



Sycamore Canyon School, K-8

20011 - 2012

A California Distinguished School

Dr. Jon D. Sand

Principal

4601 Via Rio

Newbury Park, CA 91320

(805) 498-1573

(805) 498-0385 (fax)

jsand@conejo.k12.ca.us

www.conejo.k12.ca.us/sycamorecanyon

or

www.sycamorecanyonschool.com

This agenda belongs to:

NAME _____

ADDRESS _____


CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____



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PRINCIPAL'S MESSAGE

It is with great pleasure that we take this opportunity to welcome you to school. We are extremely proud of the programs we offer our students, and we encourage you to make the most of your time with us. We also hope that you will learn to use this assignment day planner effectively. Time management is a critical skill for success as a student and eventually as a professional in the workplace. Organize your days and weeks to stay on track. Be nice to others, learn a lot, and have fun.

School's Mission and Vision

Mission

"Sycamore Canyon fosters a safe, collaborative, and innovative K-8 learning community that enables its students and staff to strive for excellence in academics, citizenship, creative expression, and physical fitness."

Our Vision

"Always Striving for the Success of Every Student"

For the expanded definition of Our Vision through Core Values and Our Vision through Student Goals, please refer to the school's website.

SCHOOL HOURS

Our school's main office hours are Monday through Thursday 7:30 am until 4:00 pm and Friday from 7:30 am until 3:45 pm. As Elementary campus supervision begins at 7:50 a.m., students should not arrive on the school grounds prior to 7:50 a.m. Students must depart upon dismissal. Middle school students can arrive 15 minutes prior to A or 1st period. Check the schedule for specific times.

PROCEDURES FOR STUDENT DROP OFF

Please drop off students and say your goodbyes at gates or blacktop and NOT by the classrooms. Your presence in the lineup areas could create safety issues. If you plan to volunteer in the classroom first thing in the morning, you MUST sign in first at the front office and wear a specific colored sticker.

PROCEDURES FOR DROPPING OFF STUDENT ITEMS

1. Please make sure your child's name, teacher, room # is on the item.
2. The office will then leave a voicemail for that teacher.
3. The teacher has been asked to check their voicemails regularly, i.e. at recesses, before leaving for lunch, and before dismissal.

PROCEDURES FOR LUNCH DROP OFF

1. ALL lunches need to be dropped off in the office by 11:15 AM
2. Please make sure your child's name, teacher, room # is on the lunch and/or lunchbox.
3. The lunches will be placed in a "Lunch Box" and delivered to the cafeteria for Grades 1 – 5, by a campus supervisor & Grades 6 –8, by a campus supervisor.
4. Teachers/Homeroom Teachers will remind their students to check at the Cafeteria (K-5) OR the Lunch Trailer (6 - 8) for their lunches. This way if the student's lunch was not delivered to the front office, the student can purchase/borrow a lunch from the Cafeteria OR Lunch Trailer.

LUNCH PROGRAM

Students in the Grades 1-5 program can purchase lunch at school for \$3.50. **Make checks payable to: CVUSD w/ Student's Name and Rm. # in memo section of the check.** For those who bring lunch from home, milk, chocolate milk, juices, and assortment of water is available for \$.50 - \$1.00. Child Nutrition will only accept checks for payment to the meal program that are \$25.00 or higher, due to the increased volume of returned checks to Child Nutrition.

When a lunch is forgotten or late, parents may bring it to the SCS main office. Please be sure to write the **student's name and room number** on the lunch. Students buying "Hot Lunch" will have their hand stamped in the classroom prior to leaving for lunch to make the process for buying lunch quicker. Visit their web page at the CVUSD website for more information. (Cafeteria Manager: Mrs. Allie Hansen) Allie's email address is ahansen@conejo.k12.ca.us. You may contact her between the hours of 8:30 am and 11:00 am. or 1:30 p.m. and 3:00 p.m.

Students in the 6-8 programs can purchase lunch at school for \$4.50. These meal tickets will be for the purchase of the 'REGULAR' lunch ONLY. A la carte purchase will be available for purchase with an established account or CASH. You may establish a credit or debit card account online at EZSchoolPay.com. This easy and convenient system will allow you to make pre-payments to your child's school meal account anytime using your Visa or MasterCard. When logging onto EZSchoolPay.com you will be asked for your child's six-digit ID number.

