



EAST VILLAGE
MIDDLE COLLEGE
HIGH SCHOOL

The Advantage of Dual Enrollment at San Diego City College

EVMCHS 2020-2021 Student Handbook



EVMCHS Student Handbook



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Dear EVMCHS Students and Families,

Welcome to the EVMCHS Student Handbook. As a school, we believe that high level classes function when there is: **1) mutual respect, 2) an opportunity for a variety of learning experiences, 3) access to support from staff and peers, 4) recognition of effort and 5) the freedom to take academic risks without judgement.** While we believe that these community values represent the essence of the way we operate as a school family, we also believe that it is important to provide specific expectations. On the following pages please find policies that help us provide a safe and welcoming learning environment for all students.

Sincerely,
The East Village Middle College High School Staff

East Village Middle College High School
 1313 Park Blvd. Building B. San Diego, CA 92101
 Office Telephone: (619) 362-4769 Office Fax: (619) 230-1037
<http://www.sandiegounified.org/eastvillage>

Office Hours: 8:00am - 4:30pm • School Hours: 9:00am - 3:50pm

Administration:

Principal		Mitchell Booz	mbooz@sandi.net
Counselor		Ha Le	hle@sandi.net
Secretary		Christy Holly	cholly@sandi.net
Attendance Clerk		Sylvia Villegas	svillegas@sandi.net
Nurse		Tammy Chrones	tchrones@sandi.net

Teachers:

Room	Teacher	Subject	Email
B-202	Jessy Ayala	Integrated Math II & III, Pre-Calc, SDCC Math	jayala@sandi.net
B-204	Andrew Currie	Chemistry, Biology, Marine Science	acurrie@sandi.net
B-105	TBD	Resource Specialist	
B-202	Katharine Harrison	Integrated Math I & II	kharrison@sandi.net
B-103B	Kendra Madden	10 th & 12 th English, AVID	kmadden1@sandi.net
B-104	Andre Maglalang	World History, ASB, PE	amaglalang1@sandi.net
B-103A	Evelyn Morales-Ruiz	9 th & 11 th English, AVID	emorales1@sandi.net
B-203	Ashley Perry	Photography, Graphic Design, PE	aperry2@sandi.net
B-104	Matthew Schneck	US History, Gov/Econ, College Liaison	mschneck@sandi.net

Monday - Thursday

Period 1	9:00	-	10:30
Period 2	10:35	-	12:05
Lunch	12:10	-	12:40
Period 3	12:45	-	2:15
Period 4	2:20	-	3:50

Friday

Staff	9:00	-	9:55
Period 1	10:00		11:05
Period 2	11:10	-	12:15
Lunch	12:20	-	12:50
Advisory	12:55	-	1:30
Period 3	1:35		2:40
Period 4	2:45		3:50

Minimum Day

Period 1	9:00	-	10:00
Period 2	10:05	-	11:05
Period 3	11:10	-	12:10
Lunch	12:15	-	12:45
Period 4	12:50	-	1:50

Minimum Day Dates

Thursday, Oct. 8, 2020
 Wednesday, Oct. 14, 2020
 Friday, Dec. 18, 2020
 Friday, Apr. 23, 2021
 Friday, Jun. 4, 2021

Tutoring Availability

Daily sessions (8am – 9am, 4pm-5pm)
 See class syllabus for specific availability

	M	Tu	W	Th	F
Eng	8-9	8-9		8-9	
			4-5	4-5	
Math	8-9		8-9		8-9
		4-5		4-5	
History	4-5	4-5	4-5	4-5	4-5
Spanish	4-5	4-5	4-5	4-5	
Science		4-5		4-5	
AVID	8-9	8-9		8-9	
College	8-9	8-9	8-9	8-9	8-9
Support	4-5	4-5	4-5	4-5	4-5

