

# SANTAN JUNIOR HIGH GUIDEBOOK

**PRINCIPAL: MARY ANN REZZONICO**



## **SANTAN FIGHT SONG**

*On the road to fame, Santan is our name.*

*We're number one, and the fun has just begun!*

*Green and white, Baby, we'll fight the fight.*

*We exceed the norm, baby we're Santan Storm!*

## **Mission Statement**

To provide all students with the knowledge, skills and attitudes necessary to be lifelong learners and responsible citizens.

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## PRINCIPAL

Mary Ann Rezzonico

### ASSISTANT PRINCIPAL

Hugo Garcia

### ASSISTANT PRINCIPAL

Michelle Daly

### OFFICE MANAGER

Kim Vradenburg

### ATTENDANCE TECH

Rose Ann Pope

### SCHOOL RESOURCE OFFICER

Fernando Gomez, Chandler PD

### SPECIAL EDUCATION FACILITATOR

Paige Green

### SCHOOL ADDRESS

1550 E. Chandler Heights Road

Chandler, AZ 85249

Main : 480-883-4600

FAX : 480—224-9264

Attendance: 480-883-4603

Health Office: 480-883-4602

### OFFICE HOURS

8:00am – 4:30pm

### SCHOOL COUNSELORS

Kari Peterson

Katherine Roman

Lindsey Valentine

### REGISTRAR

Donna Schreyer

### STUDENT SERVICES

Emily Edmunds

### NURSE

Meghan Wingate

### STUDENT SCHOOL HOURS:

9:08 am—4:00 pm

Zero Hour: 7:30 am

### SCHOOL COLORS:

Green and White

### SCHOOL MASCOT:

Stormy



## VISITORS

All visitors coming into the building including parents, other district staff, outside service workers, delivery people, sales people, or anyone not registered as a junior high school student, teacher or staff member must stop at the main office. The visitor will be issued a pass and must sign the visitor log. The main / front door is the only entrance and exit to be used by visitors. Anyone noticing a stranger in the building without a pass should report the situation to the main office immediately.

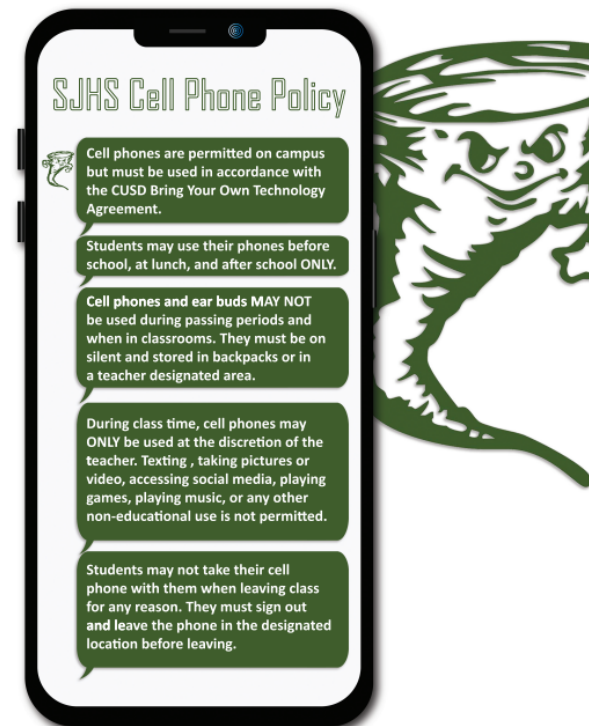
## FOOD DELIVERIES

THE FRONT OFFICE WILL NOT SIGN FOR OR ACCEPT FOOD FROM OUTSIDE DELIVERY SERVICES OR RESTAURANTS.

Students MAY NOT sign for deliveries .

Items delivered requiring a signature will be RETURNED to the sender.

Classes WILL NOT be interrupted under any circumstances for delivery issues.



view the application please visit the website:

<http://www.cusd80.com/Page/121634>

## **STUDENT EXTRACURRICULAR ACTIVITY FEES**

In accordance with A.R.S. 43-0089.01 and A.R.S. 15-42(24), taxpayers may contribute to an extracurricular activity for which the school district assesses a fee. The Chandler Unified School District Governing Board believes that extracurricular activities are a very important part of the overall educational process. In order to provide these opportunities equitably to all schools an activity fee schedule has been established and approved by the District Governing Board. The approved fee schedule is available on the district website and supplementary fee listings are on each individual school website.

