July 1, 2015

Dear Parents and Students:

Welcome to Casa Roble Fundamental High School (CRFHS), a California Distinguished School. Casa Roble is one of the most unique schools in the San Juan Unified School district. With student achievement as our top priority we are a school where 98% of our teaching staff is involved in school and student related business outside of their daily teaching position. Our teachers serve on School Site Council and Leadership Teams. They are advisors to our numerous clubs and work as coaches for a variety of sports. They are department leaders and dedicated school committee members. They are involved in self-selected Learning Teams and are devoted to being active participants in developing our school wide Strategic Action Plan. Our staff takes great pride in the goals we set, the work we do, and the successes of our accomplishments. We are honored to serve the families of Orangevale and care for the students of Casa Roble High School.

More than ever we welcome parent and community involvement; without you, we would not be the great school that we are. Please contact our PTSA or Booster organizations to get involved. We offer many opportunities for you to serve, provide input, and be a part of the decision-making process at Casa Roble. We so appreciate how our parents step in to ensure we continue to offer great programs for our students.

We welcome you to Casa Roble the home the RAMS. We hope our home is home to you and your family.

We look forward to seeing all of you at our August registration. Please be sure to visit our website, read, review, and sign the necessary documents as you prepare for registration on Friday, August 7.

Have a safe and enjoyable summer!

Sincerely,

Michele Lorenzo, Principal
Casa Roble Fundamental High School
A CALIFORNIA DISTINGUISHED SCHOOL
REGISTRATION and SCHEDULE PICK-UP PROCEDURES  
Casa Roble Fundamental High School 2015 – 2016  
Friday, August 7th

Welcome BACK!  
We look forward to seeing you at Registration!  
*If you are unable to attend Registration Day on Friday, August 7th, please notify our Counseling Office (971-5465).*

FRESHMAN & NEW STUDENTS to Casa Roble High School:  
8:00 – 8:30 Rally  
8:30 – 9:00 Tour of Campus  
9:00 – 10:30 Registration

SOPHOMORE Registration  
Last name A-M..............10:30-11:00 AM  
Last name N-Z..............11:00-11:30 AM

JUNIOR Registration  
Last name A-M..............12:00-1:00 PM  
Last name N-Z..............1:00-2:00 PM

SENIOR Registration  
Last name A-M..............1:00-1:30 PM  
Last name N-Z..............1:30-2:00 PM

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**REQUIRED FORMS FOR REGISTRATION**

Please complete and sign the following **REQUIRED FORMS** and bring them with you on registration day:

- Three (3) Emergency Care Cards  
- Casa Roble Information, Rules and Regulations form  
- Request to Restrict Photos or Videos of Student  
- Athletic Packets (all athletes)

All forms must be signed by the student and parent or guardian as indicated. These forms are mandatory for all students.

**ADDITIONAL ITEMS FOR REGISTRATION**

Additional items to bring on registration day:

- PTSA Membership Form  
- RAM Booster Form  
- Free & Reduced Lunch form

Money for:

- Student Body Card  
- Yearbook  
- PE Uniforms  

(please refer to the Cost Sheet on the reverse side of this form for detailed information)

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**NOTES:**

1. PLEASE BE SURE TO BE DRESSED ACCORDING TO DRESS CODE TO HAVE YOUR PICTURE TAKEN. STUDENTS MUST HAVE THEIR PICTURE TAKEN TO GET THEIR SCHEDULE OF CLASSES:  
   www.sanjuan.edu/files/filesystem/Dress Code w pictures5.doc

2. You will receive your list of tentative classes at this time. **Finalized class schedules will be distributed on the first day of school, Thursday, August 13th in Senior Square beginning at 7:00 a.m.**

3. **Please notify our Counseling Office (971-5465) if you are unable to attend Registration Day on Friday, August 7th and arrange for a later date to pick up your schedule. As we strive to accommodate the schedule wishes of all of our students, we will assume you will not be attending Casa Roble High School and you may lose your chosen elective.**
# Registration Item Costs

**What's Available for Purchase?**

*Casa Roble Fundamental High School 2015-2016*

*A California Distinguished School*

Checks or cash are accepted at Registration to purchase the items listed below.