IMPORTANT DATES 2020-2021 School Year

July 2020	4	Independence Day
	31	Staff PD
August 2020	3	New Student Orientation
	3	All grades schedule availability
	5	First Day of School- EVMCHS
	5	Q1 Starts
	17	First day of college classes/Fall
September	4	End of Grading Period (P1)
	7	Labor Day (No School)
	11	P1 Progress Report Cards issued to students
	11	Back to school Night
October	7	End of Grading Period (Q1)
	8	Q2 Starts
	8	Minimum Day
	9	Non- Instructional Day/ No School
	14	Minimum Day
	14	PSAT Test Day
	16	Q1 Report Cards sent home
	23	Picture Day
	30	Halloween Dress-Up Day
November	10	End of Grading Period (P2)
	11	Veteran's Day Observed (No School)
	20	P2 Progress Report Cards issued to students
	23-27	Thanksgiving Break (No School)
	30	School reopens
December	14	Last day of college classes/ Fall
	18	End of Grading Period Q2
	18	Minimum Day
	18	Last day of EVMCHS classes/ Fall
	18	EVMCHS Fall Awards
	21 – Jan 15	Winter Break (No School)



IMPORTANT DATES 2020-2021 School Year



January 2021	18	Martin Luther King Day Observed
	19	School Reopens (Q3 Starts)
	22	Q2 Report Cards sent home
February	1	First day of college classes/ Spring
	12	Lincoln Day (No School)
	15	Washington Day (No School)
	19	End of Grading Period (P3)
	26	P3 Progress Report Cards issued to students
March	24	End of Grading Period (Q3)
	25	Q4 Starts
	29 - Apr 2	Spring Break (No School)
April	5	School resumes
	9	Q3 Report Cards sent home
	23	Minimum Day
	23	Spring Student Showcase @ 5:00 p.m. (4:30 for incoming students)
	30	End of Grading Period (P4)
May	8	P4 Progress Report Cards issued to students
	14	EVHS Spring Awards
	28	Non- Instructional Day (No School)
	29	Last day of College Classes/ Spring
	31	Memorial Day Holiday
June	4	Minimum Day
	4	End of Grading Period (Q4)
	4	Last Day of EVHS Classes
	4	Graduation Day/ San Diego City College
	7	Staff Contractual Day
	14	Q4 Report Cards mailed home

***Note: All dates are subject to change. SDUSD School Messenger callouts, emails and/or written home notifications will be provided in the event of any change to the calendar.**

2020-2021 College Alignment Calendar
 First Day of Fall Semester – August 5, 2020
 Last Day of Fall Semester – December 18, 2020
 First Day of Spring Semester – January 19, 2021
 Last Day of Spring Semester – June 4, 2021

Expected Schoolwide Learning Results (ESLRs)

Every year at East Village High School, we expect our students to be...

**Effective communicators who
Aspire to positively impact their communities,
Solve real-world problems creatively, and
Transition successfully to college.**

EVMCHS Vision

East Village Middle College High School students embrace a college-going mindset and achieve independence, confidence and academic knowledge. EVMCHS provides a rigorous, supportive academic and social environment which encourages students to become active participants in society. Our students develop skill sets to become lifelong learners who empower themselves and contribute to their community. Through the development of effective communication skills and self-determined goal setting strategies, EVMCHS students succeed in college and beyond.

EVMCHS Mission

The mission of EVMCHS is to foster socially, ethically, and academically prepared students who thrive in a college environment. Dual enrollment programming through our partnership with San Diego City College and the availability of academic supports allow EVMCHS students to take core and elective college courses in pursuit of weighted academic credits. Students apply these credits toward career certifications, associates degrees, and/or four-year university admissions.

