

# CITY ARTS & LEADERSHIP

— ACADEMY —



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## Student Handbook

Last Updated July 2023

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**350 Seneca Avenue  
San Francisco, CA 94112  
(415) 841-8910  
[www.cityartsandleadership.org](http://www.cityartsandleadership.org)**

# WELCOME!

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Dear CAL Academy Students and Families,

As we prepare for the 2023-24 school year, we want to build on the successes of last year and provide every opportunity to prepare our students for college, career, and life. Last year, 100% of our graduates met the A-G college admission requirements and 90% were accepted to a four-year college or university. This year, we will focus on strong instruction in classes and expand opportunities for students both on and off campus. We know that strong attendance everyday, engagement in challenging academic assignments, and participation in campus activities like clubs, sports, and community partnerships will lead to student success. We want to partner with you to meet our goals of being ready for the opportunities and challenges of life after high school.

To be successful, the first step is to be present each day. We can not communicate enough that attendance every day and every period is necessary. It is important that students arrive prior to the start of class instruction at 8:30. Missing more than 2 days each month is too much, and will prevent your student from graduating on time and being ready for college.

Please review the calendar that is included in this mailer and plan family trips and absences based on the calendar. All trips, vacations and other obligations should be planned with these important dates in mind. With the exception of doctor-approved absences, students will not be excused from classes or final exams.

Communication between staff and families is the foundation of our partnership to support student success. Each week, we will share updates and important information by phone message, text, and email. Please make sure that we have the most up to date contact information for your household. You can update your contact information in the Main Office in person, by calling the Main Office, or by contacting any administrator.

Preparing your student for college, career, and life in a safe and supportive environment is our number one priority. We are looking forward to working together to achieve this goal. Please contact us with any questions during the summer, and we'll see everyone at registration in August!

Thank you,

Mr. Phillip Chardon  
Principal, City Arts and Leadership Academy

## 2023-24 CAL Academy Academic Calendar

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Special Event
First / Last Day of School
Holiday - School Closed
Staff PD - No School

Aug 8	Orientation and Registration (grades 9 + 10)
Aug 9	Orientation and Registration (grades 11 + 12)
Aug 14	First Day of School for Students
Sept 4	Labor Day - School Closed
Oct 9	Indigenous People's Day - School Closed
Oct 13	End of Quarter 1
Oct 20	Staff PD - School Closed
Nov 1,2,3	Family Conferences and Presentations
Nov 10	Veteran's Day - School Closed
Nov 20-24	Fall Break - School Closed
Dec 14-15	Final Exams
Dec 18-1	Winter Break - School Closed
Jan 2-3	Staff PD - School Closed
Jan 12	End of Semester 1
Jan 15	Dr. Martin Luther King Jr. Day - School Closed
Feb 9	Lunar New Year - School Closed
Feb 19	President's Day - School Closed
March 14-15	Staff PD - School Closed
March 21	End of Quarter 3
March 22	Staff PD - School Closed
Mar 29 - Apr 5	Spring Break - School Closed
Apr 10,11,12	Family Conferences and Presentations
May 21-24	Portfolio Defense Presentations
May 27	Memorial Day - School Closed
June 6	End of Semester 2
June 6	Last Day of School for Students
June 7	Graduation

October 2023						
Su	M	T	W	Th	F	Sa
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023						
Su	M	T	W	Th	F	Sa
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19	20	21	22	23	24	25
26	27	28	29	30		

December 2023						
Su	M	T	W	Th	F	Sa
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24	25	26	27	28	29	31

January 2024						
Su	M	T	W	Th	F	Sa
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21	22	23	24	25	26	27
28	29	30	31			

February 2024						
Su	M	T	W	Th	F	Sa
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024						
Su	M	T	W	Th	F	Sa
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24	25	26	27	28	29	30
31						

April 2024						
Su	M	T	W	Th	F	Sa
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28	29	30				

May 2024						
Su	M	T	W	Th	F	Sa
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June 2024						
Su	M	T	W	Th	F	Sa
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16	17	18	19	20	21	22
23	24	25	26	27	28	29

## OUR MISSION

CAL Academy's mission is to transform the lives of students by preparing them for college, career, and life.

