

Oakmont High School

Roseville Joint Union High School District

Viking Handbook

2011-2012



1710 Cirby Way ~ Roseville, CA ~ 95661
Ph (916) 782-3781 ~ Fax (916) 782-4943
www.oakmont.org

Viking Planner

Oakmont High School



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Roseville, CA 95661
(916) 782-3781
fax: (916) 782-4943
Web Site: www.oakmont.org

Colors: Navy Blue, Columbia Blue, and White

Mascot: Vikings

Yearbook: Odinkoken

Newspaper: Norse Notes

This handbook belongs to:

Name_____
Address_____

Phone_____

PHONE EXTENSIONS

Principal.....Ext. 2001
Assistant Principals....Ext. 2008
Attendance Recorder..Ext. 2009
Attendance.....Ext. 2010
Career Center.....Ext. 2503
Health Center.....Ext. 2019
Athletic Director.....Ext. 2500
Activities Director.....Ext. 2143
Academies.....Ext. 2202

WELCOME

Welcome to the 2011-2012 school year. This handbook attempts to cover the basic expectations, rules, and policies governing the way students, staff, and others relate within our high school community. Given the limited space of this handbook, it is primarily intended to be a general reference source. Additional information may be communicated through handouts, newsletters, assemblies, bulletins, and the website.

MISSION STATEMENT

To foster an educational community, we at Oakmont High School will provide an environment and experiences that will encourage each individual to fully engage in the development of the following areas of personal growth.

- Academic preparation
- Physical health
- Emotional maturity and well being
- Intellectual development
- Social responsibility
- Ethical Values

Oakmont High School

Expected School-wide Learning Results (ESLRS)

EFFECTIVE COMMUNICATOR

- A. Communicates and interprets information in a variety of ways – orally, visually, artistically, technologically, and through writing.
- B. Functions as an active listener

COMPLEX CREATIVE THINKER AND PROBLEM SOLVER

- A. Identifies, diagnoses and uses a variety of complex reasoning processes such as comparison, classification, induction, deduction, analysis, investigation, inquiry, and invention.

KNOWLEDGEABLE SELF-DIRECTED LEARNER

- A. Demonstrates initiative
- B. Establishes goals
- C. Organizes and manages time effectively
- D. Monitors and evaluates progress
- E. Applies knowledge by making connections to everyday experiences
- F. Demonstrates knowledge of habits that lead to life-long wellness

RESPONSIBLE AND ACTIVE CITIZEN

- A. Actively participates as a member of a team in a variety of roles
- B. Works with and has respect for diversity
- C. Demonstrates ethics, responsibility, honesty, and perseverance
- D. Develops a sense of personal strengths, weaknesses and capabilities
- E. Works toward resolution in the presence of conflict
- F. Demonstrates effective citizenship in classroom, on campus and in community

QUALITY PRODUCER

- A. Creates a quality product
- B. Uses technology appropriately and ethically
- C. Shows evidence of the ability to process and revise
- D. Integrates knowledge across the curriculums

ADMINISTRATION

Hasty, Rob	Principal
Zimmerman, Andrea	Assistant Principal A-G
Healy, Sybil	Assistant Principal H-O
Werlein, Mark	Assistant Principal P-Z

COUNSELING STAFF

Riffey, Annie	Psychologist
Benavides, Lisa	Counselor – Special Education
Orchard, Kathy	Counselor / Intervention
McHugh, Joanne	Counselor P-Z
Perkins, Lorri	Counselor H-O
Morgan, Marlon	Counselor A-G