EAST VILLAGE MIDDLE COLLEGE HIGH SCHOOL
www.sandiegounified.org/schools/eastvillage

The Advantage of Dual Enrollment

SAN DIEGO CITY COLLEGE #dualenrollment

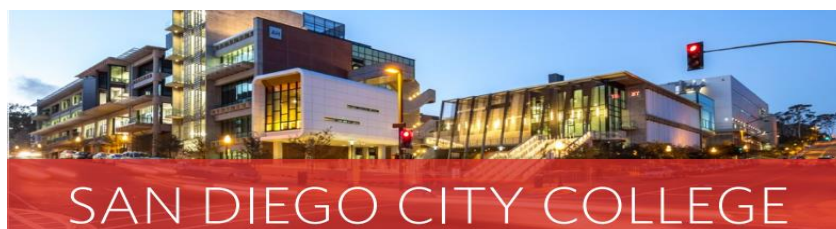
A San Diego Unified School District atypical school of choice



San Diego City College Enrollment Criteria

EVMCHS is supported through an agreement between the San Diego Unified School District and the San Diego Community College District. This agreement allows EVMCHS students to be dual enrolled at San Diego City College while in high school. It is a site expectation that EVMCHS students will invest in a plan for dual enrollment and successfully complete college level work. As such, EVMCHS does not offer credit recovery and/or remedial programming. **In order to remain eligible for dual enrollment and to remain at EVMCHS, students must meet the following expectations:**

- ▶ Maintain eligibility with a minimum of a 2.5 (3.0 preferred) overall GPA.
- ▶ Maintain eligibility with a minimum of a 2.0 GPA in college coursework.
- ▶ Understand that San Diego City College is an adult learning environment and represent themselves with the necessary level of awareness and maturity.
- ▶ Be responsible for their own safety and conduct at all times.
- ▶ Avoid loitering on the City College campus before/after class unless studying.
- ▶ Adhere to the San Diego City College Code of Conduct. Available online: <https://www.sdcity.edu/StudentRightsAndResponsibilities>
- ▶ Maintain updated, informed parent consent paperwork on file with the EVMCHS office to include the signed participation form (Admin. Procedure 4322 Att. 1) and/or the most current SDCCD Supplemental Application and Certification
- ▶ Attend all scheduled college classes and communicate directly with SDCC staff should emergencies arise. Students are responsible for their own attendance.
- ▶ Understand that dual enrollment students must earn a minimum of a “C” in each college course. Students who do not meet this expectation must complete an Academic Workshop to remain eligible. Any subsequent final, college class grade below a “C” will result in SDCC disqualification and may result in EVHS dismissal.



College Readiness Rubric

At EVMCHS, 9th and 10th grade students are prepared to successfully complete college classes in the upper grades. Students will receive a progress report every six weeks that includes an academic grade and a college readiness grade (rather than a citizenship grade.) The college readiness grade determines a student’s eligibility to participate in college courses. It also helps families understand how each student is successful and where improvements can be made. The following rubric shows the behaviors teachers will assess when determining a student’s college readiness grade.

College Readiness Behaviors	Components
I go to class	I am present; I arrive on time; I am alert and engaged
I do my homework	I complete assignments on time; I attempt the work with effort and precision
I organize my time and materials	I utilize an effective method of organization; I prepare my class materials; I record and keep track of assignments in one location
I practice self-control	I behave in a way that enhances my learning and the learning of my peers; I speak at appropriate times; I use an appropriate volume; I keep my hands to myself; I am a positive member of the learning community
I actively participate in class	I focus on the task at hand; I ask relevant questions; I make relevant comments; I actively engage in my learning; I interact with others in a productive manner
I study outside of class	I take and use Cornell Notes; I prepare for assessments; I seek help; I attend tutoring if I’m struggling
I use feedback to help me improve	I communicate with my teachers about my learning; I track my grades; I set goals for myself; I assess my own achievement and make adjustments accordingly; I demonstrate growth over time

Understanding College Readiness Grades

College readiness grades are reflected on the progress report as a “citizenship grade.” Use the following conversion chart to understand how to read your college readiness grade:

(E) regular, purposeful practice of positive behavior

(G) behavior is the norm, but sometimes inconsistent and/or not deliberate

(S) behavior is inconsistent and academic performance is negatively impacted

(N) behavior is contrary to college-readiness and negatively impacts academic performance

(U) regular, purposeful practice of negative behavior

EVMCHS Senior Standards Page

Seniors - The Board of Education of the San Diego Unified School District requires that all students meet specific standards for graduation. In addition, EVMCHS carries specific eligibility requirements for all EVMCHS students wishing to graduate and participate in the annual commencement ceremony. These policies will be specifically presented to the senior class and their families in the Senior Letter to be signed in the fall:

- To participate in the commencement ceremony, students must earn 44 credits and have a cumulative grade point average (GPA) of 2.0 or higher by June of their 12th grade year. Final credit checks and grade reviews will be conducted prior to the issuance of the official diploma after graduation.
- Only students who meet the requirements listed above, pass all required graduation courses, have a GPA in citizenship of 2.0 and have no uncleared/unexcused absences (including period absences) will be able to participate in senior activities. **Absences must be cleared with a note or a call from the parent/guardian within five days of the absence. After that period, only Saturday Academy attendance will clear a full day absence. In cases of single period absences, students may attend two tutoring sessions (morning or afternoon) in order to clear attendance.**
- Students must check attendance through PowerSchool or the attendance clerk outside of class time
- Students must return all materials (including school computers and college texts) and clear existing fines prior to graduation. Indebted students will not receive official diplomas until fines are cleared.
- Students may not have more than four tardies per semester. Tardies beyond the 4th per term must be cleared via After School Tutoring, Lunch Detention or Saturday Academy.
- Seniors wishing to participate in the commencement ceremony may not have any suspensions.
- Students must return a signed copy of the Senior Letter to the office by the required date. (TBD)
- Participation in senior activities such as prom and commencement is a privilege, not a right.

Graduation Options

The EVMCHS dual enrollment program and 4X4 schedule affords graduates multiple options based on credit attainment, an individualized counseling plan, academic/career goals and administrative approval. It is the intention of our middle college high school to allow students to maximize their access to college credits while also considering their next steps to include “Top Tier, Four Year” applications, UC/CSU eligibility, the multi-campus SDCCD Promise Program, and/or continuation in San Diego City College academic/career pathways.

A. Full Year Dual Enrollment

- Students retained for entirety of senior year. Remain on site as spring graduate.
- Maximize dual enrollment credit opportunities and cost free college access.

B. Early Graduation: Fall Term

- Students complete requirements in the fall. Return to site as spring graduate.

C. Early Graduation: Junior Year

- Students complete requirements in 11th grade. Remain on site as spring graduate.

2020 – 2021 EVMCHS ATTENDANCE POLICY

Tardiness

Students are expected to be on time, prepared to learn. Students who are tardy are subject to daily lunch detention in order to recover their attendance. Habitual tardiness may result in a lowered college readiness grade per the individual teacher's syllabus and negatively impact academic standing in the class. Habitual tardiness is subject to a referral and disciplinary action. Referrals to the administration may be made directly by teachers and/or the attendance desk. School procedures include tardy sweeps and attendance reporting which may lead to home contact and/or a referral for habitual tardiness.

First Tardy Referral: Standard Disciplinary Action

Subsequent Tardy Referral(s): Severe Disciplinary Action

Additional Tardy Referral: Parent Conference/Referral to School of Residency

Clearing Absences

Any absence must be cleared with a note or a call from the parent/guardian within three days of the absence. If not, the absence will be considered "unexcused" or "truant." All absences directly affect college readiness and grades. Unexcused/unverified absences (truancies) may be cleared with Saturday Academy attendance. (Schedule TBA)

Missed Work Due to Absences

Students must make up work missed due to absences within a reasonable amount of time. The student must make arrangements with his/her teachers. Makeup work will cover any work missed during collaborative class work, labs, and other such activities. Completing makeup work for "unexcused" absences is allowed via individual teacher arrangements approved by the administration in advance.