## **STUDENT FEES**

At Santan Junior High, in addition to our extracurricular club and sports fees, we charge a grade level fee of \$15 per student to support our extracurricular activities such as Multicultural Day, quarterly team-building days, guest speakers, and school wide assemblies. This also includes a Student ID Card & grade-level t-shirt.

## **SURVEILLANCE**

SJHS is committed to safety. Surveillance cameras operate at various locations on the campus, both inside and outside, to promote and enhance the safety of the school environment.

## **TRANSPORTATION**

Starting with the 2023/24 school year & annually each year thereafter, students will need to register for bus service. Students with Specialized Transportation requests in their IEP will be routed as they always have, different from this process.

Bus transportation is a privilege. Failure to observe district rules may result in denial of transportation. Proper bus behavior is critical for everyone's safety and well-being. **At bus stops, students must not play games in the street, trespass onto private property, or misbehave in any manner. Disciplinary action may be taken, when reported.**

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*Dear Students and Families,*

Welcome to Santan Junior High School. As I start my 12th year here with Santan Junior High and my 21st year in Chandler Unified School District, I am excited to continue my service to our school community as Principal. Our dedicated staff and administration are looking forward to working with you in preparing your child to reach their full potential.

Education is a partnership between school, students, parents/guardians, and the community. Success is achieved when we all work together as a team to achieve goals. Communication is the key to a successful educational experience.

The information contained in this booklet is offered as a guide to assist us in maintaining an atmosphere conducive to learning and mutual respect. We encourage students and parents/guardians to read and discuss the information together in order to ensure understanding of the guidelines.

If you have any specific questions or concerns, please contact me. I welcome your interest in *all* aspects of your child's education.

Sincerely,

Mary Ann Rezzonico  
Principal, Santan Junior High School



*The CUSD Student Handbook is a more comprehensive student handbook standard to our district. The SJHS Guidebook is more specific to our school and was created to help our families acquaint themselves with our practices.*

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## *Sports Schedule*

<u>August – October</u>	<u>October - December</u>
Girls Volleyball Boys Baseball Wrestling (no cut sport) Cheer – Try-outs	Boys Basketball Girls Softball Tennis Cross Country (no cut sport)
<u>January – March</u>	<u>March – May</u>
Girls Basketball Boys Soccer Flag Football	Boys Volleyball Girls Soccer Track (no cut sport)

- Student eligibility lists will be issued on a weekly basis following progress report grades. If a student is failing one or more classes, he/she will be ineligible to play.
- Students serving an out-of-school suspension may not participate in any school activities on the days when the suspension is being served.

Students consistently receiving consequences for poor behavior will be considered to be on privilege denial. As a result, they may not participate (or travel) in any sporting event or activity.

## **ELECTIVES**

We are proud to offer a wide range of electives for students to take at Santan JHS! Our elective programs are some of the finest in the state, and meet the interests of all students. For an overview of our elective offerings, please view the video on our website:

<http://www.cusd80.com/Page/24860>

Students also apply for certain electives. For more information and to

## REGISTRATION AND OPEN ENROLLMENT

Santan Junior High counselors will visit elementary feeder schools during the start of the spring semester to talk with incoming 7th grade students about courses, clubs and athletics offered at our school. At that time, students will be given instructions for registration and a registration form that needs to be collected by the given due date in order for counselors to begin processing registrations.

Please note that Parents who live outside of our school boundary area must complete an open enrollment form before registration can occur. Once the boundary exemption is approved, registration will be completed by our counselors. Contact our district office at (480) 812-7000 for more information. The first day you can submit Open Enrollment forms is the second Monday in January. Applications may be turned in at any secondary school in CUSD or District Office.

Each student at SJHS is assigned to a team of 4 Core teachers:

- \* English Language Arts
- \* Science
- \* Math
- \* Social Studies

Along with core classes, students also get to take elective classes. Students rank order which elective classes they would like to take; however, a guarantee of the “first choice” is not always possible.

Each core class meets every day, electives meet every other day.

*Please note, the course catalog is for ALL junior highs in Chandler, some of the courses in the catalog are offered at only specific junior high locations.*

## ATHLETICS

The Junior High School offers a variety of sports activities, grade 7 and 8 students are eligible to participate. Eligibility for student participation involves the following academic / disciplinary guidelines:

- A student may not be failing any of their classes. A coach may recommend a C or better to make the team.

## ATTENDANCE & TARDINESS

Inconsistent attendance at school is one of the most common causes of failure. Even though a student may attempt to "make up" what has been missed, it is almost impossible to duplicate the experiences which occurred as the class discussed the lesson.

The state law is very strict in regard to children's absences from school. Excused and unexcused absences are determined by our school policy and the school code. When a student is absent for a total of ten days, the parents will receive a letter from the school. If excessive absences continue, a parent/student conference may be required. In addition, a doctor's excuse for absences may be required. If unresolved, a truancy officer is contacted and will contact the parents of the student, (which could include a court appearance).

For each day missed, the student has an equal number of days to complete the make-up work assigned.

### Unexcused Tardy Policy

If a student is tardy to school, they should report to the office before going to class to sign in and request a late pass. The parent must call to excuse the tardy or physically sign the student in at the office. Lateness due to oversleeping is never a valid excuse.

Lateness to school can become a serious problem because it interferes with a student's academic success and also disrupts the orderly routine of the school. Please be on time.

Students are allocated three tardies per class per semester without consequence. Lunch detention will be issued for the fourth tardy and every subsequent tardy. (i.e. after 3, 1 tardy = 1 day of lunch detention.)

## DISTRICT PROVIDED TECHNOLOGY

Each student will be provided a Chromebook to utilize throughout the year. Students are responsible for the care and upkeep of their device. Students should charge the device each night and bring the charger to school each day. A device protection plan will be available for purchase annually.

All students must have a “Student Device Agreement” signed by a guardian prior to receiving the school issued device.

Our Tech Room is available for students who are experiencing difficulties with their school issued device.

## **BACKPACKS & BOOK BAGS**

Book bags and backpacks may be used to carry books to and from school. **We do not have lockers on campus for general use.**

## **BULLYING**

**Bullying** occurs over an extended period of time, and may include, but is not limited to, verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyberbullying; exposure to social exclusion or ostracism; physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting; damage to or theft of personal property (CUSD Definition).

If you or your child feels they are being bullied, it should be reported to a school official (secretary, nurse, teacher, school counselor, administrator, etc.). Each bullying report is acted on in accordance with CUSD Board policy and a written report is prepared.

## **CAFETERIA**

A cafeteria service is provided to the Santan Junior High School student body. Students must use their student ID #s to purchase meals or snacks. They may prepay or use cash. Parents may prepay by sending a check (payable to SJHS Cafeteria) or cash in an envelope w/ the student’s name, grade, & ID # on the front to any cashier in the cafeteria with the student. On-line payment can be made through the [www.myschoolbucks.com](http://www.myschoolbucks.com) on the district’s website; simply click on ‘school lunches’ and you will see the logo. Please know if can take 48-72 hours for the payment to clear and be credited to the child’s account, please plan accordingly. Lunch should be a pleasant experience for both the students who eat in the cafeteria and the staff members who monitor the cafeteria. Students are expected to conduct themselves in the school cafeteria in the same manner as would

years than most people do their entire life. It’s this beautiful part of him that we wish to honor by recognizing and awarding students that share in the same exemplary character that he showed. At the end of the year one student from SJHS will be selected as the winner. This annual award will be presented at the awards ceremony in the 4<sup>th</sup> Quarter. The winner will receive a plaque to take home, their name on the larger plaque in the front office and the Thomas Family will donate \$500 to the program or department selected by the award winner. **Remember, no act of kindness is too small!**

**District Recognition** - Each year, the SJHS staff nominates a student for the Superintendent Citizenship Award, a volunteer for the Outstanding Volunteer Award, and a staff member for the Apple Achievement Award. These three award recipients are celebrated at the CUSD Night of Recognition in March.

**Student of the Year Awards** - Each integrated team as well as the fine arts and athletics departments will present two students with a Student of the Year award based on CUSD's Portrait of a Learner elements.

**Clubs**—Various clubs are offered each year for our students – Robotics, Drama, Art, Book, E-Gaming, Debate, and Mountain Biking to name a few.

## **PROMOTION / RETENTION POLICY**

In order for a grade 7 or 8 student to be promoted, the student must earn **four credits** per year in the areas of Math, English Language Arts, Social Studies, and Science. A student who does not meet the four credit minimum requirement may be retained. Students who do not earn four credits may be able to recover a credit during summer school. Summer school is a tuition based program offered through CUSD.

**Stormin' Scholars** – students who maintain straight A's for the year will be invited to a presentation to honor the scholar. Parents may attend this ceremony with their child. *Stormin' Scholars* will receive a medal of academic honor during this prestigious event.

**Character Counts** – students may receive a *Character Counts* ticket from a staff member anytime throughout the year. They are recognized for being respectful and courteous; dependable & responsible; showing initiative; displaying a commendable attitude; improving behavior; or for honesty & integrity... to name a few. A *Character Counts* ticket goes home and the carbon of it goes into our CC box. Students are then eligible for gift cards ranging from \$5 - \$100 donated from our Boosters Parent Club. At quarterly assemblies, student tickets are drawn out of the box and the students comes down, to the enormous applause of our student body, to receive their gift card.

**Character Counts Student Recognition Programs** – our wonderful counselors facilitate an amazing breakfast for students of character, chosen by their team of teachers. Students and parents are invited in for a semester breakfast with teachers, counselors and administrators. Students receive special recognition and an award for their outstanding character.

**Student of the Month** - Each month, a different academic department nominates a student to receive the student of the month award. Along with a write-up of why the student deserved the award, they will also be invited to attend a luncheon off campus with the principal!

**Honor Roll** - Each quarter in Storm Hour, students will receive a certificate if they have earned Honor Roll with a 3.75 GPA or above based on the following quarter's grades.

**Cooper Kind Award** - Cooper Thomas (2007-2021) was a student at Santan Elementary and Santan Junior High from 2014 to 2021. He lived each day of his life with compassion, generosity and kindness for not only family and friends, but anyone he met. Cooper impacted more lives in his 14

be expected in a restaurant setting. Eating can and should be a pleasant social experience if everyone recognizes their responsibility to people sitting near them. Unmannerly, rude, loud behavior will not be accepted in the school cafeteria or for that matter, in any part of the school. Students have the choice to bring their lunch or to buy the prepared lunch.

Applications for free or reduced meals are available online at: [myschoolapps.com](http://myschoolapps.com) Students must reapply yearly.

## **CELL PHONES & PERSONAL ELECTRONIC DEVICES**

Cell phones and other personal electronic devices are permitted on campus before school, after school, and during lunch hours only. Cell phones and headphones should be turned off, silenced, and housed in a backpack at all other times. Please refer to the SJHS Cell Phone Policy on the inside back cover of this Guidebook.

## **CARE**

Our vision at Santan Junior High is as follows:

*Santan Junior High will provide the opportunity for ALL to succeed through a rigorous and relevant curriculum that actively engages students and professional educators through research-based teaching practices and character development.*

As part of our vision, we have high expectation of ALL individuals. Our expectations can be summarized by our **CARE** to Succeed acronym:

Come to school prepared to learn.

Act in a safe and responsible manner.

Respect and be considerate of self, property, and others.

Engage positively in the school community.

## BEHAVIOR EXPECTATIONS

In addition to guidelines included in our Cell Phone Policy, CARE to Succeed expectations, and the CUSD Student Code of Conduct, students should be aware of the following:

Hall passes are required when a student is out of class

Skateboards, rollerblades, roller shoes, and any motorized (electric or gas) scooters or bikes are not permitted on campus.

Have your Santan issued ID at all times. It is needed for lunch, media center book check-out, and bus transportation.

Gum is not allowed on campus.

Food or drinks are allowed in the café and patio areas only. Water bottles are permitted in classrooms.

Bring required materials and supplies to class.

Throwing objects will not be tolerated in or out of class.

Harassment, intimidation, including bullying will not be tolerated.

Selling of any items on campus without the approval of administration is strictly prohibited.

Respect for and proper care of school property and grounds is expected. Defacing or vandalism of school or student property will not be tolerated.

## DISCIPLINE REFERRALS

Students not following SJHS expectations, policies and procedures are subject to reprimand. Two basic types of reprimands occur at Santan:

1) Students not following the rules may be sent to the *CARE Reflection Room* for 15-60 minutes depending upon the infraction. A form is filled out by the teacher and student, the student takes the form home to the parent, the parent signs, and the student returns the form the next day. If the form doesn't come back to the *CARE Room* the next morning, the student will have an automatic lunch detention. After three *CARE Room* referrals have occurred, an administrator will contact the parent to discuss positive changes for the student.

## PARENT PORTAL

The Junior High offers public access for *Infinite Campus* portal. This means you will be able to see your child's grades and attendance on a regular basis. All students/parents are required to have access to this information. If you need to create a parent portal account or to reset your password, please go to <https://www.cusd80.com/domain/5058>

## PARENTAL INVOLVEMENT

Parent involvement in school matters is a key factor in ensuring student success. We strongly encourage involvement with your child's education. We have an active parent Booster's club who meet the 2<sup>nd</sup> Tuesday of each month at 9:15 am in the Media Center.

## PERSONAL PROPERTY

The school and school district are not responsible for the loss or damage of personal articles.

## POSITIVE BEHAVIOR SUPPORT

At Santan Junior High, we believe accentuating the positive and rewarding appropriate behavior is key to a positive school climate. A positive school climate promotes a supportive and safe culture for our students. Here are a few of the wonderful experiences you can expect from Santan Junior High:

*Dances and socials* are provided at the Jr. High School to provide a positive out of the classroom activity and to promote a healthy monitored environment for social exchange. In order to provide a positive environment, certain rules of good conduct and peer respect are in place. In addition to these rules, students must make proper and timely arrangements for parental pick-up.

**"School-Within-a-School" Model:** Teams house 125 students between the four core classes. Team-building activities and common Storm Hour classes help promote a positive and successful learning climate.



otherwise designated by the school nurse. Medicines of any kind (pills / syrup / etc.) can not be in the possession of a student. This includes lunch bags, purses, etc. **If health or safety conditions require medication to be given to a student during school hours, the medications will be dispensed by the school nurse.**

However, the following rules apply.

- All medication must be checked into Health Office by parent/guardian.
- Medication must be in the original container from the doctor/pharmacy. The full name of the student as well as the name of the medication must be printed on the container.

This medication policy is designed to aid in the welfare and safety of the student. Your cooperation is greatly appreciated.

## **LOST AND FOUND**

The school holds unclaimed articles for a period of time outside the CARE Room which is located in the B Building, Room 91. If these items are identifiable, they will be returned to the students. Therefore, students should clearly mark possessions with their names. Unclaimed articles will either be donated to a charity or discarded quarterly.

## **NATIONAL JUNIOR HONOR SOCIETY**

NJHS is a national service organization for which students are eligible to apply during the fourth quarter of their seventh grade year. Students must have all A's and no more than two B's to be eligible to apply. They must also display leadership, citizenship, character, and service. If a student qualifies academically, he/she must apply for membership by completing a student application and having two teachers complete letters of recommendation. A committee of teachers will then decide whether or not each student meets the above mentioned criteria. Current members must maintain A's and B's and volunteer 10 hours for the school and 10 hours for the community. Induction will be held at the end of 4th quarter for all current 7<sup>th</sup> grade students.

- 2) Students with more serious infractions may be sent automatically to administration and receive a *Conduct Referral Report*. The administrator will determine the discipline dependent upon their investigation. Lunch detentions, in-school suspensions, off campus suspensions or long term suspensions may be the result of a more serious infraction.

Our school discipline policy has three primary objectives:

1. Preserving the environment needed for effective teaching and learning.
2. Dealing with disorderly conduct in a consistent manner that addresses a student's behavior while keeping the student in school as much as possible.
3. Using out of school suspension or recommendations for long-term suspension as a last resort only when the educational environment of other students is significantly affected.

### **What, typically, is the difference between a *CARE Room* referral and a *Conduct Referral Report* referral?**

This section identifies some of the unacceptable student behaviors and cites the disciplinary action violators can expect. However, final decisions are at the discretion of the administration.

### **LEVEL I – CARE/REFLECTION ROOM REFERRALS (USUALLY GIVEN BY CLASSROOM TEACHERS)**

#### **Violation of School Policy - Including but not limited to:**

- Minor class disruption
- Refusal to work in class
- Refusal to complete assignments
- Classroom tardiness
- Gum
- Dress Code
- Minor violation of Cell Phone Policy

### **LEVEL II - CONDUCT REFERRAL REPORT (ADMINISTRATION)**

#### **Violation of School Policy - Including but not limited to:**

Three Reflection Room referrals  
Truancy  
Minor aggressive acts, such as pushing/shoving another  
Use of profane or obscene language, gestures, or materials  
Disrespect to others  
Defiant, continuous disruptive behavior (including on a school bus and/or at a school event)  
General disruptive behavior

**Disciplinary Action (Progressive)**

Student Conference  
Parental contact  
Parental conference  
Loss of privileges  
Detention  
In-School Suspension  
Out of school suspension  
Referral to appropriate community agencies/Chandler PD  
Restitution for damage/stolen property

**LEVEL III—CONDUCT REFERRAL REPORT  
(ADMINISTRATION)**

**Violation of School Policy - Including but not limited to:**

Theft, possession, or sale of stolen property  
Vandalism of employee or school district property  
Fighting  
Threatening or intimidating any school personnel / students  
Harassment / Bullying  
Drugs and/or vaping  
Weapons  
Threats

**Disciplinary Action (Progressive)**

Parent contact  
Conference with teacher, parent and student  
Lunch detention  
In-school suspension  
Out-of-School suspension

EMAIL: [speakup@cusd80.com](mailto:speakup@cusd80.com)

CALL OR TEXT: 480-573-8808

***If You See Something, Say Something!***

**HONOR’S CLASSES**

Prior to entering 7<sup>th</sup> grade at SJHS, students may be recommended for Honors Math and ELA via the District Office (based on AASA scores). Parents receive a letter of recommendation in the beginning of January. Students may also be given a diagnostic test at the beginning of the school year to ensure accurate placement.

Santan offers Honors Science for both 7<sup>th</sup> and 8<sup>th</sup> graders with the requirement that students also be enrolled in Honors Math.

**ILLNESS / INJURY - FIRST AID**

Students who become ill during the day should request a pass from their teacher and report to the school health assistant. Reporting to the nurse without a pass is only permissible in the case of an emergency. In the event of an illness or injury that requires the student to be sent home, the health assistant will contact the parents to make the arrangements for them or their designee to pick up the student. It then becomes the responsibility of the parent to arrange for further care. ***Students are not permitted to call home themselves to be picked up because they are not feeling well, they must report to the nurse’s office for dismissal due to illness.***

All parents are responsible for assuring that all students will have proper immunization. The immunization guidelines can be found on the district website.

**MEDICATION POLICY**

Medications can not be dispensed by any school district personnel without the knowledge and verification of the school health assistant. This regulation will be strictly enforced.

All required medications are to be kept in the Health Office, unless

## SCHOOL COUNSELORS

Santan Jr. High School counselors implement a school counseling program that collaborates with school staff, parents, and the community to create a safe, respectful learning environment whereby adolescents can maximize personal and academic achievement. School counseling programs are essential for students to achieve optimal personal growth, acquire positive social skills, set informed career goals, and realize full academic potential to become productive, contributing members of the world community.

Some essential school counselor roles include:

- Guided classroom lessons on topics such as bullying, social media, mental health and wellness, and academic support.
- Provide individual student academic planning and goal setting.
- Provides short-term counseling to students and referrals for long-term support.
- Advocates for students at IEP, 504, and other student-focused meetings.
- Assist students in managing their emotions and applying interpersonal skills.

School counselors do NOT provide therapy or long-term counseling in schools; however, school counselors are prepared to recognize and respond to student mental health needs and to assist students and families seeking resources.

Students are encouraged to visit the school counselor before or after school or during lunch hours. In an emergency situation, students are encouraged to seek help immediately.

## HELPLINES:

### National Suicide Prevention Lifeline:

Dial 9-8-8 (New three-digit dialing code)

**Maricopa Crisis Line:** 480-784-1500

**EMERGENCY or IMMEDIATE HELP:** 9-1-1

**Suicide Hotline:** 1-800-273-TALK (8255)

**Teen Lifeline:** (602) 248-TEEN (8336) Call or Text

**Safe Domestic Violence Services:** (480)-890-3039 or text LOVEIS to 22522

**Chandler Police:** (480) 782-4000

**Speak Up for Safety Tip Line:** Share concerns about your classmates or school safety.

Long-term suspension

Alternative School Referral

Expulsion

## DRESS CODE

The school recognizes that each student's style of dress and grooming is a manifestation of personal style and individual preference. However, it is also our responsibility and obligation to provide for the health, safety, and welfare of the students who attend school. The school is also responsible for establishing and maintaining a positive learning environment and minimizing the opportunity for disruption.

The dress code is actively enforced at Santan Junior High School.

Throughout the year, teachers will be reviewing appropriate dress with all students. Several dress code issues, which warrant immediate attention, are outlined below; they are **prohibited** on our campus:

- Clothing or hairstyles that are detrimental to one's health and safety or the health and safety of others are not permitted.
- Clothing shall be modest, clean and appropriate for school wear.
- Students shall not wear: halter tops, garments with spaghetti straps, strapless garments. Garments that are see-thru, cut low, or expose one's midriff or undergarments are not acceptable. Clothing must be reasonable in length to ensure modesty.
- Hats, visors, beanies, hoods and other head coverings (exceptions given for Medical and Religious reasons) are not allowed to be worn on campus.
- Sunglasses and ear pods must be removed before coming into the classroom and buildings.
- Footwear must be worn for good health and safety.
- Shirts that advertise substances that are illegal for minors or have lewd or sexually suggestive messages are prohibited.

Students violating the dress code will be asked to change into appropriate clothing housed in the CARE Room, or call a parent to bring a change of clothes. We appreciate your early attention to compliance with these standards of dress.

## GRADING POLICY

In our school community, our focus is on student learning and achievement. At Santan Junior High School:

- A student's grade should communicate academic achievement: what the student knows and is able to do as measured against the learning standards of the course.
- Assignments must be completed to accurately assess what a student knows and is able to do so that appropriate feedback can be given to every student. Students must be responsible and accountable for their learning.
- Practice and/or preparation (homework/classwork) is essential for learning.
- Teachers will develop and publish via their course syllabus a grading policy that reflects research-based assessment practices and that promote quality teaching and learning.

### SJHS Grading Scale:

**A:** 100% - 90% **B:** 89% - 80% **C:** 79% - 70% **D:** 69% - 60% **F:** Below 60%

Semester Grade Calculation: 45% (1st quarter) + 45% (2nd quarter) + 10% (semester exam)

**\*\*Note: Final exams will not be administered early per district policy.**

## ATTENDANCE AND MAKE-UP WORK

Teachers will adhere to the current district policy on late work due to an absence which states, "For each day missed the student has an equal number of days to complete the make-up work assigned". (Pg. 11 – CUSD Student Handbook) For absences due to school-related activities (field trips, sports, etc.), students are expected to communicate with the teacher prior to absences regarding class assignments.

### Missing Work/Late Work Assignment Guidelines (Not due to absences):

Assignments are given due dates so that teachers can provide feedback in a timely manner to maximize learning. Students are expected to meet

deadlines and to contact the teacher in advance to discuss any issues with due dates. Late work policies will be communicated via the teacher's course syllabus. In general, however, students who fail to complete assignments on due dates will:

- Utilize classroom system for missing assignments (IC, teacher websites, classroom folders, Google Classroom, etc.) and communicate with teachers regarding their situation and needs for the missing work.
- Be expected to complete the assignment,
- Receive an "M" (for Missing) in the Infinite Campus grade book. This means that it will be averaged as a "0" until the assignment is submitted (IC notifications will be sent reminding parents and students of the missing assignment),
- Be allowed to turn in the assignment according to the teacher's late policy communicated via their course syllabus.
- Receive a reduced grade for the completed work received late.

### 50% Policy:

If a student's grade is less than 50% at the end of a quarter, the grade will be adjusted up to 50% and noted in the comments. The purpose of this policy is to accommodate students who may experience poor performance within a quarter by giving them an opportunity to pass the course at the semester through improved effort and academic performance.

### MASTERY OF LEARNING PLAN:

A student who earns a D or below on an assessment has an additional opportunity to demonstrate mastery of content by completing test/quiz corrections or retest. Specific requirements that must be met (such as mandatory tutoring or completing additional assignments) prior to re-testing/correcting errors will be communicated via the teacher's course syllabus.

### EXTRA CREDIT:

Students are given multiple opportunities to demonstrate mastery of skills and concepts, therefore, extra credit is not an expected component of any teacher's instructional or assessment practices. If a teacher chooses to offer extra credit, the assignment must go beyond information that was presented in class and be directly related to content standards and concepts.