

## **Idyllwild School Mission**

The reason our school exists is to provide children with a well-balanced education to have the skills and abilities to achieve their dreams as successful, contributing members of society.

### **Vision**

Idyllwild School operates as a team of staff, students, families and community members where:

- The staff uses a variety of strategies to challenge, support, and actively engage students physically, emotionally, socially, artistically and academically.
- Families are actively involved and participate in respectfully communicating with staff to support the success of their children.
- The most important criteria for measuring our success will be students' enthusiastically demonstrating life-long learning.
- Students leave Idyllwild School and transition confidently with high self-esteem, high personal goals, and are able to work cooperatively with others..
- Idyllwild School is recognized as an exceptional school with a caring environment, high expectations and high achievement.

### **We value**

- Administration that is supportive of student and staff needs for academic and life success.
- Each other. We recognize and celebrate each others' achievements.
- Staff willingness to devote time to collaborate within and across grade levels and subject areas to promote a consistent learning environment.
- Staff willingness to come to agreement on plans and work together to increase effective teaching and student learning.
- Teachers using best practices for educating students, addressing different learning styles and needs.
- Being open to new ideas and a willingness to change.
- Students thinking deeply and asking meaningful questions.
- The importance of our Learning Community.

## **Commitments**

### **Teachers, principal and parents agree to**

- Focus on learning.
- Support and implement research-based educational practices.
- Share and use relevant data in a timely manner to differentiate instruction so that all students learn.
- Collaborate across and within grade levels and subject matter to achieve our goals.
- Implement common educational standards, benchmarks and assessments that provide for in-depth learning.
- Be effective team members sharing decision-making and leadership roles.
- Be respectful towards all members of the learning community and practice open, diplomatic, honest communication.
- Consistently implement a clearly stated school-wide discipline plan that is communicated to all members and that honors the integrity of students.
- Be actively involved and have a vested interest in our childrens' education.

**IDYLLWILD SCHOOL**

**P.O. Box 97**

**26700 Hwy. 243**

**Idyllwild, CA 92549**

**OFFICE (951) 659-0750**

**FAX (951) 659-0757**

**2009-2010  
PARENT/STUDENT  
HANDBOOK**

**Office Hours: 7:45 a.m. – 3:30 p.m.**

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**MONDAY - THURSDAY BELL SCHEDULE 2009-2010**

(CORRECTED WITH 2 MINUTES EACH DAY)

<b>1st GRADE, 2<sup>nd</sup> GRADE, 3<sup>rd</sup> GRADE</b>		
8:20 – 9:57	97 minutes	
9:57 – 10:13	16 minutes	recess
10:13 – 11:30	77 minutes	
11:30 – 11:40	10 minutes	recess
11:40-12:17	37 minutes	lunch
12:17 – 1:37	80 minutes	
1:37 – 1:47	10 minutes	recess
1:47 – 2:36	49 minutes	
	303 Inst. min.	
	recess 36 min.	
	37 lunch min.	

<b>4th GRADE, 5<sup>th</sup> GRADE</b>		
8:20 – 10:15	115 minutes	
10:15 – 10:30	15 minutes	recess
10:30 - 12:39	129 minutes	
12:39 - 12:49	10 minutes	recess
12:49-1:26	37 minutes	lunch
1:26-2:36	70 minutes	
	314 Inst. min.	
	recess 25 min.	
	37 lunch min.	

<b>6<sup>th</sup> GRADE, 7<sup>th</sup> GRADE, 8<sup>th</sup> GRADE</b>		
7:30 – 8:10	40 minutes	Zero
8:15-9:12	57 minutes	Home/1 <sup>st</sup>
9:15-10:08	53 minutes	2 <sup>nd</sup>
10:08-10:18	10 Minutes	Snack
10:21-11:14	53 minutes	3 <sup>rd</sup>
11:17-12:10	53 minutes	4 <sup>th</sup>
12:10-12:45	35 minutes	Lunch
12:48-1:41	53 minutes	5 <sup>th</sup>
1:44-2:39	55 Minutes	6 <sup>th</sup> /Home
	Instructional Minutes 324	
	Passing/Snack Minutes 25	
	Lunch Minutes 35	

<b>Monday through Friday AM KINDER</b>		
8:20 – 11:40	200 minutes	
11:40-12:00	20 minutes	Lunch
	Instructional 200 Minutes	
<b>PM KINDER</b>		
9:50-11:40	110 minutes	
11:40-12:00	20 minutes	Lunch
12:00-1:30	90 minutes	
	Instructional 200 Minutes	

	Days 1-3	x minutes	
Regular	136	303	41,208
Sh. Fri.	34	253	8,602
Min.	10	240	2,400
		Total	52,210

	Days 4-5	x minutes	
	136	314	42,704
	34	271	9,214
	10	240	2,400
		Total	54,318

## FRIDAY BELL SCHEDULE FOR GRADES 1-5 2009-2010

(CORRECTED WITH 2 MINUTES EACH DAY FOR 4<sup>TH</sup> GRADE, 6<sup>TH</sup> GRADE)

1st GRADE, 2 <sup>nd</sup> GRADE, 3 <sup>rd</sup> GRADE		
8:20-9:57	97 minutes	
9:57-10:13	16 minutes	recess
10:13-11:30	77 minutes	
11:30-11:40	10 minutes	recess
11:40-12:17	37 minutes	Lunch
12:17-1:34	79 minutes	
	253 Inst. min.	

4th GRADE, 5 <sup>th</sup> GRADE		
8:20-10:15	115 minutes	
10:15-10:25	10 minutes	recess
10:25-12:34	129 minutes	
12:34-1:11	Lunch	
1:11-1:38	27 minutes	
	271 Inst. min.	

	Days 6-8	x minutes	
Regular	175	324	56,700
Min.	5	245	1,225
		total	57,925

IDYLLWILD SCHOOL  
**MINIMUM DAY SCHEDULE 2008-2009**  
 (CORRECTED WITH 2 MINUTES EACH DAY)

<b>1st GRADE, 2<sup>nd</sup> GRADE, 3<sup>rd</sup> GRADE</b>		
8:20-11:30	190minutes	
11:30-12:05	Lunch	
12:05-12:55	50minutes	
	240 Inst. min.	

<b>4th GRADE, 5<sup>th</sup> GRADE</b>		
8:20-12:00	220minutes	
12:00-12:35	Lunch	
12:35-12:55	20minutes	
	240Inst. min.	

Grades 1-5 minimum days: October 12, 13, 14,  
 15 March 22, 23, 24, 25, 26 and June 11

<b>6<sup>th</sup> GRADE, 7<sup>th</sup> GRADE, 8<sup>th</sup> GRADE</b>		
7:30-8:15	45minutes	Zero
8:15-9:00	45minutes	1 <sup>st</sup>
9:02-9:42	40minutes	2 <sup>nd</sup>
9:44-10:24	40minutes	3 <sup>rd</sup>
10:24-10:29	5 minutes	snack
10:31-11:11	40minutes	4 <sup>th</sup>
11:13-11:53	40minutes	5 <sup>th</sup>
11:55-12:35	40minutes	6 <sup>th</sup>
12:35-1:05	30minutes	Lunch
	245Inst min	

