>Test Requirements</b>	<b>CSU:</b> SAT or ACT <b>UC:</b> ACT plus writing or SAT with writing - <i>SAT Subject Exams may be recommended by the UC campus you are applying to</i>

## NCAA ATHLETIC ELIGIBILITY

Parents and students are to refer to the Galt High School course catalog for information regarding required courses for college athletic eligibility.

### Class Schedules

1. Approximately one week prior to the first day of school, students will receive their class schedules during the School Business Days.
2. Students are not allowed to request a course change after the first day of school.
3. Dropping a yearlong course at the semester is discouraged, however, due to extenuating circumstances, if a student withdraws from a course after the first 4 class meetings of either term, the student will receive an F grade for the course.

### Teacher/Parent Conference

1. Parent/guardian calls the Guidance Technician, (209) 745-3081 to set-up a parent conference with a teacher.

### Independent Study

1. This is a voluntary alternative learning strategy (EC 51747) for students who may need a different educational setting than comprehensive or continuation high school. This program is also for students who have special circumstances, which require they attend school through an independent study program.
2. Students and parents sign a contract with the commitment for the student to complete a minimum of 1.5 credits per week and attend class at least one hour a week.
3. Procedure for enrolling Independent Study:
  - a) Parent completes an application for enrollment in Independent Study with supporting documentation for enrollment for this program.
  - b) Counselor attaches to the application a transcript, a cum record review, and any pertinent discipline and attendance records.
  - c) Site Team reviews records and a recommendation is made and approved.
  - e) Student dis-enrolls from their school of residence and enrolls in Independent Study.
  - f) Students can return to their school of residence at the end of each term.

### Short Term Independent Study

1. Short term independent study is offered for up to five consecutive days in a school year.
2. Student is absent ten or more consecutive days will be dis-enrolled.
3. Students requesting independent study are required to submit a letter from parent/guardian explaining duration and reason for absence to attendance clerk no later than two weeks before departure.
4. All work is due to the teacher on the date of return.

**Home/Hospital Instruction:** Home/hospital instruction for students with temporary medical conditions is available as required by law. Arrangements for home/hospital teaching must be made with the student's counselor and requires a written note from the treating physician. This program REQUIRES a beginning and end date from the treating physician. Students requiring more than 20 school days will be referred to independent study.

## ATTENDANCE PROCEDURES

**Attendance Requirements:** Board policy states that unexcused absences from class exceeding 18 days is sufficient reason for a teacher to assign the student a failing grade for the class. The student or parent/guardian shall be given a reasonable opportunity to explain an absence (Ed Code 49067).

### Attendance Regulations

1. Students wishing to check into school late or out of school early, must either have their parent call the attendance office at 209-745-3084, bring a note from a parent or a parent must personally check them into or out of school. **Students must report to the attendance office to check-out.**
1. Absences must be cleared within **three (3) school days** of returning to school.
2. Education code determines excused or unexcused absence. (Ed. Code 48205) Illness of the student, medical/dental appointment or death in the immediate family and reasons covered in law will be considered an excused absence. (Ed Code 48205). After five days of an absence in a term a physician's note will be required.
3. Truancy is any absence without a valid parent/guardian excuse. Students who are truant will face school disciplinary measures as well as legal consequences under state law.

## Attendance Regulations (cont.)

4. To leave campus you must receive an off campus pass from the attendance office.
6. Students with unexcused absences may be restricted from participation in school activities. They may also be placed on attendance contracts. Students' grades may be effected by unexcused absences. It is up to the teacher's discretion whether to accept late work for an unexcused absence.

**Absences and Make-Up Work:** It is the responsibility of the student in every case to request make-up work and to see that the work is made up within the stated time limits.

1. Students shall be given the opportunity to make up school work missed because of an excused absence or suspension and shall receive full credit if the work is turned in according to a reasonable make-up schedule (BP 6154) (EC 48205). If the absence was for one or two days, the work must be made up within three (3) school days. Longer absences require that the student and teacher make individual arrangements for completion of make-up work. The teacher has the option to extend the time. No student may be granted days beyond the final day of school in June for make-up work without prior approval of the principal.
2. Students who are absent because of an approved school activity are considered excused.
3. Students shall be given the opportunity to make up school work because of an excused absence or suspension and shall receive full credit if the work is turned in according to a reasonable make-up schedule.
4. Teachers may require a suspended student to complete any assignments and tests missed during suspension. (Ed. Code 48913)
5. Students who miss schoolwork because of unexcused absences may be given the opportunity to make up missed work for full or reduced credit. Teachers shall assign such make-up work as necessary to ensure academic progress, not as a punitive measure.

## **TARDY AND TRUANCY POLICY**

### **Tardy Policy**

0 –8 <sup>th</sup> Tardies	Consequence determined by teacher. Student must report to campus security for late pass after 15 minutes. Teachers will not let late students in without an pass from security. After the 8 <sup>th</sup> cumulative tardy in all your classes each tern consequences will be assigned.
9 <sup>th</sup> -15 <sup>th</sup> Tardies	Each tardy will be one hour detention after school.
16 <sup>th</sup> or more	Saturday School will be assigned for every tardy a student receives beginning with number 16.

### **Tardy Sweep Policy**

Galt High School will conduct periodic tardy sweeps. All students caught in a tardy sweep will receive a one hour detention regardless of the total tardies they have.

Consequences will be given to students out of class without a proper pass.

### **Period Truancy Policy**

**1<sup>st</sup> - 4<sup>th</sup> Unexcused Period Absence**  
Will be assigned 1 hour detention each.  
May not attend dances.

### **All Day Truancy Policy**

All day unexcused absences will be assigned 1 Saturday School each.

### **Detentions**

All detentions are after school for 1 hour. Lunch detention will be determined by administration.

## **GENERAL INFORMATION**

### **GALT HIGH SCHOOL POLICY FOR ADMINISTERING PRESCRIBED MEDICATIONS TO STUDENTS:**

The following principles and procedures will be adhered to when a parent files a statement requesting Galt High School to assist a student in taking prescribed medication at school. A physician must also prescribe over-the-counter drugs.

