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Educational Support Center

1801 Tenth Street
Reedley, CA 93654
559-305-7005
www.kcusd.com

KCUSD GOVERNING BOARD

Robin Tyler
Noel Remick
Sarah Rola
Craig A. Cooper
Connie Brooks
Manuel Ferreira
Clotilda Mora

DISTRICT ADMINISTRATION

Superintendent- John Campbell
Deputy Superintendent- Roberto Gutierrez
Assistant Superintendent of Business Services- John Quinto
Assistant Superintendent Curriculum and Instruction- Monica Benner
Assistant Superintendent for Student Services- Mary Ann Carouso
Assistant Superintendent for Educational Programs- Jose Guzman

Site Administration

Principal- Sharon Matsuzaki
Learning Director-Elizabeth Beatie

KCUSD Sites

A.L. Conner
222 4th Street
Orange Cove, Ca 93646
305-7200

Adult School
740 W. North Avenue
Reedley, CA 93654
305-7085

Alta Elementary School K-5
21771 E. Parlier Avenue
Reedley, CA 93654
305-7210

Citrus Middle School 6-8
1400 Anchor Avenue
Orange Cove, CA 93646
305-7370

Dunlap K-8 School
39972 Dunlap Road
Dunlap, CA 93621
305-7320 or 338-2511

Dunlap Leadership Academy
39500 Dunlap Road
Dunlap, CA 93621
305-7310

General Grant Middle School
360 N. East Avenue
Reedley, CA 93654
305-7330

Great Western Elementary School
5051 S. Frankwood Avenue
Reedley, CA 93654
305-7220

Jefferson Elementary School
1037 E. Duff Avenue
Reedley, CA 93654
305-7230

Kings Canyon High School
10026 S. Crawford Avenue
Dinuba, CA 93618
305-7390

Lincoln Elementary School
374 E. North Avenue
Reedley, CA 9365
305-7240

McCord Elementary School
333 Center Street
Orange Cove, CA 93646

305-7250

Mountain View School
477 W. Manning Avenue
Reedley, CA 93654
305-7080

Navelencia Middle School
22620 Wahtoke Avenue
Reedley, CA 93654
305-7350

Orange Cove High School
1700 Anchor
Orange Cove, CA 93646
626-5900

Reedley High School
740 W. North Avenue
Reedley, CA 93654
305-7100

Reedley Middle College High School
995 N. Reed Avenue
Reedley, CA 93654
305-7050

Riverview Elementary School
8662 S. Lac Jac Avenue
Parlier, CA 93648
305-7290

Sheridan Elementary School
1001 9th Street
Orange Cove, CA 93646
305-7260

Silas Bartsch K-8 School
2225 E. North Avenue
Reedley, CA 93654
305-7360

T.L. Reed K-8 School
1400 N. Frankwood Avenue
Reedley, CA 93654
305-7300

Washington Elementary School
1250 K Street
Reedley, CA 93654
305-7270

Grant Middle School's Vision

Grant Middle School will commit to work collaboratively with all stakeholders to ensure high expectations in order to promote academic achievement and the development of responsible citizens through rigorous educational opportunities and experiences.

Grant Middle School's Mission Statement

Grant Middle School is a place where students are provided with a safe, clean, stimulating and caring environment in which teachers' and students' learning expectations are met. This will be generated through positive teacher and student interaction. Grant Middle School staff will provide rigorous, meaningful, comprehensive educational services, integrating technology throughout the curriculum, providing intervention as needed, and challenging students to achieve at high levels. Our students will participate, **by being fully engaged** and working to or beyond their potential in areas of academics, citizenship and co-curricular activities. Our staff will work with parents and community to provide a variety of extracurricular activities, promote values in education, and encourage and acknowledge individual achievement.

Grant's Expectations of Parents

The parent is the first teacher of their child and should develop in them good behavior habits and proper attitudes toward school. A parent should:

1. Assure that the pupil is appropriately prepared for school (following dress code, good nutrition, and adequate sleep).
2. Be sure your student has a quiet place to study at home and that homework completion is monitored. Frequently check the Academic Agenda/Planner to insure your student is appropriately using it.
3. Arrange for prompt and regular school attendance and comply with attendance rules and procedures.
4. Teach your student respect for law, authority, the rights of others, and for private and public property.
5. Work with the school in carrying out recommendations made in the best interest of the student, including discipline.
6. Talk with your student about school activities, and show an active interest in his/her report card and educational progress.
7. Contact your student's teachers as soon as you sense a lack of progress or feel any need to communicate.

Grant's Expectations of Students

1. Academic Performance - All students will have a 2.0 grade average or better for all three years.
2. Student Achievement - All students will score a minimum of 2 (Basic) on Smarter Balanced Assessments in reading and mathematics. Physical Fitness - 90% of all students will score at or above the 50th percentile in all fitness tests.
3. Student Attendance - Grant will achieve at least a 97% actual attendance rate.
4. Responsible Student Behavior - Students will respect the rights of others and be accountable for their behavior.
5. School Climate - Each student will be recognized as an important person with unique rights and feelings.
6. Parent/Student Involvement - Every parent and student will be involved in at least one activity per trimester at Grant.

ATTENDANCE PROCEDURES

The state laws of California require school attendance of every person under the age of 18. As

per California Education Code Section § 48920, all parents are legally responsible for the student's regular attendance in school and are subject to the SARB (School Attendance Review Board) for intervention, support, and sanctions should poor attendance or failure to support the school's efforts to address patterns in poor attendance become evident. For the purposes of mandated regulations and in the eyes of the State of California, the following absences are considered excused:

- Student sickness (**only excused with note from doctor**)
- Quarantine (**note from doctor**)
- Medical appointments (**note from doctor or dentist upon return**)
- Funeral attendance for an immediate family member (one day for a service in California and three days if the service is outside of California)
- Court appearance (as required by subpoena)
- Observance of a holiday or ceremony of his/her religion, attendance at religious retreats (excused only if your child attends school at least the minimum day for his/her grade)

SCHOOL PHONE NUMBER: 559-305-7330

1. When a student is absent from school, **a telephone call from the parent or guardian to the school by 9:00 a.m. that day is required**, giving the following information:
 - a. Parent or guardian's name
 - b. Student's name
 - c. Reason for the absence (Student will be marked as **ILL** without a note from doctor)
 - d. Date of the absence and estimated date of return
 - e. Whether or not homework assignments are needed

****ILL is not an excused absence and will affect the SARB process.**

2. If a student has been absent and no call has been made, then the student must **bring a written note** (date, reason, days of absence, and parent signature) to the office on the student's first day back to school. Students should bring their notes to the office before the start of the first class period attended.
3. Students who arrive to school after the 8:00 a.m. bell should report immediately to the office for a tardy admit slip.
4. **All absences must be cleared within three (3) school days of the student's return**

to school.

5. Students may accumulate no more than a total of fifteen (15) days of absences per year to be eligible for promotion to the next grade.

SATURDAY SCHOOL

When a student receives the Second Letter in the SARB process the student will be offered Saturday School to clear one absence. The student must attend the entire day (4 hours) to be cleared.

Any student sent out on an Out-of -school suspension will be required to attend one Saturday school during the Trimester they were suspended.

SCHOOL ATTENDANCE REVIEW BOARD (SARB)

If at any time a student's attendance problem prevents him/her from succeeding in school, the student may be referred to a KCUSD SARB by a school administrator. These hearings involve the student, parents, and school in a legal action designed to compel the attendance of a student. A pre-SARB conference will be scheduled on the **second letter** sent to parent/guardian and after the **third letter** a SARB hearing will take place.

The SARB process **never starts over**, it continues until the student turns **18 years of age**.

Total Days	Reason for Absence	Letter #
6	TRU, UNX, ILL, ANC, UNV	1
9	TRU, UNX, ILL, ANC, UNV	2
12	TRU, UNX, ILL, ANC, UNV	3

*Truant-TRU, Unexcused-UNX, Illness-ILL, Absence not cleared-ANC, Unverified Absence-UNV

TRUANCIES

A pupil who is absent from school without a valid excuse or is tardy more than any 30-minute period during the school day without a valid excuse is considered truant. If a teacher or staff/administration suspects a student's nonattendance to be truancy, the student involved will be referred to the Learning Director. Full day trancies or single period cuts will result in a parent contact and break and/or lunch detention. If truancy becomes habitual, suspension, and/or alternative education placement may be recommended. It is important that parents realize they may be subject to the SARB process (and in violation of the intent of California Education Code 48920) when they fail to make reasonable efforts to address matters of poor attendance.

MEDICAL APPOINTMENTS

When it is necessary that a student attend a medical or dental appointment, it is requested that the parent/guardian send a note or call the school on the day prior to the appointment. The note/contact should include the time of the appointment, the name of the doctor and the time the student is to leave school. All students must be picked up by only a parent or guardian who is officially listed on the emergency card in the front office. By California law, we cannot and will not release a minor student to anyone other than the parent/guardian, without written parental consent. **A note from the doctor must also be submitted to excuse the absence.**

CLASSWORK MAKE UP PROCEDURE

Students have the right to make up assignments following an absence. The general rule is as follows: students are given the same number of days they were absent to make up days of work. However, for anticipated absences, homework requests should precede the day of absence and are due upon the student's return to school, dependent upon the nature of the assignment and the instructional time missed. **Students are expected to be responsible to ask teachers for any assignments or work missed. Teachers are expected to be responsible to establish reasonable procedures and timelines for all work missed.**

INDEPENDENT STUDY

When a student anticipates an absence which would normally be unexcused, and the parent formally requests an independent study arrangement during the absence, a student may be temporarily placed on Short Term Independent Study. Short Term Independent Study allows students to obtain all assignments prior to the anticipated absence, and not be penalized for unexcused absences. Parents must contact the Office to initiate the process. Short Term Independent Study contracts must be for a minimum of five days and a maximum of 20 days of

absence. Students with absences for longer than 20 days will need to apply to Mountain View School for Long Term Independent Study. **Parents are required to advise the school no less than one week prior** to any absence to request Short Term Independent Study to be arranged. This is in order to provide staff with ample time to request homework from all teachers.

CLOSED CAMPUS

Once any student arrives at school, he/she is to remain on the school grounds. If a student has an appointment, he/she should bring a note from his/her parents to the office before school or have them call the Office. Any student leaving the grounds without permission of school personnel will be subject to loss of privileges, detention, or suspension and are considered truant. Only parents and individuals listed on the student's emergency card are authorized to take their child out of school during the school day.

TARDY PROCEDURE

Students are expected to arrive on time to school every day and arrive to classes on time throughout the day. Three or more tardies to school will result in a parent call or conference with an administrator, a possible behavior contract, and after school detention. Continued tardiness to school may result in out-of-school suspension, referral to the SARB board and consideration for placement in alternative education. Reasonable time is allowed for students to move from class to class. Each student is expected to arrive in class on time. Excused **tardies** must be verified by the Office prior to a student reporting to class. All other tardies, including students reporting to class late without any written verification, will be considered **UNEXCUSED**. Being held late by a previous teacher is no excuse for being tardy, unless the student carries a written, timed, and signed pass with him/her to the next class.

