

Buena Vista Student/Parent/Guardian Handbook

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Welcome students, parents, and friends!

The faculty, staff and administration at Buena Vista High School are extremely pleased to welcome you to our school. We are very excited about the educational programs we have to offer your son/daughter. We are eager to form a partnership with parents to assist students in meeting the rigorous standards established by the State of California. Our outstanding students, supportive parents and expert staff have made Buena Vista High an excellent place to learn and grow!

I would also like to extend an open invitation to all parents to become involved in the various parent committees and volunteer opportunities we have at Buena Vista High. Please call our office if you are interested in participating in any of the following or if you are interested in something that is not listed:

School Site Council (SSC)

English Learner Advisory Committee (ELAC)

School Advisory Committee (SAC)

Classroom Volunteers

Please take a few minutes to read through this student/parent handbook. It will explain the programs, policies, calendars, and activities at Buena Vista High School. I also welcome you to check out our website at: <https://www.chino.k12.ca.us/Buena%20Vista>

I am looking forward to meeting all the wonderful parents and students at Buena Vista High School for the 2023-2024 school year. By working together as an educational team, our students will excel in academics and in life. Please feel free to contact me at (909) 628-9903 or at kyle_shuler@chino.k12.ca.us.

Sincerely,

Kyle Shuler
Principal

Bell Schedule

2023/2024

Regular Day

Period 1	8:30-9:15
Period 2	9:18-10:03
Nutrition	10:03-10:13
Period 3	10:16-11:01
Period 4	11:04-11:54
Lunch	11:54-12:24
Period 5	12:27-1:12
Period 6	1:15-2:00
Meetings	2:15-2:55

Minimum Day

Period 1	8:30-9:05
Period 2	9:08-9:43
Breakfast	9:43-9:53
Period 3	9:56-10:31
Period 4	10:34-11:09
Nutrition	11:09-11:19
Period 5	11:22-11:57
Period 6	12:00-12:35

School Calendar

2023/2024

August 7, 2023----- First Day of School
September 4, 2023 ----- Labor Day Observed, No School
September 6, 2023 -----Back to School Night from 6 to 7:30 pm
October 06, 2023 ----- Minimum Day, Dismissal at 12:35 pm
November 10, 2023-----Veteran's Day Observed, No School
November 20 – 24, 2023 ----- Thanksgiving Break, No School
December 14, 2023 ----- Minimum Day, Dismissal at 12:35 pm
December 15, 2023 to January 2, 2024----- Winter Break, No School
January 15, 2024 -----Martin Luther King, Jr. Day Observed, No School
February 12, 2024-----Lincoln's Birthday Observed, No School
February 19, 2024-----Presidents' Day Observed, No School
March 08, 2024 ----- Minimum Day, Dismissal at 12:35 pm
March 25-29, 2024 ----- Spring Break, No School
April 1, 2024 ----- School Closed
April 3, 2024 -----Open House Night from 6 to 7:30 p.m.
May 20 – 23, 2024 ----- Minimum Day, Dismissal at 12:35 pm
May 23, 2024-----Last Day of School

Mission Statement

Buena Vista High School provides individualized academic instruction in a safe, secure, supportive environment with the goal of graduating students who are informed, responsible, and respectful citizens.

Schoolwide Learner Outcomes

Buena Vista Schoolwide Learner Outcomes (SLOs) reflect the vision of the entire schoolwide community. Upon graduation, students will be able to:

1. Students will be able to think critically to enable them to:
 - Organize, analyze, interpret and evaluate information
 - Employ appropriate research techniques that utilize technology in written assignments
 - Utilize acquired skills in new settings
 - Have a foundation in integrated mathematics skills
2. Students will be able to communicate effectively with:
 - Reading skills to build meaning and gather information from a variety of grade level materials
 - Writing with a clear purpose, supporting evidence, accurate spelling, punctuation and sentence structure
 - Speech with proper grammar in a clear, concise style.
3. Students will be able to demonstrate responsibility as measured by
 - Attendance
 - Academic Progress
 - Appropriate and positive behavior
4. Students will be able to apply the career readiness skills as measured by:
 - Development of skills leading towards careers or post-secondary placement
 - Participating in Work Experience, ROP, or internships with local businesses
 - Completing projects using a variety of multimedia tools

Acquisition of Credits

In 2016, Buena Vista High School (BVHS) converted to a quarter system format. The quarter system is designed for students to recover credits at a rapid rate. Attending school every day is most important for your child to succeed and get caught up on credits. In addition, the assignment of homework by all teachers will be a critical component for your child to complete all their classes. Your support in requiring your child to stay on top of all their assignments whether at school or at home is extremely important. Creating an environment in your home for this to take place and setting a time each weeknight (and at times, weekends as well) for your child to do homework assignments will be crucial. Being a parent of a BVHS student is a partnership with their teachers and yourself.