Excused Absences

- Personal illness. Attendance may require a doctor's note, especially if absences are excessive
- Personal medical/dental appointment with signed doctor/dentist note
- Funeral services of parent, sibling, grandparent, or any relative living in the child's immediate household
Limited to one day in California and three days out of state
- Personal, verified court appearance, recognized religious holiday

Unexcused Absences

- Personal or family problems, truancies, oversleeping, "Alarm didn't go off," etc.
- Public transportation problems, car problems, traffic, etc.
- Going out of town for vacation or any reason not excused above
- Babysitting or taking care of other family members, working with family members.

Medical Appointments

- Medical Appointments should be scheduled outside of school hours and must not interrupt college classes.
- Students excused during the school day require a parent call or a note sent to the office. The office will issue a "Blue Slip" for dismissal. Students falling ill at school must check in at the office not call home directly.
- The student must sign out in the EVMCHS front desk before leaving campus
- A signed doctor's/dentist's note is required to excuse these absences

Leaving Campus

- **Students may not leave the San Diego City College campus without authorization during high school hours unless they have an open period based on their individual, dual enrollment schedule.**
- Without authorization, students exiting campus are "truant." Truancy is subject to disciplinary action.
- Patterns of truancy may be referred to the School Attendance Review Board (SARB) and/or school police

Contract for Independent Study

- Contract for Independent Study (CIS) is discouraged and is issued at the discretion of the administration.
- Extended absences jeopardize a student's ability to learn content requisite for subsequent courses.
- CIS work must be obtained in advance, processed by the attendance office and completed in full before returning to school for assessment by the assigning teacher. CIS DOES NOT APPLY TO SDCC WORK.
- The EVMCHS administration reserves the right to approve/deny any CIS request.

2020 – 2021 EVMCHS DISCIPLINE POLICY

NON-NEGOTIABLE BEHAVIORS

Use of Technology

The use of personal electronic devices during instructional time is prohibited (See EVMCHS Electronic Devices Policy) unless otherwise permitted by staff as part of instructional time. In addition, students using school technology must follow all district guidelines outlined in the **SDUSD Acceptable Use Contract**. Students who manipulate school technology, misuse or vandalize devices, access inappropriate material (Penal Code 313) or fail to follow class instructions for the use of technology may have their privileges revoked at any time.

Disruption of The Learning Environment/Defiance/Distracting Items

Students who defy the authority of any staff member, or refuse to follow his/her directions, may be referred to the administration for disciplinary action. Defiance or the disruption of instruction may result in immediate removal from class and a home contact. This includes the use or display of personal items in class. **Note: EVMCHS staff are not responsible for personal items brought by students to school. Students who bring items such as electronics, earbuds/headphones, skateboards or toys do so at their own risk. Any item deemed to be distracting or unsafe may be confiscated by school personnel to be claimed by a parent/guardian. Any action deemed to represent a disruption to the learning environment may be subject to disciplinary action.**

Drug/Alcohol Involvement

Possession or use of narcotics, dangerous drugs, drug paraphernalia or alcohol is a violation of the law. Students will be suspended and may be arrested for involvement with or possession of narcotics, dangerous drugs or alcohol. This includes planning, referencing or facilitating drug or alcohol use during school hours. Drug sellers will be recommended for expulsion. Cases will be referred to the police. (CA Education Code 48904/48900-20)

Thefts/ Extortion

Students involved in taking money or possessions of value through intimidation or violence will be suspended and school police will be contacted immediately. Additionally, any student involved in the theft or attempted theft of school or personal property will be referred to an administrator for disciplinary action. School police will conduct an investigation and arrest if appropriate. (CA Penal Code 484a/488/518)

