

STUDENT/PARENT HANDBOOK



Calla High School

130 South Austin Road
Manteca, Ca. 95336
209-858-7230

PRINCIPAL'S INTRODUCTION

We have a great deal to be proud of at Calla High School! This handbook has been developed to provide students and parents with information regarding the policies and procedures at Calla High School. The laws and procedures outlined in this handbook are enforced in a fair and consistent manner in order to ensure that each student has a safe and secure learning environment to thrive in and succeed. We aim to provide our students with not only a high school diploma, but also the skills necessary to be successful in whatever field they choose after graduation! At Calla High School, we are strength, creativity, friendship, diversity and courage! Calla provides an opportunity for students to be successful, but students must take advantage of this opportunity and work hard toward their success by being an active participant. We want our students to understand the importance of respect and responsibility, so that they can become productive community members. We also strive to ensure that our students are prepared with the necessary skills to be successful in college, the military, and/or the workforce. We welcome you to Calla High School and hope that this unique learning opportunity will be a rewarding experience for you!

Sincerely,
Dan Beukelman/Principal

MISSION AND VISION STATEMENT

Vision Statement

Calla High School offers a safe, new beginning for students in an alternative setting. Students will achieve academic goals, develop appropriate interpersonal skills and make positive independent choices.

Mission Statement

Calla High School will prepare students by providing them with the tools, resources and opportunities which encourage all students to live and work collaboratively with others in the diverse world of the 21st century.

CALLA HIGH SCHOOL SLO's

Student Learner Outcomes

Students who graduate from Calla High School will demonstrate academic and personal growth in the following areas:

ACT

Act Responsibly

Committed to Academic Excellence

Thinking Critically

CALLA HIGH SCHOOL STAFF

Dan Beukelman/Principal

Linda Abidi	Office Manager
Michele Bryson	Teacher
Jim Carter	Teacher
Antonio Castro	Teacher
Larry Cook	Teacher
Wendy Corley-Ryan	Teacher
Marina Crain	Attendance/Health Clerk
Nancy Enriquez	Bilingual Aide
Mike Heinz	Head Custodian
Joe Pires	Campus Monitor
Michael Horwood	Teacher
Chris Chiles	Teacher
TBD	Counselor
Scott Millard	Teacher
Elizabeth Oosterman	Library Media Technician
Dana Allen	Teacher
Sandy Suzuki	Teacher
Kevin Talistu	Teacher
	Night Custodian
Matt Zgonc	Teacher



GRADUATION REQUIREMENTS

A minimum of 225 credits is required of students graduating at Calla High School. The Manteca Unified School District graduation requirements include the following:

- 40 credits of English
- 30 credits in Mathematics to include:
 - a. 20 credits in mathematics department.
 - b. 10 elective credits of math in either the mathematics department or elective courses that must be taken during junior or senior year.
 - c. Equivalent of Algebra I to meet or exceed State Standards.
- 30 credits in Social Science to include:
 - a. 10 credits in World History.
 - b. 10 credits in U.S. History.
 - c. 5 credits in American Government.
 - d. 5 credits in Economics.
- 20 credits in Science to include:
 - a. 10 credits in biological science.
 - b. 10 credits in physical/earth science.
- 20 credits in Physical Education unless the pupil has been exempted pursuant to Board Policy 6178.2.
- 5 credits in Health.
- 10 credits in Fine Arts or Foreign Language.

NOTE: Students may petition to return to their comprehensive home high school in August or January only.

CALLA HIGH SCHOOL CRITERIA FOR ISSUING CREDITS

1. Three (3) credits per block for each academic class.
 - a. 2 credits based on completed work in class and home-work assignments.
 - b. 1 credit based on participation in class-85% attendance and acceptable participation.
2. Three (3) credits per block for each nonacademic class.
 - a. 2 credits based on participation in class-85% attendance and acceptable participation.
 - b. 1 credit based on completed outside assignments.
3. Two (2) credits in Directed Study (DS)
 - a. 1 credit based on 85% attendance and participation.
 - b. 1 credit for daily work.
4. Additional credits may be earned as follows:
 - a. Student service, i.e., student worker, attendance
 - b. Adult school classes
 - c. Work Experience, Off Campus Life Experience

ACADEMIC PROBATION

Students identified at the end of each six week grading block who have earned less than fifteen (15) credits.