Besides attending BVHS, there are additional ways students can recover credits:

- Baldy View ROP (Regional Occupational Program): Earn elective credits by attending career/vocational classes nearby or on campus after school.
- Alternative Education Center (AEC): Opportunity to take a class or classes in an Independent Study format. This must be approved by the pending Director of AEC.

Before enrolling in any of the above-mentioned programs, students must first meet with their counselor to have their transcripts reviewed and go over other details.

Graduation Requirements

Each student graduating from Buena Vista High school (or from any CVUSD high school) must earn 225 units of credit in the following areas and have at least a 2.0 Grade Point Average:

High School Graduation Requirements:

<u>Classes</u>	<u>Units Needed</u>
English.....	40

Social Science.....30

World History10

U.S. History.....10

Economics5

U.S. Government.....5

Science20

Life Science (Biology)10

Chemistry10

Mathematics30

Algebra I/Int. Math I10

Other/Higher Math.....20

Visual/Performing Arts or

Foreign Language*20

Physical Education20

Health Science5

General Electives.....60

TOTAL 225

*An approved Career Technical Education Course (CTE) may replace 20 credits of Visual/Performing Arts.

Student Services

Counselors - The roles of our Counselors are to advocate for safe supportive school environments where students can thrive socially, emotionally, and academically. If students or parents have questions on academics, college, and career preparation, or if students are experiencing urgent personal issues* we encourage you to speak first to Mrs. Huerta in the library, at ext 7940, she can

either help set up an appointment or put you in contact with the appropriate counselor, or staff member.

- Tisha Clay, Academic Counselor: tisha_clay@chino.k12.ca.us
 - For academic support and college & career guidance
- Carlos Robles, Intervention Counselor: carlos_robles@chino.k12.ca.us
 - The Intervention Counselor is available to students, parents, and teachers by using the Request for Assistance form that is located through Buena Vista's website under the Academic > Counseling > Intervention tab
- Tasha Rideout, School Psychologist: tasha_rideout@chino.k12.ca.us

Our Counselors will meet regularly with students to review their academic, social, and emotional progress. Although appointments are not necessary, we do encourage them.

*Please understand that the most urgent issues will be handled first. Your patience is appreciated.

School Nurse - A credentialed nurse is available to see students if they feel ill at school or need to get medical referrals.

Collaboration for Student Success - The Collaboration for Student Success (CSS's) is a group of site staff members who meet to provide an effective and immediate support system for parents and students. This team meets to discuss and ensure appropriate interventions for all students. Parents wishing to request a CSS should contact the Administration.

Baldy View Regional Occupation Program (ROP) - The Regional Occupational Program is an excellent way for Buena Vista students to earn elective credits, explore career choices, and learn skills for employment. ROP classes utilize a hands-on approach to learning skills in the work world. Gina Huerta, the Buena Vista ROP Career Guidance Specialist, is available in the counseling center to assist all students in selecting appropriate classes.

Student Work Permits - The Education Code and California child labor laws state that no minor under eighteen years of age may be permitted to work at any time without first securing a "Permit to Work" from the school. At Buena Vista High School, work permits may be obtained from Mr. Shuler, School Principal.

Textbooks - Textbooks are available in each classroom for in-school use only. Any student who chooses to progress more rapidly in earning credits may check out a textbook(s) from the library, pending teacher approval.

Infant Toddler Center - A Child Care Center is available for students with children who are enrolled in the CVUSD Parenting Program.

Student Dress Code

It is the intent of the Board of Education that students be dressed and groomed in a manner which will not interfere with or detract from a school environment conducive to academic learning or study.