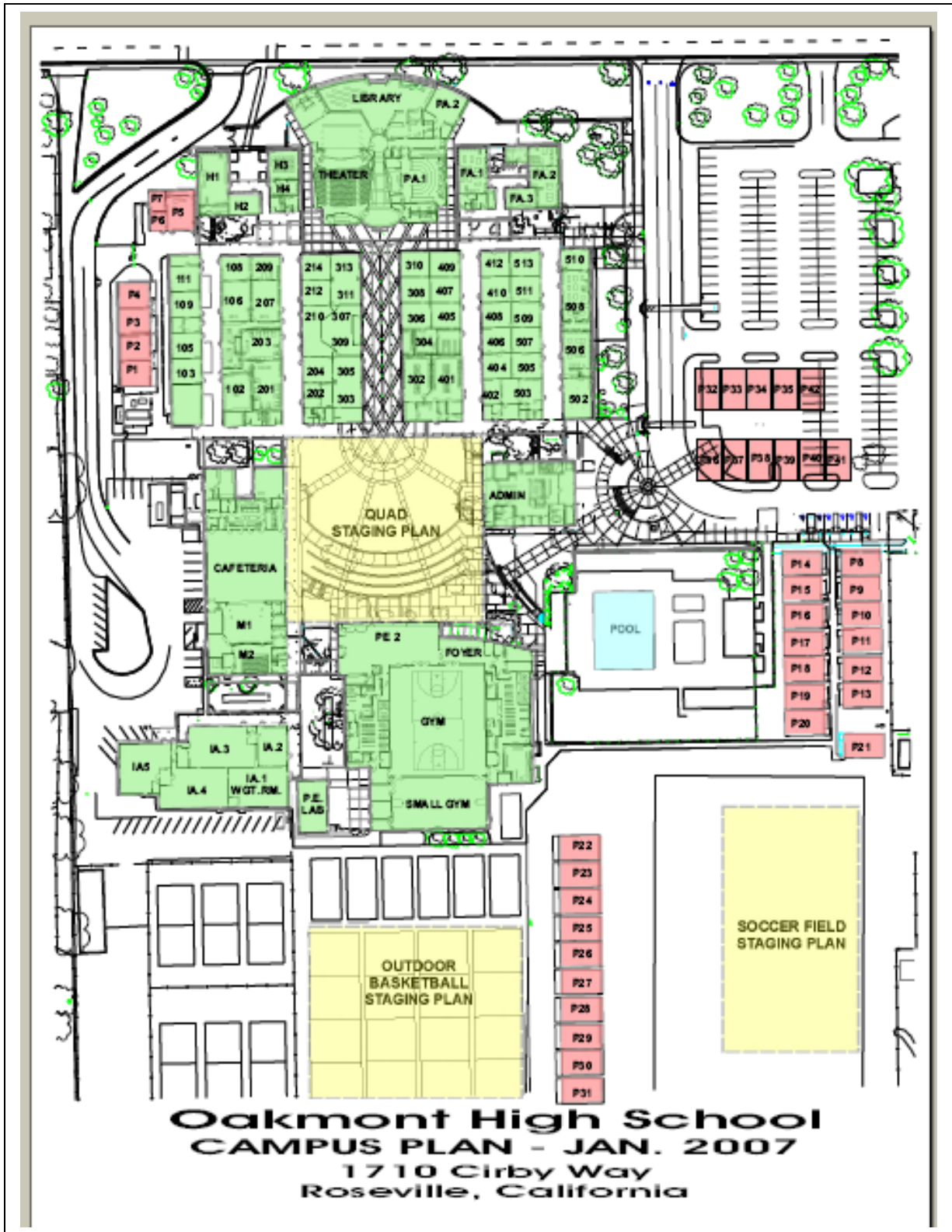
ALMA MATER

ALL HAIL OAKMONT HIGH SCHOOL
HER COLORS BLUE AND WHITE
HER VIKINGS FIGHT WITH ALL THEIR MIGHT
TO UPHOLD MIGHTY ODIN'S GOAL
OUR TRUE LOYALTY WE OFFER
WITH HEARTS ALL SWELLED WITH PRIDE
OUR ALMA MATER LOYAL TO YOU
WE HAIL TO OUR OAKMONT HIGH!

FIGHT SONG

HAIL! TO THE VICTORS VALIANT
HAIL! TO THE CONQU'RING HEROES
HAIL! HAIL! TO OAKMONT HIGH
THE LEADERS AND THE BEST

HAIL! TO THE VICTORS VALIANT
HAIL! TO THE CONQU'RING HEROES
HAIL! HAIL! TO OAKMONT HIGH
CHAMPIONS OF THE WEST



Oakmont High School
CAMPUS PLAN - JAN. 2007
 1710 Cirby Way
 Roseville, California

Oakmont High School Sequential Discipline Guidelines

California Education Code 48900 and Roseville Joint Union High School District Policy 5144 allows the superintendent and/or principal of a school to suspend or recommend expulsion of a student for any infraction of the following rules while on school grounds, going to or coming from school, during the lunch period whether on or off campus, or during, or while going to or coming from a school sponsored activity. Each administrator has the discretion to adjust consequences for each incident/offense (including other intervention steps) as needed, except in cases where the education code mandates a specific penalty.

	OFFENSE	1 ST OFFENSE	2 ND OFFENSE
	Possession of any gun, knife, explosive or dangerous object at school or school activity	** 5 day suspension and mandatory hearing for a recommended expulsion. (Mandatory) Law enforcement referral. Policy 5144).	** 5 day suspension and referral to other appropriate program (Mandatory) and referral to district transfer committee (Mandatory)
	Selling, furnishing or in possession for sale of any controlled substance	* 5 day suspension and recommendation for expulsion. (Mandatory) Letter of Conditional Enrollment issued (Optional)	* 5 day suspension and referral to other appropriate program (Mandatory) and referral to district transfer committee (Mandatory)
	Under the influence or in possession of any controlled substance, alcoholic beverage or intoxicant, dangerous substance or drug related paraphernalia	* 5 day suspension and required parent conference. Letter of Conditional Enrollment issued (Optional)	* 5 day suspension, required parent conference and Letter of Conditional Enrollment
	Assault and/or Battery (see definitions)	* 5 day suspension and required parent conference. Letter of Conditional Enrollment	* 5 day suspension and referral to appropriate program or recommendation for expulsion
	Tobacco use or possession, includes chewing tobacco	+++ Confiscate, parent contact, law enforcement referral work service may be offered	Suspension to parent conference, Letter of Conditional Enrollment, law enforcement fine
	Abusive, threatening, willfully defiant, or gang-related behavior	3 day suspension and required parent conference	5 day suspension and required parent conference
	Obscene Act	3 day suspension and required parent conference	3 day suspension and required parent conference
	Fighting, attempted to cause or threatened to cause physical injury to another person (see definition)	3-5 day suspension and required parent conference	5 day suspension, required parent conference and Letter of Conditional Enrollment
	False Fire/Emergency Alarm	** 3 day suspension and required parent conference; referral to Roseville Fire Department	5 day suspension and required parent conference, Letter of Conditional Enrollment
	Vandalism/destruction of property (if appropriate)	* Any infraction of this rule will result in suspension and may result in Code 594, R/JUHSD Policy 5144)	3 day suspension, restitution and required parent conference (Ed Code 48900(f), Penal Code 594, R/JUHSD Policy 5144)
	Theft (possession of stolen property)	* 2 day suspension, restitution and potential law enforcement citation	3 day suspension, restitution and required parent conference
	Profanity/obscene gestures or unsanitary acts+++	+++ 1 day suspension or alternative means of correction	2 day suspension and required parent conference
	Slurs (racial, ethnic, religious, handicapped, sexual)	1 day suspension and required parent conference, work service may be offered	3 day suspension and required parent conference
	Willful disobedience/verbal or physical altercation/disrupting school activities (incl. Gang-related activities) +++	+++ 1 day suspension or alternative means of correction	2 day suspension and required parent conference
	Willful defiance of school, classroom, bus or extracurricular rules	Parent conference, possible 1 day suspension	1 day suspension Work service, &/or parent contact, &/or suspension from class, &/or parent conference
	Violation of closed campus policy	1 day suspension, work service may be offered	1 day suspension and required parent conference
	Falsification or forging +++	+++ 1 day suspension/work service may be offered	1 day suspension and required parent conference
	Possession of disruptive devices in the classroom (beepers, cell phones, radios or unapproved communication devices) +++	+++ Confiscated by teacher, given to assistant principals' office; return to student at end of day.	1 day suspension and required parent conference
	Sexual harassment, bullying, hostile or offensive conduct	Written warning (E.C. 48900.2)	2 nd offense – confiscate & return to parent
	Loitering; Inaround parking lot or other designated area, littering	Warning or possible work service	3 to 5 days suspension and parent conference
	Unacceptable Clothing (drugs, profanity, tobacco, alcohol, gang)	Change clothing, parent contact on gang items, police referral	Work service, parent contact
	Parking Violation	Warning – must move vehicle	Additional offenses will be treated as defiance 2 nd offense – referral and parent contact; 3 rd offense – suspension, potential loss of parking privileges, and parent contact
	Attendance Problems, Habitual	Referral to School Attendance Mediation (SAM)	Referral to School Attendance Mediation (SAM)
**	Referral to law enforcement		
***	Alternative discipline programs may be substituted		
◆	Repeated violations or actions resulting in serious injury may lead to recommendation for expulsion (other violations may also if no other means of correction are feasible)		
		SUSPENSION: Suspension means removal of a pupil from instruction for adjustment purposes. A suspended student may not attend or participate in school activities for the duration of the suspension. EXPULSION: The maximum penalty for any disciplinary violation could be Expulsion. A student who is expelled shall not attend any school or alternative instruction program within the Roseville Joint Union High School District for the duration of the instruction. BATTERY AND FIGHTING: Battery is defined as willful and unlawful use of force or violence upon another. Fighting is a physical confrontation between two or more students. ASSAULT: Assault is specifically defined as an unlawful attempt, coupled with present ability to commit a violent injury to someone (criminal assault) or creating a reasonable apprehension of immediate physical injury to someone coupled with a present ability.	