Action:

First time:

1. Letter sent home placing student on Academic Probation and scheduling a parent conference with teacher.
2. Withdrawal of work permit.
3. Copy of report card.

Second time:

1. Parent/Student meeting with principal.
2. Student is transferred for 1 semester to the county ONE program.

Example						
Student: Doe, John						
Block	1	2	3	4	5	6
Credits	15	12	9	6	TRANSFERRED	

GRADUATION EXPECTATIONS

Throughout the years, Calla High School has had a reputation for having excellent graduation ceremonies. The behavior of our seniors at the ceremony indicates that they respect themselves, their parents, and the school. We believe that the ceremony should have dignity so that each of you can remember it with pride.

Graduation expectations continued....

- Participation in the ceremony is a privilege and not a right.
- The ceremony will be conducted in a dignified manner, and the student will act appropriately.
- The students will not alter the cap and gown in any way.
- Any evidence that the students have used drugs or alcohol prior to or during the ceremony will disqualify them from participation.
- If student behavior is such that it detracts from the ceremony, their diploma will be withheld pending the results of a parent, student and principal conference.
- The student will clear all obligations such as detention, bills and fines, etc., prior to the deadline in order to be eligible to participate in the ceremony.

ABSENCES

Absences may be verified by the principal, attendance supervisor, physician, or school or public health nurse.

(C.C.R. Title 5, Sec. 421)

1. Excused Absences (C.A.C Title 5, sec 420)

Absences listed below are excused when verified in accordance with Education Code and Board Policy:

- A. Illness
- B. Quarantine directed by county or city health officer.
- C. Medical, dental, and optometric appointments.
- D. Attending funeral services of a member of the pupil's immediate family, so long as such absence is not more than 3 days.

2. Absences Excused for Personal Reasons (Prior Approval Required) E.C. 48205

A. A pupil's absence shall be allowed provided the absence is for one of the following justifiable personal reasons.

1. An appearance in Court.
2. An employment conference.

3. A pupil/family hardship situation, as authorized by the principal.
4. An observance of a holiday or ceremony of the pupil's religion.
5. Attendance at religious retreats not to exceed four (4) hours per semester.

B. PRIOR to an absence described in this regulation, a signed parental request must be received and approved by the principal or administrative designee.

C. Only in the case of extreme emergency will the principal approve an absence after the absence occurs.

A pupil whose absence is excused according to the above conditions shall be allowed make-up privileges. Students shall make arrangements with the teacher to make up missed work prior to the absence, and such work is due upon the return of the student to school. The time for make-up may be extended by the teacher.

***NOTE: All students who are late for school MUST report to the office in order to obtain a tardy slip.**

3. **Truancy**

Students who are absent from school without approval of the parent, guardian or the school shall be considered truant and shall NOT be allowed to make up assignments or tests which were assigned during the truancy. Students who leave the campus or the classroom without proper school authorization will be considered truant. Truant students will receive detention for absences.

4. **Unverified absences – Truancy**

A. Absences which cannot be verified will be considered an absence without parent/guardian or school approval (truancy).

Assignment make-up is NOT allowed.

***PLEASE NOTE: All absences, whether excused or unexcused will negatively affect a student's credits, as students must be present in classes to receive their daily credits.**

TRUANCY, EXCESSIVE ABSENTEEISM, TARDIES (E.C. 37228)

Truancy (E.C. 48260-48263, 48900k, 49164)

Students may not be absent from school without verified approval of parent/guardian or school.

First Incident (T1) – The student and parents will be informed of the mandatory attendance laws and the district's pertinent policy and procedures.

Second Incident (T2) – The school administrator will send out a letter requesting a conference with the parents and student.

