

### **ACADEMIC INTERVENTION AND MENTORING - AIM**

Bonita High School maintains an academic intervention program during the school day for students who are having difficulty in class and also provides the privilege of an extended lunch period for students in grades 10-12 who are excelling in their academic work. Research shows that effective academic intervention must be part of the school day and it must be provided in a timely manner. We have incorporated both of these elements into our design.

- All 9<sup>th</sup> grade students will be enrolled in either a study hall period or an academic intervention period.
- Any 12th grade student who meets or exceeds the required expectation for the SBAC during grade 11 in both ELA and Math will have an extended lunch for the 1<sup>st</sup> quarter of 12<sup>th</sup> grade. Those who do not will be placed in an intervention class during the 1st quarter. Afterwards, the GPA requirement will apply (see below).
- Students in grades 10 -12 who fall under any of the following criteria will be enrolled in an academic intervention class:
  1. Earned more than 2.6 grade point average but with an F, or 2 or more D's, or
  2. Earned a grade point average between 2.0 – 2.6 but with a D or an F, or
  3. Earned less than 2.0 grade point average, or
  4. Received a U in citizenship.
- An ID card must be worn and visible during open 5th period. Students not carrying ID cards will be taken to the office. Students must wear ID cards to receive service from the Library, Student Store, or Finance Office during 5th period.
- Consequences for violating policy:
  1. Assign Detention
  2. Assign Saturday School
  3. Loss of open 5th privilege

In addition, any student who requests placement in the academic intervention/study hall program will be enrolled. Students' performance will be reviewed at the end of each quarter to determine their movement into or out of the academic intervention/study hall program. Placement for the fall quarter will be made based on spring semester grades and test scores.

### **ATTENDANCE**

Regular attendance is necessary for all students wishing to graduate from Bonita High School. Excessive absences and tardies seriously impair a student's education, for which the school administration is obligated, by the state, to institute corrective action.

### **ALL DAY ABSENCES**

Students are responsible to clear their all day absences in the time allotted (3 days): failure to do so will result in Saturday school. To clear an absence: 1) The student may write the note, however, the parent or legal guardian must sign the note. 2) The parent or legal guardian may call or email the attendance office, Mrs. Zago at 909.971.8220 Ext. 2040 or [Zago@bonita.k12.ca.us](mailto:Zago@bonita.k12.ca.us) **IT IS THE STUDENT'S RESPONSIBILITY TO CLEAR THE ABSENCE within the three (3) days.**

### **TARDIES (LATE)**

Students will be considered tardy if they are not in their seats when the tardy bell begins to ring (For entry beyond 30 minutes, see TRUANCY). Students will be assigned a detention if they are late to school without a note. **A Parent or legal guardian may clear three tardies (lates) to school per semester.** The Fourth (4<sup>th</sup>) tardy will result in a detention and will not be cleared. On the Fifth (5<sup>th</sup>) tardy, Saturday school will be issued. If a student is late to

school due to a medical, dental or court appointment, the student should bring proof of appointment and this tardy will be cleared.

**TRUANCY**

Students are considered truant when they are absent from class or school without the consent of school authorities or prior notification by a parent or guardian to the school. Students truant from class or school are subject to Saturday School. Habitual truants will be referred to the School Attendance Review Board. Unexcused absences greater than 30 minutes are considered truant. Anyone out of class without a pass will be considered truant.

Parents or legal guardians may reschedule a detention by contacting Mrs. Nix, 971-8220 x 2054 **prior** to the student’s assigned detention date and time. If the student does not serve or reschedule the detention, Saturday School will be issued. **Detention or Saturday school may be rescheduled a maximum of three times** per school year. The student may reschedule detentions, but Saturday school must be rescheduled by a parent/guardian. If the student wishes to reschedule their detention it must be done before school, break, or lunch, **but not during class time**. If Saturday School is not served, or rescheduled by the parent/guardian of the student (by the Monday following the assigned Saturday school date), the student will be assigned a BIC (Behavioral Intervention Class).

**OFF-CAMPUS PASS (EMERGENCY PERMIT)**

If a student must leave campus during school hours, a note or phone call from the parent/guardian is required **prior to the student leaving campus**. The attendance office contact number is 971-8220 x 2040. If a student leaves campus without obtaining an Off Campus Pass (Emergency Permit), the student will be assigned 1 day in the Behavior Intervention Class

**SINGLE AND MULTIPLE PERIOD TRUANCY**

When a student is detected as being truant from a single period, he/she will be assigned to a Saturday School. When a student is detected as being truant from multiple periods or more than one single period, he/she may be assigned to Saturday School. Students who are truant to 5<sup>th</sup> period (intervention) will be assigned a Saturday school. Students who miss a Saturday School will be issued a day of BIC for the first offense. Students who miss more than one day of Saturday School will receive multiple days to serve in BIC and may lose student school privileges.