GRADUATION REQUIREMENTS

GRADUATION REQUIREMENTS	
<i>Class of 2012/2013/2014/2015</i>	
<i>Credits Required: 260</i>	
40 credits English	
20 credits PE	
10 credits World Studies	
10 credits US History	
5 credits Government	
5 credits Economics	
20 credits Lab Science	
20 credits Math beginning with Algebra to include Geometry	
10 Credits Fine Arts OR Foreign Language	
10 credits Health	
5 credits Frosh Sur./Geography	

(All classes also require passage of the CAHSEE)

CITIZENSHIP

- Demonstrate satisfactory citizenship, attitude, and attendance

COLLEGE ADMISSION REQUIREMENTS

	California State Univ.	University of CA
a. History	2 years	2 years
b. English	4 years	4 years
c. Mathematics (through Algebra 2)	3 years	3 years (recommend 4 yrs)
d. Lab Science	2 years	2 years
e. Foreign Language	2 years	2 years (recommend 3 yrs)
f. Visual/Performing Arts	1 year	1 year
g. Elective Courses	1 year	1 year

For more information, refer to www.ucop.edu/pathways

Academic Integrity

A student caught cheating on any classroom assignment can be disciplined in the following manner:

First offense: Immediate failure of the assignment or assessment and possible consequence by the teacher. Administration is notified.

Second offense: Immediate failure of the assignment or assessment. Student is referred to administration and consequence is determined.

Updated Academic Integrity Standards will be in place for the 2010-2011 School Year. Unavailable at print time.

Weighted Grading System

In grades ten, eleven, and twelve, weighted grades shall be awarded in all Advanced Placement courses, Honors courses, and UC/CSU university transferable community college courses listed below.

School Board Policy 5121.

Economics 1A	English 1A	English 1B
Math 13 (Statistics)	Math 30 (Calculus)	Math 31 (Calculus)
Political Science	Psychology 1	Sociology 1
U.S. History 17A	U.S. History 17B	

Progress Reports

- Report cards are issued at 9 and 18 weeks.
- Incomplete grades are given because of extended illness, justifiable absence or extenuating circumstances (must be made up within 15 school days after the end of the report period for which the grade is assigned).
- Grades issued at 4.5 and 13.5 weeks will serve as progress grades.

Senior Conduct

District wide policy to support seniors, staff, and parents during the first term of the senior year.

- Violation may cause a student to lose the opportunity to participate in senior activities and/or graduation ceremonies
- Maintain standards in academic, attendance, conduct.
- Any "D" or "F" will be reviewed
- 15 or more incidents of absences during a term will be reviewed. Excessive number of specials will require verification
- Conduct requiring school discipline will be reviewed

Making Up Assignments

Students will have the number of days they were absent to complete any work assigned during an excused absence. It is the student's responsibility to obtain make-up assignments from the teacher when they return.

- Time begins the day after re-admission to school and may be extended by the teacher.
- Assignments given before the absence will be due upon the day the student returns.
- Teachers may deny make up work to students when the absence is unexcused.
- When a student has an administrative pre-approved absence, the student is responsible for contacting teachers in advance to arrange make-up work. **No advance arrangements=No credit for work missed.**
- **Teachers may designate certain assignments as "long-term projects" and these assignments shall be submitted on the assigned due date even if absent.**

School Board Policy 5121.2

Home Teaching

Requests for home teaching due to extended illness must be made through a written medical request from a doctor to the appropriate administrator stating the nature of the illness and expected duration of the illness. The minimum time out of school is 2 weeks in order to qualify for home teaching. Home teaching is subject to the teacher availability.

Off-Campus Instructional Opportunities:

- **ROP** (Must be scheduled in two on-campus classes)

Student/Teacher Aide Scheduling (Available for Juniors and Seniors only):

- A maximum of 10 student aide hours and 30 OWE hours may be applied toward total units required for graduation.
- Students must meet the guidelines and be approved to be a Student/Teacher Aide by the Asst Principal overseeing the counseling department.

ATTENDANCE

BOARD POLICY 5000:

The Board of Trustees believes that regular attendance plays a significant role in student achievement. Furthermore, the Board recognizes its responsibility under the law to ensure that students attend school regularly. Parents/guardians of children ages 6 to 18 are obligated to send their children to school unless otherwise provided by law. Furthermore, to maximize student attendance in school, the Board recognizes the need to adopt a policy addressing excessive student absences and/or tardiness that constitute an irregular attendance pattern that adversely affects the student's ability to learn. Excessive absences and/or tardiness are defined as patterns of student non-attendance at school due to prolonged or repeated illnesses, truant conduct, or tardiness, including but not limited to:

1. Absences/truant conduct/tardiness of 10 or more school days in a school year for illness without written verification by a medical professional, and
2. Any pattern of repeated absences and/or truant tardiness that adversely affects the student's academic progress.

The Board directs the Superintendent to develop Staff Rules for the implementation of this board policy.

Legal Reference:

EDUCATION CODE 45194, 46011, 48205, 48200 et seq. CALIFORNIA CODE OF REGULATIONS, Title 5, Section 420 et seq.

IF YOUR STUDENT IS ABSENT:

- ❖ It is your responsibility to clear your students' absence. All absences that are not cleared after three days will be automatically registered as a CUT in our computer system.
- ❖ Please call the attendance hotline 916-782-0464 to clear your students all day absence, except when written verification by a medical professional is required by Board Policy 5000.

OR

- ❖ You can also send a written note from parent/guardian, parent representative, or student if 18 or older, except when written verification by a medical professional is required by Board Policy 5000.

- a. Name of student
- b. Name of parent/guardian or parent representative and signature
- d. Date(s) of absence
- e. Reason for absence
- f. Phone Number

- ❖ Forgery of a note or any other school document is grounds for immediate suspension.

LATE ARRIVAL:

- ❖ Students who arrive late to school must receive a readmit slip from the attendance office. Have the student bring a note or parent/guardian call 916-782-3781 x2010 to excuse the late arrival.

EARLY DISMISSAL:

- ❖ Have the student bring a note to the Attendance Window *before school* to pick up their "special" pass.