1. The administration of medication to students shall be done only in exceptional circumstances wherein the child's health may be jeopardized without it and only when such administration has been requested and approved by the student's parent/guardian and physician.
  2. Medication brought to school to be given to a student shall be in containers which are clearly marked with the name of the student; the name of prescribing physician; an identification number or name of the pharmacist who dispensed the medication or the manufacturer; and the amount of medication to be taken at specified time or in specific situation.
  3. All medication shall be kept in a secure place. Any special instructions for storage or security measures of any medication should be written by the physician and given to school personnel so that such instructions can be followed.
  4. The nurse will be responsible for the supply of medication at the school. The nurse will supervise the taking of medication at a time conforming to the physician's indicated dosage schedule. The school nurse will chart date, time, and dosage on medication log and sign name.
  5. A list of students needing medication during school hours, including the type of medication, times, and dosage, will be maintained in the nurse's office. This list is to be reviewed and updated periodically as necessary.
  6. With signed parent and physician requests, students will be allowed to carry specified medications and self-administer medication (i.e. inhalants for asthma, bee sting emergency kits, Benadryl for severe allergy type reactions).
- Legal Reference: California Education Code 49423 Administration of prescribed medication for pupil**

### **IMMUNIZATIONS**

Written proof of necessary immunizations required by law must be presented prior to admission to Galt High School. Exemptions due to personal beliefs or medical reasons shall be granted on an individual basis pursuant to state law.

### **VISITORS ON CAMPUS**

Only parents/guardians of Galt High School students are allowed to visit campus during regular school hours with 24 hour notice. Visitors must register at the office in order to visit classes. Do not plan to bring friends, brothers, sisters, cousins, pets, etc., as visitors to school. **All volunteers are required to complete a Volunteer Fingerprint Request Form and obtain fingerprint clearance prior to helping out at district sponsored events.**

### **LOCKERS (P.E.)**

1. The school is not responsible for school or personal property of any kind left in lockers. Lockers are supplied for P.E. period use only.
2. No contraband of any kind, such as but not limited to: weapons, drugs, alcohol, dangerous objects, firecrackers, fireworks, or gang related items are to be stored in lockers.
3. **If a locker is broken into, the student is held responsible for any missing school materials.** Valuables should not be left in lockers at any time as the school is not responsible for any lost, stolen or damaged items.
4. Locker problems should be reported to the students P.E. teacher during their scheduled P.E. class period.
5. P.E. lockers are available to students only during their scheduled P.E. period. Books are not to be left in the P.E. lockers any time except during P.E. class. Students are allowed to enter the P.E. locker area only during their P.E. period. Valuables should never be left in P.E. lockers and the school is not responsible for any lost, stolen or damaged items.
6. The school does not insure any items (personal or otherwise) while left on the campus.
7. Musical instruments, etc., that are left at the school are **not** insured by the district.

### **STUDENT VEHICLE REGULATIONS/PRIVELEGES**

1. All students must park in designated "A" street student parking lot only.
2. Students parking in the visitors or faculty parking lots or not legally parked in a parking stall may lose their campus driving privileges. Students are permitted to spend lunch at their vehicles but this privilege may be revoked from inappropriate behavior.
3. The speed limit on campus is 5 miles per hour.
4. All students who operate a motor vehicle on campus must have a valid California driver's license and proof of insurance.
5. The school or district will not be held liable for theft or damage to car in the parking lot.
6. **Students are not allowed in the parking lot during the school day. Violators are subject to progressive discipline action.**

### **STUDENT PICK-UP & DROP-OFF**

GHS student drop-off and pick-up areas will be the Lincoln Way parking lot (in front of Warrior Gym and the swimming pool), and the A Street parking lot. Students arriving after 8:15 am are required to check in with the attendance clerk.

### **DANCES**

Galt High School dances are for Galt High School students only, with the exception of the Winter Ball and Prom. Students wishing to bring a guest to the Winter Ball and Prom must complete a guest pass which is available in the office. Completed forms must be returned to the assistant principal's office on the date specified on the form. All guests must be pre-approved by the administration before they will be allowed to purchase tickets to attend. Any unexcused absences will exclude entry into school sponsored dances.

- In order to attend Galt High School dances you must have completed dance contract on file (Dance Contract attached).

## **BREATHALYZER**

GHS personnel will be trained to identify symptoms which may indicate use of alcohol and other drugs. Recognizing the importance of deterring alcohol use and identifying students under the influence, appropriately trained school authorities may use breathalyzers as a means for such detection. Breathalyzers may be used on school property, during school hours, at school-sponsored events or when students are under the supervision of district employees.

## **AFTER SCHOOL CAMPUS USE**

Students are not permitted on the school campus between the hours of 10:00 p.m. and 7:00 a.m. Exceptions will be made for school activities.

## **FREE AND REDUCED PRICE MEALS**

Applications for free and reduced price meals are available in the Cafeteria and Administration Offices, and may be submitted at any time during a school day to the cafeteria. For further information please contact the Director of Food Services at 745-9532.

## **COMPUTER USE**

In addition to the Internet Agreement, students are to be responsible when using computers. Computer privileges in class or library will be restricted for any inappropriate behavior or actions.

## **SKATE BOARDS/SCOOTERS/BICYCLES**

Skateboards, scooters, and Bicycles are **not allowed to be used** on campus. If using any of these forms to and from school, they need to walk them on and off campus.

## **ELECTRONIC DEVICES**

The Legislature finds that the use by any person, including a pupil, of any electronic listening or recording device in any classroom of the elementary and secondary schools without the prior consent of the teacher and the principal of the school given to promote an educational purpose disrupts and impairs the teaching process and discipline in the elementary and secondary schools, and such use is prohibited. Any person, other than a pupil, who willfully violates this section, shall be guilty of a misdemeanor. Any pupil violating this section shall be subject to appropriate disciplinary action. (E.C. 51512)

This section shall not be construed as affecting the powers, rights, and liabilities arising from the use of electronic listening or recording devices as provided for by any other provision of law. (Add Stats. 1976, Ch. 1010)

### **Cell Phone Violation Policy**

#### **Cell Phone Violation:**

Education Code (E.C. 51512)

**\*\*Cell phones are to be off and put away during class hours, including time out of the classroom on a hall pass, and during ALL school and state tests. Students will not be allowed to use cell phones during class time, except with teacher permission. NO charging of cell phones/devices during the course of the school day. School authorities may confiscate cell phones at any time for failure to follow school policy.**