Three unexcused tardies (greater than 30 minutes) will turn into a Truancy and will affect the SARB process.

Consequences per Trimester

- 1st tardy – Warning, conference with student
- 2nd tardy – Parent notification, lunch detention (after school on Wednesdays)
- 3rd tardy – Parent notification, lunch detention, and After School Detention
- Habitual Tardiness – Student is referred to school administration for a parent conference. In-school suspension, or Out-of-school suspension, Behavior Contract may be assigned.

ARRIVING TO AND LEAVING SCHOOL GROUNDS

Students are not permitted on the Grant school grounds prior to 7:15 a.m. without prior teacher approval or due to bus transportation schedules. Once in class, the student may not leave without permission from the teacher. Students are to leave the campus following the dismissal bell, unless they are involved in a sports program, the after school program, another planned activity, and under the direct supervision of a teacher or staff member. Students should never climb the fences or remain on the campus when the gates are locked.

VACATION

If a parent elects to remove a child from school for the purpose of a vacation, the student will be dropped from Grant's attendance roster and may be re-enrolled upon return. Days missed would count toward the 15 days of absence allowed for the year. ****There is no short-term Independent Study for elective vacations during the year.**

ENROLLMENT POLICIES

IMMUNIZATION REQUIREMENTS

The California Health and Safety Code require that the parent or guardian present immunization records at the time of enrollment. If these records are incomplete, or the student is not currently up-to-date on immunizations, the student will not be registered.

Effective July 1, 1999, all students entering 7th grade are required to complete the Hepatitis B series and a second MMR booster. The regulation also recommends a Td (Tetanus) booster for students who have not had one in the past five (5) years. The Hepatitis B series contains 3 doses and takes approximately six (6) months to complete. Students must have completed 2 shots to register for 7th grade.

Effective July 1, 2001, the California Child Care and School Immunization law added varicella (Chicken Pox) to the vaccines required for school enrollment. The requirement covers all children entering a California school at kindergarten level and any older children, under the age of 18 years, from out of state or out of the country, who enter a California school on or after July 1, 2001.

EMERGENCY CARD

Please keep your child's emergency card updated with **current** cell, work, and home phone numbers. Provide the names and phone numbers of relatives, friends, neighbors who should be contacted in the event a parent is unable to be contacted. With busy schedules, it is often difficult to reach a parent or responsible adult when students become ill or have an injury. A parent/guardian **MUST SIGN** authorization for emergency treatment on the emergency card. Please complete **BOTH SECTIONS** of the emergency card.

REQUIRED REGISTRATION DOCUMENTS

In order to be considered for registration, parents are required to submit a number of documents and complete registration forms, including:

- Birth Certificate
- Immunization records- Tuberculosis Risk Assessment (form completed at school site during

registration)

- 2 Proofs of Address – Such as a utility or water bill, or rental agreement
- If utility bills or other documents are not under Parent/ Guardian name, a notarized affidavit of residency is required
- Previous school withdrawal verification
- Special education IEP documentation

CHANGE OF ADDRESS OR PHONE NUMBER

If a student changes his/her address or phone number, he/she is required to notify the office immediately.

I.D. CARD

All students may purchase a student I.D. card when they take pictures during the first weeks of school. Cards costs \$3.00. Students may need their I.D. card to check out materials or for school activities.

TRANSFER TO ANOTHER SCHOOL

If a student expects to transfer to another school, he/she must bring a written verification (note) from parents or guardian, stating the new address or town to which he/she is planning to move. Report this information to the office no less than one day prior to the last day of attendance. After circulating a withdrawal slip to all teachers and checking in all school property, report to the office for final checkout.

GENERAL POLICIES AND PROCEDURES

COMMUNICATION TO STUDENTS AND PARENTS

DAILY ANNOUNCEMENTS: Every morning announcements are read over the public address system after the first bell rings. Students need to pay special attention to the reading of the bulletin which contains important school information. Students are held responsible for the information mentioned during the bulletin. This may include meeting announcements, sports information and daily schedule changes.

MARQUEE MESSAGE BOARD: Special events and game days are noted on our marquee near the front of our school.

REEDLEY EXPONENT: Grant staff regularly submit articles to the Reedley Exponent. Please see the Grizzly Growl in the Panorama section.

PARENT MEETINGS: The Parent Teacher Club, School Site Council, and the English

Language Advisory Council offer an opportunity for parents to communicate with the school. Meetings and workshops are held during the course of the school year. The meetings are conducted in both English and Spanish. It is very important that parents make an effort to attend these meetings.

PHONE CALLS: Phone calls will be made using the automated phone messaging system. It is important that the school has your current phone number to ensure that you will receive the phone calls.

SCHOOL WEBSITE

Our school web page is grant.kcusd.com. We welcome your frequent visits to stay informed, view the many pictures, and contact your student's teachers or other staff via their email address. Students, staff, and parents are encouraged to submit information and photos for publication consideration to our web-site manager, Mrs. Beatie. She can be reached at 559-305-7336 or beatie-e@kcusd.com. We encourage parents to view our school website weekly as our school calendar is linked to our website. All upcoming events including sports, clubs' activities, parent meetings, etc. are listed on the bottom of our homepage. We update our calendar daily in an effort to keep our parents and caregivers informed. Dates, locations and times can be found there. Parents can also keep informed about district events at www.kcusd.com for district wide information as well as other KCUSD schools' information. Using the digital tools of the website, email, and powerschool can assist parents in staying connected to their child's education.

PATRIOTIC OBSERVANCE

The Pledge of Allegiance to the United States flag will be observed school-wide every morning as part of the morning announcements. Students, while not required to participate, must stand, demonstrate respect and refrain from disrupting or detracting from this observance.

HALL PASSES

Students may not be released from classrooms without the issuance of a classroom pass. Students on campus while class is in session should carry with them their assigned teacher's classroom pass or a restroom pass. Students are not to be released during instructional time to use the phone, unless in the case of an emergency.

FOOD SERVICES

Students may either obtain a hot lunch or bring their lunch from home. The Kings Canyon Unified School District takes part in the National School Lunch and Breakfast Program. Breakfast and lunch are available to each child every school day. Under the guidelines of Provision II of the Department of the Child Nutrition Program, all Grant students will receive free meals for breakfast and lunch. Parents and students can check the daily menus on our

website.

- **Breakfast is served Monday-Friday, 7:30-8:00 AM. Please join us!**

STUDENT INSURANCE

The school district does not provide insurance to cover personal injury, accidents or property loss while on the school premises. Parents who wish to purchase insurance may pick up an insurance application at the school or district office. Students who participate in the after school sports program are required to have insurance.

PHYSICAL EDUCATION (PE)

All students are expected to participate in physical education. Seventh and eighth grade students are required to dress out in their PE uniform (shorts \$10, t-shirt \$10) and wear appropriate athletic shoes. Students who do not have appropriate athletic shoes may not be allowed to participate in activities in the gymnasium; this may adversely affect their grade in PE. Students are to conduct themselves appropriately at all times during PE class and behave in safe, supportive, and respectful manner. Students are expected to always lock their locks and securely lock their personal belongings. A lock will be checked out to every student for use throughout the year. Students who lose their lock will be required to pay \$6 for a replacement. **GMS is not liable for the loss of personal belongings due to the failure to securely lock the belongings in the assigned locker.**

MEDICAL POLICY FOR PE

Short Term: All one-day excuses from parents can be given directly to the Physical Education instructor.

Students who are excused from participation are still required to dress out. All short-term excuses from a

doctor should be given to the nurse/ health clerk before the student reports to his/her P.E. class.

Long Term: Doctor's notes must be taken to the nurse's office for clearance and will be kept on file in that office.

PRESCRIPTION MEDICATION

Any pupil who is required to take medication prescribed by a doctor during the school day may be assisted by the school nurse or the school secretary. The school must receive the following in order to assist in this process: (1) a written statement from the doctor detailing the method, amount, and time schedules by which such medication is to be taken; (2) a completed Medication at School form authorizing school personnel to administer medication; (3) medication must be provided in the original container/packaging and must match the information on the Medication at School form.

FINANCIAL OBLIGATIONS

From time to time, students incur debt at school. These debts must be paid in a timely manner, In order to participate in extracurricular and/or after-school activities, receive the end of the year report card and to register for the following school year, students must have no financial debt at Grant Middle School.

BUILDINGS AND GROUNDS

Students are expected to respect and help take care of our school facilities. The school represents a financial investment on the part of parents and our greater community. Since it belongs to all of us, it makes good sense to give it the best possible care. With this in mind, students are expected to:

1. Pick-up trash whenever noticed, as others watch you and appreciate such maturity.
2. Always walk, not run, in the halls or on walkways.
3. Stay on walkways, stay out of planters. Help keep the grass and shrubs beautiful.
4. Keep to the right when passing along walks and corridors.
5. Keep off muddy ground in wet weather.
6. Keep your feet on the ground and off of the walls.
7. Keep corridors clean from papers and other trash. Put trash in the trash cans.
8. Not sit on tables and take care of, benches, and other facilities.
9. Report damage or vandalism to the custodian, staff, teachers or the Principal.

NOTE: Any deliberate damage to school property will be repaired at the expense of the person causing the damage through California Education Code and Restorative Justice.

TEXTBOOKS

Students are responsible for their textbooks and material provided to them. Textbooks are typically valued between \$60 and \$90 each, so students are strongly encouraged to maintain care and responsibility of any texts they are issued. Textbooks or other materials that are not returned at the end of the year and/or books that show excessive wear and/or damage are charged to the pupil and parent. Any textbook damaged, defaced, or lost will be the sole responsibility of the student and parent. Financial obligations for lost textbooks (or other school property) must be cleared prior to registration, grade promotion, receipt of certificate of promotion (diploma), and release of cumulative records to the high school.

ITEMS NOT ALLOWED ON CAMPUS

- Gum, candy, seeds, chips, sodas
- Radios, headphones, ipods, gaming devices, tablets and other electronic devices used solely for the purpose of entertainment
- Aerosol paint
- Permanent markers of ANY kind

- Laser Pointers
- Firecrackers or poppers
- Any outside toy that distracts the learning environment
- Any outside substances that would damage or destroy technology used for learning
- Items or food used for the sole purpose of personal profit (no items may be sold by students)

LOST AND FOUND

The Lost and Found is located in the Responsibility Center. Found articles should be turned in to any staff member or at the office. Articles may be claimed daily at break or after school. Any items left in the Lost and Found, unclaimed, will be sent to a social service organization.

MATERIALS AND SUPPLIES

Students are responsible to provide his/her own pencils, whiteboard markers, binder, and PE clothes. Students must also pay for lost or damaged books, school supplies, materials, and PE locks.