OR

- ❖ Call Attendance at 916-782-3781 x 2010 *before school* and have student come before school to pick up their pass.
- ❖ Students who are not feeling well should go directly to the Nurses office. The Nurse can make sure that the student is taken care of, call their Parents/Legal Guardians, and dismiss them from class.

WE HAVE A CLOSED CAMPUS:

- ❖ Students must be excused from the office *before* the student leaves the campus.
- ❖ Before student is issued a "Special" to leave campus, permission must be given by a parent, guardian or person given such authority by the parent or guardian on the emergency card.
- ❖ Failure to secure a Special before leaving campus may result in a truancy and suspension. Calling AFTER THE FACT will *NOT* clear the absence.
- ❖ Students must remain on the school grounds from the time of arrival in the morning until departure after school, including lunch periods. Any violation of this policy may result in a suspension.
- ❖ No students are permitted in the parking lot or bus zone during the school day except by special permission of the office.

LAST MINUTE APPOINTMENTS:

- ❖ If an appointment is scheduled "last minute", call the Attendance Office as soon as possible to allow enough time to pull your student. REMEMBER: Attendance needs a MINIMUM of 15 minutes to pull a student from class.

KINDS OF ABSENCES:

Excused: (Board Policy 5113, Staff Rule 5113)

A student's absence shall be excused for the following reasons:

1. Personal illness
2. Quarantine under the direction of a county or city health officer
3. Medical, dental, optometrical, or chiropractic appointments
4. Attendance at funeral services for a member of the immediate family
 - a. Excused absence in this instance shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state.
 - b. "Immediate family" shall be defined as mother, father, grandmother, grandfather, spouse, son/son-in-law, daughter/daughter-in-law, brother, sister or any relative living in the student's immediate household.
5. Jury duty in the manner provided by law
6. The illness or medical appointment during school hours of a child to whom the student is the custodial parent
7. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including but not limited to:
 - a. Appearance in court
 - b. Attendance at a funeral service
 - c. Observation of a holiday or ceremony of his/her religion
 - d. Attendance at religious retreats not to exceed four hours per semester
 - e. Attendance at an employment conference
8. Participation in religious instruction or exercises in accordance with district policy:
 - a. In such instances, the student shall attend at least the minimum school day

b. The student shall be excused for this purpose on no more than four days per school month

(Student is expected to make work up)

Unexcused or Unapproved:

Absence for traffic, oversleeping, car problems, DMV appointments, senior pictures, hunting, shopping, personal business, etc. *(Assignments missed may not be made up for class credit).*

Truancy and Tardiness

Per Attendance, Truancy, Tardy Policy

- ❖ Absences unauthorized by parent or school, or unauthorized departures from classes. Also, failure to clear an absence will be considered a truancy.
- ❖ Tardy and truancy violations may result in detention, work service, and/or suspension. Refer to OHS Truancy/Tardy Policy posted in classroom.
- ❖ Students with excused or unexcused excessive absences will be referred to SAM (School Attendance Mediation) for further action with the district office.

(Absence is never excusable, and no make-up privileges can be granted.)

Suspension:

Absences authorized by the school administration. *(Students will be allowed to make up all work missed during the suspension.)*

Attendance Cards

- ❖ Students are required to have on file in the attendance office

1. Parent(s) or Guardian(s) home and work telephone numbers.
2. Name(s) and phone number(s) of person(s) authorized by parent to be called in case of accident or illness.

(Students will not be released from school without permission of a person authorized by parent or guardian).

3. Emergency instructions in case of accident or illness
4. Signature(s) of parent(s) or guardian(s).

- ❖ Students who write their own notes:

1. Must be 18 years old.
2. Meet with the appropriate administrator to obtain waiver and discuss attendance procedures.
3. Fill out and return signed waiver.

If your student was incorrectly marked absent, your student needs to pick up a blue period clearance slip from the Attendance Office, get it verified and signed by the teacher that the student was present and then return it back to the Attendance office.

1. Meet with the appropriate administrator to obtain waiver and discuss attendance procedures.
2. Fill out and return signed waiver.

- Forgery of a note or any other school document is grounds for immediate suspension.
- Students who do not bring a note by the second school day following an absence may be marked truant.
- Students who return to school after a suspension must receive a readmit slip from the attendance office.
Illness, death in the immediate family, medical and dental care

STUDENT SAFETY

Dress Code

The Oakmont High School Dress Code reflects the school community's belief that students will dress with respect for themselves and recognize that the object of going to school is to learn. Parents are asked to monitor the students in their care and counsel them on appropriate choices. The following are the basic requirements of the Dress Code:

- Students are expected to wear clean, neat, and well-maintained clothing.
- Shoes must be worn on schools grounds at all times.
- Printing and/or graphics depicting drugs, alcoholic beverages, tobacco, or messages that are sexually suggestive, or disrespectful, are prohibited.
- Clothing or accessories that are indicators of gang involvement or emulation are prohibited. *Board Policy 5131.20*
- Strapless tops, halter tops, backless tops, tube tops, and bare midriffs are prohibited. Tops revealing cleavage are prohibited. A strap on each shoulder is required.
- Undergarments are not to be visible.
- Short shorts are prohibited. Skirts and dresses must reach mid-thigh. Short skirts with slits are prohibited.
- More stringent requirements may be imposed in specific classes for safety reasons (such as physical education and shop classes). Learning Academies may develop specific guidelines for their members as well.

Hall Passes

- Students who leave a teacher's classroom for any reason must have a visible hall pass.
- Reminder: Students who are out of class should not be on their cell phones and cell phones may be confiscated immediately with consequences.

Student Body Cards

- Students should have their cards with them at **all times**.
- Lost cards replaced for \$5.00 during office hours, and \$10.00 at events.
- A card found in the possession of a person other than the owner will be picked up and disciplinary action taken.
- If a student leaves Oakmont, their card becomes invalid and should be turned in to the office upon check-out.
- Student body cards are required for all school activities, **NO EXCEPTIONS!**

Rules Of Conduct For School Functions

- Students are expected to follow the same code of behavior at school functions that applies to the regular school day.
- Students must be in attendance during the school day in order to participate in any after-school activity.
- Some dances and other activities are held on Saturdays. The rules for Saturday activities are the same as for regular school days.

Bus Conduct

- Students riding buses must have current photo bus pass at all times.
- Students riding buses are required by law to be orderly and quiet in order that the safety of the riders is protected.
- No part of the body, head, or arms may be extended out of the window.