<table>
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<tr>
<th>ITEM</th>
<th>NOTES</th>
<th>*COST</th>
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| **STUDENT BODY CARD**
Over $200 savings. Good for entry to home games
(does not include playoff games); reduced costs for
school plays, dances and away games; $5 off
yearbook. SB card required for team sports, Pep
Squad and or Student Government. | Will be sold in the AB cafeteria at registration and picked up at that time. | $30.00 Make checks payable to: Casa Roble High School |
| **RAMPAGES ALL COLOR YEARBOOK** will be
on sale during registration for $80 with student body
card, $85 without. | Will be sold in the AB cafeteria at registration. | $80 with student body card $85 without student body card. |
| **CASA ROBLE P.E. UNIFORMS**
for sale include solid white 50/50 cotton t-shirt with blue Casa
Roble emblem on the front; navy blue 50/50 cotton
sweat type or nylon mesh material mid-thigh length
shorts with Casa Roble emblem on the left leg.

Students do have the option to buy their uniform elsewhere. However, t-shirts must be white (no
slogans or pictures). Shorts must be navy blue
(again, no slogans or pictures).

Sweats may be navy blue white or gray and are an optional item.

Tennis/gym shoes are required. Sandals, thongs,
etc. are not allowed. If students forget their gym
shoes, they may lose points toward their grade. | Will be sold at Freshmen Orientation and the first day of school, during school hours, in the PE office. Checks for these purchases must be made out to Casa Roble High School. | $18 total for shirt and shorts.
| **PICTURES** are required for I.D. cards and will be taken at no cost to the student. Individual picture packets may be purchased. | Pictures taken at registration. Packages may be purchased at that time. I.D. cards will be available to pick up as you leave the AB cafeteria upon completion of passing all table stations. | No charge for I.D. picture. See enclosed school picture information. |
| **PARENT, TEACHER, STUDENT ASSOCIATION (PTSA)**
Be involved in your child's education and activities that benefit Casa Roble High School | PTSA representatives will be in the AB cafeteria during registration. | $10 Individual = student, parent, teacher, friend, etc. Donations accepted. |
| **RAM BOOSTERS CLUB MEMBERSHIP**
This group encourages participation in school activities and funds activities in the school budget. | A Ram Booster representative will be in the AB cafeteria. | $10 Individual $15 Family (2 cards) Donations accepted |

*Cash or Checks are accepted. Please make checks out to Casa Roble High School.*
Casa Roble Information, Rules, and Regulations
Casa Roble Fundamental High School 2015-2016
A CALIFORNIA DISTINGUISHED SCHOOL

Student Name: ___________________________  ___________________________  ___________________________  ___________________________

Read and discuss each of these documents found on our website at: www.sanjuan.edu/CasaRoble
Copies of these documents are available for pick up in the Front Office after July 15th:
- SJUSD Grounds for Suspension and Expulsion
- Parent and Student Pledge
- Computer/Internet Access Agreement
- Attendance Procedures
- Casa Roble Student Handbook
- Dress Code Policy

The signatures on each line below reflect that you have read all of the documents and have discussed these guidelines with your child and understand that your child will be held accountable for this information and behavioral policies.

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<tr>
<th>Parent Signatures</th>
<th>Student Signatures</th>
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<td>Casa Roble Student Handbook</td>
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<td>Dress Code Policy</td>
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This form must be signed and brought with you to your scheduled registration confirmation day. **Without this form you will not be allowed to confirm your registration or get your schedule.**
Ram Booster Club
Membership Form
2015- 2016

OBJECTIVE: To induce and stimulate adult and student participation in the activities at Casa Roble Fundamental High School and to establish a fund from which the aforesaid activities may be provided with equipment, materials, supplies, and financial support not available through school funds.

MEETINGS: 2nd Wednesday of each month at 7:00p.m. in the school library.

MEMBERSHIP BENEFITS: • Vote at monthly Ramsmen Meetings
• Yearly scholarships
• Discounts at football, basketball, and volleyball games and wrestling matches
• Safe facilities in which to practice and compete
• Athletic trainer
• Campus Beautification - Senior Square, stadium, fields, music/wrestling/cheer rooms

PLEASE DETACH and mail this form and payment to:
Casa Roble Fundamental High School
Attn: Ram Booster Club
9151 Oak Avenue
Orangevale, CA 95662

Name ________________________________ Phone ________________________________

E-mail ________________________________

Student#1 ____________________________ Grade 9 10 11 12
Student#2 ____________________________ Grade 9 10 11 12
Student#3 ____________________________ Grade 9 10 11 12

$_15 Two memberships
$_10 One membership

Additional donations are also welcome. Please check one:
$_5  $_10  $_15  $_20  _Other  Total Amount Attached ___________________
CASA ROBLE

PTSA 2015 – 2016 MEMBERSHIP FORM

* Bring completed form to Registration or return to address below asap.