Fighting/Play Fighting/Making Threats

Fighting is strictly forbidden. Students who fight will face suspension and/or a referral to their school of residency. Similarly, play fighting is considered a disruptive, aggressive act subject to disciplinary action. Those who threaten intimidate others will also face disciplinary action per CA Education Code. This includes electronic acts and texting which may occur offsite. Repeat offenders may be recommended for expulsion and/or face criminal proceedings. (CA Penal Code 422)

Harassment/Bullying

Students are prohibited from engaging in any verbal, visual, or physical conduct directed toward any individual that has a negative impact upon the individual's state of mind. This includes any statements made via text, social media, e-mail, or any other written means. **Bullying in any form will not be tolerated.** (SDUSD Procedure 6381)

Possession, Display or Use of a Weapon

Any students who possess a firearm, knife, explosive, or other dangerous object in school shall be suspended and may be recommended for expulsion. Violators will be charged and may be arrested. (Penal Code 626.9 / 626.10)

Use of Profanity or Language Deemed Offensive

Students will use acceptable and appropriate language and must refrain from obscene, vulgar language and gestures. This includes racial, ethnic, and sexist slurs. Inappropriate language and gestures will not be tolerated. Students who use inappropriate language and gestures will face disciplinary action.

Gum/Food

Gum is not allowed on campus. Students are especially forbidden from chewing gum. This includes all instructional spaces and open areas. Food is not allowed in classrooms unless specifically approved by staff.

Sexual Harassment

Education code defines sexual harassment as unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of a sexual nature. Such actions will not be tolerated and will result in suspension. Any student complaint should be reported the incident to a teacher, counselor or administrator.

Smoking or Use of Tobacco Products, Lighters or Matches

Possession or use of any tobacco products (including e-cigarettes and vape or hookah devices) on school grounds is against the law. Lighters and matches are also not allowed on school grounds. Schools grounds include parking lots and bordering areas. Students in possession of tobacco products or paraphernalia will be suspended on the first offense. School sites, school events, and district offices are designated non-smoking facilities.

Vandalism

Those who damage school property must pay legal reparations (up to \$5,000). Permanent markers and paints are not allowed on campus without permission. Vandals face suspension and referral to school police. (CA Penal Code 594)

Leaving Campus Without Permission/Truancy

On November 14, 1995, the Board of Education adopted a closed campus policy for all schools. Students may not leave campus during any part of the school day without permission from the attendance office and a blue slip. Arriving to school 30 min. late or leaving campus without permission or a blue slip will be classified as truancy. Dual enrollment students with parent permission are exempt from this policy going to/from SDCC classes.

Loitering on School Grounds

While on campus, students must be either in class, passing between classes, or at lunch. In addition, the law requires that any non-student who visits any campus must get permission from an administrator. Students should be aware that if they are on any site other than their own school of enrollment without approval of that site's administration, they can be classified as loiterers and arrested for school trespassing. **Students must clear the building by 4:00 pm if not under supervision, participating in tutoring or an approved extracurricular activity or special event.**

Loitering on Private Property

In order to maintain cordial relationships with our neighbors and to provide for the safety and security of our student body, students are asked to proceed directly to campus and not to loiter on private property adjacent to the school. Students who trespass on private property may be subject to arrest.

Misbehavior in Route to and from School (Please refer to specific bus riding guidelines)

Per California Education Code (Sect. 48900), students are responsible for their actions while traveling to and from campus. The school administration holds the authority to enforce behavioral expectations before and after school as students are en route to and from campus via the school bus or any other mode of transportation.

Public Display of Affection

Displays of affection such as kissing and body touching are inappropriate on campus or at school-related activities. Students engaging in excessive displays of affection will be referred to administration for appropriate disciplinary action and a home notification.

Skateboards, Scooters, Bikes or other Personal Transportation Devices

Skateboards, scooters and bicycles may be ridden to school with a helmet. The administration reserves the right to require a helmet upon entry to school grounds. They must be stored in designated areas, may not be ridden on campus, and are brought to school at the student's own risk. Bikes, skateboards and scooters must be stored and are not allowed in class. Wheeled shoes are not allowed on campus. EVMCHS is not responsible for lost or stolen items.