ATTENDANCE

It is extremely important for your child to attend school daily and be on time in order to take full advantage of the educational program. If your child is going to be absent from school, we ask that you call the main school office to verify the absence at **498-0324** by **10:00 a.m.** You can call before or after school hours and leave a message. Please state your name, student's name, room number and reason for absence. If you do not call, please send a note with your child when he/she returns to school with the above information. Attendance awards are given to those students who are here daily.

The State of California and Board of Education approved reasons for absences are:

1. Illness or injury
2. A quarantine under the direction of a county or city health officer
3. A medical, dental, optometric or chiropractic appointment that can only be scheduled during school hours
4. Attendance at funeral services for a member of the immediate family.

We request that vacations be arranged on days when school is not in session so that students do not miss valuable, instructional time. **PARENTS must call within 72 hours to clear an absence, or the absence will be marked TRUANT.**

MIDDLE SCHOOL ABSENCES

As with elementary students, please call our attendance line at 498-0324. For detailed MS attendance information, please refer to the CVUSD Middle School Information Handbook and/or District Policy and Procedures Handbook. Final exams or benchmark exams missed due to unexcused absence or truancy cannot be made up.

TARDIES

Students are encouraged to make every effort to be on time. Students who enter the classroom late disrupt the learning environment for others as well as themselves. Only tardiness due to illness or doctor or dental appointments is excused. Late students must report to the main office to obtain admittance to class.

EMERGENCY INFORMATION

Each student will receive **ONE emergency card during the first week of school.** ***PLEASE FILL THIS CARD OUT BY USING A "BLACK" PEN.*** These cards allow us to contact you in the event your child becomes ill during the school day. This card contains the names you authorize us to release your child to from the office. Please include names and phone numbers of adults who can be contacted if we are unable to reach you. You will also be receiving information regarding our Disaster Preparedness Plan. Comfort kits can be purchased through SCS (ALL new students and students entering the 5th Grade are required to purchase a kit at a cost of \$15). Once again, please complete and return as soon as possible. We want to ensure student safety and comfort in the event of an emergency/disaster. Visit our website for more information.

RELEASE OF STUDENTS DURING SCHOOL HOURS

There may be situations / emergencies during the year when it is necessary for parents to take their children from school for part of the day. When such an emergency arises, follow these procedures:

1. The parent or authorized adult must go to the SCS office and indicate the name of the child, the room or teacher, and the reason for the student being taken from school. An authorized adult must sign out each child so there is a record of his/her leaving school.
2. The Office Manager /staff will arrange for releasing a pupil from his/her instructional area. Children cannot be picked up directly from the classroom, nor can the child wait outside the class area for the parent to pick up a child at a pre-arranged time, nor can a child walk home to meet the parent.

UNDER NO CIRCUMSTANCES WILL CHILDREN BE RELEASED TO INDIVIDUALS NOT LISTED ON THE EMERGENCY CARD. If your children remain in school while you are on vacation, business trip, etc., please inform the office in writing about individuals responsible for care.

HEALTH REQUIREMENTS

Medication: SCS school staff is prohibited from providing or administering any medication, including aspirin and vitamins to a student, unless the school receives an Administration of Prescribed Medication Form, which contains:

1. Authorization from physician detailing the type of medication, amount, and time schedules by which such medication is to be taken; and,
2. Authorization from the parent or guardian of the pupil indicating the desire that the school district assist the pupil in the matters set forth in the physician's statement.

BICYCLES/SCOOTERS/SKATEBOARDS

Only students in **grades 3-8** may ride their bicycles to school. All bicycles, scooters, and/or skateboards are stored in the bike rack area and **must be locked** with student-owned locks. The school and District do not assume liability for lost or stolen items. Students riding one of these modes of transportation **must wear a helmet** and follow bicycle safety rules in accordance with state and local laws and ordinances. Any student not wearing a helmet will not be allowed to ride their bike, scooter, and/or skateboard home. The bike, scooter, and/or skateboard will be locked up in a secure location until a parent can bring a helmet for the student to wear or pick up the bike, scooter, and/or skateboard from school. No skateboarding, bicycle riding, roller-skating, rollerblading, Heelys, or scooter riding is permitted on school grounds. Again, the school and District are not responsible for the bikes, scooters, and/or skateboards parked on campus.