MONEY AND VALUABLES

We ask that students bring no more than \$5.00 with them to school and that they leave any items of value at home. Grant Middle School is not responsible for the loss of money or valuables including cell phones.

LIBRARY GUIDELINES

The Grant Library is open regularly Monday through Friday, 7:30 a.m. to 4:00 p.m. Students are encouraged to use the library to check out books for reference and pleasure reading. Library books may be borrowed for a two-week period, and may be renewed. Students will be charged for any lost or damaged books, at current replacement value. Please check the due date and return books on time.

ELIGIBILITY FOR EXTRACURRICULAR EVENTS/ACTIVITIES

Students must have a current GPA of 2.0 or higher in order to participate in an extracurricular activity. Students must be in good behavioral standing on the day of the activity. Students who have been suspended are ineligible for participation in extracurricular activities during their time of suspension and an equal number of days upon their return to school. If a student was sent into the office with a behavior referral, administration will determine whether the student may attend the event.

ELIGIBILITY FOR ATHLETICS

Students who participate in Grant Middle School athletics or Kings Canyon Unified School District athletic teams must have a 2.0+ GPA and be in good behavioral standing according to

the school discipline policies.

2.0 GPA: Progress reports and End of Trimester grades determine eligibility. A student receiving a grade point average below 2.0 will be considered on academic probation for one grading period, and may participate until the next grading period (progress report or trimester period). If the student is above 2.0 at the next grading period, that student is removed from probation and is in good standing for participation. Any student with 2 consecutive reports/grading periods below 2.0 is determined to be academically ineligible and will be removed from the team. Students promoted to the next grade (6th to 7th, 7th to 8th) but have below a 2.0 at the end of the year are placed on probation unless it has been two consecutive periods below 2.0 and that student is declared ineligible until attaining a report above 2.0. Students who are ineligible are not allowed to participate in any way with the team. Each advisor/coach is responsible for submitting a team roster to the Learning Director for verification of student eligibility.

Good Behavioral Standing: Students must be in good behavioral standing to participate in practices and games. Students who have been sent to the office for classroom/school misbehavior, defiance or disruption will be removed from the athletic activity (practice and/or games) for the day. Students who have been suspended for an offense, as defined in the Grant Middle School Parent Student Handbook, are ineligible during their time of suspension. Players on the athletic teams must agree to wear the complete Grant School uniform in order to participate. Students who are ineligible may not attend any practices or games until student becomes eligible. If a player continues to struggle with academics and/or behavior he or she may be placed on a sports contract with school administration.

TELEPHONE CALLS

The office phones are used for school business and are not to be used by students. Students may use the “Student Phone” in the hallway before school, during breaks, and after school. If an emergency arises, the office phone may be used with assistance of the school secretary. Parent calls to students should be for emergencies only. Please make all after school arrangements with your child before they leave for school. The school secretary may ask for information regarding the inquiry and will leave a message for the teacher to return parent calls.

VISITORS

Parents are always welcome to visit in the classroom. Please report to the office to sign in and receive a visitor’s pass.

SPECIAL DELIVERIES, PRESENTS AND BALLOONS

Delivery of balloons, presents, flowers, foods and other special items is distracting to school activities and a safety hazard on a school bus, therefore they are not allowed. Those types of items brought to school must be kept in the Responsibility Center and may be picked up after school.

CONDUCT TO AND FROM SCHOOL

- Please keep off other people's property on the way to and from school.
- Pupils are to conduct themselves quietly and in good order on the bus. They are under the care of the bus driver. Creating a disturbance or disobeying the safety rules jeopardizes the safety of all passengers. This misconduct will warrant a referral and/or loss of bus riding privilege.
- Students are responsible to the school from the time you leave home until the time you return. Students may face consequences including, but not limited to, suspension due to misconduct.
- Remember to walk facing traffic and observe all traffic rules and laws as you go to and from school.

RETURNING HOME FROM SCHOOL

At the end of each school day, students are to go directly home. Under no circumstances should students accept rides from strangers. If rides are offered, report such incidents to the office IMMEDIATELY. Remember to be a good citizen on the bus and on the street going to and returning from school, for neighbors and the townspeople judge a school by the actions of its students. Students are subject to school policies until they have arrived home after school. Students do not have permission to be on campus after school has been dismissed unless they are participating in the after school program, are assigned to tutorial, or are part of another school related activity.

LEGAL RESPONSIBILITY

The parent/guardian of any minor whose willful misconduct results in injury or death of any student, employee or volunteer, or who willfully cuts, defaces, or injures in any way any property, real or personal, belonging to a school, district or personal property belonging to a school employee shall be liable for the damage. Liability shall not exceed \$10,000.

FOOD

Outside food, snacks and drinks are not allowed in the classrooms or in the library except during special activities. Gum, seeds, chips, and other snack items are not permitted on the school grounds. Items will be confiscated. **Selling candy or other items for personal profit is not allowed.**

SALES

There are to be **no sales of any kind for personal profit** at Grant Middle School. Any students violating this rule will be subject to discipline by school administration.

BICYCLES/ROLLERBLADES/SKATEBOARDS

Bicycles may be ridden to and from school only. They are never to be ridden in the halls or on the school grounds (including the athletic fields and sidewalks). All bicycles must be secured with a chain and lock in the bike racks. Skateboards and rollerblades may be brought , but must be kept in the Responsibility Center until the end of the day. As of January 1, 1994, **persons under the age of 18 years must wear an approved helmet when riding on any public street, highway, bikeway, etc.** Students riding bikes without a safety helmet may be cited by a Reedley Police Officer.

CELL PHONES

Students' cellular phones, while permitted on campus, must be **turned off** (not on vibrate) and should never be visible. Exceptions to this policy require administrative approval. In the event of need for communication between parents and students to and from school, cell phone use is expressly limited to use outside of the instructional day. A "bell to bell" protocol (start of day to end of day) shall be in place at all sites, preserving the instructional day as free from all electronic device usage. Electronic devices used in violation of these guidelines will be confiscated by staff, and must be picked up by the legal guardian of the student. Items will not be returned to students. Parents may pick up devices at Grant Middle School between 7:30 AM – 4:00 PM. The school site and/or district are not responsible for lost or stolen items, including items confiscated during school hours. It should be noted that **additional disciplinary** consequences may be added to those above if cell phone use/possession is connected to other violations of school rules.

Repeated violations of the Cell Phone policy will be viewed as intentional defiance. A student may proceed through normal disciplinary consequences.

ELECTRONIC DEVICES

Due to the expense, possible loss, and interruption of the learning environment, other electronic devices designed solely for entertainment (iPODs, iPads, PSP, MP3 players, Nintendo DS, radios, bluetooth speakers, beepers, laser pointers, headphones, etc.) are not permitted on campus. Electronic items will be confiscated by a staff member and held in the R.C. until a parent picks up the item. Pickup time for any confiscated device will be from 3:00pm to 4:00 pm. Grant Middle School is not responsible for lost, broken or stolen electronic items that are brought to school. Laser Pointers are absolutely not allowed on campus because of the potential danger of eye damage. Repeated violations of the Electronic Devices policy will be viewed as intentional defiance. A student may proceed through normal disciplinary consequences.

EMERGENCY DRILLS: FIRE, FACILITY ALERT, LOCKDOWN, EVACUATION

During any emergency preparedness drill, such as a fire drill, facility alert, lockdown, or campus evacuation, students and staff are to follow specific instructions. A clearly audible alarm will sound to initiate any fire drill or lockdown procedure. Regularly scheduled, as well as

unannounced emergency drill practices will occur. During any facility alert, unless directed by staff, students are to report to and remain in classrooms until directed to evacuate classrooms. During a fire emergency or campus evacuation procedure, students are to leave classrooms quietly, quickly, and in an orderly fashion. Students are to move out in single file and move to safety and under a staff member's direction. Students may only return to classrooms after the "all-clear" (verbal announcement or bell alarm) indication occurs. Upon any facility alert or lock-down emergency procedure that requires students to remain indoors, a clearly audible bell or signal will be heard, and students are to remain quiet, focused, and in a safe orientation inside classrooms. Upon direction from adult staff or an "all-clear" announcement, students are to remain indoors and attentive to the nature of the situation taking place.

Upon the need to evacuate the campus, an appropriate alarm or announcement will be made. Students are to follow the directions of staff and remain orderly, quiet, and cooperative as the situation requires maturity and focus.

Parents will be directed to report to a specific location where they may pick-up their student(s) from school in situations requiring fire-drill, lockdown or campus evacuation procedures. In the interest of safety for all students being our priority, specific procedures for signing out students will be provided and necessary for parents/guardians.

Teachers and students will be notified of a Civil Defense alert by a continuous ringing of the bell. Students will immediately leave the classroom and go directly home. Parents are to designate alternate location in case of parent absence.

UNLAWFUL DISCRIMINATION COMPLAINT PROCEDURES

The Board is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination based on gender, race, color, religion, national origin, ethnic group, marital or parental status, physical or mental disability or any other unlawful consideration.

Any individual who believes that the District has violated federal or state laws or regulations regarding discrimination may file a complaint with Mr. Roberto Gutierrez, Deputy Superintendent for Personnel at the District Office. The complaint will be investigated and mediated.

Information on Sex Offenders Living in KCUSD (AB 488, Penal Code 290.46, Board Policy 3515.5)

Californians seeking names, photos and addresses of sex offenders living in their neighborhoods can now access that information. The state's long awaited Megan's Law Website went up on the internet in December of 2004. The site, <http://meganslaw.ca.gov>, provides information on more than 63,000 persons required to register in California as sex offenders. Specific home addresses are displayed on

more than 33,500 offenders in the California communities. The site displays the last registered address reported by the offender. An additional 30,500 offenders are included on the site with listing by ZIP Code, city, and county. This internet web site also has many valuable links providing information on [How to Protect Yourself and Your Family](#), [Facts about Sex Offenders](#), [Frequently Asked Questions](#), and [Sex Offender Registration Requirements in California](#).

Safety is the top priority at any school site. This database provides important information in the ongoing effort to keep our children and students safe. Parents/guardians are strongly encouraged to access this web site and review with their children the information provided on the links referred to above.

SEARCH AND SEIZURE

SEARCH AND SEIZURE It is the goal of KCUSD and the Administration of Grant Middle School to provide each student and employee with a safe learning and working environment. Illegal drugs, controlled substances, alcohol or any other intoxicants, weapons of any type and explosive devices (including firecrackers) will not be tolerated. With this goal in mind, the KCUSD School Board has adopted a policy regarding search and seizure. (BP 5145.12(a)) The administration of GMS will conduct searches of students and/or their property when there is a reasonable suspicion that the student is violating the law or the rules of the school. Grant Middle School utilizes the services of non-aggressive trained detection canines to sniff out and alert the presence of those substances prohibited by law or district policy. These inspections shall be unannounced and will be made at the discretion of the principal. The canines may be used to sniff lockers, common areas, desks, bags, items and vehicles that are on district property or on adjacent property. On-site drug and alcohol tests may be used as necessary. A) The handler will determine what constitutes an “alert” by the canine. B) The student or person having the use of, or bringing onto district property, or who is responsible for the area or item in question, will be called to the scene to witness the search. C) Ownership will be established and search activities will be conducted in accordance with district policy and applicable law. D) Discovery may result in: 1) Appropriate disciplinary action, as described in the Grant Middle School Handbook. 2) Referral to law enforcement.