**DISCIPLINE GUIDELINE FOR ATTENDANCE**

	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	4 <sup>th</sup> Offense	5 <sup>th</sup> Offense +
Tardy	Parent can Clear	Parent can Clear	Administrative Conference	ASD/ Possible Campus Beautification	Refer to Administration for progressive discipline
Truancy Period	Detention	Detention	Refer to Administration for progressive discipline	Refer to Administration for progressive discipline	Refer to Administration for progressive discipline
Truancy 5 <sup>th</sup> Period (Intervention)	Saturday School	2 days Saturday School/ Possible community service	Refer to Administration for progressive discipline	Refer to Administration for progressive discipline	Refer to Administration for progressive discipline

<b>Guideline Continued</b>	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	4 <sup>th</sup> Offense	5 <sup>th</sup> Offense +
Truancy Full Day	Saturday School	2 days Saturday School/ Possible community service / Loss of Off Campus pass and/or Extended Lunch privileges	Refer to Administration for progressive discipline	Refer to Administration for progressive discipline	Refer to Administration for progressive discipline
Failure to Serve Detention	Warning & Reschedule	Two Detentions/ possible Saturday school	Saturday School Parent conference	Refer to Administration for progressive discipline	Refer to Administration for progressive discipline
Failure to Serve Saturday School	1 day BIC / Saturday School Reassigned	1 day BIC/ Parent conference/ Saturday School Reassigned/ Loss of Off Campus pass and/or Extended Lunch privileges	Refer to Administration for progressive discipline	Refer to Administration for progressive discipline	Refer to Administration for progressive discipline

\*Students who have been issued 2 Saturday Schools or have accumulated more than 2 truancies in a semester are not eligible for an Off Campus Pass.

### **SART CONTRACT**

A SART contract may be issued when a student has accumulated 10 full day absences within a short period of time (i.e. 1 quarter) or has numerous period truancy's (3 or more). A parent meeting will be held and the SART contract will be implemented requiring medical notes to clear all absences.

### **CITATIONS DUE TO ATTENDANCE CONCERNS**

After a SART contract has been implemented and the student's attendance has not improved the counselor or administrator will contact the school resource officer and request him to review the student's attendance and possibly issue a citation to the student and/or parent. In some attendance situations a citation may be issued to a student without a SART contract.

### **SARB CONTRACT/HEARING**

A SARB hearing request will be sent to the district office by school administration after a SART contract has been implemented, 1-2 citations have been issued, and no improvement has been noted.

### **BEHAVIOR INTERVENTION CLASS (BIC)**

BIC is a self-contained program that is a limited extension of the regular classroom which provides an environment incorporating discipline coupled with encouragement. The purpose of BIC is to provide an alternative to suspension and an intervention for a student who has committed a serious offense at school, or continues to exhibit undesirable behaviors after having been issued warnings and/or lower level interventions. While in BIC the student is able to remain in school and is given an opportunity to modify his/her behavior through encouragement from staff, motivational videos, and *Success for Teens* curriculum created to teach teens successful life skills. Students in BIC are able to complete classwork and tests; all text books are provided. Students in BIC still receive their nutrition break and lunch; however, they occur are at different times than the rest of the student body. Students must remain in BIC for the entire day to successfully complete the assignment. If a student leaves early, is absent the day of, or

is more than a period late to BIC, he/she will have the BIC rescheduled to the following day. Any student who is dismissed from BIC for violating rules will be required to serve an additional day of BIC. Students who complete the assigned work within BIC may be given the opportunity to serve Campus Beautification in the afternoon. Students who continually disrupt others in the BIC room will be suspended.

### **CELL PHONES, I-PODS, CD PLAYERS, AND ELECTRONIC DEVICES**

In accordance with the State Education Code, students may have cell phones, on campus, but only in compliance with previously established BUSD Board policy. Such devices may be used on the BHS campus **only before or after school hours, and during break or lunch**, and during passing periods. Use of such a device at any other time, or if it causes a classroom disruption, will result in confiscation and returned only to the student's parent/guardian. Repeat violations of BUSD Board policy may result in suspension. **The school is not responsible for any lost or misplaced items brought to school. (Ed. Code 48901.5)**

### **CLOTHING CODE/DRESS CODE**

The board believes that school dress significantly influences student behavior. Further, students' appearance should be neat, acceptable and in keeping with the activities at the particular school, while at school or at any school activity. The Board of Education is committed to provide school campuses that are free from threats or harmful influence of any group or gang, which advocated drug use, disruptive behavior, and/or illegal activities.