Student Participant Expectations

Students participating in extracurricular offerings such as ASB events, concerts, field trips, dances, or college tours are expected to act in accordance with EVMCHS site discipline policy. Students who violate site policy or who are deemed to pose a risk to the enrichment and/or security of others may be excluded from events at the discretion of the administration. Similarly, enrollment in elective and outside courses such as iHigh is considered a revocable privilege per CA Education Code. This would include San Diego City College enrollment and participation in SDUSD sports teams per district agreement.

CONSEQUENCES FOR NON-NEGOTIABLE BEHAVIORS

The EVMCHS staff maintains high expectations for student behavior. At the same time, we recognize that all students are individuals with different needs. As such, the teachers and administrative staff rely on a range of strategies to help students make positive decisions. These strategies are supported by the California Education Code (CA Ed. Code) and SDUSD Administrative Procedures. Failure to comply with school policy and procedures will result in disciplinary action. The choice of disciplinary action is determined by the intent, frequency and severity of the offense. The support of parents/guardians in helping to maintain strict standards of behavior on campus is imperative. EVMCHS enrollment is based on trust and mutual choice. As such, students may be referred to their neighborhood school at any time.

EVMCHS Atypical School of Choice Agreement: As an atypical school of choice, success at EVMCHS is based on mutual trust. The school administration trusts that students share our vision of college preparedness, positive choices and respect for all. **The EVMCHS administration reserves the right to direct students to their home district/school of residency at any time.**

Standard Disciplinary Actions: The following actions are reserved for first time offenses, minor behavioral violations and isolated incidents.

- Direct Referral/Conferencing/Call Home
- Lunch Detention/After School Detention
- Class Suspension (Up to 2 Days)
- Parent Conference

Severe Disciplinary Actions: The following actions are geared towards habitual offenders, severe behavioral violations or major incidents in accordance with California Education Code (CA Ed. Code. 48900)

- Home Visit/Disciplinary Contract
- Class Suspension (Beyond 2 Days)
- Full or Multiple Day Suspension
- Referral to School Police (Suspension with School Police Event Number)
- Referral to School of Residence
- Recommendation for Expulsion

Alternative Disciplinary Actions: These actions represent alternatives to severe, disciplinary action in accordance with CA Education Code. They are to be utilized at the discretion of the site administration in the best interests of the school community.

- Site Based Restorative Practices
- Positive Behavior Interventions and Supports
- Campus Clean up. Trash Pickup, Gum Scraping, Classroom Cleaning or Site Based Community Service (CA ED. Code 48900.6)
- Parent Class or Full Day Shadowing (CA ED. Code 48900.1)
- Individual Counseling/Mediation
- Student Study Team (SST)
- Class/Schedule Change
- Peer Mentoring

EAST VILLAGE MIDDLE COLLEGE HIGH SCHOOL ACADEMIC HONESTY POLICY

Cheating, copying the work of others or allowing others to use one’s work is a disruption to the educational process. EVMCHS students are expected to complete their own work to the best of their abilities at all times. The judgment of EVMCHS staff, supported by evidentiary findings, will be the determining factor in assessing potential instances of plagiarism, cheating or academic fraud on a case-by-case basis. Resulting disciplinary action will negatively impact academic and citizenship grades for the course. Instruction is provided to students in order to avoid plagiarism.