## OUR GRADUATE PROFILE COMPETENCIES

### Knowledge and Love of Self and Land

- We are exploring our identity, history, culture, and relationship to the land in which we are on and that we are from, as well as to the community in which we live.
- We are expressing our pride and confidence in ourselves and others in ways that are affirming and compassionate.
- We are analyzing our own and others' lived experiences to find strengths, areas of expertise, and areas of growth.
- We are improving through practice, reflection, gaining knowledge, and seeking help and mentorship.
- We are applying cultural knowledge and skills to sustain ourselves, others, the land, and the community for generations to come.

### **Collectivism**

- We use cooperative processes to achieve collective goals and resolve conflicts.
- We seek ideas from diverse perspectives.
- We give and receive feedback to improve ideas, actions, and our community.
- We center vulnerable or most marginalized community members when determining solutions.
- We use our power and influence to positively impact others, the community, and the land.
- We work to solve a collective problem.

### **Critical Thinking**

- We ask questions to make sense of the world around us.
- We consider ideas and counternarratives before accepting or rejecting them.
- We break down problems and issues into their core parts in order to understand and solve them.
- We evaluate the credibility of sources for accuracy, bias, and power dynamics.
- We form claims based on evidence, analysis, and reasoning.
- We use content knowledge, practices, language, and tools as well as various life experiences to create solutions to authentic problems.
- We gather information from a variety of reliable sources to determine multiple approaches to solving a problem, make an informed decision, assess risks, or take action.

### **Self-Determination**

- We set academic and personal goals that align with our principles, interests, and plans for the future.
- We make decisions about our time, resources, and relationships that help us reach our goals.
- We consider choices and consequences when taking appropriate risks.
- We learn from our successes, missteps, and the feedback we receive.
- We make self-directed plans to achieve our learning objectives or desired outcomes.
- We evaluate our strengths, successes, challenges, actions, or areas for growth in order to make adjustments to our plans or actions to achieve desired results and goals.

### **Criticality**

- We show respect for different cultures, belief systems, and lived experiences.
- We analyze how power, privilege, oppression, and resistance function in historical and current events, perspectives, and issues.
- We identify causes of current and historical events, issues, or phenomena.
- We take informed action to help our community become more inclusive and just.
- We examine the ways that laws, practices, language, and institutions have short and long-term impacts on the rights and freedoms of different people and groups.

## **Leadership**

- We listen to understand, especially to those with lived experience or who are closest to the issue.
- We craft our communication with awareness of purpose, audience, and conventions.
- We speak and write with clarity and confidence.
- We utilize a variety of media, including digital, to effectively share our ideas and viewpoints with the world around us.
- We accurately use academic, professional, colloquial, or industry-specific vocabulary and language to effectively engage an audience or increase their understanding of our ideas and viewpoints.

## **SCHOOL CONTACT AND SCHEDULE**

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### **School Contact Information**

350 Seneca Ave  
San Francisco, CA 94112  
(415) 841-8910  
[www.cityartsandleadership.org](http://www.cityartsandleadership.org)

## **SCHOOL TO HOME COMMUNICATION**

At CAL Academy, we inform families of all events and activities at the school on a weekly basis by voicemail, email, and text. To ensure you are receiving up-to-date information, it is imperative to keep the school informed of any changes regarding student information, including mailing address, email address, and telephone numbers.

## BELL SCHEDULE

Students are welcome to enter the building at 8:00 a.m. and have breakfast in the cafeteria. Students are expected to be in their first class at 8:30 a.m. If students arrive after 9:00 a.m. they may receive a same day lunch detention. Students have five minutes between each class to ensure that they have enough time to get to their next class. If they are late to class, they may receive a same day lunch detention. Dismissal is at 3:45 p.m.

