

# Parent/Student Handbook



**Farmersville High School**

2025-2026 School Year

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# Staff Directory

Principal: Jesus Gonzalez, Ed.D.

Assistant Principal: Russell Billings

Counseling	Office	Special Services	Campus Supervisors
Vianna Gomes, Last names: A-G	Teresa Bombela, Secretary II/Guidance	David Meza, Athletic Director	Marco Gutierrez
Maria Baez, Last names: G-P	Teresa Gonzalez, Secretary	Rebecca McMillin, Special Education	Olga Morales
Beatriz Sanchez Last names: P-Z	Norma Guerra, Attendance/Registrar	Andrea Kroon, Special Education	
Salvador Luquin, Social Worker	Charlotte Jones, Finance	David Meza, Activities Director	
Juana Donnelly, District School Psychologist	Ludivina Huerta-Torre, Community Liaison	Leanna Blackmon, AVID Coordinator	
Selene Medina, CTE Coordinator	Angelica Rogers, District Nurse	Matthew Kuhn, Academic Coach	
Michelle Iniguez, UC Merced Talent Search	Maricela Flores, LVN	Marybel Gonzalez, Library Media Services	
	Samantha Iniguez, Outreach Consultant	Adilene Garcia-Mendoza, Locker Room Attendant/Instructional aide	

# 1 General Information

## 1.1 Mission, Vision, & Goals

### **Mission:**

At Farmersville High School, we empower all students to excel academically, develop critical thinking skills, and become lifelong learners.

### **Vision:**

Our vision at Farmersville High School is to empower students to be productive members of society with strong character who make a positive impact in their communities and the world.

### **Goals:**

#### **Students will be EMPOWERED for:**

- Being at school regularly and on time for every class.
- Completing and returning homework assignments.
- Working to the best of their ability.
- Demonstrating a positive attitude toward opportunities and experiences provided by the school and teachers.
- Helping create a positive environment by practicing respect, accepting responsibility, working together, and following the safety rules.
- Being an engaged and prepared learner
- Communicating my needs to the staff

#### **Staff will be EMPOWERED for:**

- Providing a safe, clean, healthy, well-equipped facility where parents/guardians/students are welcome.
- Ensuring that all teachers and paraprofessionals are highly qualified.
- Holding high expectations for all students, believing each student can learn, and helping them reach their fullest potential.
- Showing respect for each student and their family.
- Maintaining open communication with the student and their parents/guardians.
- Coming to class prepared to teach the state curriculum using district-approved materials.
- Enforcing school and classroom rules fairly and consistently.
- Providing meaningful and appropriate class and homework activities.
- Providing instruction that is engaging and relevant for students.

#### **Parents/Guardians will be EMPOWERED by:**

- Ensuring my students' regular attendance and prompt arrival.
- Checking my students' backpacks, folders, school/district mailings, Parent Square, and websites for important information.
- Establishing an expectation and a time for homework and reviewing it regularly.
- Following and supporting school policies, including dress code and behavior guidelines.
- Communicate regularly with my students and the school.
- Following procedures for student drop-off and pick-up.
- Respecting the school staff, students, and other families.

## 1.2 Schoolwide Learner Outcomes (SLOs)

Farmersville High School's Schoolwide Learning Outcomes (SLOs) are broad, overarching goals to ensure all students develop the essential skills, knowledge, and attitudes required for learning, literacy, and civic life. In alignment with the school's mission and vision, the SLOs emphasize the integration of 21st-century skills.

### ***FHS "Graduates Will" Schoolwide Learning Outcomes for ALL Students***

<b>Schoolwide Learning Outcomes</b>	<b>FHS Graduates will:</b>	<b>21<sup>st</sup> Century Skill</b>
<b>1. Critical Thinking &amp; Problem-Solving</b>	Be able to analyze complex problems, develop innovative solutions, and evaluate evidence to make informed decisions.	<b>Learning</b>
<b>2. Creativity &amp; Innovation</b>	Demonstrate the ability to think creatively and innovatively by generating original ideas, designing solutions to real-world problems, and applying critical thinking skills to produce meaningful work. They will effectively collaborate, take intellectual risks, and utilize diverse perspectives and digital tools to foster innovation in academic and extracurricular endeavors.	<b>Learning</b>
<b>3. Collaboration</b>	Demonstrate practical collaboration skills by actively engaging in team-based activities, contributing ideas, listening respectfully to others, resolving conflicts constructively, and achieving shared goals in diverse group settings across academic and extracurricular contexts.	<b>Learning</b>
<b>4. Communication</b>	Exhibit practical communication skills by clearly and confidently expressing ideas through written, oral, and digital formats while actively listening and collaborating with diverse audiences to achieve shared goals.	<b>Literacy/Learning</b>
<b>5. College &amp; Career Ready</b>	Possess the knowledge, skills, and attitudes necessary to succeed in a dynamic global workforce by mastering industry-aligned and college competencies, engaging in career exploration, and demonstrating proficiency.	<b>Literacy</b>
<b>6. Social &amp; Emotional</b>	Exhibit flexibility and adaptability in diverse situations, taking the initiative and responsibility for their actions, leading with empathy and self-awareness, and building resilience to overcome challenges, preparing them to contribute positively to school, community, and global contexts.	<b>Life</b>



## 1.3 Collective Commitments

At Farmersville High School, our staff works as a united Professional Learning Community committed to the academic, social, and emotional growth of all students. We believe that every student can achieve success when supported by a dedicated team of educators who collaborate intentionally and act with purpose. To fulfill this mission, we collectively commit to the following professional practices:

### Our Commitments:

- **Student-Centered Instruction:**  
We will prepare students for success by providing a variety of engaging, meaningful, relevant, and rigorous learning experiences that encourage deep thinking and foster real-world application.
- **High Expectations with Support:**  
We will hold students to high standards, encouraging them to reach their fullest potential while offering appropriate support based on their abilities and needs.
- **Positive Relationships:**  
We will build strong connections with students by being empathetic, honest, and dependable adults who serve as positive role models and trusted mentors.
- **Professional Growth:**  
We will continuously grow as educators through collaborative learning, self-reflection, and implementation of research-based best practices.
- **College & Career Readiness:**  
We will strengthen post-secondary readiness by integrating Career Technical Education (CTE) pathways, college and career counseling, 21st-century skills, and rigorous general education coursework.
- **Timely Feedback:**  
We will update gradebooks every two weeks to ensure that students and their families receive timely and accurate feedback on their academic progress.
- **Data-Driven Instruction:**  
We will use evidence of student learning to refine our teaching practices and tailor instruction to meet the individual needs of every student better.
- **Professionalism & Team Culture:**  
We will always conduct ourselves with professionalism, fostering a respectful, positive, and collaborative school environment for staff, students, and families.

These collective commitments reflect the core values and expectations of a high-functioning Professional Learning Community. They are the foundation of our shared responsibility to ensure that all students receive a quality education. By working together with clarity, purpose, and consistency, we promote a culture of excellence, equity, and continuous improvement.

## 1.4 Bell Schedule & Calendar

### Bell Schedule & School Year Calendar

To ensure you have access to the most accurate and up-to-date information, **please refer to the Farmersville High School and Farmersville Unified School District websites** for the current **bell schedule** and **school year calendar**. These resources include important details about daily start and end times, minimum days, holidays, breaks, and other key dates.

- **FHS Website:** <https://fhs.farmersville.k12.ca.us>
- **FUSD Website:** <https://www.farmersville.k12.ca.us>

We recommend checking these sites regularly for updates or changes throughout the school year.

## 1.5 Foggy Day/Delayed Start Day Schedule

The Farmersville Unified School District Transportation Department closely monitors weather conditions. When ground fog presents safety concerns, the district will activate one of the following *foggy day plans*. Announcements will be made through ParentSquare, local news media, and the school website by approximately 6:00 a.m. on affected days.

### Foggy Day Plan Descriptions

#### Plan A – Use Caution

- Ground fog exists in parts of the district.
- Bus transportation and classes operate on a regular schedule.
- Parents should use their judgment when deciding how their student will get to school safely.

#### Plan B – 1.5 Hour Delay

- Buses are delayed by 1.5 hours.
- Classes begin 1.5 hours later than the usual start time

#### Plan C – Bus Cancellations

- All morning bus routes are canceled.
- Classes begin 1.5 hours later than usual.
- Parents must arrange alternate transportation.

#### Plan D – School Canceled

- School is canceled for the day.
- A make-up day will be scheduled later in the school year.

### Important:

ParentSquare will be used as the official communication channel for all foggy day announcements. Please ensure your contact information is up to date in the Aeries Parent Portal to receive timely notifications.

## 2 Enrollment & Attendance

### 2.1 Enrollment Procedures

**Who Can Enroll** - To attend Farmersville High School, students must either:

- Reside within Farmersville Unified School District (FUSD) boundaries, or
- Qualify under state-approved residency exceptions—such as foster care, child of an active-duty military parent, migratory status, caregiving adult, etc.

#### Residency Verification

New enrollees must provide one of the following:

- A current utility bill, lease agreement, or purchase contract showing their Farmersville-area address.
- Documentation meeting state criteria (e.g., foster placement, military housing).

#### Enrollment Process (Two Steps)

##### 1. Aeries Online Enrollment (New Students)

- Parents/guardians create an account on the Aeries Parent Portal via the FUSD website.
- Complete the online registration form and upload required documents:
  - Student's legal full name
  - Birth certificate
  - Proof of residency
  - Immunization records
  - Parent/guardian contact info and emergency contacts
  - Student health history/home language information

##### 2. Portal Confirmation/Document Upload (Returning Students)

- Log into Aeries to confirm/update student data and upload any new records or documents.

**Note:** Registration isn't complete until all documentation is uploaded and verified.

#### Required Documents Checklist: (Please prepare the following in advance)

- Student's birth certificate
- Parent/guardian photo ID
- Proof Farmersville address
- Immunization records
- Any applicable legal or health documentation (e.g., for foster youth, guardianship, emergency seizure or inhaler plans)

#### Inter-District & Open Enrollment

- Parents wishing to enroll their child from outside FUSD must apply for an interdistrict attendance permit.
- Transfers under the State's Open Enrollment regulations are subject to deadlines and prior notice provisions.

#### Support for Military, Foster, Migratory, and Special Populations

- Active-duty military families, foster children, and migratory students have the right to remain at their school of origin through the academic year or graduation—even if residence changes mid-year.
- Students with specific health needs (e.g., asthma inhalers, emergency seizure meds) require parental consent and documentation; staff will follow established care plans.

## Parent Portal (Aeries)

All parents/guardians must set up an Aeries Parent Portal account. This platform is used to:

- Begin or continue the enrollment process
- Upload required documents
- Confirm student information annually
- Communicate with school staff as needed

### Step-by-Step Guide

Step	Action	Details
1	<b>Create Aeries account</b>	Visit the FUSD online enrollment page and follow the instructions to set up the portal.
2	<b>Start New Student Enrollment</b>	Enter all required information and upload documents.
3	<b>Complete Data Confirmation</b>	Returning students verify/update their details, then submit new documentation.
4	<b>Verify Residency &amp; Eligibility</b>	School staff will review submitted documentation and notify you when enrollment is approved.
5	<b>Finalize and Receive Schedule</b>	Once enrollment is confirmed and counselors have reviewed the data, students will receive their class schedule. However, if a 9 <sup>th</sup> -grade student, Front Office staff will schedule an appointment with a counselor to discuss the class schedule with the student.

### Office Hours & Assistance

- The district office is open weekdays from 7:30 AM to 4:00 PM.
- If you need help, contact the FHS Registrar or Aeries support line, and the calendar frequently includes in-person registration sessions in August for new students.

## 2.2 Participation in Graduation & Activities – 95% Attendance Requirement

To promote academic responsibility, college and career readiness, and to reinforce the importance of regular school attendance, **Farmersville High School requires all graduating seniors to maintain a minimum attendance rate of 95% during their senior year** to participate in the graduation ceremony, Grad Night, and other senior activities.

### What Does 95% Attendance Mean?

There are 180 instructional days in a standard academic year. A 95% attendance rate allows for **a maximum of 9 absences** (excused or unexcused) throughout the entire school year, only 9 absences.

**Note:** The total includes **all absences**, including both **excused** (illness, doctor's appointments, bereavement, etc.) and **unexcused**.

School-related activities such as field trips, athletics, and approved extracurricular events do **not** count against the attendance percentage.

## 2.3 Attendance Policies (Excused/Unexcused Absences)

### Why Attendance Matters for High School Students

Consistent attendance is critical to academic success and personal development. When students attend school regularly, they engage more fully in lessons, develop essential skills, and maintain a connection with their peers and teachers. Frequent absences can lead to learning gaps, lower grades, and a decline in motivation. Regular attendance also prepares students for the expectations of college, careers, and adult responsibilities, where punctuality and reliability are essential for success.

### District and Site Attendance Goal

The Farmersville Unified School District and Farmersville High School are committed to ensuring student success through regular school attendance. Our goal is for each student to maintain an attendance rate of at least 95% for the entire school year. To meet the 95% attendance standard over a **180-day school year**, students **may not exceed nine (9) total absences**, whether excused or unexcused. Exceeding this limit may impact eligibility for participation in school events and programs.

### Attendance and Eligibility for Activities

Failure to maintain a 95% attendance rate may result in the loss of the following **extracurricular and co-curricular privileges**, including but not limited to:

- Athletics
- Off-campus activities
- Field trips
- Dances (including Winter Formal and PROM)
- Grad Night

### Eligibility Status Based on Attendance:

- **Good Standing:** Attendance rate of **95% or higher**
- **Probationary Status:** Attendance drops **below 95% during a grading period**
- **Ineligible Status:** Student does not improve attendance to 95% or higher in the following grading period. The student remains ineligible until the 95% threshold is re-established.

### Reporting and Clearing Absences

Under the **California Education Code**, attendance is mandatory. A parent or guardian must verify all absences within **24 hours** of the absence. Absences not cleared within 24 hours will be recorded as **unexcused** until proper documentation is provided.

### How to Clear Absences:

- Call the **Attendance Office** at (559) 594-4567 on the day of the absence
- Submit a **written note** upon return to school, including the student's full name, dates of absence, reason for absence, and parent/guardian signature.
- Messages may be left **after hours** on the school's voicemail system.
- Absences of **more than three (3) consecutive days due to illness** require a **doctor's note** for clearance.

**Important:** Regardless of the student's age, all absences must be cleared by a parent or guardian, unless the student is 18 years old and living independently (i.e., not residing with a parent/guardian).

**Uncleared Absences and Truancy** - Uncleared absences are considered **cuts** and may result in disciplinary action under the school's **discipline policy**. Repeated unexcused absences, tardiness, or truancy may result in the following interventions:

- **SART (Student Attendance Review Team)** referral
- **SARB (School Attendance Review Board)** district-level intervention
- **CARB (County Attendance Review Board)** referral for legal intervention

## 2.4 Tardy Policy

### Morning Arrival & Tardy Bell

- Campus opens at **7:00 AM**. Students are encouraged to arrive by **7:30 AM** to allow sufficient time to prepare for the day, eat breakfast, and be in class before the bell rings.
- The warning bell rings at **7:50 AM**, and all students should strive to be in class by that time.
- The first instructional bell rings at **7:55 AM**. Students are expected to be in their classrooms and ready to learn.
- Students who are not inside the classroom and prepared for instruction when the bell rings are considered **tardy**.
- Any student arriving after 7:55 AM must report directly to the **Attendance Office** to check in and obtain a pass before proceeding to class.

### Why Punctuality Matters

At Farmersville High School, we believe punctuality is more than just arriving on time—it's a foundational life skill that cultivates responsibility, discipline, and respect. Being on time demonstrates a student's commitment to learning and minimizes disruptions to the classroom environment. Chronic tardiness affects not only the tardy student's academic performance but also interrupts instruction for peers. Timeliness is also a valued expectation in college and the workforce, making it a key trait for post-secondary and career success.

### Definition of a Tardy

A student is considered **tardy** if they are **not in their assigned classroom when the tardy bell rings**. A tardy is defined as arriving **between 1 and 29 minutes late** to class without a valid excuse. Teachers are expected to **accurately record all tardies** in the student attendance system (Aeries). Only administrative staff may excuse tardiness based on valid documentation (e.g., medical appointments, court appearances, or verified school activities).

### Tardy Sweeps

To promote school-wide punctuality, **random tardy sweeps** will be conducted throughout the semester. Any student caught in a tardy sweep—regardless of their previous record—will be assigned F.A.C.T.S. **detention**. These sweeps serve as proactive reminders of the importance of being on time and help reinforce a culture of timeliness across campus.

### Loss of Privileges

- Participation in extracurricular and co-curricular activities (e.g., athletics, clubs, performances)
- Attendance at school dances (Winter Formal, Prom)
- Field trips & Off-campus activities
- Grad Night and the Graduation Ceremony (if tardy behavior continues uncorrected)

The following consequences apply to *unexcused tardies* accumulated during the Grading Period/Teacher

# of Tardies	Interventions & Consequences
1–3	Teacher warning and classroom-level intervention
4–6	Parent/guardian notification via phone call or message
7–9	Assigned 30-minute After-School F.A.C.T.S. Detention; parent notification required
10–12	Assignment to Saturday School and/or Attendance Contract (EMPIRE or SART); warning of lost eligibility for school events or athletics
13+	Referral to SART (School Attendance Review Team); possible referral to SARB; continued ineligibility for extracurriculars, including athletics, dances, field trips, and Grad Night

Timeliness is a habit that supports academic achievement, fosters respect for others' time, and mirrors expectations in adult life. Farmersville High School is committed to helping students develop this vital skill through supportive interventions and clear expectations.

Tardies of **30 minutes or more** are considered **an unexcused absence** unless appropriately excused and may contribute to a student being classified as **truant** under California Education Code § 48260.

## 2.5 Truancy vs. Absence Policy

According to the California Department of Education (CDE), not all absences from school are treated the same. While an absence may be excused for valid reasons such as illness, medical appointments, or court appearances, *truancy* is defined by California Education Code (§48260) as a student being absent from school **without a valid excuse for three full days in one school year, or tardy or absent for more than 30 minutes during the school day without a valid excuse on three occasions in one school year.**

A student is considered *truant* if, within the school year, they have any of the following unexcused occurrences:

- **Absent for 3 full days** (without a valid excuse), **or**
- **Arrive late or leave early for more than 30 minutes, 3 times, or**
- Any **combination** totaling three such infractions.

Truancy reflects a pattern of unexcused absences and requires school districts to intervene and follow specific protocols, including notifying parents, implementing attendance interventions, and, if necessary, referring the student to a School Attendance Review Team (SART) or School Attendance Review Board (SARB). Unlike occasional or excused absences, truancy is a legal issue that can result in disciplinary actions, loss of privileges, and referrals to legal or social service agencies if unresolved.

### Equivalence of Truancy Determination

Truancy Count	California Education Code § 48260
1	3 Unexcused Absences
	3 Truancy Tardies (30+ minutes) in one school year
	2- Unexcused Absences + 1 Truancy Tardies (>30 minutes arrive late/leave late)
	1 -Unexcused absences + 2 Truancy Tardies ( >30 minutes arrive late/leave late)

When a student is marked truant, the school will notify the parent/guardian. Continued truancy will result in progressively more severe disciplinary actions, as outlined below, and may lead to the loss of privileges (athletics, dances, field trips), as well as the revocation or denial of work permits.