Grades 6-8 minimum days: October 15  
 March 24, 25 and June 10, 11

**IDYLLWILD SCHOOL CERTIFICATED STAFF**

**2009-10**

Matthew Kraemer	Office	Principal
Sue Mrsny	Room 1	Preschool
Michelle Adler	Room 3	Kindergarten
Joan Gray	Room 4	Grade K/1
Barbara Longbrook	Room 2	Grade 1
Connie Chavez	Room 8	Grades 2/3
Deborah Engel	Room 6	Grades 2
Vic Scavarda	Room 11	Grade 3
Christina Tirheimer	Room 5	Grade 4
Brennen Priefer	Room 7	Grade 5
Danielle Baraty	Room 18	Grades 7/8 Math
Iva Botton	Room 9	SDC/RSP K-5
Diane D'Arcy	Room 16	Grade 6 ELA, 6/7 SS
Kirsten Ingbretsen	Room 20	Grade 6 ELA, K-Support
Lenore Sazer-Krebbbers	Room 14	Grades 6/7/8 Science
Patty Carratello	Room 17	Grades 7/8 ELA, 8 SS
Donna Mercer	Room 19	RSP 6-8, Gen ED- K
Holly Guntermann	Gym	P.E.
Buzz Holmes	Music Room	Music K-8
Glenn Schumacher	Room 13	Psychologist (Tues.)
Maureen McElligott	Room 13	Speech (Tues. & Thurs.)
Colleen Sanden	Room 13	H.H. Jackson (Tues & Wed)
Matt Pailes	Room 13	F.L. Tree (Mon. & Thurs.)
Regina Shoppe	Room 10	Counselor (Tues. & Thurs)
Al Avritt	MPR	A.P.E.

**IDYLLWILD SCHOOL CLASSIFIED STAFF**

Michelle Akins-Johnson	Special Ed. Instructional Aide
Melody Blaschko	Health Technician
Bethany Swanson	Office Manager
Suzanne Coffey	Instructional Aide
Sonya Dravenstatt	Food Services
Megan Gaudreault	I.A., Res./Spec. Ed./Supervision Aide
Pam Loeffke	Nutrition Supervision Aide
Rachel Haynes	Bus Driver/Supervision Aide
Barth Swanson	P.M. Custodian
Lori Ferro	Secretary/Supervision Aide
Karen Visel	Library Technician
Kim Walker	Special Ed. Instructional Aide/Supervision Aide
Roger Wood	A.M. Custodian
Joni Vander Wende	SH Instructional Aide
Mary McDonnell	Pre-school Instructional Aide
Tim Nadell	SAFE Site Facilitator
Jennifer Gilley	SH Instructional Aide/SAFE Activity Specialist
Tamara Coronel	SAFE Activity Specialist

# PRINCIPAL'S MESSAGE TO PARENTS

**Welcome to Idyllwild School,**

On behalf of the Idyllwild School staff, I would like to welcome you to our school community and to one of California's Distinguished Schools! We are all excited about the beginning of a new school year and in providing your student(s) with curricular and extracurricular activities that will ensure a well-rounded and successful school year. Please take the time to review this handbook with your child. We ask that you and your child sign the Signature Page at the back of the handbook indicating that you have reviewed its contents with your child and are aware of our routines, procedures, and expectations for Idyllwild School. I will personally hold an assembly with your child present during the first week of school to further explain our expectations and rules for a successful school year. Please feel free to call me at any time if I can be of further assistance in making your school year at Idyllwild a productive and positive experience.

Sincerely,

Matthew L. Kraemer  
Principal  
(951) 659-0755

**Working together we will have a great school year!**

## HEMET UNIFIED SCHOOL DISTRICT



### MISSION STATEMENT

The mission of the Hemet Unified School District, a vast, growing, changing, geographically and socio-economically diverse educational community, is to prepare students to be contributing members in a global society through a united commitment to education based on high expectations and planned changes which respond to student diversity.

# 2009-10 SCHOOL CALENDAR

## Significant Dates

August 24 .....	First Day of School
September 3 .....	Back to School Night
September 17 .....	School Pictures
September 24 .....	Picture Make-up Day
October 12-16 .....	Parent Conferences/Minimum Days*
October 16.....	Parent Conferences/NO SCHOOL
November 20 .....	Report Cards Go Home
March 19 .....	Report Cards Go Home
March 22-26.....	Parent Conferences/Minimum Days*
June 10 .....	8th Grade Graduation Ceremony
June 11 .....	LAST DAY OF SCHOOL/Minimum Day*/Report Cards

\*Parent Conference/Minimum Days for Elementary Students only - Students in grades 1-5 are released at 12:55 p.m.

## 2009-10 Holidays - NO SCHOOL

September 7.....	Labor Day
November 11 .....	Veteran's Day
November 23-27.....	Thanksgiving Recess
December 21-January 1.....	Winter Break
January 18.....	Martin Luther King's Birthday
February 15-19.....	President's Days/No School
April 5-9 .....	Spring Break
May 31.....	Memorial Day

## GUIDELINES FOR A SUCCESSFUL YEAR

- Be here on time and prepared for class
- Be a listener and a doer
- Follow all adult directions
- Be a quality worker
- Be a positive risk taker
- Be friendly and polite
- Be a success

## PEACEBUILDER PRIVILEGES

Students who demonstrate responsible behavior will be rewarded with special privileges.

- A clean campus can earn the right to special lunch activities including music, homeroom competitions, special lunch events, the right to eat snacks during passing time, and more!!
- Good citizenship and outstanding academic achievement will result in recognition at award assemblies and participation in extra curricular activities.
- ROC (Recognition of Outstanding Character) slips will be handed out by school staff in appreciation of a positive act taken by a student to make our school a positive learning environment (such as helping a friend or staff member, picking up trash etc).

### AWARDS ASSEMBLIES

Award Assemblies will be held every other month. Students have an opportunity to receive awards in both academic and non-academic areas. Each month a Positive Person is chosen from each classroom. This award honors students for outstanding citizenship, sportsmanship, and scholarship. Other awards are given for music, physical education, library and many special teacher generated award recognitions.

## SUPPORT ZERO TOLERANCE FOR BULLIES

**Everyone** likes to feel powerful and popular. Everyone likes attention and wants to be liked by others. **No one** likes to be teased, hit, kicked, ignored, or put-down. **Let's all work together to get rid of bullies.**

### YOU CAN HELP BY:

- Speaking out and getting adult help when others are being bullied
- Including all students in your activities at school
- Not bullying other students, but being compassionate
- Respect the personal space zone everyone is entitled to

### WHEN SOMEONE BULLIES YOU

- Get adult Help and **assert** yourself---Tell the bully that you don't like what he/she did. If he/she continues, get adult help.

## 8th GRADE PROMOTION CEREMONY

The promotional ceremony is an activity to recognize the academic achievement of eighth grade students and to promote them to the high school program. Participation in the promotional ceremony is at the discretion of the school principal and is considered an earned privilege. Students must satisfy all outstanding debts due to the school prior to promotion. A middle school pattern of satisfactory academic achievement and appropriate behavior is a requirement in order to participate in the ceremony. Students on suspension on the day of the promotional ceremony may not participate. Students not enrolled in Idyllwild School on the day of the promotion ceremony may not attend the promotion dance.

The Dress Code Standard: Semi-formal or business casual.

For the Young Ladies:      Dresses from the mid-calf to fingertip short  
   No strapless dresses  
   Appropriate for middle school students (not too tight, short, or revealing)  
   Backless shoes are allowed for this special event

For the Young Men:        Casual business attire  
   No tuxedos  
   Collared shirt  
   Tie required for the ceremony  
   Long dress pants  
   Clean shoes

The goals for these changes are two-fold:

§ To create an environment that is appropriate for an 8<sup>th</sup> grade promotion

§ To allow the students' graduation from high school to be more monumental.

We also feel that these changes will create event attire that is more affordable for Idyllwild Middle School Students. These dress code guidelines suggest clothing that can be worn for more than one occasion, as well as, being more comfortable and functional.