- **First Offense: Verbal Warning**
- **Second Offense: Phone is confiscated from student and returned at the end of the period. Teacher will place a log entry into PowerSchool as evidence of second offense.**
- **Third Offense: Phone is confiscated and sent to the office. Students can pick up the phone at the end of the school day and will be assigned a detention. Teacher will contact parents and place another log entry.**
- **Fourth Offense: Phone is confiscated and must be collected from administration by a parent/guardian. Saturday School will be assigned.**
- **Fifth Offense: One-day suspension for defiance of authority. Phone is confiscated and must be collected from administration by a parent/guardian.**

## **Lost or Stolen Electronic Devices**

Students that bring electronic devices to school such as, but not limited to, I-Pods and cell phones do so at their own risk. Lost or stolen items are not the responsibility of Galt High School. If something is stolen from you please call Galt Police Department at 209-366-7000 and file a report. To protect your belongings, the administrative team at Galt High School strongly recommends such items are not brought to school.

## **SCHOOL PROPERTY (BP 5122.2a)**

Students and/or their parents are financially responsible for all properties checked out to them, including textbooks, equipment, and materials; and for willful damage or destruction of school property. The students/parents may incur the following:

1. The student **may not** be cleared for any extracurricular or co-curricular activity participation. This would include activities that occur outside the class hours, including field trips.
2. The student **may not** receive certification of completion for driver's education.
3. The student **may not** receive certification for a "good student insurance discount."
4. The student **may not** participate in graduation ceremonies.
5. Student **may not** be issued a work permit.

## **DRESS CODE STANDARDS**

Students are expected to wear appropriate clothing. We are preparing students for success in college and career. If clothing is disruptive to the education process, or affects the health and safety of the school environment, the student will be asked to change that item, per Section 302 of the California Administrative Code.

While it is not possible to list every item that violates our dress code, the following will provide a general guideline of apparel and accessories not allowed on campus.

### **APPAREL AND ACCESSORIES NOT ALLOWED ON CAMPUS:**

1. T-shirts, headwear, or apparel that promotes sex, violence, drugs, alcohol, or tobacco.
2. T-shirts, tops or apparel that are sexually suggestive (too tight, too short, too low, see-through materials), bare midriffs.
3. Undergarments are not to be worn as outer garments.
4. Students are not to wear tub tops, and straps must be over 1 inch wide on all sleeveless tops, and no undershirts may be worn as outer garments.
5. Saggy or low rise pants.
6. Pajamas of any type (spirit days are an exception).
7. Bare feet or slippers. For foot protection, students should wear shoes that have a heel strap and material covering their foot longer than 6 inches.
8. Any gang, drug, or violence-related paraphernalia, as deemed by administration, is prohibited.

**NOTE:** The Galt High School Dress Code Policy is in continuous update to include the latest attire that indicates association or promotion of street gang activity.

### **CONSEQUENCES**

Students who are caught in violation of the Dress Code will be required to give up their garment and wear a loaner item (if available) and the inappropriate item may be confiscated. In some circumstances, a student may be required to go home in order to change or parent will be asked to deliver new garments. On the first infraction, confiscated items will be returned at the end of the day. Loaned garments must be laundered and returned the next school day. Additionally, parents will be contacted. Repeat offenders may receive further consequences which may include a parent conference, on campus suspension, Saturday School and/or an out of school suspension.

## **GALT HIGH SCHOOL (ACADEMIC CODE OF CONDUCT)**

The staff of Galt High School expects the highest standards of honesty and fairness from all students. To promote these ideas of education, responsibility and self-discipline are essential. Therefore, to protect everyone's rights to a fair and meaningful evaluation, this ACADEMIC CODE OF HONESTY has been adopted:

- A student who exhibits any behavior, which in the judgment of the teacher indicates dishonesty while taking an examination or quiz, shall receive a zero for that exercise.
- A student who copies an assignment from another student shall receive a zero for that assignment, and the student who allows an assignment to be copied shall also receive a zero.
- A student who, for the purpose of cheating on an examination, enters a classroom with evidence of premeditation, such as aids or notes not allowed, shall receive a zero for the examination.
- A student who commits plagiarism ("using and passing off as one's own", the ideas or writing of another). The student shall receive a zero for that assignment/examination.
- A student who is apprehended for taking, without permission, another student's written assignment or project for personal use or academic credit shall receive a zero for that assignment and will be further disciplined under the provisions for theft in the student discipline policy.
- A student who submits work entirely or in part completed by another person (Examples include, but are not limited to: parent, another student, sibling, etc.) shall receive a zero for that assignment.
- A student who knowingly receives or gives test or quiz answers to another student shall receive a zero for that test or quiz and the other student involved will also receive a zero.

## **(Academic Code of Conduct cont'd)**

- A student who displays unacceptable behavior and/or is involved in any other activity for the purpose of altering and/or falsifying records. (student, teacher, parent or other), etc. shall be disciplined as follows:
- A student enrolled in the course in which the infraction occurred may be immediately dismissed from that course with loss of credits and a grade of "F" for the term in which the infraction takes place. The student may be suspended for up to five (5) days for attempting to alter state documents. Also, the infraction may affect any awards or honors the student may receive. This will be at the discretion of the committee(s) in charge of the awards.
- A student NOT enrolled in a course, however, who is involved in such an infraction, shall be disciplined in accordance with the student discipline policy.

## **NONDISCRIMINATION/HARASSMENT**

The Governing Board desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

This policy shall apply to all acts related to school activity or to school attendance occurring within a district school. (Education Code 234.1)

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*  
*(cf. 5131 - Conduct)*  
*(cf. 5131.2 - Bullying)*  
*(cf. 5137 - Positive School Climate)*  
*(cf. 5145.9 - Hate-Motivated Behavior)*  
*(cf. 5146 - Married/Pregnant/Parenting Students)*  
*(cf. 6164.6 - Identification and Education under Section 504)*

Prohibited discrimination, harassment, intimidation, or bullying includes physical, verbal, nonverbal, or written conduct based on one of the categories listed above that is so severe or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities. School personnel shall take immediate steps to intervene when safe to do so when he or she witnesses an act of discrimination, harassment, intimidation, or bullying.