- Students must be seated as directed by the driver.
- Pupils are not permitted to eat or drink on the bus.
- Playing musical instruments, whistling, yelling, profane language, throwing articles, shooting rubber bands, scuffling, or any other unnecessary commotion is prohibited.
- Smoking or any use of tobacco on a school bus is prohibited.
- No intoxicating liquor or controlled substances shall at any time be used or possessed on a school bus.
- Any damage to the bus by a pupil that cannot be considered ordinary wear and tear must be paid for by the pupil.

Dances

- Students MUST have a current year student body card to be admitted. NO EXCEPTIONS! Lost cards must be replaced immediately. Replacement cards may be purchased in the student services office for \$5.00 during office hours .
- Students must leave campus or be picked up promptly. Students and guests not leaving campus or not picked up within fifteen minutes after the dance ends may lose future dance privileges.
- **DOORS CLOSE ONE HOUR AFTER THE DANCE BEGINS.**

Dance Bids:

- There may be special dances during the year to which guests may be invited. The student secures a dance bid and guest permission form from the office on which he/she names the guest he/she wishes to invite to the dance. If the dance bid is approved by the administration, the student may then invite his/her guest. If the guest misbehaves, the student may be (1) forbidden to secure another dance bid (2) not allowed to attend any more dances or (3) in an extreme case may be punished as if he/she had been the offender.
- The following guidelines must be followed when using a dance bid:
 1. All guests must have proper identification.
 2. OHS student and guest must enter the dance together.
 3. All guests must be between the ages of 13 and 20 years inclusive.
 4. The intent of dance bids is to allow only couples to attend the dance.
 5. Cost is \$5.00.
 6. Guests must also have a dance ticket for entrance into the dance.

Dance Conduct:

- Safety is number one concern – no slam dancing, on shoulders, on stage, etc..
- Students shall dance in an appropriate manner. Unsafe, lewd, or vulgar dancing is not permitted. This includes “freak” dancing, crowd “surfing”, slam dancing, grinding, and moshing.
- Students are expected to face their partner at all times (no back to front motion).
- With the exception of feet, no body parts may be placed on the floor.
- If a student leaves the dance he/she may not return to the dance.
- Smoking, drinking possessing or having consumed drugs or alcohol is prohibited.
- Only students with tickets and student body cards or bids will be allowed into the dance. Students with bids must have adequate identification (Driver's License, Student Body Card, etc.).
- Students shall dress appropriately according to the theme of the dance. School dress code will be enforced.
- There shall be no "gate crashing". A person aiding as a gate crasher shall be subject to the same penalty as the offender.

Students who violate any of these rules will be removed from the dance. Repeated violation may exclude a student from future dances.

Field Trips

- Students attending a school-approved field trip must notify all their teachers at least 2 days before they leave campus. A signed teachers' permission and parent permission slip must be turned into the sponsoring teacher 48 hours prior to the event. Lack of valid academic progress in any class, may result in a student not being allowed to attend the trip. Appeals should be made to an assistant principal.
- Students are responsible for all class work missed. Quizzes, tests, projects, and other required assignments should be resolved between teacher/student prior to the field trip.
- School sponsored field trips are excused absences. Programs sponsored by off campus organizations will **NO LONGER** be excused.

Loitering

- Students should not loiter on or about private property adjacent to the high school at any time.
- Students with unscheduled periods must leave immediately.

The school permits students to drive to and from school under the following regulations:

- DUE TO LIMITED SPACES, PARKING WILL BE LIMITED TO JUNIORS AND SENIORS ON A FIRST COME, FIRST SERVED BASIS.
- All student vehicles must have a parking ID displayed. Parking ID's may be obtained in the attendance office. All student vehicles must have a current school year parking decal displayed in the rear window.
- No parking on concrete islands or grass/dirt areas.
- Students should not park on the neighborhood streets near the school where signs are posted.
- The school does not accept responsibility for theft or damage to vehicles parked in the school parking lot.
- No vehicle may be moved during the school day except by special permission from student services.
- No students are permitted in the parking lot during the school day except by special permission of the office.
- Exceptions need administrative approval.
- Vehicles will be properly parked in the parking lot at all times. No parking along red curbs or blocking emergency exits/fire lanes. No parking in designated "staff", "carpool", "handicapped", or "visitors" spaces. (Violation in these areas may result in towing at owner's expense.)
- Those who repeatedly violate the parking rules will be subject to administrative disciplinary action.
- Vehicles entering the parking lots of school property can be searched upon the judgment of school officials. A posted sign will read, "Any automobile entering this area is subject to search with or without cause by school officials or police officers. Search may include the passenger compartment, engine compartment, trunk, and all containers locked or unlocked in or upon the automobile". This would apply to students and visitors.
- Students violating any of these regulations will be subject to the following consequences:

First Offense: Detention

Second Offense: Suspension to Parent Conference, On-Campus Suspension

Third Offense: One day Suspension with two-week revocation of parking privileges

Electronics

- Radios, tape or cassette, compact disc players, cell phones, and beepers are not permitted to be used, under any circumstances, during class time.
- Radios, tape or cassette, compact disc players, cell phones, iPods, or beepers are not relevant to the curriculum at OHS. Students bringing these items to school do so at their own risk for loss and/or discipline.
- **The school does not accept responsibility for theft or damage of these items or any other personal possessions. OHS will not conduct an investigation of any stolen items that are not directly related to a course curriculum.**

Cell Phones

- Cell phones are permitted during breaks and lunch only. When classes are in session, cell phones are to be turned off and stored away. Cell phones may be confiscated immediately with consequences.
- **The use of cell phones is prohibited in the library, administrative office, locker rooms, or bathrooms at all times.**
- **For safety purposes, all confiscated cell phones are subject to search.**

Student Insurance

THE SCHOOL DOES NOT CARRY ANY ACCIDENT INSURANCE FOR STUDENTS. IT IS THE PARENT OR GUARDIAN'S RESPONSIBILITY TO PROVIDE INSURANCE COVERAGE.

Skateboards

- Skateboards are not permitted to be used while on campus.

Sportsmanship

- Oakmont High School students are proud of their sportsman-like attitude and good relations with other schools. Students are reminded that, in the event of unsportsmanlike conduct (especially painting and otherwise destroying property) before, during or after any athletic event on the part of students, alumni, or community, the school and/or individual can be held responsible and penalties imposed. Noisemakers of any type are not allowed in the gym during athletic contests.