Member Name ____________________________________________ Member 2 ____________________________________________

Mailing Address ____________________________________________

Phone Number ____________________________________________

Email address – PLEASE PRINT CLEARLY

Please include the name of your student(s):

Student #1 ____________________________________________ Grade ______

Student #2 ____________________________________________ Grade ______

*** Seniors are eligible to apply for a $500 PTSA scholarship by becoming a PTSA member!

☐ $10 Individual (each Student, Parent, Teacher, Friend)

☐ I choose to make an additional donation of:

☐ $10  ☐ $15  ☐ $20  ☐ Other: $_____

TOTAL ENCLOSED $_____

Can be Mailed or Dropped Off with payment to:

Casa Roble PTSA
ATTN: Membership
9151 Oak Avenue
Orangevale, CA 95662

Join PTSA Today!

Thank you for your generous support of our students and school. Your Membership donation is essential to so many programs and improvements here at Casa Roble.
***Join at Registration***

to

Receive your Casa Roble Rams bumper sticker!

PTSA MEMBERSHIP BENEFITS:

- State & National PTA Senior Scholarship availability
- Discounts:
  - Staples office supplies store
  - Lego Land
  - Teen Smart Driving program
  - Comcast Cable
  - Enterprise and Hertz car rentals
  - Rosetta Stone language
- Online parenting resources, including select articles from *Our Children* magazine
- E-Newsletters on parenting and legislative issues
- Updates from the Principal and school representatives on current issues with the district and how it relates to our school and students.
- Monthly Principal’s Report and School Representative report on current and upcoming events and pertinent information regarding our students and school.

PTSA SUPPORTS THE FOLLOWING PROGRAMS:

- Renaissance Breakfast (twice a year, each semester)
- Senior College Scholarships
- Second Times a Charm – prom dress sales/consignment
- Sober Grad Night contributions
- Teacher Wish Lists – improve student learning opportunities
- Staff Appreciation
- Support for a variety of Student Clubs

**Note:** As of May 2015, Casa Roble PTSA is still in need of Board Members in order to continue as a PTSA in California.

**Open positions:**

*President
*VP of Programs
*Communications Secretary
*Fundraisers Coordinator (for existing or new fundraisers)
Senior Scholarships Chair
Coordinator for Second Time’s a Charm (prom dress sale event)

***Please contact us with any questions regarding a position, or to step up to coordinate a position.***

Cathy Owen (interim President)  cathyt2008@gmail.com
Mikel Clough (past board member-Membership,Secretary,Renaissance)  mikelannclough@gmail.com
Voluntary Student Accident and Athletic Insurance
Only $14 for an Entire Year

Parents/Guardians: San Juan Unified School District does not provide student and athletic accident insurance coverage for students. While the District takes appropriate measures to protect your child from injury, accidents can and do occur even in safe environments. Several affordable insurance coverage plans are available through Student Insurance, an independent insurance company.

Proof of medical insurance is required if your child participates in interscholastic sports (including cheerleading, mascots, band, drill team, etc.). Tackle football coverage must be purchased as a separate policy.

Even if you currently have medical insurance, you may want to purchase the student accident insurance to cover your private insurance deductible.

The application, description of benefits and claim forms can be accessed online:

Student Insurance Website:
1. Go to www.studentinsuranceusa.com
2. Click on Student Insurance Tab
3. Click on K-12 Students
4. Click on “K-12 Online Enrollment”
5. Select State and click “Look Up”
6. Click on link to display plan details

If you have any questions or would like more details, please call Student Insurance at 1-800-367-5830, or visit the Student Insurance website noted above.

• Direct online submission: through a secure web portal, www.studentinsuranceusa.com, you can complete your Student Accident Insurance application directly on the Student Insurance website. The applications for insurance will be effective immediately and a policy number and insurance card will be available right away. Detailed instructions are automatically provided to clients that want this option. As an added convenience, this system is equipped to accept credit, debit, and e-checks.

• Web “download”: through a secure web portal, www.studentinsuranceusa.com, you can fill out and print your Student Accident Insurance application directly from the website. Parents who would like to send certified funds will continue to have the option to do so, a hard copy application and cashier’s check or money order must be received by the Student Insurance offices for the policy to be effective. Please consult Student Insurance, if you have any questions. The applications for insurance will be effective once received in the Student Insurance office and a policy number will be available once the application has been processed.
**Shirts & Necklines**

- **Acceptable:**
  - No undergarments are exposed & top has a modest front cut.