### Truancy Consequences:

<b>1<sup>st</sup> Truancy:</b>	Parent contact by School Community Liaison, and Referral to School Counselor
<b>2<sup>nd</sup> Truancy:</b>	Parent contact by School Outreach Consultant, and Referral to School Counselor
<b>3<sup>rd</sup> Truancy:</b>	Parent Conference, referral to Admin., Mandatory After School Detention (x2)
<b>4<sup>th</sup> Truancy:</b>	Parent Conference, referral to Admin., Saturday School (x1), Attendance Contract
<b>5<sup>th</sup>–6<sup>th</sup> Truancy:</b>	Assignment to Saturday School, attendance contract required, formal referral to <b>SART</b>
<b>7+ Truancies:</b>	Formal referral to <b>SARB</b> .



## 2.6 Class Cutting / Skipping Periods

### Overview

Students are expected to attend all assigned classes on time each day. Cutting class—defined as deliberately missing all or part of a class period without a valid excuse or permission—is a violation of school and district attendance expectations and will result in progressive disciplinary action. Punctual and consistent class attendance is a critical factor in student achievement and success.

### Students who cut class:

- Miss valuable instructional time and fall behind academically
- Disrupt the learning environment by compromising classroom continuity
- May jeopardize their eligibility for extracurricular activities, school events, and graduation
- Risk increased rates of chronic absenteeism, which correlates with higher dropout rates and lower academic performance

### Cutting class includes, but is not limited to:

- Being on campus but not reporting to class
- Leaving class without permission and not returning
- Remaining in restrooms, hallways, or unauthorized areas during class time
- Intentionally arriving late beyond 30 minutes (also considered truant per Ed Code 48260)

### Consequences for Class Cutting (Per Semester)

Infraction	Intervention / Consequence
1st Incident	Verbal warning; teacher-student conference
2nd Incident	Parent contact by teacher or administrator; lunch or after-school detention
3rd Incident	Parent conference; after-school detention or Saturday School assignment
4th+ Incidents	Attendance Intervention Contract (EMPIRE/SART); referral to School Attendance Review Team (SART); possible loss of privileges (dances, athletics, off-campus passes, field trips)

Students found off-campus during instructional time without a verified excuse may be subject to additional consequences, including a citation from law enforcement under the city's daytime curfew ordinance (if applicable).

### Support and Re-engagement

Farmersville High School is committed to identifying the underlying causes of student disengagement. Students who cut class repeatedly will be referred to for interventions, which may include:

- Counseling or mental health support
- Mentoring
- Academic intervention or tutoring
- Check-in/check-out behavior supports
- SART/SARB referral if attendance does not improve

## 2.7 Student Attendance Expectations for Field Trips & Activities

### Why Attendance Matters Before and After Field Trips & Activities



At Farmersville High School, we believe that every instructional day counts. Being present the day **before** and the day **after** a field trip is essential for student success and well-being. These days, help students prepare for or reflect on their experience, stay connected with class instruction, and maintain academic continuity.

Field trips are carefully designed to enrich classroom learning and provide students with meaningful, real-world experiences. However, participation in these events is a **privilege**, not a guaranteed right. It requires students to demonstrate responsibility, including consistent and timely attendance.

Unexcused absences surrounding field trips can disrupt a student’s academic progress and indicate a misuse of the learning opportunity provided. To ensure fairness and preserve the integrity of our student programs, we ask all students to honor their commitment to full participation, including before and after the trip.

By attending school consistently, students not only meet academic expectations but also demonstrate readiness to participate in the valuable activities that make high school a rewarding and well-rounded experience.

**Expectations & Consequences**

Applies to unexcused absences on the school day **before** and/or **immediately following** any FHS-sponsored field trip.

- First occurrence:**
- Student receives a formal **warning** and **notification** to the parent/guardian.
  - The absence is marked unexcused; students may complete makeup work for credit (per EC 48205)
- Second occurrence:**
- Student becomes **ineligible for all field trips** (cancels participation privileges) for the **remainder of the school year**.
  - No exceptions, unless supported by a valid excuse under EC 48205 (e.g., illness, medical appointment, bereavement) verified in advance.

**Process**

- Any absence on the day before or after a field trip is automatically flagged by attendance staff.
- If unexcused, the parent/guardian receives a **First Warning Letter**.
- A second flagged absence triggers the **Field-Trip Ineligibility Notice**—loss of future field trip privileges.

**Appeals**

- Students or parents may appeal by submitting **written documentation** that verifies a valid excuse (doctor’s note, religious observance, etc., as per EC 48205).
- Appeals are reviewed by school administration. If approved, the absence will be reclassified as excused, and privileges will be reinstated.

Incident	Consequence
1st unexcused absence (day before/after trip)	Warning letter; makeup work allowed
2nd unexcused absence	Denied field trip participation (year-long)
Appeal accepted	Absence excused retroactively; privileges restored

2.8 SART/SARB Attendance Intervention Process

Home Visits for Habitual or Chronic Absences & Truancy

Under California Education Code and California Department of Education guidance, Farmersville Unified School District conducts proactive home visits when students are habitually (three unexcused absences or tardies of at least 30 minutes) or chronically truant (missing 10 % or more of school days), and outreach by phone, email, or in-school meetings has not succeeded.

These visits—guided by District and Board policy—are designed not to penalize but to deepen understanding of underlying challenges (e.g., transportation, health, family issues), strengthen school-family partnership, and connect students to targeted support resources (counseling, health services, attendance monitoring). They also serve as a step in the escalation process of intervention. After the home visit, cases may be referred to Farmersville’s School Attendance Review Team (SART) or School Attendance Review Board (SARB) if truancy continues, as per the Education Code. Code §§ 48262, 48263, and District policy.

The **School Attendance Review Team (SART)** is a site-based team that meets with students and their families to address habitual attendance issues and develop an Attendance Intervention Plan (AIP), also known as an EMPIRE Contract.

If attendance does not improve after SART intervention, the case may be referred to the **School Attendance Review Board (SARB)**, which is a district-level board composed of representatives from:

- **Child Welfare Services**
- **Probation Department**
- **Law Enforcement**
- **Community Mental Health Agencies**
- **FUSD District Officials**

#### **SARB Objectives:**

- Identify root causes of chronic absenteeism or tardiness.
- Collaborate with families to develop enforceable attendance contracts.
- Provide resources and support to improve student attendance and behavior.
- If necessary, refer families to **Tulare County’s CARB (County Attendance Review Board)** or juvenile court.

**CARB** - Failure to comply with a SARB contract may result in legal action and additional consequences as authorized under the California Compulsory Education Law. The different options may include placing a student on probation or referring the case to the court system (CARB/County Attendance Review Board), with other options being explored to attempt to resolve the issue.

#### **Summary Table**

Status	Events	School Actions
<b>Truant</b>	3× unexcused tardies (≥30 min)	Report to attendance supervisor; notify parents (§ 48260(a))
<b>First letter sent</b>	Immediately upon being truant	Notice with support info (§ 48260.5)
<b>Habitual truant</b>	3+ trancies + school meeting attempt	SART/mediation meeting (§ 48262)
<b>Chronic truant</b>	Missing ≥10% of school days	Referral to SARB, probation, court (§ 48263.6)

## 2.9 Independent Study Contracts

### **Overview**

Farmersville High School offers *Short-Term Independent Study* as an alternative instructional strategy to accommodate students who must be absent from school for justifiable reasons, including illness, family emergencies, or other approved

educational activities. Independent Study is a **voluntary** program and requires mutual agreement among the school, student, parent/guardian, and supervising teacher.

### Eligibility & General Requirements

- Independent Study is available for **3 to 15 consecutive instructional days** per school year.
- Requests must be submitted **at least 5 school days in advance** to allow adequate time for approval and preparation of assignments.
- The student must be in **good academic standing**, not subject to active disciplinary action, and capable of independent work.
- A written Independent Study Agreement must be **completed, signed, and approved** by all parties required **before the first day of absence**.

### Contract Procedure

1. **Request Initiation**
  - Parent/guardian submits a request form to the Attendance Office or Principal's Office.
  - A minimum of **5 school days' advance notice** is required.
2. **Review & Approval**
  - The administration reviews academic, attendance, and behavioral records to determine eligibility.
  - Approval is granted only when the Independent Study supports the student's academic progress.
3. **Written Agreement**
  - The Independent Study Agreement will include the duration of the contract, assignments to be completed, method of evaluation, and expectations for student performance.
  - The agreement must be signed by:
    - Student
    - Parent/Guardian
    - Supervising Teacher
    - School Principal or Designee
4. **Assignment Completion**
  - All assignments must be **completed and submitted on the first day the student returns to school**.
  - Assignments will be evaluated by the supervising teacher for credit and attendance purposes.
  - **Partial completion** of assignments may result in the loss of daily attendance credit.
5. **Attendance Accounting**
  - Attendance credit will only be granted **after all required work has been completed and evaluated**.
  - Students who do not meet the conditions of the contract may be counted as truant or unexcused for days missed.

### Limitations

- Independent Study is **not allowed for partial-day absences**.
- Students on a 504 Plan or with an IEP may only participate if the plan explicitly permits Independent Study.
- Not intended for long-term or chronic absences. Extended absences may require alternative placement or a different instructional plan.

### Important Notes

- Vacations, family trips, or other discretionary absences are **strongly discouraged** during instructional time.
- Independent Study is not guaranteed and may be **denied at the discretion of school administration** if not in the best academic interest of the student.

## 2.10 Closed Campus Policy

Farmersville High School operates as a **Closed Campus** in alignment with **Farmersville Unified School District Board Policy 5112.5** and the expectations of our **Career Technical Education (CTE) Pathways**, which emphasize responsibility, safety, and professionalism.

### Overview

Once students arrive on campus, they are **not permitted to leave at any time during the school day** without prior authorization from the main office. This includes nutrition break, lunch periods, and passing periods. The closed campus policy applies to all students, regardless of age or grade level. Students may not:

- Leave campus for lunch or to run personal errands.
- Visit local stores, restaurants, or homes during school hours.
- Wait in vehicles in the parking lot during the school day.

Leaving campus without proper authorization is considered a **truancy violation** and will result in disciplinary consequences.

### Authorized Exceptions

Students may only leave campus during school hours under the following conditions:

- **Early dismissal approved by the Attendance Office**, with verified parent/guardian permission.
- **Medical, dental, or legal appointments**, verified by documentation.
- **Work-Based Learning, Internships, Job Shadowing, or Community Classroom Activities** related to CTE Pathway Programs—only with **prior approval, parental consent, and supervising teacher/administrator authorization**.
- **Off-campus classes (e.g., COS dual enrollment)**—students must have administrative clearance and comply with designated check-out procedures.

All students exiting campus for approved reasons must **check out through the Attendance Office** and sign in upon return, if applicable.

### CTE & Safety Emphasis

Our CTE pathways are designed to prepare students for professional success. Following the Closed Campus Policy supports:

- A safe and secure learning environment for all students.
- Accountability, time management, and professionalism aligned with workplace expectations.
- Protection of instructional time is critical to career readiness.

Students participating in CTE-related off-campus activities are expected to **exemplify appropriate conduct, wear required identification, and return promptly** to campus as needed.

### Violations & Consequences

Students who leave campus without permission will face disciplinary action that may include:

- Detention or Saturday School.
- Suspension of off-campus privileges, including participation in CTE events, field trips, or extracurricular activities.
- Parent/guardian notification and possible administrative conference.
- Chronic or repeated violations may result in a SART/SARB referral.

## 2.11 Saturday School – Attendance Recovery Continuum (ARC) Program

Farmersville High School offers a voluntary **Saturday School Attendance Recovery Continuum Program** approximately once per month from **8:00 a.m. to 12:00 p.m.** This program is designed to support students in improving their attendance records and academic progress, aligning with the **California Department of Education (CDE)** guidance and **Farmersville Unified School District policies** regarding compulsory attendance and academic success.

### Purpose and Eligibility

- Saturday School provides students the opportunity to **recover lost instructional time** due to tardiness or absences.
- Students who attend a full four-hour session may recover either:
  - **1 full-day absence**, or
  - **Up to 8 tardies**
- **Priority is given to students with full-day absences**, especially if recovery is in the student's academic or disciplinary best interest.

### Expectations and Conduct

- **Students must arrive on time and stay for the full 4-hour session** to earn attendance credit.
- Saturday School is an **academic work session**, not a social activity. Students are expected to:
  - Work on assignments
  - Receive tutoring or academic assistance from the supervising teacher
  - Bring all necessary materials (Chromebook, assignments, textbooks, etc.)

### Strict No Cell Phone Policy

- **Cell phone use is strictly prohibited during Saturday School.**
- Phones must be turned off and stored out of sight for the entire session.
- **Violations of this policy, disruptive behavior, or non-compliance** with the academic purpose of the program will result in the student being **sent home immediately**, and **no attendance credit will be awarded**—regardless of time already spent.

### General Notes

- Attendance at Saturday School is voluntary and does not replace classroom instruction.
- Participation is part of the school's proactive approach to **student success, credit recovery, and eligibility for extracurricular activities**.
- Saturday School sessions will be **announced in advance**, and students must **sign up or be referred by school staff**.

Farmersville High School is committed to supporting students in meeting the **95% attendance goal** required for participation in athletics, field trips, dances, and other co- and extracurricular events. Saturday School provides a structured and equitable opportunity for students to demonstrate responsibility and academic focus by recovering lost time.

For more information or questions, please get in touch with the Assistant Principal's Office.

## 3 Academic Policies

### 3.1 Graduation Requirements

**Overview:** Farmersville High School is fully accredited by the Western Association of Schools and Colleges (WASC). This designation signifies that the school meets rigorous standards of educational quality and is committed to continuous improvement. WASC accreditation assures parents, colleges, and employers that students receive a high-quality education that aligns with the expectations of the California Department of Education. It also ensures that universities, scholarship programs, and the job market recognize diplomas awarded.

#### Total Credits Required for Graduation: 250 Credits

Following the California Department of Education's comprehensive high school diploma criteria, students must complete the following coursework to graduate from Farmersville High School:

Subject Area	Credits
English	40
Mathematics	30
Freshman Studies	10
World History	10
U.S. History	10
Government / Economics	10
Life Science	10
Physical Science	10
Physical Education	20
Fine Art / Foreign Language / CTE	10
Electives	90
<b>Total</b>	<b>250</b>

As a **WASC-Accredited** school, Farmersville High School demonstrates:

- Commitment to high standards of **academic excellence**
- Continuous **self-assessment and improvement**
- A culture of **equity, safety, and inclusion**
- Eligibility for students to apply for **college admission, financial aid, and scholarships**
- Recognition of the diploma by **post-secondary institutions** across California and the nation

## 3.2 Grading Policy & GPA Calculation

Farmersville High School maintains high academic standards and utilizes a standardized grading system to evaluate student progress and achievement.

### Grading Scale and Definitions

Grades are issued at the end of each grading period to reflect student performance in each course. Teachers use the following letter grades:

- A Excellent (90–100%): Demonstrates superior understanding and mastery of subject matter with consistent engagement and high-quality work.
- B Good (80–89%): Shows above-average understanding and performance, with consistent effort and participation.
- C Satisfactory (70–79%): Meets minimum course expectations and demonstrates basic understanding of the subject.
- D Passing (60–69%): Meets limited standards; performance is below average but sufficient for credit.
- F Failing (Below 60%): Does not meet minimum standards; no credit is awarded.
- I Incomplete: Assigned when a student is unable to complete coursework due to extenuating circumstances. An "I" must be resolved within two weeks following the end of the grading period. If unresolved and no prior arrangements have been made, the grade will be converted to an "F."

### Grading for Non-Traditional Courses

Student Assistant (TA, Office Assistant, etc.): Graded as Pass (P) or Fail (F) only. These grades do not impact the student's GPA.

Credit Recovery, Intervention, and other Non-Academic Electives: May be issued as Pass/Fail depending on the program.

**Use of Grades** - Final grades contribute to:

- Cumulative GPA (used for graduation honors, scholarships, college admissions)
- Eligibility for extracurricular activities and athletics
- Recognition programs, including Honor Roll, Academic Letters, and Valedictorian/Salutatorian status

### Grade Reporting

- Grades are reported every six weeks and are available through the Aeries Student/Parent Portal.
- Teachers are expected to update gradebooks every two weeks.
- Parents/guardians are encouraged to check Aeries regularly and communicate with teachers regarding academic concerns.

### Grade Point Average (GPA)

All courses, except those specifically designated as Pass/Fail, are included in the calculation of a student's Grade Point Average (GPA). GPA is calculated for each grading period and is used to determine academic eligibility for extracurricular participation, athletics, and school-sponsored events. Final GPA at the end of each term is used for awarding academic honors and recognition.

### Weighted Grades / AP / Honor Courses for Advanced Coursework

According to California Department of Education guidelines, an additional weight is assigned to the GPA for designated college-level courses. Advanced Placement (AP) Courses and College Dual Enrollment Courses that meet UC/CSU "a-g" subject requirements are weighted on a 5.0 scale. Example:

A = 5.0 GPA points      B = 4.0 GPA points      C = 3.0 GPA points      D/F = Not weighted



### 3.3 Progress Reports/Report Cards

Farmersville High School is committed to keeping students and families informed of academic progress throughout the school year. In alignment with the best practices for academic transparency and student success, formal academic progress reports are issued six times per academic year.

- **Progress Reports** are issued twice each semester, approximately every six weeks. These reports serve as checkpoints to inform students and parents/guardians of current academic performance. **No academic credit is awarded for progress report grades.**
- **Semester Report Cards** are issued at the end of each semester (typically in December and May). These grades are final, appear on the student's **official high school transcript**, and **determine the awarding of course credit** toward graduation and college eligibility.

#### Extracurricular Eligibility

Students' eligibility to participate in extracurricular and co-curricular activities (e.g., athletics, clubs, field trips, performances, competitions) is determined at the end of each six-week grading period, based on academic performance, attendance, and behavior. Students must maintain passing grades and meet any additional criteria as outlined by CIF and district policy to remain eligible.

**Parent/Guardian Access** - Parents/Guardians are encouraged to:

- Monitor student progress regularly using the **Aeries Parent Portal**, accessible online or via the mobile app.
- Set up **grade alerts** and notification preferences in Aeries to stay informed of academic changes.
- Contact teachers directly for updates or to request more frequent progress reports if needed.

Printed report cards and progress reports are **mailed home** at the end of each grading period. The school must have up-to-date contact and mailing information on file.

### 3.4 Valedictorian & Salutatorian Criteria

Valedictorian and Salutatorian honors are based on a cumulative, weighted GPA earned over four years at Farmersville High School.

- Valedictorian is awarded to the student(s) with the highest cumulative GPA.
- Salutatorian is awarded to the student(s) with the second-highest cumulative GPA.

In the event of a GPA tie, co-honors will be awarded (e.g., multiple Valedictorians or Salutatorians). Only courses taken during high school (grades 9–12) and recorded on the FHS transcript are included in the calculation. Students must be in good standing and have completed all graduation requirements to be eligible.

### 3.5 Homework & Make-Up Work Policy

Students with excused absences are permitted to make up missed assignments, quizzes, and tests without academic penalty.

- Make-up work may be requested after three or more consecutive days of absence by calling the main office at (559) 594-4567 or contacting teachers via email.
- Assignments and resources may also be available through the teacher's Google Classroom.
- It is the student's responsibility to request and complete missed work promptly upon returning to school.
- Teachers will provide a reasonable time frame (typically equal to the number of days absent) for students to complete the missed work.

*Failure to complete make-up work within the allotted time may result in reduced or no credit.*



## 3.6 Academic Awards (Principal's Honor Roll, Honor Roll, Academic Letters)

These distinguished awards are presented during the Annual Academic Awards Ceremony, celebrating students' dedication, perseverance, and high achievement in their coursework. The Academic Letter represents a commitment to scholarly excellence and is a valued part of the FHS tradition.