Monday	Tuesday	Wednesday	Thursday	Friday
<u>Breakfast/Prep</u> 8:00 - 8:25	<u>Breakfast/Prep</u> 8:00 - 8:25	<u>Breakfast/Prep</u> 8:00 - 8:25	<u>Breakfast/Prep</u> 8:00 - 8:25	<u>Breakfast/Prep</u> 8:00 - 8:25
<u>Period 1</u> 8:30 - 9:20 (50)	<u>Period 6</u> 8:30 - 9:25 (55)	<u>Period 1</u> 8:30 - 9:10 (40)	<u>Period 6</u> 8:30 - 9:25 (55)	<u>Period 1</u> 8:30 - 9:20 (50)
<u>Period 2</u> 9:25 - 10:15 (50)	<u>Period 5</u> 9:30 - 10:25 (55)	<u>Period 2</u> 9:15 - 9:55 (40)	<u>Period 5</u> 9:30 - 10:25 (55)	<u>Period 2</u> 9:25 - 10:15 (50)
<u>Period 3</u> 10:20 - 11:10 (50)	<u>Period 4</u> 10:30 - 11:25 (55)	<u>Period 3</u> 10:00 - 10:40 (40)	<u>Period 4</u> 10:30 - 11:25 (55)	<u>Period 3</u> 10:20 - 11:10 (50)
<u>Advisory</u> 11:15 - 11:35 (20)	<u>Advisory</u> 11:30 - 12:05 (35)	<u>Period 4</u> 10:45 - 11:25 (40)	<u>Advisory</u> 11:30 - 12:05 (35)	<u>Clubs/Sessions</u> 11:15 - 12:20 (65)
<u>Lunch</u> 11:35 - 12:15 (40)	<u>Lunch</u> 12:05 - 12:45 (40)	<u>Period 5</u> 11:30 - 12:10 (40)	<u>Lunch</u> 12:05 - 12:45 (40)	<u>Lunch</u> 12:20 - 1:00 (40)
<u>Office Hours</u> 12:20 - 1:00 (40)	<u>Period 3</u> 12:50 - 1:45 (55)	<u>Period 6</u> 12:15 - 12:55 (40)	<u>Period 3</u> 12:50 - 1:45 (55)	<u>Period 4</u> 1:05 - 1:55 (50)
<u>Period 4</u> 1:05 - 1:55 (50)	<u>Period 2</u> 1:50 - 2:45 (55)	<u>Lunch</u> 12:55 - 1:15 (20)	<u>Period 2</u> 1:50 - 2:45 (55)	<u>Period 5</u> 2:00 - 2:50 (50)
<u>Period 5</u> 2:00 - 2:50 (50)	<u>Period 1</u> 2:50 - 3:45 (55)		<u>Period 1</u> 2:50 - 3:45 (55)	<u>Period 6</u> 2:55 - 3:45 (50)
<u>Period 6</u> 2:55 - 3:45 (50)				

## REPORTING ABSENCES

To report an absence, please communicate by phone, email, or written note to the office within 24 hours that includes the date of the absence and a short explanation of the reason for the absence. Excused absences require written documentation. All absences will be marked AU (absence unexcused) until a valid note is received.

Valid Absences that may be Excused (AE):

- Medical/Immunization/Dental appointments
- Funerals or religious holidays
- Court appearances

Unexcused Absences (AU) and PE (Parent Excused Absences):

- Short personal illness
- Personal reasons
- Vacation

***Routine medical appointments should be made after school hours or on Wednesday afternoons.***

## **ATTENDANCE INTERVENTION PROCEDURES**

Students who are chronically absent (more than 10% of school days) will be entered into CAL Academy's SARB (School Attendance Review Board) process, described below:

1. Letter 1 Notification - 3 days of unexcused full day absences or chronically absent
2. Letter 2 Notification - 5 days of unexcused full day absences or chronically absent, Supportive Attendance meeting at CAL Academy
3. Follow up Supportive Attendance Meeting at CAL Academy
4. Letter 3 Notification and Attendance Review SARB Meeting at Envision Education Offices if attendance does not improve

## **CONTACTING STUDENTS AT SCHOOL**

If you have an emergency at home, please call the office and we will get your child out of class. However, please consider the fact that we do not want to interrupt classes in session and that we do not have the resources to serve as a message center for students. For this reason, we request that you not ask us to deliver messages to students except in emergencies. Parents, please do not call or text your students during their classes and phone use in class is strictly prohibited. If you need to reach them, please do so during lunchtime or after school.