- **NOT Acceptable:**
  - Tops must have straps
  - No see-through fabric
  - Undergarments are exposed

**Pants**

- **NOT Acceptable:**
  - Underwear/Boxers Show
  - No Sleepwear or Pajama-like Pants
  - No Slippers or house shoes

**Skirt/Short Length & Midriffs**

- **Acceptable:**
  - Pants sit on waist

- **NOT Acceptable:**
  - Waist showing and skirt too short
  - "Short" short

**Dress Code Guidelines**

The major responsibility for dress and grooming is placed upon the student and the student’s parents. Inappropriately dressed students will be expected to change clothing. Multiple infractions will result in increased consequences. The following guidelines shall apply to all regular school activities.

1. All garments must fit and be worn in the manner in which they are designed. Pants must be worn at or above the hip point and be able to stay up without a belt. Pajama pants are not appropriate.
2. Footwear must be worn at all times. No house shoes or slippers.
3. Tops shall be sufficient to conceal undergarments at all times. Halter tops, off-the-shoulder or low-cut, bare midriffs are not allowed.
4. "Short" shorts/skirts are prohibited (knee length is a good rule of thumb).
5. Clothing, accessories, jewelry, backpacks and binders shall be free of writing, pictures, logos, patches or any other insignia which are crude, vulgar, profane, sexually suggestive or depict drugs or alcohol are not allowed.
6. Clothing, accessories, jewelry, backpacks and binders that are considered by school officials or law enforcement to denote gang affiliation, cult affiliation, satanic reference, or are considered inappropriate or racially offensive are not allowed.
7. No hats are allowed to be worn in the classroom.

**CRFHS Staff & Administration have final say on acceptable attire**
# San Juan Unified School District
## 2015-2016 School Year Calendar

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<th>Month</th>
<th>Week 1</th>
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<th>School Days Elem</th>
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### Holidays

- September 7, Labor Day
- November 11, Veterans' Day
- November 26, Thanksgiving Day
- November 27, Local Holiday
- December 25, Christmas Day
- December 28, 29, 30, 31 Winter Break
- January 1, New Year’s Day
- January 18, Martin Luther King, Jr. Day
- February 15, Presidents' Day
- February 16, Lincoln's Day Observed
- March 25, Local Holiday
- May 30, Memorial Day

Strike through days represent "School Recess Days"

Board Approved: 1/14/14

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**First/Last Day of Service**
- August 11 - June 2

**Student First/Last Day**
- August 13 - June 2

**Non-Instructional Days**
- August 11 - Staff Development Day
- August 12 - Teacher Work Day
- November 6 - Elementary Teacher Work Day
- January 5 - Secondary Teacher Work Day
- Plus 2 Staff Development Days (Legislative - Non ADA): as determined by site

**Work Days**
- 180

**Non-Instructional Days**
- 5

**Total Days**
- 185

**Semester Dates - Secondary (MS & HS)**
- August 13 - January 5 (85 days)
- January 6 - June 2 (95 days)

**Trimester Dates (Elem & K-8)**
- August 13 - November 6 (12 Weeks)
- November 9 - March 4 (12 Weeks)
- March 7 - June 2 (12 Weeks)
ATTENDANCE PROCEDURES
Casa Roble Fundamental High School 2015-2016
A CALIFORNIA DISTINGUISHED SCHOOL

Absences: When a student is absent, a parent or legal guardian must excuse his/her absence with a note, email or phone call to the Attendance Office at 971-5484. The note must include the student’s first and last name, the reason for absence, the exact date(s) and number of periods of absence, a phone number where the person signing the note can be reached, and the signature and relationship of the parent/guardian verifying the absence. Absences must be cleared within 5 days.

The Attendance Office opens at 7:00 a.m. to give students ample time to bring their notes to clear absences or get their Early Dismissal slips. Please do not call during the day if possible for Early Dismissals. We try very hard not to interrupt our teachers during class time. If your student is more than 20 minutes late, please have your student check in the attendance office preferably with their note.

San Juan Unified School District & CRFHS Attendance Policy
In accordance with State law only absences for the following reasons are considered excused: Illness, medical appointments, the funeral of an immediate family member, and certain religious observances. All other absences, whether phoned in by a parent or not, are considered truancies and are indicated by either an X or C on a student’s weekly attendance report. Students and parents should get a password from the school secretary and look online and check attendance every 5 days. It is the responsibility of the student and his or her parent(s) guardian(s) to verify the accuracy of the attendance weekly and to clear unresolved absences and/or contact the school regarding any errors within 5 days. Attendance marks are permanently recorded five school days after the teacher has indicated an absence. Unresolved absences automatically roll to cuts (y) after five days and cannot be changed even if it is an error. Students need to fix errors within 5 days of the absence. Parents cannot clear periods 2-4. Students need to get a clearing form from the Attendance office and have these periods cleared with their teacher.