ACADEMIC POLICIES

INSTRUCTIONAL MATERIALS AND SUPPLIES

Students are responsible to supply the following: Binder, three or more sharpened pencils, two or more pens, Expo/whiteboard markers, two highlighters, binder paper, ¼ graph paper, 3 glue sticks, an eraser, and a 6” ruler. Homework calendars and science notebooks are provided by the school.

HIV/AIDS PREVENTION EDUCATION

Kings Canyon Unified School District provides students with a comprehensive sexual health education program. In addition, California state law requires that HIV/AIDS prevention education is taught in

middle school and in high school. While the district strongly encourages students to communicate with parents/guardians about issues of human sexuality, the district's family life and sexual health education programs can assist parents/guardians in educating students about these important issues. HIV/AIDS prevention education will be preceded by a letter to parents notifying them that such instruction will be underway shortly, and inviting them to review the information ahead of time.

PROGRESS REPORTS

At the midpoint of each trimester, a Progress Report will be distributed to parents at Parent Conferences or mailed home. This communication will alert parents to their student's status at the midpoint of each grading period and allow adequate time for improvement in cases of low achievement. Parents may request a progress report be furnished to their student by contacting any teacher via phone call, email, or via verbal request by their student to a teacher. Every Friday, a student may go to the Responsibility Center to request a "Quick Lookup" showing current grades and attendance. At any time, parents can access powerschool via internet or Smartphone Application using their code. Both students and parents are issued an access code from powerschool. If you need assistance please call the school at 559-305-7330.

STUDENT-PARENT-TEACHER CONFERENCES

These conferences will be held two times during the school year, at the midway point in Trimester I and Trimester II. Parents are encouraged to advise their employers of the importance (and legal requirement) to allow time off from work to meet with their student's teachers. All Grant staff are expected to attend conferences. Parents are strongly encouraged to schedule additional conferences, at any time during the school year, with teachers by either emailing teachers or by calling the office at 305-7330. We encourage all parents to take advantage of these conferences and other communication opportunities to discuss your student's progress and to communicate your concerns. Every effort will be made to have Spanish interpreters available during all conference sessions.

REPORT CARDS

Report cards are issued to students three times a year. Report cards are mailed home approximately a week after the end of each trimester.


POWERSCHOOL

Kings Canyon Unified School District offers parents and students the opportunity for regular monitoring of a student's grades and attendance, as well as accessing daily class and homework assignments, through the Powerschool online program. Each student and parent/guardian have access through a password provided by the district. Grant Middle School has set aside one computer in the Responsibility Center for specific Powerschool access for students and parents. Contact the school for information regarding your child's password for accessing the web site. PowerSchool passwords for your child do not change from year to

year.

Directions on how to log into PowerSchool

1. You must have internet access.
2. Enter the following website address <http://powerschool.kcusd.com/public/home.html> or link through the Grant Web Page (Quick Links- PowerSchool – PowerSchool for Parents and Students)
3. Enter your Parent username and password. Then, click submit.



PowerSchool

Parent Sign In

Username

Password

[Having trouble signing in?](#)

Sign In

STUDENT STUDY TEAM (SST)

The Student Study Team is a process developed to assist students who may not otherwise qualify for special education services. It was designed as an academic intervention process for regular education students. The Student Study Team at Grant is made up of staff members, the student, and the Administrative Staff. Other staff members may be included as well, if necessary, such as the nurse, school psychologist, social worker, or special education director. The process includes an in-depth analysis of the student's academic and social educational history and a team discussion of current observations, limitations and potential. A plan is designed by the Study Team for the student in which goals are set and support systems are identified. Students who have difficulty in school may be referred to the SST.

RESOURCE SPECIALIST PROGRAM

This class is designed specifically for students who qualify under state and federal guidelines. Students enrolled in this class receive special instruction as indicated by an Individual Educational Plan (IEP).

HOMEWORK POLICIES

Each student will leave Grant Middle School with a firm foundation for pursuing knowledge and developing skills on an independent basis. Homework is an essential component in reaching this goal. Homework serves to develop individual study skills and responsibility, while reinforcing skills and concepts. Simply put, homework is specific tasks assigned by teachers to be completed during non-school hours. The purpose of homework may be to practice, to prepare and/or to extend instructional objectives aligned to curriculum. Homework assigned will be at a level that students can complete independently. Homework has positive effects on achievement and character development, and can serve as a vital link between the school and family.

Homework Policy

1. Homework is due the next day after it has been assigned, unless otherwise specified.
2. Teachers will monitor the quality of all assignments and incomplete work or work that lacks acceptable neatness will be reassigned.
3. Teachers will oversee the daily completion of the agenda planner, ensuring that homework notations have been made.
Teachers will support students' daily completion of agenda (homework entries) by doing daily agenda checks.
4. Homework is meant to reflect learning. Therefore, it is possible that late assignments may be made up for earned credit.
Missing homework assignments must be completed before the final exam (also known as the summative assessment) and which the missing assignments are a part of.
5. It is the student's responsibility to make up the missing assignment. Students will be given the same amount of time to complete the assignment as the rest of the class had when the assignment was made.
6. After one missed homework assignment a teacher has the discretion to assign lunch detention or after school tutorial. Students assigned to lunch detention will have lunch and complete the missing homework.
7. The teacher will make a parent contact after three missed homework assignments.

For extended absences of two to four days, parents must request homework in advance in accordance with district/school policies for extended absences.

Stay updated on homework assignments and grades

Website: <http://powerschool.kcusd.com/public/home.html>

ASSESSMENT PROGRAM

Assessment of the academic achievement and progress of all students is a priority. It is the philosophy of the professional education community to frequently check on the progress of students in order to best diagnose gaps in learning and best prescribe appropriate interventions. Parents and students are strongly encouraged to discuss with each other and with teachers the status of achievement, and request documentation whenever necessary.

Tests, quizzes, and benchmark tests, including district writing prompt assessments represent assessment. The State of California and the United States Government also present additional levels of assessment including the Smarter Balanced Assessment Consortium (SBAC), California Assessment of Student Performance and Progress (CAASPP), English Language Proficiency Assessments for California (ELPAC), California Alternate Assessment (CAA).

GRADE LEVEL PROMOTION REQUIREMENTS

The Governing Board expects students to progress through each grade within one school year. Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

As early as possible in the school year and in students' school careers, the Superintendent or designee shall identify students who should be retained and who are at risk of being retained in accordance with law, Board Policy, Administrative Regulation and the following criteria: Students shall be identified on the basis of academic achievement. The indicators of academic achievement include grades, rubric scores, standardized testing, and proficiency level on grade level content standards.

When a student is recommended for retention or is identified as being at risk for retention, students will be provided additional opportunities for demonstrating academic progress which may include but are not limited to tutorial programs, after-school programs, summer school programs and/or the establishment of a student study team.

The decision to promote or retain a student may be appealed consistent with Governing Board policy, administrative regulation and law. The burden shall be on the appealing party to show why the decision should be overruled. (Education Code 48070.5)

[Kings Canyon SD](#) | AR 5127 Students Regulation KINGS CANYON UNIFIED SCHOOL DISTRICT

Middle School Promotion and Activities

Students must complete all district adopted promotion requirements prior to participation in promotion ceremonies and activities; plans to complete said requirements at a later date are not sufficient.

The Superintendent or designee shall identify other school-sponsored awards which may be given out during promotion ceremonies. A separate awards program may be held to recognize students receiving other school and non-school awards.

Students may not participate in promotion ceremonies if there are outstanding debts at the date and time of said ceremonies.

Students may not participate in a school's promotion ceremony unless enrolled at that school at the date and time established for determining the promotion roster.

Students are not eligible to participate in a school's promotion ceremonies if they have been subject to suspension or expulsion proceedings on the date of the activities.

Eighth Grade Promotion Ceremony Eligibility

Eighth grade promotion ceremony requirements:

1. A minimum score of 2 ("Standard Nearly Met") on Smarter Balanced Assessment (SBA) in English/Language Arts (ELA) and Mathematics on the 7th grade SBA test; or, a minimum score of Basic/Standard Nearly Met on an alternate district-approved assessment in 8th grade.
2. Grade Point Average GPA of 2.0 in 8th grade year. Additionally, students must have a "C" or better in ELA, Math, Science and Social Studies or complete an intervention plan.
3. Any student with a Section 504 Plan or Individualized Educational Plan (IEP), will meet promotion ceremony and activity requirements as established through their respective 504 Plan or IEP teams.
4. Excused or Unexcused Absences: 15 days or less (including suspensions) for 8th grade. The school site Promotion Committee will meet with parents/guardians to decide whether extenuating medical circumstances caused the absences. If absences exceed the allowable number, the student may petition the school site Promotion Committee to request an approved plan.
5. Suspensions Allowed: Students must have no more than 10 days of suspension for the year or no more than three days of suspension in the third trimester.
6. All financial obligations must be cleared prior to participation in the ceremony.

Students must meet these requirements in order to participate in any promotion ceremony or 8th grade end-of-year activities.

Any student with an Individualized Educational Plan or Section 504 will meet standards established through their respective IEP or 504 Plan. Any student who does not complete one of the aforementioned competencies may request a hearing before the Promotion Ceremony Review Panel. This panel will review the advisability of differential standards based on assessed need.

STUDENT ACTIVITIES

INTERSCHOLASTIC SPORTS

The teams from Grant Middle School engage in inter school competition. Our girls and boys compete in cross country, volleyball, soccer, basketball, and track against other schools within

KCUSD Middle School Athletic League (MSAL). Students must meet eligibility requirements as defined in the general policies and procedures section of this handbook.

Sport
Volleyball
Soccer
Track/Field

District athletic teams compete in the Central Valley Athletic League (CVAL). Students must meet eligibility requirements as defined in the general policies and procedures section of this handbook as well as the CVAL bylaws and handbook.

Sport
Football, Water Polo, Cross Country
Basketball, Wrestling
Softball, Baseball, Swimming

CLUBS AND ACTIVITIES

Involvement at school is a primary reason why students succeed. Grant expects that 100% of the student body is engaged in some form of co-curricular activity. Many opportunities are available for students to be engaged in activities at school, such as MESA, Oral Interpretation, ASP-Grizzly Academy, Anti-Bullying Champions Club, Yearbook, Student Council, Restorative Justice Victim Panel Member, etc. Parents are encouraged to volunteer to be involved, sponsor a club, and/or support the co-curricular program in any number of ways. Students must meet eligibility requirements as defined in the general policies and procedures of this handbook.