CELL PHONES

Student cell phones are permitted on campus but **MUST** be turned off during school hours and kept in their backpack, unless arranged with school administration. Students are responsible for his / her phone. Parents volunteers on campus are requested to keep their cell phones on vibrate so as not to disturb the classroom.

Electronic devices such as MP3 players, iPods, and headphones are not permitted for use during school hours. The school will not be responsible for any electronic devices brought on campus. Any electronic device used during the day will be taken from the student and secured in the office. Parents will be asked to pick up these devices. Middle school students will be assigned points off for any electronic device violation.

K-5 DISCIPLINE AND BEHAVIOR POLICY

Sycamore Canyon follows a positive approach to discipline. The purpose of our policy is to help students develop self-control and learn to be accountable and responsible for their actions. Encouraging students to adhere to high behavioral standards requires a partnership of the Sycamore Canyon staff, parents, and the students. School-wide progressive discipline is based on common sense rules, classroom school-wide rules, and expectations for behavior, the Conejo Valley Unified School District Policies and Procedures, and the requirements of the California State Education Code. Students are informed of the rules and regulations for acceptable behavior through assemblies, in-class discussions, announcements, and written communication. Students are responsible for knowing, understanding, and complying with these standards for behavior. Consult your child's teacher(s) or visit our website for more information.

PARKING LOT RULES

Please help keep the children of Sycamore Canyon School safe by following the Parking Lot Rules

1. **VIA RIO PARKING LOT** is for "DROPPING OFF" and "PICKING UP" KINDERGARTEN children, "DROPPING OFF" and "PICKING UP" MIDDLE SCHOOL children and **AFTER SCHOOL VANS only**. Kindergarten parents are invited to pull up to the curb & wait next to their cars after school so that children can be escorted/watched getting into their cars. Waiting in a yellow zone should be brief – it is for loading & unloading only – **stopping is NOT ALLOWED**. PM Kindergarten children can be picked up at 2:40. Middle School pick-up does not begin until 3:08 pm in the Via Rio loop. Once again, there is no stopping – **loading and unloading only**.
2. **DEL PRADO LOOP** is to be used for **DROP OFF pick up by car of 1st – 5th grade** children. Once again, **loading & unloading only** – no stopping.
3. **NO DOUBLE PARKING is ALLOWED**, and law enforcement officers will issue citations for such actions.
4. Parents wishing to conference with teachers are invited to **PARK** in the VISITOR spaces in the front parking lot (Via Rio) or parking is available on the Street. The front and side parking lot is for **STAFF PARKING ONLY**.
5. Students who walk home or ride bikes use the gates by childcare on the Via Rio side of the campus.
6. Please see MAP school website for **TRAFFIC GUIDELINES** created by the City, Conejo Valley School District Office, and Sycamore School Site Council. The path is right-hand turns only. It may have you drive a little out of your way, but it should create a smoother drop off & pick up system with everyone following the same path. The other key to success is for Middle School parents to wait until 3:08 before coming to school.
7. We at Sycamore Canyon School do everything we can to ensure your child's safety while on the school campus. In order to ensure student safety off campus, the **City of Thousand Oaks** provides a crossing guard at the Via Rio and Via Del Prado intersection. This crossing guard has four corners to be responsible for and does an amazing job keeping our kids safe. Please review appropriate behavior and safety rules with your children prior to allowing them to walk or ride their bikes to and from school. If you have any questions or concerns about crossing guards, you can contact the **City** at 805-449-2400.

The City has now made parking available on Via Rio on the side next to the school. Once again, it is important for parents to remind their children to use the sidewalks – NOT cut through the parking lot to meet you at your car on Via Rio or Mirabella.

STUDENT DRESS CODE

Safety is the first and foremost consideration for any school. Schools in Conejo Valley Unified School District have established consistent dress codes for students. SCS has a high standard of dress. Students should dress in a manner that demonstrates pride in oneself, and that is not distracting to the educational process.