- Students may be sent home to change for wearing any article of clothing that is deemed by staff/administration to be offensive/inappropriate for school, even if it is not specified below.
- Shoes must always be worn. The absence of shoes will only be allowed upon proof of medical necessity. Slippers and backless/strapless shoes are not permitted.
- The lack of undergarments is not permitted. Clothing that allows undergarments to be visible is not permitted.
- The absence of a shirt or other clothing that covers the upper torso is not permitted.
- Bare midriffs are not permitted.
- Tube/strapless, halter, spaghetti strap tops without a covering blouse or jacket are not permitted. Spaghetti straps are less than 1 inch in width.
- Bathing suits are not permitted.
- Short shorts, which allow undergarments to be visible, or the thigh/buttocks to be visible are not permitted.
- Dresses, skirts, or shorts that are shorter than six inches above the knee are not permitted.
- Tattered clothing is not permitted; this includes torn jeans or jeans with holes.
- Clothing containing emblems, printing, lettering or pictures pertaining to drugs, alcohol, profanity or sexual in nature (including bikini-clad women) are not permitted.
- Sunglasses are not permitted unless they are medically prescribed by a doctor.
- Any gang-related attire which includes, but is not limited to, oversized pants, oversized shorts with long white socks, or oversized overalls are not permitted. Pants must fit at the waist without requiring alteration. Military-style clothing and trench coats could also be excluded.
- Shoestrings, twine, oversized or hanging belts are not permitted.
- Obscene, profane, or vulgar tattoos must be covered at all times. Body markings are not permitted.
- Accessories such as, but not limited to, hairnets, shoestrings, wristbands, belts, belt buckles, chains, beanies, bandanas, which advocate and/or cause disruption on campus and/or other acts of violence or may be used as weapons are not permitted.
- Only unaltered medically or religiously required hats or head covering or unaltered school hats, as approved by the school principle are allowed (at principal's discretion). This includes, sweatshirt hoods, beanies, sock hats or any other type of head covering.
- Pajamas or pajama-type attire is not acceptable or appropriate for school.

Here at CVUSD we
want to create a
safe educational
environment.
We want to

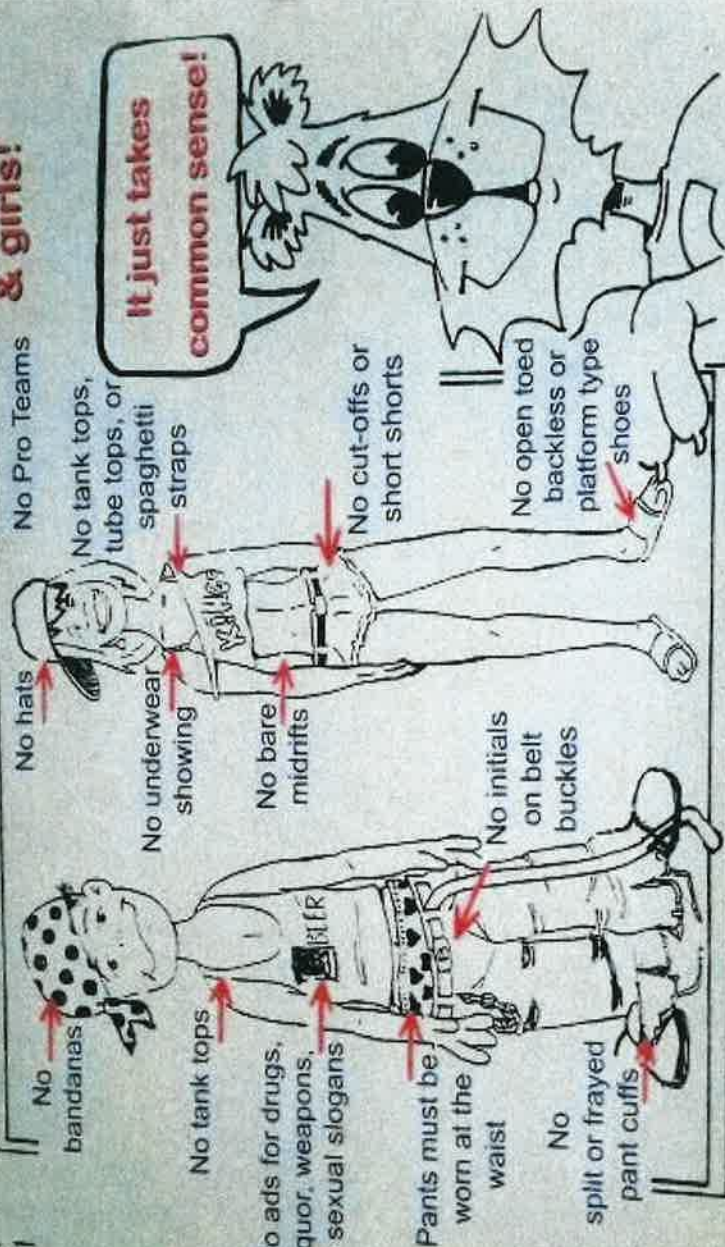
Dress for Success

School is a place
for education and
learning. Your
clothes should
reflect this!

Use good
judgement when
choosing your outfits -
follow our dress
standards.

DRESS STANDARDS

All rules apply
to both boys
& girls!