### Principal's Honor Roll

Students earning a 3.75 GPA or higher during a single term will be placed on the Principal's Honor Roll. The Principal's Honor Roll students will receive a certificate and medal and will be recognized at the Academic Awards Ceremony. This recognition celebrates students who consistently demonstrate academic excellence.

### Academic Letters

Farmersville High School is proud to recognize academic excellence by awarding Academic Letters of Distinction. Students who earn a grade point average (GPA) of 3.75 or higher during a single academic term (semester) will be eligible to receive an Academic Letter.

### Honor Roll

Students earning a 3.0-3.74 GPA or higher during a single term will be placed on the Honor Roll. Honor Roll students will receive a certificate and will be recognized at the Academic Awards Ceremony. This recognition celebrates students who consistently demonstrate academic excellence.

**Scholar Athlete Recognition** – Refer to Section 9, *Extracurricular Activities*

## 3.7 Physical Education Requirements

In alignment with California Education Code Section 51222, all students are required to complete **20 units of Physical Education (PE)** to meet high school graduation requirements. At Farmersville High School, the PE requirement is structured as follows:

### 9th Grade Requirement:

- All 9th-grade students must complete **10 units** of PE during their freshman year through enrollment in PE 9.

### Remaining 10 Units:

The additional 10 units may be earned by:

- Enrolling in a subsequent PE course, **or**
- Applying for a **PE Waiver** through participation in CIF-sanctioned interscholastic athletics.

**Note:** Marching band, cheerleading, and color guard **do not qualify** for PE credit waivers under California Education Code and district policy.

## 3.8 PE Dress Expectations

To ensure safety, hygiene, and consistency with the Farmersville High School Safe Schools Plan, students are expected to dress out for PE **daily**. Students may:

- Bring their own PE clothes from home **if they comply with the school dress code.**  
**OR**
- Purchase official PE clothing (grey t-shirt and navy blue gym shorts with the school logo) from the **Finance Office**.

To promote campus safety and distinguish enrolled students from non-students, all PE clothing should ideally consist of:

- **Grey t-shirts**
- **Navy blue gym shorts**

## 3.9 Physical Education Waiver through Athletics

Students who participate in CIF-sanctioned athletic programs may apply to waive up to **10 units** of PE credit, provided the following conditions are met:

- **PE 9 (10 credits) must be completed** before any waiver can be granted.
- **5 credits** are waived per completed athletic season.
- A **maximum of 10 credits** may be waived through this program.

Waivers are **not automatic**. Students must:

1. Obtain the official **PE Waiver Form** from the Counseling Office.
2. Complete the form in full, including required coach and parent signatures.
3. Submit the completed form back to the **Counseling Office** for verification.

It is the **student's responsibility** to obtain, complete, and return the waiver form. Deadlines for submission will be enforced.

## 3.10 Academic Integrity / Cheating / Plagiarism Policy

Farmersville Unified School District (FUSD) is committed to cultivating a school culture founded on honesty, responsibility, and ethical conduct. Academic integrity is a cornerstone of learning and achievement. Students are expected to complete all academic work with integrity, producing their work and appropriately acknowledging the work and ideas of others.

**Academic Integrity** refers to the commitment to honesty, trust, fairness, respect, and responsibility in all academic endeavors as defined by the following:

**Cheating** includes, but is not limited to:

- Copying from another student during an exam, quiz, or assignment.
- Using unauthorized materials (e.g., cheat sheets, online aids, or devices) during an assessment.
- Sharing answers or soliciting answers for a graded assignment or test.
- Submitting work done by someone else as one's own (e.g., copying homework or lab reports).

**Plagiarism** is the act of using someone else's ideas, expressions, or work—whether published, digital, or peer work—without proper citation or acknowledgment. This includes:

- Copying and pasting from websites without citing the source.
- Paraphrasing someone else's writing without proper attribution.
- Submitting AI-generated work as one's own without authorization or disclosure.

**Student Responsibilities:** (Students are expected to)

- Do their own work and submit authentic, original assignments.
- Provide proper citations when referencing or quoting others.
- Seek clarification from teachers when unsure about what constitutes academic dishonesty.
- Understand that academic integrity applies to all assignments, including take-home work, group projects, and digital submissions.

### Consequences of Violations

Violations of the Academic Integrity Policy are considered a serious breach of student conduct. They will result in disciplinary consequences aligned with FUSD Board Policy and Education Code § 48900(k) (Disruption or Defiance). Disciplinary actions may include, but are not limited to:

#### **First Offense**

- Conference with student
- Parent/guardian notification
- No credit/reduced credit on the assignment
- Required resubmission or alternate assignment
- Documentation in student's discipline file

#### **Second Offense**

- Administrative referral
- Academic probation for grading period
- Loss of eligibility for academic awards
- Loss of extracurricular privileges
- Saturday School or detention
- Parent/guardian conference

#### **Subsequent Offenses**

- Removal from leadership roles, clubs, or academic honor societies
- Possible loss of credit for the course (in extreme or repeated cases)

All offenses will be documented and maintained as part of the student's academic record for internal use.

#### **Use of Artificial Intelligence Tools**

Use of AI tools (e.g., ChatGPT, Grammarly, or similar platforms) must comply with the teacher's instructions. Unauthorized or undisclosed use may be considered a form of academic dishonesty. Students are required to cite or disclose the use of such tools if incorporated into their work.

**Appeal Process:** Students and parents may appeal the consequence of an academic integrity violation by submitting a written request to the school administration within five (5) school days of notification.

## 4 Student Conduct & Discipline

### 4.1 Student Core Values

Farmersville High School is committed to helping all students reach their full potential in a safe, supportive, and inclusive environment. Our school-wide behavior expectations provide a clear framework for how students are expected to conduct themselves on campus and at all school-related events. These expectations support a proactive approach to behavior through Positive Behavioral Interventions and Supports (PBIS) and a tiered structure of Multi-Tiered System of Supports (MTSS)

#### Core Values

- **Be Respectful:** Speak and act in ways that uplift others. Respect differences, personal space, and school rules.
- **Be Responsible:** Own your actions, take care of your commitments, and use school resources appropriately.
- **Be Ready:** Be on time, prepared to engage, and actively participate in learning and school activities.

### 4.2 Code of Behavior

At Farmersville High School, we are committed to fostering a safe, respectful, and empowering learning environment for all students. As part of our schoolwide Positive Behavioral Interventions and Supports (PBIS) system, we proudly implement the **EMPIRE Pathways Positive Behaviors Matrix**—a framework that clearly outlines expected student behaviors across campus and in digital spaces.

The EMPIRE acronym represents the core values that guide student conduct and shape a positive school culture:

- **E**mpowered
- **M**otivated
- **P**rofessional
- **I**ntegrity
- **R**espect
- **E**mpathy

These values are intentionally embedded into all areas of campus life, including the classroom, hallways, restrooms, assemblies, arrival and dismissal, lunchtime, and technology use. Each letter in EMPIRE is associated with 2–3 specific, actionable behaviors that students are expected to demonstrate in different school settings. For example, being **Professional** in the classroom may include being prepared and meeting deadlines, while showing **Empathy** in the restroom might mean respecting the privacy and needs of others.

The EMPIRE Matrix is a proactive tool that:

- Promotes consistent behavioral expectations among students and staff
- Recognizes and reinforces positive student behavior
- Reduces the need for corrective discipline
- Helps students develop lifelong skills in responsibility, communication, and ethical decision-making

Students are taught the EMPIRE expectations at the beginning of the school year and are reminded of them through visual signage, classroom discussions, and targeted activities. Staff members actively model and reinforce these behaviors through praise, recognition systems, and clear communication.

We encourage parents and guardians to review the EMPIRE Matrix with their students and partner with us in promoting a school culture that celebrates positive behavior, mutual respect, and student success.

Together, through the EMPIRE Pathways, we build a community where **Every Aztec Can Learn, Lead, and Thrive.**

## 4.3 E.M.P.I.R.E. Pathway Positive Behaviors Matrix (PBIS)



### Farmersville Aztec EMPIRE Matrix

Our Top Three Core Values: Respect, Responsibility, and Readiness



Location	Be <i>Empowered</i>	Be <i>Motivated</i>	Be <i>Professional</i>	With <i>Integrity</i>	Demonstrating <i>Respect</i>	Exhibiting <i>Empathy</i>
Classroom	<ul style="list-style-type: none"> <li>Ask for help</li> <li>Own your learning</li> <li>Speak up</li> </ul>	<ul style="list-style-type: none"> <li>Be on Time</li> <li>Stay on task</li> <li>Try your best</li> </ul>	<ul style="list-style-type: none"> <li>Be prepared</li> <li>Follow Directions</li> <li>Meet deadline</li> </ul>	<ul style="list-style-type: none"> <li>Do what's right</li> <li>Be honest</li> <li>Use time wisely</li> </ul>	<ul style="list-style-type: none"> <li>Actively listen</li> <li>Use kind words</li> <li>Wait your turn</li> </ul>	<ul style="list-style-type: none"> <li>Support others</li> <li>Be inclusive</li> <li>Assume good intent</li> </ul>
Rest Room	<ul style="list-style-type: none"> <li>Wait your turn</li> <li>Sign out</li> <li>Use Pass from Teacher</li> </ul>	<ul style="list-style-type: none"> <li>Use the Rest Room</li> <li>Wash your hands</li> <li>Throw away trash</li> </ul>	<ul style="list-style-type: none"> <li>Use time wisely</li> <li>Follow expectations</li> <li>Return promptly</li> </ul>	<ul style="list-style-type: none"> <li>No Backpacks</li> <li>No Cell Phone</li> <li>No loitering</li> </ul>	<ul style="list-style-type: none"> <li>Hands off others</li> <li>Use appropriately</li> <li>Flush the toilet</li> </ul>	<ul style="list-style-type: none"> <li>Keep it clean</li> <li>Respect privacy</li> <li>Report problems</li> </ul>
Break & Lunch	<ul style="list-style-type: none"> <li>Make good choices</li> <li>Use time wisely</li> <li>Solve problems calmly</li> </ul>	<ul style="list-style-type: none"> <li>Sit correctly at tables</li> <li>Keep your area clean</li> <li>Keep food on tables</li> </ul>	<ul style="list-style-type: none"> <li>Use respectful language</li> <li>Patiently wait in line</li> <li>Handle food properly</li> </ul>	<ul style="list-style-type: none"> <li>Follow rules</li> <li>Be accountable</li> <li>Report misconduct</li> </ul>	<ul style="list-style-type: none"> <li>Respect Staff</li> <li>Share Space</li> <li>Include others</li> </ul>	<ul style="list-style-type: none"> <li>Use kind words</li> <li>Help a peer</li> <li>Show understanding</li> </ul>
Passing Times	<ul style="list-style-type: none"> <li>Move with purpose</li> <li>Plan ahead</li> <li>Be responsible</li> </ul>	<ul style="list-style-type: none"> <li>Be on time</li> <li>Stay focused</li> <li>Keep moving</li> </ul>	<ul style="list-style-type: none"> <li>Use indoor voice</li> <li>Carry materials</li> <li>Be courteous</li> </ul>	<ul style="list-style-type: none"> <li>Follow Directions</li> <li>Stay on the path</li> <li>Own your actions</li> </ul>	<ul style="list-style-type: none"> <li>Respect personal space</li> <li>Use kind words</li> <li>Walk safely</li> </ul>	<ul style="list-style-type: none"> <li>Help if needed</li> <li>Be patient</li> <li>Step aside politely</li> </ul>
Arrival/Dismissal	<ul style="list-style-type: none"> <li>Be ready</li> <li>Follow routine</li> <li>Start/end strong</li> </ul>	<ul style="list-style-type: none"> <li>Arrive on time</li> <li>Use time wisely</li> <li>Stay focused</li> </ul>	<ul style="list-style-type: none"> <li>Follow procedures</li> <li>Have materials ready</li> <li>Greet respectfully</li> </ul>	<ul style="list-style-type: none"> <li>Go directly to class</li> <li>Be trustworthy</li> <li>Wait patiently</li> </ul>	<ul style="list-style-type: none"> <li>Follow staff directions</li> <li>Keep hands to yourself</li> <li>Use sidewalks</li> </ul>	<ul style="list-style-type: none"> <li>Help others</li> <li>Be courteous</li> <li>Watch out for peers</li> </ul>
School Events	<ul style="list-style-type: none"> <li>Be engaged</li> <li>Show school pride</li> <li>Lead by example</li> </ul>	<ul style="list-style-type: none"> <li>Participate positively</li> <li>Celebrate success</li> <li>Stay Focused</li> </ul>	<ul style="list-style-type: none"> <li>Enter quietly</li> <li>Sit appropriately</li> <li>Sit in the assigned area</li> </ul>	<ul style="list-style-type: none"> <li>Follow directions</li> <li>Be honest</li> <li>Stay in seat</li> </ul>	<ul style="list-style-type: none"> <li>Applaud appropriately</li> <li>Actively listen</li> <li>Respect presenters</li> </ul>	<ul style="list-style-type: none"> <li>Encourage others</li> <li>Be inclusive</li> <li>Avoid negative remarks</li> </ul>
Peer/Staff Interactions	<ul style="list-style-type: none"> <li>Speak with confidence</li> <li>Advocate respectfully</li> <li>Seek support</li> </ul>	<ul style="list-style-type: none"> <li>Build relationships</li> <li>Stay positive</li> <li>Model good behavior</li> </ul>	<ul style="list-style-type: none"> <li>Use an appropriate tone</li> <li>Address respectfully</li> <li>Maintain eye contact</li> </ul>	<ul style="list-style-type: none"> <li>Be truthful</li> <li>Own mistakes</li> <li>Follow through</li> </ul>	<ul style="list-style-type: none"> <li>Use kind words</li> <li>Listen actively</li> <li>Value opinions</li> </ul>	<ul style="list-style-type: none"> <li>Understand feelings</li> <li>Be patient</li> <li>Offer Support</li> </ul>
Community	<ul style="list-style-type: none"> <li>Represent with pride</li> <li>Share your voice</li> <li>Lead by example</li> </ul>	<ul style="list-style-type: none"> <li>Promote involvement</li> <li>Stay engaged</li> <li>Support school goals</li> </ul>	<ul style="list-style-type: none"> <li>Dress appropriately</li> <li>Use formal language</li> <li>Be punctual</li> </ul>	<ul style="list-style-type: none"> <li>Be dependable</li> <li>Honor commitments</li> <li>Speak truthfully</li> </ul>	<ul style="list-style-type: none"> <li>Represent FHS well</li> <li>Value all voices</li> <li>Show appreciation</li> </ul>	<ul style="list-style-type: none"> <li>Listen openly</li> <li>Serve others</li> <li>Respect differences</li> </ul>
Digital Spaces	<ul style="list-style-type: none"> <li>Ask tech questions</li> <li>Use tools effectively</li> <li>Share ideas positively</li> </ul>	<ul style="list-style-type: none"> <li>Submit on time</li> <li>Stay engaged online</li> <li>Use resources wisely</li> </ul>	<ul style="list-style-type: none"> <li>Use academic language</li> <li>Check your tone</li> <li>Follow "netiquette"</li> </ul>	<ul style="list-style-type: none"> <li>Cite sources</li> <li>Avoid plagiarism</li> <li>Use accounts properly</li> </ul>	<ul style="list-style-type: none"> <li>Respect privacy</li> <li>Think before posting</li> <li>Use kind words</li> </ul>	<ul style="list-style-type: none"> <li>Support peers</li> <li>Be patient online</li> <li>Assume good intent</li> </ul>

*Aztec Empowered, Motivated, Professional, with Integrity, demonstrating Respect and exhibiting Empathy*

## 4.4 School Rules & Expectations

To maintain a safe and orderly campus, the following general school rules apply to all students:

- **Be Present and Prepared:** Attend school daily and arrive on time with all necessary materials. Be ready to engage in learning with a focused and respectful attitude.
- **Demonstrate Respect for All Individuals:** Treat peers, staff, and visitors with courtesy and kindness. Follow adult directions respectfully and maintain self-control in all settings.
- **Respect School Property and Learning Environments** - Help maintain a clean, safe, and distraction-free environment. This includes:
  - No food or drinks in classrooms (unless permitted by a teacher).
  - No graffiti, vandalism, or defacing of property.
  - Cell phones and electronic devices must remain off and out of sight during class time unless used for instructional purposes with permission.
  - Prompt return of school-issued materials, including textbooks, Chromebooks, and uniforms.

- **Follow the Dress Code:** Adhere to the school's dress code policy each day. Clothing must be appropriate, safe, and not disruptive to the learning environment.
- **Abide by All Policies and Laws:** Students are expected to comply with all applicable **state and federal laws, the California Education Code, and the Farmersville Unified School District Board Policies** at all times.

## 4.5 Progressive Discipline Philosophy & Framework

Farmersville High School and the Farmersville Unified School District (FUSD) adopt a **progressive discipline approach** embedded within PBIS (Positive Behavioral Interventions & Supports) and MTSS (Multi-Tiered System of Supports) to:

- Encourage positive behaviors.
- Intervene early and progressively.
- Minimize out-of-school suspensions,
- Support equitable outcomes across student populations.

### Tier 1: Universal Supports (Schoolwide PBIS)

All students are supported by:

- **Established Expectations** with the **EMPIRE Guide & Core Values of Respect, Responsibility & Readiness**
- **Teaching and reinforcing** desired behaviors through counseling, classroom lessons, and assemblies
- **Positive acknowledgments**, incentives, and school-wide recognition for consistent behavior.

### Tier 2: Targeted Interventions

Students demonstrating behavioral concerns may receive:

- **Counseling** (individual or group),
- **Parental involvement** to address patterns,
- **Targeted behavior contracts or check-ins**,
- **Referrals to medical or mental-health services** as needed

### Tier 3: Intensive & Restorative Responses

For repeated or severe behaviors, we escalate support with:

- **Restorative practices** instead of automatic suspensions—for teaching accountability and building community.
- **In-school interventions**, including mentoring, or wraparound services provided via Tulare COE partnership.
- **Formal consequences**—in-school suspension, suspension, expulsion referrals

### Alignment with MTSS & PBIS

- **MTSS framework** ensures multi-tiered academic and behavioral support, helping students succeed over time
- **PBIS guides our discipline approach**, promoting a positive, proactive culture
- This framework supports CDE's objective to reduce suspensions and combat discipline disparities.

## 4.6 Progressive Discipline in the Classroom

All staff and students at FHS are expected to adhere to our expectations identified in the EMPIRE Matrix. We believe that if staff teach academics and behavior by empowering, motivating, and demonstrating professionalism,

integrity, respect, and empathy, our students will become contributing community members and demonstrate lifelong Aztec Ambassadors.

FHS staff are trained in Safe and Civil Schools procedures and have identified expectations with the EMPIRE Matrix to support instruction and citizenship. Each teacher has a classroom management plan that embodies the structure for all learners:

#### **EMPIRE Pathway (PBIS):**

Farmersville Aztec Staff believe in behavior prevention. Our staff will teach student behavior based on our EMPIRE Matrix. However, teachers and students will follow the following steps and record data.

1. Verbal Warning
2. Conference (1:1 discussion with student)
3. Phone call home (documented in Aeries)
4. Teacher/Parent Conference
5. Office referral to administration.

Once an office referral is made, students will be placed on a contract. A phone call will be made home, and the administration will explain the six sessions of the EMPIRE Contract. This action aims to prevent poor behavior and severe offenses, while also building strong relationships.

#### **Civility Agreement:**

Farmersville High School strives to be a place where all students are treated with respect, dignity, and a strong sense of common courtesy and decency, free from bullying, harassment, demeaning, or threatening behavior. If such events occur, the following steps will be taken.

1. Student statement/parent contact
2. Student conference – students' verbal agreement
3. Student Civility Agreement Form
4. EMPIRE pathway behavior prevention/ contract/ other resources or disciplinary actions.

