



**Freedom High School**  
Student and Parent Information Handbook

**Erik Faulkner**  
Principal

**Chris Holland**  
Assistant Principal

**Casey Lewis**  
Assistant Principal

**Bridget Spires**  
Assistant Principal

**Michael Wood**  
Assistant Principal

1050 Neroly Road  
Oakley, CA 94561  
(925) 625-5900

<http://libertyunion.schoolwires.net/freedom>

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

STUDENT NUMBER \_\_\_\_\_

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## Liberty Union High School District Office Personnel

Eric Volta, Superintendent  
Mary Vinciguerra, Assistant Superintendent of Educational Services  
Gene Clare, Assistant Superintendent of Administrative Services  
Denise Rugani, Assistant Superintendent of Human Resources

### Board of Trustees

Joanne Byer, President  
Roy Ghiggeri  
Yolanda Mendrek  
Daron Spears  
Ray Valverde

### Freedom High School - Staff Directory

**Freedom High School: (925) 625-5900**

**School's web address: <http://libertyunion.schoolwires.net/freedom>**

<u>Principal</u> : Erik Faulkner	ext. 3001
<u>Principal's Secretary</u> : Martha Magner	ext. 3002
<u>Receptionist/Health Clerk</u> : Kristin Russo	ext. 3013
<u>B building Assistant Principal</u> : Michael Wood	ext. 3071
<u>B office Secretary</u> : Terrie Rachal	ext. 3066
<u>C building Assistant Principal</u> : Chris Holland	ext. 3025
<u>C office Secretary</u> : Kelli Murdock	ext. 3065
<u>D building Assistant Principal</u> : Casey Lewis	ext. 3546
<u>D office Secretary</u> : Cheri Watson	ext. 3547
<u>E building Assistant Principal</u> : Bridget Spires	ext. 3081
<u>E office Secretary</u> : Teresa Villa	ext. 3063

<u>C building Counselor</u> : Dave McCully	ext. 3084
<u>D building Counselor</u> : Tracy Carroll	ext. 3554
<u>E building Counselor</u> : Nancy Yarbrough	ext. 3074

<u>Attendance web site</u> :	<a href="mailto:FHSattendance@luhsd.net">FHSattendance@luhsd.net</a>
<u>Attendance absence line</u> :	ext. 3045
<u>Attendance Secretary</u> : Jen Tate	ext. 3073
<u>Attendance Clerk Typist</u> : Laurie Sheil	ext. 3072
<u>Attendance Clerk Typist</u> : Emily Cooper	ext. 3434

<u>Financial Clerk</u> : Rae Perry	ext. 3419
<u>Registrar</u> : Theresa Montgomery	ext. 3004
<u>Activities Director</u> : Dana Johnston	ext. 3521
<u>Athletic Director</u> : Steve Amaro	ext. 3044
<u>Career Center technician</u> : Alice Cartwright	ext. 3024
<u>Duplicating/textbook clerk</u> : Denise Rundall	ext. 3010

# Freedom High School's Mission and Vision Statements

## Mission

Freedom High School will provide a range of educational experiences for all students to acquire the key knowledge and skills to become innovative thinkers who upon graduation are prepared and inspired to enrich themselves and their community.

## Vision

1. Be a Professional Learning Community which fosters innovation and enables students and staff to reach their maximum potential.
2. Prepare all students for success after high school by offering relevant and challenging coursework with targeted student support.
3. Provide a safe and nurturing environment designed around student needs which promotes respect for all.
4. Provide multiple avenues for the community to participate in the education of our students.

## Student Learning Outcomes (SLOs)

Freedom High School students will:

### **1. Demonstrate curricular knowledge and skills.**

- Utilize effective study skills to achieve the content area standards.
- Write grammatical, logical and coherent pieces of work in all content areas.
- Read and comprehend grade appropriate materials.
- Employ technological resources to enhance learning.

### **2. Demonstrate creative and complex thinking.**

- Analyze and integrate information to produce a project that draws logical predictions and conclusions.
- Collaborate and use critical thinking skills to solve complex problems.
- Utilize creativity to illustrate innovative thinking.
- Explore a variety of academic, athletic, artistic, and extracurricular activities.

### **3. Demonstrate effective communication.**

- Listen, speak, and write effectively.
- Express themselves through oral presentations that demonstrate comprehension and knowledge.
- Collaborate to solve real world problems and produce quality work.
- Use technology appropriately to communicate ideas and knowledge.

### **4. Demonstrate integrity, responsibility and respect.**

- Show respect by following the district, school and classroom policies.
- Recognize and respect diverse cultures, lifestyles, and ideas.
- Take personal responsibility by monitoring their educational plan.
- Exhibit academic integrity and honesty.
- Display social responsibility at all times.

## Principal's Message

Dear Parents and Students,

Welcome to the 2013-2014 school year! I am looking forward to an exciting and productive year. This student handbook describes in detail Freedom's policies, procedures, and information. Please take a moment with your student to review the information contained in the handbook. Many answers regarding Freedom High School can be found in the handbook.

My goals for the 2013-2014 school year are for Freedom High School:

- to be a safe and nurturing environment
- to offer rigorous, challenging, and engaging curriculum
- to be the center of knowledge and pride of our community

Pursuing these goals has led us to a common purpose, establishing a Professional Learning Community with a focus on student learning, creating a strong and relevant advisory program, and restructuring our academies to provide a clear purpose with meaningful pathways for students who are interested in pursuing employment after high school or for those students who are pursuing a college education.

I am proud to note some of the changes and improvements since last year. Our student graduation rate has increased for the 7<sup>th</sup> consecutive year and our students who have successfully completed the UC/CSU a-g requirements is the highest ever! We have updated two of our computer labs and all of our teacher workstations. Freedom also piloted the Smarter Balanced Testing program that all students in the state of California will take beginning with the 2014-15 school year. We are always excited to be on the cutting edge of technology and educational trends.

I look forward to meeting all of you during the upcoming school year. Please take the time to get to know not only your student's teachers, but also your high school campus. Enjoy the many extra-curricular activities Freedom has to offer. Freedom's student success depends not only on the teachers and staff, but also on your willingness to be part of the Freedom community as stated in our goals for Freedom to be the center for knowledge and pride in our community.

Erik Faulkner  
Principal

July							August							September						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4 H	5	6					1 B	2 A	3							
7	8	9	10	11	12	13	4	5 B	6 A	7 B**	8 A	9 B	10	1	2 H	3 B	4 A**	5 B	6 A	7
14	15	16	17	18	19	20	11	12 A	13 B	14 A*	15 B	16 A	17	8	9 B	10 A	11 B	12 A	13 B	14
21	22	23 ntd	24 ntd	25 SDD	26	27	18	19 B	20 A	21 B**	22 A	23 B	24	15	16 A	17 B	18 A**	19 B	20 A	21
28	29 SWD	30 T	31 A				25	26 A	27 B	28 A	29 B	30 A	31	22	23 B	24 A	25 B	26 A	27 B	28
														29	30					

October							November							December						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5						1 A	2							
6	7	8	9	10	11	12	3	4 B	5 A	6 B	7 A	8 B	9	1	2 B	3 A	4 B**	5 A	6 B	7
13	14 A	15 B	16 A**	17 B	18 A	19	10	11 H	12 A	13 B**	14 A	15 B	16	8	9 A	10 B	11 A	12 B	13 F	14
20	21 B	22 A	23 B	24 A	25 B	26	17	18 A	19 B	20 A	21 B	22 A	23	15	16 F	17 F	18 F	19 SWD	20	21
27	28 A	29 B	30 A**	31 B			24	25 B	26 A	27	28 H	29 H	30	22	23	24 H	25 H	26	27	28
														29	30	31				