STUDENT COUNCIL

Student Council Officers are elected at the end of each year for the following school year. Student Council members must maintain a 3.0+ GPA, no office referrals, and have no in-school or out of school suspensions while serving as an officer. In order to encourage the high standards of student conduct and behavior, the principal may remove a student from his/her office or be denied the opportunity to run for office based on referrals to the office, bus conduct, and behavior at off campus school sponsored activities. A student from each homeroom class will be selected as a classroom representative who will attend the student council meetings. The officers and the classroom representative will compose the Student Council which meets with a faculty advisor to discuss and plan student activities and help shape our school's culture.

SCHOOL YEARBOOK

A yearbook is produced each year to document the year's activities and special events. It

contains all individual school photographs and depicts the many activities that take place throughout the year. Sales of the yearbook are held in October and January.

SPIRIT DAY – PROUD TO BE A GRIZZLY!

School spirit helps build enthusiasm, teamwork, and respect for the school. Every Friday is Spirit Day. Students are encouraged to show their Grizzly pride by wearing a Grant Middle School Spirit shirt or other Grant School wear. **Spirit shirts may be purchased throughout the year in the office.**

FIELD TRIPS

Periodically, students in good standing are permitted to attend special academic or reward field trips. Students may have an opportunity to attend reward/incentive trips following each trimester, if the budget allows. Students will be offered a college campus trip at each grade level.

SCICON

Scicon is a 3 day long field trip for sixth graders. The cost is \$25. In order to insure the safety and security of all students, continuous behavior issues will result in a student not being allowed to attend.

AFTER SCHOOL PROGRAM

We are pleased to offer a comprehensive after school program for all Grant students. Students receive a snack, work on homework for approximately 30 minutes, and participate in various activities. Activities include athletic teams, tutoring, clubs, arts and crafts, cooking class, gardening, and once-a-month special activities. If students stay for the program, they will need an After School Program application on file. We encourage all Grant students to participate in the After School Program.

STUDENT RECOGNITION

HONOR ROLL

The Honor Roll is a means of recognizing outstanding student achievement at Grant Middle School. The requirements reflect the student's academic achievement. All students are eligible for placement on the Honor Roll subject to the following criteria:

Principal's Honor Roll	4.00	G.P.A.
High Honor Roll	3.75 - 3.99	G.P.A.
Honor Roll	3.50 - 3.74	G.P.A.

RECOGNITION and AWARD CEREMONIES

Periodically, various recognition ceremonies will take place in order to publicly recognize,

praise, and celebrate academic achievement, Student of Character, and various program participants and introduction of co-curricular sports teams, student leadership, etc. Grant will recognize students every Trimester at the Reedley Performing Arts Theater.

PERFECT ATTENDANCE

Perfect attendance is recognized at the end of each trimester .

BLOCK “G” HONORS

Block “G” Honors is awarded to 8th grade students who demonstrate exemplary academic, social, community, and character achievement. The student must be in good academic standing in all subjects for sixth through eighth grades. The student must participate in Co-curricular activities, give community service time, and have exemplary behavior. Each student will earn points for each category and must earn points in at least one category to qualify. The higher the GPA and more involvement, the higher amount of points earned. A panel of judges reviews applications submitted by each student who wishes to earn this prestigious award, followed by a review of the application, review of the written essay by each candidate and interviews each candidate face-to-face. Block G medals are presented to recipients at a banquet for honorees and family members.

KCUSD STANDARD DRESS CODE POLICY

Kings Canyon Unified School District is an exemplary district. The primary function of the KCUSD standard dress attire policy is to establish a safe and secure learning environment that reflects positive student choice. The district standard dress attire policy will be enforced consistently and fairly on school campuses and at school sponsored functions.

AR 6132 (a)

Schools are responsible for notifying students and parents/guardians in a timely manner of established site standards.

EDUCATIONALLY APPROPRIATE DRESS AND GROOMING

Any apparel, hairstyle, cosmetic or jewelry, even if not specifically mentioned below, which creates a safety concern, draws undue attention to the wearer, or tends to detract from the educational process is prohibited unless addressed elsewhere in this regulation.

1. Headwear: District approved headwear must be worn outside only. Any student entering a room or building must remove the head wear prior to entering. Only district-approved hats will be allowed at school, unless a doctor's note is provided.

- a. Hats must be khaki or white cloth type, with a 2" brim that encircles the entire hat. The hat must be free of any insignias or markings except for the individual's name written inside in one-inch block letters.
 - b. A parent/guardian may elect to purchase a hat from a source other than the school/district. However, the hat must be pre-approved by the site administrator prior to the wearing of the hat by the student.
 - c. During after school activities open to the public, only headwear that is not gang related may be worn.
 - d. Knit caps are allowed outside ONLY during cold and/or inclement weather. (November 01– April 01)
2. **Sunglasses:** Sunglasses are not to be worn unless prescribed by a physician or authorized by the principal for special events.
 3. **Shoes:** Shoes must be worn on campus and at school functions by all students. For safety reasons, students are not allowed to wear flip-flops, shoes, or sandals without heel straps.
 4. **Undergarments:** Top garments shall be sufficient to conceal undergarments at all times.
 5. **Pants: Excessively baggy or saggy are not allowed.** Pants may not extend beyond 5 inches (5") when measured at the kneecap of the straightened leg. Pants must fit and be worn no lower than 2 inches (2") below the natural waist. No frayed clothing is acceptable (manufactured or otherwise).
 6. **Shirts/Blouses:** Shirts and blouses must have finished edges and be **no longer than the top of the inseam**. Tank tops, tube tops, halter tops, spaghetti straps, off the shoulder blouses, bare midriffs, see through, or **oversized shirts** that present a safety concern or draw undue attention are not acceptable. Bereavement shirts are not allowed. **Female tops must have at least a 3" shoulder strap. Any apparel determined by administration to be too revealing is not acceptable.**
 7. **Hemlines:** All dresses, skirts, shorts, and pants must have a finished hem. Shorts must have at least a 4-inch (4") inseam. Skirts and dresses may be no shorter than 4 inches (4") above the knee.
 8. **Dangerous Attire:** Attire which may be used as a weapon may not be worn, including but not limited to steel toed boots, chains, items with spikes or studs, and other items deemed inappropriate by the principal and/or school site council.
 9. **Fashions:** Fashions that draw undue attention to the wearer and/or detract from the educational environment are not acceptable. This includes exotic clothing, extreme makeup, tattoos, body piercing, military or camouflage attire, long fake fingernails, etc.
 10. **Facial and/or Body Piercing:** Facial and/or Body Piercing are not acceptable with the exception of ears.
 11. **Hair Styles:** Hairstyles that draw undue attention and/or detract from the educational environment are not acceptable; i.e. unusual designs, unnatural colors, Mohawks, tails, unusual razor cuts (including eyebrows), or extensive sculpting.
 12. **Gang Related Apparel:** Gang related apparel is not acceptable. The district/school will collaborate with Law Enforcement Agencies to update changes in gang-related apparel as necessary. Any clothing or apparel that a student or group of students wear to identify themselves for the purpose of harassing, threatening or intimidating others will not be

allowed. **No combination of RED and BLACK or BLUE on BLUE. No solid red or blue T shirts, no red or blue shoe laces. This is a safety issue.**

13. Jackets: Jackets and other apparel depicting professional sports teams shall not be worn.

14. Gloves: Gloves can be worn during cold months, only when the students are outside. If a student wears gloves they must wear them on both hands.

Exceptions to Regulations - Generally, these neutral dress and grooming rules will be applied to all students. Religious beliefs and/or medical requirements may be grounds for an exception to a specific portion of the KCUSD Dress Code with specific advance approval from the District. A petition for an exemption from enforcement of a specified portion of KCUSD Dress Code should be submitted to the Principal.

Clothing with Writing, Symbols, Pictures and Insignia

Under no circumstances will the Principal allow an exception for dress or grooming that displays gang symbols, uses profanity or displays products or slogans that promote tobacco, alcohol, drugs or sex.

Articles of clothing, jewelry or personal effects (backpacks, fanny packs, binders, gym bags, buttons, water bottles, etc.) are not allowed if those items contain writing, symbols, pictures, or insignia that:

1. Display gang-related symbols
2. Use profanity
3. Display products or slogans, which promote tobacco, alcohol, drugs or sex
4. Disrupt the educational process
5. Are obscene, libelous, or slanderous
6. Create a clear and present danger of the commission of unlawful acts, violation of school regulations, or injury to students, staff, or community
7. Violate state hate-crime laws
8. Display Pro team logos

Any clothing or apparel that a student or group of students wear to identify themselves for the purpose of harassing, threatening, or intimidating others will not be allowed.

The school administration reserves the right to make revisions to the handbook as it applies to school safety and maintaining a conducive learning environment.

The school administration will also determine the nature of gang dress and paraphernalia in continual consultation with local authorities. The administration at Grant Middle School has determined that the following items are gang related and therefore **PROHIBITED:**

- ✓ Clothing which have any pictures of dogs, i.e. bulldogs or **Diamond** or **Cookies** logos
- ✓ Some clothing with religious pictures or phrases
- ✓ Solid RED or BLUE shirts, shoelaces, belts, headwear or wristbands
- ✓ BLACK and RED combination determined by administration

- ✓ BLUE on BLUE
- ✓ NO RED or BLUE handkerchiefs
- ✓ Pants must be hemmed and not drag on the ground. Pants may not be held at the ankle with a rubber band or elastic.

Students who fail to follow the provisions of this policy will be held accountable in accordance with established district/site discipline policy.

CONSEQUENCES FOR DRESS CODE VIOLATIONS

- 1st Offense: Student is warned. Student is returned to class after change of clothing, removal of item, or change of hairstyle brings student into compliance with the dress code.
- 2nd Offense: Student is warned and parent contacted. Student is returned to class after change of clothing, removal of item, or change of hairstyle brings student into compliance with the dress code.
- 3rd Offense: Parent contacted, 1 day in-school suspension.
Repeated violations will result in the student receiving an out-of-school suspension and/or being referred for placement in an alternative education program.

The 2nd and 3rd offenses do not have to be for the same dress code violation, any dress code violation or combination of different dress code violations applies.

If a parent is not available to bring a change of clothes, students will be given “loaner” clothes that will bring the student into compliance with the dress code. Students are to change into dress code clothes provided by the school, leave the violating garment with the Community Aide or office staff and return to class immediately. At the end of the day the student may return to RC to retrieve his or her clothing and return the loaner. Students may come to the office during break or lunch to check if parents have dropped off clothes from home and change. Students who have a hairstyle that is out of compliance because of color or cut will be sent home until the hairstyle is in compliance. Students participating in school sponsored activities, i.e. band concerts, competitive sports or academics, etc., must follow the dress code. Students out of dress code will not be allowed to participate in the activity.