Student Behavior Expectations

1. Students are expected to be responsible for their personal behavior at Buena Vista High School. To ensure an environment where learning can take place, all students will respect the rights of others – especially teachers. Students who cannot maintain self-control and cannot respect the rights of others will be subject to discipline and may be removed from the classroom and/or suspended.
2. Loud, boisterous behavior (including whistling), defiance of authority, disruption of classes, failure to follow school procedures, fighting, theft or abuse of classroom equipment (including textbooks, teacher materials, and staff or student's personal items), vandalism of the school facility (defacing walls, desks, etc.) and harassment or verbal abuse of a peer are not permitted.
 - a. Fighting will result in suspension and may also involve the Chino Police Department issuing a citation.
 - b. Vandalism and theft will result in suspension. Major acts of vandalism will result in suspension, police involvement, and possible expulsion. In addition, parents will be liable for costs.
 - c. Possession of firearms, explosives, or other dangerous objects will result in the suspension, police involvement, and consideration of expulsion
 - d. Possession or use of drugs and/or alcohol on campus will result in suspension, police involvement and consideration of expulsion. This includes vape pens and/or wax pens.
3. Students are expected to use appropriate language while at school, this includes inside and outside the classroom. Use of profanity is not permitted. Students will not be permitted to name-call, taunt, belittle or bully others, including teachers and support staff.
4. Students are not permitted to have tobacco products, including fire-starting items like lighters, matches, etc., in their possession or to smoke anywhere on or near campus. Tobacco products are not allowed on any educational facility or at any school function (including school parking lots). Tobacco in a student's possession or use of tobacco on school premises is a violation of law and Board Policy and is not permitted.
5. While students are permitted to have cell phone on campus, we prefer they stay at home. I-pods, cell phones, or electronic devices are NOT allowed to be used in class. If a student is caught using any of the above during class time, the item will be confiscated and will not be returned until a parent comes to the school to pick the item up from the administration. These items are only allowed to be used during breakfast, nutrition, lunch, and passing periods. The school and the district do not assume responsibility for any of the above being lost or stolen. You bring these items at your own risk.
6. Public displays of affection are not appropriate or acceptable while on school grounds or at any school-sponsored activity. Inappropriate levels of affection include kissing, petting, or any other physical demonstration considered offensive or excessive by administration, staff or students. If the activity continues after being warned, students will be subject to additional consequences.
7. Plagiarism includes the use of another person's words, work or ideas without giving that person proper credit. Pretending another person's words, work, or ideas are your own is theft and is not tolerated at any educational institution. Students found to be committing plagiarism by using other people's work as their own or failing to properly credit or cite the source of the words, work, or ideas will be penalized and parents will be notified. Consequences for plagiarism are at the teacher's discretion and can include, but is not

limited to, requiring a student to re-do the assignment, receiving zero credit without the option to re-do, or a referral to administration.

8. Backpacks, knapsacks, drawstring back packs, etc., are no allowed. You will be given a Buena Vista three-ring binder. At some point, that is all you need to bring. Ladies, you can carry a small purse for your feminine products. The school and the district do not assume responsibility for any of the contents left in a backpack or a handbag being stolen. You bring these items at your own risk.
9. Outside food and drinks are not allowed. Signs have been clearly posted not allowing outside food and drinks to be brought to school. All food and drinks will be confiscated and either thrown away (at student's request) or set aside for it to be picked up after school. This includes Uber Eats, Door Dash, etc.

Sexual Harassment and Bullying

The Board prohibits discrimination, intimidation or harassment of any student by any employee, student, or other person in the district. Prohibited harassment includes, physical, verbal, nonverbal, or written conduct based on one of the categories listed above that is so severe and pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the purpose or effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects the student's educational opportunities.

School staff and volunteers shall carefully guard against segregation, bias, and stereotyping in the delivery of services including, but not limited to, instruction, guidance, and supervision.

The Board of Education (Board Policy 51319(a)) believes that all students have the right to be educated in a positive learning environment free from disruptions. Students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program while on school grounds, while going to or coming from school, while at school activities, and while on district transportation.

Conduct is considered appropriate when students are diligent in study; careful with school property; and courteous and respectful towards teachers, other staff, students, and volunteers.

Prohibited student conduct includes, but is not limited to:

1. Conduct that endangers students, staff or others
2. Conduct that disrupts the orderly classroom or school environment
3. Harassment of students or staff, such as bullying, including cyberbullying, intimidation, hazing or initiation activity, ridicule, extortion, or any other verbal, written or physical conduct that causes or threatens to cause bodily harm or emotional suffering.

BP 5131(b) – Cyberbullying includes the transmission of communications, posting of harassing messages, direct threats, social cruelty, or other harmful texts, sounds, or images on the Internet, social networking sites, or other digital technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another

person's electronic account and assuming that person's identity in order to damage that person's reputation or friendships.