## **4.7 Assemblies, Rallies Conduct Expectations**

Assemblies and rallies are integral to the school culture and student engagement at Farmersville High School.

- Students are not permitted to leave campus during an assembly or rally period.
- During pep rallies, students are to sit in their designated class section (Freshman, Sophomore, Junior, or Senior).
- For assigned seat assemblies, students must sit with their teacher in the designated seating area.

Respectful, attentive, and appropriate behavior is expected during all assemblies. Students who disrupt the event may be subject to disciplinary action.

## **4.8 Public Display of Affection (PDA)**

To promote a respectful and distraction-free learning environment, public displays of affection on campus, in adjacent areas, or at any school-sponsored event must be limited to holding hands. Any form of kissing, prolonged embraces, or other physical expressions of affection are deemed inappropriate and will not be permitted.

Students who engage in inappropriate displays of affection will be subject to progressive disciplinary action as outlined below:

- **1st Offense:** Verbal warning issued and student reminded of school expectations.
- **2nd Offense:** Additional warning issued; students may be reassigned to separate supervised areas during unstructured time (e.g., lunch, passing periods).
- **3rd Offense:** Parent/guardian contact initiated; student will be placed on an **EMPIRE Behavior Contract** outlining further consequences for continued violations.



## 4.9 Contacting Students During School Hours

Parents/Guardians may contact their student during school hours only through the main office. Direct contact via phone calls, text messages, or social media during class time is strongly discouraged and may violate classroom policies related to unauthorized cell phone use. The overarching goal is to minimize classroom/instruction disruptions by the following:

- **Protecting Instructional Time:** Limiting non-essential interruptions supports academic success by ensuring students remain engaged and focused in the classroom.
- **Student Safety & Accountability:** Routing all messages through the main office ensures accurate documentation and prevents unauthorized access to students.
- **Promoting Responsible Technology Use:** Reducing direct messaging during class helps reinforce digital citizenship and responsible cell phone use.

### Emergency Messages

In the event of an emergency, urgent messages will be taken by school office staff and delivered to students as quickly and discreetly as possible. Emergency messages should be limited to serious situations, such as:

- Medical emergencies involving family members
- Unexpected changes to transportation or childcare arrangements
- Other time-sensitive, urgent matters requiring student notification

To ensure timely delivery, please clearly communicate the nature of the emergency and your contact information to office staff.

### Non-Emergency Messages

Non-emergency messages (e.g., lunch drop-offs, reminders about after-school plans, or forgotten items) will be delivered only during non-instructional times, such as passing periods or lunch, to preserve instructional time and minimize classroom disruptions.

### Student Check-Out During the School Day

If a parent/guardian needs to check a student out during the school day, **they must come to the main office with valid identification**. Students will only be released to individuals listed on the student's emergency contact form unless prior written authorization has been provided.

## 4.10 Photography & Video Recording

At Farmersville High School, the unauthorized use of images, video, and audio recordings of teachers, staff, or students is **strictly prohibited without the written consent of the site administration**. This includes but is not limited to capturing and distributing such media or uploading it to social media platforms. The unauthorized use of such recordings can lead to cyberbullying, bullying, harassment, intimidation, inciting hate, or acts of terrorism. These actions directly violate the California Education Code and the state penal code laws.

All students, staff, and visitors are expected to comply with this policy. Failure to comply may result in disciplinary action, including suspension, expulsion, or other appropriate measures as determined by the administration.

## 4.11 Student Searches

Farmersville Unified School District is committed to maintaining a safe, respectful, and orderly learning environment. Per California Education Code §§ 49050–49052, applicable federal law, and guidance from the California Department of Education, school personnel may conduct reasonable searches of students and seize items as necessary to ensure the safety and welfare of students and staff.



## Student & Property Searches

A student's **personal property** and **personal effects** (e.g., backpacks, purses, vehicles) may be searched **only** when there is **reasonable, individualized suspicion**—based on specific and objective facts—that the student has or may have violated:

- School officials may inspect **school property** (lockers, desks, Chromebook carts, etc.) at any time, with or without prior notice, as these remain the property of the district.
- A student's **personal property** (e.g., backpacks, purses, electronic devices, or vehicles parked on campus) may be searched **only if there is reasonable suspicion** that the student is violating the law, the Education Code, or district rules—specifically **Education Code § 48900**.

**Reasonable Suspicion** means a school official has facts and circumstances to justify the search, and the search is:

- Justified at its inception, and
- Reasonably related in scope to the circumstances that justified the search in the first place.

## Procedural Safeguards

- Searches shall be conducted **discreetly** by a school administrator or designee, with **a second staff member present**.
- If possible, a **staff member of the same gender** should be present during a search involving personal belongings or outer clothing.
- Students may be asked to **empty their pockets** or remove outer garments (jackets, hats, or shoes), but may not be subject to more invasive searches.
- For immediate health or safety emergencies (e.g., threat to life or risk of serious injury), personal electronic devices may be searched.

## Lockers, Desks, and School Property

- Lockers and desks remain **district property** and may be inspected **periodically**, without notice and individualized suspicion, though inspections must be conducted fairly and equitably.

## Use of Metal Detectors and Detection Dogs

- Metal detectors may be used uniformly and consistently to prevent weapons on campus.
- Trained, non-aggressive drug/contraband detection dogs may inspect school-owned property or vehicles—not students—with **no individualized suspicion needed**, provided the dogs do not sniff directly on students.

## Notification to Parents/Guardians

- Parents or guardians must be notified of any **individualized search** conducted on their child as soon as possible.

# 4.12 Classroom Passes

Farmersville High School is committed to maintaining a safe, respectful, and distraction-free learning environment. To preserve instructional time, minimize disruptions, and ensure student accountability while on campus, the following

## General Expectations

- **Students may not leave a classroom or supervised activity area without explicit permission from the supervising teacher and a valid school-issued hall pass.**
- **Any student found outside of class without a valid pass** will be directed back to class immediately and may be subject to further administrative intervention.
- If a student is found out of class with a **cell phone, earbuds, or a backpack**, these items will be confiscated and held by administration, campus safety, or a designated staff member until the end of the school day or parent retrieval.

#### Pass Use Guidelines

1. **“10-Minute Rule”**
  - No passes will be issued during the **first 10 minutes** or the **last 10 minutes** of any class period.
  - Restrooms will remain **locked** during these restricted time windows to support instructional focus and safety.
2. **Sign-Out Requirement**
  - Students must **sign out** using the classroom sign-out log before leaving the room.
  - A **designated hall pass** (provided by the school or teacher) must be always used when outside of class.
3. **Destination Specific**
  - Passes are valid **only for the designated destination** (e.g., restroom, health office, counselor’s office).
  - Students are not permitted to “wander” or visit other areas of campus while on a classroom pass.
4. **No Cell Phones or Earbuds While on a Pass**
  - Phones and earbuds must be left in the classroom, secured in a backpack or with the teacher.
  - Unauthorized use while on a pass may result in confiscation and disciplinary action.
5. **No Backpacks**
  - Students may not take backpacks when using a hall pass unless explicitly required for the designated task (e.g., nurse, office delivery, etc.).
6. **Restroom Access Monitoring**
  - Campus Safety will monitor and limit restroom access to a **maximum of 2–3 students at a time** to ensure safety and prevent loitering or vandalism.

#### Administrative Oversight & Enforcement

- Classroom pass usage is subject to **teacher discretion** and may be limited based on classroom behavior or excessive usage.
- Violations of this policy may result in disciplinary consequences following the school’s **Progressive Discipline Plan**.

*All policies are enforced by the California Education Code, CDE guidelines, and Farmersville Unified School District Board Policies to promote student safety, responsibility, and school-wide integrity.*

## 4.13 Student Altercations and Fighting

Farmersville High School is committed to providing a safe, respectful, and inclusive learning environment. Physical altercations, including fighting, are strictly prohibited and will result in disciplinary action following California Education Code §48900(a)(1) and Board Policy.

#### Definition of Fighting:

A *fight* is defined as any incident in which a student **causes, attempts to cause, or threatens to cause physical injury** to another person. This includes mutual combat, premeditated attacks, or retaliation.

Fighting undermines school safety, disrupts the educational environment, and violates the behavioral expectations of the Aztec EMPIRE principles. Consequences are progressive and based on the severity of the incident, individual circumstances, and prior behavior history.

#### Progressive Discipline for Fighting/Physical Altercations

Incident	Disciplinary Action	Additional Notes
<b>First Offense</b>	Suspension (1–5 days, in-school or out-of-school); parent conference required	Student placed on <b>EMPIRE Behavior Contract</b> ; may include conflict resolution, restorative practices, and school service.
<b>Second Offense</b>	Suspension (3–5 days); loss of extracurricular eligibility for a defined period	Students placed on <b>Behavior Improvement Plan (BIP)</b> with targeted supports and check-ins; may include referral to counseling or anger management.
<b>Third Offense</b>	Suspension (5 days); <b>recommendation for expulsion</b> may be made depending on severity	Immediate loss of extracurricular privileges; mandatory parent conference with the administrative team and possible

#### Additional Consequences and Supports

- **Police Involvement:** Incidents involving serious bodily injury, repeated aggression, or criminal behavior may result in **referral to law enforcement** following California Penal Code and district policy.
- **Restorative Practices:** Where appropriate, students may be required to participate in restorative conferences, peer mediation, or social-emotional learning interventions.
- **Safety Plans:** In cases involving ongoing interpersonal conflict, individual student safety plans may be created to ensure ongoing campus safety and support.

## 4.14 Security Cameras on School Campus:

To support a safe and secure learning environment, Farmersville High School utilizes security video surveillance systems throughout the campus. Cameras operate **24 hours a day, 7 days a week**, and are strategically placed in public areas to help monitor student behavior, deter criminal activity, and ensure campus safety.

Video footage may be reviewed by school administrators or law enforcement to investigate potential violations of the **California Education Code**, school rules, or criminal activity that occurs during school hours or at school-sponsored events. Portions of video recordings may be used as part of disciplinary investigations or proceedings, in accordance with district policies and applicable laws.

Please note that video surveillance is conducted in public areas only; it does not extend to **restrooms, locker rooms, or other areas where privacy is legally protected**.

## 4.15 Bullying, Harassment, and Intimidation Policy

Farmersville High School believes all students have the right to a **safe, respectful, and healthy school environment**. To support this right, the District, school, and broader community share a collective responsibility to promote **mutual respect, tolerance, and acceptance** of others. Following **AB 394 – Safe Place to Learn Act** and **SB 777 – Student Civil Rights Act**, Farmersville High School strictly prohibits all forms of **bullying, harassment, intimidation, or discrimination** based on actual or perceived characteristics, including race, ethnicity, gender, sexual orientation, religion, disability, or any other protected class under the law.

#### Definition of Bullying

Bullying is defined as any severe or pervasive physical or verbal act, including communications made in writing or via electronic means (cyberbullying), that causes or is likely to cause:

- Fear of harm to a student's person or property
- A substantially detrimental effect on a student's physical or mental health
- Interference with a student's academic performance
- Interference with a student's ability to participate in or benefit from school services, activities, or privileges

Examples of bullying include, but are not limited to:

- **Physical:** Hitting, shoving, tripping, or damaging property
- **Verbal:** Teasing, name-calling, threats, or slurs
- **Social:** Spreading rumors, exclusion, or manipulation of friendships
- **Cyberbullying:** Use of text messages, social media, email, or other electronic platforms to harass or intimidate
- **Student Code of Conduct Regarding Bullying**

Farmersville High School has adopted a Student Code of Conduct that upholds zero tolerance for bullying. This Code includes, but is not limited to:

- **Any student who engages in bullying may be subject to disciplinary action up to and including expulsion.**
- **Students must report bullying incidents immediately** to the principal, assistant principal, or a trusted school staff member.
- Reports may also be submitted anonymously using the **Say Something Program** via:
  - **Mobile App**                                      **Phone:** 844-572-9669                                      **Online:** [www.saysomething.net](http://www.saysomething.net)
- **All reports are taken seriously and investigated promptly, thoroughly, and as confidentially as possible.**
- **Retaliation is strictly prohibited.** Any retaliatory behavior against students or staff involved in a complaint or investigation is a violation of this policy and will be met with disciplinary consequences.
- If a complainant or their parent/guardian is not satisfied with the resolution of a bullying investigation, they are encouraged to contact school administration for further review.

In addition, Farmersville High School participates in the Tulare County Office of Education's **Sandy Hook Promise** initiative, which promotes the "**See Something, Say Something**" approach to prevent violence and ensure student safety.

**Jurisdiction of Policy** - This policy applies to behavior that occurs:

- On school grounds
- While traveling to and from school (including on a school bus or walking)
- During lunch periods (on or off campus)
- At school-sponsored events or activities, whether on or off campus
- Through electronic acts that impact the school environment

## 4.16 Farmersville Accountability & Character Traits for Success (Detention)

The **F.A.C.T.S. Detention Program** is a structured intervention designed to support students in developing responsibility, accountability, and reflection when they have violated the Student Code of Conduct. The purpose of this program is to reinforce the core values of the FHS E.M.P.I.R.E. framework—**Empowerment, Motivation, Professionalism, Integrity, Respect, and Empathy**—by helping students learn from their actions and make better future decisions. Our goal is to redirect negative behavior into growth that aligns with our school's commitment to high standards of character and integrity.

### Assignment and Attendance

Students may be **assigned to the F.A.C.T.S. Detention Program** by a school administrator in response to infractions of school rules. Detentions are **mandatory** once assigned. Failure to attend may result in escalated disciplinary action, including additional detentions, Saturday School, or suspension, depending on the severity or frequency of non-compliance.

### Program Schedule

F.A.C.T.S. Detentions are offered in two formats to ensure flexibility and support for student accountability:

#### After-School F.A.C.T.S. Detention

- Time: 3:05 PM – 3:35 PM
- Location: Assigned classrooms
- Frequency: Select weekdays determined by the administration

#### Saturday F.A.C.T.S. Detention

- Time: 8:00 AM – 12:00 PM
- Location: Assigned classrooms
- Frequency: Scheduled Saturdays as needed throughout the semester

### Program Structure and Expectations

During F.A.C.T.S. Detention, students will:

- Engage in structured reflection activities related to the choices that led to their assignment
- Complete a **Personal Accountability Worksheet** focused on decision-making and goal setting
- Participate in readings or multimedia content related to character development and behavior
- Be expected to follow all school behavior expectations, including:
  - No use of electronic devices (phones, earbuds, Chromebooks unless instructed.)
  - No talking or socializing
  - Remaining seated and on task for the duration of the detention

### Parent Notification

Parents/Guardians will be notified when a student is assigned to a F.A.C.T.S. Detention. In cases of Saturday Detentions, families will be provided with at least 48 hours' notice to arrange transportation. Students must arrive on time and stay for the entire session to receive credit.

## 4.17 Suspension & Expulsion Guidelines

According to California Education Code §§ 48900–48915 and the Farmersville Unified School District Board Policy, students may be suspended or expelled for violating provisions related to school activities or attendance as outlined in the Education Code. These disciplinary measures aim to support a safe, respectful, and productive learning environment.

### Suspension Limits

- A student may not be suspended for more than **twenty (20) school days in a single school year**, unless the student transfers into the district midyear (Ed Code § 48903).
- No single suspension shall exceed **five (5) consecutive school days**, unless extended by the **Superintendent or designee** pending expulsion proceedings (Ed Code § 48911(g)).

- If suspension is deemed necessary, **site administration** will determine the appropriate length of suspension based on the severity of the offense and in alignment with **progressive discipline practices**.

#### Notification Procedures

- **Verbal notification** to the parent/guardian shall be made **as soon as possible**.
- A **written notice of suspension** will be sent to the parent/guardian within **one school day**, detailing the reason(s) for suspension, the length, and the right to appeal (Ed Code § 48911(d)).

#### Suspension Conditions

- Students who are suspended are **not permitted on any school campus or at any school-sponsored events** during the suspension period.
- Suspended students are expected to remain at home during school hours and not loiter in the community.
- **Teachers must provide make-up work upon request, and students shall be allowed to complete assignments missed during suspension (Ed. Code § 48913).**
- **Participation in extracurricular activities is prohibited** during the suspension period. For student-athletes, **each day of suspension equates to one week of ineligibility** from practices, competitions, or team events.

#### Grounds for Suspension or Expulsion

Under Ed Code § 48900 and related sections, a student may be suspended or recommended for expulsion for any of the following **school-related acts**, whether they occur:

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off campus
4. During, or while going to or coming from, a school-sponsored activity

These acts include, but are not limited to:

- Physical injury or threat of injury to another person
- Possession or use of weapons, drugs, or alcohol
- Theft or vandalism
- Harassment, intimidation, or bullying
- Disruption of school activities or willful defiance (with limitations for grades K–8 per Ed Code § 48900(k))

A complete list of suspendable and expellable offenses is available in the Education Code, sections 48900–48915, and the Farmersville Unified School District Board Policies, which can be accessed through the District website or by request at the school office.

## 5 Dress Code

### 5.1 General Dress Guidelines

Farmersville High School promotes a safe and respectful learning environment. Student dress and appearance must support a climate focused on education. They must not disrupt instruction, infringe on the rights or safety of others, or promote behavior contrary to school values or California law.

#### General Guidelines

1. **Appropriate Coverage:**
  - Shorts, skirts, and dresses must adequately cover the upper thigh. A standard guideline is that the hem should be no shorter than the tips of the fingers when arms are resting naturally at the sides.
  - Clothing must not expose undergarments or private areas when sitting, standing, or moving.
2. **Shirts and Tops:**
  - Tops must fully cover the torso and meet the waistband of pants when the student is standing upright.
  - The following are not allowed: tube tops, halter tops, backless tops, sheer/see-through tops, muscle shirts, or crop tops that expose the stomach.
  - Undergarments, including bra straps, must not be visible.
3. **Footwear:**
  - Footwear must be worn at all times and be appropriate for safe movement on campus.
  - Slippers, house shoes, and footwear that pose a safety hazard are not permitted.
4. **Gang-Affiliated or Unsafe Apparel:**
  - Clothing, accessories, hair color, notebooks, or grooming that signal gang affiliation, display hate speech, or cause disruption are strictly prohibited.
  - Solid red or solid blue clothing items, shoelaces, or accessories (due to known gang associations) are not permitted for student safety.
5. **Offensive or Inappropriate Content:**
  - Clothing must be free of language or images that are vulgar, profane, sexually suggestive, violent, or promote drugs, alcohol, tobacco, hate speech, or criminal behavior.
6. **Fit of Clothing:**
  - Excessively baggy, sagging, or skin-tight clothing is not allowed.
  - Pants must be worn at the waistline and should not drag or have oversized legs that could conceal prohibited items.
7. **Accessories and Jewelry:**
  - Chains (including wallet chains), oversized or heavy jewelry, hanging lanyards, and belt buckles with initials or insignias are not permitted if they are unsafe, distracting, or gang-affiliated.
  - Spiked accessories or those that could be used as weapons are not allowed.
8. **Pajamas/Sleepwear:**
  - Pajama bottoms, slippers, robes, or other sleepwear are not allowed unless part of a pre-approved school spirit event.
9. **Sunglasses:**
  - Sunglasses may not be worn indoors unless prescribed for medical reasons.

#### **Hat and Headwear Policy**

- **Sun Protection:** Hats may be worn outdoors only and must provide sun protection. Baseball caps are allowed **only outdoors** and must be worn with the bill facing forward.
- **Prohibited Colors and Content:** Hats and headwear may not display solid red or solid blue colors, or any logos associated with gang affiliation, including professional team logos deemed inappropriate by the administration.
- **Other Headgear:** Beanies, bandanas, hoods, and other head coverings **are not permitted** unless required by religious observance or a medical condition (approval must be obtained from the administration).