DISCIPLINE

GENERAL INFORMATION

All students have a right to learn and all teachers have a right to teach. It is the goal of the staff of Grant Middle School to provide each student with an orderly, safe, and supportive learning environment conducive to achievement and success. The learning of self-discipline, or responsibility for one's actions, is one of the most important goals of education. All students will be held accountable for their behavior and appropriate conduct is expected at all times. Any misconduct that interferes with the educational and instructional process will not be tolerated. Students are expected to cooperate and be respectful of each other and of all members of school staff, which includes administrators, teachers, support staff, secretaries, food service staff, custodians, groundsman, instructional aides, and campus visitors. Every effort will be made to afford the student, parent and staff member "due process" at all times.

Students will:

1. Attend school, arrive on time to every class prepared to learn.
2. Respect the learning environment.
3. Have acceptable behavior at all times, obeying all school and classroom rules.
4. Respect other people's rights and their property.
5. Follow directions of all staff.
6. Remain in designated areas.
7. Respect themselves and other students.
8. Observe the KCUSD standard code of dress policy.
9. Be resourceful by respecting the materials necessary to learn.
10. Complete all assigned work including homework.

Consequences for disregarding these rules will be a referral for disciplinary action, including but not limited to detention, Saturday School, removal, suspension, assignment to on-site independent study or modified day placement, or placement in an alternative educational program, or expulsion from the Kings Canyon Unified School District.

POSITIVE BEHAVIOR INTERVENTION SYSTEMS (PBIS)

- It is a systems approach that includes different intensities of supports for those students who need it.
- The goal is to create an environment for students to be both socially and academically successful.
- Refers to a systems change process for the entire school. The underlying theme is teaching behavioral expectations in the same manner as any core curriculum subject.

Grant Middle School has implemented PBIS and prides itself on the exemplary conduct of its students. Grant Middle School is in our fourth year being a PBIS school. It is the mission of the PBIS Team to facilitate the effective teaching and learning of positive behavioral expectations and helping each child reach their greatest potential. Through positive behavioral supports, we aspire to teach life skills that enable children to deal confidently with the complex and rapidly changing world by establishing behavioral supports and a social culture needed for all students

in school to achieve social, emotional, and academic success. Our 2018 Parent Surveys resulted in commendations for our ability to provide students with a safe environment. Parents were pleased with the amount of opportunities students have at Grant Middle School as well as the amount of adult supervision provided before, during and after school. The district also provided the school with video cameras. Parents were also pleased with rigorous instruction provided by highly qualified teachers and how approachable and friendly the Grant staff is.

Grant Middle School was recognized by the Fresno County Office of Education as a "Model School" and was the winner of the: 2018 Gold Level Award (this was the highest level of recognition the school was eligible for).



CLASSROOM BEHAVIOR

Each teacher will develop a set of classroom rules based upon the above statements. Any violation of the classroom rules will result in the following consequence.

Step 1: Warning: Infraction will be documented on the referral sheet, as an initial infraction, conference with student.

Step 2: Modifications Attempted: Infractions will be documented, modifications and interventions will be tried in a partnership with parent, student, and teacher. Teacher will notify Parent.

Step 3: Consequence Assigned: Detention- Lunch or After School, Infractions will be documented, parent contact made by Teacher.

Step 4: Consequence Assigned: Office Discipline Referral (ODR) sent with student to the Responsibility Center. Consequence assigned, Learning Director and or Campus Assistant will conference with student and parent.

Learning Director Referral: Infraction will be documented, consequence assigned by Learning

Director, parent meeting and student placed on a behavior contract with possible counseling referral or with parent coming in to sit with student in class.

IN-SCHOOL SUSPENSIONS

All in-school suspensions are held under the supervision of the school administration. The administration will coordinate daily work with teachers to ensure that the student is held responsible for all assignments and does not fall behind. All students assigned to the in-school suspensions will not be allowed outside when the rest of the students are outside. Students will eat breakfast and/or lunch supervised by the administration.

OUT-OF-SCHOOL SUSPENSION PROCEDURES

When an infraction of the rules occurs and the Principal or designee (Learning Director) determines that a suspension is warranted, the following procedure will apply:

- A)** Investigation of the allegation
- B)** An informal conference will be held between the student and administration.
- C)** The student will be suspended for a specified number of days. A personal conference with the parent will be required at the time of suspension or by phone if the parent is unable to come to school.

During the time when a student serves a suspension, the following will apply:

- A)** Missed schoolwork will be made up.
- B)** The student is not to be on or around any school campus in the Kings Canyon Unified School District and is not to attend any school function on or off campus for the duration of the suspension.
- C)** The student must be under adult supervision at all times.

Alternative Placement: Infraction will be documented , parent meeting to discuss all behavior interventions and resources exhausted, and recommendation of alternative placement.

Any major offenses will be dealt with by the administrator and the consequences of the offense will be enforced as set forth in the Major Offenses Guidelines listed previously.

DISCIPLINARY GUIDELINES - MINOR OFFENSES

A. Cheating in or out of class:

1st Offense: Zero grade on test or assignment

2nd Offense:

- a. Referral to School Social Worker or Learning Director.

- b. One day in-school suspension.
- c. Parent notified.

3rd Offense:

- a. Referral to School Social Worker or Learning Director.
- b. 1 day out-of-school suspension.
- c. Parent notified.

NOTE: Plagiarism, considered the violation of standard copyright laws, will not be tolerated. Students must appropriately cite the use of information, descriptions, data, direct quotes, electronic resources, print and or other media, and/or other material not their own. Should students plagiarize material or engage in other actions considered as cheating, they are subject to appropriate disciplinary action, including but not limited to: a) loss of assignment credit, b) reassignment of work for no credit, c) alternative assignments, d) assignment to Saturday School depending on the severity of the violation, and e) other consequences dependent on the circumstances.

B. Lover's Rule: (Excessive display of affection). Grant Middle School is a public school and each student must learn to control his/her affection for another student. Excessive display of affection is not allowed.

1st Offense: Referral to the Learning Director and/or parent notified.

2nd Offense: Referral to the L.D., parent notified, and 1 day in-school suspension.

3rd Offense: Referral to L.D. and a 1 day out of school suspension.

C. Electronic devices: Headphones, radios, cassettes, beepers, laser pointers or any device used for the purpose of listening or recording music is not allowed on the campus. (Refer to the cell phone usage agreement for cell phone regulations)

1st Offense: Item confiscated, parent contact and returned to student at the end of the day

2nd Offense: Item confiscated, parent contact and item returned to parent

3rd Offense: Item confiscated, assign break/lunch detention, returned to parent after conferencing with Learning Director. (repeat offences will be viewed as intentional defiance)

D. Bikes/Skateboards/Rollerblades: Students may ride to school on bikes, skateboards or rollerblades, but may not ride them on campus. The student is responsible for its security during the school day. Students who ride these objects on campus will have it confiscated and returned to parents. **Any person under the age of 18 is required by state law to wear proper headgear when riding a bicycle. Students may be cited by the police for not wearing an approved helmet.**

E. Outside Behavior: Students are expected to respect and help take care of our school facilities and all of the wonderful living things found on our campus. Outside referrals will be issued when students: loiter in areas considered off-limits, run in hallways, damage foliage or destroy plants or trees, cause harm to insects or small animals, move tables without permission, tamper with awnings on the plaza, mis-use the snack bar, fail to clean-up after themselves, litter, sit on tables, put feet on walls, engage in rough play, or make fun of others.

1st /2nd offense: Student will be given lunch detention, Parent contact

3rd offense: 1 day in-school suspension, Parent contact

Additional offenses : Out-of-school suspension, Parent contact, Behavior contract

F. Bus Conduct: Disciplinary action may result from improper conduct while using school transportation.

The following rules are to be observed at all times while riding the bus.

1. Passengers are to obey the driver at all times.
2. Passengers must sit facing forward and not leave their seats while the bus is in motion.
3. Passengers shall use quiet voices in the bus. No loud, obscene or profane language will be allowed.
4. Animals, insects, glass, spray cans, and large parcels are prohibited on the bus.
5. Passengers must not bother the driver or other passengers on the bus or at the bus stop.
6. Passengers shall not leave trash on the bus.
7. It is against the law for passengers to throw any object in or out of the windows.
8. A passenger may be denied transportation for continued misbehavior.
9. Passengers may be held financially responsible for destruction of property.

1st Offense/Citation: Student is given a citation to be signed by parent and returned to the driver. Student is denied transportation until citation is signed and returned.

2nd Offense/Citation: Same as 1st Offense

3rd Offense/Citation: Removal from bus services for 3-5 days

Subsequent Citations: Long term suspensions, bus behavior contracts, denial of services

Fighting or serious offenses may result in immediate removal from bus and transportation services including disciplinary actions assigned by administration.

Riding the bus is a privilege, not a right!

DISCIPLINARY GUIDELINES - MAJOR OFFENSES

The principal/designee is responsible for implementing the penalties suggested below according to California State law and the California Education Code. Depending on the seriousness of the offense, conditions under which it occurred, and the student's past record, will be considered in each case. The school site administration, in accordance with legal and district policy, reserves the right to decide what course of action will be taken. In some cases, law enforcement agencies will be involved.

MANDATORY RECOMMENDATION FOR EXPULSION - California Education Code 48915

The Principal shall recommend consideration for expulsion for any of the following violations:

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

INFRACTIONS OF CALIFORNIA EDUCATION CODE 48900

A student can be suspended from school or recommended for expulsion by the superintendent or the principal/designee of the school in which the student is enrolled if he/she determines that the student has:

A (A.1) Caused, attempted to cause, or threatened to cause physical injury to another person; or (A.2) willfully used force or violence upon the person of another, except in self-defense.

1. Fighting

1st Offense:

- a. Immediate detainment by the school administrator.
- b. Parent conference.
- c. 3-5 day out-of-school suspension (OSS).
- d. Report made to law enforcement agency.
- e. Possible expulsion if serious.

2nd Offense:

- a. Procedure outlined above and possible referral for placement in an alternative education program or expulsion.
- b. Possible loss of graduation and extracurricular activities.

2. Verbal Confrontation

1st Offense:

- a. 1 day in-school suspension (ISS) or out of school suspension (OSS).
- b. Parent conference.
- c. Referral to School Social Worker.

2nd and Subsequent Offense(s):

- a. 1-3 days out of school suspension.
- b. Parent conference.
- c. Referral to School Social Worker, anger management intervention required.

3. Instigator

1st Offense:

- a. 1 day in-school suspension or out-of-school suspension (depending upon the circumstances).
- b. Parent Conference.

2nd and Subsequent Offense(s):

- a. 1-5 days out-of-school suspension.
- b. Parent conference.
- c. Referral for possible placement in an alternative education program or expulsion.

4. Physical Assault of Teachers or other school personnel:

5 days out-of-school suspension and recommendation for expulsion.

B. Weapons - Possessed, sold, or otherwise furnished any firearms, knife, explosive, or other dangerous object.

1. Possession or use of illegal weapon: (firearms loaded or unloaded or "imitation", knives, chains, explosives or other dangerous weapons either concealed or in possession of):

- a. Confiscation of weapon.
- b. 5 days out-of-school suspension.
- c. Parent conference.
- d. Report made to law enforcement agency and charges will be filed, seriousness of the case may result in arrest.
- e. Recommendation for expulsion from the Kings Canyon Unified School District.