Students may submit a verbal or written complaint of conduct they consider to be bullying to a teacher or administrator and may also request that their name be kept in confidence. Complaints of bullying or harassment shall be investigated and resolved in accordance with site-level grievance procedures specified in Administrative Regulation 5145.7 – Sexual Harassment.

When a student is suspected of or reported to be using electronic or digital communications to engage in cyberbullying against other students or staff or to threaten district property, the investigation shall include documentation of the activity, identification of the source, and a determination of the impact or potential impact on school activity or school attendance.

Students shall be encouraged to save and print any messages sent to them that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

Any student who engages in cyberbullying using district-owned equipment, on school premises or off-campus, in a manner that impacts a school activity or school attendance shall be subject to discipline in accordance with district policies and regulations. If the student is using a social networking site or service that has terms of use that prohibit posting of harmful material, the Superintendent or designee also may file a complaint with the Internet site or service to have the material removed.

The principal or designee shall develop a plan to provide students with appropriate accommodations when necessary for their protection from threatened or potentially harassing or discriminatory behavior.

Students who engage in discrimination or harassment in violation of law, board policy, or administrative regulation shall be subject to discipline, up to and including counseling, suspension, and/or expulsion. Any employee who permits or engages in harassment or prohibited discrimination shall be subject to disciplinary action, up to and including dismissal.

According to Board Policy 51545.3(b), any student who feels that he/she has been subjected to discrimination or harassment should immediately contact the principal or any other staff member. Any student or school employee who observes an incident of discrimination or harassment should report the incident to the coordinator or principal, whether or not the victim files a complaint.

Upon receiving a complaint of discrimination or harassment, the coordinator shall immediately investigate the complaint in accordance with site-level grievance procedures specified in AR 5145.7 – Sexual Harassment.

Enforcement of Standards – Employees are expected to provide appropriate supervision to enforce standards of conduct and, if they observe or become aware of a violation of these standards, to immediately intervene or call for assistance. If an employee believes a matter has

not been resolved, he/she shall refer the matter to his/her supervisor or administrator for further investigation.

Students who violate District or school rules and regulations may be subject to discipline, including but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or co-curricular activities in accordance with board policy and administrative regulation. In addition, when the conduct involves bullying, cyberbullying, intimidation, harassment, or other endangerment of student or employee, the Superintendent or designee shall provide appropriate assistance as necessary for the victim and the offender or make appropriate referrals for such assistance. The Superintendent or designee shall notify local law enforcement as appropriate.

Flagrant disregard of this policy or refusal to cooperate with school authorities will result in a suspension on the first offense.

Causes for Suspension or Being Expelled

California Education Code 48900

The offenses listed below may result in suspension, administrative transfer to another high school within the district, or expulsion from the Chino Valley Unified School District. All incidents will be investigated by the administration of the school to determine which consequences will apply. The students may be recommended for expulsion for the following if:

- a) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
- b) Due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others.

California Education Code 48900

- a. Physical injury to another person
- b. Willfully caused injury by force or violence upon another person
- c. Possession of weapons explosives or dangerous objects
- d. Possession or use of controlled substance, alcohol, or intoxicant
- e. Offered, arranged, or negotiated to sell a substance represented to be a controlled substance
- f. Committed robbery or extortion
- g. Vandalism to school property or private property
- h. Theft
- i. Possession of tobacco or nicotine delivery devices
- j. Excessive use of profanity or repeated vulgarity
- k. Possession of drug paraphernalia
- l. Defiance or disruption of school activities
- m. Possession of stolen property
- n. Possession of imitation firearm
- o. Commit or attempt to commit sexual assault or sexual battery
- p. Harass, threaten, or intimidate a student witness
- q. Selling Soma
- r. Hazing

- s. Bullying/Cyber
- .2 Sexual Harassment
- .3 Hate Violence
- .4 Intentional harassment, threats, or intimidation
- .7 Intentional terrorist harassment, threats, or intimidation against school, staff, or property

Rules of Conduct

“I will not” Statements

1. I will not use vulgar or offensive language.
Loud whistling is not allowed inside or outside of the classroom.
2. I will not interfere with other students’ right to learn. Bad behavior will not be tolerated.
3. I will not use behavior that undermines the teacher’s authority or right to teach.
4. I will not use my cell phone or any other electronic device during class time.
5. I will not eat, drink, or groom during class time.

Other Important Items

Bikes/Skateboard –A student who rides a bike to school must lock the bike up in the bike rack. A student who rides a skateboard to school must leave the skateboard in the main office. The school does not assume responsibility for any of these items.

School Resource Officer (SRO) – A Chino Police Officer has been assigned to Buena Vista High School. This officer oversees the safety of staff and students on campus and has the ability to issue citations for any violations that occur. In collaboration with administration, students may be searched.

Search and Seizure – To protect the health, safety and welfare of students and staff, school officials may search students, their property, and seize illegal, unsafe and prohibited items (BP 5145.12 ca).

Random K-9 Searches – Random K-9 searches are conducted on campus. Dogs are used to search for any illegal/unsafe contraband that students may bring on campus. Student vehicles parked on campus may also be searched.

Buena Vista Permission Pass (pink) – No student may leave the classroom during the class period without an official Buena Vista High School Permission Pass. If a student is found outside a class during class time, he/she will be instructed to return to their class for a pass. Note: Teachers will not issue passes during the first or last 15 minutes of class time.

Trespassing – Once enrolled at Buena Vista, students cannot visit other school in CVUSD without receiving permission from the administration of that school. Those in violation may be detained by security and/or be issued a citation by police.

Parking Permits – A parking permit is required for all students parking on campus and the placard given needs to be properly displayed in the front window of the vehicle. Parking permits are available in the front office. Buena Vista HS is unable to recommend or arrange any alternative parking off campus.

To obtain a parking permit you will need the following:

- A parking permit contract signed by both parent and student.
- A valid California Driver's License
- Proof of insurance

Buena Vista High School is not responsible for damages to or items taken from vehicles.

Student ID Cards - Students are expected to have their student ID on them at all times and they should be prepared to present it to staff when requested. Student ID cards are obtained by students during back-to-school processing or after an orientation. ID cards can be obtained in the front office during lunch or after school.

Center Quad Area Behavior Expectations

Students are to maintain a clean, well-behaved environment in the quad at all times. This includes disposing of their own trash/food, refraining from popping milk/juice cartons, ketchup packets, loud whistling, etc. Throwing food, water bottles, or other items such as carrots is a danger and will not be permitted. Sitting or standing on the lunch tables or standing on the benches is not permitted. Any student found violating any of the above rules will be subject to discipline or may sit in the main office during breakfast or lunch, this may include helping to clean the lunch area prior to attending their class.

Attendance Policy

Absences need to be cleared by a telephone call, email or text from a parent/guardian the day of each absence or a note brought by the student the following day when he/she returns to school. Please call the office at 909-628-1201 ext. 7952 or send a text to 909-313-0457. You may also e-mail the attendance clerk, Holly Tucker at holly_tucker@chino.k12.ca.us.

Students who arrive late due to doctor, dental or court appointments will need to bring verification from parent, guardian, doctor or the court. All students coming to school late or leaving early must sign in or out through the attendance office. Students may not leave campus early without parent permission. Even if a student reaches the age of 18, a parent is still required to clear absences or to sign the student in to or out of school. Good attendance and being on time are good habits to practice.

1. **School Attendance** – Students are expected to arrive at school on time and be in their respective classrooms ready to begin work when the tardy bell rings. Students late to school/class without an official excuse will be considered tardy.
2. **Class Attendance** – Students are expected to be in each class on time, with appropriate study materials (pencil, paper, notebook, textbook, etc.) and ready to begin work when the bell rings. Students must maintain at least 97% attendance per semester.
3. **Attendance Discipline and Consequences** – Students who are absent, tardy or truant from class may have the following consequences:
 - Parent notification or conference
 - Referral to SART (School Attendance Review Team)
 - Referral to SARB (School Attendance Review Board)

Attendance Notification of Penalty

The Chino Valley Unified School District has set an annual attendance goal of 97%. Buena Vista High School believes that all students need to be in class every day in order to learn and achieve. As such, we at Buena Vista High have set a minimum attendance goal of 99%.

Under California Law/Education Code 48260, more than three days of unexcused absences in a school year is defined as truancy. Also, more than 3 thirty-minute tardies in a school year is defined as truancy. As a parent, you are liable for the prosecution of your child's truancy pursuant to the Education Code and the Penal Code. The penalty could be a fine of up to \$2,500 and/or one year in county jail. If your child's attendance becomes a constant problem, the parent or guardian may be brought to the court for prosecution. Your child will also be subject to prosecution for truancy.

It is a parent's duty to provide for their child's education in the same way that a parent provides food, clothing and shelter. If your child's attendance becomes a problem or is in violation of the aforementioned Education Code and Penal Code, the District Attorney's office will have no choice but to file charges against you and your child.

In order to make certain that children have the necessary skills for success as an adult, school attendance is necessary and California law required children to attend school.

Please contact the Buena Vista office staff if you have any questions or concerns regarding this information of the California laws regarding attendance at (909) 628-9903.

Returning to Your Homeschool

To return to your homeschool, students will have to meet the following criteria:

- August: 60 credits or less with a 2.0 GPA is recommended
- January: 30 credits or less with a 2.0 GPA

Additionally, students and parents will be required to meet with Mr. Shuler and the student's homeschool principal to review their transcript and feasibility of graduating on time.

Graduation

Graduation at Buena Vista High School will be held here on our campus. Dates and guidelines will be posted every year.

Chino Valley Unified School District

Buena Vista High School

Parent and Family Engagement Policy

School Policy Engagement:

Buena Vista High School recognizes that **parents and family members are their children's first and most influential teachers** and that continued **parental engagement in the education of children contributes greatly to student achievement and conduct**. Buena Vista shall jointly develop with, and distribute to, parents of Title 1 and Non-Title 1 students a written parental engagement policy, agreed upon by such parents and updated periodically to meet the needs of parents and the school. This policy shall be an addendum component of the School Plan

for Student Achievement (SPSA) that promotes a meaningful partnership between the school, the home, and the community.

Title I schools will convene an **annual meeting to inform parents** the requirements of Title I and their right to be involved in the parental engagement policy, and the school-parent compact of strategies to increase parental engagement. The parents of participating students will be involved in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I programs and parent and family engagement policy and school-parent compact. The school will offer a flexible number of meetings and provide, if requested, parents' opportunities for regular meetings to participate in decisions relating to the education of their children and respond to any such suggestions as soon as practicably possible. The parent and family engagement policy and school-parent compact will be posted on the school website and distributed to all parents through regular means of communication.

Shared Responsibilities for High Student Academic Achievement:

The staff of Buena Vista in consensus with research-based practices knows that the education of its students is a **responsibility shared between school and parents**. The school's primary responsibility shall be to have an effective learning environment that enables all students to meet the academic expectations set forth in the CA Common Core state standards. Parents shall have the responsibility and opportunity to work with the school in a mutually **supportive and respectful partnership** with the goal of supporting their child's learning. The school-parent compact of strategies to increase parental engagement outlines how the parents, the teachers, and students will share the responsibility for improved student academic and behavioral achievement. *Buena Vista* will provide parents with an explanation of the curriculum, academic assessment, and proficiency levels students are expected to meet. Through an *Action Team for Partnership* process school staff, parents, and community members will jointly review, plan and develop a one-year school-parent compact by grade or department level of promising practices to increase parental engagement to include the six types of engagement listed below (*Epstein's Six Types of Parental Involvement, Page 2*). The annual school-parent compacts will specify partnership activities for as many of the six types of engagement as possible. The school-parent compact will list district and school improvement goals and describe the "in the classroom" and "at home" strategies for teachers, parents, and students to implement. Buena Vista's **goals will include a school improvement goal in these three areas: English Learners, one academic area, and one non-academic area**. The compact will list how the school provides two-way communication between home and school. It will also describe opportunities for parents to volunteer, observe, and participate in the classroom. Annually the school-parent compact will be updated by staff and parents, based on formal and informal data. Also, annually, the *Action Team for Partnerships* will evaluate the effectiveness of the school's home-school-community partnership activities and celebrate successes.

This **shared responsibility** will help the school and parents build and develop a partnership to help children reach or exceed the grade level standards.

Buena Vista will support these home-school partnerships by using the following **six types of engagement**:

1. **Parenting.** We will promote and support parenting skills and the family's primary role in encouraging a child's learning at each age and grade level, and all staff members will work effectively with our diverse families. Buena Vista will have a

mandatory new student orientation prior to the student entering Buena Vista to ensure all stakeholders are aware of the opportunities that Buena Vista offers and also the expectations of Buena Vista. Parents should be signed up to the parent portal for current updates to their son/daughter's grades. Parent workshops will be conducted throughout the year providing guidance in certain areas.

1. **Communication.** We will communicate about curriculum, instruction, assessment, staff development, school programs and student progress through two-way, meaningful, timely and effective methods. At a minimum, annual conferences, reports on student progress, reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities will be provided to parents and family members. *Buena Vista* will use many facets of up-to-date communication (i.e. email, twitter, Instagram, etc.), phone blasts, updated website, CSS meeting (collaboration for student success), 2-week walk around grade checks, phone calls, parent workshops, back-to-school-night, & Open House.

1. **Volunteering.** We will expand the recruitment, training, and recognition of family and community volunteers; we will provide opportunities for families and community members to contribute from home, the workplace, and other community-based sites. Buena Vista will reach out via emails, phone blasts, and the website for opportunities to volunteer. Here is a blanket statement and invitation; Volunteers and parents are always welcome on campus!

1. **Learning at Home.** We will promote family engagement in learning activities at home including homework and other curriculum-related activities appropriate to the grade and development of the student. Buena Vista will have most of the classrooms connected to "Google Classroom" so that the student could literally take the classroom home on his/her device. Also, parents should be signed up to the parent portal to generate conversations about the progress of their son/daughter in each current class.

1. **Decision-making.** We will include students, parents, and community members as partners in planning and decision-making. We will encourage participation by parents and family members in decisions that affect their child's educational experiences and comply with state and federal laws and regulations pertinent to family engagement. Buena Vista will have a School Site Council (SSC), English Language Advisory Committee (ELAC), Leadership class on campus, and conduct parent workshops on certain topics.

Collaborating with Community. We will coordinate resources and services for students and families with businesses, agencies, service organizations and other groups and provide services to the community through our volunteer efforts and community improvement projects. Buena Vista will conduct two career days (one in the fall and one in the spring) where the students choose their top three careers/trades to learn more about that particular field. The students will rotate among their top choices every 35 minutes, taking notes and asking questions to an invited professional from that field of work.

Building Capacity for Parent Engagement

The Buena Vista's school staff is committed to partnering with parents in the following ways:

- assist parents in understanding academic content and achievement standards and assessment and how to monitor and improve the achievement of their children
- provide materials and training to help parents work with their children to improve their children's academic achievement
- educate staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners
- coordinate and integrate parental engagement with other programs and activities in our school and support parents in more fully participating in the education of their children
- distribute information related to school and parent programs, meetings, and other activities to the parents of participating students in a format and, to the extent practicable, in a language the parents understand
- provide such other reasonable support for parental engagement activities under this section as parents may request

Accessibility

Our school, Buena Vista High School and our LEA shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students including providing information and school reports required under Section 6311 in a format and, to the extent practicable, in a language such parents understand.

(revised 2021-2022)

Annual Nondiscrimination Statement and Notification

The Chino Valley Unified School District is committed to equal opportunity for all individuals in education and employment. The District prohibits discrimination, intimidation, harassment (including sexual and discriminatory), or bullying based on a person's actual or perceived race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, immigration status, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or association with a person or group with one or more of these actual or perceived characteristics in its programs, activities, and provides equal access to the Boy Scouts and other designated youth groups. (CVUSD BP 410, 1312.3, 5131.2, 5145.3, 5145.7, 5145.9).

The following employees have been designated to handle questions and complaints of alleged discrimination:

Lea Fellows

Assistant Superintendent, Human Resources

Title II Coordinator (Employees)

Chino Valley USD

5130 Riverside Drive, Chino, CA 91710

(909) 628-1202, Ext. 1111

Lea_Fellows@chino.k12.ca.us

Antonia Hunt, Ed. D.
Coordinator, Equity, Diversity, & Support Systems
Title IX Coordinator
District Coordinator for Nondiscrimination
Equity Compliance Officer
Chino Valley USD
5130 Riverside Drive, Chino, CA 91710
(909) 628-1202, Ext. 6781
antonia_hunt@chino.k12.ca.us

Al Bennett
Coordinator, Child Welfare and Attendance
District Section 504 Coordinator
Title II Coordinator (Students)
Chino Valley USD
5130 Riverside Drive, Chino, CA 91710
(909) 628-1202, Ext. 6745
al_bennett@chino.k12.ca.us

Students have the right to a free public education, regardless of immigration status or religious beliefs. More information about these rights is available from the California Attorney General, Know Your Rights Learn more about Title IX, Student Rights Under Title IX. For more information on Title IX, visit www.chino.k12.ca.us/page/45440.

- Federal Program Monitoring and Civil Rights Review, 2022

CTE Annual Notification

Chino Valley Unified School District does not discriminate on the basis of race, color, national origin, sex, or disability in its program or activities and provides equal access to the Boy Scouts and other designated youth groups. CVUSD offers classes in many career and technical education program areas. Districtwide, students have access to 22 different career pathways among ten different industry sectors under its open admissions policy. For more information about CTE course offerings and admissions criteria, contact the Director of Secondary Curriculum and Instruction:

Julian A. Rodriguez
Director, Secondary Curriculum, and Instruction
5130 Riverside Dr., Chino CA 91710
909-628-1202, ext. 1630
Email: julian_rodriguez@chino.k12.ca.us

Lack of English language proficiency will not be a barrier to admission and participation in career and technical education programs. The following people have been designated to handle inquiries regarding the nondiscrimination policies:

Lea Fellows
Assistant Superintendent, Human Resources

Title II Coordinator (Employees)
Chino Valley USD
5130 Riverside Drive, Chino, CA 91710
(909) 628-1202, Ext. 1111
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