Suggestive or gang related clothing is banned from the campus. Baggy, oversized, and / or too tight/provocative clothing is not appropriate for school. Any clothing that is deemed unsafe to wear and interferes with the instructional program cannot be worn. Pants that slide down below the waistline and expose the undergarments or hang below the shoes are considered too baggy. Shirts that expose the midriff (navel showing) are considered too provocative. Tank tops with minimum 1-inch straps **ONLY** are allowed for both boys and girls. Any straps measuring less than one inch **ARE NOT** allowed. Undergarments must not be visible. **SKIRTS AND SHORTS MUST BE a certain length i.e. put your arm down at your side; look at where your fingers lie against your leg, this length is ALLOWED at school.** Clothing that advertises alcoholic beverages, contains bad language, or other inappropriate slogans/pictures are also not allowed.

Hats can be worn to school (outside only), but we reserve the right to take a cap/hat away from any student if it disrupts the educational process. In addition, black L.A. Raiders' jackets and shirts are not allowed. Make-up, tattoos, dangerous jewelry, wallet chains, spikes, studs, safety pins, clothespins, and dyed hair are not permitted. Elementary students must wear closed toed shoes with a back strap that are appropriate for students to participate in normal P.E. activities and recess. Heelys are not permitted on the Sycamore Canyon School campus. Middle School students may wear open-toed shoes with back straps (ALL shoes must have back straps). High heels **ARE NOT** allowed.

In the child's K-8 years, we need to take an active role assisting our children in making smart choices. These standards were set up to ensure safety, a positive self-image, and a quality education. Thank you for your support.

SCHOOLWIDE RULES AND EXPECTATIONS

1. Follow all classroom, school, and district rules, and standards.
2. Students are not allowed in any classroom or corridor without a teacher, or authorized adult present.
3. **LINE UP PROCEDURES:** When the first line up recess lunch bell rings, Kindergarten-5th grade students are to freeze! Once students freeze, they are to look at a campus supervisor. Once campus supervisors see all students are ready, they will blow their whistles to signal students to begin walking to their classrooms. Students must keep their hands to themselves while walking to their line-up areas and while in line waiting for their teacher.

4. Respect other students' or adults' property.
5. During general school events and assemblies, students must maintain good behavior at all times.
6. Students are under the care of the campus supervisors, and must obey their guidance and instructions.
7. When not in class or an authorized school function, students must remain in designated eating and play areas to minimize disruption to classrooms, and ensure adult supervision.
8. Playground balls cannot be used against any school walls, or outside of the designated school playground.
9. No hard balls or bats are permitted on campus.
10. All school sports and play equipment must be used properly, and shared with other students.
11. Bringing sports equipment from home is discouraged. If students do choose to bring equipment, it must be shared and is the responsibility of the owner. The school is not responsible for any lost or damaged equipment.
12. Tetherballs are not to be sat upon, kicked, or used incorrectly.
13. All games and courts are "open." Students cannot deny other students access to their game or area.
14. Standard, generally accepted rules will be used for all playground games.
15. No games in which body contact of any kind (other than simple touch football) will be permitted.
16. No games in which equipment, such as a ball, are thrown at another student will be permitted.
17. Fighting, kicking, hitting, roughhousing, play fighting, spitting, pushing, tripping, or any harmful free play will not be tolerated.
18. Swearing, offensive language, bullying, teasing, or name-calling will not be tolerated.
19. Students must get adult permission to retrieve balls that go outside the designated play areas.
20. When the bell rings at the end of recesses, students must quickly return to their class designated location.
21. No running is permitted in hallways.
22. Gum or suckers must not be eaten on campus due to safety and cleanliness issues.
23. Toys, trading cards, and electronic equipment are not allowed at school except for classroom sharing, and only with prior teacher permission. There is NO trading or selling of items between students on campus.
24. Cell phones must be kept off during school hours. The school is not responsible for lost or damaged cell phones.
25. Students are not allowed to climb on or pull tree limbs while on campus.
26. Snacks at recesses and lunches must be eaten in designated areas. Please help maintain a safe, clean, and beautiful campus. Put all trash in the trashcans. Use designated restrooms, as assigned.
27. No body contact, except for high fives or respectful handshakes, is allowed.