## **CLASSROOM EXPECTATIONS**

At CAL Academy, classroom expectations are aligned to our graduate profile and values. CAL Academy's classroom expectations are outlined in the Code of Conduct also known as "The Big 10." CAL Academy students and staff are expected to meet the expectations outlined below. Consequences for not meeting these expectations vary depending on the circumstance; however, violations may result in any of the following consequences:

- Restorative conversation with a peer or staff member
- Personal or class apology
- Referral
- Lunch Detention
- Suspension
- Expulsion
- Community Service



### CAL Academy Tardy Policy

- 1) *The 5-minute bell is the tardy bell* except for the 1st period. The 1st period tardy bell rings at 8:30 am.
- 2) If you are tardy, you must go to the Main Office for an Unexcused Tardy Pass.
- 3) Any student who receives an Unexcused Tardy Pass during a Tardy Sweep will be issued a 30-minute lunch detention for that same day. If the tardy happens after lunch, it will be for the next school day.
- 4) *Students are not permitted to enter class without a pass.*

### CAL Academy Electronics Policy

- 1) Electronics *must be away (in cell phone box or turned off and in bag)* at all times except before school, during passing periods, lunch, and after-school.
- 2) Electronics will be collected at the beginning of every class.
- 3) If we *see or hear* electronics being used outside of these times we will hold them for the day.
- 4) Students are *not permitted to charge electronics* in class.
- 5) *Refusal to comply* with these expectations *will result in a referral and a phone call home.* Additionally, students must turn in their electronics before returning to class.

### CAL Academy Hall Pass Policy

- 1) Students are expected to show their hall pass to any CAL Academy staff member who requests to see it.
- 2) Students in the hallway *must have a hall pass at all times.*
- 3) Students are *not permitted to leave class during the first and last ten minutes* of the period.
- 4) Students *cannot be in the hallway for longer than 5 minutes* at any one time.
- 5) Students are expected to go directly to and from the destination noted on their hall pass. *No additional stops along the way.*
- 6) Students who do not adhere to rules 1-5 may receive an automatic lunch detention.
- 7) Students may receive additional consequences for refusing to cooperate with CAL Academy staff members regarding these policies.

## GRADING

At CAL Academy, students are graded on a 4-point scale. Students who earn 70% or higher receive passing grades in their classes. Students receive “No Credit” (NC) for any grades lower than 70%. If a student earns an “NC,” they will likely be required to repeat the class in summer school or the following school year.

Grades are reported as follows:

A = 4 points

B = 3 points

C = 2 points

N.C = 1 point

NC = 0 points

## CODE OF CONDUCT

The CAL Academy School Wide Expectations guide our key policies and practices, including expectations around electronics, food, and classroom behavior. Please review these carefully!

### Academic Focus

Students will persist through academic challenges by engaging in productive classroom behaviors necessary for success in college, career, and life.

### Academic Preparedness

Students are expected to attend school on time each day at 8:30, prepared to learn in order to be successful. This includes bringing their Chromebook, charger, and other school materials.

(materials, laptop, charger)

### Community Care

Students will treat classrooms, hallways, bathrooms, and common areas with care by maintaining their condition and cleanliness. Students must sign out of classes indicating the time and date, and have a pass when out of class. Bathroom breaks should take 5-8 minutes unless students indicate to an adult that more time is needed. Let's create a safe environment for all.

### Electronics Use

We encourage students to learn how to use electronics responsibly and understand that electronics are a distraction to learning. Phones will be put in a locked box at the start of each class in order to focus on learning. Electronics are returned at the end of the period. Phones that are observed in class are confiscated for the rest of the day and students will receive a discipline referral. Students are permitted to use electronics before school, during lunch, during passing periods, and after school.

**Academic Integrity**

Classwork, homework, essays, and other assignments should be original student work based on the instructions of the assignment. Students who copy, plagiarize, use unauthorized technological assistance, or participate in academic dishonesty in any way must redo the assignment for a maximum grade of a C because we want students to learn the skills and materials in each class.

**Dress Code**

There is not a uniform at CAL Academy, but there are guidelines to ensure we have a positive and safe school environment. Undergarments (ex. underwear, bras, boxers, etc.) should not be showing at any time. Clothing that is profane in language, has obscene images (ex. nudity), is degrading to ethnic/religious groups, or displays drugs, alcohol or tobacco is not permitted. Students with these items will be provided with different clothing for the day.