## 5.2 Dress Code Enforcement Procedures

### Enforcement

- Staff will enforce the dress code **consistently and respectfully**.
- Dress code interventions prioritize keeping students in class.
- Dress code interventions will either be addressed discreetly in the classroom, or the students will be sent or called to the front office for a change of clothing and documentation.

## 5.3 Dress Code Violation Consequences

### 1st/2nd Offense:

- Students will be asked to change or cover the inappropriate clothing.
- Warning issued.
- Parent/ Guardian will be contacted as needed.

### 3rd Offense:

- Detention assigned.
- Inappropriate items may be confiscated.
- Parent/guardian contact required.

### 4th/5th Offense:

- Detention and assignment to 1 Saturday School.
- Parent/guardian meeting may be scheduled.

### 6th and Subsequent Offenses:

- Student placed on a behavior contract.
- Additional Saturday Schools or other progressive disciplinary actions may be implemented.



## 6 Technology Use / Cell Phones / Earbuds

### 6.1 Student-Technology Acceptable Use Agreement

All students using district-owned technology (Chromebooks, devices, and network resources) must adhere to the Farmersville Unified School District's Acceptable Use Agreement (Board Policy 6163.4). This agreement requires that all technology be used responsibly, legally, and primarily for educational purposes. Students and their parents or guardians must acknowledge and sign the agreement, understanding that misuse—such as unauthorized access, harassment, bypassing filters, or academic dishonesty—may result in disciplinary action, including loss of technology privileges, suspension, or expulsion. The district reserves the right to monitor and audit all activity on its devices and networks to ensure compliance and maintain a safe learning environment.

#### Key Elements of the Acceptable Use Agreement

- 1. Responsible Use of District Technology & Internet**  
Students must use district devices and networks exclusively for educational purposes. No unauthorized or non-educational content, social media misuse, gaming, or personal downloads are permitted.
- 2. Compliance with Laws & District Policies**  
Usage must comply with state/federal laws (including copyright and privacy) and district rules. Prohibited are harassment, cyberbullying, accessing inappropriate content, or downloading illegal materials.
- 3. Accountability & Monitoring**  
The district may monitor student activity on its networks/devices. Students must understand that their use can be reviewed, and disciplinary action may be taken if violations occur.
- 4. Security & Privacy**  
Students should protect login credentials, not share accounts, and must not attempt to bypass or tamper with network filters or security measures.
- 5. Digital Citizenship**  
Emphasis is placed on respectful, responsible, and ethical online behavior—treating others with respect and maintaining academic honesty online.
- 6. Consequences of Misuse**  
Violations can result in disciplinary measures, including loss of technology privileges, suspension, or expulsion, as outlined in district disciplinary policies.

### 6.2 Classroom Chromebook/Technology Device(s) Expectations

Chromebooks are instructional tools provided by Farmersville High School to support student learning in the classroom. All students are expected to use these devices responsibly and follow school, district, and classroom expectations regarding their care, use, and return.

#### Student Responsibilities

- 1. Inspection Upon Checkout**
  - At the beginning of each class period, students are required to **inspect the Chromebook/Technology Device(s)** they are issued.
  - Any visible damage (e.g., cracked screens, missing keys, graffiti, or broken ports) **must be reported to the teacher immediately**. Failure to report damage at the time of checkout may result in the student being held responsible.
- 2. Proper Use and Conduct**
  - Chromebooks/Technology Devices are to be used **only for educational purposes** as directed by the teacher.
  - Accessing unauthorized websites**, streaming platforms, gaming, or non-instructional content is prohibited.

**Google Chat and all online activity is monitored via GoGuardian.** Misuse of communication tools or attempts to bypass monitoring systems will be logged and may result in disciplinary action.

### 3. Handling and Care

- Students must **handle Chromebooks/Technology Devices with care**, keeping them clean and away from food or beverages.
- Students must not deface, write on, apply stickers to, or modify school-issued devices in any way.

### 4. Return at the End of Class

- Chromebooks/Technology Devices must be returned to the **correct numbered slot in the classroom cart** at the end of each period.
- Devices are to be **plugged into the charging cable** to ensure readiness for the next class, at the discretion of the teacher
- Students who fail to return Chromebooks/Technology Devices properly may lose checkout privileges or be subject to other consequences.

### Monitoring and Enforcement

- Teachers and administrators monitor usage using **GoGuardian software**, which provides real-time visibility of websites accessed, Google Chats, and other online activity.
- **Violations of the Chromebook/Technology Devices policy** may result in consequences including:
  - Warning or conference
  - Restriction of device privileges
  - Parent contact

Detention or referral for disciplinary action following school and district policies

## 6.3 Cell Phone / Earbud / Headphone Use

The purpose of this policy is to foster a safe, respectful, and academically focused school environment while acknowledging students' needs for autonomy, wellness, and access to personal devices at appropriate times.

Under California Education Code § 48901.5, students may possess and use personal electronic signaling devices (including earbuds, headphones, and Bluetooth earpieces) on campus, provided that their use does not disrupt educational programs, violate school rules, or endanger the safety and well-being of students and staff.

### Permitted Use

Students may use Cell Phones, earbuds, headphones, or similar audio devices before school, during breaks, at lunch, and after school.

### Restricted Use

Use of Cell Phones/Earbuds/Headphones is **not permitted**:

- During **instructional time & classroom setting**
- During **assemblies, emergency drills**, or other supervised school-wide events
- Leaving the classroom using a **hall pass/restroom pass**

Students must **always keep at least one ear free when using earbuds on campus to ensure they remain aware of** announcements, staff instructions, and environmental hazards.

**Enforcement:** Students who violate the electronic device policy may have their device confiscated by staff and returned at the end of the school day or to a parent/guardian. Devices will be secured and not accessed, searched, or tampered

with following Education Code § 49050 and the student's right to privacy. School personnel will not examine the contents of any electronic device unless there is reasonable suspicion of a serious policy violation or criminal activity; in such cases, appropriate procedures will be followed.

Consequences for violating cell phone policy (documented in Aeries):

- 1<sup>st</sup> Offense: Warning and reminder of the policy.
- 2<sup>nd</sup> Offense: The device is confiscated and returned to the student at the end of the class.
- 3<sup>rd</sup> Offense: Device confiscated and returned at the end of the day to the front office.
- 4<sup>th</sup> Offense: Device confiscated, Teacher/Parent/Guardian Conference.
- 5<sup>th</sup> Offense: Device confiscated, Administration/Parent/Guardian Conference.

Subsequent Offenses - Device Confiscated, further progressive disciplinary action, including loss of privileges.

**Refusal to surrender a device will result in further disciplinary action.**

**NOTE:** Cell Phones, Earbuds, and other electronic devices are considered personal property. Students are responsible for these items at school entirely at their own risk. The school or district is not responsible for lost, stolen, or damaged devices. The student and parent/guardian take full responsibility for any cell phone or other electronic device brought to school that is lost, stolen, or damaged. Any investigation will be given low priority by the administration, teachers, and staff, who will have their required responsibilities. Farmersville High School and Farmersville Unified School District will not be held responsible for any lost, stolen, or damaged electronic devices.

# 7 Health & Safety

## 7.1 Health Services & Medications at School

### Health Services and Procedures

The Health Aide's Office is located in the Main Office. To ensure student safety and support in the event of a medical emergency, all students must have current emergency contact information, documented health conditions, and up-to-date immunization records on file with the school, as required by California state law.

Students who require a medical excuse from Physical Education (PE) must submit a physician's note to the Health Aide. Upon review, the Health Aide will issue an official PE excuse form, which the student must then present to their PE teacher.

During instructional time, students must obtain a pass from their teacher before visiting the Health Aide's Office. Any visit without a valid classroom pass will be considered an unexcused absence unless it is an emergency situation.

### Emergency Contact and Health Records

All students must have current emergency contact information, health conditions, and immunization records on file with the school office. This information is critical in ensuring prompt and appropriate care in the event of an emergency.

### Medication Policy

Students who require prescription or over-the-counter medication during school hours must submit a signed authorization form from a licensed physician and a parent/guardian. All medications must be checked in and stored at the school office. Students are not permitted to carry medication on their person unless authorized explicitly under California Education Code §49423.

### Medical Emergencies

In the event of a medical emergency, trained school staff will administer basic first aid and contact emergency medical services (EMS) if necessary. Parents or guardians will be notified as soon as possible.

## 7.2 Emergency Procedures (Lockdown, Fire, Earthquake)

To ensure preparedness, the school conducts regular emergency drills for:

- **Fire**
- **Earthquake**
- **Lockdown/Shelter-in-Place**
- **Evacuation**

Students are expected to follow all staff directions promptly and respectfully during drills and actual emergencies. Emergency routes and procedures are posted in each classroom and throughout the common areas.

## 7.3 Child Abuse Reporting Requirements

Following California Penal Code §11164–11174.3 (Child Abuse and Neglect Reporting Act) and Farmersville Unified School District policy, all school personnel are **mandated reporters**. This means they are legally required to report any reasonable suspicion of child abuse, neglect, or endangerment to Child Protective Services or local law enforcement. Reports are made **confidentially and without delay**. The protection and safety of all students is paramount.

## 7.4 Points of Entry for the Campus

To maintain a safe, supervised, and orderly campus, designated entry points and times have been established:

- **Main Entrance (Walnut Street):**  
Opens daily at **7:00 a.m.** for early-arriving students.
- **South Gate (Citrus and Freedom Streets):**  
Opens at **7:40 a.m.** to accommodate the bulk of student arrivals.

**Instruction begins promptly at 7:55 a.m.** At the sound of the start-of-class bell, **all campus gates will be secured** to ensure student safety and campus integrity.

Students arriving **after the gates have closed** must:

- Enter through the **main front office entrance**.
- Be marked **tardy** in the attendance system.
- Receive a **time-stamped tardy pass** before proceeding to class.

## 7.5 School Resource Officer (SRO)

### Partnership

The Farmersville Police Department and Farmersville Unified School District collaborate closely to provide School Resource Officers (SROs) for our campus. The officer is on campus daily and participates in extracurricular activities, ensuring a safe and welcoming environment for students, staff, and visitors. SROs create an approachable, safe presence, offering friendly check-ins during class changes, morning drop-off, and community events. The K-9 team enhances this outreach by regularly visiting the campus in a non-threatening, educational capacity with certified dog units trained in drug detection.

### Role & Responsibilities

1. **Mentor & Educator:** They build meaningful relationships with students, offering mentorship, and providing informal counseling and conflict resolution.
2. **Law Enforcement & Safety Partner:** Fully sworn officers, SROs coordinate with school administrators to support emergency preparedness, respond to incidents, and maintain a safe campus. Memoranda of Understanding clearly define that school disciplinary issues are handled by school staff—SROs intervene with respect for student rights and district policy.
3. **Crisis Response & Planning:** They participate in drills (active assailant, lockdown, evacuation), contribute to threat assessments as part of multidisciplinary teams, and help refine our Comprehensive School Safety Plan.
4. **Community Liaison:** As ambassadors between students, families, school staff, and the broader law enforcement community, they promote trust, understanding, and respectful communication.

## 7.6 Safe School Plan Summary

Farmersville High School maintains a comprehensive Safe School Plan in compliance with the California Education Code §32280–32289 and Farmersville Unified School District Board Policy. This plan includes and is available upon request:

- **Emergency Response Protocols**
- **Safe Schools: Sandy Hook Promise Program – Anonymous Reporting System**
- **Campus Security Measures (including video surveillance and campus supervision)**
- **Crisis Intervention and Recovery Services**
- **School Climate and Safety Programs** (e.g., PBIS, MTSS, anti-bullying campaigns)
- **Collaboration with Local Law Enforcement and Emergency Services**

## 7.7 Commitment to Safe Schools: Sandy Hook Promise Program

The Farmersville Unified School District (FUSD) is dedicated to fostering a safe, supportive, and inclusive learning environment for all students. As part of this commitment, Farmersville High School participates in the **Sandy Hook**

**Promise Program**, a nationally recognized violence prevention initiative dedicated to protecting children from gun violence and other harmful acts before they happen.

The Sandy Hook Promise Program provides research-based strategies that empower students, staff, and families to recognize warning signs, build trusted relationships, and take proactive steps to prevent violence and self-harm. At Farmersville High School, students and staff are trained annually in programs such as:

- **Start With Hello** – Teaches students to reach out to peers who may be socially isolated.
- **Say Something** – Empowers students to recognize warning signs and speak up to a trusted adult.
- **Anonymous Reporting System (ARS)** – A safe way for students to report concerns about threats, bullying, or self-harm.

#### **Parent/Guardian and Student Resources:**

Families are encouraged to learn more about the Sandy Hook Promise and access resources by visiting the official website: [www.sandyhookpromise.org](http://www.sandyhookpromise.org)

This site includes:

- Parent guides on identifying warning signs
- Student leadership opportunities
- Access to mental health support information
- Toolkits for reinforcing program lessons at home

If you have questions about the program or would like to get involved, please get in touch with the school administration.

## **7.8 Use of Controlled Substances Policy**

California Education Code 48900(c) states that a student may be suspended or expelled for “*unlawfully possessing, using, selling, or otherwise furnishing, or being under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.*”

This policy is designed to maintain a safe and drug-free learning environment, per Farmersville Unified School District Board Policy, the California Department of Education (CDE), and applicable Penal Code provisions.

Use or being under the influence of controlled substances—including illegal drugs, prescription medications not authorized for the student, alcohol, cannabis (including edibles or vaping products), and synthetic substances—on campus or at any school-sponsored event is strictly prohibited.

#### **Reasoning & Rationale:**

- Controlled substance use impacts brain development, judgment, memory, and overall academic success.
- Substance use is associated with increased risk of mental health issues, violence, injury, and dropout.
- Schools have a legal and moral obligation to protect students and staff from drug-related harm.
- This policy supports the Farmersville High School Safe School Plan and aligns with state-mandated public safety protocols.

#### **Controlled Substances Progressive Discipline for Violations of EC 48900(c)**

Offense	Primary Consequence	Progressive Response Parameters
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Offense	Primary Consequence	Progressive Response Parameters
1st	<ul style="list-style-type: none"> <li>• 0–2 day suspension</li> <li>• Mandatory parent conference</li> <li>• Referral to counseling and</li> <li>• Substance abuse intervention</li> <li>• Behavior Intervention Plan</li> <li>• Loss of extracurricular eligibility</li> </ul>	Depending on the severity of the situation, a student may receive a formal warning and be referred to school-based support services, including counseling or substance abuse education. At the discretion of the school administrator, the incident may be documented internally, and a parent/guardian will be contacted. A referral to the Farmersville Police Department may also occur, particularly if student safety is at risk. The goal at this stage is early intervention and prevention.
2nd	<ul style="list-style-type: none"> <li>• 1–2 day suspension</li> <li>• Mandatory parent conference</li> <li>• Referral to counseling and</li> <li>• Substance abuse intervention</li> <li>• Referral to MTSS Team</li> <li>• Loss of extracurricular eligibility</li> </ul>	If a student is involved in a second violation. In that case, the school will document the incident and initiate a formal intervention plan, which may include a behavior contract, counseling services, and/or referrals for substance abuse support. Police notification will be made, and a report may be filed with law enforcement per district protocols. Disciplinary actions, such as suspension, may also be applied.
3rd	<ul style="list-style-type: none"> <li>• 2-3 day suspension</li> <li>• Mandatory parent conference</li> <li>• Referral to counseling and</li> <li>• Substance abuse intervention</li> <li>• Referral to MTSS Team</li> <li>• Loss of extracurricular eligibility</li> </ul>	<ul style="list-style-type: none"> <li>❖ For repeated offenses or incidents involving dangerous or illegal substances, the school will treat the matter as a serious safety concern.</li> <li>❖ The student will be referred to law enforcement for official documentation and may be charged with possession or use of a controlled substance.</li> </ul>
4+	<ul style="list-style-type: none"> <li>• 3-4 days suspension</li> <li>• Potential Referral to Alt. Ed.</li> <li>• Loss of all extracurricular activities.</li> <li>• Loss of Graduation-related privileges</li> </ul>	<ul style="list-style-type: none"> <li>❖ In addition, the school will enforce disciplinary consequences as defined in Ed Code 48900(c), which may include extended suspension or a recommendation for expulsion, pending due process.</li> </ul>

**Additional Notes:**

**Vaping Devices (including THC or nicotine cartridges)** will be treated as controlled substances if suspected of containing intoxicants. Devices will be confiscated and tested when necessary.

**Students with medical needs involving controlled medications** must follow the school's Medication Authorization Policy and may not carry prescriptions without prior approval.

## 7.9 Possession of Drug Paraphernalia

Possessing, using, or distributing drug paraphernalia anywhere on school grounds, at school-sponsored events, or during transportation to/from school constitutes grounds for disciplinary action under Ed. Code §48900(j). This policy applies to



all students enrolled at Farmersville High School, on all school campuses, at off-campus school-sponsored activities (e.g., field trips, athletic events, dances), and during school-provided transportation.

#### Definitions

- **Drug paraphernalia** includes any equipment, product, or material used to prepare, test, store, conceal, ingest, inhale, or inject illicit substances (e.g., pipes, bongs, syringes, vaporizer pens, rolling papers, lighters, etc.).
- **Possession** refers to physical control or proximity such that the student could readily retain control over the item.

**Prohibited Conduct:** Students will be suspended if they:

- ❖ Posses or distribute any form of drug paraphernalia.
- ❖ Carry paraphernalia, even if unused or without illicit substances.

#### Consequences

- **First Offense**
  - Confiscation of paraphernalia.
  - Mandatory parent/guardian notification and conference.
  - Administrative intervention such as counseling, educational workshops, or behavior contracts.
  - Out-of-school suspension, dependent on circumstances and prior disciplinary history.
- **Subsequent Offenses**
  - Increased severity of suspension.
  - Consideration for expulsion under Ed. Code §48915(b)(2), in alignment with district policies.

#### Notification & Support

- Parents/guardians will be informed promptly in writing and contacted by phone.
- Students will be offered counseling services, substance-use education programs, and referral resources.

#### Law Enforcement Collaboration

- Farmersville High School reserves the right to involve law enforcement when drug paraphernalia is discovered.
- Seized items may be retained as evidence or destroyed per law.

## 7.10 Sale and Distribution of Controlled Substances & Drug Paraphernalia

The distribution, sale, or intent to distribute or sell any controlled substance or drug paraphernalia is strictly prohibited on or near school grounds, at school-sponsored events, or during school hours. (Ed Code §48900(c), §48900(j))

**Controlled Substances** include, but are not limited to, illegal drugs, prescription drugs not prescribed to the student, alcohol, marijuana, and other intoxicants.

**Drug Paraphernalia** refers to any equipment, product, or material intended for introducing a controlled substance into the human body (e.g., pipes, vape pens, bongs, rolling papers, lighters, etc.).

- **Distribution/Sale:** Mandatory **recommendation for expulsion**, per California Education Code §48915(c)(3), and law enforcement notification as required by Penal Code §626.85.
- **Possession with Intent to Distribute or Sell:** Treated as a major offense regardless of prior behavior record. Mandatory recommendation for expulsion and police involvement.

#### Consequences May Include:

- Suspension (5 days maximum) - Loss of privileges, including athletics, field trips, and extracurricular activities
- Law enforcement referral and citation
- Placement in alternative education
- Expulsion recommendation to the Governing Board



## 8 Student Support Services

### 8.1 Counseling & Guidance

At Farmersville High School, we believe that academic success, career readiness, and personal well-being are interconnected. Every student is assigned a dedicated school counselor to support their journey through high school and beyond. Our Counseling Department provides a safe and supportive environment where students can explore their goals, overcome challenges, and make informed decisions.