CONSEQUENCES

Failure to adhere to the above-referenced rules and standards for behavior will lead to appropriate consequences for a student's action. Decisions, at the discretion of the school administration and/or staff will be based upon the student's age and the circumstances of the behavior on an individual basis. As mentioned above, these guidelines and corrective measures have been established in order to maintain a safe and orderly learning environment. Violations may result in:

ELEMENTARY

1. Conference(s) which may involve the student, teacher, parents/guardians, other school staff, and administration
2. Time out in a designated location (classroom, office, or lunch area) for a reasonable time period (Will not prevent lunch, snacks, and use of restroom)
3. A behavior contract
4. After school detention
5. Suspension
6. Other consequences, as outlined in the 2010-2011 CVUSD Discipline Policy and Procedures Handbook, 94-0-0070

MIDDLE SCHOOL

Same as Elementary, Student Accountability System, and as noted in the 2010-2011 Middle School Information Handbook. *Eighth grade students and parents must also refer to the promotion and activities notification for clear expectations and requirements for participation.*

PARENT/COMMUNITY VOLUNTEERS

Volunteers build a two-way bridge between the community, creating more support for school programs, and developing increased interaction. When parents become involved in local schools, two good things happen: Children do better in school; and children go to better schools. Statistics show that children of involved parents have higher achievement levels and score better on tests. **FOR SAFETY REASONS: ALL Volunteers MUST sign in at the main office desk, wear a sticker while on campus, AND sign out at the main office desk.** Volunteers are asked to complete a TB test, and sign a confidentiality form at the beginning of the school year or time of service.

Volunteers enrich the SCS program tremendously by their service in our classrooms, library, office and other activity areas. They make it possible for teachers to be more effective in meeting the needs of all children. For safety reasons, siblings of students are not allowed on playground, lunch areas, to come on field trips, or be in the classroom with parent volunteers. Volunteers MUST also dress appropriately AND NO CELL PHONES when volunteering in the classroom.

SYCAMORE CANYON SCHOOL'S GUIDING PRINCIPLES

"A Key to a Better Me"

Respect	Kindness	Responsibility	Perseverance	Integrity
Citizenship	Cooperation	Gratitude	Honesty	Trustworthiness

DAILY SCHEDULE GRADES K-5

2011-2012

Rainy Day Schedule: Teachers enter classroom by 8:00 AM for K-5

AM Kindergarten	M-W-Th-F	Tuesdays
Instruction	8:15 – 9:50	8:15 – 9:50
Recess	9:50 – 10:10	9:50 – 10:10
Instruction	10:10 – 11:45	10:10 – 11:10
Dismissal	11:45	11:10

PM Kindergarten	M-W-Th-F	Tuesdays
Instruction	11:10 – 12:55	10:30 – 11:40
Recess	12:55 – 1:15	11:40 – 12:00
Instruction	1:15 – 2:40	12:00 – 1:30
Dismissal	2:40	1:30

Grade 1	M-W-Th-F	Tuesday	Minimum Day
Instruction	8:15 - 9:45	8:15 - 9:45	8:15 - 9:50
Recess	9:45 - 10:05	9:45 - 10:05	9:50 - 10:10
Instruction	10:05 - 11:20	10:05 - 11:20	10:10 - 11:05
Lunch	11:20 - 12:05	11:20 - 12:05	11:05 - 11:50
Instruction	12:05 - 1:15	12:05 - 1:15	11:50 - 12:30
Recess	1:15 - 1:35	1:15 - 1:30	
Instruction	1:35 - 2:40		
Dismissal	2:40	1:30	12:30

Grade 2 & 3	M-W-Th-F	Tuesday	Minimum Day
Instruction	8:15 - 10:10	8:15 - 10:10	8:15 - 10:10
Recess	10:10 - 10:30	10:10 - 10:30	10:10 - 10:30
Instruction	10:30 - 11:45	10:30 - 11:45	10:30 - 11:20
Lunch	11:45 - 12:30	11:45 - 12:30	11:20 - 12:05
Instruction	12:30 - 1:35	12:30 - 1:30	12:05 - 12:30
Recess	1:35 - 1:55		
Instruction	1:55 - 2:40		
Dismissal	2:40	1:30	12:30

Grade 4 & 5	M-W-Th-F	Tuesday	Minimum Day
Instruction	8:15 - 10:30	8:15 - 10:30	8:15 - 10:30
Recess	10:30 - 10:50	10:30 - 10:50	10:30 - 10:50
Instruction	10:50 - 12:15	10:50 - 12:15	10:50 - 11:30
Lunch	12:15 - 1:00	12:15 - 1:00	11:30 - 12:15
Instruction	1:00 - 2:40	1:00 - 1:30	12:15 - 12:30
Dismissal	2:40	1:30	12:30

Middle Grades	M-W-Th-F	Tuesday	Minimum Day	AM Assembly	PM Assembly
A - Period	7:55 - 8:40	7:55 - 8:40	7:55 - 8:40	7:55 - 8:40	7:55 - 8:40
Assembly				8:45 - 9:30	
Period 1	8:45 - 9:43	8:45 - 9:32	8:45 - 9:16	9:34 - 10:22	8:45 - 9:30
Period 2	9:47 - 10:38	9:36 - 10:16	9:20 - 9:47	10:26 - 11:08	9:34 - 10:20
Nutrition	10:38 - 10:48	10:16 - 10:24		11:08 - 11:16	10:20 - 10:30
Period 3	10:52 - 11:43	10:28 - 11:09	9:51 - 10:18	11:20 - 12:04	10:34 - 11:16
Period 4	11:47 - 12:38	11:13 - 11:54	10:22 - 10:49	12:08 - 12:50	11:20 - 12:02
Lunch	12:38 - 1:18	P5 11:58 - 12:39	10:49 - 11:19	12:50 - 1:30	P5 12:06 - 12:46
Period 5	1:22 - 2:13	L 12:39 - 1:19	11:23 - 11:50	1:34 - 2:19	L 12:50 - 1:30
Period 6	2:17 - 3:08	1:23 - 2:05	11:54 - 12:22	2:23 - 3:08	1:34 - 2:19
Assembly					2:23 - 3:08
Dismissal	3:08	2:05	12:22	3:08	3:08

RENAISSANCE PROGRAM 6th-8th GRADES

The Renaissance Program is a concept and an attitude designed to have a tremendous impact on student achievement. Simply stated, Renaissance is a recognition and incentive program with three major goals:

1. Focusing on and emphasizing academics and academic excellence.
2. Recognizing and rewarding student achievement.
3. Recognizing and rewarding staff achievement.

The student incentive program will recognize students with short-term, tangible incentives based on the following grade and citizenship standards:

<u>Gold Card</u>	Recipients have maintained ALL "A"s or ALL "E"s in Citizenship with no grade of N or U in work habits and no grade lower than a "C"
<u>Silver Card</u>	Recipients have maintained all "A"s, "B"s, "E"s and "S"s in Citizenship with no grade of N or U in work habits and no grade lower than a "B"
<u>Bronze Card</u>	Recipients have shown a 0.5 GPA improvement between grading periods, or all "A"s, "B"s, "C"s and all "E"s and/or "S"s in citizenship with no grade of N or U in work habits

*A mark of an "N" or "U" in citizenship or work habits disqualifies a student from earning a Renaissance card for a specified grading period.

Students that qualify for the Renaissance program each trimester will be eligible for a special activity at the end of the school year. Each level is eligible for rewards, special assemblies or activities, coupons, discounts, food or other prizes to be announced throughout the year. The program serves as recognition for our top scholars and incentive for others. It is designed to recognize students for their academic and citizenship achievements and encourage all students to improve their academic and citizenship performance. These awards may only be redeemed by the student who earned the recognition. These are non-transferrable privileges.

HONORS ELIGIBILITY

Honors courses begin in the seventh grade for English, Math, and Social Science. Science Honors is added in the eighth grade. Honors courses are faster paced and more in-depth than College Prep courses. Eligibility is based on performance in the classroom and on standardized testing results. Listed below are the eligibility requirements for these courses. These are the district standards, listed in the Middle School Handbook (provided by the District Office)

<u>English 7 Honors</u>	*A' in 6 th Grade English course, ALL Three Trimesters. *Scored Advanced Proficiency on CA Standards Test English/Language Arts.
<u>English 8 Honors</u>	*A' or 'B' in English 7H; or 'A' in 7 CP, ALL Three Trimesters *Scored Advanced Proficiency on CA Standards Test English/Language Arts.
<u>Math 7 Honors</u>	*A' in 6 th Grade Math course in ALL Three Trimesters *Scored Advanced Proficiency on CA Standards Test Math
<u>Math 8 Honors (1H)</u>	*A' or 'B' in Math 7H in ALL Three Trimesters *A' in Math 7 CP ALL Three Trimesters *Scored Advanced Proficiency on CA Standards Test Math
<u>Social Science 7 Honors</u>	*Concurrent enrollment in English 7H; 'A' in 6 th Grade Social Science ALL Three Trimesters *Scored Advanced Proficiency on CA Standards Test Language Arts
<u>Social Science 8 Honors</u>	*A' or 'B' in Social Science 7H; 'A' in Social Science 7 CP ALL Three Trimesters *Scored Advanced Proficiency in CA Standards Test Language Arts