The Board also prohibits any form of retaliation against any student who files a complaint or report regarding an incident of discrimination, harassment, intimidation, or bullying.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. He/she shall provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the educational program. He/she shall report his/her findings and recommendations to the Board after each review.

*(cf. 1312.3 - Uniform Complaint Procedures)*  
*(cf. 1330 - Use of Facilities)*  
*(cf. 4131 - Staff Development)*  
*(cf. 4231 - Staff Development)*  
*(cf. 4331 - Staff Development)*  
*(cf. 6145 - Extracurricular and Cocurricular Activities)*  
*(cf. 6145.2 - Athletic Competition)*  
*(cf. 6164.2 - Guidance/Counseling Services)*

Students who engage in discrimination, harassment, intimidation, bullying, or retaliation in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline. Any employee who permits or engages in prohibited discrimination, harassment, intimidation, bullying, or retaliation shall be subject to disciplinary action, up to and including dismissal.

*(cf. 4118 - Suspension/Disciplinary Action)*  
*(cf. 4119.21/4219.21/4319.21 - Professional Standards)*  
*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*



(cf. 5144 - Discipline)  
(cf. 5144.1 - Suspension and Expulsion/Due Process)  
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))  
(cf. 5145.2 - Freedom of Speech/Expression)

## **SEXUAL HARASSMENT**

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

### **Instruction/Information**

The Superintendent or designee shall ensure that all district students receive age-appropriate instruction and information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence
2. A clear message that students do not have to endure sexual harassment
3. Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained
4. Information about the district's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made
5. Information about the rights of students and parents/guardians to file a criminal complaint, as applicable

### **Complaint Process**

Any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity (e.g., by a visiting athlete or coach) shall immediately contact his/her teacher or any other employee. An employee who receives such a complaint shall report it in accordance with administrative regulation.

The Superintendent or designee shall ensure that any complaints regarding sexual harassment are immediately investigated in accordance with administrative regulation. When the Superintendent or designee has determined that harassment has occurred, he/she shall take prompt, appropriate action to end the harassment and to address its effects on the victim.

### **Disciplinary Actions**

Any student who engages in sexual harassment or sexual violence at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account.

### **Confidentiality and Record-Keeping**

All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)

The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address, and prevent repetitive harassing behavior in the schools.

## **UNIFORM COMPLAINT PROCEDURES**

### **ANNUAL NOTIFICATION OF THE UNIFORM COMPLAINT PROCEDURES (UCP)**

For students, employees, parents/guardians, school and district advisory committee members, appropriate private school officials, and other interested parties

The *Galt Joint Union High School District* has the primary responsibility to ensure compliance with applicable state and federal laws and regulations and has established procedures to address allegations of unlawful discrimination, harassment, intimidation, and bullying, and complaints alleging violation of state or federal laws governing educational programs and the charging of unlawful pupil fees.

The *Galt Joint Union High School District* shall investigate all allegations of unlawful discrimination, harassment, intimidation or bullying against any protected group based on actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics; or, as identified in Education Code section 200 and 220 and Government Code section 11135, including any actual or perceived characteristics as set forth in Penal Code section 422.55 or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any program or activity conducted by the LEA, which is funded directly by, or that receives or benefits from any state financial assistance.

The UCP shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in:  
Consolidated Categorical Aid Programs  
Migrant Education  
Career Technical and Technical Education and Training Programs  
Child Nutrition Programs  
Special Education Programs  
Safety Planning Requirements

A complaint of noncompliance with laws relating to pupil fees may be filed pursuant to the local UCP. A pupil enrolled in a public school shall not be required to pay a pupil fee for participation in an educational activity.

A pupil fee includes, but is not limited to, all of the following:

1. A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in a class or an extracurricular activity, regardless of whether the class or activity is elective or compulsory, or is for credit.
2. A security deposit, or other payment, that a pupil is required to make to obtain a lock, locker, book, class apparatus, musical instrument, clothes, or other materials or equipment.
3. A purchase that a pupil is required to make to obtain materials, supplies, equipment, or clothes associated with an educational activity.

A pupil fee complaint shall not be filed later than one year from the date the alleged violation occurred.

Complaints other than complaints relating to pupil fees must be filed in writing with the following compliance officer:

Name and/or Title: Elizabeth Kaufman, Superintendent  
Unit or office: Galt Joint Union High School District  
Address: 12945 Marengo Road Galt, CA 95632  
Telephone Number: 209-745-0249

\*Complaints of noncompliance with laws relating to pupil fees are filed with Superintendent or Director of Student Services. A complaint regarding pupil fees may be filed anonymously if the complaint provides evidence or information to support an allegation of noncompliance with laws relating to pupil fees.

Complaints alleging discrimination, harassment, intimidation, or bullying, must be filed within six (6) months from the date the alleged discrimination, harassment, intimidation, or bullying, occurred or the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation, or bullying, unless the time for filing is extended by the superintendent or his or her designee.

Complaints will be investigated and a written Decision or report will be sent to the complainant within sixty (60) days from the receipt of the complaint. This sixty (60) day time period may be extended by written agreement of the complainant. The LEA person responsible for investigating the complaint shall conduct and complete the investigation in accordance with sections 4680-4687 and in accordance with local procedures adopted under section 4621.

The complainant has a right to appeal [the LEA]'s Decision to the California Department of Education (CDE) by filing a written appeal within 15 days of receiving the LEA's Decision. The appeal must include a copy of the complaint filed with [the LEA] and a copy of the LEA's Decision.

Civil law remedies may be available under state or federal discrimination, harassment, intimidation, or bullying laws, if applicable. In appropriate cases, an appeal may be filed pursuant to Education Code Section 262.3. A complainant may pursue available civil law remedies outside of the LEA's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders.

A copy of the *Galt Joint Union High School District's* UCP policy and complaint procedures shall be available free of charge.