January							February							March						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 H	2	3	4							1							1
5	6 T	7 A	8 B	9 A	10 B	11	2	3 A	4 B	5 A	6 B	7 A	8	2	3 A	4 B	5 A**	6 B	7 A	8
12	13 A	14 B	15 A**	16 B	17 A	18	9	10 B	11 A	12 B**	13 A	14 H	15	9	10 B	11 A	12 B	13 A	14 B	15
19	20 H	21 B	22 A	23 B	24 A	25	16	17 H	18 B	19 A	20 B	21 A	22	16	17	18	19	20	21	22
26	27 B	28 A	29 B**	30 A	31 B		23	24 B	25 A	26 B	27 A	28 B		23	24	25	26	27	28	29
														30	31 A					

April							May							June						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 B	2 A	3 B	4 A	5					1 B*	2 A	3							
6	7 B	8 A	9 B**	10 A	11 B	12	4	5 B	6 A	7 B	8 A	9 B	10	1	2 F	3 F	4 F	5 F	6 SWD	7
13	14 A	15 B	16 A	17 B	18 H	19	11	12 A	13 B	14 A	15 B	16 A	17	8	9	10	11	12	13	14
20	21 H	22 A	23 B	24 A	25 B	26	18	19 B	20 A	21 B	22 A	23 B	24	15	16	17	18	19	20	21
27	28 A	29 B	30 A**				25	26 H	27 A	28 B	29 A	30 B	31	22	23	24	25	26	27	28
														29	30					

**Legal Holidays and Board Designated Non-School Days**

Labor Day	September 2, 2013	Martin Luther King Day	January 20, 2014
Fall Break	Sept. 30 - Oct. 11, 2013	Lincoln's Day	February 14, 2014
Veterans Day	November 11, 2013	Washington's Day	February 17, 2014
Thanksgiving	November 27 - 29, 2013	Spring Break	March 17-28, 2014
Winter Break	Dec. 19-Jan 3, 2014	Spring Recess	April 18 & 21, 2014
		Memorial Day	May 26, 2014

**Important Dates**

First Day of School	July 30, 2013
Last Day of School	June 5, 2014
Back to School Night	August 13, 2013
Falcon Festival	April 30, 2014

SWD = Staff Work Day  
 \*\* = Professional Development Day (PDD)  
 \* = Minimum Day  
 T= Traditional Day; A Day = periods 1,2,3,4;  
 B Day = periods 5,6,7,8

Professional Development Days: Aug. 7, 21; Sept. 4, 18; Oct. 16, 30; Nov. 13; Dec. 4; Jan. 15, 29; Feb. 12; Mar. 5; Apr. 9, 30  
 School starts at 9:35 a.m.

# FREEDOM HIGH SCHOOL 2013-2014

## Regular Rotating Day Bell Schedule Monday, Tuesday, Wednesday

Time	A - Day	B - Day
8:15 – 9:44	1	5
9:49 – 11:22	2	6
11:22 – 11:52	Lunch	Lunch
11:57 – 1:26	3	7
1:31 – 3:00	4	8

## Thursday & Friday Schedule w/Advisory

Time	A-Day	B-Day
8:15 – 9:38	1	5
9:43 – 11:06	2	6
11:06 – 11:36	Lunch	Lunch
11:41 – 12:04	Advisory	Advisory
12:09 – 1:32	3	7
1:37 – 3:00	4	8

## Professional Development Day Schedule (late start)

Time	A - Day	B - Day
8:10- 9:20	PDD	PDD
9:35 -10:45	1	5
10:50 – 12:00	2	6
12:00 – 12:30	Lunch	Lunch
12:35 - 1:45	3	7
1:50 - 3:00	4	8

## Minimum Day Schedule

Time	A - Day	B - Day
8:15 – 9:15	1	5
9:20 – 10:26	2	6
10:31 – 11:31	3	7
11:36 – 12:36	4	8

Professional Development Days: Aug. 7, 21; Sept. 4, 18; Oct. 16, 30;  
Nov. 13; Dec. 4; Jan. 15, 29; Feb. 12; Mar. 5; Apr. 9, 30

## Traditional Day

Time	Period
8:15 – 8:57	1
9:02 – 9:48	2
9:53 – 10:35	3
10:40 – 11:22	4
11:22 – 11:52	Lunch
11:57 – 12:39	5
12:44 – 1:26	6
1:31 – 2:13	7
2:18 – 3:00	8

## Finals Schedule

Time	Period	Period	Period	Period
8:15 – 10:15	1	3	5	7
10:15 – 10:30	Break	Break	Break	Break
10:35 – 12:35	2	4	6	8

Finals Days: Dec. 13, 16, 17, 18; June 2, 3, 4, 5

## Rally Schedule

Time	A Day	B Day
8:15 – 9:25	1	5
9:30 – 10:40	2 (Assembly 1)	6 (Assembly 1)
10:45 – 11:55	2 (Assembly 2)	6 (Assembly 2)
11:55 – 12:25	Lunch	Lunch
12:30 – 1:40	3	7
1:45 – 3:00	4	8

# LIBERTY UNION HIGH SCHOOL DISTRICT

## GRADUATION REQUIREMENTS

In order to graduate from Freedom High School students are required to meet the subject matter standards in the following courses and complete 270 credits in these required and elective courses. Students who do not fulfill all of these requirements are not eligible to graduate from Freedom High School.

The following requirements must be met in order to receive a diploma from the Liberty Union High School District: 10 Units = 1 year

<b><u>Units</u></b>	<b><u>Course Requirements</u></b>
<b>40</b>	<b><u>English:</u></b> 4 years Students must pass 9 <sup>th</sup> , 10 <sup>th</sup> , 11 <sup>th</sup> and 12 <sup>th</sup> grade levels
<b>30</b>	<b><u>Social Studies:</u></b> 3 years a. One year of World History (10 <sup>th</sup> ) b. One year of U.S. History (11 <sup>th</sup> ) c. One semester of American Government (12 <sup>th</sup> ) d. One semester of Economics (12 <sup>th</sup> )
<b>10</b>	World Cultures/Geography - Freedom H. S. requires one year at 9 <sup>th</sup> grade level
<b>30</b>	<b><u>Mathematics:</u></b> 3 years Students must pass three years Mathematics with completion of Algebra through Geometry 1A
<b>20</b>	<b><u>Science:</u></b> 2 years a. One year of Life Science (Biological) b. One year of Physical Science (Earth Science, Chemistry or Physics)
<b>10</b>	<b><u>Fine Arts or Foreign Language:</u></b> 1 year
<b>20</b>	<b><u>Physical Education:</u></b> 2 years of P.E. at the 9 <sup>th</sup> and 10 <sup>th</sup> grade level
<b>5</b>	<b><u>Health:</u></b> Students must take one semester of Health Education
<b>105</b>	<b><u>Electives</u></b>
<b>270</b>	<b>Total number of units required for graduation.</b>



## Report Cards

Progress reports of academic effort as well as the report cards of the first and third quarters are given to students during advisory at mid-quarter and at the end of these respective quarters. Semester grades are issued at the end of the second and fourth quarters and are mailed home. *Only semester grades are entered on transcript, which are official permanent grade records.* For more information on grade reporting dates, please visit our school web site.

### 2013-2014 LUHSD Grading Periods (by Quarter)

<b>REPORT PERIOD</b>	<b>DAYS</b>	<b>PERIOD END DATE</b>
<i>Mid-Quarter 1</i>	<i>20</i>	<i>8/27/2013</i>
<b>Quarter 1</b>	<b>43</b>	<b>9/27/2013</b>
<i>Mid-Quarter 2</i>	<i>22</i>	<i>11/13/2013</i>
<b>Quarter 2/Semester 1</b>	<b>44/87</b>	<b>12/18/2013</b>
<i>Mid-Quarter 3</i>	<i>23</i>	<i>2/6/2014</i>
<b>Quarter 3</b>	<b>47</b>	<b>3/14/2014</b>
<i>Mid-Quarter 4</i>	<i>24</i>	<i>5/5/2014</i>
<b>Quarter 4/Semester 2</b>	<b>46/93</b>	<b>6/5/2014</b>

### Academic support information

#### Tutorial Services

Freedom High School offers a variety of tutorial services to support students in learning. Students are also encouraged to speak with their teachers for tutoring assistance. The following opportunities are available for students to seek additional help and/or complete assignments:

Study Hall – A full block period(s) to complete assignments, study, go to the Math Lab or use a Reverse Pass.

Reverse Passes – Reverse Passes are obtained in advance by students from the teacher with whom the student needs to speak to get additional assistance.

Math Lab – Assistance is available daily, periods one through eight. The Math Lab is located upstairs in the A building.

Homework Extended Learning Program (HELP) – Tutorial support offered Monday through Thursday from 3:15 to 4:45. The HELP program is located in the Library.

#### Parent Portal

The Parent Portal is a secure website that provides attendance, schedule and assignment information to parents who have an account. To obtain an account, the parent(s)/guardian(s) must provide a valid email address to the school. When this information is entered, it will automatically create an account attached to the student, and an email the parent with the password will be generated. Parents can go to <https://parents.luhsd.net> and enter the username and password that was emailed to them to access their child's information. Parents can also use this same web address to look up a forgotten password. For additional information and support, please see the Parent Info tab on the district website at [www.luhsd.net](http://www.luhsd.net).

## Counseling

Counselors assist students to help them in long-range academic planning as well as to support their success throughout their high school careers. They ensure that students are placed in appropriate courses related to their interests, ability and achievement. In addition, counselors monitor students' progress toward graduation and they keep parents/guardians informed of their student's academic progress. They also provide parents/guardians with information on professional programs designed to help students whose problems are beyond the score of the school guidance counselor. Counselors are available to meet with students by appointment; students can make appointments with their building counselor by going to their building office before school, during lunch, or after school and asking the secretary to schedule an appointment or calling 625-5900 and the counselor's extension: Building C, ext. 3084; Building D, ext. 3554; Building E, ext. 3074.

## Career Center

The Career Center Technician can assist students with career exploration; post high school training information, resume information, college/industry visitation programs and much more. The Career Center Technician can be reached at 635-5900 ext. 3024. The career center is open from 8:00 - 4:00 daily.

## Attendance Procedures

Students are expected to attend each scheduled class. Classroom experiences are meaningful and essential components of the learning process. Meeting class attendance requirements helps instill concepts of self-discipline, exposes the students to group interactions with teachers and fellow students, enables the student to hear and participate in class discussions, and involves the student in educational experiences not available in other circumstances. Instructional and learning opportunities lost through absence from class may not be retrievable.

**If your student is absent from class please call the attendance office at 625-5900 ext. 3045 or email the attendance office at [FHSattendance@luhsd.net](mailto:FHSattendance@luhsd.net) to excuse the absence. Parents can also track their student's attendance via the Parent Portal.**

All absences must be cleared within 48 school hours from the date of absence. If clearance is not obtained within this time period, make-up privileges for work missed may be denied. If your child is out three (3) or more days, contact their building office to obtain work.

We encourage you to clear an absence(s) within the same day that the student is absent. If no notification is given to the attendance office, then the parents will receive a phone call home from a computerized system in order to notify/remind the parents of a student's absence. Also, calling in advance relieves staff from calling parents at home or work to report student absence. Parents may also excuse their student's absence with a written letter to the office. **Any absences due to illness beyond sixteen in a school year must be verified by a physician's note.** Excessive absences, excused and others, will be referred to the School Attendance Review Board (SARB).

If a student is going to be absent from school, his/her parent must phone the attendance office and state the reason for the absence and the date their student will return to class. If a student brings a note instead of having his/her parent call, the student must drop the note off to the attendance office when he/she returns to school.

Valid excuses (as per Ed. Code 48205) - ALL other absences are unexcused:

1. Illness or quarantine.
2. Medical or dental appointments of an emergency nature.
3. Attendance at funeral services for a member of your immediate family.
4. Court appearance or suspension.
5. Exclusion, for up to 10 days, to obtain immunizations.
6. Excused up to 4 hours/semester in order to participate in religious instruction or exercises.

## Truancy and Tardies

Truancies and tardies are not acceptable at Freedom High School.

A class-cut is an absence from a class without prior, parental, administrative or teacher approval or more than thirty (30) minutes late to a class. An absence not cleared will show up as a truant and make-up work may not be allowed. Appropriate disciplinary consequences will be assigned. Students are accountable for their attendance to Advisory periods. Stay in your class or have a note before going to another. Students out of class without a valid written pass will receive disciplinary consequences.

Students' punctuality is an expectation. If a student is not in class when the tardy bell rings, they will be marked absent until they arrive. Once the student arrives after the bell, the teacher will change the absence to a tardy. If the student arrives 30+ minutes after the class begins, they are to report to the attendance office for an admit slip. The only exceptions to this rule are periods one and five. For these two periods **ONLY**, students will receive an after school detention for each group of three tardies. All tardies are subject to disciplinary consequences.

Vacations during the school year are ***strongly discouraged***. Extended absences must be arranged with the student's Assistant Principal and the student's building office. At teacher's discretion, schoolwork missed during these absences may not be made up.

## Co-Curricular Activity Absences

Students must receive permission to be absent from their teachers a minimum of 24 hours in advance due to co-curricular activity (participation in an activity).

## Home and Hospital

Home instruction is extended to students who will be absent in excess of three (3) weeks for long-term illness. This instruction is limited in scope. A written request accompanied by a physician's report must be submitted to the student's building office.

## Closed Campus

Freedom High School is a closed campus! Students who must leave campus for medical appointments or other valid reasons must obtain a permit to leave campus from the attendance office **prior to leaving campus**. Failure to do so will result in appropriate disciplinary actions. Parents must notify the attendance office via phone or note to allow their students to obtain a permit to leave campus.

Visitors to the Freedom campus, when school and school-related activities are in session, are not permitted without administrative permission. Any person wishing to visit Freedom High School, but who is not a Freedom student or faculty member, must seek permission from and obtain a visitor's pass from the reception area in the A building. This requirement is in accordance with the Penal Code of the state of California. No student is permitted to bring any relative or friend to school. Due to liability, children are not allowed on campus with friends of relatives during school hours.

## Leaving Campus

Students must have a note or a phone call from a parent or guardian and a Permit to Leave **before** leaving campus for any reason. If students do not obtain a Permit to Leave before leaving campus, students will be in violation of the Closed Campus Policy. Any student who returns to campus after leaving without permission is subject to a search of their person, their possessions, and vehicle when appropriate. Once a Permit to Leave Campus has been obtained, a student **must** leave campus. Any student with a Permit to Leave Campus is responsible for passenger(s) in their car to also have a Permit to Leave Campus.

Students who have an unscheduled period(s) are not expected to be on campus during their unscheduled period(s). If these students are on campus, they are expected to be productive (seeing a teacher, going to study hall, doing homework in the building office, etc). Students who fail to adhere to these expectations are subject to disciplinary action.

## Student Parking Lot

### Parking Lot regulations:

1. During the school day, including lunch, the parking lot is an off limits area.
2. Students are to park only in the large Student Lot, located in front of the tennis courts. The only exceptions to this are students who have earned Principal's Honor Roll status. These students are eligible to park in the B parking lot, located in front of the gym
4. All vehicles must be registered with the school and display a permit in the windshield.
5. Students may be ticketed in any area unauthorized area.
6. All vehicles must be parked between diagonal lines and occupy only one space.
7. Vehicles must park according to the traffic flow patterns.
8. Excessive speeding or rapid acceleration is prohibited.
9. Any area designated STAFF is off limits to students and will be ticketed.
10. All vehicles are subject to search at any time.