**Idyllwild School  
Student Body Eligibility  
Grades 6, 7 and 8**

**Student Eligibility**

All students who wish to participate in extra curricular activities must have a 2.0 grade point in each of his/her classes.

**ASB Membership Eligibility**

**Section I: All members of the executive council or homeroom representatives must have a minimum 2.0 grade point in each curricular area except as noted below. Citizenship must be a S for satisfactory, or better (behavior contracts may be written with consent from ASB or Athletic Advisor and principal for exceptions to this rule).**

**Minimum Grade Required for each office:**

- President – 3.0 all curricular areas
- Vice President – 3.0 all curricular areas
- Secretary – 2.0 all curricular areas with a 3.0 in Language
- Treasurer – 2.0 all curricular areas with a 3.0 in Math
- Accountant, Jr. or Sr. – 2.0 all curricular areas with a 3.0 in Math
- Commissioner of Student Affairs – 2.0 all curricular areas
- Commissioner of Entertainment – 2.0 all curricular areas
- Commissioner of Public Relations (PTA Rep.) – 2.0 all curricular areas with a 3.0 in English
- Commissioner of Pep – 2.0 all curricular areas

**Section II: All members must exhibit earn no less than satisfactory marks for citizenship. Needs Improvement and Unsatisfactory will result in ineligibility.**

**Section III: Each officer and representative must maintain at least these minimum grade points within each curricular area during their term of office or they shall be removed from office. A student whose grades fall below these minimum standards will be removed for the following grading period. A student may be reinstated to his or her position upon achieving the minimum grading standard at the next grading period. Additionally, each officer or member who does not meet the standards cannot participate in the setting up, planning, or running of any of the activities, which involve ASB support.**

# Idyllwild School

## Student Body Eligibility Form

### Grades 6, 7 and 8

Student Name _____	Date _____
--------------------	------------

Activity or Activities:

\_\_\_\_\_

	Grade	Citizenship		Grade	Citizenship
Language Arts			Science		
Math			Social Studies		
P.E.					

Grades for eligibility must be based on last progress report or report card.

#### Student Eligibility

All students who wish to participate in extra curricular activities must have a 2.0 grade point or better in each of the above curricular areas and a minimum of an S, or satisfactory in citizenship.

-----TEAR AND RETURN BOTTOM PORTION-----

Student name \_\_\_\_\_ PLEASE PRINT Date \_\_\_\_\_

Student signature \_\_\_\_\_ Homeroom \_\_\_\_\_

Parent signature \_\_\_\_\_ Phone \_\_\_\_\_

ü All students must have a physical prior to participation in athletic events.

ü Any student involved in an after school program must attend at least ½ day which is a minimum of 3 periods, to be eligible for that day's activity or performance.

## ATTENDANCE PROCEDURES

***IT IS THE STRONG BELIEF OF HEMET UNIFIED SCHOOL DISTRICT GOVERNING BOARD AS WELL AS IDYLLWILD SCHOOL THAT REGULAR AND PUNCTUAL ATTENDANCE AT SCHOOL IS AN ABSOLUTE REQUIREMENT FOR A SUCCESSFUL EDUCATION.***

### 1. THE IMPORTANCE OF ATTENDANCE

The purpose of all students attending school is to receive an education. The responsibility of every student is to attend school daily and be on time.

School programs, including the daily instructional program and extended intervention and enrichment classes, lose revenue every day a student is absent.

California law requires that children from six to eighteen years of age attend school regularly.

Our entire school community is committed to reducing absenteeism. Our staff is dedicated to this goal by providing meaningful and enriching learning activities. The daily instructional program as well as the after school intervention and enrichment programs help encourage regular attendance. The student recognition awards for perfect attendance and the snack bar coupons for improved attendance are incentives.

### 2. RESPONSIBILITY FOR CHILD'S EDUCATION AND ATTENDANCE AT SCHOOL

The California Education Code 48200 requires that children attend school on a regular basis and specifically defines the attendance requirements, excused and unexcused absences, truancy and the legal enforcement of these laws.

### 3. ATTENDANCE POLICY

All students are required to attend school every day that school is in session and to arrive on time. It is the parent's responsibility and obligation to see that their child meets this requirement.

#### ABSENCE/TARDY—DEFINITIONS

3.1 A student is considered late if he/she arrives 30 or more minutes after the school day has begun.

A student is considered to have an excused absence/tardy due to illness, medical, optical, or dental appointments, death in immediate family or verified emergencies by parent upon arrival at school (no consequences).

3.3. A student is considered to have an unexcused absence/tardy when the school does not authorize it. Even though the parent is aware that the student is not in school, such absences or tardies as entertaining visitors, private shopping, visiting friends, going off the hill, or other personal reason will be marked unexcused. Absences by the student without parent knowledge will be marked TRUANT.

**The student is required to make up any work missed as a result of any absence, whether excused or unexcused. It is the student's (grade 6-8), and the parent's and student's (K-5) responsibility to get missed work, to complete it and turn it in by the expected due date.**

For our students absent one day and who choose to study at home, they are welcome to call a friend in the evening, check the homework email or call the homework line to obtain any homework assigned for the missed day. The Homework Hotline number for 8<sup>th</sup> grade is 659-0761 and the number for 7<sup>th</sup> grade is 659-0760.

If students are absent for **more than one day**, it is suggested that the student or parent contact the Idyllwild School office at the start of the second day to place a request for the missed work to be collected. The work will then be collected and held in the office for you to pick up after 3:00 pm. the day of your request. If you call to have the work collected please make every effort to pick up the work in a timely manner.

## **CONSEQUENCES**

1. A student is classified as truant if he/she has three unexcused absences within any school year. A Stage 1 letter is automatically generated and mailed at this point from Child Welfare and Attendance.
2. Upon the second truancy of any student (5 excused absences) the parents will receive Stage 2 notification of the truancy in writing and will be required to attend a meeting with the school administration.
3. Upon the third truancy of any student, the parents will receive Stage 3 notification in writing and will be required to attend a meeting with the school administration. At the discretion of the School and/or District administration the truancy will be referred to the local law enforcement agency for a home visit. The California Education Code requires that further truanancies be referred to the District Attorney's

office.

TEMPORARY EXCUSE FROM PHYSICAL EDUCATION – Students who need to be excused from participation in physical education for health reasons are to bring a note from home explaining the need for exemption. The Physical Education Department will honor notes requesting temporary exemption from Physical Education activities and modify the program to meet the needs of the request. Students who need to be excused from Physical Education participation for more than three (3) days must bring a note from a doctor. Students will be given appropriate work to represent an equal amount of graded work during the medical exemption.

Students are expected to go on Independent Study if they are absent for one (1) to three (3) weeks. This will insure they do not fall behind academically and they will receive credit for days of attendance upon completion of their assignments. Independent Study must be arranged prior to your child's absence.

WITHDRAWAL FROM SCHOOL – If you are moving, please be sure to check your child out of school in the office as well as the classroom. There is information the office staff can provide to assist you in preparing to enter your new school. There is a withdrawal form that helps both Idyllwild School and the new school.

## **IDYLLWILD SCHOOL EMERGENCY/SAFETY INFORMATION**

A school's first responsibility is to provide for children's physical and emotional safety. Staff does so daily through the enforcement of school rules and interactions, which make Idyllwild School a great place. There are some major events - fire, earthquake, and minor ones - storms, illness at school - which effect student safety. The more we discuss and prepare through drills, training (such as CPR and First Aid), and putting together emergency supplies, the better the chances for all our children to emerge from an adventure, rather than a disaster.