Unlawful Harassment of Students

- The Roseville Joint Union High School District is committed to providing an education environment free of unlawful or offensive harassment.
- The District's anti-harassment policy applies to all persons involved in the District's educational environment and prohibits unlawful harassment by any student or any employee of the District. Violation of this policy by another student may result in discipline, up to and including suspension or expulsion, depending on the nature and seriousness of the violation.
- Unlawful harassment because of sex, race, ancestry, physical or mental disability, age or any other protected basis includes, but is not limited to:
 - Verbal conduct such as derogatory comments
 - Visual conduct
 - Physical conduct such as assault, unwanted touching, blocking of normal movement
 - Retaliation for having reported or threatened to report harassment
 - Bullying-either personal, third person, or electronic

- If a student thinks he or she is being harassed because of his or her sex, race or ancestry or other protected basis, the student should immediately notify the principal or assistant principal.
- To file a complaint, the student should provide details of the incident(s), the names of the individuals involved and the names of any witnesses. The complaint should be, but is not required to be, in writing.
- The District encourages all students to report any incidents of harassment forbidden by this policy immediately so that complaints can be resolved quickly and fairly.

Visitors

- Student visitors are not allowed on campus during school.
- Adults must register at the front office and be issued a visitor's pass.

Counselors

- Guidance counselors and school psychologist are available for student's academic and personal needs. Fill out a blue *Request to see counselor* form in the office. The counselors will call you out of class using a call slip sent from the office.

Health Center

- The Health Center is located in the administration building. The nurse provides assistance with health problems, health instruction in classrooms on request, and individual health counseling for students, parents and staff. **Students must have a teacher-signed STUDENT PASS to come to the Health Center, but emergencies are seen without question.**
- All students are required to have a separate EMERGENCY CARD on file in the nurse's office. This is submitted to the school office at registration time or at the beginning of school.
- Health problems such as diabetes, epilepsy, heart disease, etc., are to be brought to the personal attention of the school nurse with written medical instructions for those limitations deemed necessary. Students with chronic problems should report to the school nurse at the beginning of each fall term.

Immunizations

- California state law requires up-to-date measles, rubella, tetanus, diphtheria, and polio immunizations for all students. Exemption for personal belief or medical reasons must be filed in writing in the permanent school health records. Failure to meet these requirements will result in the student being excluded from school.

Medications

- Students are not allowed to carry medication with them, except asthma inhalers. Personnel of the Roseville Joint Union High School District will cooperate with the pupil's parent/guardian and his/her physician by providing a safe place for the storage of necessary medication. Selected school personnel may store and/or dispense prescription or over-the-counter medication to pupils upon written request of the pupil's parent/guardian and physician only when the medication is in the original container. Forms are available in the Health Center.

Communicable Diseases

- Contagious diseases such as pink eye, impetigo and ringworm require a written clearance for school attendance from a doctor. Parasites such as lice and scabies are causes for exclusion from school. A student that has had head lice needs to be free of all lice and all nits in order to return to school.

Physical Education

- Students who have physical or health problems that limit participation in a full physical education program are required to submit a medical restriction to the Health Center. There are forms available in the P.E. Department, the Health Center, and in the office. Students with certain disabilities may, upon presentation of a recommendation from a physician, be excused from regular P.E. or placed in a modified program.
- Students who have had a serious illness, injury or any other health complication need a doctor's clearance to re-enter the P.E. or athletic program.

STUDENT SERVICES

Library

- The library hours are from 7:15am to 3:45pm of each school day, including lunchtime.
- A student identification card will be necessary to check out materials and use the computers.
- Books may be borrowed for 2 weeks, and renewed once. Reference books, current magazines, and reserved material may only be used in the library.
- It is essential that all materials be returned on time for the benefit of everyone who uses the library. Late materials will lead to an overdue notice and a fine.
- Any lost or damaged materials must be replaced at the expense of the borrower.
- Please do not loiter in the lobby area of the library/theater.

Lockers

- A book locker and a gym locker will be available to every student.
- Students should acquire a good quality lock for their P.E. locker. Inexpensive combination locks are not recommended for P.E. The Student Store carries quality locks for students to purchase.
- Students are financially responsible for damage to locks or lockers.
- Students will be responsible for contents and proper upkeep of their lockers. Any difficulty with lockers should be reported immediately to the attendance office.
- Lockers will be emptied and cleaned during the summer. Students should remove all contents before school is recessed for the summer. Any student property not removed before summer recess may be donated to local charity organizations.

Lunches

- Students are to deposit waste in the trashcans provided and to help keep the grounds clean.
- Students are not allowed in the hallways during the lunch period for any reason.
- Students involved in food fights will immediately be suspended and may face other disciplinary action, including reimbursement for damages and clean-up costs.
- There are designated "No Lunch Zone" areas on campus, due to classes being in session. These areas are clearly marked, and students are expected to remain within the authorized lunch areas at all times. Students in off-limits areas will lose lunch privileges.
- Students neglecting to throw their trash away may be requested to serve "trash detail" in lieu of regular detention.

Office Phones

- Students may not use office phones for personal calls or during school hours without permission.

Club and Organization Philosophy

The clubs and organizations are under the jurisdiction of the Student Government. All activities and fundraisers are sponsored by them must be approved by the Student Government as well as by the organization's advisor. Application forms for this purpose are available in the office. New clubs are approved only at the beginning of each term by Student Government and the administration. Clubs and organizations must have a faculty advisor.

CLUBS AND ORGANIZATIONS

Baseball.....	Mr. Perkins
Band	TBA
Basketball	Mr. Campbell
CSF (California Scholarship Federation).....	Mr. Ginn
Cheer and Stunt	Ms. Weast
Choir	TBA
Class of 2012.....	Mr. Wallace/Ms. Haynes
Class of 2013.....	
Class of 2014.....	
Class of 2015.....	
Cross Country.....	Mr. Nugent
Dance.....	Ms.Bettencourt
Drama	Mrs. Howard
Drill Team.....	Ms.Bettencourt
Football.....	Mr. Moore
Golf	Mr. Donnell
HOSA (Health Occupations Students of America)	Ms. Bilderback
IB Club (International Baccalaureate).....	Ms Mahoney/Mr Chorjel
Interact.....	Mrs. Muller
Link Crew.....	Mr Parr/ Ms. Mortimeyer/Mrs. Myles
MAVOC (Minority Americans Voices on Campus).....	Mr. Polli
Media/Film.....	Mr.Bohren
Mock Trial.....	Ms. John
Norse Notes (Newspaper)	Mr. Nunes
Odinboken (Yearbook)	Mrs. Montgomery
O Zone.....	TBA
Soccer	Mrs. Myles/Mr. Blackmon
Softball.....	Mrs. Lusso
Student Government	Mrs. Myles
Swim/Waterpolo.....	Mr. Plank
Track and Trackettes.....	Mr. Nugent
Viking Printing Press.....	Mrs. Richards/Mrs. Martinez
Volleyball	Mrs. Conway
Web Design.....	Mr. Bohren
Wrestling.....	Mr. Wells

DISCIPLINE PHILOSOPHY

Purposes

- Provide students the opportunity to reach their full potential.
- Positive, constructive and safe learning environment for staff and students
- Promote citizenship and respectful behavior
- Fair and consistent enforcement with clearly defined consequences
- Discipline is growth – students need to be provided opportunities to improve their behavior.