**Food & Beverages**

Food and beverages are allowed in classrooms at the teacher's discretion, there are times and classes where food may not be allowed. Family members can drop off food for a student before lunch, but food deliveries, such as DoorDash and/or Uber Eats, are not permitted because it brings strangers on campus, which is a concern for safety and health of students and staff.

**Student Interaction**

Students will interact appropriately with each other at school. This includes not play-fighting, pushing, shoving, fighting, skateboarding or other inappropriate physical activities.

**Public Displays of Affection**

Students should not participate in "PDA" during school hours in any area of the building. (ex. kissing, inappropriate touching, etc.)

**Language Use**

Swearing and/or inappropriate language or gestures in classrooms, hallways, or on school grounds will be corrected, discouraged, and lead to conversations about how to communicate effectively. This includes curse words and discriminatory language. This allows all students to have a safe space at school.

## GRADUATION REQUIREMENTS

### 1. Pass all courses required for CSU/UC eligibility (A-G requirements)

*Students must have a C- or higher in A-G classes in order for it to count towards the diploma. The*

*higher the grade, the better your chances for being accepted to colleges of your choice.*

- If a student has less than a C- in a required A-G course, that student will need to make up that credit in order to graduate.
- If a student has taken courses that are not approved as A-G courses, they will not count towards the A-G requirements and our diploma.

**TRANSFER STUDENTS:** *To count towards our diploma, the classes from any previous school must be A-G approved AND the grade earned must be a C- or higher.*

- If a student has taken courses that are not approved as A-G courses, they will not count towards the A-G requirements and our diploma.
- If you have a D+ or lower in any A-G approved class from your last school, you will need to take that class again. This will likely mean that the student is required to take summer school.

### 2. Complete a Work Learning Experience Internship in Grade 12 which includes completing the requisite hours and presentation of learning at the end of the internship (*pending availability by school to implement internship program*).

### 3. Pass the College Success Portfolio and Defense in Grade 12. Note: Sophomores must pass the Benchmark Portfolio to move onto Junior year.

## A-G REQUIREMENTS

At CAL Academy, students are expected to complete the A-G academic requirements necessary to attend colleges within the University of California system. According to the A-G requirements, students must complete a certain amount of coursework in the following subject areas: History/Social Science (A), English (B), Math (C), Lab Science (D), Foreign Language (E), Art (F), and College Prep Elective (G). (Note: The graphic below shows the minimum *and* suggested number of years students must take within each subject area to be eligible to attend University of California colleges.)

A-G Minimum Requirements		
<b>A</b>	<b>History/Social Science</b>	<b>2 years</b> → <b>3-4 years</b>
<b>B</b>	<b>English</b>	<b>4 years</b>
<b>C</b>	<b>Math</b>	<b>3 years</b> → <b>4 years</b>
<b>D</b>	<b>Lab Science</b>	<b>2 years</b> → <b>3-4 years</b>
<b>E</b>	<b>Language Other Than English</b>	<b>2 years</b> → <b>3-4 years</b>
<b>F</b>	<b>Visual and Performing Arts</b>	<b>1 year</b> → <b>2 years</b>
<b>G</b>	<b>College Prep Elective</b>	<b>1 year</b>

*In order to be a competitive candidate, you must take courses beyond the minimum requirements.*

Students who do not pass the minimum A-G requirements are at risk of repeating the grade level and delaying high school graduation.

## DISCIPLINE POLICY OVERVIEW

At CAL Academy we engage in productive and academic behaviors in the classroom in order to prepare ourselves for college, career and life. Likewise, we understand that our behavior is our responsibility and strive to make choices that reflect our commitment to our goals of college and career preparedness.

The following pages spell out the general consequences in line with Envision Schools Suspension and Expulsion Policies and Procedures. For more detailed information, contact the Vice Principal of Student Support.

A student may be suspended or recommended for expulsion for prohibited misconduct if the act is related to school activity or school attendance occurring at anytime including but not limited to: a) while on school grounds; b) while going to or coming from school; c) during the lunch period, whether on or off the school campus; d) during, going to, or coming from a school-sponsored activity.