Students who receive 24 periods of truancy in a school year may be transferred from Casa Roble for habitual truancy. Truancy letters from the SJUSD will be mailed home after 12, 20 and 24 periods of truancy. Any student who accumulates 24 periods of truancies who is not transferred will be placed on social probation for the rest of the year.

Note for seniors: Social probation means you will not be allowed to participate in graduation, Senior Ball, etc.

Early Dismissals: Once a student arrives on campus, he/she must get an early dismissal to leave for any reason. Have your student bring a note, signed by their parent/guardian (Emergency Contacts cannot request Early Dismissals) to the Attendance Office which states the reason as well as the dismissal and anticipated return times. The appropriate time to get an early dismissal is before school, at lunch or afterschool. Please do not call during class time for an early dismissal unless it is an emergency. We do not want to interrupt our teachers and students during this time. Early dismissals are for medical appointments, illness, or family emergencies only. Please try to make these appointments outside of the school day. We will not interrupt class time during testing and finals. ALL early dismissals would be for emergency purposes ONLY. Parents cannot clear early dismissals after the fact. Students must have their approved early dismissal slip before leaving campus. Students who leave campus without an early dismissal will receive a consequence. It will be documented as an off-campus violation and truancy.
COMPUTER/INTERNET ACCESS AGREEMENT
Casa Roble Fundamental High School 2015- 2016
A CALIFORNIA DISTINGUISHED SCHOOL

Dear Parents:
The Internet opens a world of valuable information to students. However, some information on the Internet may be considered inappropriate for young people. The San Juan Unified School District has no control over the information available on the Internet and is limited in its ability to control access by students to inappropriate information. Consequently, the district cannot accept responsibility or liability for a student’s access to the Internet, nor for accuracy of information received. If you do not want your student to access the Internet, you must make that request in writing to the principal at Casa.

Also, it is important to understand that use of school computers is a privilege, which may be revoked at any time. Work on school computers is not private or protected. Use of the Internet does not create any expectation of privacy. The district reserves the right to search any information sent, received, or stored in any format. The district is not liable for damage to or loss of student’s work maintained in computer files. The following rules must be observed and the agreement signed for students to be allowed access to the school’s technology.

SAN JUAN SCHOOL DISTRICT AND CASA ROBLE HIGH SCHOOL
RULES FOR USE OF COMPUTERS AND COMPUTER NETWORKS

1. When you use a school computer you agree to follow:
   ➢ The directions of teachers and school staff;
   ➢ Rules of the school and school district; and,
   ➢ Rules of any computer network you access.
   ➢ Agree to be considerate and respectful of other users.

2. Use of school computers and access to the internet is a privilege. If you do not follow the rules, you will be disciplined as per San Juan Unified School District/Casa Roble Fundamental High School Policy and may lose computer privileges.

3. Use of school computers is for school related education and research only. Do not use school computers and networks for personal or commercial activities.

4. Do not change any software or documents (except documents you create).

5. Do not produce, distribute, access, use or store information that is:
   ➢ Unlawful.
   ➢ Private or confidential.
   ➢ Copyright protected.
   ➢ Harmful, threatening, abusive, or denigrates others.
   ➢ Obscene, pornographic, or containing inappropriate language.
   ➢ Interferes with or disrupts the work of others.
   ➢ Causes congestion or damage to systems.

6. Protect your password.
   ➢ Do not allow anyone else to use your password.
   ➢ Do not use anyone else’s password.

7. Email- As per school board policy, personal e-mail is not allowed. Teachers may create classroom email accounts for special projects. Students may use these accounts within the parameters of the project.

8. Protect the privacy of others. Never give out personal information about anyone.

PARENT AGREEMENT:
As the parent or guardian of a Casa Roble Fundamental High School student I have read the terms and conditions of computer use at Casa Roble Fundamental High School. I understand that access to computer resources is designed for educational purposes, and that violation of these Computer Use and Internet Access Rules will result in disciplinary action for my child, including the loss of Casa Roble Fundamental High School computer privileges.