# **ATHLETIC/EXTRA CURRICULAR ELIGIBILITY**

**Galt High School students must meet certain academic standards to participate in extra-curricular activities.**

1. **Minimum requirement:** A “C” (2.0 grade point) average is required as a minimum prerequisite for participation in extra-curricular activities and athletics (C.I.F). Some activities, such as Student Council and California Scholarship Federation, require a higher grade point average. Scholastic eligibility will commence on the following dates for the 2017-2018 school year:

FALL – 7 days following end of 1<sup>st</sup> term  
WINTER – 7 days following end of 2<sup>nd</sup> term  
SPRING – 7 days following end of 3<sup>rd</sup> term

**If a student is academically ineligible at the start of the season they may (with coach’s permission) tryout for that team at the next grading period. This is solely at the discretion of each coach.**

2. **Student Council:** All students nominated for a Student Body office and council members must possess a cumulative 2.5 grade point average or higher at the time of their nomination. They must maintain a 2.5 grade point average or higher while they are holding office.
3. **Probationary Status:** A student who receives grades below a “C” (2.0 grade point average) but above a 1.49 average is eligible to receive a one-time waiver during their four years of attendance at Galt High School.
4. **Athletic eligibility** requires a student to be enrolled at Galt High School in at least 20 tern units of work (C.I.F.). Athlete must have passed at least 20 tern units of work at the completion of the last regular grading period (C.I.F.).

<b><u>Galt High School Athletics</u></b>	
<b>Fall Sports</b>	
Volleyball	JV/ Varsity
Girl’s Golf	Varsity
Cross Country	JV/ Varsity
Football	JV/ Varsity
Cheer	JV/ Varsity
<b>Winter Sports</b>	
Boy’s Basketball	JV/ Varsity
Girl’s Basketball	JV/ Varsity
Boy’s Soccer	JV/ Varsity
Girl’s Soccer	JV/ Varsity
Cheer	JV/ Varsity
Wrestling	JV/ Varsity
<b>Spring Sports</b>	
Softball	JV/ Varsity
Swimming	JV/ Varsity
Track & Field	JV/ Varsity
Baseball	JV/ Varsity
Tennis	JV/ Varsity

**Freshman sports may be offered, provided that there are enough participants to field JV and Varsity squads. This will be determined by Administration, the Athletic Director, and respective coaches at the beginning of each sports season.**

# **DISCIPLINE POLICY**

## **STUDENT SUSPENSION AND/OR EXPULSION**

**The large majority of Galt High School students have excellent citizenship. However, all students need to know that in accordance with California state law, a student who has committed any of the following actions may be suspended and/or expelled from school (Education Code 48900).**

- (a) 1. Caused, attempted to cause, or threatened to cause physical injury to another person.  
2. Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stolen or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or any tobacco products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (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.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
  1. "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
    - (a) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
    - (b) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
    - (c) Causing a reasonable pupil to experience substantial interference with his or her academic performance.
    - (d) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.
  - (2) (A) "Electronic act" means the transmission, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
    - (i) A message, text, sound, or image.
    - (ii) A post on a social network internet Web site including, but no limited to:
      - Posting to or creating a burn page. "Burn Page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1)
      - Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent
      - Impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.

- Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

(3) "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

- (s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section unless the act is related to a school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to a school activity or school attendance that occur at any time, including, but not limited to, any of the following:
  - While on school grounds.
  - While going to or coming from school.
  - During the lunch period whether on or off the campus.
  - During, or while going to or coming from, a school-sponsored activity.
- (t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).
- (u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.
- (v) For a pupil subject to discipline under this section, a superintendent of the school district or principal may use his or her discretion to provide alternatives to suspension or expulsion that are age appropriate and designed to address and correct the pupil's specific misbehavior as specified in Section 48900.5.
- (w) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.

### **SUSPENSION AND/OR EXPULSION GENERAL INFORMATION**

1. No pupil shall be suspended or expelled for any of the acts enumerated unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent or principal or occurring within any other school district. A pupil may be suspended or expelled for acts which are enumerated in this section and related to school activity or attendance which occur at any time, including but not limited to, any of the following and related to school activity or attendance which occur at any time, including but not limited to, any of the following:
  - (a) While on school grounds.
  - (b) While going to or coming from school.
  - (c) During the lunch period, whether on or off the campus.
  - (d) During, or while going to or coming from, a school sponsored activity.
2. Students accumulating 20 days of in-school and/or home suspension are subject to involuntary transfer to an alternative program.
3. Disciplinary action will be taken if a student's behavior is disruptive to the instructional process or causes a danger to persons or property **even though the offense is not defined in this Conduct Code.**
4. Students and parents have a right to appeal disciplinary action taken against a student. A meeting must be requested with the principal or designee prior to any further appeal (E.C. 48914).

**It is the intent of the Legislature that alternatives to suspensions or expulsion be imposed against any pupil who is truant, tardy, or otherwise absent from school activities. (Amend. Stats. 1989, Ch. 1306)**

### **CAUSES FOR MANDATORY RECOMMENDATION FOR EXPULSION** (E.C. 48915)

1. **TO CAUSE SERIOUS PHYSICAL INJURY** to another person, except in self-defense (E.C. 48915 and 48900, sub-section a).  
**Note:** Serious physical injury means a serious impairment of physical condition including, **but not limited to**, the following: loss of consciousness; concussion; bone fracture; protracted loss or impairment of function of any bodily member or organ; a wound requiring extensive suturing; and serious disfigurement (P.C. 243).
2. **TO POSSESS, SELL OR OTHERWISE FURNISH ANY FIREARM, KNIFE EXPLOSIVE, OR OTHER DANGEROUS OBJECT** unless in the case of possession of any such object, the pupil had obtained written permission to possess the item from a certificated school employee, which is approved by the principal or principal's designee (E.C. 48915 and 48900, sub-section b).
3. **TO POSSESS, FURNISH OR SELL ANY CONTROLLED SUBSTANCE** as defined in Section 11053 of the Health and Safety Code, alcoholic beverage, or intoxicant of any kind (E.C. 48900, sub-section c and 48915, sub-section a-3).

4. TO OFFER, ARRANGE, OR NEGOTIATE TO SELL ANY CONTROLLED SUBSTANCE as defined in Section 11053 of the Health and Safety Code, alcoholic beverage, or intoxicant of any kind (E.C. 48900, sub-section c, and 48915, sub-section a-3).
5. TO COMMIT OR ATTEMPT TO COMMIT ROBBERY OR EXTORTION (E.C. 48915 and 48900 sub-section e)
6. TO THREATEN, ATTACK, OR COMMIT ASSAULT OR BATTERY ON SCHOOL PERSONNEL OR ANY ADULT VOLUNTEER PERFORMING DUTIES OF SCHOOL STAFF (Penal Code Sec. 240, 242; E.C. 48900, sub-section a; E.C. 44014).