If there is a severe **earthquake or fire**, the school will follow these steps:

- Evacuation to a safe location off the hill to Hemet High School
- Staff remains with students until all are released to parent/guardian/designee
- Students will only be released to those adults authorized on the district Emergency Cards
- WNKI - 1610 AM Radio will broadcast disaster instructions
- Idyllwild School will become a medical treatment/evacuation center

If there is a **severe** storm:

- WNKI - 1610 AM Radio will broadcast information about school closings or transportation changes

If your child becomes **ill at school**:

- The teacher will send your child to the health office
- Your child's condition will be monitored by the health technician
- If your child is ill enough to go home, you will be contacted at work or home
- If you cannot be contacted, other authorized adults on the emergency card will be contacted to take your child home

If your child must take **medications at school**:

- They must be in the original container with your child's name and dose
- All medications, including prescriptions and over-the-counter medications, must be accompanied by written parent **and physician** request.
- All medications must be kept in the health technician's office

What you can do to help the school **insure your child's safety**:

- Call the school front office and give updated information whenever your address or phone number changes.
- Regularly update the list of adults authorized to remove your child from school.
- Prepare a survival kit and send it to school with your child as soon as possible - it is the best insurance you can buy.

Given the events in the last two years in Southern California alone, preparation for the worst is the best we can do to ensure the safety and well being of the children entrusted to our care. Please take the same precautions at home that schools take. Discuss the safest way out of the house, with a lot of "What if ...?" Have a place for emergency supplies, food, water, clothing and blankets.

## **IDYLLWILD SCHOOL SERVICES**

**BUS TRANSPORTATION** - California Vehicle Code and the California Education Code place the responsibility for the safety and behavior of the student bus rider upon the bus driver. Students are subject to the authority of the bus driver. School laws regarding behavior, including profanity, obscenity, damaging property, and fighting are in effect on the school bus at all times. Refusal to obey these rules and requests of the drivers will result in the loss of riding privileges and disciplinary action from the school officials. If you have a question as to whether you qualify to be a bus rider, contact the Transportation Department, 765-5100, ext. 5880. Application forms can be picked up in the school office for all eligible riders. Cost for riders is: \$520 for the year or \$260.00 for a SEMESTER PASS (Prices are subject to change). Discounted rates are in place for 2<sup>nd</sup> student (\$280 for the year and \$150 for the semester) and 3<sup>rd</sup> student (\$140 yearly or \$80 for the semester) from the same family Semester passes are to be paid in advance by mail or at the Hemet Unified School District, Transportation Department, 17191 W. Acacia Ave., Hemet, CA 92545, or through Idyllwild School office. DAILY PASSES - Daily passes will be available from Idyllwild School office for \$4 each way. It is important that the student obtain his/her pass either BEFORE school, during a BREAK/RECESS with teacher permission only, or during LUNCH period. We must have a note or phone call from a parent if a student is to be bused on a different route.

**CAFETERIA** - The cafeteria provides a hot lunch for \$1.75. Prepaid meals may be purchased on line at [www.myschoolbucks.com](http://www.myschoolbucks.com). A free or reduced meal program is available for students who qualify. Free meal applications are available in the school office. Students in a free or pre-paid program will have a bar coded cafeteria card which they must present at lunchtime.

**CELL PHONES** - Cell Phones are allowed on campus for emergencies but must be turned off during school hours. Please review and sign cell phone use guidelines at the end of this handbook.

**HEALTH SERVICES** - The Health Office is located next to the main office. The School Health Technician will notify parents by phone when a student is to leave campus because of illness or injury. Students should not call on their own or leave campus. Any medications (this includes cough drops, etc.) that a student needs to take during school hours must be left in the Health Office and administered by the Health Technician. All Physical Education medical excuses must be registered in the health office.

**INSURANCE PROTECTION** - Accident insurance to cover students while at school, traveling to and from school, or to and from any school activity, is made available for parents to purchase on a voluntary basis. Students involved in athletic competition, drill team, or cheerleading must provide proof of insurance. Rules and regulations must be followed.

**LIBRARY** - The library is one of the most important facilities at school. It is the goal of the library to offer the same advantage to all those who go there for materials and for study.

**LOST AND FOUND** - We discourage bringing valuables or leaving items in the classrooms. **Students are not to bring toys, electronic devices or other materials not required in classrooms without teacher permission.** Students are encouraged to carry belongings with them whenever possible. Students are not allowed to bring I-pods, MP-3 players or sports equipment. The lost and found boxes are located in the hallway before entering the multipurpose room. Parents/students are encouraged periodically to check the lost and found for items missing. At the end of each semester, unclaimed items are given to a charity organization which supplies clothing to needy families.

**SUPERVISION** – Students are not to arrive before 7:45 a.m. for school. There will be supervision after school for 1st-5<sup>th</sup> grade students until the 6-8 students are dismissed so that parents can coordinate pick up times. Buses will operate as they did last year on Fridays for the two groups. An after school program for 1<sup>st</sup>-8<sup>th</sup> grades operates until 6:00 p.m. Monday-Friday.

**SUPPLIES** - Basic school supplies will be provided. Students are expected to carry a notebook with paper and dividers in their backpacks.

**TELEPHONE** - The office telephones are for school related calls and are not to be used for personal calls. In case of emergency, the office will contact parents. Students may use cell phones to call parents after the last bell for dismissal.

# IDYLLWILD SCHOOL

## ***RULES AND REGULATIONS***

These rules and regulations are in effect before, during and after school, on the bus, when walking home, or when participating in after school activities.

Every person on the Idyllwild School Staff wants you to have a successful year, both academically and socially. The information in this guide will help you reach success by explaining what we expect of you in your studies and behavior.

The purpose of any school rule is to protect two very important rights: **The teacher's right to teach and your right to learn.** Your main purpose here is to learn, and that is the most important thing you will do here.

Please read this guide carefully, you will be responsible for knowing its content. If you have any questions about the guide, please ask your teacher or parent.

Both you and your parents/guardian(s) will sign a statement which explains that you and they have read the guide and have understood it. Keep this packet at home as a reference throughout the year.

We have developed this guide to help you and your parents know what your responsibilities are and to help you have a rewarding experience at Idyllwild School.

## ***RULES AND REGULATIONS***

**CLOSED CAMPUS** Idyllwild School will be a closed campus during the school day when students are present. This means that the perimeter fencing will be locked at 8:25 am and unlocked at 2:30 pm. Any student who arrives after this time is expected to check-in with the front office. Any visitor to the campus during school hours will need to check-in with the front office and sign the visitor's log.

**PHONE CALLS FROM PARENTS - NOTE TO PARENTS:** Please make arrangements with your child before he/she comes to school regarding such things as where to go after school or lunch money. When you call the school to leave a message, delivering the message to your child in the classroom causes an interruption in instruction. We want to help you with emergencies; if it's something you can communicate before your child comes to school, **PLEASE HELP US PROVIDE AN UNINTERRUPTED CLASSROOM ATMOSPHERE.** Messages for 4th-8th grade students can be delivered at their lunch break if received at school before 12:00 p.m.

**PARENTS ON CAMPUS** - We encourage parents to come on campus as volunteers in classrooms or at activities. **PLEASE: ALWAYS SIGN IN AND GET A VISITOR'S PASS.** If a volunteer or parent sees something inappropriate occurring or is unhappy about some event which has occurred with any child, report it to the nearest school employee. At no time is it acceptable for a parent or volunteer to approach a child on campus regarding a conflict between that student and his or her own child for disciplinary purposes.