C. Controlled Substance - unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance, as defined in Section 11053 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.

1. Drugs/Alcohol: Possession, under the influence, and/or consumption on campus or at any school function, or when under jurisdiction of the school:
 - a. 5 days out-of-school suspension.
 - b. Parent conference.
 - c. Refer student for counseling services.
 - d. Possible referral for placement in an alternative program or expulsion.
 - e. Law enforcement agency notified and charges will be filed.

- D. Controlled Substance (Sales) - Unlawfully offered, arranged, or negotiated to sell any controlled substance, as defined in Section 11053 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 as a controlled substance, alcoholic beverage, or intoxicant.**
 - a. 5 days out-of-school suspension.
 - b. Parent conference.
 - c. Report to law enforcement agency and charges will be filed.
 - d. Possible referral for expulsion.

- E. Robbery or Extortion: (Force, Fear or Threats)**
 - a. 5 days out-of-school suspension.
 - b. Parent conference.
 - c. Report to law enforcement agency and charges will be filed.
 - d. Possible referral for expulsion.

- F. Vandalism/Defacing/Graffiti - Caused or attempted to cause damage to school property or private property.**
 1. Possession of marker or any device which can be used for the purpose of defacing property.
 - 1st Offense: 1 day in-school suspension.
 - 2nd Offense: 2 days out-of-school suspension.
 - 3rd Offense: 5 days out-of-school suspension.
 2. Vandalism/Defacing/Graffiti
 - a. Parent conference.
 - b. 2-5 days out-of-school suspension.
 - c. Possible referral to law enforcement agency and charges will be filed.
 - d. Parents will be billed for damages and/or community service.
 - e. Referral for possible placement in an alternative program or expulsion.

- G. Stealing or attempting to steal - school property or private property.**

1. Stealing/Theft
 - 1st Offense:
 - a. 2-5 day out-of-school suspension (Seriousness of case may be handled as listed in second offense).
 - b. Parent conference.
 - 2nd Offense:
 - a. 5 day out-of-school suspension.
 - b. Parent conference.
 - c. Consider expulsion if serious or possible placement in an alternative education program.
 - d. May result in a report to law enforcement agency and charges filed.

H. Tobacco/ Nicotine - (Possession or use of)

- 1st Offense: 1 day out-of-school suspension. And a referral to Substance Abuse Course
2nd Offense: 3 days out-of-school suspension.
3rd Offense: 5 days out-of-school suspension.

I. Profanity - Committed or engaged in habitual profanity or vulgarity. This includes any profanity or vulgarity on the internet.

- 1st Offense: 1 day in-school suspension.
2nd Offense: 2 days out-of-school suspension.
3rd Offense: 3 days out-of-school suspension.

If serious, five day suspension and/or referral for an alternative education program on first offense.

J. Drug Paraphernalia - Had unlawful possession of, or unlawfully offered, arranged or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.

- a. 3-5 days out-of-school suspension.
- b. Parent conference.
- c. Report to law enforcement agency and charges will be filed.
- d. Referral for possible placement in an alternative program or expulsion.
- e. Referral for counseling services.

K. Defiance/Disruption - 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.

1. Defiance of school authorities - Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel (coaches) engaged in the performance of their duties during the course of the school day:
 - 1st Offense: 1-5 days suspension (in-school or out-of-school depending upon severity).
 - 2nd Offense: 3-5 days out-of-school suspension.
 - 3rd Offense: 5 days out-of-school suspension and/or referral for possible placement in an alternative education program.

2. Verbal abuse of a supervisor, teacher, administrator, or other school personnel:
 - 1st Offense: 1-5 days in-school or out-of-school suspension.
 - 2nd Offense: 3-5 days out-of-school suspension.
 - 3rd Offense: 5 days out-of-school suspension and/or referral for possible placement in an alternative education program.

3. Hazing/Intimidation/Harassment or malicious defamation of other pupils or of district/school personnel, including sexual harassment (48900.2):
 - 1st Offense:
 - a. 1-3 days suspension (in-school or out-of-school depending upon severity).
 - b. Referral to law enforcement agency if serious and charges may be filed.
 - 2nd Offense:
 - a. 3-5 days out-of-school suspension.
 - b. Referral to law enforcement agency and charges filed.
 - c. Referral for possible placement in an alternative program.

4. Immoral Behavior, possession/possession for sale of pornographic materials, engaging in obscene acts, including any such acts on the internet (KG5.5):
 - 1st Offense:
 - a. 1-5 days suspension (in-school or out-of-school depending upon severity).
 - b. Charges will be filed if selling pornographic materials.
 - 2nd Offense:
 - a. 3-5 days out-of-school suspension.
 - b. Referral for possible placement in an alternative education program, if serious.

5. Arson - (includes trash can fires)
 - 1st Offense:

- a. 3-5 days out-of-school suspension. (Seriousness of the case will be considered; expulsion and report to law enforcement agency may result on first offense).

2nd Offense:

- a. 5 days out-of-school suspension.
- b. Referral for possible placement in an alternative education program.

6. Forgery

1st Offense: 1 day in-school suspension.

2nd Offense: 2 days out-of-school suspension.

3rd Offense: 3-5 days out-of-school suspension.

7. Gambling

1st Offense:

- a. 1 day in-school suspension. (Seriousness of the case will be considered; expulsion and report to law enforcement agency may result on first offense).

2nd Offense:

- a. 3-5 days out-of-school suspension
- b. Referral for possible placement in an alternative education program, if serious.

8. Closed campus violation - Leaving campus without permission

1st Offense: 1 day in-school suspension.

2nd Offense: 1 day out-of-school suspension.

3rd Offense: 2-3 days out-of-school suspension.

4th Offense: 3-5 days out-of-school suspension and possible referral for placement in an alternative education program.

L. Received stolen property - Knowingly received stolen school property or private property.

1st Offense: 3-5 days out-of-school suspension. (Seriousness of case will be considered; first offense may result in a report to law enforcement agency).

2nd Offense:

- a. 5 days out-of-school suspension.
- b. Possible referral for placement in an alternative program.
- c. Consider expulsion if serious.
- d. Report to law enforcement agency and charges filed.

M. Possession on an imitation firearm.

N. Committed or attempted to commit a sexual assault as defined in Section 261, 266c,

286, 288, 288a, 289 of the Penal Code or committed a sexual battery as defined in Section 243.3 of the Penal Code.

O. Harassed, Threatened, or Intimidated a pupil who is a witness.

48900.2 Sexual Harassment Any student who engages in the sexual harassment of anyone at school at a school-related activity shall be subject to disciplinary action. For students in grades K-3, this disciplinary action shall depend on the maturity of the students and the circumstances involved. For students in grades 4-12, the disciplinary action may include suspension and/or expulsion. Prohibited sexual harassment includes, but is not limited to; unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature (Education Code 212.5) **(see further definition at end of this section).**

48900.3 Hate Violence.

48900.4 Harassment, Threats, Intimidation A student may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile education environment.

48900.7 Terroristic threats: (a) A student may be suspended from school or recommended for expulsion if the superintendent, principal, or designee determines that the pupil has made terroristic threats against school officials, school property, or both; 48900.7 (b) Terroristic threats made (including any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1000), with the specific intent that the statement is to be taken as a threat, even if there is no intent to actually carry out the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety.

LAW ENFORCEMENT CONTACT WITH STUDENTS

Law enforcement officials have a right to interview students at school. KCUSD Board Policy AR 5145.11 outlines proper procedure in this situation.

IF A STUDENT IS A WITNESS OR SUSPECT:

1. Principal/Designee obtains:
 - a. Officer's identity

- b. Officer's official capacity
 - c. Authority under which officer acts.
2. Principal /Designee notifies parent by phone call. A letter is sent if phone call is not successful.
 3. Principal/Designee arranges interview--attends at officer's discretion and if student approves.
 4. Principal/Designee contacts parent by phone or letter if student is taken into custody; Principal/Designee notifies Superintendent.

IF THE STUDENT IS SUBJECT OF REPORT TO CHILD PROTECTIVE SERVICES:

1. Principal/Designee arranges interview.
2. Principal/Designee attends interview at student's discretion.
3. Principal/Designee provides student's phone number and address to Child Protective Services worker.
4. Principal/Designee does not notify parent.

SEXUAL HARASSMENT

We believe that every student has the right to attend school and school-related activities free from all forms of discrimination on the basis of sex, including sexual harassment. The District considers sexual harassment of students to be serious and will consider the full range of disciplinary options, up to and including expulsion, according to the nature of the offense. All students are expected to treat one another courteously, with respect for the other person's feelings; to avoid any behaviors known to be offensive; and to stop these behaviors when asked or told to stop.

All students are prohibited from engaging in offensive verbal or physical conduct of a sexual nature directed toward another student. Sexual Harassment is defined as unwelcome sexual or sexist behavior that creates a hostile, intimidating, or offensive situation or educational environment.

Types of conduct which are prohibited and which may constitute sexual harassment include, but are not limited to:

- A)** Unwelcome sexual flirtations or propositions.
- B)** Sexual slurs, leering, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions.
- C)** Graphic verbal comments about an individual's body, or overly personal conversation.
- D)** Telling sexually offensive jokes, possessing and/or distributing notes, stories, drawings, pictures, and displaying any lewd gestures.
- E)** Spreading sexually offensive rumors.
- F)** Teasing or sexual remarks about students enrolled in a predominantly single-sex class.

- G) Touching an individual's body or clothes in a sexual way.
- H) Purposefully cornering or blocking normal movements.
- I) Limiting a student's access to educational tools.
- J) Displaying sexually suggestive objects.

REPORTING PROCEDURES

Any student who feels that he or she has been the victim of sexual harassment is encouraged to report the incident to the Learning Director as soon as possible following the event. Any staff member to whom a complaint of sexual harassment (California Education Code Violation 48900.2) is made or who otherwise is made aware of incidents which might constitute sexual harassment should report the incident to the Learning Director.

The Learning Director shall investigate the complaint within 24 hours. The primary goal of the investigation is to resolve the conflict and to assure that the harassment will stop. Resolution may include an agreement in which one or more of the parties involved agrees to accept discipline in the form of a warning, detention, or suspension as may be warranted by the circumstances of the case. Law enforcement authorities may be included in the investigation. The Learning Director will document the complaint and resolution and forward a copy to the District Title IX Coordinator, Mr. Roberto Gutierrez, Assistant Superintendent.

The District prohibits retaliatory behavior against any complainant or any participant in the complaint process. Information related to a complaint of sexual harassment shall be confidential.

BULLYING

Bullying is any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, which has the effect of or can reasonably be predicted to have the effect of:

- ✓ Placing a reasonable pupil in fear of harm to his or her person or property;
- ✓ Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health;
- ✓ Causing a reasonable pupil to experience substantial interference with his or her academic performance; or
- ✓ 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.

Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose. Such actions are hurtful or aggressive, and often appear to be unprovoked, intentional, and (usually) repeated. Students who are victims of bullying are strongly encouraged to report that bullying to school

staff. Students participating in bullying are subject to the progressive discipline process at [Grant Middle School](#), including possible suspension and/or recommendation for expulsion, and involvement of law enforcement. Bullying can be reported anonymously to Grant Middle School Administration via school website under the ‘Student’ tab labeled “Report Bullying.” *Any student who engages in the sexual harassment of anyone at school at a school-related activity shall be subject to disciplinary action. For students in grades K-3, this disciplinary action shall depend on the maturity of the students and the circumstances involved. For students in grades 4 through 12, the disciplinary action may include suspension and/or expulsion. Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature. (Education Code 212.*

Student Mental Health Support (AB 2246). Protecting the health and well-being of all students is of utmost importance in KCUSD. In recent years the number of mental health practitioners (psychologists, social workers, counselors, interns, and contracted marriage and family therapists) in KCUSD has grown significantly so that student access to mental health professionals is widely available. In 2017, the Governing Board strengthened the suicide prevention policy as per AB 2246, to help protect students at risk of self-harm. Students in grades 7-12 will learn about recognizing and responding to warning signs of suicide in friends, using coping skills, using support systems, and seeking help for themselves and friends. For a more detailed review of policy changes, please see the district’s full suicide prevention policy.

School Parental Involvement Policy

General Expectations

General Grant Middle School agrees to:

- Be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition.

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) That parents play an integral role in assisting their child’s learning
- (B) That parents are actively involved in their children’s education at school
- (C) That parents are full partners in their children’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their children

- Involve the parents of children served by categorical funds in the decisions about how categorical funds reserved for parental involvement are spent.
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community.
- Jointly conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the school's parental involvement policy.
- Use the findings of the parental involvement policy evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy.
- Provide to each parent an individual student report about the performance of their child on the State assessment in at least mathematics, language arts and reading.
- Provide each parent timely notice information regarding the professional qualifications of the student's classroom teachers and paraprofessionals.

Policy Involvement

General Grant Middle School agrees to:

1. Convene an annual meeting at a time convenient for parents of participating children:
 - a. All parents shall be invited to attend
 - b. The school will provide information and explain the requirements of categorical funding and the rights of parents.
2. Offer a flexible number of meetings and may provide with categorical funds, transportation, child care, or home visits, as such services related to parental involvement.
3. Involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of categorical programs. This should include the planning, review, and improvement of the school parental involvement policy, as well as the joint development of the school-wide program for student achievement.
4. Provide parents of participating children:
 - a. Timely information about categorical programs
 - b. Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet
 - c. Opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children

Three-Way School Pledge

We believe that educating children is best accomplished when parents and the school community work as partners.

Teacher Responsibility:

I understand the importance of the school experience for every student and my role as educator and model. Therefore, I agree to carry out the following:

- Teach appropriate grade level skills and concepts
- Strive to address the individual needs of my students
- Communicate with parents regarding their child's progress
- Help to provide a safe, positive, and healthy learning environment

Teacher Signature _____

Date

Student Responsibility:

- Always do my best
- Get to class on time every day
- Complete all assignments on time
- Review assignments with my parents, etc.
- Ask for help when needed
- Listen attentively
- Keep a record of daily assignments
- Participate in class
- Be a cooperative learner
- Treat others with respect

Student Signature _____

Date

Parent Responsibility:

I understand that my participation in my child's education will help his/her achievement and attitude. Therefore, I will continue to carry out the following responsibilities:

- Be sure my child arrives on time to school each day
- Encourage my child to complete his/her homework. Supervise completion of student homework. Sign homework and return it to school (when requested)
- Review all school communications
- Attend Back-to School Night, Parent/Teacher Conferences, and other school events (at least one each trimester)
- Volunteer as a classroom helper or for other school activities
- Encourage my child to engage in reading activities for at least 30 minutes each day
- Make sure my child gets adequate sleep and has a healthy diet
- Supervise my child's television viewing
- Support Grant's homework, promotion, discipline, and attendance policies

Parent/Guardian Signature _____

Date

GRANT MIDDLE SCHOOL STAFF

2018-2019

Staff Member	Assignment	E-mail Address	Room
Sharon Matsuzaki	Principal	matsuzaki-s@kcusd.com	Office
Elizabeth Beatie	Learning Director	beatie-e@kcusd.com	Office
Sebastian Villasenor	School Social Worker	villasenor-se@kcusd.com	Office
Debra Price	6 th Grade ELA/Social St.	Price-d@kcusd.com	Room 17
Ryan Alarcon	6 th Grade ELA/Social St.	Alarcon-r@kcusd.com	Room 18
Kathryn Deibert	6 th Grade Math/St. Skills	deibert-k@kcusd.com	Room 28
Natalie Avalos	6 th Grade Math/St. Skills	avalos-n@kcusd.com	Room 29
Ken Kister	6 th Grade Science	Kister-k@kcusd.com	Room 6
Kiana Fujioka	7 th Grade ELA/Social St.	fujioka-k@kcusd.com	Room 16
John Westrick	7 th Grade ELA/Social St.	westrick-j@kcusd.com	Room 15
Pablo Chavez	7 th Grade Math/Study Skills	Chavez-p@kcusd.com	Room 26
Ruben Rodriguez	7 th Grade Math/Study Skills	Rodriguez-r@kcusd.com	Room 27
Nancy Miller	7 th Grade Science	Miller-n@kcusd.com	Room 20
Kristie Bartlett	8 th Grade ELA/Social St.	Bartlett-k@kcusd.com	Room 7
Emily Alvarado	8 th Grade ELA/Social St.	alvarado-e@kcusd.com	Room 8
Janet Hayhurst	8 th Grade Math/Study Skills	Hayhurst-j@kcusd.com	Room 10
Josue Renteria	8 th Grade Math/Study Skills	Renteria-j@kcusd.com	Room 11
Ryan Kopper	8 th Grade Science	Kopper-r@kcusd.com	Room 13
Megan Harrison	RSP	Harrison-m@kcusd.com	Room 23
Ridas Tolpezninkas	Media Art Technology	Tolpezninkas-r@kcusd.com	Room 2
Chad Carter	7 th /8 th Grade PE	Carter-c@kcusd.com	Room 31
Britni Geary	7 th /8 th Grade PE	geary-b@kcusd.com	Room 21
Justin Rodriguez	SDC	rodriguez-ju@kcusd.com	Room 30
Sam Gipson	Band	Gipson-s@kcusd.com	Room 1
Silvia Barojas	Secretary	Barojas-s@kcusd.com	Office
Lizet Medina	Campus Assistant	medina-l@kcusd.com	R.C.

Josie Velazquez	Instructional Coach	velazquez-j@kcusd.com	Room 9
Brent Orsaba	Opportunity	orsaba-b@kcusd.com	Room 35
Daniel Paulsen	Concert Band	paulsen-d@kcusd.com	Room 2
	Spanish I		Room 31

Bell Schedule 2018-2019

All Grades		
	Mon, Tues, Thurs, & Fri	Wednesday (Early Dismissal)
Period 1	8:00-8:40	8:00-8:40
Period 2	8:43-9:26	8:43-9:14

Period 3	9:29-10:13	9:17-9:48
Break	10:13-10:23	9:51-10:22
Period 4	10:26-11:10	10:22-10:32
Period 5	11:13-11:57	10:35-11:06
Lunch	12:00-12:44	11:09-11:40
Period 6	12:44-1:26	11:40-12:22
Period 7	1:29 – 2:13	12:25-12:56
Period 8	2:16- 3:00	12:59- 1:30



GRANT GRIZZLIES HAVE GRRR PRIDE!



G GRIZZLIES ARE...	OFFICE	RESTROOM	PASSING/BREAKS	CLASSROOM/LIBRARY	CAFETERIA	FIELD/YARD	LOCKER ROOM
R RESPECTFUL	<p>Speak politely; say please and thank you.</p> <p>Be patient and allow others to speak.</p>	<p>Protect the privacy of others.</p> <p>Wait your turn when using the facilities.</p>	<p>Be polite and honor the space of others.</p> <p>Hands, feet, and objects to self.</p>	<p>Treat others as you expect them to treat you.</p> <p>Use an inside voice and be an active listener.</p>	<p>Eat quietly and remain in your seat.</p> <p>Place trash in its intended location.</p>	<p>Play fairly.</p> <p>Follow the rules of the game.</p> <p>Be inclusive.</p>	<p>Allow others their own space.</p> <p>Keep the equipment and facilities clean.</p>
R RESPONSIBLE	<p>Go for yourself and state your purpose.</p> <p>Have materials ready.</p>	<p>Keep clean and report violations.</p> <p>Plan ahead and respond to time limits.</p>	<p>Walk with a purpose and get to class on time.</p> <p>Pick up any trash.</p>	<p>Be timely and participate.</p> <p>Follow directions and complete all assignments.</p>	<p>Have your ID number ready.</p> <p>Get what you need the first time.</p>	<p>Use equipment appropriately.</p> <p>Be responsive to the bell.</p>	<p>Bring your P.E. clothing and equipment.</p> <p>Walk at all times.</p> <p>Be on time.</p>
R RESOURCEFUL	<p>Pay attention to adults.</p> <p>Focus on the matter at hand.</p>	<p>Be aware of your surroundings.</p>	<p>Follow specific routes.</p> <p>Make wise and positive choices.</p>	<p>Be attentive and challenge yourself.</p> <p>Have all materials ready.</p>	<p>Control your noise level.</p> <p>Use positive actions/ words.</p>	<p>Keep areas free of trash.</p> <p>Report problems to adults.</p>	<p>Remain alert and engaged.</p> <p>Follow directions and routines.</p>

IMPORTANT:
Please Return
IMPORTANTE: Por Favor Regrese

Please read the information contained in this booklet and discuss it with your child. If you have any questions about any of the information, please telephone our school office at 305-7330.

Por favor, lea la información contenida en este folleto y discutirlo con su estudiante. Si usted tiene

alguna pregunta acerca de alguna de la información, por favor llame a nuestra oficina en 305-7330.

Sign and return this page to your HOMEROOM teacher by August 31, 2018.

Firmar y regresa esta página a tu profesor/a de la clase de HOMEROOM antes del miércoles, 31 de agosto 2018.

We have received, reviewed, and discussed the Parent-Student Handbook for the 2018-2019 school year.

Hemos recibido, revisado, y discutido el Manual del Padre- Estudiante para el año escolar 2018-2019.

Parent-Guardian Signature/ *Firma del padre-tutor*

Date/ *Fecha*

Student's Signature/ *Firma del estudiante*

Date/ *Fecha*

Student Name:

(Last)

(First)

(Middle Initial)

Grade: _____

After signing, tear out this page and return it to your homeroom teacher.