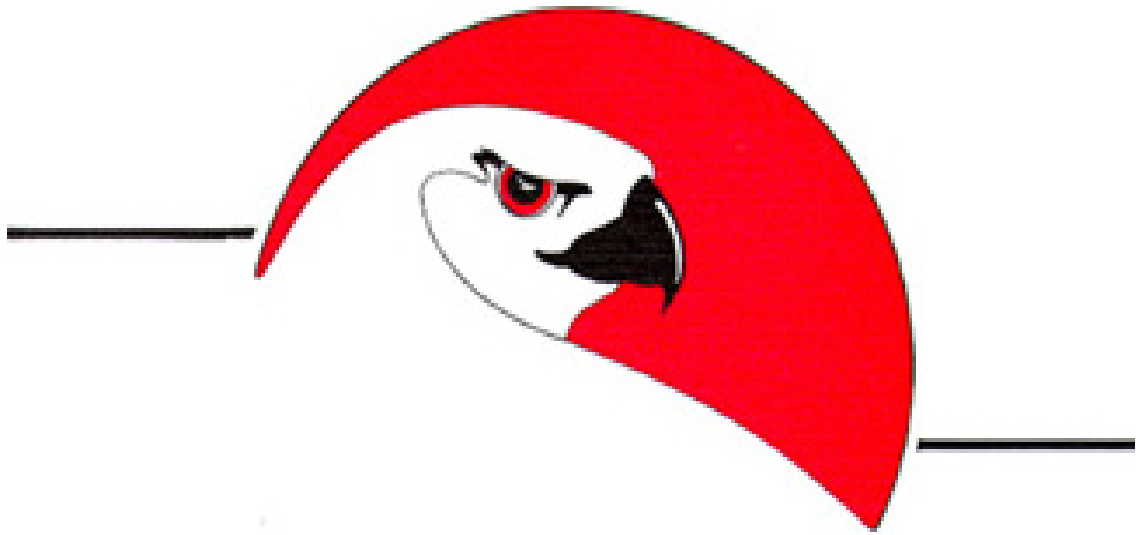


STONE LAKE ELEMENTARY SCHOOL



STUDENT & PARENT HANDBOOK
2013-2014

Stone Lake Elementary School

Staff 2013-2014

Principal	Toni Westermann (interim)
Vice Principal	Dreena Freeman
Secretary	Carla Troutner
School Office Assistant	Cathy Chalmers Mary Contreras
School Nurse	
Lead Custodian	Wayne Carr
Custodians	Dave Baca Wualter Marroquin
Kitchen Lead Kitchen Assistant	Jean Russell Patty Gonzalez
Computer Resource	Jeremy Roberts
Learning Center (RSP)	Gina Rogers Christine Fisher Fernandez
Speech	Abigael Ray
School Psychologist	Erika Crooks
RSP Aide	Sue Webberson
Inclusive Education	
Inclusive Aides	Kuljit Ghuraya Joyce Jackson Gena Sanchez Christine Wise
Band	Marion Umgelter

Stone Lake Elementary School

2013/2014 Teachers

Track A

Kindergarten	AM	Sandy Glaeser
Grade 1		Linda Trujillo
Grade 2		Laura Heidt Nicolle Spaans
Grade 3		Susan Howe
Grade 4		Cher Pizante/Crystal Walters
Grade 5		Scott Pearson Sharon Hebert
Grade 6		Chodi Houston Jennifer Moreno

Track B

Kindergarten	PM	Laura Wong
Grade 1		Rosalinda Alarcon
Grade 2		Becky Murchison
Grade 3		Yvette Sack
Grade 4		Patti McDougall
Grade 5		Syndie Mehas
Grade 6		Karin DeArman

Track C

Grade 1	Ashley Wiese
Grade 2	Daryl Longenecker
Grade 3	Allyson Munsey (Elizabeth Munsey-long term sub)
Grade 4	JoEllen Shanks (Jenna Shoop-long term sub)
Grade 5	Jaime Vazquez
Grade 6	Julio Gonzalez

Track D

Kindergarten	AM	Stephanie Jones
Grade 1		Peggy Seko
Grade 2		Teisha Tadich/Kara Link
Grade 3		Debbie Stovall
Grade 4		Teresa Cheung
Grade 5		Amy Lunsford
Grade 6		Gisela Gutierrez

SCHEDULES

Regular School Day

AM Kindergarten	8:00 AM – 11:31 AM
PM Kindergarten	11:05 AM – 2:36 PM
Grades 1-6 Schedule	8:15 AM - 2:35 PM

All students must be picked up at dismissal.

Minimum Days - Track Change Days

Grades 1-6 Schedule	8:15 AM - 12:30 PM
Kindergarten AM & PM	8:00 AM–11:31 AM

All students must be picked up at dismissal.

Parent Teacher Organization

The PTO is a vital part of the community and is comprised of parents, school personnel, and other community members. It sponsors activities for parents in the evening and students within the school day in correlation with the goals.

The goals of the PTO are:

1. To establish an active PTO at Stone Lake
2. To support parent involvement
3. To support on-going student and school needs

We ask that you support the PTO by paying your dues, by volunteering to help with activities, by attending PTO meetings, and by supporting the fundraisers that give money to school programs. The meetings will be held on the second Tuesday of each month starting at 6:00 PM in the Stone Lake Library. We look forward to and encourage all parents to become involved in the PTO.

School Site Council

The primary role of the Stone Lake Elementary School Site Council is to assist in the planning, implementation, and evaluation of our School Improvement Plan (SIP). The School Improvement Plan focuses on enhancing targeted areas of our curriculum and other key aspects of our school environment. Through a collaborative decision making process, the School Site Council assists in determining academic targets for improvement, oversees the SIP budget, and acts as an advisory to the administration relative to school improvement.

The School Site Council includes the principal, teachers, parents, and other staff. The Council meets regularly to review the budget, plan, and evaluate school programs. Teachers, support staff, and parent terms are two years.



Parent Involvement

We enjoy active participation from the community and encourage this partnership as we work together to ensure that every child reaches their potential. Parent participation is vital!

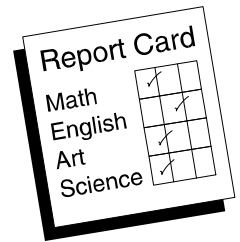
We continually seek assistance from our parents, grandparents, and community at large. The following are some suggested forms of assistance:

- PTO (officer, committee chairperson, members)
- Working in your child's classroom or doing work at home
- Attending the various functions/events and activities held at the school
- Chaperoning field trips
- Serving on advisory committees such as the School Site Council, the English Learners Advisory Committee, GATE Advisory Committee, and the District Parent Advisory Committee.

For more information please see your child's teacher or call our office at 683-4096.

Report Cards:

Report cards are issued three times during the year. Conferences may be scheduled by the teacher or parent as needed throughout the year.



School Attendance

One of the most important elements of successful learning is regular, on-time attendance at school. If an absence is necessary, call the school office at 683-4096 the morning of the absence or send a note. The note should include the dates of absence and the reason for the absence.

STATE LAW permits the excuse of an absence for the following reasons:

- Illness
- Quarantine, as directed by the Health Department
- Medical, dental or eye services rendered
- Attendance at funeral of immediate family member to extent of ONE DAY in California, and NO MORE THAN THREE DAYS outside of California.

Absences of more than 3 days (four or more) without a valid excuse constitute truancy and are reported to the School Attendance Review Board (SARB).

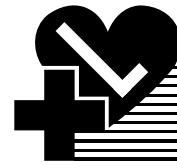
Please Note:

A student will not be permitted to leave school with a person other than his/her own parent or guardian unless we receive a note signed by the parent or guardian. Students cannot sign themselves out.

Student Volunteers:

Students (4th grade or higher) who are off track and have volunteered to work during their time off must have permission from the requesting teacher in written form. The teacher will notify the office which students are volunteering on campus.

Medical Information



Illness & Attendance:

Children should not come to school with a fever or a rash. In fact, children should stay home one more day after the fever subsides to decrease the risk of a reoccurrence of an illness. While it is important for students to return as soon as possible following an illness, they should not return too soon. If a student is not well enough to go outdoors at recess, he/she should not be in school.

Allergic Reactions:

If your child has an identified allergy or reacts violently to insect bites, you should send a note to the office staff and to the teacher to inform them. All information should be filed at the beginning of each new school year. If medication for this allergy is necessary, a medical form must be completed and updated annually.

Medication:

The following information is designed to help you and your child comply with state law, and the district policy and procedures in relation to the administration of medication at school.

1. Education Code 49423. Sets forth procedures which must be followed if school staff is to accept the responsibility for administration of medication
 - a. Notwithstanding the provision of Section 49422, any pupil who is required to take, during the regular school day, medication prescribed for him/her by a physician, may be assisted by the school nurse or other designated school personnel if the school receives (1) a written statement from such physician detailing the method and amount (2) the parent or guardian of the pupil giving authorization that the school district assist the pupil in the matters set forth in the physician's statement. (E.C. 49423).
2. The authorization form for the Administration of Medication by School Personnel is available in the school office.
3. No medication (prescription or non-prescription) will be dispensed to students or allowed on the school site without the appropriate form being completed and on file in the school office.
4. All student medication must be in the original container, clearly labeled with the student's name and will be kept securely locked in the school office. Students may not carry medication on their person, although an exception may be made for students who need medication for potentially life threatening conditions. Such exceptions require physician, parent and principal authorization.
5. Parents are requested to provide written verification from the pupil's physician to the principal or the school nurse as to any change in the medication or dosage.
6. **The authorization for the Administration of Medication by School Personnel must be updated annually or whenever changes are made in the treatment plan.**

Registration of Students

Kindergarten:

A child must be at least 5 years old on or before October 1, 2013.

The following items are required to complete the registration:

1. Evidence of age (birth certificate, official notification of birth, passport, or affidavit of birth).
2. Immunization Requirements Kindergarten – 6th Grade:

DTP -. 5 doses at any age but 4 doses meet requirement for 4-6 yrs if at least one was on or after the 4th birthday. Any combination of DTP/DTaP/Tdap

* 3 doses meet requirement for ages 7-17 yrs if at least one was given on or the 2nd birthday. If last dose was given before the 2nd birthday, one more of any combination of DTP/DTap/Tdap dose is required.

POLIO - 4 doses total or 3 doses if 3rd dose after 4th birthday. 3 doses meet requirements for ages 7-17 years if at least one dose was on or after 2nd birthday.

MMR -2 doses, both after 1st birthday (4 day grace period if 1st dose given before 1st birthday)

Hepatitis B – 3 doses total.

Varicella - 1 dose or Physician documented proof of history of disease.

3. Proof of Residence- copy of the utility bill (PG & E or SMUD) which shows address and parent name, or copy of purchase or rental agreement with a copy of a utility bill within 6 months if house is under construction/sale pending or within 2 months for a rental agreement).

At first grade entry, all students must provide the district with written evidence of a physical examination (by a licensed physician) completed no sooner than 18 months prior to first grade entry. Before entering 1st grade all immunizations listed above must be completed. Proof of completion is required for entry into middle school.

Important Policies

Supervision of Students

Before School:

The campus is open to students beginning at 8:00 A.M. Please do not bring or send students before 8:00 A.M. The late kindergarten students cannot arrive before 10:50 A.M. There is no supervision for students before these times.

During School:

Yard supervisors are on the playground during all recesses. Teachers are responsible for all other supervision during the school day, either by an assigned schedule or by teacher selection.

After School:

No supervision is available after students are dismissed at the end of the day. All students must leave the campus at 2:35 p.m. **Please do not ask students to wait for you any amount of time after their dismissal time.** We do not have any supervision available.

Field Trips:

Teachers are responsible for requesting assistance from parents for field trips. We are happy to accept volunteers as arranged with the teacher any time parents are willing and available. Please see your child's teacher to volunteer.

Phone Use and Messages

Cell Phones:

Students may bring cell phones to school. The phone must be OFF and IN THE BACKPACK. Phones that are not OFF and IN THE BACKPACK will be confiscated and must be picked up in the office by a parent. No other electronic devices are allowed at school.

Office Hours:

School office hours are 7:30 AM - 4:00 PM. An answering machine is available before and after office hours.

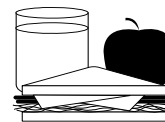
Campus Visitor Policy

All visitors to the Stone lake Campus **must sign in** at the front office. Please note that you *may* be asked to show valid identification before access to the school campus is allowed. Additionally, after signing in **ALL** visitors must obtain and wear a visitor badge/sticker while on campus. When leaving the campus, **ALL** visitors **must sign out** in the front office.

Student Early Release Policy

Any students needing to be picked up prior to the end of the school day will need to be signed out in our front office by the **parent, guardian or emergency contact listed** in our student emergency records.

Lunch Program



Lunch Payment:

Families are encouraged to purchase meals in advance. The cost is **\$2.50** for the 2013-2014 school year. Food and Nutrition Services has also launched a new online service that will allow parents to prepay for their child's lunch and ala carte items using their credit or debit card. Parents may enroll by going to: www.myLunchMoney.com and click on ENROLL NOW. This service will allow parents to view student purchases; set spending limits, and even sends them an e-mail when account balances are low.

Charged Meals:

The Food and Nutrition Services lead (Jean Russell) will verbally inform the child if they are running low on their lunch money. Parents are to send their child to school with a lunch or lunch money as well as pay for any previously charged lunches.

- Please note that students may not charge meals during breakfast. For lunch, students may charge no more than **two** meals. Any student who exceeds this number of charged lunches will be given a complimentary "basic lunch" which consists of a cheese sandwich and white milk.

Parents should be informed that if their child has charged, they are to send their child to school with a lunch or lunch money for the next day as well as money to pay for the previously charged lunch (es).

Meal Applications:

To qualify for free and reduced meals, a new application must be completed and approved at the beginning of each school year. This year the 2013-2014 free and reduced free breakfast and lunch applications are ?? . Last year's **pink** applications will not be processed. Parents must have the current application to be approved for the new school year.

Food Service employees do not approve meal applications at the school site. They will however, receive applications and forward them to FNS where they will be scanned and checked for eligibility and approved if they meet the guidelines.

Parents must provide their child with a lunch from home or lunch money until they receive written notification that they have been approved for free or reduced cost lunch.

Breakfast Program:

Breakfast is served daily from 7:45 a.m. to 8:10 a.m. The cost for breakfast is **\$1.50** for the 2013-2014 school year. If your family is eligible for the free and reduced meal program, breakfast is free.

If you have any questions regarding breakfast program at Stone Lake Elementary School please contact Jean Russell, Food Service Lead, at 916-683-2557.

Foster Students:

Guardians must complete a separate, new meal application for each foster student.

Menus are posted on the District's Website: www.egusd.net

Riding Bicycles

A bicycle storage area is furnished for students who want to ride bicycles to school. **IT IS THE RESPONSIBILITY OF THE STUDENT TO LOCK HIS/HER BICYCLE IN THE STORAGE AREA AT SCHOOL.**

There are not sufficient personnel available to monitor this area, and the school cannot assume responsibility for bikes. Please walk bicycles at all times while on the school grounds.

It's the Law! Youth Bicycle Helmets: Minors

21212. (a) A person under 18 years of age shall not operate a bicycle, a non-motorized scooter, or a skateboard, nor shall they wear in-line or roller skates, nor ride upon a bicycle, a non-motorized scooter, or a skateboard as a passenger, upon a street, bikeway, as defined in Section 890.4 of the Streets and Highways Code, or any other public bicycle path or trail unless that person is wearing a properly fitted and fastened bicycle helmet that meets the standards of either the American Society for Testing and Materials (ASTM) or the United States Consumer Product Safety Commission (CPSC), or standards subsequently established by those entities. This requirement also applies to a person who rides upon a bicycle while in a restraining seat that is attached to the bicycle or in a trailer towed by the bicycle.

School Activities

Back to School Night:

Our school will host a night for parents to visit the school and discuss with teachers the school program for the school year. **BACK TO SCHOOL NIGHT IS FOR ADULTS ONLY.**

Tracks B, C, D Thursday, July 25, 2013

Track A Thursday, August 15, 2013

Open House:

Open House occurs in the spring. This is a time when **PARENTS AND STUDENTS** can come together to visit the classrooms to view work and visit with the teachers.

Helium balloons should be delivered to homes rather than to the school. Although they are fun and exciting for children, they are a distraction in the classroom and a safety hazard on buses.

Awards

Trimester Awards:

Each trimester there will be an awards assembly to honor student accomplishments in grades 4th – 6th. Awards given include:

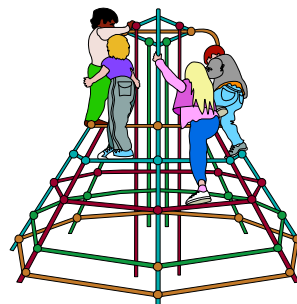
- Perfect Attendance - Students who have no absences and have no more than 2 excused tardies.
- Most Improved - Teachers select students who have shown the most improvement in citizenship and/or academics each trimester.
- Honor Roll - Students who receive a 3.5 or higher GPA.
- Principal's List - Student's who receive a 4.0 GPA.
- Physical Fitness Awards – This award is given to 5th graders who meet the criteria during the 3rd trimester.

Behavior

Playground Rules:

Students will:

1. Speak and act courteously to others at all times
2. Follow directions
3. Stay in assigned areas
4. Use school property and materials with care
5. Freeze and tuck when the whistle is blown
6. Walk in straight, quiet lines
7. Keep personal toys or sports equipment off campus
8. Not ride bicycles or skateboards on campus
9. Take turns on equipment
10. Not walk up or go down slides backward
11. Not play tag
12. Not fight, wrestle, or play fight
13. Not play in the restrooms
14. Not push others off the playground equipment
15. Not chew gum



Lunchroom Rules:

Students will:

1. Walk in an orderly line in the walkways.
2. Stand quietly in a single line while waiting to be served.
3. Sit at assigned tables in the lunchroom.
4. Use an indoor voice while in the lunchroom.
5. Remain seated until dismissed by the yard supervisor.
6. Follow the yard supervisor's directions for dismissal.
7. Carefully clean up their area before leaving the lunchroom.



Character Education Program:

Our character education program is aligned to the Student Unity Goals of Elk Grove Unified School District. These goals are as followed:

- Students will display mutual respect and recognize the rights and individuality of others
- Students will work together as a school community to establish common goals for the common good.
- Students will strive to find supportive solutions in areas of conflict and/or concern.
- Students will take positive action to contribute to a safe, peaceful, and healthy environment.

Each month a character trait is identified. The teachers and the administration address the theme throughout the month. Teachers do various activities with their class relative to the theme. Students are recognized at our Spirit Assembly.

Uniform Policy

Student Dress and Grooming Guidelines:

Stone Lake Elementary is a uniform school with a **uniform policy** and a **dress code** for those families who file for an exemption. Parents or guardians have the primary responsibility for appropriate standards of dress and grooming. However, as an elementary school in the Elk Grove Unified School District we have the responsibility to establish and maintain appropriate standards of dress and grooming for students who choose not to wear the uniform. The purpose of the dress and grooming code is to facilitate education, not to inhibit any person's taste in attire or appearance. Students should be clean and neatly dressed in a manner that will be modest, not hazardous to the health and safety of the students and not disruptive or distracting from the educational program of the school.

In June, 2012 the Stone Lake community voted to continue to have a uniform policy with a few updates.

Tops: solid colors of white, navy, maroon, tan or spirit wear with Stone Lake logo. T-shirts with other logos and print are not recommended.

Bottoms: navy, khaki or jeans; jeans are not to be torn or decorated; length of shorts/dresses needs to be longer than the child's longest finger when their hands are down at their sides.

Picture Day:

On picture day only, free dress is allowed for only the tracks that are having their pictures taken. All other tracks are requested to be in uniform attire.

Distracting or Dangerous Items:

Materials or objects that distract from instruction must be left at home. Teacher permission can be given for special occasions. Unacceptable:

1. Make-up, artificial nails
2. Clear or light colored fingernail polish is acceptable
3. Any electronic device
4. Spray containers of any type
5. Sports equipment (school furnishes all equipment)
6. Toys or trading cards
7. Lighters, matches, pocket knives, toy guns or squirt guns.

If you have any questions or concerns, please call the administrator at 683-4096.

Student Discipline

SUSPENSION

If a student's behavior is a threat to the safety, health or emotional well-being of others, and previous methods of prevention and intervention have not been successful, that student may be suspended in accordance with state law and district policy. Suspension may be imposed upon a first offense if the Superintendent, principal or designee determines the student violated Education Code section 48900(a)-(e) or if the student's presence causes a danger to persons. [E.C. 48900.5]

Reasons for Suspension*

State law allows for the suspension of a student if a student commits or engages in any of the acts listed below, where such conduct or acts relate to school activities or attendance, such as, but not limited to when such acts or conduct take place--while on school grounds, going to or from school, during lunch period (on or off campus), during or while going to or from a school-sponsored activity, or for conduct which occurs after school hours and off District property, but which is reasonably likely to cause or causes a substantial disruption of a school activity or attendance:

- **Assault/Battery {E.C. 48900(a)}**

Causing, attempting to cause, or threatening to cause physical injury to another person. Exceptions may be made in a situation where witnesses and evidence support a case of self-defense.

- **Weapons {E.C. 48900(b)}**

Possessing, selling, or otherwise providing any weapon--including firearms, knives, explosives, or other dangerous object.

- **Alcohol/Intoxicants/Controlled Substances {E.C. 48900(c)}**

Unlawfully possessing, using, selling or otherwise providing alcohol, intoxicants or controlled substance, including prescribed medications. Also applies to being under the influence of alcohol, intoxicants or controlled substances.

- **Substance in Lieu of Alcohol/Intoxicants/Controlled Substances {E.C. 48900(d)}**

Delivering, providing or selling items which are claimed to be alcohol, intoxicants or controlled substances but were not such items.

- **Robbery or Extortion {E.C. 48900(e)}**

Committing or attempting to commit robbery or extortion. Extortion occurs when threats are made with the intent to obtain money or something of value.

- **Property Damage** {E.C. 48900(f)}**

Causing or attempting to cause damage to school property or private property.

- **Property Theft** {E.C. 48900(g)}**

Stealing or attempting to steal school or private property.

- **Tobacco or Nicotine Products {E.C. 48900(h)}**

Possessing, providing or using tobacco, or any item containing tobacco or nicotine products, including but not limited to cigarettes, cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel.

- **Obscenity {E.C. 48900(i)}**

Committing an obscene act or engaging in regular profanity, swearing or vulgarity.

- **Drug Paraphernalia {E.C. 48900(j)}**

Unlawfully possessing, offering, arranging for, or negotiating to sell any drug items.

- **Disruption or Defiance {E.C. 48900(k)}**

Disrupting school activities or otherwise refusing to follow the valid authority of school personnel, including supervisors, teachers, school officials or other school staff performing their duties.

"Disruption of school activities" is defined as follows: when a student's conduct, presence or actions disrupts or threatens to disrupt normal district or school operations, threatens the health or safety of anyone on district or school property, or causes or threatens to cause damage to district property or to any property on school grounds.

Examples of disruption of school activities under subdivision (k) of Education Code section 48900, as defined above, which may subject a student to discipline, include but are not limited to:

- Classroom behavior that impedes a teacher's ability to teach and other students' ability to learn, such as a student talking loudly or making other distracting noises or gestures while a teacher is speaking to and instructing the class and when students are expected to be silent and attentive; or

- The intentional activation of the fire alarm causing the temporary evacuation of the school and/or causing emergency personnel to respond.

“Willful defiance of valid authority” is defined as follows: when a student defies the valid authority of a district or school official or district or school staff in a manner that has an impact on the effective or safe functioning of district or school operations, such as continuing to remain at the scene of a fight or to instigate a disturbance after being told to stop the subject behavior; repeated disobedience to or defiance of school personnel when other interventions have not been successful in modifying the misbehavior; or in the proper instance one-time or first-time disobedience to or defiance of school personnel that has an impact on the effective or safe functioning of district or school operations.

Examples of willful defiance of valid authority under subdivision (k) of Education Code section 48900, as defined above, which may subject a student to discipline, include but are not limited to:

- Continuing to remain at the scene of a fight or other violent disturbance despite specific directions to leave the area by administrators or other school staff attempting to break up the fight or mitigate the disturbance caused by the fight; or
- Repeated episodes of misbehavior, despite multiple efforts and/or directives by a classroom teacher or other district staff intended to change and correct the student’s misbehavior.

• **Receiving Stolen Property** {E.C. 48900(l)}**

Receiving stolen school or personal property.

• **Possessing Imitation Firearm {E.C. 48900(m)}**

Possessing an imitation firearm or simulated firearm that is substantially similar in physical properties to an existing firearm.

• **Sexual Harassment {E.C. 48900(n)}**

Committing or attempting to commit a sexual assault or committing a sexual battery.

• **Threats and Intimidation {E.C. 48900(o)}**

Harassing, intimidating, or threatening a student who is a witness in a school disciplinary proceeding for the purpose of either preventing that student from being a witness or retaliating against that student for being a witness, or both.

• **Prescription Drug Soma {E.C. 48900(p)}**

Offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.

• **Hazing {E.C. 48900(q)}**

Engaging in, or attempting to engage in any activities used for initiation or pre-initiation into a student organization, or student body or related activities, which causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace, resulting in physical or mental harm.

• **Bullying {E.C. 48900(r)}**

Bullying means any severe or pervasive or verbal act or conduct, including communications made in writing or by means of an *electronic act*, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a *reasonable student* in fear of harm to himself/herself or his/her property; cause the student to experience a substantially detrimental effect on his/her physical or mental health; or cause the student to experience substantial interferences with his/her academic performance or ability to participate in or benefit from services, activities, or privileges provided by a school. (E.C. 48900(r)) Bullying shall include any act of sexual harassment, hate violence, or harassment, threat, or intimidation, as defined in Education Code 48900.2, 48900.3, or 48900.4 that has any of the effects described above on a reasonable student. (E.C. 48900(r))

• **Aided or Abetted to Inflict Physical Injury {E.C. 48900(t)}**

Aiding or abetting in the infliction or attempted infliction of physical injury to another student, but does not authorize expulsion until juvenile court proceedings are completed and the juvenile has been convicted.

• **Sexual Harassment (Grades 4-12) {E.C. 48900.2}**

Engaging in prohibited sexual harassment that includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of a sexual nature.

• **Hate Violence (Grades 4-12) {E.C. 48900.3}**

Hate violence means any act punishable under Penal Code 422.6, 422.7, or 422.75. Such acts include injuring or intimidating a victim, interfering with the exercise of a victim's civil rights, or damaging a victim's property because of the victim's race, ethnicity, religion, nationality, disability, gender, gender identity, gender expression, or sexual orientation; a perception of the presence of any of those characteristics in the victim; or the victim's association with a person or group with one or more of those actual or perceived characteristics. (E.C. 233; Penal Code 422.55)

- **Other Harassment (Grades 4-12) {E.C. 48900.4}**

Harassing, intimidating, or threatening a student or group of students, or school personnel, with the actual or expected effect of disrupting class work, or creating substantial disorder, or creating a hostile educational environment.

- **Terrorist Threats {E.C. 48900.7}**

Making terrorist threats against school officials and/or property, or both.

* The superintendent or principal may use his or her discretion to provide alternatives to suspension or expulsion to address student misconduct. (E.C. 48900(v), 48900.5) [EGUSD AR 5144]

**School property includes, but is not limited to, electronic files

EXPULSION

Expulsion, as ordered by the Elk Grove Unified School District Board of Education, is the removal of a student from all schools in the district for violating the California Education Code at school or at a school activity off school grounds. The expulsion is for a defined period of time, but an application for re-admission must be considered within a specified time period. State law provides for full due process and rights to appeal any order of expulsion.

A student shall be recommended for expulsion for violation of any of the acts set forth in Education Code 48915(a)(1)-(5), unless the Superintendent, Superintendent's designee, principal or principal's designee determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct.

- **Serious Physical Injury {E.C. 48915(a)(1)(A)}**

Causing serious physical injury to another person, except in self-defense.

- **Possession of Knife or Dangerous Object {E.C. 48915(a)(1)(B)}**

Possessing a knife or other dangerous object of no reasonable use to the student.

- **Unlawful Possession of a Controlled Substance {E.C. 48915(a)(1)(C)}**

Unlawful possession of any drug except for (1) the first time offense of possession of not more than one ounce of marijuana, or (2) for the student's possession of over-the-counter medication for his/her use or other medication prescribed for him/her by a physician.

- **Robbery or Extortion {E.C. 48915(a)(1)(D)}**

- **Assault or Battery on a School Employee {E.C. 48915(a)(1)(E)}**

State law requires a school administrator to recommend expulsion if a student commits certain violations of the Education Code. A student shall immediately be recommended for expulsion for violation of any of the acts set forth in Education Code section 48915(c)(1)-(5).

- **Possession, Selling, or Furnishing a Firearm {E.C. 48915(c)(1)}**

Possessing, selling, or otherwise furnishing a firearm (verified by an employee of the school district). However, possession of an imitation firearm, as defined in Education Code 48900(m), shall not be regarded as an offense requiring a mandatory recommendation for expulsion and mandatory expulsion.

- **Brandishing a Knife {E.C. 48915(c)(2)}**

Brandishing a knife at another person.

- **Selling a Controlled Substance {E.C. 48915(c)(3)}**

Unlawfully selling a controlled substance.

- **Sexual Assault or Battery {E.C. 48915(c)(4)}**

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.

- **Possession of an Explosive {E.C. 48915(c)(5)}**

For all other acts and conduct for which a student is subject to discipline under Education Code sections 48900 through 48900.7 and which are not specifically listed or addressed under Education Code section 48915(a) or 48915(c), a student may be recommended for expulsion where other means of correction are not feasible or have repeatedly failed to bring about proper conduct, or where due to the nature of the student's conduct violation, the presence of the student causes a continuing danger to the physical safety of the student or others. {E.C. 48915(b) and (e)}

REFERENCE CHART: EDUCATION CODES RELATED TO DISCIPLINE & REQUIRED OR POTENTIAL DISCIPLINARY CONSEQUENCES

1. Mandatory Expulsion {E.C. 48915(c)}	Alternative to Suspension	Suspension	Expulsion
(1) Possession, selling, or otherwise furnishing a firearm.			•
(2) Brandishing a knife.			•
(3) Unlawfully selling a drug.			•
(4) Committing or attempting to commit a sexual assault or battery.			•
(5) Possession of an explosive.			•
2. Mandatory Recommendation for Expulsion {E.C. 48915(a)} Unless the Superintendent, Superintendent's designee, principal or principal's designee finds that expulsion is inappropriate, due to particular circumstances.	Alternative to Suspension	Suspension	Expulsion
(1) Causing serious physical injury to another person except in self-defense.			•
(2) Possession of any knife, or other dangerous object of no reasonable use to the pupil.			•
(3) Unlawful possession of any drug except for the first offense of possession of not more than one ounce of marijuana.			•
(4) Robbery or extortion.			•
(5) Assault or battery upon a school employee.			•
3. Acts of Violence {E.C. 48900(a)}	Alternative to Suspension	Suspension	Expulsion
(1) Caused, attempted to cause, or threatened to cause physical injury to another	•	•	•
(2) Willfully used force or violence upon another person.		•	•
4. Weapons and Dangerous Objects {E.C. 48900(b)}	Alternative to Suspension	Suspension	Expulsion
(1) Possession, sale, or furnishing of weapons (knife, gun, sharp object, club, or an object that could inflict injury) or explosive.		•	•
(2) Explosives, use or possession.		•	•

5. Drugs and Alcohol {E.C. 48900(c)}	Alternative to Suspension	Suspension	Expulsion
(1) Possession, use, sale, or furnishing, or otherwise being under the influence of alcohol, controlled substances, or an intoxicant.		•	•
6. Sale of “Look-Alike” Drugs and Alcohol {E.C. 48900(d)}	Alternative to Suspension	Suspension	Expulsion
Offering, arranging, or negotiating to sell drugs, alcohol or any intoxicant and then substituting a look-alike substance intended to represent drugs, alcohol, or an intoxicant.		•	•
7. Robbery or Extortion {E.C. 48900(e)}	Alternative to Suspension	Suspension	Expulsion
Committed or attempted to commit robbery or extortion.			•
8. Damage to Property {E.C. 48900(f)}	Alternative to Suspension	Suspension	Expulsion
Caused, or attempted to cause damage to school or private property.	•	•	•
9. Theft or Stealing {E.C. 48900(g)}	Alternative to Suspension	Suspension	Expulsion
Stealing, or attempting to steal school or private property.	•	•	•
10. Tobacco {E.C. 48900(h)}	Alternative to Suspension	Suspension	Expulsion
Possessed or used tobacco or nicotine products.	•	•	
11. Profanity, Obscene Acts, Vulgarity {E.C. 48900(i)}	Alternative to Suspension	Suspension	Expulsion
(1) Directed at peers.	•	•	•
(2) Directed at school personnel.		•	•
12. Drug Paraphernalia {E.C. 48900(j)}	Alternative to Suspension	Suspension	Expulsion
Possessed, offered, arranged, or negotiated to sell any drug paraphernalia.		•	•

13. Willful Defiance or Disruption of School Activities {E.C. 48900(k)}	Alternative to Suspension	Suspension	Expulsion
(1) Disrupting school activities.	•	•	•
(2) Refusing to follow the valid authority of school personnel, including supervisors, teachers, school officials or other school staff performing their duties.	•	•	•
(3) Failure to follow school rules.	•	•	•
(4) Failure to follow directive or instruction of staff or teachers.	•	•	•
(5) Failure to follow conduct code for school bus passengers.	•	•	•
14. Possession of Stolen Property {E.C. 48900(l)}	Alternative to Suspension	Suspension	Expulsion
Knowingly received stolen school property or private property.	•	•	•
15. Imitation Firearm {E.C. 48900(m)}	Alternative to Suspension	Suspension	Expulsion
Possession of an imitation firearm that is substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude the replica is a firearm.		•	•
16. Sexual Assault or Sexual Battery {E.C. 48900(n)}	Alternative to Suspension	Suspension	Expulsion
Committed or attempted to commit a sexual assault or battery.			•
17. Harassment of a Student Witness {E.C. 48900(o)}	Alternative to Suspension	Suspension	Expulsion
Harassed, threatened, or intimidated a pupil who is a witness in a school disciplinary proceeding for the purpose of intimidation or retaliation.	•	•	•
18. Prescription Drug Soma {E.C. 48900(p)}	Alternative to Suspension	Suspension	Expulsion
Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.	•	•	•

19. Hazing {E.C. 48900(q)}	Alternative to Suspension	Suspension	Expulsion
Engaged or attempted to engage in hazing.	•	•	•
20. Bullying and Bullying by Electronic Act {E.C. 48900(r)}	Alternative to Suspension	Suspension	Expulsion
Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, directed specifically toward a pupil or school personnel.	•	•	•
21. Aided or Abetted to Inflict Physical Injury {E.C. 48900(t)}	Alternative to Suspension	Suspension	Expulsion
Aided or abetted in the infliction or attempted infliction of physical injury to another student.	•	•	•
22. Sexual Harassment {E.C. 48900.2}	Alternative to Suspension	Suspension	Expulsion
Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature. Applies to grades 4-12.	•	•	•
23. Acts of Hate Violence {E.C. 48900.3}	Alternative to Suspension	Suspension	Expulsion
Students in grades 4-12 may be suspended or recommended for expulsion for causing, threatening, or attempting to cause, or participating in an act of hate violence defined as willfully interfering with or threatening another person's person or property rights because of race, ethnicity, national origin, religion, disability, or sexual orientation. Speech that threatens violence, when the perpetrator has the apparent ability to carry out the threat, may be considered an act of hate violence.	•	•	•
24. Other Harassment {E.C. 48900.4}	Alternative to Suspension	Suspension	Expulsion
Students in grades 4-12 may be suspended or recommended for expulsion for intentionally engaging in harassment, threats, or intimidation against a student or group of students when the harassment is severe and pervasive and disrupts classes or creates disorder or an intimidating or hostile educational environment.	•	•	•

25. Terrorist Threats {E.C. 48900.7}	Alternative to Suspension	Suspension	Expulsion
Making terrorist threats against school officials and/or property.		•	•
26a. Attendance – Truant {E.C. 48260}	Alternative to Suspension	Suspension	Expulsion
Absent from school without a valid excuse.	•		
26b. Attendance – Repeat Truant {E.C. 48261}	Alternative to Suspension	Suspension	Expulsion
Absent from school more than one day without a valid excuse.	•		
26c. Attendance – Habitual Truant {E.C. 48262}	Alternative to Suspension	Suspension	Expulsion
Any student truant three or more times per school year. Students who are habitually truant may be referred to the School Attendance Review Board.	•		

PROHIBITION OF DISCRIMINATION OR HARASSMENT AND RELATED COMPLAINT PROCEDURES

District programs and activities shall be free from discrimination, including harassment, intimidation and bullying based on a student's actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics. The district has a policy of nondiscrimination in accordance with federal law and Title IX, and also prohibits sexual harassment of or by any student or by anyone in or from the district. More detailed information regarding the district's prohibition of discrimination, harassment, intimidation, and bullying or the prohibition against sexual harassment is contained in the district's Parent & Student Handbook and is also available on the district's website.

Parents, students and staff should immediately report incidents of alleged discrimination, harassment, intimidation and bullying or sexual harassment to the Principal or designee. Students, parents, guardians or any other individuals having questions or concerns or who may wish to file a complaint are urged to first contact the Principal or designee, but if your concerns are not resolved, you may also contact the Associate Superintendent for Human Resources, at (916) 686-7795, for matters involving a potential complaint or concern regarding a district employee. You may contact the Associate Superintendent for Pre-K-6 Education, at (916) 686-7704 regarding a potential complaint or concern related to a PreK-6 student (or students); and you may contact the Associate Superintendent for Secondary Education, at (916) 686-7706, regarding a potential complaint or concern related to a student (or students) in grades 7-12. No one shall be retaliated against for reporting any incident of alleged discrimination or harassment, and complainants' identities will be kept confidential to the extent practical in the course of investigating the incidents of alleged discrimination, harassment, intimidation and bullying or sexual harassment.

UNIFORM COMPLAINT PROCEDURES

The Elk Grove Unified School District has the primary responsibility to insure compliance with applicable state and federal laws and regulations and has established procedures to address allegations of unlawful discrimination, harassment, intimidation, and bullying, complaints alleging violation of state or federal laws governing educational programs, and complaints alleging the district's failure to comply with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities.

The district shall use the uniform complaint procedures to resolve any complaint alleging unlawful discrimination, harassment, intimidation, or bullying in district programs and activities based on actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, or Government Code 11135, or based on association with a person or group with one or more of these actual or perceived characteristics.

Uniform complaint procedures shall also be used to address any complaint alleging the district's failure to comply with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities, the requirements for the development and adoption of a school safety plan, and state and/or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, and special education programs.

More detailed information regarding the Uniform Complaint Procedures, including the timeline for resolving complaints and the complaint appeal process, is contained in the district's Parent & Student Handbook. If you have questions regarding the Uniform Complaint Procedures, you can contact the district's Legal Compliance Specialist in Human Resources at (916) 686-7795.

Stone Lake Elementary School Entering and Exiting Map