STUDENT AGREEMENT:
I have read and understand the school regulations as they apply to the use of the SJUSD and Casa Roble Fundamental High School’s computer system. I will abide by them in letter and spirit and understand that violating them will result in disciplinary action by the school, including the loss of Casa Roble Fundamental High School computer privileges.
It is the policy of San Juan Unified School District to allow photographs and video footage of students to be used in district produced materials including but not limited to web sites, brochures, posters, other printed materials, and cable television programming. Students may be identified by name to provide them with recognition opportunities when appropriate. Parents and guardians may request photographs and video footage of students not be used by completing the attached form and returning it to the student's school office.

Request to restrict use of photos or videos of students for 2015-2016 School Year

Student Name: _________________________ Student ID #: _________________________

I hereby request San Juan Unified School District NOT use photographs or video footage of the above named student in the following district materials:

☐ ALL USES
☐ Web Sites/Internet Pages Maintained by the District
☐ District or School Printed Materials (brochures, flyers, posters etc.)
☐ District or School Cable Access Television Shows

I understand that this request will remain in effect for the 2015-2016 school year. I also understand that this request will not prohibit usage of photos and videos of the above named student in student produced materials such as yearbooks and newspapers.

_________________________________________  __________________________
Signature of Parent/Guardian                     Date

This form will be kept on file at the school of the above identified student.
PARENT & STUDENT PLEDGE
Casa Roble Fundamental High School 2015- 2016
A CALIFORNIA DISTINGUISHED SCHOOL

The staff at Casa Roble Fundamental High School believes that many factors contribute to a successful school. Students at Casa can expect an emphasis on academics, consistent expectations for success, and an orderly and safe environment with rules and regulations designed to promote optimum learning and success.

A positive school climate motivates students to reach their potential. The use of self-discipline by our students provides training and experience for them to develop into a responsible member of the larger community and society in general. In setting up rules for a positive school environment, the staff makes every effort to make reasonable requests of students based on the need for their safety and that of others. Students are expected to follow all school rules and district policies. In addition to their obligation to comply with general school rules, students have the same obligation to each classroom teacher. Students are expected to attend class daily, be respectful to all staff and fellow students, and put 100% effort into their learning experience as well as participation in all mandated testing. Experience and research have shown us that a clear understanding of the school’s expectations and wise decisions by students regarding their responsibilities in these matters are major contributing factors to learning and success.

PARENT PLEDGE To assist in the learning process of my child in school, I will:

- Support academic intervention
- Provide a quiet place to study every night.
- Attend Back-to-School Nights, Parent Teacher Conferences, and other school events.
- Monitor my child's academic progress.
- Read the SJUSD High School attendance and notification requirements as posted on our school website
- Send in a note for an early dismissal before the time requested.
- Look at my student's attendance print-out every Friday.
- Assist and follow guidelines for my child's successful completion of a senior project which is required for graduation.
- Assist and follow guidelines for my child's community service project which is required for graduation.
- If my child is in 9th grade, I will make sure to encourage my student to join at least one extracurricular activity: club, athletics, student government, or school program.

I will also encourage my child to:

- Read 30 minutes every day.
- Have good attendance and be prompt to all classes.
- Get proper rest for the best school performance.
- Be involved in at least one extracurricular activity.

STUDENT PLEDGE: As a student at Casa Roble Fundamental High School, I pledge to follow all school and district rules and regulations, have good attendance, be on time to class, show my parents/guardians my attendance print-out every Friday, and to be respectful to all Casa Roble students and staff.
Parent Volunteers
Casa Roble Fundamental High School  2015-2016
A CALIFORNIA DISTINGUISHED SCHOOL

Parent Name

Address

Phone Number

E-mail

Student Name/ Grade

Student Name/ Grade

Student Name/ Grade

I plan to help with:

_____ College & Career Center

_____ Grad Night

_____ Ram Review (Newsletter)

_____ PTSA Board

_____ Dances

_____ Schedule Pickup

_____ Registration

_____ Renaissance

_____ School Beautification

_____ Other (Office Help, etc.)

Please return this form at the August registration confirmation or the Round House.
Thank you for your support.
The K-12 Pupil Behavior Guidelines are designed to allow school administration to assess incidents on an individual basis, and to issue pupil discipline that is age appropriate and based on a progressive discipline model.

Under California Education Code section 48900.5(a), “Suspension, including supervised suspension as described in Section 48911.1, shall be imposed only when other means of correction fail to bring about proper conduct. A school district may document the other means of correction used and place that documentation in the pupil's record, which may be accessed pursuant to Section 49069. However, a pupil, including an individual with exceptional needs, as defined in Section 56026, may be suspended, subject to Section 1415 of Title 20 of the United States Code, for any of the reasons enumerated in Section 48900 upon a first offense, if the principal or superintendent of schools determines that the pupil violated subdivision (a), (b), (c), (d), or (e) of Section 48900 or that the pupil's presence causes a danger to persons.”

School site administrators may use discretion when warranted to provide other means of correction to suspension and/or expulsion.

<table>
<thead>
<tr>
<th>Education Code</th>
<th>Other Means of Correction</th>
<th>May Suspend</th>
<th>May Recommend Expulsion</th>
<th>Contact Safe Schools</th>
</tr>
</thead>
</table>
| 48900(a)(1) Caused, attempted to cause, or threatened to cause physical injury to another person.  
  - Threats  
  - Fight | May be considered | Yes | Yes | Optional |
| 48900(a)(2) Willfully used force or violence upon the person of another, except in self-defense.  
  (Reference: 48915(a)(1)(A) and 48915(a)(1)(E)) | May be considered | Yes | Yes | Optional |
| 48900(b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.  
  (Reference: 48915(a)(1)(B), 48915(c)(1), 48915(c)(2), and 48915(c)(4)) | May be considered | Yes | Yes | Required |
| 48900(c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.  
  - Under the influence  
  - Possession  
  - Furnishing  
  - Sale  
  (Reference: 48915(a)(1)(C), and 48915(c)(3)) | May be considered | Yes | Yes | Optional |
| 48900(d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant. | May be considered | Yes | Yes | Optional |
| 48900(e) Committed or attempted to commit robbery or extortion.  
  (Reference 48915(a)(1)(D)) | May be considered | Yes | Yes | Required |
| 48900(f) Caused or attempted to cause damage to school property or private property.  
  - Minimal damage  
  - Extensive damage | May be considered | Yes | Yes | Optional |
<p>| 48900(g) Stole or attempted to steal school property or private property. | May be considered | Yes | Yes | Optional |</p>
<table>
<thead>
<tr>
<th>Education Code</th>
<th>Other Means of Correction</th>
<th>May Suspend</th>
<th>May Recommend Expulsion</th>
<th>Contact Safe Schools</th>
</tr>
</thead>
<tbody>
<tr>
<td>48900(h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, smoke, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.</td>
<td>May be considered</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>48900(i) Committed an obscene act or engaged in habitual profanity or vulgarity.  • Obscene act  • Habitual Profanity</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Optional</td>
</tr>
<tr>
<td>48900(j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Optional</td>
</tr>
<tr>
<td>48900(k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.</td>
<td>May be considered</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>48900(l) Knowingly received stolen school property or private property.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Optional</td>
</tr>
<tr>
<td>48900(m) Possessed an imitation firearm. As used in this section, &quot;imitation firearm&quot; means 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.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Optional</td>
</tr>
<tr>
<td>48900(n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code. [Reference 48915(c)(4)]</td>
<td>Not considered</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
</tr>
<tr>
<td>48900(o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Optional</td>
</tr>
<tr>
<td>48900(p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Required</td>
</tr>
<tr>
<td>48900(q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, &quot;hazing&quot; means a method of initiation or preinitiation 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 subdivision, &quot;hazing&quot; does not include athletic events or school-sanctioned events.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Optional</td>
</tr>
<tr>
<td>48900(r) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Optional</td>
</tr>
<tr>
<td>48900(t) 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, pursuant to this section, 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.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Optional</td>
</tr>
<tr>
<td>48900.2 In addition to the reasons specified in Section 48900, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5. For the purpose of this chapter, 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 education environment. This section shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Optional</td>
</tr>
<tr>
<td>Education Code</td>
<td>Other Means of Correction</td>
<td>May Suspend</td>
<td>May Recommend Expulsion</td>
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<tr>
<td>48900.3</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Required</td>
</tr>
<tr>
<td>48900.4</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Optional</td>
</tr>
<tr>
<td>48900.7</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
<td>Required</td>
</tr>
<tr>
<td>48915(a)(1)(A)</td>
<td>Causing serious physical injury to another person, except in self-defense.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>48915(a)(1)(B)</td>
<td>Possession of any knife or other dangerous object of no reasonable use to the pupil.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>48915(a)(1)(C)</td>
<td>Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, except for either of the following: The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis. The possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>48915(a)(1)(D)</td>
<td>Robbery or extortion.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>48915(a)(1)(E)</td>
<td>Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.</td>
<td>May be considered</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>48915(c)(1)</td>
<td>Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certified school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district. The act of possessing an imitation firearm, as defined in subdivision (m) of Section 48900, is not an offense for which suspension or expulsion is mandatory pursuant to this subdivision and subdivision (d), but it is an offense for which suspension, or expulsion pursuant to subdivision (c), may be imposed.</td>
<td>Not considered</td>
<td>Required</td>
<td>Required</td>
</tr>
<tr>
<td>48915(c)(2)</td>
<td>Brandishing a knife at another person.</td>
<td>Not considered</td>
<td>Required</td>
<td>Required</td>
</tr>
<tr>
<td>48915(c)(3)</td>
<td>Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.</td>
<td>Not considered</td>
<td>Required</td>
<td>Required</td>
</tr>
<tr>
<td>48915(c)(4)</td>
<td>Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.</td>
<td>Not considered</td>
<td>Required</td>
<td>Required</td>
</tr>
<tr>
<td>48915(c)(5)</td>
<td>Possession of an explosive.</td>
<td>Not considered</td>
<td>Required</td>
<td>Required</td>
</tr>
</tbody>
</table>
School District Responsibilities