**PHONE CALLS BY STUDENTS** - Students are allowed to use the phone to call home only when the teacher requests that they call. They are not allowed to call to make arrangements for a friend to come over or to go to a friend's house. There is a problem when too many students need to use the phone after school. See cell phone use guidelines below.

### **CELL PHONE USE GUIDELINES:**

- You may not have a cell phone on during school hours without teacher permission. Keep it off and put away.
- You may not play video games on cell phones at school.
- You may not call friends without permission on your cell phone or any other phone.
- You may not text message friends during school hours.
- The classroom teacher may collect cell phones during tests.
- School staff reserves the right to take cell phones at any time during the day if a student breaks the rules.
- You may only use cell phones before and after school.

**SUPERVISION - Before and after school – Students should not arrive at school before 7:45 a.m. unless they are involved in a before school program.** When students arrive on campus, they must stay on the school grounds. Lunch is to be a sack lunch or bought at school. Never bring glass packaging to school. Bring drinks in boxes or a thermos.

Students **may not leave** before school is out unless the school has prior approval from a parent by phone or a written note. When a student leaves the campus early, they must check out with their teacher, and the PARENT, OR OTHER AUTHORIZED PERSON, MUST SIGN OUT THE STUDENT IN THE OFFICE.

After school, students are to go directly home, except for students riding the bus or involved in after school programs. Students who ride the bus need to report to the playground area where they will be supervised by an adult.

**TO PARENTS: *So we can avoid confusion and possibly lost children, please be sure that your children know exactly how they are to GET home (means of transportation, with which person, and what destination before they come to school). Your child can only be released to those people listed on their enrollment card.***

**\*IMPORTANT: ANY STUDENT NOT PICKED UP BY 3:00 P.M. OR WITHIN ONE-HALF HOUR OF DISMISSAL FROM AFTER SCHOOL ACTIVITIES/CLASSES, WILL BE CONSIDERED AS "NEGLECTED" AND THE SHERIFF'S OFFICE MAY BE CONTACTED TO PICK UP THE STUDENT.**

**STUDENT EARLY CHECK OUT PROCEDURE** - Occasionally students may need to leave campus for medical/dental appointments or other situations that a parent may request. To leave campus early, we require: 1) Students must let their teacher know they will be leaving early at the beginning of class or day; 2) Parent/guardian must sign out student in the office; 3) The office will call the student out of class when parent has arrived for pick-up or parent will bring a check out slip if they come to get you from class.

**NOTE TO PARENTS:** On rare occasions you may not be able to be at school to pick up your child for an early release. In such a case, please notify the office in writing, of permission to leave early and the method of transportation home. When your child reaches home, please call us to confirm his/her safe arrival.

**MEDICATIONS** - The State Law requires a written statement for school personnel to administer prescribed and over-the-counter medication. Only medication prescribed by a physician, that cannot be scheduled for other than school hours,

should be brought to school. The medication must be in its original labeled pharmacy bottle and not have reached its expiration date. It will be stored in a locked container. **A parent/guardian request form to administer any medication at school must be signed by parents and the prescribing physician.** Medication is administered by a Health Technician or other authorized personnel. Nonprescription medication should be given at home. **All medications, including asthma inhalers, must be checked in at the office before going to class.** Students may come to the office to take medication at the appropriate time.

**HALLWAYS** - Please play outside. You may use the hallways ONLY to enter or leave a classroom or restroom. This includes before and after school. Do not run or play in the hallways and do not linger outside restroom doors. Do not stand in hallways to "keep warm." Wear jackets! On very cold mornings, the MP room will be open to those who wish to warm up. You will know the MP room is open if the lights are on.

**FRONT PORCH/BIKE RACKS** - When coming to school in the morning and leaving in the afternoon, do not linger around the porch or bike rack area. Do not play on porch steps or climb on the concrete wall. Please keep noise down as the front offices are right next to the porch. Bikes need to be walked on and off school grounds in the morning and after school. State law mandates the wearing of helmets while riding a bicycle. Ride on the right hand side of the street with automobile traffic.

**DURING P.E.** - Physical education is a very important part of your growth and development, and state law requires P.E. If you cannot participate in P.E., you **must have a signed excuse from your parent** or guardian explaining why you should be excused and the date of the excused activity. **A parent may excuse a child for THREE CONSECUTIVE DAYS ONLY.** An extended excuse requires a medical doctor's signature. Remember to wear tennis shoes on P.E. days, athletic shoes designed for running on hard court and grass.

**ATHLETIC COMPETITION** - Students shall have a medical clearance before participating in the interscholastic athletic program. Board Policy 6145.2(c)

**BOOK CARE** - Textbooks are provided for students. Books become the student's responsibility and fees are charged for lost/damaged textbooks, library books, and other school-issued supplies. Transcripts, grades, and other activities are withheld until all school textbooks and materials are returned or reimbursed. Please note: Textbook costs now average \$50 per book. A list of exact costs is available from the library. It is likely that class sets of textbooks will not be available. A rolling backpack is highly recommended to protect growing backs and carry all supplies.

**BEHAVIOR** - The vast majority of our students work hard and do their very best to behave properly. The rules in this section may seem like a great deal to remember, however, most of this information can be summarized by the following rule:

- The successful Idyllwild School student respects other students and all property. A successful student also attends school regularly, arrives promptly to all classes ready to work, and works to the best of his or her ability while using common sense to govern his or her behavior.
- Students may be excluded from extended learning experiences, such as field trips, sports, reward activities, etc., if in-school behaviors indicate their participation might negatively impact the extended learning experiences of other students.

### **FIELD TRIPS**

Educational trips are available throughout the school year. Individual teachers and/or grade levels plan trips that enhance students' educational experiences. Each child must have a signed parental permission form before leaving the school campus.

Parents/Guardians who function as chaperons on field trips must read and sign a **Chaperone Form** that outlines the necessary responsibilities. Chaperones are expected to supervise students assigned to them and must remain with those students for the duration of the field trip. No chaperone should leave a field trip early as they are responsible for the students they agreed to supervise. In addition, younger siblings of chaperones or anyone under the age of 21 are not allowed on field trips as the trip is for educational purposes of the students attending the school and the supervisor should be focused on supervising the students assigned to their group.

### **FIELD TRIP MEDICATION/HEALTH CARE**

If your child is planning to participate in the upcoming field trip and needs (or may need) **medication or special health care of any kind** during the trip, please contact our health technician **immediately**, so we may assist you in arranging to meet the needs of your child.

All children receiving medication **of any kind** must have:

1. A written doctor's order for the medication(s);
2. A written parent authorization;
3. The medication(s) in a properly labeled bottle; and
4. A properly trained individual to administer the medication(s) on the field trip.

All children receiving special health care services must have:

1. A written doctor's order for the care;
2. A written parent authorization;
3. All necessary supplies to accompany the child on the trip; and
4. A properly trained individual to accompany the child.

**HOMEWORK** - The major reason for any class assignment is to provide practical application of skills learned in the classroom. You are expected to turn in your

assignments not only ON TIME but also NEATLY DONE. Assignments (homework) generally increase in number as the grade level gets higher. Children are expected to read nightly in addition to assigned homework.

NOTE: Students who fail to do homework could miss recess or be assigned detention after school. They will call home or work to let parent/guardian know. Parents will be responsible to pick up students.

**GUM** - Gum is great for evenings, holidays, and weekends. Keep it at home. Gum under desks, on carpets and sidewalks, in hair, and in the mouths of kids at school is inappropriate.

**Energy Drinks**- Energy drinks are extremely high in sugar and caffeine and can impose a serious health hazard to students. All energy drinks (such as Rock Star, Monster, Red Bull etc.) are banned from campus unless written permission has been documented and given to the principal by a family physician.

Below is a **PARTIAL** list of items **not allowed** at school:

Pagers	I-Pods	Markers/Permanent	Whiteout
Gum	Chains	Pocket knives	Sunflower seeds
Matches	Lighters	Cap/Squirt guns	Cigarettes
Tools	Balloons	Shaving cream	Rubber bands
Pins	Dice	Stink bombs	Fireworks
Energy Drinks (such as Rock Star, Monster, Red Bull etc.)			
Laser Pointers			

**BUS RULES - *TRANSPORTATION IS A PRIVILEGE!*** Students must behave appropriately or they will be removed from the bus. SECT. 14263: Pupils transported on a school bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the pupils while they are on the bus, or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation.

**THE FOLLOWING BEHAVIORS WILL RESULT IN A BUS TICKET AND/OR SUSPENSION:**

1. Spitting or throwing objects into or from open windows or on the bus.
2. Smoking, lighting matches or doing any kind of damage to the bus or equipment.
3. Swearing or using foul language, yelling, screaming or whistling.
4. Putting feet on seats, in, or across aisle.
5. Standing, walking or getting out of seat while bus is in motion.
6. Fighting, horseplay, cap-snatching, keep-away, jabbing, hitting, pinching or teasing.
7. Getting on or off the bus at the wrong bus stop or failing to cross the street in the proper manner.
8. Eating, drinking or littering on bus; tampering with bus controls, emergency exits or bus equipment.
9. Having any part of body outside of bus.
10. Intimidating or threatening bus driver or other students.
11. Doing anything that would in any way distract the driver, endanger self or other passengers, or prevent safe travel.
12. Bringing animals, insects or reptiles on bus.
13. Large bulky items are not to be brought on bus.
14. Crossing behind the bus.

## OUTSIDE THE CLASSROOM

1. **BOUNDARIES** - *Primary and intermediate playground boundaries:* Playground or middle field. Top field is to be used only with permission. No playing between buildings, behind buildings or in the upper grade quad. Primary students are to use primary bathrooms, Intermediate students use bathrooms at the lower level of the two-story classrooms or as directed by supervisors.

*Middle School playground boundaries:* Playground (equipment area) and middle field. Top field is used by permission when supervised. Fifth through eighth graders, use only the Middle School restrooms. After eating, the Quad area may be used by sixth through eighth graders with supervision. The primary hallway is always off limits.

2. **TACKLING AND "HORSEPLAY" (WHICH INCLUDES "PLAY FIGHTING") ARE UNACCEPTABLE.** Behavior annoying to others such as pushing, shoving, piggybacking, tripping, roughness (hands-on incidents), spitting, throwing sticks, rocks, snowballs or pinecones are examples of "horseplay." There are behavior communications at the middle school level. Repeated referrals to the office may result in suspension.
3. **BULLYING IS NOT ACCEPTABLE.** Bullying behaviors include, but are not limited to, someone who: teases, hits, puts down, excludes from activities, gossips, bosses, embarrasses, spits, shoves, kicks, makes ethnic slurs, threatens, or intimidates others. Bullies will receive a referral or suspension if behavior does not change.
4. **THE ENTIRE CREEK AREA FROM TOP FIELD TO THE HIGHWAY IS OFF LIMITS.** During lunch/recess the areas between buildings are off limits for safety/supervision reasons. All students should be in supervised areas on playground or top and middle field.
5. **FOOD IS NOT ALLOWED ON THE PLAYGROUND.** All students are to go to the lunch area for the first 15 minutes of lunch. Snacks are to be eaten while seated at tables in the Quad area (6-8 grades) or on the wall near the swings (K-5), not while playing on the playground. Students are to walk at all times from class to lunch area, and in the multi-purpose room. Students are to remain seated during the first fifteen minutes of lunch, and at all times while they are eating. Students are to demonstrate good table manners while in the multi-purpose room and in the lunch area; some examples are to throw away their own trash, remain seated until dismissed, pick up their own spills, and speak in a reasonable tone of voice. Students who have playground equipment are to hold onto that equipment during lunch: items such as soccer balls, tennis balls are examples. Students will be expected to do what adults ask them to do during lunch time. Students will be

released when finished eating and the area has been cleaned up.

6. **When the ending recess bell rings, students are to walk immediately to their next class, including from Music and P.E.** All cement walkways are WALKWAYS! Students are expected to be courteous and careful of others. The playground is for running. Also, lunch periods will be shortened to 30 minutes if weather does not allow outside play. An announcement will be made to return to class if necessary. The recess bell or teacher's whistle will signal for all students to freeze. The supervisors will blow a whistle or signal for students to then walk to their designated area to line up for return to class.
7. **No bicycles or skateboards are to be ridden on school grounds unless used as transportation to and from school and bicycles are only to be kept in the bike racks at the front of the school. If a skateboard is used as transportation to school, permission must be obtained in advance with the homeroom teacher to store the skateboard in the classroom during the day.** Bicycles and skateboards are to cross streets with the crossing guard. No in-line skates are permitted at any time on campus, including during school or during after school functions. Signs are posted as to activities allowed on school grounds. These are County laws. Students are to leave school grounds immediately after school and not to stay to socialize. Students who are on campus after 3:00 will be brought to the office.
8. **Go only in one direction on the ladder bars, swings and slides. Take turns and do not crowd in line on any playground equipment.**
9. **Use both hands on pull-up bars and ladder bars at all times.**
10. **Keep pets at home, and report any who come on school grounds.**
11. **Return balls and other recess equipment to the proper classroom or container. This equipment is very costly to replace.**
12. **During snow days students must stay off the snowpiles and there will be no sledding or throwing snowballs on school grounds, unless organized by a supervisor.**
13. **You are to cross the street only at designated crosswalks, especially those students crossing Highway 243 (use Hwy. 243 and Saunders Meadow crossings only). Follow yard supervisors' directions when crossing streets.**
14. **No electronic devices (I-Pods, pagers, laser pointers, for example) or toys, are allowed at school.**

15. **Spitting on school grounds is unacceptable behavior.**
16. **Displays of romantic affection must be saved for other places, other times and are not acceptable on campus (touching, kissing, holding hands).**
17. **Students shall treat all adults on campus respectfully.**

## **DRESS CODE**

The manner in which students dress for school influences their behavior and learning. The following regulations were developed by a committee of parents, students, and teachers to ensure that students are dressed appropriately for school and that they neither disrupt instruction nor present a danger to themselves or others. **Attire, hair or make-up, which causes disruption or leads to unsatisfactory behavior, is inappropriate, and students will be asked to change or to remove what is disruptive or dangerous.**

**In all circumstances, clothes are to be clean and modest.**

**Shoes:** K-5 students are to wear shoes which are suitable for outdoor play since they have three recess periods of fifteen minutes or longer. The California Education Code prohibits sandals without backs. Dress shoes that have slippery soles are dangerous at school because of the uneven terrain, the black top surfaces, and because students have physical education at least two times per week. On the days a student has P.E., they are to wear tennis shoes, which means athletic shoes designed for running on hard court and grass rather than for looks or fashion. See “During P.E.” for more information.

**Hats:** Hats may be worn to school, but not inside the classrooms, multi-purpose room or offices, regardless of gender. Hats are to be worn for sun or cold weather protection only.

Hats must be worn properly at all times. Students will receive a behavior communication for inappropriate use of hats during P.E. Hats that are confiscated will need to be picked up by the student’s parent/guardian.