### Violators of parking regulations may be given one or more of the following consequences:

1. Be assigned a detention or Saturday School.
2. Be cited by the Oakley Police Department.
3. Be denied the use of parking facility privileges

### Gate Policy

All students who park on campus are expected to park inside the gated area. The only exceptions to this rule are students who qualify for Principal's Honor Roll parking. These students may park in the B Staff lot.

Student parking lot gates will be locked ten minutes before passing period and ten minutes after the passing period bell. At the end of the day, they will be opened two minutes before the bell.

If a student must leave after the gates are locked, they need to go to the A Building and ask the secretary to contact a campus supervisor to open the gates.

If a student returns after the gates are locked, they must park in a visitor spot (in front of the A-Building) and go to the attendance office to request that the gate be unlocked.

## Student Government

Activities are planned and managed by the Student Council and Club Council under the direction of the Activities Director. Please refer to the monthly calendars for activity dates and times posted on our web site. Class elections are held in the spring of each year for the following term.

## Clubs & Departments/Academy

We encourage students to involve themselves in the many clubs and activities of high school life. School dances provide part of the social activities during the school year. Times and dates are published in advance.

<b>Club</b>	<b>Advisor</b>	<b>Department/Academy</b>	<b>Chair/Leader</b>
Yearbook	Leslie Runzler	Language Arts	Sandy Torres
Journalism	Leslie Runzler	Mathematics	Jennifer Frugaletti
Band	George Chilcott	Social Science	Caleb Kriger
Marching Band	George Chilcott	Science	TBD
Color Guard	George Chilcott	World Language	Gloria Payette/Anna Gonzalez-Ortega
Choir	Eli Souza	Physical Education	Scott Sbranti
Centre Stage	Michael Kleiman	VAPA	Eli Souza
Academic Decathlon	Sean Clarke	CTE	Noureddine Lalami
AVID	Neil Boden	Sp. Ed.	Karen Cortez
CSF	TBD	Communications	Lori Butler/Jenny Wilson
NHS	Chery Ochinero/Frank Beede	STEM	Jason Fletcher/Sean Clarke
Speech & Debate	Michael Kleiman	PHD	Birdie Forsythe
Connect Crew	Dana Johnston		
Class of '14	Nicole Foster/John Dodson		

Class of '15	Dawn Chappelle/Gianna Coniglio		
Class of '16	Michael Kleiman/Jason Jeffrey		
Class of '17	Bridget Gengler/Lauren Foehr		
Head Rally	Sandy Torres		
Asst. Rally	Leslie Runzler		
Asst. Dance	Taylor Kollo		
POU	Gloria Payette/Catalina Rodriguez		
Latinos Unidos	Anna Gonzalez-Ortega		
BSU	Fidel Garcia		
Asian	Nora Cataniag		
French Club	Francoise Boden		
German Club	Julia Textor		
Interact Club	Sean Clarke		
Service Club	Dalia Stephenson		
Activities	Dana Johnston		
FRESHH	John Sierra		
Leadership	Dana Johnston		
Be The Change	Jill Johnson		
American Cancer Society	Frank Beede		
STEM	Sean Clarke/Jason Fletcher		
Food Revolution	Susan Warren		
Dancer Line	Leslie Runzler/Karen Cortez		
Dance Club	Leslie Runzler		
GSA	Sean Clarke		
P.A.W.S.	Jenny Wilson		
Redeemed	Neil Boden		
Sports Medicine	Glenn Briggs		
TUPE	Dana Johnston		
ALOHA	Nora Cataniag		
Art Club	David Gautier		
Cooking Club	Valerie Radebaugh/ Christy Brown		
Constitution Club	Susie Wilson		
Math Club	Kathy Burke/Michelle Gordon		
Best Buddies	Jill Pasker		

## **Athletics**

### **Athletic Eligibility**

To be eligible in the athletic program at Freedom High School, students must meet the following requirements:

1. Students must be enrolled in 20 credits or more at Freedom High School.
2. The student has earned credits at a rate of no less than the equivalent of 20 semester credits of work behind normal progress at any time prior to graduation AND the student is no more than two courses behind normal progress in successfully completing specific courses required for HS graduation as prescribed by the governing board.
3. Students must maintain at least a 2.0 grade point average each quarter. If a student does not have a 2.0 average, the student is ineligible until the completion of the next grading period. If the sport allows academic probation and if the student's quarter grade point average is between 1.75 - 1.99, the student is eligible to apply for athletic probation. To arrange for a probation hearing, the student or the student's parent needs to contact the Athletic Director, Mr. Amaro. If the student does not live within the district boundaries, students must also contact the Athletic Director.

### Freedom High School ethics for spectators

- Spectators are required to maintain a high degree of sportsmanship during athletic contests.
- Spectators must, at all times, remain in the designated seating areas while a contest is in progress.
- No spectator is allowed to confront an official, coach, or player before, during or after an athletic contest.
- The actions of a spectator, detrimental to the playing of the game, may cause forfeiture of that contest.

The following behavior is unacceptable at all NCS/CIF high school contests:

1. Berating your opponent's school or mascot.
2. Berating, yelling, booing or chanting at opposing players or coaches before, during or after a game. Personal attacks will not be tolerated.
3. Obscene cheers or gestures.
4. Negative signs. All signs must show only positive support. Those which direct negative comments towards opponents or are unsportsmanlike or vulgar are not permitted.
5. Noisemakers (Artificial noisemakers shall not be used at any event. Artificial noisemakers include, but are not limited to, megaphones, air horns, bells, whistles, clickers, thunder sticks, explosive devices, etc).
6. Laser pointers.
7. Complaining about an official's call(s) – verbal or gesture.
8. Throwing objects onto the playing area before, during or after a contest.
9. Entering the playing area before and during a contest, including the awards ceremony, if applicable.

**All students must exit the campus/premise within 30 minutes of the ending of the event.**

Any spectator who fails to abide by the above rules will be asked to leave the premises.

Administration may prohibit attendance at any school activity of any person(s) who, in the judgment of the administration, causes or contributes to a negative or unsafe environment.

In and out privileges are severely restricted at athletic contests. Permission will be granted at the discretion of administration. Backpacks, bicycles, skateboards, scooters and animals are not allowed at athletic contests.

## Dances

### Non participation list

Students become ineligible to attend school dances for a quarter if in the previous quarter either of the following apply:

- Grade Point Average below 1.5.
- Three or more disciplinary infractions in the monitored (previous) quarter.
- Any fines owed or overdue textbooks. If you are on the list for fines, you may be removed from the list by clearing the fine or returning the textbook.
- Any student found to be under the influence or in possession of alcohol or drugs will be ineligible to attend dances for the remainder of the quarter and the next quarter.

Seniors may apply for a waiver for *Senior Ball only*.

### Freedom High School Dance Protocol

- Students must be a Freedom student.
- Students must have current/valid picture ID to purchase a ticket *and to enter the dance*.
- Students must not be on the non-participation list.
- No students will be admitted after 9:00 p.m.
- INAPPROPRIATE DANCING will not be tolerated. Students dancing inappropriately will be required to go to dance detention and further disciplinary consequences will follow.
- Students will not be allowed to re-enter the dance after leaving the dance area.

The District Behavior Code applies to student actions. No guests are allowed at regular school dances.

**GUEST BIDS ARE ACCEPTED ONLY FOR HOMECOMING, WINTER BALL, SOPH HOP, JUNIOR PROM, AND THE SENIOR BALL.**

Guests may not be older than 19 for the Homecoming and Frosh/Soph Hop dances, 20 for Junior Prom and 21 for Senior Ball. Middle school students, regardless of age, are not allowed to attend.

**All students must exit the campus/premise within 30 minutes of the ending of the event.**

## Health

The health office is in the administration building. Students must have an up-to-date emergency card on file with the Health Clerk. If students are injured at school or a school-sponsored event, report the injury immediately to the nearest FHS staff member. If students must leave school because of illness, **they must check out through the Attendance office before leaving.** California school law will not permit FHS to give medication, even aspirin, to students without written consent of the student's parent or legal guardian for a specified medicine with a specified dosage, for a specified period of time, as prescribed by a physician or other authorized medical personnel (Ed. Code 49423.6).

## Bus Transportation

For bus transportation information, you may call 634-2700. Students are held accountable to Ed. Code 48900 while riding the bus to and from school.

## Discipline Policy and Procedures

**Disclaimer:** The rules you are about to read in this Code of Conduct supplement are in addition to Freedom High School's broad, discretionary authority to maintain safety, order and discipline in the school zone. These rules support, but do not limit, our authority.

Our discipline policy and procedures are intended to promote consistent and fair treatment of all students in an atmosphere of open communication, self-discipline, and clearly communicated rules and regulations.

## Expectations of Our School Community

In all instances, written documentation regarding the behavioral incident and subsequent parent/guardian communication should be submitted to the principal or administrator handling the incident. All disciplinary actions will be governed by the California Education Code and the Liberty Union High School Board of Education.

## Code of Conduct

At Freedom High School, we believe it is the basic right of each student to receive a quality education. School and classroom rules are designed to enhance quality education, prevent disruption, and protect students.

Students who are subject to disciplinary investigation may be subject to audio tape recording and, as necessary, breathalyzer and field sobriety tests.

Video surveillance will occur throughout the school year as a resource to help ensure the safety of students, staff, and school property. A video recording of actions by students may be used by Freedom High School and/or the Liberty Union High School District as evidence in any disciplinary action brought against a student(s) arising out of the student's conduct in or around the Liberty Union High School District and its property.

Bullying of any kind, including cyberbullying, is not acceptable and will not be tolerated. If a student is found to have engaged in any kind of bullying, severe consequences will be administered including, but not limited to suspension and expulsion (Ed. Code 48900(r) and Ed. Code 32261(r)).

Teachers will inform students of classroom rules, specific to their instructional situations. Students and parents should familiarize themselves with the LUHSD discipline matrix, and addition to expectations of safe and reasonable conduct.

**Students are responsible for their behavior and the consequences of good or poor judgment. Students are subject to school rules, policies, and behavior expectations on the way to and from school, on school premises, and at school sponsored functions.**

## Direction from school personnel

Each student is expected to follow reasonable rules, directions, instructions, and requests from teachers, student teachers, substitute teachers, instructional assistants, principals, campus supervisors, or any other authorized school personnel during any period of time when he/she is properly under the authority of school personnel.

## Student I.D. Cards

The first I.D. card is free and identifies each student as an active member of the student body. **All students must wear a current year I.D. card VISIBLY around their necks. Not wearing this I.D. card visibly will result in progressive disciplinary action. Staff Assistant IDs do not qualify as a valid student ID card.**

If students lose their student ID card, they must pay \$3.00 for a duplicate in their building office. If students let someone else use their card, it will be taken away and they will be subject to disciplinary action.

A student body card sticker is the passport to the whole activity program at Freedom. This may be purchased at Walk-Thru or later at the Student Store. It serves as a student I.D. and allows the following discounts:

1. Free admission to FHS athletic home events.
2. Reduced admission to ASB-sponsored dances.

## Disciplinary Consequences

The Liberty Union High School District discipline matrix begins on page 19.

### After School Detention

After school detentions are held daily from 3:10 to 4:10 in the Multi Purpose Room (MPR). If a student fails to attend an assigned after school detention, further disciplinary consequences will be assigned.

### In-School Suspension (ISS)

Students assigned to In-School Suspension (ISS) must make arrangements to make up the work they miss while in ISS. ISS is an alternative to suspension at the discretion of administration and is an excused absence from class. If a student is assigned to more than 2 periods of ISS, the student is not allowed to attend any extracurricular activity that day. If a student gets a Permit to Leave Campus out of ISS, they will be reassigned 1 day of ISS.

### Thursday School

Thursday School is held on Thursdays in room D119 from 3:15 to 5:45. Students are expected to be productive during this period of time. Failure to attend or being asked to leave an assigned Thursday School will result in further disciplinary consequences.

### Saturday School

Saturday School is held on Saturdays from 8:00 to 12:00. Students are to arrive promptly by 8:00 in the A Staff lounge. Students assigned to Saturday School are expected to bring enough work to be productive for the entire four hour session.

### Suspension

Pursuant to LUHSD Board Policy 5144.1, suspended or expelled students shall be excluded from all school-related extracurricular activities during the suspension or expulsion; this exclusion prohibits students from being on or near any school campus and/or district provided bus transportation.

## Theft

Students are **strongly encouraged** to leave all valuables at home. The Liberty Union High School District is **not responsible** for lost or stolen items. Students are encouraged to report theft to their building office as soon as possible and to complete a stolen property report. All lockers are the property of the district and are subject to inspection without student permission or prior notice if reasonable suspicion exists that a search will uncover evidence of illegal possessions and activities.



## Electronic devices

Students may carry cell phones and MP3 players at school, but may NOT use them or have them on during instructional time. Phones are not to be used to take pictures or video footage. Use during class time or inappropriate use will result in confiscation of device and disciplinary consequences. Video cameras are not allowed on campus without administrative approval. Refer to BP 5131 for additional information.

Any student caught misusing a cell phone (i.e. taking pictures, videotaping a fight and calling for non students to come on campus) will be subject to disciplinary action.

We encourage all students to leave their electronic devices at home. If you choose to bring these items, they are susceptible to theft. The school is **NOT** responsible for these items.

## Student use of computers & internet accounts

All students shall follow the guidelines specified in the District Acceptable Use Policy Contract available at registration. Student use computers are to be used for educational purposes only! Any violators will be subject to discipline including, but not limited to, the loss of their computer privileges.

## Dress Code

Students are expected to attend school in clothing that does not disrupt the educational process. Any item of clothing that promotes disruptive and/or demoralizing values, which are inconsistent with and counterproductive to our educational mission, is not permitted. The decision concerning appropriateness of dress is determined by the administration. Refer to B.P. 5132 and A.R. 5132 for additional information.

Avoidance of distracting influences is key to maintaining an appropriate appearance. Any apparel, cosmetic, jewelry, or piercing, even if not specifically mentioned, which creates a safety concern or detracts from the educational process is prohibited.

A student who wears inappropriate clothing to school will be asked to change into appropriate attire before returning to classes and disciplinary consequences may be assigned. California courts support reasonable, clear school regulations governing the appearance of students.

The following guideline shall apply to all school activities:

- Garments that expose the chest, tank tops with extended armholes are prohibited.
- Shirts and shoes are required at all times. No bare midriffs or bare backs, no low cut or revealing tops are allowed. No “off-the-shoulder” garments are to be worn. Garments, including pants, shall be sufficient to conceal underclothes. No underclothing should be worn as outer clothing.
- References or innuendoes to drugs, alcohol, weapons, sex, tobacco, racial slurs, profanity, or any disparaging remarks are prohibited.
- Hats, hoods or other non-religious head coverings are not to be worn in classrooms/instructional areas.
- Any gang symbols are strictly prohibited. A more restrictive policy may be applied as necessary to maintain a safe and orderly campus.
- Students must follow the correct dress code attire for Physical Education, which includes a gray tee shirt, navy blue shorts and appropriate shoes. **Board Policy (AR 5132) prohibits the wearing of any jewelry at any time.**

## Food & Drink

**Forms for the Free and Reduced Lunch program (NSLP) are available in each building office.**

Food and drinks in classrooms are severely restricted. The decision to allow food and drink in the classroom is at the individual teacher’s discretion.

Food and drink will only be sold before school, after school, or during lunch. Products purchased after the bell will be confiscated. Students selling food or drinks at any other time could be subject to disciplinary consequences.

The cafeteria and snack bars at Freedom High School utilize the MyNutrikids.com system which is a safe and convenient system for online prepayments and nutrition education. MyNutrikids.com provides a fast, easy, and secure way to view child account purchases and updated meal balances. When your child's meal balance gets low, money can be added to their account from the convenience of your home or office. For more information about this program, including instruction on creating an account for your student, please visit: <http://www.mynutrikids.com>.

### **Conflict mediation**

If a student is in conflict with another student or a group of students, we encourage them to report it to their building office so that appropriate action may be taken. Conflict mediation is an acceptable, confidential and strictly peer-driven program that assists in teaching students non-violent methods of solving a problem. Any student involved in a fight, including a student who jumps in, is subject to disciplinary action(s).

### **Textbooks**

Students are responsible for the care of textbooks. **Students are encouraged to cover assigned textbooks.** When students withdraw from school, they must return student textbooks to the textbook room (A105). If students change a class, they must return the textbooks they no longer need to the bookroom. Students will be fined for damaged or lost textbooks. Student's grades, transcripts, and/or diploma may not be forwarded to student's next school or issued to student if fines or other charges have not been paid. In addition, this matter will be turned over to a collection agency.

#### **Textbook policy**

1. Students are responsible for the care of their textbooks.
2. Textbooks will be issued through textbook room A105.
3. Students must have a current FHS student ID to check out textbooks.
4. Students must pay existing textbook bills to be able to check out textbooks.
5. Students are encouraged to cover assigned textbooks.
6. Students need to inspect textbooks for damage at check-out time. Damages need to be reported immediately to the textbook room clerk. Students may be fined for unreported damages.
7. Charges for damaged or lost textbooks range from \$5.00 to the full replacement price of the book.
8. Students must report any loss of textbooks to the textbook room immediately.
9. Replacement books will be issued after payment for the lost book(s) or arrangements have been made.
10. Receipts will be issued for payment for a lost book. Refunds for books that are found will be mailed.
11. The replacement price of a book is the current publisher's price.
12. Students must return books to the textbook room when the course of study is completed.
13. When students withdraw from school, they must return student textbooks to the textbook room (A105).
14. There may be a \$5.00 late fine for EACH BOOK returned after the last day of school or the end of the course.
15. If fines or other charges are not paid, students' grades, transcripts, and/or diploma may not be forwarded to student's next school or issued to student. In addition, this matter will be turned over to a collection agency.

#### **DISCLAIMER**

**School information published in this handbook is subject to change as may be needed to ensure continued compliance with federal, state or local regulations and is subject to review and alteration as becomes necessary for the routine operation of the school.**

## **Public Notification of Nondiscrimination**

The Liberty Union High School District (LUHSD) is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

The LUHSD's Career and Technical Education (CTE) program does not discriminate in enrollment in or access to any of the CTE programs available. Admission to these programs is based on age appropriateness, class space, interest, aptitude, and prerequisite coursework (where applicable). The lack of English skills shall not be a barrier to admission to or participation in the District's activities and programs. The LUHSD also does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the California Code of Regulations Title 5, Chapter 5.3 Nondiscrimination. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the District's designated compliance coordinators.

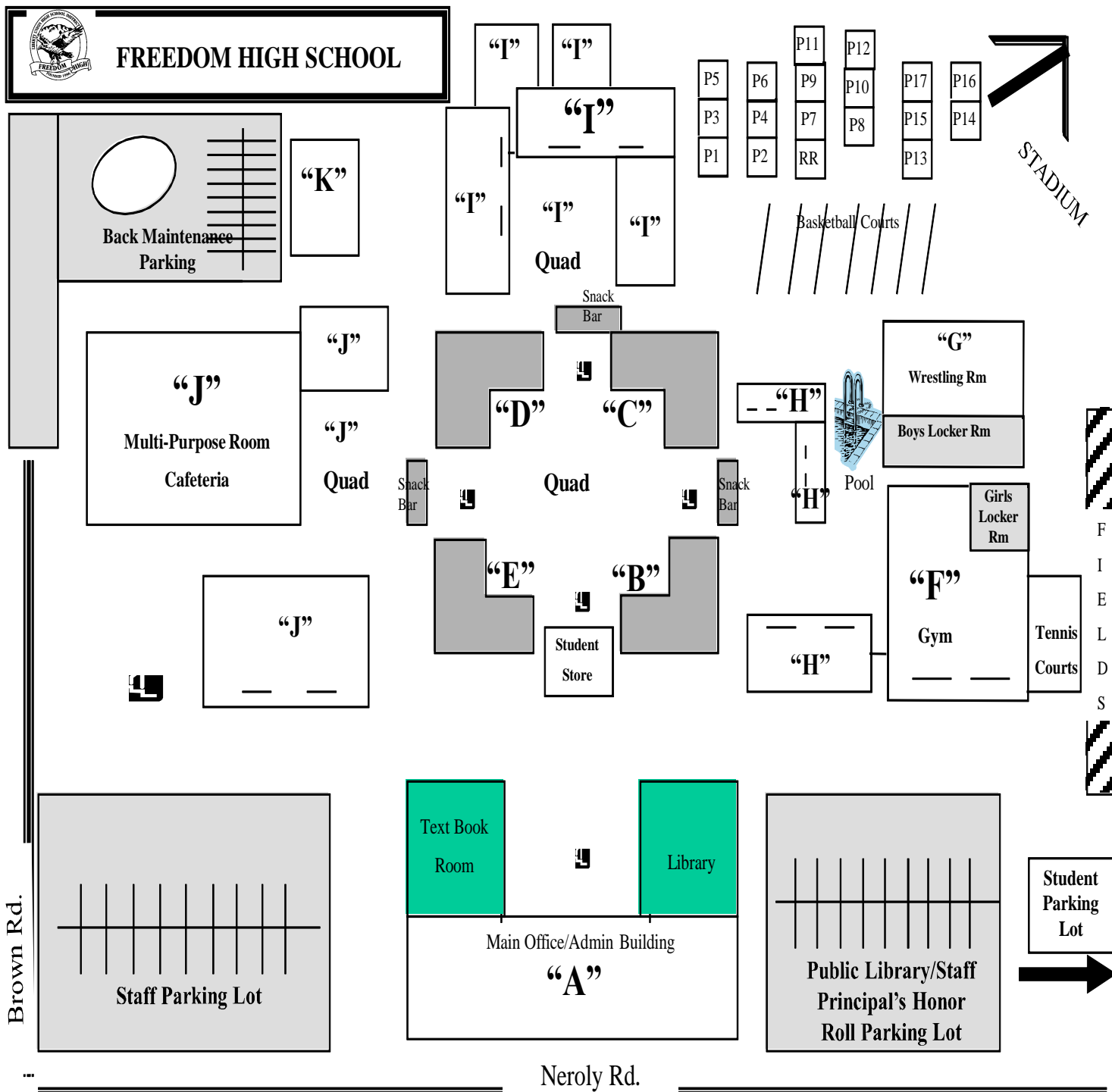
**Section 504 Coordinator:** John Saylor- Director of Student Services, 20 Oak Street, Brentwood, CA 94513 (925) 634-2166

**Title IX Coordinator:** Gene Clare, Assistant Superintendent of Administrative, , 20 Oak Street, Brentwood, CA 94513 (925) 634-2166

**CCR Title 5 Coordinator:** Gene Clare, Assistant Superintendent of Administrative, , 20 Oak Street, Brentwood, CA 94513 (925) 634-2166

**CTE Program Coordinator:** Mary Vinciguerra, Assistant Superintendent of Educational Services, 20 Oak Street, Brentwood, CA 94513 (925) 634-2166

# Map - Freedom High School



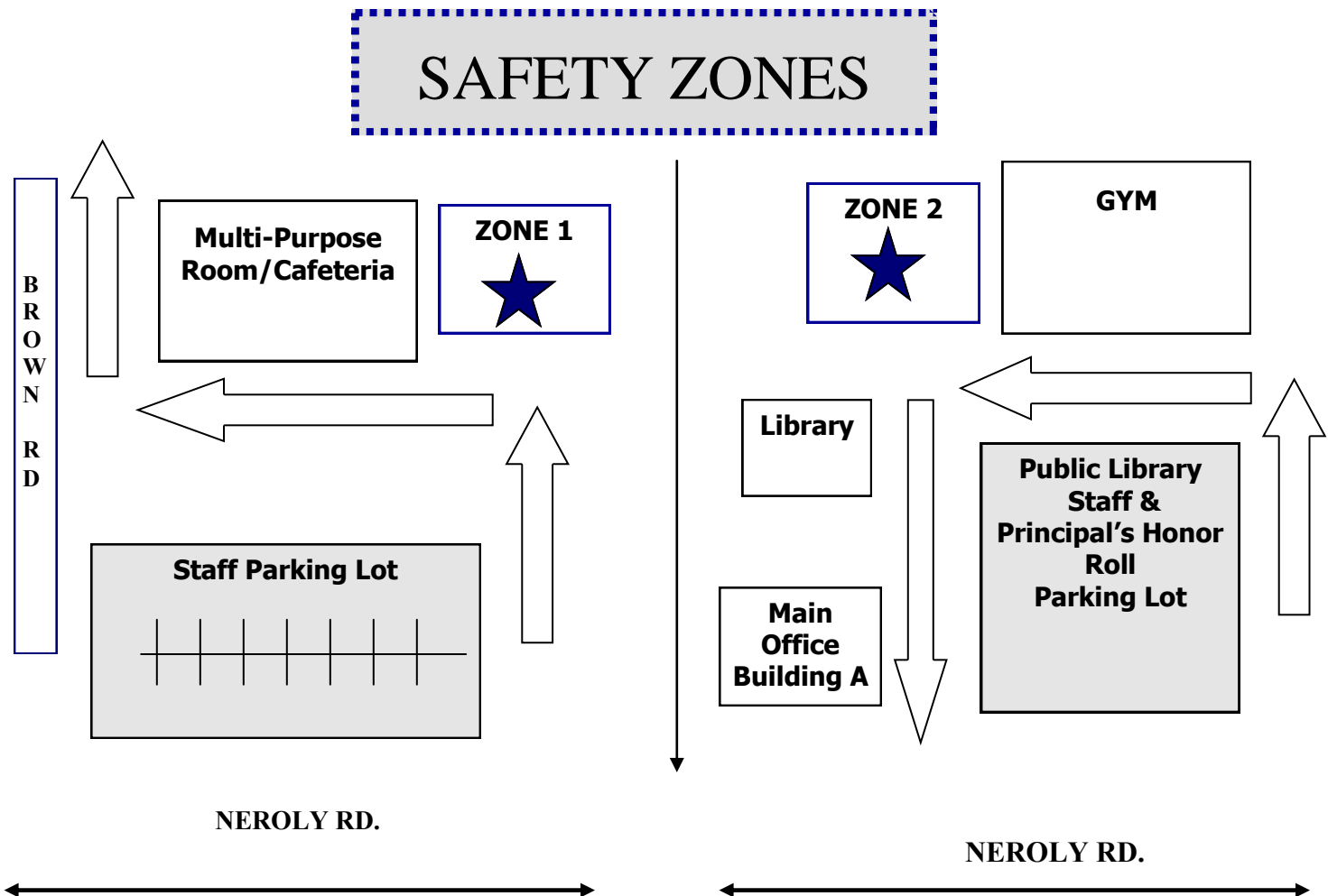
## Safe Evacuation Plan (SEP)

The Safe Evacuation of the SEP is designed to prepare all individuals for the impact of a major disaster or emergency affecting the school. There are two (2) Safety Zones for campus evacuation. Zones 1 and 2 are designed for the safe evacuation of students and indicate where parents may be required to pick up their student.

### Student pick up area

Release of Student will ONLY occur if the student is picked up by the parent, guardian or emergency contact person noted on the student emergency card.

**Zones 1 and 2** will have a command center with a staff member responsible for the release of students.



## LIBERTY UNION HIGH SCHOOL DISTRICT STUDENT CONDUCT CODE DISCIPLINARY GUIDELINES

Revised: 02/19/2013

Category 1: Offenses on which the Principal is REQUIRED to recommend EXPULSION, without exception.

**ED Code 48915(c)**

Offense	First Offense	Second Offense	Third Offense
1. Possessing/selling/furnishing a firearm at school or at a school activity.	5 day suspension. Police report. Expulsion Recommendation		
2. Brandishing a knife at another student.	5 day suspension. Police report. Expulsion Recommendation		
3. Unlawfully selling a controlled substance listed in Chapter 2 (Section 11053) of Division 10 of the Health and Safety Code.	5 day suspension. Police report. Expulsion Recommendation		
4. Committing/attempting to commit a sexual assault/battery as defined in EC 48900(n).	5 day suspension. Police report. Expulsion Recommendation		
5. Possessing any explosive device.	5 day suspension. Police report. Expulsion Recommendation.		

Category 2: Offenses on which the Principal is REQUIRED to recommend EXPULSION, unless Principal makes an exception

**ED Code 48915(a)**

Offense	First Offense	Second Offense	Third Offense
1. Caused serious physical injury to another person, except in self defense.	5 day suspension. Police report. Possible Expulsion Recommendation		
2. Possessed any knife or other dangerous object of no reasonable use to the student.	5 day suspension. Police report. Possible Expulsion Recommendation		
3. Unlawful possession of any controlled substance listed in Chapter 2 (Section 11053) of Division 10 of the Health and Safety Code except for the first offense for the possession of not more than one avoirdupois (measurement) ounce of marijuana, other than concentrated cannabis.	5 day suspension. Police report. Possible Expulsion Recommendation		
4. Robbery or extortion.	5 day suspension. Police report. Possible Expulsion Recommendation		
5. Assault or battery, as defined by Sections 240 and 242 of the Penal Code upon any school employee.	5 day suspension. Police report. Possible Expulsion Recommendation		

**LIBERTY UNION HIGH SCHOOL DISTRICT  
STUDENT CONDUCT CODE DISCIPLINARY GUIDELINES**

Revised: 02/19/2013

Category 3: Offenses which may result in a recommendation by the Principal for expulsion (Education Code 48900.2, 48900.3, 48900.4, 48900.7)  
Administrator has latitude to impose penalty based upon individual circumstances.

**ED Code 48900**

Offense	First Offense	Second Offense	Third Offense
.2 - Committed sexual harassment as defined by EC 212.5.	1-3 day on/off campus suspension. Possible referral to Counseling Refer to sexual harassment policy	1-3 <del>3-5</del> day suspension Possible involuntary transfer recommendation	5 day suspension Expulsion recommendation
.3 - Caused/attempted to cause/threatened to cause or participated in an act of hate violence as defined by EC 67380.	3-5 day suspension Possible involuntary transfer	5 day suspension Involuntary transfer recommendation Police notification	5 day suspension Expulsion recommendation
.4 - Engaged in harassment/threats/intimidation against student(s) which disrupted classwork, created substantial disorder, invaded rights of student(s) by creating an intimidating or hostile environment.	3-5 day suspension Possible involuntary transfer	5 day suspension Involuntary transfer recommendation	5 day suspension Expulsion recommendation
.7 - Made terrorist threats against school officials or school property, or both.	3-5 day suspension Police Report Involuntary or Expulsion recommendation	5 day suspension Expulsion recommendation	

## LIBERTY UNION HIGH SCHOOL DISTRICT STUDENT CONDUCT CODE DISCIPLINARY GUIDELINES

Revised: 02/19/2013

Category 4: Offenses on which a student may be suspended, transferred to the District Alternative/Continuation School, or incur revocation of inter-district permit on the first occurrence of any offense. Alternative means of corrections should be considered prior to suspension such as community service, detention, or on-campus suspension. Parents will be notified after each offense. Behavioral infractions are cumulative during the duration of high school. Administrator has latitude to impose penalty based upon individual circumstances.

### ED Code 48900

Offense	First Offense	Second Offense	Third Offense
a.(1) Caused, attempted to cause, or threatened to cause physical injury to another person (Assault)(Mutual Combat)	1 - 3 day on/off campus suspension	3-5 day on/off campus suspension Possible involuntary transfer	5 day suspension Possible Involuntary or Expulsion recommendation
a.(2) Willfully used force or violence upon the person of another, except in self-defense. (Battery)	3 day suspension	3-5 day suspension Possible involuntary transfer	5 day suspension Possible expulsion recommendation
b. Possessed/sold/furnished any firearm/knife/explosive/dangerous object. (Does not meet EC 48915 criteria)	1-3 day on/off campus suspension Possible Police report	3-5 day suspension Police report Possible involuntary transfer recommendation	5 day suspension Police report Possible expulsion recommendation
c. Possessed/used/sold/furnished or been under influence of any controlled substance/alcoholic beverage/intoxicant.(does not meet EC 48915 criteria)	1 – 3 day suspension Police report	5 day suspension Police report Possible Involuntary transfer recommendation	5 day suspension Police report Possible Involuntary or Expulsion recommendation
d Offered, arranged, or negotiated to sell a controlled substance, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant. (does not meet EC 48915 criteria)	1 – 3 day suspension Police report	5 day suspension Police report Possible Involuntary transfer recommendation	5 day suspension Police report Possible Involuntary or Expulsion recommendation
e. Committed or attempted to commit robbery or extortion.	1 – 3 day on/off campus suspension Police report	5 day suspension Police report Involuntary transfer recommendation	5 day suspension Police report Expulsion recommendation
f. Caused/attempted to cause damage to school/private property.	1 – 3 day on/off campus suspension Restitution Possible Police report	3 - 5 day suspension on/off campus Restitution Police report Involuntary transfer recommendation	5 day suspension Restitution Police report Expulsion recommendation
g. Stole/attempted to steal school/private property.	1 – 3 day on/off campus suspension Police report	5 day suspension Police report Possible Involuntary transfer recommendation	5 day suspension Police report Involuntary or Expulsion recommendation



**LIBERTY UNION HIGH SCHOOL DISTRICT  
STUDENT CONDUCT CODE DISCIPLINARY GUIDELINES**

Revised: 02/19/2013

h. Possessed/used tobacco/other nicotine product.	Warning Discretion of site administrator Possible referral to counseling	1-3 day on/off campus suspension Possible referral to counseling	3-5 day on campus suspension
i.(1) Committed obscene act or engaged in habitual profanity/vulgarity. (Non-directed)	Warning Discretion of site administrator	Detention assigned	1 – 3 day on/off campus suspension
i.(2) Committed obscene act or engaged in habitual profanity/vulgarity. (Directed-Student)	1-3 day on/off campus suspension	3-5 day on/off campus suspension	5 day suspension
j. Unlawfully possessed/offered/arranged/negotiated to sell any drug paraphernalia.	1-3 day on/off campus suspension Possible Police notification	2-3 day on/off campus suspension Police report	5 day suspension Police report Possible Involuntary transfer recommendation
k. Disrupted school activities/defied valid authority.	Discretion of site administrator	1-3 day on/off campus suspension	3-5 day on/off campus suspension
l. Knowingly received stolen school property or private property.	1 – 3 day on/off campus suspension Possible Police report	3 - 5 day on/off campus suspension Police report	5 day suspension Police report Involuntary transfer recommendation
m. Possessed an imitation firearm.	1-3 day on/off campus suspension Possible Police report	3 - 5 day on/off campus suspension Police report Involuntary transfer recommendation	5 day suspension Police report Expulsion recommendation
n. Committed/attempted to commit a sexual assault as defined in Penal Code 261, 266C, 288, 288a or 289 or committed a sexual battery as defined by Penal Code 243.4.(does not meet EC 48915 criteria)	1-3 day on/off campus suspension. Possible referral to Counseling Possible police notification Refer to sexual harassment policy	1-3 day suspension Possible involuntary transfer recommendation Police notified	5 day suspension Expulsion recommendation
o. Harassed, threatened or intimidated a student to prevent/retaliate for being a witness in a school disciplinary hearing.	1 – 3 day suspension	3 – 5 day suspension Police report Involuntary transfer recommendation	5 day suspension Police report Expulsion recommendation
p. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug SOMA.	1 – 3 day suspension Police report	5 day suspension Police report Possible Involuntary transfer recommendation	5 day suspension Police report Possible Involuntary or Expulsion recommendation
q. Engaged in, or attempted to engage in, hazing.	1-3 days on/off campus suspension	3-5 days off campus suspension	5 day suspension Possible involuntary transfer
r. Engaged in the act of bullying, including, but not limited to, bullying by means of an electronic act, directed toward a student or school personnel.	1-3 days on/off campus suspension	3-5 days off campus suspension	5 day suspension Possible involuntary transfer
t. Aid or abet the infliction or attempted infliction of physical injury	1-3 days on/off campus suspension	3-5 days off campus suspension	5 day suspension Possible involuntary transfer

**LIBERTY UNION HIGH SCHOOL DISTRICT  
STUDENT CONDUCT CODE DISCIPLINARY GUIDELINES**

Revised: 02/19/2013

Category 5: Offenses which are not usually punishable by a school suspension on the first offense. Second and Third offenses may be 48900k violations. Other disciplinary actions may be taken, such as community service, in lieu of detention and/or on-campus suspensions. Parents will be notified after each offense if deemed appropriate. Administrator has latitude to impose penalty based upon individual circumstances.

Offense	First Offense	Second Offense	Third Offense
Verbal Provocation	Warning Possible non-harassment contract	1 day on/off campus suspension	2-3 day off campus suspension
Forgery or Falsification of school/parent documents	Warning	1 day on-campus suspension	2-3 day off campus suspension
Unauthorized use of pager, cell phone, listening/recording device, electronic device during instructional time	Confiscate Return to student at end of day	Possible detention Confiscate Parent pick-up	1 day on-campus suspension Confiscate Future violations will result in 1-5 days suspension.
Bicycles/skateboards ridden on campus	Warning and confiscation of item for rest of day.	Detention, parent picks up item	1 day on/off campus suspension, item banned from use.
Dress code violation	Warning and clothing item changed	Detention. Clothing item changed	1-2 day on/off campus suspension.
Gambling for profit or gain	Warning	1-2 day on-campus suspension	3-5 day on-campus suspension
Display of gang related or affiliated symbols	Warning, Confiscate Parent conference Possible police notification	1-3 day on/off campus suspension Possible police notification	5 day off campus suspension Police report Possible involuntary transfer
Cheating	Parent/teacher contact Teacher detention Zero on assignment	1 day class on-campus suspension Parent/teacher contact Zero on assignment	2-3 day on/off campus suspension Zero on assignment Parent Contact (Fourth Offense - WF)
I.D. card failure to wear, carry, or present upon request	Warning	Detention	Detention Future violations may result in 1-5 days suspension
Off campus/Out of bounds area	1 day on/off campus suspension Warning Possible detention	2-3 days on/off campus suspension	3-5 days on/off campus suspension
Unsafe behavior-running, throwing objects, horseplay, spitting	Warning Possible detention	1 day on-campus suspension or detention	2-3 day suspension
Displaying inappropriate affection	Warning	Possible detention	1 day on-campus suspension
Harassment (does not meet EC 48900.3 criteria)	Warning Possible non-harassment contract	1-3 days on or off campus suspension Possible non-harassment contract	3-5 days off campus suspension Possible involuntary transfer
E-cigarettes	Warning Confiscate, return to parent	Warning Confiscate, return to parent	1-2 day on campus suspension