The principal of each school in the District, or designated representative, is hereby authorized and directed to send home or require a change of clothing for any student who has failed to prepare properly for school as set forth in this policy. Students who persist in violating the following general standards may be suspended in accordance with the law. The Board believes that students should have a meaningful degree of personal freedom, opportunities for full and beneficial educational programs.

#### **Dress Code Standards:**

The Board accepts the obligation to enforce reasonable standards based, in part, on the declaration of the California Administrative Code which provides, "A pupil who goes to school without the proper attention having been given to personal cleanliness, neatness, or dress may be sent home to be properly prepared for school or shall be required to prepare him/herself for the school room before entering." Nothing in this policy is to exclude provisions for reasonable and necessary dress and grooming regulations for special classroom or extracurricular activities. The principal of each school shall be responsible for the supervision of the enforcement of dress and grooming regulations in accordance with adopted standards and within the limitations of the guidelines of district regulations.

All staff members shall enforce this policy.

1. All students are to give proper attention to personal cleanliness, modesty and safety in dress and grooming.
2. Clothing must be neat, clean, safe, and a non-distraction.
3. No student is permitted to attend school if his/her appearance is disruptive to the operation and administration of the education process.
4. Certain types of clothing and attire that have the potential to cause a disruption to school activities will be prohibited.
  - a. Clothing, jewelry and/or accessories which may provoke others to acts of violence, or may be disruptive of the educational environment, or be used as weapons are prohibited. This includes, but is not limited to, gloves, hairnets, shoestrings, wristbands, belts, belt buckles, chains and other gang-identified or unsafe items.
  - b. Clothing and jewelry shall be free of writing, pictures, or any other insignia or indications which are profane, obscene, sexually suggestive, or which advocate racial, ethnic or religious prejudice,

violence, tagging, gambling, violence, guns/weapons, the use of drugs or alcohol, gang affiliation , or any other illegal activity.

- c. Only unaltered, **school-affiliated**, medically or religiously-required hats, as approved by the school principal, are allowed.
- d. Footwear must be worn at all times. Students must wear footwear that is safe and appropriate for the learning environment. Students may wear backless shoes, but footwear commonly considered as bedroom/house shoes is prohibited. Steel-toed footwear is prohibited.
- e. Over-sized clothing, including over-sized white T-shirts with creased sleeves, or creased down the front, and oversized and/or sagging pants are prohibited. Pants must fit and be worn at the waist without requiring alteration.
- f. Gang-associated attire, which may include, but is not limited to, belts, footwear, jackets, dark glasses (not medically prescribed and worn indoors), bandannas and/or headgear are prohibited.
- g. Shorts to the knee or longer, worn with white socks to the knee and/or bib overalls (unless both straps are buckled over the shoulders at all times) are prohibited.
- h. Clothing shall not be excessively revealing and must be sufficient to conceal undergarments at all times. Examples of clothing that may be considered inappropriate include, but are not limited to; pajamas, off-the-shoulder tops, muscle shirts open on the sides, tank tops (with straps of less than one inch), tube tops, spaghetti strapped clothing, short shorts, short skirts, halter tops and bare midriffs are prohibited.
- i. Other clothing or accessories, including body markings / piercings, determined by the school administration to be a detriment to safety, or to detract from the educational process, are prohibited

### **COMMUNITY SERVICE**

Community service can be used to fulfill service hours or may be assigned as a means of disciplinary action. Some community service opportunities include assisting in the setup and breakdown of a school activity or sporting event, campus beautification before or after school, or trash clean up after a school function. Students may complete 4 hours of community service to work off a Saturday School, however, the hours must be completed before the date of the assigned Saturday School. Administration must give permission for a student to participate in a community service assignment in advance and the hours must be signed off by the supervising staff member once completed.

### **DANCE POLICY**

To participate in any school sponsored dance students must have a 2.0 GPA, no more than two outstanding Saturday schools or community service obligations, have no outstanding library books/fees, and owe no money to the Finance Office to purchase dance tickets. Students dismissed from any dance for violating any rules will not be issued a refund.

### **DETENTION**

Detention is an intervention used for minor behavior and/or attendance offenses, and can be served either after school or before school. After school detention is one hour in length, is supervised by a proctor and is held in room 905. Before school detentions are served in the office with Mrs. Nix for 30 minutes. Two before school detentions must be consecutively served in order to successfully complete the detention assignment. (See DISCIPLINE GUIDELINE FOR ATTENDANCE pg. 9- 10). Detention may be rescheduled by student or parent/guardian before school, during break or during lunch by contacting Mrs. Nix in the office. Detentions will not be rescheduled after lunch. If a student is absent the day of the assigned detention, it will automatically be rescheduled to the day that student returns. Mrs. Nix may be reached at (909) 971-8220 Ext 2054.