#### Accessing Your Counselor

Students may request to meet with their assigned counselor in one of the following ways:

- **In Person:** Fill out a "Request to See Counselor" form located in the Library/Counseling Center.
- **Online:** Email your counselor directly to schedule an appointment.

Counselors are available to support students in the following areas:

- ❖ **Educational Planning**  
(e.g., course selection, graduation requirements, credit recovery, A-G tracking)
- ❖ **Career and College Guidance**  
(e.g., CTE pathways, college application process, scholarships, financial aid)
- ❖ **Personal and Social Support**  
(e.g., conflict resolution, managing stress or anxiety, peer and family concerns)

Our counselors also collaborate with families and staff to promote school success and connect students with relevant community-based services in Tulare County, such as:

- Mental and behavioral health resources
- Youth employment and vocational programs
- Educational equity and support programs

#### Confidentiality and Student Privacy

Conversations between students and counselors are confidential. The information shared will not be disclosed without student consent, except in specific circumstances as required by California law. Under the California Education Code and mandated reporting requirements, counselors must report:

1. Suspected child abuse or neglect
2. Allegations or disclosures of sexual molestation
3. Planned, attempted, or actual criminal activity
4. Any situation involving a clear and present danger to the student or others

These exceptions are in place to ensure the safety and well-being of all students. Outside of these cases, your counselor will maintain the privacy of your conversations.

#### Benefits of Counseling

- ✓ Our counselors follow the American School Counselor Association (ASCA) National Model and support a Multi-Tiered System of Supports (MTSS) to ensure that all Aztec students receive the guidance they need to thrive in school and beyond.
- ✓ Improved academic outcomes and increased graduation rates
- ✓ Stronger post-secondary and career readiness
- ✓ Better social-emotional development and mental wellness
- ✓ Greater equity in access to educational and community resources

## 8.2 College of the Sequoias (COS) Equivalency Coursework

Farmersville High School encourages students to pursue advanced learning opportunities, including dual enrollment in courses offered through College of the Sequoias (COS). These courses provide students the opportunity to earn college credit while simultaneously fulfilling high school graduation and A-G college entrance requirements.

### General Information

- **Dual Enrollment Advantage:** Students enrolled in COS courses may receive both high school and college credit. In most cases, *one semester-long COS course is equivalent to a full year of high school coursework.*
- **Course Eligibility:** A wide range of courses are available. The focus of this equivalency list is on courses that fulfill:
  - **FHS Graduation Requirements**
  - **University of California (UC)/California State University (CSU) A-G Requirements**

***Please note additional COS courses may be available based on student interests and career pathways. Students interested in courses beyond the equivalency list should consult with their FHS counselor.***

### Participation Process

To participate in COS courses for high school equivalency credit:

1. **Schedule a Meeting with Counselor:** Students must meet with their FHS counselor to review eligibility, graduation plan alignment, and course selection.
2. **Complete Dual Enrollment Paperwork:** This includes the COS Dual Enrollment Application and Parent/Guardian Permission Forms.
3. **Submit All Required Documents to COS:** Students must follow COS enrollment timelines and guidelines to ensure timely registration.
4. **Monitor Progress:** Students are expected to remain in good standing in their COS course(s). Grades earned become part of both their college and high school transcripts.
5. **Provide Proof of Completion:** Upon course completion, students must ensure their COS transcript is submitted to the FHS Registrar for credit articulation.

### Important Notes

- **No Early Graduation:** *Farmersville Unified School District does not permit early graduation.* College coursework is intended to **supplement**, not replace, a full four-year high school experience.
- **Parent Involvement:** Parents are encouraged to support students in this process and stay informed of deadlines, course expectations, and academic progress.

### Best Practices for Student Success

- Choose courses aligned with your graduation plan and future college/career interests.
- Maintain communication with both your FHS counselor and COS instructors.
- Keep a personal calendar with course dates, deadlines, and exam schedules.
- Use COS support services such as tutoring, writing centers, and academic advising.
- Balance college coursework with high school responsibilities and extracurriculars.

For additional information or support, please get in touch with the FHS Counseling Office.

## Farmersville High School & College of the Sequoias Equivalency Course List

FHS Course Requirement	COS Course Equivalent
Government	POLS 5
Economics	ECON 25 or ECON 40
United States History	HIST 17 or HIST 18
World History	HIST 004, HIST 005, or HIST 025
English	ENGL 1 ( <i>Only applicable for senior year credit</i> )
Foreign Language	Any course in IGETC Area 6
Fine Art	Any course in IGETC Area 3A
Electives	Any course in IGETC Area 4
Math	MATH 21 or MATH 54
Ethnic Studies	ETHNIC 1, 2, 3, 4, or 10

**Note:** Final approval for high school equivalency is determined by FHS Counseling and Administration based on current graduation policy and transcript review.

## 8.3 Special Education and Section 504 Plans

Farmersville High School is committed to providing a free and appropriate public education (FAPE) to all students, including those with disabilities, in compliance with the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA).

### Special Education Services

Special Education services are provided to students who qualify under IDEA and who require individualized instruction, support, or services due to a disability that adversely affects their educational performance. Eligibility is determined through a formal assessment process conducted by a multidisciplinary team, resulting in the development of an Individualized Education Program (IEP).

The IEP outlines:

- The student's present levels of academic and functional performance
- Annual goals
- Special education services and accommodations
- Support(s) from school personnel
- Participation in general education and statewide assessments
- Transition planning (beginning at age 16)

Parents/guardians are essential members of the IEP team and are encouraged to participate fully in the development, review, and revision of their child's IEP. All services are provided in the least restrictive environment (LRE) to the maximum extent appropriate.

To initiate an evaluation or for more information, parents/guardians may contact the Special Education Office at the school site or the District Special Education Department.

### **Section 504 Plans**

Under Section 504, students with physical or mental impairments that substantially limit one or more major life activities may qualify for accommodations and modifications through a 504 Plan. These plans are developed collaboratively with input from teachers, counselors, administrators, and parents/guardians.

504 Plans ensure access to the general education curriculum and may include:

- Classroom accommodation(s)
- Testing modifications
- Health-related support
- Behavioral interventions

Referrals for Section 504 evaluations may be initiated by school staff or at the request of a parent or guardian. The school will conduct an assessment and hold a 504 meeting to determine eligibility and necessary supports.

### **Parent and Student Rights**

Parents and students have specific rights under IDEA and Section 504, including:

- The right to be informed of procedural safeguards
- The right to participate in meetings
- The right to request evaluations and re-evaluations
- The right to dispute resolutions through mediation or due process

### **Contact Information**

For questions about Special Education or Section 504 services, please contact:

**Farmersville Unified School District Special Education Office**

## **8.4 English Learner (EL) Program**

Farmersville High School is committed to providing a comprehensive English Language Development (ELD) program that fosters academic success and English proficiency. Services include designated ELD classes, sheltered instruction across content areas, small-group pull-out/pull-in support, and professional collaboration between ELD specialists and classroom teachers. All EL students are monitored for progress and supported in line with CDE and Title III requirements.\

### **Parent and Family Engagement**

Families receive timely notification of EL status, placement, and ongoing progress updates. Workshops, materials, and opportunities for input are provided to facilitate strong home-school partnerships supporting each student's language development.

- **Reclassification and Monitoring**  
Upon meeting CA ELD proficiency benchmarks, EL students enter a two-year monitoring phase. Formal reclassification is based on district and state criteria, consistent with CDE guidelines and the EL Roadmap.
- **Equitable Access**  
EL students have full access to all academic programs, including advanced courses, electives, and extracurricular activities. Additional support is available through tutoring, after-school programs, and intervention services.
- **EL Students with Disabilities**  
The district ensures that EL students with IEPs receive coordinated services that address both language acquisition and academic needs. Special education and ELD specialists collaborate to provide tailored instruction and supports."

### **Identification & Assessment**

- All students at Farmersville High are screened using the state-mandated ELPAC to determine English Learner status.
- Newly identified EL students are placed in instructional programs that correspond with their proficiency level, as guided by CDE's California English Language Development Standards

### Instructional Models

Farmersville offers multiple instructional models aligned with best practices and CDE Title III requirements.

- **Designated ELD:** Daily focused instruction targeting academic English skills (listening, speaking, reading, writing, structure).
- **Integrated ELD (Sheltered Instruction):** EL strategies embedded during core subject instruction (e.g. science, history, math).
- **Pull-Out/Pull-In Services:** Small-group support sessions for focused language skill reinforcement.
- **Consultation & Collaboration:** ESL/ELD specialists provide ongoing support and coaching to classroom teachers.

### 3. Program Progression & Reclassification

- Students' progress through Emerging, Expanding, and Bridging proficiency levels as outlined in the CA ELD standards
- Upon reaching proficiency, students enter a 2-year monitoring phase, after which they may be formally reclassified per district and CDE reclassification criteria, aligned with the EL Roadmap

### 4. Professional Development & Staffing

- All content-area teachers are trained in sheltered ELD methods.
- ESL/ELD specialists collaborate with teachers to align instruction and sustain best practices.
- Title III funds support ongoing professional development and parental engagement

### 5. Parent & Family Engagement

- Families are notified of EL status, program placement, and progress.
- Workshops and resources are provided to aid home support of literacy and language learning.
- Parent input is encouraged in EL program planning, consistent with Title III and district LCAP guidelines

### 6. Equitable Access & Additional Support

- EL students have full access to electives, extracurriculars, honors/AP courses, and Special Education services as needed.
- Supplemental support includes tutoring, homework help, and after-school intervention tailored to EL needs, funded through Title III

### 7. Students with Disabilities

- The district follows CDE guidance for EL students with disabilities, ensuring IEPs address both language and academic goals.
- Staff receive training to implement multi-tiered supports and equitable access strategies

## 8.5 Foster Youth & Homeless Youth Support (McKinney-Vento Act)

Farmersville High School is committed to supporting the academic success, stability, and well-being of all students, including **Foster Youth** and **Homeless Youth**. Following the **McKinney-Vento Homeless Assistance Act, California Education Code**, and **Farmersville Unified School District Board Policies**, eligible students are provided with equitable access to education and supportive services without barriers.

**Definition of Homeless Youth (McKinney-Vento Act)** - Homeless youth are students who lack a fixed, regular, and adequate nighttime residence, including those who:

- Live in shelters, motels, cars, or temporary trailers
- Are sharing housing due to economic hardship or loss of housing
- Are unaccompanied minors not in the physical custody of a parent or guardian

- Are awaiting foster care placement or residing in transitional housing

**Definition of Foster Youth (per Ed Code § 48853.5)** - Foster Youth includes students who:

- Are in foster care under the jurisdiction of a juvenile court
- Are under legal guardianship or are dependents of the court
- Are placed in out-of-home care, including group homes, relative or non-relative placements

**Student Rights and Protections** - Foster and Homeless Youth are guaranteed the following rights:

- Immediate enrollment in school even without usually required records (e.g., proof of residency, immunization records, transcripts)
- Enrollment in their school of origin, if in the student's best interest
- Free participation in school activities, extracurriculars, and programs (e.g., tutoring, meals, AP testing)
- Transportation assistance to and from the school of origin (as needed)
- Priority access to academic counseling and mental health services
- Support with credit accrual, graduation requirements, and college admissions

**Support Services at Farmersville High School** - Farmersville High School maintains a dedicated liaison to support Foster and Homeless Youth, in partnership with the District's McKinney-Vento Liaison. Services include:

- Help with enrollment, record retrieval, and placement
- Referrals to food, housing, clothing, and mental health resources
- Individualized academic support and case management
- Coordination with outside agencies, foster family representatives, and caregivers

**District Liaison Contact Information** - Farmersville High School's McKinney-Vento/Foster Youth Liaison:

**Name:** Mr. Salvador Luquin, Social Worker, **Phone:** 559-594-4567, **Email:** [sluquin@farmersville.k12.ca.us](mailto:sluquin@farmersville.k12.ca.us)

## 9 Athletics & Extracurricular Activities

### 9.1 Athletics - CIF Eligibility, & Physicals Policy

Farmersville High School offers a wide range of athletic opportunities for all students. Our athletic program is designed to promote teamwork, sportsmanship, leadership, and physical fitness. Students are encouraged to participate and represent Aztec Pride through our competitive sports teams.

#### Athletic Clearance Requirements (CIF)

Before a student may participate in any sport—including tryouts, practices, or competitions- they must complete the **Athletic Clearance** process online at [www.AthleticClearance.com](http://www.AthleticClearance.com). This process must be completed **each school year** the student plans to participate.

To be cleared, the following must be submitted through the online portal:

1. **Online Registration** completed by the student and parent/guardian.
2. **Electronic Signatures** for all required forms and waivers.
3. **Valid Physical Exam Form** (dated within the past 12 months), uploaded to the site.
4. **Proof of Medical Insurance**, such as a copy of the insurance card, uploaded.
5. **Signed Confirmation Page**, generated upon completion, uploaded.

Once all documentation is complete and verified, the student, parent, coach, and Athletic Director will receive a confirmation email stating that the student is **cleared to participate**.

**Important:** *Students may not practice, try out, or compete until clearance is confirmed by the Athletic Director and communicated to the coaching staff.*

#### Transportation to Athletic Events

The school provides transportation to and from away athletic contests. To ensure student safety and accountability:

- **Athletes are required to travel with the team** to and from all away events.
- If a parent/guardian wishes to take their student home after an event, they must:
  - Submit a written request **in advance** to the administration for approval.
  - **Meet the coach in person** at the event to sign out their child.
- Athletes will **only be released to their parent/guardian** or a contact listed in **Aeries Emergency Contacts**. No exceptions will be made.

#### Impact of Student Suspension on Athletics

Students who are suspended from school are temporarily ineligible to participate in athletics. The ineligibility period is calculated as follows: **Each day of suspension results in five (5) calendar days of athletic ineligibility**

Example: A 2-day suspension results in **10 calendar days** of ineligibility.

During this ineligibility period, the student is not permitted to participate in practices, games, or team events.

## 9.2 Concussion & Head Injury Policy

Farmersville Unified School District and CIF adhere to California Education Code § 49475 (AB 25, AB 1451, AB 1639, AB 2127), CIF Bylaw 313, and best practices to ensure student-athlete safety.

### Annual Education & Acknowledgement

- Before all athletic practices or competitions, **students and parents/guardians must review and sign** a concussion information sheet.
- Coaches are trained annually to identify concussion symptoms and manage head injuries

### Immediate Removal from Play

- Any athlete suspected of a concussion during a game or practice must be **immediately removed and may not return that day**.
- This rule also applies to injuries occurring during P.E. or other school-related activities.

### Medical Evaluation & Written Clearance

- The student must be evaluated by a **licensed health-care provider (MD/DO)** trained in concussion management.
- A **written medical clearance** is required before returning to any athletic activity.

### Graduated Return to Learn & Play Protocols

- Following medical clearance, the student progresses through stepwise **Return to Learn (RTL)** and **Return to Play (RTP)** protocols, under supervision.
- **No full-contact participation** or competitions are allowed for **at least 7 calendar days** after the concussion diagnosis, per AB 2127 and CIF standards.

### District Oversight and Monitoring

- The school nurse, coaches, and athletic director coordinate care, monitor symptoms, and document progress.
- A **multi-disciplinary team** may convene to implement RTL accommodations (shortened day, reduced academic workload) as needed.

### Summary

Step	Action Required
Pre-Season	Students and parents/guardians must sign the concussion information sheet.
During Season	Immediate removal upon suspicion; no return that day.
Medical Clearance	Licensed MD/DO must evaluate and provide written clearance.
Return to Learn	RTL progression begins under school supervision, before any physical activity.
Return to Play	Graduated RTP plan; <b>min—7-day no-contact period</b> post-diagnosis.
Monitoring	Ongoing care and documentation by school nurse, coaches, and athletic director.



## 9.3 Scholar Athlete Program

Farmersville High School is proud to recognize students who demonstrate exceptional achievement in both academics and athletics through the **Scholar Athlete Award**. This honor reflects the dedication, perseverance, and well-rounded excellence that our student-athletes bring to both the classroom and their teams.

To be eligible for recognition as a **Scholar Athlete**, students must meet the following criteria during a single academic year:

- **Earn a minimum 3.75 GPA** in at least one academic grading term (quarter or semester), **and**
- **complete two full interscholastic sports seasons** (as verified by team rosters and participation records)

Eligible recipients will be awarded:

- A **Scholar Athlete patch** for their letterman jacket
- A **Torch of Knowledge plaque** presented at the **Annual Academic Awards Night**

This award symbolizes the balance of intellectual achievement and athletic commitment, serving as a model of Aztec pride for the entire student body.

## 9.4 After-School Program

Farmersville High School's After-School Program is available **Monday through Friday on all regular school days**, operating from **3:00 PM to 6:00 PM** on the FHS campus. All FHS students are welcome to participate.

Qualified paraprofessionals staff the program and offer a variety of academic and enrichment opportunities designed to support student achievement, engagement, and personal growth.

### Services Offered:

- **Tutoring** in core academic subjects
- **Homework assistance** and academic support
- **Credit recovery** opportunities
- **College and career exploration** activities
- **Enrichment classes** that rotate throughout the year
- **Club participation** and leadership development

Students are informed about current enrichment offerings and updates through the **Aztec EMPIRE News**, **ParentSquare**, **Aztec EMPIRE Google Classroom**, and the **FHS Website**.

Participation in the After-School Program provides students with a structured, safe, and supportive environment that enhances learning and fosters exploration of new interests beyond the regular school day.

## 9.5 Student Government / ASB

The **Associated Student Body (ASB)** at Farmersville High School is a student-led organization that plays a vital role in shaping the school's culture, spirit, and leadership. ASB serves as the official voice of the student body, working to foster a positive, inclusive, and engaging school environment for all students.

### Key Responsibilities of ASB include:

- **Leadership and Representation:** ASB officers and class representatives serve as student leaders, representing the interests and ideas of the student body to school administration and staff.

- **Event Planning and School Spirit:** ASB is responsible for planning and organizing a wide range of school events, including pep rallies, spirit weeks, dances, assemblies, and lunchtime activities. These events are designed to build school pride, celebrate student achievements, and strengthen campus unity.
- **Student Engagement:** ASB promotes student participation in school life by encouraging involvement in clubs, sports, and extracurricular activities. ASB helps create opportunities for students to connect, lead, and contribute to a favorable school climate.
- **Community and Service Projects:** ASB often leads or supports community service efforts, charitable drives, and campus improvement initiatives, helping students develop civic responsibility and teamwork.
- **Fiscal Oversight and Fundraising:** ASB manages and oversees student body funds in coordination with school administration, ensuring that fundraising activities and expenditures align with district policies and benefit the student body as a whole.

## 9.6 Performing Arts

Farmersville High School proudly offers an inclusive Performing Arts Program designed to engage students in music education and performance. Participation in the performing arts fosters creativity, self-expression, collaboration, and discipline, while supporting academic achievement and social-emotional growth.

### Program Access and Equity

In alignment with the California Department of Education (CDE) Visual and Performing Arts Framework and Farmersville Unified School District policies, all students—regardless of race, gender, ability, language proficiency, or socioeconomic status—have equitable access to performing arts courses and extracurricular opportunities.

No student shall be denied participation in a performing arts course based on prior experience or ability. All students, including those with Individualized Education Programs (IEPs) or 504 Plans, are supported with appropriate accommodations and scaffolding to ensure meaningful participation and success.

### Course Offerings and Co-Curricular Opportunities

Farmersville High School's Performing Arts Department offers a range of music-based courses, including:

- **Band & Instrumental Music**
- **Choir/Vocal Ensemble**
- **Guitar**

Students may also participate in performances, concerts, community showcases, and district events throughout the school year.