**Shirts and Pants:** Pants must be at least at the “point” of the hip and must stay up when jumping with hands raised, and may not be so long as to drag on the floor. Pants or shorts and top must meet and cover the midriff when both hands are at their side. Shirt neck lines must be within four student fingers (of the student wearing the shirt) down from the student’s collar bone. Tank top straps must be 1 ½ inches wide (two children’s fingers). If any portion of a child’s underclothing is visible, that student will be asked to adjust his or her clothing or call home for a change of clothing.

**Unacceptable clothing includes but is not limited to:**

- Pants worn below the top of the hip bone
- Bandanas or other headwear

- Gang related clothing (oversize jackets) or accessories
- Spikes, choke chains, or other dangerous decorations
- Revealing or see-through clothing, visible midriff: i.e., crop tops, tube tops, short shorts
- Clothing with inappropriate language or pictures, references to body functions, alcohol, tobacco, drugs, paraphernalia
- Ripped, torn, or unhemmed clothing
- Pants or shirts that are excessively loose or baggy

**Hair:** Extreme hairstyles that are disruptive to the learning environment of the school are NOT allowed. This includes hair dyed an un-natural color (purple, pink etc.) and Mohawk Haircuts. Any student who arrives at school with an unacceptable hairstyle or color will be removed from class.

**\*\*\*New Dress Code Policy- Board Policy 5132(a)**

**Hemet Unified School District  
Dress and Grooming**

The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction, which would interfere with the educational process.

Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever these standards are revised. A student who violates these standards shall be subject to appropriate disciplinary action. In cooperation with teachers, students and parents/guardians, the principal or designee shall establish school rules governing student dress and grooming which are consistent with law, Governing Board policy and administrative regulations. These school dress codes shall be regularly reviewed.

**Board Policy 5132(a)  
Administrative  
Regulations Amended 4-12-05**

For the safety of all students, gang related apparel is not acceptable. The district will collaborate with law Enforcement Agencies to update changes in gang-related apparel as necessary. Any clothing, apparel or "colors" that a student or group of students wear to identify themselves for the purpose of harassing, threatening or intimidating others will not be allowed. Additionally, clothing shall be free of writing, pictures or any other insignia,

which identifies a professional sports team, or any group advocating or participating in disruptive behaviors.

The term “colors” is defined as a display by the wearing or placement of apparel by a group of students, or an individual student, which would signify the membership or intent of membership in a student group known to advocate or participate in disruptive or illegal behavior.

**Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received.**

Examples of current symbols identified as gang related are professional sports team’s logos. Examples of symbols advocating prejudice are Skin and Iron Cross. These symbols are not allowed on the school campus.

### **OCR/IN SCHOOL SUSPENSION**

**GOAL: To keep students in a positive learning environment rather than on the streets or in front of the TV when it is necessary to remove them from their current assignment and peers due to repeated disruptive and inappropriate behavior. It is an alternative and/or precursor to formal suspension. Parents will be notified prior to placing a student on OCR.**

1. Student is referred for OCR by the Principal as part of incremental discipline procedures. It is not time out, which is something teachers may use on the spot with a prearrangement with other staff.
2. Teachers designated as OCR volunteer to participate.
3. A list of assignments will accompany students assigned to OCR. Receiving teachers will be notified prior to the student being assigned. Assignment in most cases will be made for the next day after parent notification.
4. OCR teachers will reinforce appropriate behavior.
5. If a student assigned to OCR is disruptive or displays inappropriate behavior in the assigned class, they are to be sent to the office. The principal may then officially suspend them, drive them to parents, or take the alternative next step.
6. Students are to stay on the same schedule as the OCR teacher’s class. They

are not to mix with their regular peer group.

7. During the OCR teacher's PREP time, the student may be assigned to a buddy teacher's classroom or the office if not possible.
8. At lunch or recess, OCR students go to the office or buddy classroom.
9. Teachers are to initial if work is completed. Homeroom teacher returns signed OCR assignment sheet to principal.

### **DISCIPLINE POLICIES**

Following is a brief review of the minimum and maximum penalties assigned for offenses occurring before during, or after school; going to or from school; or while involved in school activities. Teachers, campus supervisors and/or counselors according to classroom and school rules handle minor offenses. The discipline system includes:

- Playground consequences: developed by supervisors or teachers
- Classroom consequences: developed by teachers
- TO (Time Out): study time spent in the office or in another classroom
- OCR (On Campus Retention)
- PM Detention: half or one hour after school either in office or in classroom
- Saturday School: 4 hours for incomplete work or truancy issues
- Referred to counseling, district or county mental health services
- Suspension: suspension from school and all HUSD facilities and activities (maximum of 20 days per year). Students who accumulate 20 days of suspension are automatically recommended for expulsion.
- Expulsion: removal from attendance at any HUSD school for the balance of a semester and possibly the balance of the school year

**ARSON** (intentional burning of property):

Min: Suspension and restitution/police report  
Max: Expulsion and restitution/police report

**BULLYING:**

Min: Classroom procedures/consequences  
Max: Suspension

**DEFIANCE OF AUTHORITY** (refusal to comply with the reasonable request of school personnel):

Min: Time Out/Detention  
Max: Suspension

**DESTRUCTION/DEFAACEMENT OF PROPERTY** (attempting to cause, or causing damage to school or private property):

Min: Public service or suspension/possible police report

Max: Expulsion and restitution/police report

**DRUGS** (possession, use, or under the influence of alcohol/marijuana/other drugs/look alike drugs or paraphernalia):

Min: 5 day suspension/police report

Max: Expulsion/police report

**DRUGS** (sale or furnishing):

Min: Expulsion/police report

**EXPLOSIVE DEVICES** (poppers/firecrackers/stink bombs, etc.):

Min: Suspension/possible police report

Max: Expulsion/police report

**EXTORTION/ROBBERY** (the solicitation of money or items of value from another person in return for protection or in connection with a threat; robbing a person):

Min: Office referral and probable Suspension

Max: Expulsion/police report

**FALSE ALARM** (causing a false fire or other alarm, or serving as a look out):

Min: Detention/public service

Max: Suspension/police report

**FIGHTING** (engaging in physical contact to cause harm):

Min: Office Referral/Possible Suspension & police report

Max: Expulsion/police report

**FORGERY/COUNTERFEITING** (copying the signature or initials of someone else):

Min: Office Referral/Time out/Detention/OCR

Max: Suspension

**GAMBLING** (games/activities of chance involving the illegal exchange of money or valuables):

Min: Clean-up/lunch or PM detention/public service

Max: Expulsion/restitution/police report

**GANG-TYPE APPAREL/ACTIVITIES** (examples: colors, symbols, gang writing, gang signing):

Min: Lunch or PM detention/public service  
Max: Suspension

**GRAFFITI** (writing on school/private property; or acting as look-out for someone else):

Min: Clean-up/lunch or PM detention/public service  
Max: Expulsion/restitution/police report

**HAZING** (acts which degrade or disgrace others):

Min: Lunch or PM detention/public service/OCR  
Max: Suspension

**MATCHES/LIGHTERS** (possession or use, without damage):

Min: Lunch or PM detention  
Max: Suspension

**NO-SHOWS** (not serving detention or public service):

Min: Reschedule once/OCR  
Max: Suspension

**PERSONAL PROPERTY** (inappropriate possession or use in class or on campus):

Min: Confiscate/release to parent  
Max: Detention/suspension

**PHYSICAL ASSAULT** (one-sided physical attack on someone else):

Min: Office Referral/Suspension/possible police report  
Max: Expulsion/police report

