

School of Engineering & Sciences

Parent and Student Handbook

2007-2008

6620 Gloria Drive
Sacramento, CA 95831
916.433.5423
916.433.5546 (Fax)

The School of Engineering & Sciences' Mission

To provide students with an outstanding education, rich with relevant academic, application and leadership experiences - using an engineering and sciences theme.

Message from the Principal...

We have moved into our interim site here at Bear Flag and all the modifications are complete. A lot of hard work has taken place to transform the elementary setting to a secondary site suited for the technology needed to support an engineering and science secondary school.

Over five years ago, people in our region started talking about building small high schools in Sacramento. One year ago, I started meeting with many of you, your parents, grandparents, aunts and uncles and we began the dreaming that has brought us here. We have had the backing of Bill and Melinda Gates Foundation, California Space Authority, Sacramento Metro Chamber, Intel Corporation and LEED Sacramento, as well as our collegiate partners at Sacramento State, Los Rios Community College District, UC Davis, San Diego State, UC Berkeley and Stanford who share our vision.

The majority of our students participated in our day camp and worked closely with some of our partners. Camp was very successful and our students come from schools throughout SCUSD. Our students will be developing plans for their first student government and electing their officers in the very near future. Many of our students have expressed interest in specific school clubs which are currently being formed.

We are a very special secondary school. All of our students are at the beginning of a very important project. We need to follow through on the points below:

- Show up every day on time and work hard all day;
- Believe in yourself and your dreams ; be positive and enthusiastic;
- Respect everyone and their property. If something **does not** belong to you, please do not touch it unless you ask first **and are granted** permission to do so; and
- Get all of your assignments done and turn them in on time

Personally, take the above seriously. Literally, thousands of people in our region, State and across the Nation are watching your progress and hoping for your excellence. Make them proud!

Glenda Golobay
Principal

Basic School Information

The School of Engineering & Sciences is currently a 7th and 9th grade high school located in Sacramento, California.

Address: 6620 Gloria Drive
Sacramento, CA 95831
Phones: (916) 433-5423 (
(916) 433-5546 (FAX)
Office hours: 8:30 am - 4:30 pm
Website: schools.scusd.edu

School Offices

The following school facilities each play a major role in the operation of the school. Parents should have a basic understanding of what functions are performed at each office and how they coordinate with one another.

Main Office

This is the entry point for all visitors and the school's Administration staff.

(916) 433-5423
Hours: 8:30 am – 4:30 pm
Location: Adjacent to main entrance
Principal: Glenda Golobay
School Improvement Facilitator: Shannon Fouchard
Office Manager: Bethany Carter
Registrar: Bethany Carter
Attendance and Parent Relations: Vacant
Plant Manager: Steven Yanez

Food Services

Location: Cafeteria Multi-purpose Room
Food Services Director: Marc Lemieux
Cafeteria Manager: Sharon Henslee
The Cafeteria is open to students in the morning before school, and during the lunch hour. Breakfast is available starting at 8:50 in the morning. Lunch forms are available in the Main Office.

Internet Use - Students using the school computers for internet access must have a signed Acceptable Use Form on file and use the computer for educational purposes only. Misuse of the Internet will result in loss of privileges and disciplinary actions.

Textbooks - Textbooks are issued and identified by bar code and number. It is the responsibility of the student to return their specific book in excellent condition (with allowances made for normal use). All textbooks must be covered. After all book fines have been paid, grades will be released.

Attendance Policies

Students are required to attend classes in accordance with education laws. Students are required to attend classes on a daily basis. Schools are expected to maintain accurate records of student attendance and to notify parents/guardians about student tardies and absences. Parents and guardians are expected to notify the school if the student is going to be absent. Parents and guardians are also expected to send a note signed by a parent/guardian or doctor upon students return to school. Furthermore, students with good attendance records generally achieve higher grades, enjoy school more and are more employable after graduation.