**Student Expectations** - Students enrolled in performing arts courses are expected to:

- Attend all rehearsals, performances, and class activities
- Demonstrate responsibility, teamwork, and respect for peers, instructors, and program equipment
- Maintain academic eligibility and follow the school's behavioral expectations
- Properly care for instruments and materials issued by the school

Performances are considered an essential part of the educational experience and may be factored into the course grade.

**Non-Discrimination Statement** - *Farmersville High School and the Farmersville Unified School District adhere to all applicable local, state, and federal non-discrimination policies. Participation in the performing arts is open to all students and is protected under the same rights and responsibilities granted to all academic and extracurricular programs.*

## 9.7 Assemblies, Rallies, and Assembly Conduct

Assemblies and rallies are a vital part of school life at Farmersville High School, promoting school spirit, student involvement, and a sense of community. These events are designed to celebrate student achievement, foster class unity, and support extracurricular activities. Farmersville High School encourages all students to actively participate in these events as a meaningful component of school culture and Aztec pride.

To maintain a safe and respectful environment during these gatherings, the following expectations apply:

### Attendance is Mandatory:

- Students are not permitted to leave campus during an assembly or rally.
- Attendance is considered part of the instructional day unless otherwise directed by administration.

### Seating Requirements:

- During *pep rallies*, students must sit with their assigned class section—Freshmen, Sophomores, Juniors, or Seniors—to promote class unity and supervision.
- For *formal assemblies* with assigned seating, students are required to sit with their designated teacher in the pre-assigned seating area.

### Behavior Expectations:

- Students are expected to conduct themselves in a respectful, attentive, and appropriate manner at all times during assemblies and rallies.
- Disruptive or disrespectful behavior may result in disciplinary consequences under the school's progressive discipline policy.

## 9.8 Dance and Event Attendance Guidelines

**Eligibility** - Only current students in good standing from Farmersville High School (FHS) are eligible to attend dances. Students must meet all school eligibility criteria, including behavioral, attendance, and academic standards, as determined by the school administration. Participation is subject to the following guidelines:

### Guest Attendance for Formal Dances:

Formal dances (e.g., Winter Formal, Prom) may allow FHS students to invite one non-FHS guest. All guests must:

- Be under the age of 21.
- Complete and submit a **Guest Pass Application**, available in the front office.
- Be listed on the official guest list by the posted deadline (generally **noon on the Wednesday before the dance**).
- Present valid photo identification upon entry.
- Abide by all FHS rules and expectations while attending the event.

### Prohibited Guests:

- **Junior High/Middle School students** are not permitted at any high school dance or event.
- Guests with known disciplinary or behavioral concerns may be denied entry at the discretion of the administration.

### Alternative Program Students (e.g., DCA):

Students from Deep Creek Academy (DCA) may be eligible to attend designated FHS dances, provided they receive prior approval from both FHS and DCA administration. Approval must be secured before the guest pass deadline.

**ID Requirements** - All attendees must present a valid FHS student ID at the entrance. For events requiring an **ASB sticker**, entry will not be granted without it.

**Arrival & Departure** - Students must arrive within the designated entry window and may not re-enter once they leave. Loitering in the parking lot or surrounding areas is prohibited.

### Behavior Expectations:

Students must adhere to all school rules and conduct expectations during the event. Inappropriate behavior, dress code violations, or suspected substance use may result in removal from the event, disciplinary action, and/or loss of future dance/event privileges.

**Administrative Discretion:**

The FHS administration reserves the right to deny dance/event privileges to any student who fails to comply with school rules or deadlines.

## 9.9 Clubs & Organizations

Farmersville High School encourages student engagement through a wide range of recognized student clubs and organizations. These extracurricular activities are designed to foster student leadership, collaboration, and school spirit. Clubs such as FFA, Key Club, ASB, and California Scholarship Federation, among others, provide students with opportunities to grow academically, socially, and civically.

**Eligibility & Participation** - Students must meet the following criteria to participate in school clubs and organizations:

- Maintain good academic standing.
- Have satisfactory attendance records.
- Be free of major disciplinary infractions.
- Not be on "Off-Activities" status, which restricts participation in extracurricular activities due to academic or behavioral issues.

**Conduct and Oversight**

All student clubs must be supervised by a designated staff advisor who ensures the club operates within district, state, and federal guidelines. Club members are expected to demonstrate the EMPIRE values of Empathy, Motivation, Professionalism, Integrity, Respect, and Engagement.

**Non-Discrimination and Equal Access**

Participation in student clubs shall be free from discrimination, harassment, intimidation, or bullying based on actual or perceived characteristics such as race, ethnicity, religion, sex, gender identity, sexual orientation, disability, or any other legally protected status. The district complies with Title VI, Title IX, ADA, and Section 504. Equal access is provided to all youth organizations as required by federal law.

**Meeting Guidelines and Parent Involvement**

All club meetings must be scheduled in accordance with school procedures and supervised by the advisor. Parents may support clubs by attending public events, chaperoning activities, and serving on advisory boards where applicable.

## 9.10 Field Trip Participation Requirements

At Farmersville High School, field trips are considered a valuable extension of classroom learning, providing students with enriching, real-world educational experiences that enhance their learning. Participation in these activities is a **privilege**, not a right, and students must meet specific academic, attendance, and behavioral standards to be eligible.

**Eligibility Requirements**

To participate in any school-sponsored field trip, students must:

- **Maintain Satisfactory Academic Standing**  
Students must be passing all courses at the time of the field trip eligibility check. Excessive missing assignments or failing grades may result in removal from the trip list.
- **Demonstrate Positive Behavior**  
Students must maintain a good behavioral record and adhere to all school rules and regulations. Students with recent disciplinary incidents or active behavioral contracts may be deemed ineligible for participation.

- **Meet Attendance Expectations**

Students are expected to maintain consistent and regular attendance. Excessive unexcused absences or tardiness may result in a student's disqualification from participating in the program.

Students' eligibility will be reviewed and verified by school staff **at least three (3) school days before** the field trip. Participation may be denied if a student's standing in any of the three categories falls below expectations.

#### **Parent/Guardian Responsibilities**

- Submit all required **permission slips and medical forms** by the posted deadline.
- Ensure the student is **present the day before and the day after** the field trip. Unexcused absences on either day may result in ineligibility for future events.
- Plan for any **medication** your student may need during the trip, in compliance with school policy.

#### **Appeal Process**

If a student is deemed ineligible to attend a field trip and the parent or guardian wishes to appeal the decision:

1. **Submit a written appeal** to the site administration no later than **two (2) school days** before the scheduled trip.
2. The appeal must include:
  - The reason for the appeal
  - Any supporting documentation (e.g., grade updates, attendance clarifications, or teacher notes)
3. The administration team will review the appeal, and a decision will be communicated to the parent/guardian **within one (1) school day** of submission.

**Note:** *Final decisions on eligibility are made by the school administration and are based on the student's most current academic, attendance, and behavioral records.*

# 10 Transportation & Parking

## 10.1 Student Parking on Campus

Farmersville High School provides a designated student parking lot for those who drive to school. To ensure campus safety and accountability, the following rules and procedures apply:

### Parking Permits Required:

All students who drive to campus must obtain an **FHS Parking Permit** by the end of the first week of school. Permits must be visibly displayed at all times while parked on school grounds.

### To Obtain a Parking Permit, Students Must Provide:

- A valid California driver's license
- Proof of current automobile insurance
- Valid vehicle registration
- Completed **Parking Permit Application Form**, available in the front office or on the school website

### Vehicle Use Guidelines:

- Vehicles are to be parked upon arrival and must remain stationary until the end of the school day or until the student has been officially signed out through the front office.
- Students may not use their vehicles as lockers. Retrieving items from vehicles during school hours is **not allowed** without administrative approval.
- Vehicles may not be moved or operated between classes, during break, or at lunch without express permission from school administration.
- Loitering in or around vehicles is strictly prohibited during all school hours, including before school, break, lunch, and after school until dismissal.

### Violations and Consequences:

Students who park without a valid permit, fail to comply with vehicle use guidelines, or engage in unsafe driving behavior are subject to disciplinary action, including:

- ❖ Temporary or permanent revocation of parking privileges
- ❖ School discipline consistent with the Code of Conduct
- ❖ **Vehicle being towed at the owner's expense** (per California Vehicle Code and local ordinances)

**Note:** *Farmersville High School and Farmersville Unified School District assume **no responsibility or liability** for vehicles parked on campus or for personal items left inside.*

## 10.2 Driving to School Without Permission

Students who operate a vehicle to or from school without a valid parking permit or administrative approval may face additional consequences. Driving to school is a **privilege**, not a right, and must be earned and maintained through responsible behavior.

## 10.3 Bus Transportation

Students who qualify for district-provided bus transportation must adhere to all bus safety guidelines and behavioral expectations outlined by Farmersville Unified School District. Misconduct on the bus may result in suspension or revocation of transportation privileges.

## 10.4 Bicycle, Skateboard, and Scooter Expectations

To ensure the safety of all students and staff, and to maintain a safe and orderly campus environment, the use and storage of bicycles, skateboards, and scooters on campus are subject to the following rules:

### General Guidelines

- Students who ride **bicycles, skateboards, or scooters** to school must obey all **state and local traffic laws** and practice safe behavior en route to and from school.
- Helmets are **required by law** (California Vehicle Code §21212) for any student under the age of 18 riding a bicycle, skateboard, or scooter.

### Arrival and Departure Only

- Bicycles, skateboards, and scooters may **only be used for transportation to and from school**.
- Riding these items **on campus grounds** (including parking lots, sidewalks, and walkways) is strictly **prohibited during school hours** (including before school, during passing periods, lunch, and after school).
- Upon arrival, students must **walk** their bicycle, skateboard, or scooter while on school property.

### Storage Requirements

- Bicycles must be secured in the **designated bike rack area** using a personal lock.
- Skateboards and scooters must be **stored in designated areas or lockers** approved by school administration. If no storage is available, students must make arrangements with a staff member or refrain from bringing them to campus.
- The school is **not responsible** for lost, stolen, or damaged bicycles, skateboards, or scooters.

### Prohibited Uses

- **Trick riding, stunts, or reckless behavior** with any personal transport device is prohibited on or near campus.
- Motorized scooters or e-bikes are **not allowed** on campus unless explicitly approved by the administration for a medical accommodation.

### Violations and Consequences

Failure to follow these guidelines may result in:

1. **Warning and parent notification**
2. **Temporary confiscation** of the bicycle, skateboard, or scooter (to be picked up by a parent/guardian)
3. **Loss of privilege** to bring the item to school
4. **Disciplinary action** under the school's progressive discipline policy



# 11 Cafeteria, Meals, and Food on Campus

Farmersville High School is committed to providing all students with access to nutritious, balanced meals that support their academic success and overall well-being. Our food services comply with federal and state guidelines, including those established by the California Department of Education (CDE), the U.S. Department of Agriculture (USDA), and the California Department of Public Health (CDPH) regarding nutrition standards.

## 11.1 Meal Access & Program Guidelines

### Meal Access and Locations:

- Students may obtain meals through the **main cafeteria**, the **Aztec Café**, or designated **campus food carts**.
- Break and lunch meals are available at no cost to all enrolled students through the federally funded Community Eligibility Provision (CEP), as part of the 100% Free and Reduced-Price Meal Program.

### Meal Program Guidelines:

- Free meals must include the required components: a grain, protein, fruit, and/or vegetable, and milk. Students are encouraged to select a complete meal to receive it at no charge.
- **À la carte items**, such as snacks, bottled beverages, and individual food items not part of a complete reimbursable meal, are not covered by the free meal program.

### Food and Beverage Standards:

- All foods and beverages sold on campus during the school day comply with the **Smart Snacks in School** nutrition standards under the Healthy Hunger-Free Kids Act.
- Food and drink items provided to students during the school day (including vending machines, fundraisers, and classroom celebrations) must meet these nutrition guidelines.

### Campus Cleanliness & Responsibility:

- Students are expected to demonstrate respect for their school environment by **properly disposing of all food wrappers, trays, and trash** in designated bins.
- Maintaining a clean campus is a shared responsibility and reflects our EMPIRE values of **Respect, Integrity, and Responsibility**.

For additional information about meal offerings, nutrition guidelines, or special dietary accommodations, please contact the Food Services Department or visit the **Farmersville Unified School District Nutrition Services** page.

## 11.2 Food and Beverage Items Brought on Campus

To maintain a safe, healthy, and distraction-free learning environment, **outside food and beverages** brought onto campus are subject to the following guidelines. These rules apply to students, staff, and visitors. They are consistent with California Education Code §§ 35182.5, 48900, and 49431, as well as Farmersville Unified School District Board Policy (BP) 5030 - Student Wellness and BP 3554 - Other Food Sales.

### General Prohibitions

- **No outside food or beverage items** may be **delivered or passed through school gates during school hours** by parents, food delivery services (e.g., DoorDash, Uber Eats), or other third parties.
- **No food or beverage sales** are allowed on campus without prior administrative approval. Unauthorized selling of items constitutes a violation of state law and board policy and may result in disciplinary action.



- **No distribution of pre-packaged commercial food** (e.g., chips, candy, sodas, energy drinks) is allowed on campus without administrative approval, including for birthdays or club events, due to safety, equity, and health concerns.

#### Permitted Exceptions (With Prior Approval)

- **Classroom celebrations** or cultural events may allow food items, but only with **teacher and administrative approval** in advance. Items must follow **nutrition guidelines outlined in California EC §49431** and local wellness policy.
- **School-sponsored fundraising or club events** involving food sales must be approved in advance and comply with **California Nutrition Standards for Competitive Foods** (5 CCR 15575–15578).
- **Water bottles** are allowed in the classroom at the discretion of the classroom teacher. Other drinks are not permitted unless they are part of an approved event or medically necessary (with documentation).
- Parents/Guardians may drop off individual lunches for students at the front office.

#### Consequences - Violations of this policy may result in:

- **Confiscation** of non-compliant food or drink items
- Documentation and potential disciplinary action for students
- Temporary suspension of club/organization activities
- Notification to parents/guardians

## 11.3 Prohibition of Unauthorized Food Sales

To protect student health, avoid disruption to the instructional day, and ensure compliance with California law, **the selling of any commercial food or drink items on campus is strictly prohibited** unless part of a school-sanctioned fundraiser.

#### Examples of **prohibited unauthorized items for sale** include, but are not limited to:

- Packaged snacks (e.g., Takis, Hot Cheetos, chips)
- Candy (e.g., chocolate bars, lollipops, gum)
- Beverages (e.g., sodas, energy drinks, bottled juices or teas)

#### Violations of this section may result in:

- **Confiscation of items**
- **Disciplinary action** per the Student Code of Conduct
- **Loss of privileges** (club activities, extracurriculars, etc.)
- **Revocation of student store or club fundraising privileges** if applicable

#### Permitted Exceptions (With Prior Approval)

- Classroom celebrations, potlucks, or cultural events must be pre-approved by administration
- Officially approved fundraisers in compliance with **California Nutrition Standards** and **district policies**.
- Meals brought from home by students for personal consumption at the start of the day.

## 12 Parent & Community Engagement

At Farmersville High School, we believe that strong partnerships between families, the school, and the wider community are essential to student success. We actively encourage parents and guardians to be involved in their child's education and to participate in school initiatives, advisory groups, and community support networks.

### 12.1 Parent Involvement Opportunities

We welcome and value the involvement of parents/guardians and community members in the following key areas:

- **School Site Council (SSC):** The SSC is a decision-making body that develops, monitors, and evaluates the School Plan for Student Achievement (SPSA) and allocates supplemental funding to support instructional goals. Parents/guardians are elected to serve alongside staff and students.
- **English Learner Advisory Committee (ELAC):** ELAC advises the principal and staff on programs and services for English Learners and assists in developing the school's language acquisition goals. Parents/guardians of English Learners are encouraged to participate.
- **School Improvement Committees:** These task-oriented groups include parents, teachers, and administrators collaborating on strategic initiatives such as WASC accreditation, campus safety, academic supports, and student wellness.
- **Parent-Teacher Booster Clubs:** These groups provide support to extracurricular programs, including athletics, arts, and academic enrichment. All parents are encouraged to join and participate as volunteers.
- **Parent Workshops & Family Nights:** Throughout the school year, informational evenings and workshops are held on topics such as college readiness, financial aid, mental health awareness, digital safety, and curriculum overview.

### 12.2 Parent Rights & Responsibilities

In alignment with the **California Department of Education** and **Ed Code §§ 51100-51102**, parents/guardians have the **right** to:

- Be informed about and participate in school programs and decisions affecting their child's education.
- Access their child's academic records and progress reports.
- Be notified promptly of student disciplinary actions or attendance concerns.
- Participate in the development of individualized education plans (IEPs) and 504 Plans, if applicable.
- Review curriculum and instructional materials upon request.
- File complaints or grievances through appropriate district procedures.

Parents/guardians have the **responsibility** to:

- Ensure regular student attendance and timely arrival to school.
- Maintain open and respectful communication with teachers and staff.
- Support learning at home and encourage academic responsibility.
- Attend school events, parent-teacher conferences, and advisory meetings.
- Follow school rules and procedures, including those for discipline, safety, and campus access.

## 12.3 Williams Act Compliance

Following the **Williams Settlement Legislation** and California Education Code §§ 35186 and 60119, *Farmersville High School* is committed to providing all students equal access to instructional materials, safe and clean school facilities, and qualified teachers. The law ensures that every student has the right to:

- Sufficient textbooks and instructional materials for use in class and to take home.
- Clean, safe, and adequately maintained school facilities.
- Teachers who are appropriately credentialed and assigned.

### Uniform Complaint Procedure (UCP) – Williams Act

If a parent, student, staff member, or concerned community member believes that the school is not in compliance with Williams Act requirements, they may file a complaint using the **Uniform Complaint Procedure (UCP)**. A complaint may address:

- A student lacking their own assigned copy of a required textbook or instructional material.
- Unsafe or unclean facilities.
- Teachers who are misassigned or teaching outside their credentialed subject area.

Complaints may be filed anonymously, and no individual will be subject to retaliation for making a complaint. Complaint forms and notices are available in both **English and Spanish** and can be found:

- In the **Main Office**
- On the **District Website**
- In every **classroom and instructional workspace**

All complaints will be investigated, and a written response will be provided within **30 working days** of receipt.

### Posting Requirements

In compliance with the Williams Act, the following materials must be posted **in a visible location in each classroom**:

- **Williams Act Complaint Notice and Form** (English and Spanish)
- **Uniform Complaint Procedure (UCP) Notice** (English and Spanish)
- **Sexual Harassment Policy** (English and Spanish)
- **Emergency Evacuation Route Map**
- **Crisis Response Flip Chart**
- **Green/Red Classroom Emergency Cards**

## 12.4 Communication Tools

Effective, two-way communication is key to family engagement. Farmersville High School uses the following tools:

- **Aeries Parent Portal**: Allows parents to view grades, attendance, class schedules, and school messages
- **ParentSquare**: For updates, event notifications, and direct teacher communication (via app, email, or text).
- **School Website**: Up-to-date news, calendars, policies, and resources can be found at the [FHS Website](#)
- **Email & Phone**: Staff email addresses and extensions are available online. Teachers respond to messages within 48 hours during the school week.

## 12.5 Visitor Policy

To maintain a safe and orderly campus, all visitors—including parents, guardians, volunteers, and community partners—must follow the school's visitor policy:

- All visitors must **report to the main office**, present a valid photo ID, and sign in before entering campus. A visitor's badge will be issued and must be worn visibly at all times.
- Classroom visits must be **scheduled in advance** through administration and are limited to non-disruptive observations.
- **Unauthorized visitors** will be asked to leave and may be subject to school disciplinary action or law enforcement intervention.
- Volunteers working with students must complete a district volunteer clearance process, including TB clearance and background checks as required.