Discipline Guidelines

- Safety is the primary concern for rule enforcement.
- School rules and regulations are designed for the total school. All staff, administrators, counselors, hall monitors, and students are responsible for upholding order.
- Rules are designed to support the classroom teacher. The regulations of classroom behavior are left to individual teachers.
- Communication is a vital part of an orderly school. A commitment must be made to continue/establish communication links between:
 - School and parents
 - School and students
 - Teacher and students
 - Teacher and parents
 - Counselors and teachers
 - Administrators and staff
- Parents of students unable to follow classroom rules and behavior guidelines will be contacted by phone by individual teachers as a "first warning".
- Students will read and understand school rules and regulations as reviewed in their Social Studies/English classes.
- Students who disrupt the learning environment need to be removed from that environment and their behavior addressed.
- Students referred to the office on Discipline Referrals may not return to class until seen by an administrator.
- Teachers have total control of their classrooms. Students referred to the administration become the responsibility of the administration and the administrator will assign the consequences.

Standard Disciplinary Consequences

- Work Service and/or Detention – minor offenses only
- Parent Conference
- On campus suspension
- Suspension
- Letter of conditional enrollment (contract to stay at Oakmont)
- Transfer to Continuation School
- Expulsion

Causes For Mandatory Recommendation for Expulsion

- Caused serious physical injury to another person, except in self-defense.
- Possessed any firearm, knife, explosive, or other dangerous object of no reasonable use to the pupil at school or at a school activity off school grounds.
- Unlawfully sold any controlled substance, as defined in Section 110007 of the Health and Safety Code.
- Committed robbery or extortion (Ed. Code Section 48915).
- Engaging in gang or behavior associated with gangs.

Violations of Disciplinary Policy Resulting in Immediate Suspension and Parent Conference

- Trespassing
- Campuses are closed during the hours of ~ 10:30 PM – 6:00 AM
 - Weekends and lawful school holidays
 - Athletic fields closed from one-half hour before – sunset to one-half hour after sunrise everyday.
- Threatening, intimidating and menacing
- Any act of defiance or willful disobedience

- Use of profane or indecent language
- Fire setting or attempted fire-setting
- Possession or use of firecrackers or other fireworks. NOTE: Fireworks or firecrackers may be classified, as weapons and a recommendation for expulsion will be made on the first offence. Law enforcement agencies will be notified at the administration's discretion.
- Insulting or abusing teachers or other school personnel.
- Willful disruption of school
- Hazing
- Leaving school without permission
- Smoking or possession of tobacco
- Failure to identify oneself or giving false information to school personnel.
- Forging, falsifying, or altering school correspondence, passes or re-admits.
- Gambling and wagering
- Interfering with the peaceful conduct of the campus
- Failure to comply with the reasonable request of teachers or other school personnel.
- Loitering on campus
- Fighting – self-defense is defined as retreat and report. Trading blows, wrestling, etc. is fighting.



RJUHS Student Technology/Network/Internet Acceptable Use Rules

Roseville Joint Union High School District (RJUHS) recognizes that technology, including network and Internet services offers a wide variety of opportunities to further educational goals and objectives and therefore provides technology services and network access to its staff and students. Access to these vast resources and information is an educational opportunity requiring responsible use by each individual. As such, every RJUHS user should act in an ethical and legal manner consistent with district goals and objectives and should conform to educationally appropriate use and network etiquette that includes being polite, using appropriate language, and respecting the privacy of others.

Users of RJUHS technology and network services should remember that the level of confidentiality on district-owned computers may not be the same as that expected when using their own equipment or Internet services. Electronic communications*, files and other Internet records may be examined for educational and administrative purposes and to verify that acceptable-use guidelines are being followed. (*For purposes of this document, electronic communications include but are not limited to e-mail, chat, and instant messaging.)

RJUHS has taken reasonable steps to ensure that technology services and network use is primarily for activities that support district goals and objectives. While the District has deployed Internet content filtering technology in the interest of keeping harmful and inappropriate content from being accessed, Internet content filtering is not a perfect science and it may be possible for users of the Internet to access information that is intended for adults. Likewise, computer security cannot be made perfect and it is possible that a determined user can make use of computer resources for inappropriate purposes. RJUHS believes that the benefits of Internet access in the form of information resources and opportunities for collaboration far exceed any disadvantages. Ultimately, parent(s) and guardian(s) of minors are responsible for setting and conveying the standards that their child or ward should follow. Use of the District technology, network services, and the Internet is a privilege that may be revoked at any time for inappropriate conduct. The use

of the Internet, network, and technology services are strictly limited to educational purposes.

RESPONSIBILITY

As a user of the RJUHSD technology services, network and Internet connections, I agree to:

- ◆ Use my network access in an acceptable manner, follow all district rules and regulations regarding network use, including being polite, using appropriate language, and for educational purposes only.
- ◆ Use on-line time and other technology/network resources efficiently.
- ◆ Report any known misuse of technology or network services to the appropriate teacher, administrator, or the District Office.
- ◆ If I have been issued an individual network account, I will be the sole user of it. I will protect my account by not giving out my password and I will report any suspected misuse to the appropriate teacher or administrator. I will be responsible for all use by this account.
- ◆ Follow all applicable copyright laws. I understand that inappropriately copying or misusing other people's work may be considered plagiarism. Likewise, any work that I create through the use of the RJUHSD technology services/network is my own property, yet it is subject to all of the guidelines in this agreement.
- ◆ Assist in keeping the RJUHSD network free from virus or other malicious attacks by refraining from opening attachments from unknown sources and being alert to warnings.
- ◆ **INAPPROPRIATE TECHNOLOGY/NETWORK/ON-LINE CONDUCT** includes, but is not limited to:
 - ◆ Using technology or network services for illegal activities, including unauthorized installation, use, storage, or distribution of copyrighted software or materials in violation of copyright laws.
 - ◆ Unauthorized installation or use of any software or hardware not belonging to, or properly licensed by the District (e.g., games, applications, operating systems, "shareware", computer components, and peripherals).
 - ◆ Accessing, posting, submitting, publishing or displaying harmful or inappropriate matter that is threatening, obscene, disruptive or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, gender, sexual orientation, age, disability, religion or political beliefs. California Penal Code Section 313(a).
 - ◆ Using technology or network services for private business, commercial enterprise, or for political activities.
 - ◆ Use of another individual's name, user account, or password.
 - ◆ Allowing another user access to your account.
 - ◆ Sharing electronic account passwords, leaving passwords available in obvious locations, or leaving "signed on" or "logged on" computers unattended.
 - ◆ Disclosure, use, or dissemination of personal identification or "contact information" about oneself or others when using electronic communication. Students are also cautioned not to disclose such information by other means to individuals located through the Internet without the permission of staff members and are urged to discuss on-line privacy issues with their parents or guardian. Personal information includes the student's name, address, telephone number, Social Security number, or other individually identifiable information.
 - ◆ Reading or accessing other users' electronic mail or files. (*Collaborative efforts will have appropriate and identified locations and/or resources for sharing files and information.*)
 - ◆ Attempting to interfere with other users' ability to send or receive electronic mail, or deleting, copying, modifying or forging other users' mail or files.