Third Incident (T3) – Parent and student will be referred to the School Attendance Review Board. (SARB)

Tardy Policy

Students who are tardy five times to a class will be put on an administrative tardy contract. This contract remains in effect until the end of three grading blocks (December and May)

A WORK PERMIT WILL **NOT** BE ISSUED/OR WORK PERMIT WILL BE **REVOKED** BY THE ISSUING AUTHORITY IF THE STUDENT HAS **POOR ATTENDANCE**.

CRITERIA FOR AN OFF-CAMPUS LUNCH PASS

1. Parents must sign permission slips.
2. Students must earn fifteen credits in the grading block.
3. The off-campus privilege would be for the six weeks following the block where fifteen credits was earned.
4. Students must show pass to person on duty (and show ID card if requested) and can NOT buy any items for others who do not have an off campus pass.
5. **Students are NOT allowed to smoke within two (2) blocks of the school.**
6. Students must return on time, or lose their off campus pass if late.
7. **Students are only allowed to go across the street to Jimmy's Taqueria and Market.**
8. Students may not have more than one referral to the office.
9. If students do not follow the procedure, they receive a warning. (if serious enough, the pass may be revoked instead of a warning).
10. On a second offense the off-campus pass will be revoked and the student may be eligible for the next block.

*Students may have no unexcused absences and no more than 5 tardies to class.

**A student who is suspended will be ineligible, and if the student already has a pass issued, the pass will be revoked. Students who are past due with detention will have their pass suspended until detention is served.

EDUCATIONAL CODE #44808,5 SAYS:

The governing board of a school district may permit the pupils enrolled at any high school to leave the school grounds during the lunch period of such pupils. Neither the school district nor any officer or employee thereof shall be liable for the conduct or safety of any pupil during such time as the pupil has left the school grounds pursuant to this section. In the event that the governing board grants such permission, it shall send the following notice along with notification of parents and guardians required by Section 48980:

"The governing Board of the Manteca Unified School District, pursuant to Section 44808.5 of the Education Code, has decided to permit the pupils enrolled at Calla High School to leave the school grounds during the lunch period" Section 44808.5 of the Education Code further states: "Neither the school district nor any officer or employee thereof shall be liable for the conduct or safety of any pupil during such time as the pupil has left the school grounds pursuant to these sections.

SEXUAL HARASSMENT STATEMENT

Sexual harassment will not be tolerated in Manteca Unified School District. Sexual harassment is technically defined as what a reasonable person could view as offensive in any of the following circumstances:

- Any unwanted or unwelcome sexual advance
- A request for a sexual favor
- A verbal, physical or visual conduct which is sexually oriented or offensive
- Unwelcome sexual slurs, threats, derogatory comments or sexually degrading descriptions
- Sexual jokes, stories, drawings, objects, picture, gestures, rumors
- Touching a person's body or clothes in a sexual way
- Sagging pants that are worn below the waist, exposing under garments

VEHICLE PARKING

Manteca Unified School District is not responsible for the theft or damage to your vehicle or any contents therein. **You are parking at your own risk.**

The District will be held harmless and released of any liability arising from your use of our parking facilities. Students may **not** park across the street from the school, or any surrounding neighborhoods.



CAUSES FOR MANDATORY SUSPENSION AND/OR EXPULSION

1. Caused serious physical injury to another person.
2. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
3. Possessing, using or being under the influence of any controlled substance.
4. Furnished or sold any controlled substance.
5. Possessed with intent to sell any controlled substance.
6. Offered, arranged, or negotiated to sell any controlled substance.
7. Committed or attempted to commit robbery or extortion.
8. Threatened, attacked, or committed assault or battery on school personnel.
9. Unlawfully possessing or unlawfully offering, arranging, or negotiating to sell drug paraphernalia.
10. Fire-setting or attempted fire-setting.
11. Serious, willful defiance or disruption of the school, bomb threat, or interfering with the peaceful conduct of the activities of the school.

THE FOLLOWING ACTS WILL RESULT IN PARENT NOTIFICATION AND/OR SUSPENSION

1. Causing, attempting, or threatening to cause physical injury.
2. Causing or attempting to cause serious damage to property.
3. Threatening, intimidating, menacing, or sexually harassing any other person.
4. Engaging in, or having any part in hazing.
5. Stealing or attempting to steal school property or private property.
6. Knowingly receiving stolen property or private property.
7. Any act of defiance or disobedience.
8. Committing an obscene act or engaging in habitual profanity or vulgarity, including ethnic/racial slurs.
9. Forging, falsifying, altering, or using forged school correspondence, passes, or re-admit slips.
10. Possessing or using tobacco or being in possession of any form of electronic cigarettes or other smoking devices.
11. Failing to identify oneself.

12. Tampering with property of the school district.
13. Cheating.
14. Being in a parking lot or out of bounds area.
15. Gambling and wagering.
16. Interfering with the peaceful conduct of the campus or classroom.
17. Loitering on or about the campus.
18. Any dress, grooming, appearance violations.
19. Possession of any object of a dangerous nature.
20. Inappropriate behavior on the bus.
21. Possession or use of any of the following:
 - a. Laser devices of any type (P.C. 417.25)
 - b. Stun Gun (P.C. 12650)
 - c. Pepper Spray or tear gas (P.C. 12403.8 & P.C. 375)
 - d. Stink Bombs (P.C. 12303.2)

CLASSROOM CITIZENSHIP EXPECTATIONS

The citizenship mark:

Students will receive a citizenship mark from each of their classroom teachers on each report card. The mark will be based solely on the citizenship displayed in each teacher's classroom. Students will receive a mark of "outstanding", "satisfactory", or "unsatisfactory" based on the citizenship guidelines. Citizen marks will not be shown on the student's transcript or other permanent records. Sunglasses will NOT be allowed to be worn inside any classroom.

Citizenship Guidelines:

The following criteria shall be used in determining a student's citizenship mark in his/her class.

1. Attends class regularly.
2. Comes to class on time. Three or more unexcused tardies in a grading block will result in an unsatisfactory citizenship mark.
3. Comes to class with necessary materials; including PEN, PENCIL, and PAPER.
4. Completes assignments.
5. Meets deadlines.
6. Does his/her own work when independent work is required; does not cheat.
7. Exercises reasonable care for school property.
8. Shows respect for self and others.
9. Does not disrupt class; exercises good conduct.

DRESS AND GROOMING

MANTECA UNIFIED SCHOOL DISTRICT Students BP 5132

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.

The following guidelines shall apply to all regular school activities:

1. Shoes must be worn at all times. At elementary schools (K-8) flip flops or backless shoes or sandals are not acceptable. Sandals must have heel straps. Open toe sandals with a back strap may be worn. High school students may wear flip flops or backless shoes or sandals, unless otherwise required for instructional programs. Policies/programs may be established for instructional programs requiring closed toe shoes such as PE, ROP/Career & Technical, and Science.
2. Clothing, grooming, accessories, jewelry and personal items (backpacks, gym bags, water bottles, etc.) shall be free of writing, pictures, symbols, or any other insignia which are crude, vulgar, profane, obscene, libelous, slanderous, lewd or sexually suggestive. Clothing that degrade any cultural, religious or ethnic values or which advocate racial, ethnic, or religious prejudice or discrimination, or which promote lewd behavior, which bear the use of drugs, alcohol or any unlawful acts are prohibited, tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice.
3. Clothes shall be sufficient to conceal undergarments at all times. Pants should be sized to fit the waist in order not to sag. Sagging pants are those that do not fit the student's waistline. Pants should not need a belt to hold them up. See-through or fish-net fabrics, halter tops, off-the-shoulder or low-cut tops, bare midriffs and skirts or shorts shorter than mid-thigh are prohibited.
4. Hair shall be clean and neatly groomed. Hair may not be sprayed by any coloring that would drip when wet.
5. A student will not be prohibited from wearing clothing, jewelry or personal items that express self-identification with, or support for, individuals or groups on the basis of the characteristics set forth in California Education Code Section 200, including but not limited to: disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, or sexual orientation.
6. The principal, staff, students, and parent/guardians at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

7. No clothing or articles of clothing (including but not limited to gloves, bandannas, shoestrings, wristbands, belts, jewelry) related to group or gang which may provoke others to acts of violence for example, belt buckles with initials or red, blue, or brown web belts, belts hanging out of pants, red, blue, or other colored shoelaces, bandanas of any type of color, either worn in hair or displayed in clothing, gloves, towels or other items hanging from rear pants pockets or from belt; excessive clothing items of predominately one color, old English style writing on clothing or notebooks are prohibited.

8. Because gang/drug related symbols are constantly changing, definitions of gang/drug related apparel may be reviewed and updated whenever related information is received by administrator and/or school safety committee.

9. Any clothing, apparel, or attire which could be used as a weapon, or could be damaging to school property, included but not limited to steel-toed boots, chain, items with spikes or studs, etc., are prohibited.

10. The approved hats that students are allowed to wear must meet the following criteria: full brim (around the entire hat) with a width of 1.5-4 inches, straw or cloth, white, off white, or tan, plain. School approved baseball caps and beanies are permitted, with a home school logo (without other added design or writing). Baseball caps must be worn in such a manner as to provide protection from the sun facing forward. Approved hats may only be worn while outside the school buildings. Solid color beanies may be worn for protection against cold weather in white, off-white, tan, gray or black.

SCHOOL RULES

1. Supervision of students is conducted within a two block radius of the campus. Once students are within two blocks of the campus, they are to proceed directly to the campus. **Students are not allowed to smoke within this two block radius whether or not school is in session.** Students who are arriving at or leaving school by auto may **not** be smoking within this radius.
2. There is a closed campus at Calla High School. Once students are on campus, they are to remain, whether or not classes have begun. Only those students who meet the provisions of the off campus policy (see policy) may leave campus during lunch. Any student who is legitimately off campus during the school day for any purpose will be issued a pass. Once a student is dropped off on campus by either bus or private car, they are to remain on campus. Also, students riding the bus home from school may not leave campus and return to ride the bus.
3. Students are expected to be properly prepared for each class and to work, according to each teacher's standards, for the entire period. Students are expected to have a pencil, a pen, and tablet

device. Students may use their own binders if they wish. Students are expected to work in each class all period long.

4. During 3rd period, students are NOT allowed to go to other classrooms to loiter or visit.

While on campus students are expected to remain in properly designated areas. Off limits areas include, but are not limited to, the following:

1. Behind buildings and other out of sight areas.
2. In the playing field, except during teacher organized times.
3. Loitering in the hallway before school or during lunch.
4. In the front and side of the main building and in the parking lot, except with permission of the person on duty.

Eating and drinking will not be tolerated in any classroom except with approval of the teachers on special occasions. **Seeds with shells (for example, sunflower seeds) are not allowed on campus.**

Students are to use the restroom between classes. Teachers will allow students to use the restroom during class time only in case of emergency. Students who frequently request to use the restroom during class time may be required to provide medical proof of physical problems that constitute emergency use.

Students are not allowed to use the restroom the first ten minutes of class or the last ten minutes of class. Cigarette lighters & matches are NOT allowed and will be confiscated.

Public displays of affection shall be kept to reasonable and proper acts, as hand holding is all that is allowed.

Random drug dog searches are utilized on the Calla High School campus.

PARENT INVOLVEMENT

Several opportunities are available for parents to become involved in the school campus. These include the School Site Council, DLAC/ELAC committees, as well as volunteering to assist with fundraisers.

CALLA HIGH SCHOOL

IMPORTANT

Please read the information contained in Calla High School's *Student Handbook* and discuss the information with your child.

If you have any questions about any of the information, please feel free to call the school.

Parent's Signature

Date

Student's Signature

Date

Sign and return this page to you D.S. teacher or the office immediately!