### Working Together

Farmersville High School is committed to cultivating a culture of mutual respect, shared responsibility, and meaningful collaboration with our families and community partners. By working together, we can ensure every student is empowered to reach their full potential.

For more information or to get involved, don't hesitate to get in touch with the main office at (559) 594-4567 or email your designated counselor or administrator.

## 13 Student Rights & Responsibilities

### 13.1 Students' Rights and Responsibilities

Farmersville High School is committed to providing a safe, respectful, and inclusive learning environment where all students are treated equitably and are empowered to learn, grow, and thrive. The following rights and responsibilities are guaranteed to students under state and federal law:

### 13.2 Non-Discrimination Statement

Following federal and state law, Farmersville High School and Farmersville Unified School District do not discriminate on the basis of 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 in any of its programs, activities, or employment practices.

Students have the right to equal access to all educational and extracurricular opportunities and shall not be excluded or denied participation based on any protected characteristic. Discrimination or harassment will not be tolerated and should be reported to a school administrator or the District's Title IX Coordinator.

### 13.3 Title IX – Gender Equity in Education

Under **Title IX of the Education Amendments of 1972**, students are protected from sex-based discrimination in all educational programs and activities, including athletics, class enrollment, counseling, and student discipline.

**Students have the right to:**

- Equal access to academic and extracurricular programs regardless of gender.
- Be free from sexual harassment or gender-based discrimination.
- File a complaint if they believe their Title IX rights have been violated.

**Complaints may be filed** through the school's Uniform Complaint Procedure or directly with the **Title IX Coordinator** at the district office. (Form in Appendix)

### 13.4 FERPA – Access to Student Records

Under the **Family Educational Rights and Privacy Act (FERPA)**, students and their parents/guardians have the right to:

- Inspect and review the student's education records.
- Request the amendment of inaccurate or misleading records.
- Consent to disclosures of personally identifiable information, except where FERPA authorizes disclosure without consent (e.g., school officials with legitimate educational interests).

### 13.5 Freedom of Expression and Free Speech

Students have the right to freedom of expression, including the right to:

- Wear buttons, armbands, or other symbols of expression.
- Publish articles in student publications.
- Express their views verbally or in writing as long as it does not disrupt school activities or violate the rights of others.

All forms of expression must be free of obscenity, libel, slander, or content that incites unlawful acts, discrimination, or substantial disruption.

**Responsibilities** include exercising free speech respectfully and constructively, aligning with school expectations and community standards.

## 13.6 Uniform Complaint Procedures (UCP)

Students and parents/guardians have the right to file a formal complaint if they believe a violation of federal or state regulations has occurred in areas including:

- Discrimination, harassment, or bullying.
- Violations of Title IX rights.
- Educational program deficiencies – Williams Act (refer to Parents' Rights Section)
- Unlawful student fees.
- Retaliation for filing a complaint.

Complaint forms are available in the school office, on the district website, and in the appendix section of this document. Complaints must be submitted within **six months** of the alleged violation. The District is required to investigate and respond within **60 calendar days** of receipt unless extended by mutual agreement.

## 13.7 Sexual Harassment

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of a sexual nature that creates a hostile or offensive learning environment.

**Examples include but are not limited to:**

- Unwanted touching or sexual comments.
- Displaying offensive images.
- Spreading sexual rumors or jokes.

**Students have the right to:**

- Attend school in a safe and respectful environment free from sexual harassment.
- Report sexual harassment without fear of retaliation.
- Have their complaint investigated promptly and confidentially.

All complaints of sexual harassment are taken seriously and will be addressed by District policy and legal requirements.

**For more information or to report a concern, contact:**

- **Title IX Coordinator:** Mr. Eduardo Ochoa, 559-594-2010
- **School Principal or Assistant Principal:** Dr. Jesus Gonzalez or Mr. Russell Billings, 559-594-4567
- **Farmersville Unified School District Office:** Mr. Christopher Juarez, 559-594-2010

# 14 Additional Information

## 14.1 Student Records, Privileged and Confidential Information

Farmersville High School is committed to protecting the privacy and rights of students and their families. All student records and information are handled following the Family Educational Rights and Privacy Act (FERPA), California Education Code § 49060–49085, and Farmersville Unified School District Board Policies (BP/AR 5125).

### Confidentiality of Student Information

Student records and personally identifiable information (PII) are considered **privileged and confidential**. The law strictly limits the disclosure of such information to ensure student privacy and security.

#### Information may only be shared with the following parties:

- The student's **parent(s) or legal guardian(s)**
- **School officials** and employees with a **legitimate educational interest**
- **Officials of a school or district** in which the student seeks or intends to enroll
- **Authorized representatives** of the state or federal government for audit, evaluation, or enforcement purposes
- **Officers of the court or law enforcement agencies**, as permitted or required by law
- Other individuals or agencies **with written consent** from the parent/guardian or eligible student

Farmersville High School does **not disclose student information to third parties, including commercial entities, without proper authorization or a legal mandate.**

### Parent and Student Rights

Parents/guardians and eligible students (18 years or older) have the right to:

- Inspect and review the student's educational records
- Request the correction of inaccurate or misleading information
- Provide written consent before disclosure of information, except where FERPA allows disclosure without consent
- File a complaint with the U.S. Department of Education if they believe their rights have been violated

### Directory Information

The school may disclose limited "directory information" (e.g., student name, grade level, participation in activities, honors received) **unless a written request to withhold this information** is submitted annually. Parents/guardians who wish to opt out of directory information sharing must submit a written notice to the school office.

### Confidentiality in Practice

All staff are trained annually on student privacy and confidentiality expectations. Breaches of confidentiality are taken seriously and may result in disciplinary action, as outlined in district policy and applicable laws.



## 14.2 ASB Discount Student Stickers/Cards

Students have the option to purchase an **Associated Student Body (ASB) Discount Sticker**, which is affixed to their official school ID card. The price of the sticker is determined annually by the ASB Student Council and is subject to change based on the approved student budget and event offerings.

Purchasing an ASB Sticker provides students with the following benefits:

- **Discounted admission** to school-sponsored events (dances, athletic games, spirit rallies, and other
- **Priority access** to limited-ticket events when applicable.
- **Reduced costs** on select school merchandise, spirit wear, and class-related activities (e.g., prom, senior events).

The ASB Sticker is non-transferable and must be visible on the student ID card at the time of use to qualify for any discounts or event access. Funds generated by ASB Sticker sales directly support student events, clubs, spirit activities, and student leadership opportunities. Participation in the ASB program is highly encouraged as it promotes school pride, involvement, and a positive campus culture.

For questions regarding ASB Sticker sales or benefits, students may contact the ASB Advisor or visit the Student Activities Office.

## 14.3 Eligibility Criteria for Event Attendance

Farmersville High School places a strong emphasis on academic success and personal responsibility. To encourage regular attendance and ensure that extracurricular participation supports, rather than hinders, student achievement, the following attendance-based eligibility criteria have been established:

**Minimum Attendance Requirement:** Students must be present for a minimum of four full class periods on the day of any extracurricular activity to be eligible to participate in or attend the event.

**Events Covered by this Policy:** This requirement applies to all extracurricular activities, including but not limited to:

- Home athletic events
- Performing arts events (e.g., concerts)
- After-School Program activities
- Field trips and other off-campus events

**Excused Absences:** Absences—regardless of whether they are excused or unexcused—do not count toward meeting the attendance requirement for event eligibility. Students must physically attend a minimum of four class periods on the day of the event to qualify.

## 14.4 School Pictures and Student ID Info

All Farmersville High School students will be issued a **school ID card** featuring their name, photograph, grade level, and a unique barcode identifier. ID cards serve as an official form of student identification and are required for the following purposes:

- **Meal Services:** ID cards are used for scanning during break & lunch distribution.
- **Campus Safety:** Students are expected to **carry their ID cards at all times** during the school day
- **Event Access:** ID cards are required for entry to school-sponsored events, including dances & athletic events
- **Library and Textbook Checkout:** ID cards may be required to borrow books or materials from the library
- **Student Transportation and Other Services:** May be used for eligibility verification when accessing

Student pictures are taken at the beginning of the school year and are used for ID cards, yearbook publication, and school records. Families will be notified in advance of Picture Day and provided options for purchasing photo packages.

### ID Card Maintenance and Replacement

Students are responsible for maintaining the good condition of their ID cards. Cards that are:

- **Mutilated or altered**
- **Damaged or broken**
- **Illegible due to wear or markings**
- **Missing barcodes or identification information**

...may be deemed **invalid** and must be replaced.

**Replacement ID cards** are available for purchase at the **Finance Office**. A replacement fee will apply. Students who fail to produce or carry a valid ID card may be subject to disciplinary action, restricted from campus privileges, or denied access to school services until a valid card is obtained.

## 14.5 Lost and Found

To support students in recovering misplaced belongings, Farmersville High School maintains a Lost and Found located in the main office. Students who find personal items or school materials on campus are expected to turn them in to the office promptly.

Students who have lost an item should check the Lost and Found as soon as possible. Unclaimed items will be periodically donated or discarded at the end of each grading period. The school is not responsible for lost or stolen items; therefore, students are encouraged to label their personal belongings and refrain from bringing valuables to campus.

Off-Campus Passes

## 14.6 Media Release & Opt-Out Information & Rights

Farmersville High School and the Farmersville Unified School District (FUSD) frequently highlight student achievements, activities, and events through various forms of media. This may include, but is not limited to:

- School and district websites and newsletters
- Official school social media accounts
- Local newspapers or broadcast outlets
- Educational or promotional publications
- Yearbooks, graduation slideshows, and other student recognition materials

By California Education Code § 49061 and § 49073, as well as the Family Educational Rights and Privacy Act (FERPA), personally identifiable information such as a student's name, photograph, video image, grade level, school-related honors and awards, participation in officially recognized activities and sports, and similar information may be released unless a parent/guardian chooses to opt out.

### Media Release Authorization

Unless a parent/guardian, or an adult student (age 18 or older), submits a written **Media Opt-Out Form**, the school may include the student in publicly shared media as described above.

The use of student images or names will **never** include confidential academic or disciplinary information, nor will it be used for commercial purposes.

### Media Opt-Out Process

Parents/guardians who **do not want their student's photo, name, or work** to be published in any of the formats listed must complete a **Media Opt-Out Form** annually. This form:

- Is available in the school's front office and online via the FHS website.
- Must be submitted to the school office by the **second Friday of the school year** or within 10 school days of enrollment for new students
- Remains in effect for the current school year only and must be renewed each year

Please note: While every effort will be made to honor opt-out requests, the school is not responsible for media coverage by outside agencies (e.g., news outlets) at public events such as athletic games or performances where the general public is invited.

**Student Work and Academic Showcases** - Occasionally, student work is displayed in classrooms, on school bulletin boards, in community venues, or in district publications to highlight educational achievements. If you wish to restrict this type of academic display, please also indicate that on the Media Opt-Out Form.

## 14.7 Balloon Bouquets and Flower Arrangements

To minimize classroom disruptions and maintain a safe and focused learning environment, the following guidelines apply:

- Students are not permitted to carry balloon bouquets, flower arrangements, or similar celebratory items.
- Deliveries of such items will be accepted at the front office but will be held until the end of the school day.
- Students may pick up any delivered items from the office after school dismissal.

This policy helps ensure the safety of all students by preventing visual obstructions in hallways and classrooms and reducing potential distractions during instructional time. It also maintains the academic integrity of the school day while allowing students to enjoy celebratory gestures after school hours.

## 14.8 Work Permits

According to California Labor Laws and the Education Code, all students under the age of 18 are required to obtain a **Work Permit** before starting any employment, including part-time jobs during the school year and full-time jobs during school vacation periods.

### Eligibility Requirements:

- Students must maintain satisfactory attendance, grades, and citizenship to qualify.
- A minimum 2.0 GPA and positive school conduct may be required for continued permit eligibility.
- Permits may be revoked if a student's academic performance or attendance declines.

### How to Apply:

1. **Obtain a Work Permit Application** from the school office.
2. **Complete the Application** with employer information and parent/guardian signatures.
3. **Return the Completed Application** to the office for verification and processing.
4. The school will issue the official **Permit to Employ and Work** if all requirements are met.

### Important Notes:

- Work permits are valid only for the specific employer and job listed.
- A new permit must be issued if employment changes.
- All work permits must be renewed annually, typically at the start of each school year or summer.

Students and parents are encouraged to review California labor guidelines for minors to ensure compliance with hour restrictions and workplace protections. For more information, please don't hesitate to contact the school office or visit the California Department of Education's Work Permit page.

## 15 Appendix

### 15.1 Annual Notification Anti-Discrimination & Harassment



#### ANNUAL NOTIFICATION

Anti-Discrimination and Harassment Policy. FUSD does not allow discrimination, harassment, intimidation, or bullying based on actual or perceived race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, ethnic background, age, religion, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, marital, pregnancy, or parental or family status, genetic information, or immigration status; a perception of one or more of these characteristics; or association with a person or group with one or more of these actual or perceived characteristics. This policy applies to all students, as well as staff. (Title VI of the Civil Rights Act of 1964; Title IX of the U.S. Education Amendments of 1972; Americans with Disabilities Act; Section 504 of the Vocational Rehabilitation Act of 1973; Education Code §220 et seq).

#### LEA STAFF INFORMATION

POSITION	NAME	LEVEL	PHONE NUMBER
504 Coordinator/Title II	Lilia Casillas	District	559-592-2010
Title IX Coordinator	Eduardo Ochoa	District	559-592-2010
MTSS/Counseling Director	Chris Juarez	District	559-592-2010
CTE Coordinator	Selene Medina	Site/District	559-594-4567
English Learner Director	Manuel Mendez	District	559-592-2010
Facilities Director	Tony Melendez	District	559-592-2010
Human Resources Coordinator	Thelma Maldonado	District	559-592-2010
Special Education Director	Lilia Casillas	District	559-592-2010
Student Services Director	TBD	District	559-592-2010

## 15.2 CTE Annual Notification

Under state and federal laws, the **Farmersville Unified School District (FUSD)** does not discriminate in any of its programs or activities on the basis of race, color, national origin, ancestry, ethnicity, religion, age, sex (including sexual orientation, gender identity, and gender expression), mental or physical disability, genetic information, marital status, parental status, or any other characteristic protected by applicable law or Board policy. This includes access to all Career Technical Education (CTE) programs and related opportunities.

FUSD also provides equal access to all designated youth groups, including the Boy Scouts of America and other groups as identified under Title 36 of the United States Code.

### CTE Program Offerings

Farmersville Unified School District offers open-access enrollment in a variety of Career Technical Education pathways, including but not limited to:

- **Agriculture and Natural Resources**
- **Business and Finance**
- **Building and Construction Trades**
- **Digital Media and Design**
- **Hospitality, Tourism, and Recreation**
- **Manufacturing and Product Development**

Admission to CTE courses is open to all students regardless of background or language proficiency. Lack of English language skills will not be a barrier to admission or participation in any CTE program.

For more information about CTE programs, course offerings, and admissions criteria, please contact:

**Selene Medina**  
CTE Coordinator  
Farmersville Unified School District  
631 E. Walnut Ave., Farmersville, CA 93223  
Phone: (559) 594-4567  
Email: [smedina@farmersville.k12.ca.us](mailto:smedina@farmersville.k12.ca.us)

### Non-Discrimination & Title Compliance Contacts

If you believe you or your student has experienced discrimination, harassment, intimidation, or bullying, you are encouraged to immediately contact your school site administrator or one of the following compliance officers:

**Title IX Coordinator**  
**Eduardo Ochoa**  
571 E. Citrus Ave., Farmersville, CA 93223  
Phone: (559) 592-2010  
Email: [eochoa@farmersville.k12.ca.us](mailto:eochoa@farmersville.k12.ca.us)

**Section 504 / Title II ADA Coordinator**  
**Lilia Casillas**  
571 E. Citrus Ave., Farmersville, CA 93223  
Phone: (559) 592-2010  
Email: [lcasillas@farmersville.k12.ca.us](mailto:lcasillas@farmersville.k12.ca.us)

*This notification is published annually under the guidelines of the California Department of Education and federal non-discrimination laws. Translations in other languages are available upon request.*

## 15.3 Uniform Complaint Procedure Form



### Uniform Complaint Procedure Form

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Student Name (if applicable) \_\_\_\_\_ Grade \_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_ Apt # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Date of Alleged Violation \_\_\_\_\_ School/Office of Alleged Violation \_\_\_\_\_

For allegations of noncompliance, please check the program or activity referred to in your complaint, if applicable:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Safety Planning Requirement       | <input type="checkbox"/> Consolidated Categorical Aide       | <input type="checkbox"/> Migrant Education  |
| <input type="checkbox"/> Career/Technical Education        | <input type="checkbox"/> Child Care & Development            | <input type="checkbox"/> Nutrition Services |
| <input type="checkbox"/> Special Education                 | <input type="checkbox"/> Pupil Fees for Education Activities |   |
| <input type="checkbox"/> Local Control Accountability Plan |  |   |

For complaints of discrimination, discriminatory harassment, intimidation and/or bullying (employee-to student, student-to-student, and third party to student), please check the protected classes (actual or perceived), upon which the alleged conduct was based, listed below:

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Sex  | <input type="checkbox"/> Sexual Orientation            | <input type="checkbox"/> Gender              |
| <input type="checkbox"/> Gender Identity  | <input type="checkbox"/> Gender Expression             | <input type="checkbox"/> Ancestry            |
| <input type="checkbox"/> Ethnic Group Identification  | <input type="checkbox"/> Race Ethnicity                | <input type="checkbox"/> Religion            |
| <input type="checkbox"/> Nationality  | <input type="checkbox"/> National Origin               | <input type="checkbox"/> Age                 |
| <input type="checkbox"/> Color  | <input type="checkbox"/> Mental or Physical Disability | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Marital or Parental Status   |  |  |
| <input type="checkbox"/> Association with a person or group with one or more of the actual or perceived categories listed above |  |  |

***For complaints of bullying that are not based on the above listed protected classes, and other complaints not listed on this form, please contact the School Site Principal or Human Resource Department.***

Uniform Complaint Procedure, page 2

1. Please give the facts about your complaint. Provide details such as the names of those involved, dates, whether witnesses were present, etc., that may be helpful to the complaint investigator.

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2. Have you attempted to discuss your complaint with any Farmersville Unified School District personnel? If so, with whom and what was the result?

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3. Please provide copies of any written documents that may be relevant or supportive of your complaint.

I have attached supporting documents ☐ Yes ☐ No

Signature \_\_\_\_\_ Date \_\_\_\_\_

Mail your complaint/documents to:

Farmersville Unified School District  
Attn: Eduardo Ochoa, Assistant Superintendent  
571 E. Citrus  
Farmersville, CA 93223  
(559) 592-2010



## 15.4 SECTION 504 GRIEVANCE FORM

<u>Student:</u>	<u>Student ID:</u>	<u>Date of Birth:</u>
<u>General Education Teacher:</u>	<u>School:</u>	<u>Grade:</u>
<u>Parent/Guardian:</u>	<u>Home Address:</u>	<u>Contact Phone:</u>

Please provide a Summary of the Grievance. What is the problem? What are the facts?

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How can the problem be solved?

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Whom have you spoken to or met with at school to address this situation? What was the result of this contact?

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Please describe any corrective action you wish to see taken regarding this grievance.

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Please attach any additional information/documentation you wish the district to consider. You also have the right to file a complaint with the Regional Office of the U.S. Department of Education's Office of Civil Rights (OCR) without going through the district's grievance procedures.

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Section 504 Site Coordinator

\_\_\_\_\_  
Date

Grievance Form Received By:

Date: