



## **Remedial Summer School 2019**

### **DISCIPLINE POLICIES AND PROCEDURES**

#### **SCHOOL RULES:**

- ◆ No student will be allowed to possess any audio or video electronic devices in class. These items will be confiscated and only returned to the parent/guardian of that student.
- ◆ Cell phones must be turned off when class is in session from 7:40 a.m. until 1:20 p.m.
- ◆ No student will be permitted to loiter on campus after his or her official dismissal time.
- ◆ Any violation of the California Education Code (48900) may result in the IMMEDIATE removal of that student from the Summer School program.
- ◆ Students are expected to obey all District, school and classroom rules.

#### **DISCIPLINE PROCEDURES:**

- ◆ **STEP ONE:** Teacher will conference with the student and contact parent/guardian.
- ◆ **STEP TWO:** Teacher will refer student to the office. The Principal or Assistant Principal will contact parent/guardian and warn student that the next violation will result in removal from the Summer School program.
- ◆ **STEP THREE:** The Principal or Assistant Principal will meet with the student and, at his/her discretion, may recommend the removal of that student from the Summer School program.

#### **ADDITIONAL DISCIPLINE POLICIES:**



- ◆ Any violation of the CVUSD Zero Tolerance Policy on possession/use of weapons or explosives, or the possession or selling of illegal substances on or near the campus will result in the immediate removal of that student from the Summer School program, notification of incident to law enforcement and recommendation for expulsion from the CVUSD.
- ◆ Any student involved in a fight during the Summer School term will be immediately removed from the Summer School program.
- ◆ Any attire that is deemed inappropriate or gang-related is prohibited at the administration's discretion.
- ◆ A student may be dropped from summer school for the following additional reasons:
  - Violations of the Academic Honesty Policy.
  - Tobacco products, vape or smokeless devices on campus.
  - Absences and tardies in excess of six hours for each 3-week session.
  - Defiance of authority.

# Remedial Summer School 2019

## ATTENDANCE POLICIES AND PROCEDURES

### EXPECTATIONS

It is the expectation of the Conejo Valley Unified School District that every student attend school regularly and punctually in order to maximize their own instructional time. Because of the six-week, five hour per day format, every minute of classroom time is extremely important to the educational progress of every student. THEREFORE, PLEASE ATTEND EACH AND EVERY DAY ON TIME.

JUNE							JULY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1		1	2	3			6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

 Indicates days of summer school. 1<sup>st</sup> Semester: June 12 – June 27 2<sup>nd</sup> Semester: July 1 – 18

Semester one begins on: Wednesday, June 12, 2019  
 Semester one ends on: Thursday, June 27, 2019  
 School Days Semester 1: June 12, 13, 14, 17, 18, 19, 20, 21, 24, 25, 26, 27

Semester two begins on: Monday, July 1, 2019  
 Semester two ends on: Thursday, July 18, 2019  
 School Days Semester 2: July 1, 2, 3, 8, 9, 10, 11, 12, 15, 16, 17, 18

**Location: Thousand Oaks High School**

### CLASS SCHEDULE

#### *Semesters 1 and 2*

Classes runs 7:40am – 1:20pm with nutrition breaks at 9:20am – 9:35am and 11:20am – 11:35am.

### ABSENCES

- ◆ State law mandates that students be in attendance for 54 hours per semester (3-week session) in order to receive credit for any one-semester class. **Therefore, any student whose absences exceed 6 hours will be automatically withdrawn from that class.**
- ◆ Students reporting to Summer School at Thousand Oaks High School for a six week course must be in school 108 hours in total during the six-week course. All six weeks of the course must be completed before credit is given to the student. **Students from the waiting list will be placed in courses as space becomes available.**

### TARDIES

- ◆ Any tardy that exceeds 15 minutes will be charged with a full two (2) hours of absence.
- ◆ Any tardy that occurs in the first fifteen minutes will be charged with one (1) full hour of absence.

**Final exams will be given the LAST two hours of the last day of the semester. School will end at the regular time (1:20 p.m.) on both June 27<sup>th</sup> and July 18<sup>th</sup>. Report cards will be available on Q-Parent Connect at the quarter, and mailed home at the semester.**