A pupil shall not be disciplined, suspended, or recommended for expulsion unless the superintendent, a designee or the principal of the school in which the pupil is enrolled determines the pupil has violated one or more parts of the California Education Code. A pupil may be disciplined, suspended or expelled for acts enumerated in the California Education Code that are related to school activity or school attendance occurring at any district school or within any other school district, including, but not limited to, any of the following: while on school grounds; while going to or coming from school; during the lunch period whether on or off campus; during, while going to or coming from a school-sponsored activity.

Student Responsibilities

All pupils shall comply with the regulations, pursue the required course of study, and submit to the authority of the teachers of the schools - California Education Code section 48908.

Parent/Guardian Home Interventions - When Pupil Is Suspended

Please make the home suspension a teachable moment for your student. Consider the following strategies: Request homework and missed assignments for the period of suspension (it may take teachers a day or two to put this work together for you). Make sure the pupil completes any missed assignments. During the suspension, try to make this time as boring as possible so they won't want to be on suspension again. Provide adult supervision on the day(s) of suspension. Limit or restrict access to television, phone, internet, video games, and friends. Help the pupil think of other ways they could have dealt with the situation. Pupils are less likely to get into trouble when they are involved in positive activities. Find something the pupil likes and get them involved (sports, arts, youth groups, drama, etc.). Connect with community resources to help the pupil - see www.211Sacramento.org or ask a school counselor/administrator. The goal of suspension is for the pupil to learn from their mistakes and not repeat them.

Definitions

• **Suspension**: is the removal of a pupil from the classroom for disciplinary reasons for a defined period of time. A principal or designee may suspend a pupil for up to five days. A suspension may be extended under certain conditions. Pupils placed on home suspension are not permitted on or near the school campus, nor are they allowed to participate in any school activities during suspension.

• **Expulsion**: as ordered by the Board of Education, is the removal of a pupil from all schools in the San Juan Unified School District for violating the California Education Code. The expulsion is for a defined period of time not to exceed one calendar year.

• **Brandishing**: is to wave a weapon menacingly.

• **Assault**: is an unlawful attempt, coupled with present ability, to commit a violent injury on the person of another.

• **Battery**: is any willful and unlawful use of force or violence upon the person of another.

• **Serious bodily injury**: means a serious impairment of physical condition, including, but not limited to, the following: loss of consciousness; concussion; bone fracture; protracted loss or impairment of function of any bodily member or organ; a wound requiring extensive suturing; and serious disfigurement.

• **Self-defense**: to establish the defense, the person must be free from fault or provocation; must have no means of escape or retreat; and there must be an impending peril.

• **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 district property, or the personal property of the person threatened or his or her immediate family.

• **Bullying**: 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 pupil or group of pupils as defined in Education Code section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

(A) Placing a reasonable pupil or pupil in fear of harm to that pupil’s or those pupils’ person or property.

(B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.

(C) Causing a reasonable pupil to experience substantial interference with his or her academic performance.

(D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

• **Electronic act**: the transmission, 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:

1. A message, text, sound, or image.
2. A post on a social network Internet Web site including, but not limited to:
   a) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in the definition of bullying.
   b) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in the definition of bullying. "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.
   c) Creating a false profile for the purpose of having one or more of the effects listed in the definition of bullying. "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.

Notwithstanding 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. "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, 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 his or her exceptional needs.