Students may be suspended or recommended for expulsion for any of the following acts when it is determined that the pupil:

- A. Caused, attempted to cause, or threatened to cause physical injury to another person.
- B. Willfully used force of violence upon the person of another, except self-defense.
- C. Unlawfully possessed, used, sold or otherwise furnished, or was under the influence of any controlled substance, as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage, or intoxicant of any kind.
- D. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented same as controlled substance, alcoholic beverage or intoxicant.
- E. Committed or attempted to commit robbery or extortion.
- F. Caused or attempted to cause damage to school property or private property, which includes, but is not limited to, electronic files and databases.

- G. Stole or attempted to steal school property or private property, which includes, but is not limited to, electronic files and databases.
- H. Possessed or used tobacco or products containing tobacco or nicotine products, including but not limited to cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. This section does not prohibit the use of his or her own prescription products by a pupil.
- I. Committed an obscene act or engaged in habitual profanity or vulgarity.
- J. Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code Section 11014.5.
- K. Knowingly received stolen school property or private property, which includes, but is not limited to, electronic files and databases.
- L. Possessed an imitation firearm, i.e.: a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- M. Committed or attempted to commit a sexual assault as defined in Penal code 261, 266c, 286, 288, 288a or 289, or committed a sexual battery as defined in Penal Code 243.4.
- N. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
- O. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- P. Engaged in, or attempted to engage in hazing. For the purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this section, "hazing" does not include athletic events or school-sanctioned events.
- Q. Made terroristic threats against school officials and/or school property, which includes, but is not limited to, electronic files and databases. For purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school property which includes, but is not limited to, electronic files and databases,, or the personal property of the person threatened or his or her immediate family.
- R. Committed sexual harassment, as defined in Education Code Section 212.5. For the purposes of this section, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
- S. Caused, attempted to cause, threaten to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 233 of the Education Code. This section shall apply to pupils in any of grades 4 to 12, inclusive.
- T. Intentionally harassed, threatened or intimidated school personnel or volunteers and/or a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading the rights of either school personnel or volunteers and/or student(s) by creating an intimidating or hostile



educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.

- U. Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.
- 1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a student or group of students which would be deemed hate violence or harassment, threats, or intimidation, which are directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:
    - i. Placing a reasonable student (defined as a student, including, but is not limited to, a student with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with exceptional needs) or students in fear of harm to that student's or those students' person or property.
    - ii. Causing a reasonable student to experience a substantially detrimental effect on his or her physical or mental health.
    - iii. Causing a reasonable student to experience substantial interference with his or her academic performance.
    - iv. Causing a reasonable student to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by the Charter School.
  - 2) "Electronic Act" means the creation or transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
    - i. A message, text, sound, video, or image.
    - ii. A post on a social network Internet Web site including, but not limited to:
      - a. Posting to or creating a burn page. A "burn page" means an Internet Web site created for the purpose of having one or more of the effects as listed in subparagraph (1) above.
      - b. Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in subparagraph (1) above. "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
  - 3) Creating a false profile for the purpose of having one or more of the effects listed in subparagraph (1) above. "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
  - 4) An act of cyber sexual bullying.
    - i. For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (i) to (iv), inclusive, of paragraph (1). A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual

recording, or other electronic act.

li. For purposes of this clause, “cyber sexual bullying” does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

b. Notwithstanding subparagraphs (1) and (2) above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

- V. A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (1)(a)-(b).
- W. Possessed, sold, or otherwise furnished any knife unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the Executive Director or designee’s concurrence.

Students *must* be suspended and recommended for expulsion for any of the following acts when it is determined that the pupil:

- a. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the students had obtained written permission to possess the item from a certificated school employee, with the Director or designee’s concurrence.

## MILITARY NOTIFICATION

Congress passed legislation that requires high schools to provide to military recruiters, upon request, access to secondary school students' directory information. Both the No Child Left Behind Act of 2001 and the National Defense Authorization Act for Fiscal Year 2002 reflect these requirements. In accordance with those Acts, military recruiters are entitled to receive the name, address, and telephone listing of juniors and seniors. Student directory information can be used for armed services recruiting.

If you do not want Envision Schools to disclose directory information from your child's education records without your prior written consent, **you must notify the school in writing**. CAL Academy has designated the following information as directory information.

- Student's name
- Address
- Telephone listing