**Note:** A student on expulsion or suspended expulsion will not be allowed to participate in extra-curricular/co-curricular activities, which will include, but not be limited to, field trips athletic events, drama events, prom, dances, student government, and band events.

**Note:** If the principal deems expulsion inappropriate, he/she must report in writing to the superintendent who will advise the governing board that expulsion is inappropriate due to the nature of the particular circumstances which shall be indicated in the report of the incident (E. C. 48915).

### **CAUSES FOR HOME SUSPENSION OR OTHER ALTERNATIVE CONSEQUENCES**

1. When "suspension" is indicated on the following pages, the site administrators will determine whether the consequences should include, but not be limited to, home suspension, Saturday school, detention, campus beautification and/or conflict management.
2. Students who are assigned Saturday school must report to school at 7:45 am. Dismissal is at 12:00 noon. Students who are sent home early from Saturday school will be subject to re-assignment and home suspension.
3. Students who fail to report to Saturday school may be suspended on the first school day of attendance following the Saturday school and reassignment of Saturday School.
4. Student may be suspended on the first offense if it is determined that the pupil's presence causes a danger to persons or property or threatens to disrupt the instructional process (e.c. 48900.5).

### **HOME SUSPENSION:**

1. Student is expected to be under the supervision of a parent during school hours when serving suspension days at home (7:00 a.m. to 4:30 p.m.). Student shall not appear on or about any school in the District during the period of suspension, unless coming to the office on official business with the parent/guardian and by prior arrangement with a school administrator.
2. Student is not to attend or participate in any school-sponsored event on or off the school campus during suspension. This is extended to include weekend and holiday activities, and would include, but not be limited to, field trips, athletic events, drama events, prom, dances, and band events.
3. Violation of suspension rules may result in a minimum consequence of a warning and a maximum consequence of a referral to the appropriate law enforcement agency, which may result in an arrest.
4. The responsibility of obtaining and doing class work lies with the student.

### **SUPERINTENDENT'S SUSPENSION:**

**Note: A Superintendent's suspension is an extended suspension of a pupil who has been recommended for expulsion. The suspension lasts until the Board of Education rules on the expulsion.**

1. The student is expected to be under the supervision of a parent during school hours when serving superintendent's suspension (7:00am to 4:30 pm). Students shall not appear on or about any school in the District during the period of suspension, unless coming to the office on official business with the parent/guardian and by prior arrangement with a school administrator.
2. Student is not to attend or participate in any school-sponsored event on or off the school campus during the extended suspension.
3. Violation of suspension rules may result in a minimum consequence of a warning and a maximum consequence of a referral to the appropriate law enforcement agency, which may result in an arrest.

## **TITLE IX**

**Title IX of the education amendments of 1972 of the United States**

**Government contains the following Statement:**

"No person shall on the basis of sex be excluded from participation in or be denied the benefits of or be subjected to discrimination under any academic extracurricular research occupational training or any other Education program or activity operated by a recipient. (97.31 (a)."

1. It is the full intent of Galt High School District, its officers, employees, that there be no discrimination on the basis of sex. The Board of Trustees has adopted grievance procedures to be followed by students, parents, and employees at any time it is their judgment that the district is not complying with Title IX. Copies of the grievance procedure are available at the office of the District Superintendent in the administration building.
2. The Superintendent, whose phone number is 209-745-0249, has been designated by the Board of Trustees as the Title IX coordinator for Galt Joint Union High School District.
3. Student, parents, and employees are invited to discuss any aspect of Title IX regulations or grievance procedures with the Superintendent or his representative whenever necessary.

## **TITLE X, Part C**

The McKinney-Vento Homeless Education Assistance Improvement Act of 2001, **Title X, Part C**, educational rights for students who lack a fixed, regular and adequate night time residence and applies to children and youth who are:

- Sharing the housing of others due to loss of housing or economic hardship
- Living in a motel, hotel, trailer park, campground due to lack of alternative accommodations
- Living in emergency or transitional shelters
- Abandon in hospitals
- Awaiting foster care placement
- Living in a public or private place not designed for humans to live
- Living in cars, parks, abandoned buildings, substandard housing, bus or train stations, or a similar setting
- Migratory children living in the above circumstances
- Unaccompanied youth living in the above circumstances

### **Children and Youth have the right to:**

- Immediately enroll in school with or without the proper documentation or immunization record
- Remain in their school of origin
- Transportation to and from their school of origin
- Enroll without a permanent address or proof of residency
- Not be segregated or stigmatize due to their housing status

All school districts are required to have a designated liaison to ensure that children experiencing homelessness receive education services. Galt Joint Union High School District Homeless Ed. Liaison can be reached at (209)745-3081 ext.2011.

### **Responsibilities of the Homeless Education Liaison include:**

- Identifying homeless children and youth
- Ensuring that homeless students can enroll immediately and participate fully in school
- Informing parents, guardians, or youth of educational rights
- Supporting unaccompanied youth in school selection and dispute resolution
- Linking homeless students with educational and support services
- Providing school supplies and transportation resources to students
- Ensuring public posting of educational rights throughout the district and community
- Ensuring that disputes are resolved promptly
- Collaborating with other district programs and community agencies

Reference to the GJUHS Homeless Education Board Policy can be access at [www.ghsd.k12.ca.us](http://www.ghsd.k12.ca.us). Or ask the Homeless Ed. Liaison for assistance.

VOLUNTEER FINGERPRINT  
REQUEST FORM

Volunteer Name: \_\_\_\_\_ Graduation year of youngest child: \_\_\_\_\_

Volunteer telephone numbers: Cell: \_\_\_\_\_ Email: \_\_\_\_\_

To Human Resources:

\_\_\_\_\_ has not been previously printed as a volunteer in this district and will be:  
Name (Please Print)

(Check appropriate box)

- Going on an overnight field trip
- Working one or more days per week in the classroom
- Likely to be alone with one or more students
- Volunteer Booster Parent
- Volunteer for Sporting Activities
- Other - please explain: \_\_\_\_\_

\_\_\_\_\_  
Principal / Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Site / Department

- Step 1: Site completes form and gives to Volunteer **(Site administrator must signform).**
- Step 2: Volunteer emails this form to Human Resources at [arickenbach@ghsd.k12.ca.us](mailto:arickenbach@ghsd.k12.ca.us) and requests a live scan form.
- Step 3: Volunteer takes the live scan form to a fingerprinting location to print. If printing at the Galt Police Department you will need to make an appointment with them at 209-366-7030.
- Step 4: Upon completion of printing volunteer sends or emails a copy of the live scan form to Human Resources at 12945 Marengo Road, Galt, CA 95632.
- Step 5: Volunteer may begin only after school has been notified by e-mail of fingerprint clearance.
- Step 6: Once fingerprints are taken, volunteer completes the reimbursement form on the back of this paper and emails the form and a copy of the receipt to Andrea Ogren at [aogren@ghsd.k12.ca.us](mailto:aogren@ghsd.k12.ca.us).



**GALT JOINT UNION HIGH SCHOOL DISTRICT  
REIMBURSEMENT CLAIM FOR FINGERPRINGING  
EXPENSES**

Claimant Name: \_\_\_\_\_

Claimant Address: \_\_\_\_\_

Date: \_\_\_\_\_

Purpose of Expenditure: Fingerprinting \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Department Account Code

Fund	Resource	Year	Object	Site	Goal	Function
01	0000	0	5870	900	0000	2495

**ALL CLAIM FORMS MUST BE ACCOMPANIED BY AN ORIGINAL RECEIPT.**

*Your signature below certifies this to be true.*

Date	Description	Total
	Fingerprints	

Total Claim: \_\_\_\_\_

Claimant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Business Department Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Galt High School Dance Contract

I and my parent/guardian have read and understand the list of requirements and expectations for attending dances at Galt High School.

## 1. Prior to the dance

- a. This contract must be signed and on file with administration at the time the student purchases the ticket to the dance and not be on ineligibility list due to non-attendance.
- b. When students purchase their ticket they must present their current Galt High School ID card.
- c. Guest passes must be collected from the office and fully completed and approved by administration prior to purchase of tickets. Be sure to turn in guest passes by the due date to ensure approval.

## 2. Dance Curfew

- a. Must be in the dance by 9 pm
- b. Dances are NO RE-ENTRY. If you leave the dance for any reason you will not be let back in.

## 3. Dress Code

- a. Students must adhere to school appropriate attire with reference to dance attire.
- b. All clothing must **NOT** show inappropriate amounts of skin or have inappropriate logos.
- c. Students found in violation of school dress code will not be permitted into the dance and will not be given a refund.
- d. If you have any questions or concerns, please contact administration **AT LEAST 24 HOURS BEFORE THE DANCE.**

## 4. Dancing Regulations

- a. Students must present their current Galt High School ID card at entrance to dance.
- b. Every student attending the dance must be wearing that dance's designated wristband.
- c. No outside food or beverages will be allowed, with the exception of unopened water bottles.
- d. No inappropriate dancing of any kind is permitted.
- e. Students and their belongings may be searched at the entrance to the dance. A breathalyzer may also be used if security sees the need for such action.

## 5. Consequences

- a. Students will be issued warnings for inappropriate behavior including, but not limited to: dancing, language, and general misconduct.
  - 1st warning:** Student's wristband will be cut.
  - 2nd warning:** Removal from dance.
- b. Students caught trying to sneak into a dance or in an act of severe misconduct (i.e. vandalism) will be automatically removed from the dance and further discipline will be given according to administration discretion.
- c. If a student is removed from a dance more than twice in a school year, he or she may not attend dances for one full year. A letter will be mailed home.
- d. If a guest is asked to leave a dance, the Galt High student responsible for that guest will also be removed from the dance.

**I have read, understand, and agree to comply with the requirements of the Galt High School Dance Contract as stated above.**

**Every student from Galt High School must have this form signed and on record with administration prior to purchasing any dance or event tickets. Form must be renewed each school year.**

\_\_\_\_\_  
STUDENT NAME (Print)

\_\_\_\_\_  
ID NUMBER

\_\_\_\_\_  
PARENT NAME (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

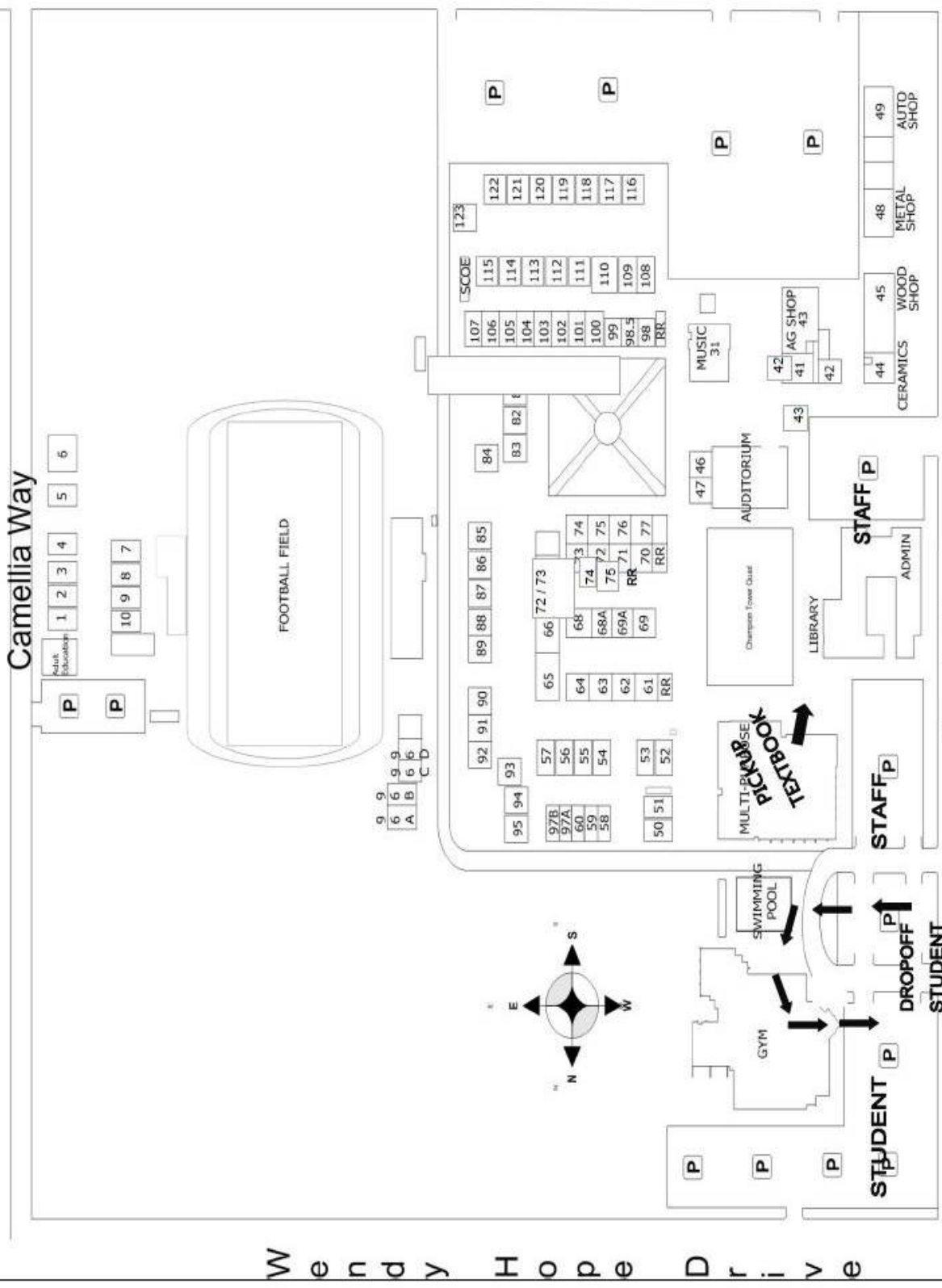
## GALT JOINT UNION HIGH SCHOOL DISTRICT 2017 - 2018 SCHOOL CALENDAR

Board Approved on 05/09/2017

MONTH	FIRST WEEK							SECOND WEEK							THIRD WEEK							FOURTH WEEK							FIFTH WEEK							School DAYS				
	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S					
<b>JUL</b>	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	0
<b>AUG</b>	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	13
<b>SEP</b>	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	20
<b>OCT</b>	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	20
<b>NOV</b>	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	16
<b>DEC</b>	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	11
<b>JAN</b>	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	21
<b>FEB</b>	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	18
<b>MAR</b>	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	17
<b>APR</b>	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	18
<b>MAY</b>	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	22
<b>JUN</b>	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	A	B	4
<b>TOTAL</b>																																				<b>180</b>				

<p>School Starts - Aug 15 School Ends - June 6</p> <p><b>BACK TO SCHOOL NIGHT</b> GHS - Sep 6</p> <p>LRHS / EHS - Sep 13</p> <p><b>OPEN HOUSE</b> LRHS / EHS - Jan 24 GHS - Jan 31</p>	<p><b>LEGAL HOLIDAYS</b> Sept. 4 Labor Day Nov. 10 Veteran's Day Nov. 23 Thanksgiving Dec. 25 Christmas Jan. 1 New Year's Day Jan. 15 Martin Luther King Jr. Day Feb. 12 Lincoln's Birthday Obs. Feb. 19 President's Day May 28 Memorial Day</p>	<p><b>LOCAL HOLIDAYS</b> Thanksgiving Break: Nov. 20-24 Winter Break: Dec 18-Jan 1 Spring Break: March 26- 30</p> <p><b>TEST DATES</b> CAASPP - April AP - May 1 - May 12</p> <p><b>GRADUATION</b>    GHS-TBD, LRHS-TBD, EHS-TBD</p>	<p><b>GRADING PERIODS</b> 1st Progress - Sep 15 1st Term Ends - Oct 18 2nd Progress - Nov 28 2nd Term Ends - Jan 12 3rd Progress - Feb 16 3rd Term Ends - Mar 21 4th Progress - May 4 4th Term Ends - June 6</p>	<p><b>CALENDAR LEGEND</b></p> <table style="font-size: small;"> <tr><td style="background-color: #f0f0f0;"> </td><td>No School/Holiday</td></tr> <tr><td style="background-color: #d3d3d3;"> </td><td>BREAK Term Break</td></tr> <tr><td style="background-color: #d3d3d3;"> </td><td>NTW New Teacher-Workday</td></tr> <tr><td style="background-color: #d3d3d3;"> </td><td>TW Teacher-Workday</td></tr> <tr><td style="background-color: #d3d3d3;"> </td><td>BB Buy Back Day (Contingent on State Funding)</td></tr> <tr><td style="background-color: #d3d3d3;"> </td><td>T Collaboration Day (2:00pm Dismissal)</td></tr> <tr><td style="background-color: #d3d3d3;"> </td><td>D/S Collaboration Day (2:00pm Dismissal)</td></tr> <tr><td style="background-color: #d3d3d3;"> </td><td>MD District Site = 10 (5/5)</td></tr> <tr><td style="background-color: #d3d3d3;"> </td><td>F Minimum Day (12:15 Dismissal) = 11 (5/6)</td></tr> <tr><td style="background-color: #d3d3d3;"> </td><td>F Finals 12:26 Dismissal</td></tr> </table>		No School/Holiday		BREAK Term Break		NTW New Teacher-Workday		TW Teacher-Workday		BB Buy Back Day (Contingent on State Funding)		T Collaboration Day (2:00pm Dismissal)		D/S Collaboration Day (2:00pm Dismissal)		MD District Site = 10 (5/5)		F Minimum Day (12:15 Dismissal) = 11 (5/6)		F Finals 12:26 Dismissal
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	F Finals 12:26 Dismissal																							

# Galt High School Campus Map



Lincoln Way

# GALT HIGH SCHOOL

## Parent/Guardian Acknowledgement Student Handbook 2017-2018

By signing below, I acknowledge that I have received, read and understood the Galt High School Student Handbook for the school year of 2017-2018.

Please return this form of recognition to the school as soon as possible.

---

Parent/Guardian Name

---

Parent/Guardian Signature



---

Date

---

Student Name

---

Student ID Number

---

Student Signature



---

Date