- ◆ Sending or exchanging messages that are inconsistent with school or district policies.
- ◆ Distributing electronic media or files in a manner that is likely to cause network congestion or significantly hamper the ability of other people to access and use the system (e.g., downloading huge files during prime time; sending mass electronic messages; downloading of video and audio files not directly related to district goals; excessive chat or instant message use for non-educational purposes; distribution of chain letters).
- ◆ Intentionally uploading, downloading, or creating computer viruses.
- ◆ Attempting to vandalize, harm, tamper with, intercept, or destroy district equipment, data, or materials including use and/or possession of "hacking" tools.
- ◆ Attempting to bypass, circumvent, or disable network security, virus protection, or Internet content filtering.
- ◆ Manipulating the data of any other user, school, or district resource.
- ◆ Unauthorized access to servers, computer systems, or network equipment.
- ◆ Use or connection of any personal equipment to the RJUHSD network.
- ◆ Using electronic resources and communication for other than educational purposes.

Students who violate the *RJUHSD Student Technology/Network/Internet Acceptable Use Rules*, misuse technology or network services, or violate state or federal laws may be subject to disciplinary action, loss of access privileges and/or legal action in accordance with law. The District Technology Department and site administration reserve the right to delete files or remove access to resources found to display or propagate inappropriate on-line conduct. We support the parent's or guardian's right to authorize or decline network/Internet access for their student.

ATHLETICS

- As part of the process for being cleared for athletics, you and your parents acknowledged receiving an Athletic Handbook. You are strongly encouraged to review the entire handbook at the start of each sport season.
- Governed by the California Interscholastic Federation (C.I.F.) Rules and regulations of C.I.F. will apply.
- Oakmont is a member of:
 - Capital Valley Conference (CVC)
 - SAC – Joaquin Section
 - California Interscholastic Federation (CIF)
- Athletes are directed to carefully review the District Athletic Handbook for more specific explanations.

Academic Eligibility

- Must be passing three of four (4 x 4 students) classes during the preceding grading period.
- G.P.A. of 2.0 in all enrolled classes

Academic Probation

- One period of probation during high school enrollment, beginning with the first school (9th grade) grading period.
- Granted only if the student has met one of the two academic eligibility requirements.
- BELOW BOTH STANDARDS WILL NOT BE GRANTED PROBATION

Residential Eligibility

- The California Interscholastic Federation requires that students must be living with parents or legal guardians within the school's attendance boundaries.
- All exceptions require special permission and that forms and letters of approval be on file before student can be declared eligible.
- Any athlete known to be using a false address or otherwise not being honest about a residence places the entire team in jeopardy.
- Student should be reported to the coach to avoid penalizing the entire team.

Athletic Clearance Card

- Every athlete must have a clearance card prior to beginning practice.
- The student and the student's parent or guardian must complete the forms in the athletic clearance card packet.
 - Emergency information card
 - Insurance verification
 - Parent permission form for transportation and medical treatment
 - Yearly physical completed after July 1 of new school year
 - Health history
 - Athletic Fee

Transportation

- Students are normally expected to go and return on district-provided transportation when provided.
- At the coach's discretion, students may be signed off the bus by their parents only.
- Releasing students from returning on a bus requires a special release form and arrangements should be made at least on day prior to the contest.

Outside Competition

- Students on a high school team become ineligible if the student competes in a contest on an "outside" team, in the same sport during the student's high school season of sport.
- Student guilty of competing on the student's school team after an infraction of the above rule becomes immediately ineligible for a number of contests equal to twice the number of contests of outside competition in which the student participated.
- Games, in which this student participated, after the infraction of the rule, shall be forfeited.
- A high school team member may participate in a spontaneous recreational activity or game in which sides or teams are chosen without regard to players representing any group or organization. Such participation would not cause loss of eligibility.

Training Rules

- The use of tobacco, alcohol and drugs is not acceptable for high school athletes for health and safety reasons. Any student, who uses or possesses alcohol or drugs, shall be ineligible for a minimum of six (6) weeks from the date of the infraction excluding vacation periods.
- A student may regain eligibility any time after six weeks by successfully completing three (3) district-sponsored substance abuse programs or a comparable outside program. Students **not** completing an approved substance abuse program will remain ineligible for a period of **one calendar year** from date of the infraction.
- A second offense involving alcohol or drugs which occurs at any time in the four years of high school will cause the student to be ineligible for one (1) calendar year from the date of the infraction.
- Any student involved in the *sale* of drugs or alcohol will be ineligible for one (1) calendar year from the date of the infraction. The student may not continue practice nor participate with the team during the period of ineligibility.

Leaving A Team

- Refer to athletic handbook for further details.

- Students are encouraged to try a variety of sports, and a student may leave a team during the first two (2) weeks of practice without penalty by personally notifying the coach that they no longer wish to participate. Students leaving a team after the two-week try-out period must communicate with the coach to determine the consequences, if any, for leaving the team.

Cheer and Stunt Squad

- Because of the dual responsibility of the school cheer squad, which includes performance and leadership roles, the squad is bound by both athletic and student leadership conduct. As an intrinsic part of the school leadership program, the squad's code of conduct and eligibility is congruent with that of student body officers. Because the cheer & stunt squad participates in outside competition, requirements for athletic clearance, academic probation, training rules, sportsmanship, attendance and procedures for leaving a team are congruent with athletic team guidelines.

Drill Team

- The OHS Drill Team generally performs at athletic half times, drill team competitions and other events. Because the drill team participates in outside competition, requirements for athletic clearance, academic probation, sportsmanship, attendance and procedures for leaving a team are congruent with athletic teams guidelines.