Science 8 Honors

*'A' in Science 7 CP for ALL Three Trimesters

*Concurrent enrollment in Math 8H / 8CP

*Scored Advanced Proficiency on CA Standards Test
Math

Students who do not meet these eligibility requirements but wish to be considered for Honors Classes MUST complete an Academic Petition form (located in Main Office).

The Conejo Valley Unified School District has requested that schools include the following notices in all parent handbooks:

NOTICE: Sexual Discrimination Complaint Procedure: It is the policy of the Conejo Valley Unified School District, in compliance with Title IX of the Education Code Amendments of 1972, final guidelines effective for implementation July 21, 1975, and in accordance with the Equal Opportunity Act of 1972, not to discriminate based on sex in the admission of students to school programs or activities.

Dear Parents and Guardian: The Constitution of the State of California requires that we provide a public education to students free of charge. A student's right to a free education is for all school/educational activities, whether curricular or extracurricular, and whether a student gets a grade for the activity or class. Subject to certain exceptions, a student's right to a free public education means that we cannot require you or your students to purchase materials, supplies, equipment, or uniforms for any school activity, nor can we require you or your student to pay security deposits for access, participation, materials, or equipment. Your school may require students to attend a fundraising event; however, if they are unable to raise funds for the event, we cannot prevent students from participating in an educational activity.

These exceptions are:

- Charges for optional attendance as a spectator at a school or District sponsored activity.
- Charges for food served to students, subject to free and reduced price meal program eligibility and other restrictions specified in law.
- Paying the replacement cost for District books or supplies loaned to a student that the student fails to return or that is willfully cut, defaced, or otherwise injured, up to an amount not to exceed \$10,000.
- Fees for field trips and excursions in connection with courses of instruction or school related social, educational, cultural, athletic, or school band activities, as long as no student is prevented from making the field trip or excursion because of lack of sufficient funds.
- Medical or hospital insurance for field trips that is made available by the school district.
- Charges for required medical and accident insurance for athletic team members, so long as there is a waiver for financial hardship.
- Charges for standardized physical education attire of a particular color and design, but the school may not mandate that the attire be purchased from the school and no physical education grade of a student may be impacted based on the failure to wear standardized apparel "arising from circumstances beyond the control" of the student.
- Charging for the parking of vehicles on school grounds.
- Charges for the rental or lease of personal property needed for District purposes, such as caps and gowns for graduation ceremonies.
- Fees for school camp programs, so long as no student is denied the opportunity to participate because of nonpayment of the fee.
- Reimbursement for the direct cost of materials provided to a student for property the student has fabricated from such materials for his/her own possession and use, such as wood shop, art, or sewing projects kept by the student.
- Reimbursement for the actual cost of duplicating public records, student records, or a prospectus of the school curriculum.
- Fees for transportation to and from school, and transportation between school and regional occupational centers, programs or classes, as long as the fee does not exceed the statewide average nonsubsidized cost per student and provided there is a waiver provision based on financial need.
- Fees for transportation of pupils to places of summer employment.
- Tuition fees charged to pupils whose parents are actual and legal residents of an adjacent foreign country or an adjacent state.
- Tuition fees collected from foreign students attending a District school pursuant to an F-1 visa, equal to the full unsubsidized per capita cost of providing education during the period of attendance.
- Fees for an optional fingerprinting program for kindergarten or other newly enrolled students, if the fee does not exceed the actual costs associated with the program.
- Fees for community classes in civic, vocational, literacy, health, homemaking, and technical and general education, not to exceed the cost of maintaining the community classes.
- Deposits for band instruments, music, uniforms, and other regalia which school band members take on excursions to foreign countries.
- Charges for eye safety devices, at a price not to exceed the district's actual costs, in specified courses or activities in which students are engaged in, or are observing, an activity, or the use of hazardous substances likely to cause injury to the eyes.