Categories for attendance accountability include the following:

A. Excused: The teacher is to allow a student to make up the work missed during an excused absence, to the degree it is possible for such work to be completed. An excused absence shall be granted for the following reasons:

1. Personal Illness
2. Quarantine under city or county direction
3. Medical, dental, optometry, or chiropractic services - Students are strongly urged to make appointments during non-school hours
4. Attendance at funeral services for a member of the immediate family. Excused absences in this instance shall be limited to one day if the service is conducted in state or three days if the service is conducted out of state
5. Jury duty or court appointment, Parent's employment conference
6. Absences **approved in advance** by an Administrator

B. Unexcused: An unexcused absence will be recorded for the following:

1. Cutting/Truancy
2. Oversleeping, car troubles, missing the bus, etc.
3. Working
4. Vacations
5. Parties, shopping, babysitting, going to work with parents, waiting for service or repair people to come
6. Personal business/problems
7. Any absence not cleared within **TWO DAYS** after the student returns to school
8. Suspensions
9. Leaving campus without checking out through the Main Office
10. Unverified absences

C. SES Attendance Procedures:

1. **Notifying the School about an Absence:** Parents/guardians should call the Main Office on the first day and each succeeding day of the student's absence. If the parent or guardian does not call, the student must bring to the Main Office a note, signed and dated by the parent/guardian, which explains the nature and the day(s) of her/his absence. It is the responsibility of the parent/guardian and the student to clear all absences within 48 hours of the student's return to school. If an absence is not cleared within the designated time, it will be recorded as an unverified absence regardless of the reason of the absence. The forgery of notes or forged telephone calls excusing a student absence will result in disciplinary action.
2. **Appointments during school hours:** If a student has an appointment during school hours, he/she must secure a pass from the Main Office prior to leaving campus. The parent/guardian must send a note or call the Main Office before a pass can be issued to a student. If returning to the campus later in the day, the student must first come to the Main Office before returning to class. Whenever possible, schedule regular doctor and dental appointments after school hours.

- 3. Student Attendance Review Board:** According to Education Code 48260, a student is considered truant, "who is absent from school without a valid excuse more than three days in one school year or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof." The formal procedure for addressing truancy includes an automated call the evening of the absence, notification letters to parents of truant students, referring students to student support programs, notifying the District Attorney's office, and finally to the Student Attendance Review Board for further action.

Additional Attendance Information:

Before a student returns to a class after being absent he/she must report to the Main Office for a re-admittance slip.

1. Any student who leaves campus during break or lunch will be subject to disciplinary action.
2. A student must be in school, or have a pre-approved absence, to be eligible to participate in extra-curricular or co-curricular activities.
3. A student who has more than 10 days/semester of absence for medical reasons must bring a doctor's note for each succeeding absence. Failure to do so will result in the absence being recorded as unexcused.
4. Homework for either suspensions or unexcused absences may be made up solely at the discretion of the teacher.

Consequences for Unexcused Absences:

It is the student's responsibility to check and promptly clear all unexcused absences through the Main Office. The Main Office will automatically call home for each unverified student absence.

If a student is late more than 30 minutes **without a valid excuse**, it is considered as a truancy absence. Disciplinary action will be taken when a student is truant.

Consequences for Tardiness (on a semester basis)

Being on time for class and other appointments is a vital life-long skill. Tardiness has a direct negative impact on student learning and is reflected in student grades. Studies have clearly demonstrated that excessive absences and tardies are a leading cause of employee dismissal in the work world.

Withdrawal from School

In order for a student to withdraw from school, a parent must go to the Registrar Office to initiate the process. All fines and fees owed must be paid before a transcript will be sent to the new school. If students check out, there is no guarantee that they can return.

Policies

The governing board recognizes that sexual harassment can cause embarrassment, feelings of powerlessness, loss of self-confidence, reduced ability to perform schoolwork, and increased absenteeism or tardiness. The Board will not tolerate the sexual harassment of any student by any other student or any district employee. Any student or employee who is found guilty of sexual harassment shall be subject to disciplinary action. The Board encourages students or staff to immediately report incidents of sexual harassment to the Administration. The Superintendent or designee shall promptly investigate each complaint of sexual harassment in a way that ensures the privacy of all parties concerned. In no case shall the student be required to resolve the complaint directly with the offending person.

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 when: (E.C. 212.50)

- a. Submission to the conduct is explicitly or implicitly made a term or condition of a student's employment, academic status, or progress.
- b. Submission to or rejection of the conduct by the student is used as the basis for academic or employment decisions affecting the student.
- c. The conduct has the purpose or effect of having a negative impact on the student's academic work performance, or of creating an intimidating, hostile or offensive educational or work environment.
- d. Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through the school.

Other types of conduct which are prohibited and which may constitute sexual harassment include:

- a. Unwelcome leering, sexual flirtations or propositions.
- b. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions
- c. Graphic verbal comments about an individual's body, or overly personal conversations.
- d. Sexual jokes, stories, drawings, pictures or gestures.
- e. Spreading sexual rumors.

EXPULSION POLICY

The Education Code of California states that every child shall attend school, but this privilege is dependent on the continued attendance and compliance with the rules and regulations of both the state and district.

Expulsion is the most serious penalty a school can impose and one that can have long-range negative consequences to a student. An expulsion usually lasts a year and prohibits the student from attending SES or any of its activities. The following violations are so serious as to require immediate action, which may remove the student from the SES campus:

1. The sale of narcotics or other hallucinogenic drugs or substances on campus
2. The activation of false alarms or setting fires at school
3. The possession or use, on campus, of fireworks, weapons or instruments (including **ANY** knife) or substances designed for or capable of doing bodily harm
4. Robbery or extortion
5. Any fight where serious physical injury is the result
6. A second violation involving the use or possession of alcohol or drugs, or failure to meet the requirements of the drug/alcohol contract
7. Any assault and/or battery on a staff member
8. Bomb threats or terrorist threats
9. Vandalism/destruction of school property
10. Twenty days of suspension

DRUG/ALCOHOL POLICY

SES and all other school sites within the district are to be drug-free zones. Any student under the influence or in possession will be suspended from school and placed on a strict contract. The incident will be reported to Sacramento Police Department.

Students selling or attempting to sell any controlled substance will be recommended for expulsion.

TOBACCO POLICY

Smoking presents a health hazard, which can have serious consequences, both for the smoker and the nonsmoker. Students will not be allowed to smoke, chew or possess tobacco or nicotine on school property or during school hours, at school-sponsored events, or under the supervision of District employees. Students who smoke or chew tobacco on campus, within 1000 feet of campus or at any school function will participate in a Tobacco Diversion Program or be suspended for one day. The consequence for a second tobacco violation is a two-day suspension. The number of days will increase with each subsequent violation.

LOST AND FOUND

Lost and found items are located in the Main Office. Unclaimed items are donated to local charities twice a year. Parents and students are urged to check the Lost and Found often for missing clothing and other items.

VISITORS

Visiting adults must come to the Main Office to sign in. They are asked to return to the Main Office before leaving to sign out.

To avoid interruption to the academic environment, **students from other schools are not allowed on campus**. Any exception to this policy must be pre-arranged through Administration at least two school days prior to the visit.

CLOSED CAMPUS

To improve student safety and neighborhood relations, SES is a closed campus. All students must stay on school grounds at all times, including lunch. All students will be required to carry an identification card. Any student who violates the contract or the closed campus rule is subject to disciplinary action.

MESSAGES

Please leave messages for students only if there is an emergency. Please do not call students on their cell phones. Messages will be taken at the Main Office at (916) 433-5423

CELL PHONE USAGE

Cell phone usage is **NOT ALLOWED** on campus. Cell phones are to be turned off (not on silent) and in backpacks while students are on campus. Phones will be confiscated and kept in the Main Office for the student's parent/guardian to pick up after school.

STUDENT WORK PERMITS

The California Education Code requires students under the age of 18 to have a work permit issued from their school if they plan to hold a job. This form must be supplied by the student to the employer who must keep it on file.

1. Students may not work more than 4 hours per day on a school day, nor may they work past 10 p.m. unless they are enrolled in a work experience program.
2. In order to work on a school day, school attendance is required.
3. Work permits apply for one school year only. A new permit must be obtained at the beginning of each school year.
4. All work permit applications are available in the office.

SES Five (5) Core Components

The SES has four broad core components (related websites are included)

1. Academics – schools.scusd.edu
2. Application – www.nchste.org
3. Leadership – www.hosa.org
4. 40 Developmental Assets of Teenagers – www.search-institute.org/assets
5. AVID – www.AVIDonline.org

Advisory

Each SES student will have an Advisor assigned to them for four years. This means each student and family has one point of contact for issues regarding academic progress, college plans, scholarships and career planning. Your Advisor will meet with you weekly during Advisory period. Each Advisor will utilize the SES Advisory Curriculum.

My Advisor is: _____

AVID

AVID is a Grade 4 through Grade 12 system to prepare students for four-year college eligibility. It has a proven track record in bringing out the best in students, and in closing the achievement gap. AVID stands for: "Advancement Via Individual Determination."

Students enroll in their school's toughest classes. They learn organizational and study skills, work on critical thinking and asking probing questions. AVID promotes college track accelerated coursework.

Each teacher will use the AVID notebook in every class, every school day. AVID has the common:

1. WICR Method, which stands for: "Writing, Inquiry, Collaboration, and Reading."
2. AVID college readiness system
3. Cornell notes
4. Summer Bridge, job shadowing and internships

Vocabulary Word List

We are deeply committed to our students' literacy. A huge part of literacy is expanding the comprehension of words used in high school and collegiate textbooks. The School of Engineering & Sciences will utilize a Vocabulary Word List across all subject areas. Our teachers are integrating the words into units of instruction.

Cornell Notes

Students attending the School of Engineering and Sciences will use a consistent note-taking format titled Cornell Notes. Cornell Notes look like the example below:

Subject:

Date:

<i>Main Ideas</i>	<i>Details</i>
Summary:	

On Engineering days, day students may have lunch with a local engineer. Local experts come to speak on a topic – students can pick up an express brown bag lunch on the way to the talk. Credit for student reviews may be submitted within sponsoring classes. Students need to pay attention to announcements and sign-up for the Brown Bag Lunches.

Cross-Curricular Integrated Units

We share a commitment to inter-disciplinary assignments that allow students to truly generate high quality work that integrates engineering and science into all of the disciplines. Essentially a student or student group will generate projects related to the integrated unit topic with input and review from all classes. The Faculty is committed to spending time reviewing concepts and examples brought forth by students and groups that are imbedded in their project work. Students present their work in a visual culminating project that displays their thorough and complete knowledge related to the science and engineering topics.

Relevant Applications through Senior Project

Freshman Year

- Global Guided Study Tours of engineering and scientific systems and post-secondary partners.

Sophomore Year

- Job shadows in scientific industry partner locations. Sophomores have the choice of self-registration into high interest areas at career days.

Junior Year

- Approved internships with local engineering, scientific or other industry partners.
- Students should plan to complete a three to six week internship the summer between their junior and senior year.

Senior Year

- Approved internships in local scientific and industry facilities. Culminates in a Research Methodologies course and presentation of Senior Project.

Middle School Course Sequence

7th Grade

- Language Arts
- Pre-Algebra or Algebra
- Life Science
- World History 7
- Wellness/Physical Education 7
- AVID
- Engineering & Science Vocabulary

8th Grade

- Language Arts 8
- Algebra, Advanced Algebra
- Physical Science
- U.S. History 8
- Wellness/Physical Education 8
- AVID
- Engineering & Science Vocabulary

Curriculum and Course Sequence

Students will study a rigorous, standards-based education that exceeds the University of California A-G requirement list. The course sequence is an “Early College” model; meaning students will begin collegiate coursework while in high school. In addition to rigorous academics, students will participate in science leadership training, integrated curriculum units related to scientific topics, as well as extensive workplace learning with our industry partners.

High School – Course Sequence

Students will take 6-7 classes per semester

9 th Grade	10 th Grade	11 th Grade	12 th Grade
English 9	English 10	English 11	English 12
Algebra I, Geometry or Advanced Math	Geometry, Algebra II or Advanced Math	Algebra II, Calculus or Collegiate Course	Calculus or Collegiate Course
Biology	Chemistry	Physics	Anatomy and Physiology

Geography	World History	US History	Economics/Consumer Ed. US Government
AVID	Spanish I	Spanish II	Research Methodologies and Senior Project
Wellness/ Physical Education I	Wellness / Physical Education II	Nutrition	Microbiology
Science I Engineering Science	Science II Engineering	Science III Engineering Graphic Design	Engineering Science IV
Job Shadowing	Job Shadowing	Internship, Collegiate Course or ROP	Internship, Collegiate Course or ROP

Activities and Leadership

Essentially we believe all extracurricular activities should be fun, relevant, and develop leadership skills. There must be aspects that develop leadership training in each club or student group.

Youth Congress – SCUSD’s student government

Intramural Sports and City League Sports

Student or Faculty initiated extracurricular activities – see campus clubs

Textbooks

Your textbooks are valuable tools and very expensive. Each textbook costs us at least \$75 to replace. When your textbooks are checked out to you – they become your responsibility. Mislabeled textbooks will result in grades and a yearbook being withheld until the bill is paid or the textbook is returned.

School Culture

As the Inaugural Class you have a once in a lifetime chance to set an amazing culture at the School of Engineering & Sciences. In order to provide an exceptional amount of quality activities we need to have a solid amount of structure around our school community. Work to embrace the structure below – the fun activities and great school spirit will flow out of you.

Student Clubs

We know that the most successful small high schools allow their student clubs to grow out of student ideas supported by staff, parent and partner participation. Student clubs are great and add an enormous amount of meaning to school and increases in academic achievement. We will have several successful clubs, on campus that will be student driven including Science Club, Golf Club, Drama Club, and Yearbook Club. Should you have a great idea for a student club – look for an advisor and begin to put together a potential member list.

Sports Programs at SES

Intramural (Within School) Sports:

SES will have an intramural sports program. Intramural sports are a great part of small high schools across the nation.

Interscholastic (Between Schools) Sports:

During our first couple of years of operation, sponsoring interscholastic sports may be a challenge. The facility isn't designed to support interscholastic sports. However, any student who wishes to participate in interscholastic sports at their traditional high school of attendance – may do so. Students wishing to do so need to secure a "Sports Participation Form" from the office and return it signed to the Administration for approval. Begin talking with the faculty and administration now about proposing sports programs.

Regional Transit

Students who wish to ride Regional Transit to school have a few options. Ticket and pass sales, photo ID services, and route and schedule information will now be available at 1225 R Street, conveniently located at the 13th Street light rail station in downtown Sacramento. Hours of Operation: Weekdays - 9:30 a.m. to 6 p.m.; Saturdays - 10 a.m. to 2 p.m. Closed Sundays and most holidays.

For direct routes to the School, or for more information, call (916) 321-BUSS (2877) or visit www.sacrt.com.

Daily Schedule

Our daily schedule appears complicated at first glance – but it really is quite simple after you get used to it. Essentially, the main points are below:

Mondays	Blocks 1-6	9:20 – 3:25
Tuesdays – Fridays	Zero "0" Period	8:05 – 9:20
Tuesdays and Thursdays	Blocks 1,3,5	9:35 – 3:25
Wednesdays and Fridays	Blocks 2,4,6	9:35 – 3:25

The complete schedule is included in the attachments at the back of the student handbook.

Dress Code

Our dress code is very important to us. We are training students for success in an industry that demands a professional appearance. We know as a school community the reputation of our students means everything – so dress for success. As a result of this SES students are required to wear **polo shirts, or solid-colored shirts with a collar (red, patterned and/or striped shirts are not allowed) and basic blue, tan/khaki or black pants** Monday – Thursday and dress in regular clothes (**according to our dress code below**) on **Friday's**. Life at SES will be very active in and out of the classrooms –

you must wear clothing on Friday that is easy to move in and that could possibly get dirty.

Logos, Silk screened images, Writing:

Any clothing with logos, silk-screens or writing should be avoided at all times. Our dress code is designed to enhance the image of our school and the reputation of our students. When you purchase clothing for school – do your best to purchase clothes without logos or writing of any nature. Under no circumstances are students to wear clothing with any messages that are in nature: sexual, degrading, related to tobacco, alcohol, drugs, gangs, violence. Any gang related numbers including 916 (or any other area codes) are not allowed on campus at any time.

*****Clothes that are either solid RED or BLUE (dark/navy blue excepted) are not allowed on campus.*****

Students must wear Polos or solid-colored shirts with collars Monday – Thursday!! The dress code specified for shoes, below, apply as well (Monday-Thursday).

Students are expected to dress according to the following student dress code on Fridays:

Clothing	Description
Shoes: Your shoes must be appropriate for Science Labs and PE on a daily basis.	Each student must wear closed toed shoes appropriate for school activities NO <ul style="list-style-type: none">• High Heels• Flip flops• Roller shoes• Colored shoe laces• Sandals
Pants/Shorts/Skirts	Pants or shorts must have a belt that is snug at the waistline NO <ul style="list-style-type: none">• Shorts and skirts must be credit card length from the knee• Low beltlines• Exposed underwear

	<ul style="list-style-type: none"> • Exposed buttocks • Torn pants • Pants with handwriting or painting on them • Sagging jeans or slacks
Belts	<ul style="list-style-type: none"> • Each belt must have its end tucked in to a belt loop
Shirts, Tops, Blouses, Jackets, Sweaters, Sweatshirts	<p><u>Each shirt must cover ALL of the shoulders.</u></p> <p>ABSOLUTELY NO</p> <ul style="list-style-type: none"> • Tank tops • See through blouses • Bare midriffs • One-shoulder or off-the-shoulder tops • Torn or ripped tops • Exposed cleavage
Headwear	<p>Students at SES are NOT ALLOWED to wear-</p> <ul style="list-style-type: none"> • Hats • Bandanas • Visors • Headbands • Hairnets • Dew rags • Sweatshirt hoods on • Head Scarves <p>Headphones, CD players, IPODS, laser pens, DVD players, or any other electronic devices are NOT ALLOWED during class time. They will be confiscated and returned to you after school.</p>
Jewelry, Backpacks, Purses, any accessories.	<p>All accessories must meet the same standards as Shirts, Blouses and tops – nothing offensive to any group.</p>
Cell Phones	<p>Cell phone use is <u>NOT ALLOWED ON CAMPUS.</u> Students' cell phones must be turned off (not on silent) and placed in their backpacks (not their pockets). <u>Students who are caught using their cell phone on campus must hand over their phone to Administration.</u> Cell phones will be held in the office</p>

	where a parent or legal guardian must pick it up after school.
Chewing Gum	Chewing gum is <u>NOT ALLOWED</u> on campus. There will be a consequence if you are caught chewing gum.

Violation of the Dress Code means that:

1. Students may be asked to change or remove an article of clothing.
2. Students may be provided a cover article of clothing to wear over outer clothing.
3. Students may be sent home to complete a change of clothing.
4. Clothing judged by school officials to be gang related will not be tolerated.
5. Clothing may be confiscated or student sent home to change.
6. Suspension is possible for continued defiance of dress code.
7. Student attire should be neat and clean.

Behavioral Expectations

We expect outstanding behavior from SES students at all times. You are the most important and effective ambassadors of our school. Listed below are expectations in different behavioral areas. Please refer to the SCUSD Standards of student Behavior for an in-depth description of behavior and related consequences.

Behavior	Expectations and Comments
Attendance	<p>Arrive on time daily for your classes. We expect each student to be working in each class on time each day. You must get a pass from the office to enter your class if you are late.</p> <p>Each class has a Consistent Daily Agenda – part of the agenda is a timed and graded opener. We expect each student to be in their seat completing their opener on time for each class.</p>

<p>Language</p>	<p>We expect each student to converse in academic language while in on campus and at all school activities. We know that high school, collegiate and professional achievement is directly related to engagement in daily academic language with peers and instructors. Academic language is the language of the subject – about the subject using the newly acquired vocabulary of the subject.</p> <p>Foul language and swearing (cussing) is NEVER ALLOWED – anywhere on campus or at any school activity. This includes PE, intramural sports, dances, field trips, and extra-curricular activities before and after school. Students will be confronted and receive consequences should they choose to cuss.</p> <p>We ask that students use appropriate language while in the public as well – as they are representatives of the school.</p>
<p>Respect</p>	<p>We believe deeply that everyone deserves respect. Please make sure that you treat your teachers, fellow students, parent volunteers, school staff, guests, industry partners and our partner students at Jedediah Smith Elementary with an extraordinary amount of respect. We believe you will find that the more respect you give the more you will receive.</p>
<p>School Property</p>	<p>Please keep the school very clean – every day – every class. Do not engage in:</p> <ul style="list-style-type: none"> • Graffiti • Scratching surfaces • Littering • Damaging any school property <p>Take pride in your beautiful new campus and be responsible for cleaning up after yourself.</p>

DISCIPLINE GUIDELINES

The students at SES have many unique opportunities within the school year for field trips and fun activities. We value our safe and structured environment and hold high behavioral expectations for the students to follow. The criteria for selection and attendance for school activities will be determined by the activity Advisor and the Administration. The criteria will be base upon the type of activity. (For example: students visiting industrial partners and job sites must have an excellent behavior history).

Several intervention strategies are in place for managing behavioral issues. When an incident occurs, the Administration will decide which intervention strategy will be most

helpful in that particular situation. (For example: lunch detention, in-house suspension, suspension, community service work, etc.) Please see the SCUSD Standards of Behavior pamphlet pages 12-17 for more specific information regarding behavior standards.

We are experts at preparing students for success in scientific and engineering careers. Please make sure you work hard and complete all assignments beginning the first day of school so you stay on track throughout your high school adventure!

Parent and Student Commitment

Please read this handbook and then sign, date, and return this page to your Advisor.

We hereby acknowledge receipt of the School of Engineering & Sciences' Parent and Student Handbook and have read and reviewed the contents.

Parent/Guardian (Print name)

Student (Print name)

Parent/Guardian Signature - Date

Student Signature - Date