**PROFANITY/OBSCENITY/VULGARITY** (including words, gestures, images):

Min: Lunch or PM detention/public service/OCR  
Max: Suspension

**SALES** (unauthorized candy/cookies/other items):

Min: Confiscate/release to parent

**SEXUAL HARASSMENT** (any verbal, physical, or environmental harassment of a sexual nature):

Min: Office Referral/Suspension/In school or out  
Max: Expulsion/police report

**STOLEN PROPERTY** (possession or furnishing):

Min: Office Referral/Detention/OCR  
Max: Expulsion/police report

**TARDIES** (not in class when bell rings):

Min: Warning/Loss of Recess Time/PM detention  
Max: SARB process

**THEFT** (taking someone else's property):

Min: Office Referral/OCR/suspension/possible police report  
Max: Expulsion/police report

**TOBACCO** (possession or use of cigarettes, pipe tobacco, chewing tobacco or other forms):

Min: Office Referral/OCR/PM detention

Max: Suspension

**TRUANCY** (cutting classes, or ditching school; unauthorized absences):

Min: PM detention/OCR/Saturday School

Max: SARB process

**VANDALISM** (see Destruction/Defacement of Property)

**VERBAL ABUSE** (statements or actions which intimidate or hurt others):

Min: Office Referral/PM detention/OCR

Max: Suspension

**VERBAL THREAT** (statements or actions which threaten to cause injury to people or property):

Min: Office Referral/OCR/public service

Max: Expulsion/police report

**WEAPONS/DANGEROUS OBJECTS** (possession of guns, knives, other dangerous objects, or look-alikes which have no purpose at school):

Min: Office Referral/Suspension/possible police report

Max: Expulsion/police report

**SUSPENSION/EXPULSION – According to Education Code 48900, a student may be suspended and/or expelled for the following offenses:**

- a) Caused, attempted to cause, or threatened to cause physical injury to another person.
- b) Possessed, sold or furnished any firearm, knife, explosive, or other dangerous object.
- c) Possessed, used, sold or otherwise furnished, or been under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.
- d) Offered, arranged or negotiated to sell any controlled substance, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or furnished another substance and represented it as a controlled substance, alcoholic beverage, or intoxicant of any kind.
- e) Committed robbery or extortion.
- f) Caused or attempted to cause damage to school or private property.
- g) Stole or attempted to steal school or private property.
- h) Possessed or used tobacco.
- i) Committed an obscene act, or engaged in habitual profanity or vulgarity, or bullying.
- j) Had unlawful possession of or unlawfully offered, arranged or negotiated to sell any drug paraphernalia.
- k) Disrupted school activities, or willfully defied the authority of school personnel.
- l) Knowingly received stolen school or private property.
- m) Possessed an imitation firearm.
- n) Committed or attempted to commit sexual assault, or committed sexual battery.
- o) Harassed, threatened, or intimidated a pupil who is a witness in a school disciplinary proceeding.
  - (.2) Committed sexual harassment (grades 4-12 only).
  - (.3) Caused, attempted to cause, or participated in an act of hate violence (grades 4-12 only).
  - (.4) Created an intimidating or hostile educational environment by intentionally engaging in harassment, threats, or intimidation against a pupil or group of pupils (grades 4-12 only).

**NOTICE TO STUDENT'S PARENTS/GUARDIANS: POSSESSION OF A FIREARM, BRANDISHING A KNIFE, SALES OF DRUGS, OR SEXUAL ASSAULT AND/OR BATTERY WILL RESULT IN AUTOMATIC EXPULSION RECOMMENDATIONS.**

**REMEMBER, THAT IN ALL BEHAVIOR SITUATIONS, YOU HAVE THE OPPORTUNITY TO CHOOSE CORRECT OR INCORRECT BEHAVIORS FOR SCHOOL. THE CORRECT CHOICE WILL BRING SUCCESS.**

NON-DISCRIMINATION NOTICE - The Hemet Unified School District is committed to providing equal opportunities for both sexes and the handicapped in its educational programs and activities, and for employees/applicants as required by Federal and State law. Employees must be sensitive in guarding against unconscious discrimination and stereotyping.

SEXUAL HARASSMENT POLICY (Board Policy #5145.7) - The Hemet Unified School District is committed to a work and educational environment in which all individuals are treated with respect and dignity. Therefore, the district strongly condemns, opposes, and prohibits sexual harassment whether verbal, physical, or environmental. Anyone who violates this policy is subject to discipline, including student expulsion or employee dismissal. The complete Board policy and resolution process is available at all school sites and the district office.

SEARCH AND SEIZURE - The administration retains control over lockers, buildings, parking lots, and grounds, and has the right to search them without warrant. All persons entering a school site may be subject to a metal detector scan and/or search to ensure that weapons, drugs, or other dangerous items are not brought on campus. Violators may be subject to suspension, expulsion, or arrest.

OPEN ENROLLMENT POLICY - The Hemet Unified School District has an open enrollment policy for student transfers within the district. Students who reside within district boundaries may apply for enrollment in any district school. The school district does not provide transportation from outside a school's attendance boundary to that school. Approval depends upon available space at the requested schools, but students attending their neighborhood schools will always have first priority for those schools. Applications are available at all school sites and the district office.

COMPLAINT PROCEDURE - It is the philosophy of the Hemet Unified School District to secure at the lowest possible administrative level, equitable responses to complaints directed against employees by parents/guardians. Prior to filing a written complaint, the complainant should attempt to speak with the specific employee involved concerning the complaint. Complaint procedures and forms are available at all school sites and the district office.

STUDENT COMPLAINT PROCEDURE - If a student disagrees with direction given by a teacher, supervisor, administrator, or other school employee, compliance is still expected unless obvious and serious harm would result.

- Complaints are to be filed orally and respectfully directly with the person involved. Students may request a meeting be held with the employee and an administrator and/or their parent.
- If the complaint is not satisfactorily resolved, the student may appeal the complaint orally and in writing to the employee's supervisor. The supervisor will speak with those involved, and will respond to the complaint within ten (10) working days.

TOBACCO-FREE SCHOOL DISTRICT - The Hemet Unified School District is a tobacco-free district. The use of any tobacco products is prohibited at all times on district property and in district vehicles. Information on smoking cessation classes is available from the office of Child Welfare and Attendance at (51) 765-5187.

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**IDYLLWILD SCHOOL**

**2009-10 RULES SIGNATURE PAGE**

**PLEASE SIGN BELOW AND RETURN THIS PAGE TO THE SCHOOL**

The signatures below indicate that we have read and understand the rules and regulations for Idyllwild School.

\_\_\_\_\_  
**PARENT SIGNATURE**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Parent/Guardian Name**

\_\_\_\_\_  
**STUDENT SIGNATURE**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Student Name**

\_\_\_\_\_  
**TEACHER**

\_\_\_\_\_  
**ROOM #**

\_\_\_\_\_  
**GRADE**

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## Idyllwild School Cell Phone Use Guidelines



This was created with student, staff, and principal input.

- Students may not make any phone call without adult permission at any time from a cell phone or regular phone.
- Students may not have a cell phone on during school hours without adult permission. Keep it off and put away.
- Students may not play video games on cell phones at school.
- Students may not call friends without permission on your cell phone or any other phone.
- Students may not text message friends during school hours.
- The classroom teacher may collect cell phones during tests.
- Students may not call home without permission and leave school grounds without signing out.
- Adults may take cell phones at any time during the day if a student breaks the rules.
- Students may only use cell phones before and after school.

**NOTE: Cell phones were allowed by Board Policy to use in case of emergency situations only.**

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Student Signature