<p>Cheating on Tests and Assignments: A student is cheating when he/she is guilty of dishonesty on any exam, quiz or assignment. Examples: copying others’ work or parent-produced materials.</p> <p><i>Students are responsible for their own work.</i></p>	<ul style="list-style-type: none"> ◆ First violation: No credit for the assignment. Citizenship lowered. Notification of parents by teacher. ◆ Second violation: Referral to administration for documentation. Possible “F” at 6-week grading period.
<p>Plagiarism/Parent-Produced Assignments: Plagiarism is the use of others’ creations without giving credit. All students <i>must</i> give credit to artists, authors, singers, or inventors, when they use their words, ideas, lyrics, pictures, photos, art, in their projects, assignments or reports. For example, if you create a poster using a photo from the Internet, at the very least, you must include information about where you found the photo and include the name of the photographer. To prepare you for high-school, EVMCHS teaches you to cite your sources using the MLA style.</p>	<ul style="list-style-type: none"> ◆ First violation: An “F” on the assignment. Parent notification. ◆ Second violation: Possible “F” in class. Referral to administration for documentation. Parent notification. <p><i>Parents/guardians are asked to supervise and validate the authenticity of student work and projects completed at home.</i></p>
<p>Theft or Alteration of Materials: A student would be guilty of theft or alteration of materials if he/she is caught stealing, exchanging or altering test or class materials.</p> <p><i>Providing another student with answers or classwork cheats him or her out of the opportunity to learn.</i></p>	<ul style="list-style-type: none"> ◆ First violation: No credit for the assignment. Citizenship lowered. Notification of parents by teacher. ◆ Second violation: Referral to administration for documentation. Possible “F” at 6-week grading period. Possible suspension.
<p>Test Avoidance: A student may be accused of test avoidance after the second day of unexcused absence within a grading period on an announced test/quiz day.</p>	<ul style="list-style-type: none"> ◆ First violation/Continued Violations: Parent notification. Test-day absences may result in forfeiture of the make-up opportunity. (Teacher discretion)

EVMCHS ELECTRONIC DEVICES POLICY



On December 9, 2003, the Board of Education approved Policy H-6980 which outlines the rules for student possession and use of cellular phones, pagers and other electronic signaling devices while at school.

EVMCHS students may use electronic devices on campus before or after school and at lunch only. However, these devices must be stored out of sight and powered off during instructional time unless otherwise approved by staff for academic use. Family cooperation in NOT calling or texting students during school hours is appreciated. Unauthorized use of such devices disrupts the instructional program and distracts from the learning environment. Therefore, unauthorized use is grounds for confiscation of the device by school officials, including classroom teachers. Confiscated devices must be claimed by a parent or guardian. Repeated unauthorized use of such devices may lead to disciplinary action.

EVMCHS is not responsible for lost or damaged electronic devices

EAST VILLAGE MIDDLE COLLEGE HIGH SCHOOL DRESS CODE



EVMCHS adheres to standard, SDUSD dress code. District policies can be referenced online: <https://www.sandiegounified.org/policies>. EVMCHS supports the dress code to focus on student learning and maintain a safe, professional campus climate. *All students will dress in clothing that:*

- does not detract from the learning environment for staff and students.
- does not include spikes, chains or studs (including spike earrings, belts, etc.).
- supports proper hygiene and reflects an effort to participate in an educational environment
- is clean and in good repair with no un-hemmed, frayed or split-seam pants, shorts or cuffs.
- is free of any reference to alcohol, drugs, tobacco products, gambling, sex or violence.
- is free of any depictions/illustrations that demean or negatively represent any gender, race, color, ethnicity, religion, national origin, disability or sexual orientation.
- fits neatly at the waist. **Please note: pants may not “sag” or fit excessively tight.**
- appropriately covers the body. That is, no bare midriffs, tank tops, muscle shirts, spaghetti straps, short shorts or high side-seam cut shorts or skirts. **Please note: shorts should reach the tips of the fingers when the arm is extended down the thigh.**
- is not perceived as having a gang affiliation, including bandanas, dangling belts, wallet chains, insignia belts/buckles, sports team jerseys/jackets.
- No headgear or hats are allowed on campus. Exceptions: medical need or religious significance.
- All shoes must be supportive and have a secure closed toe and heel. Slippers are not allowed.
- Students must still follow district dress code regulations on spirit/theme days such as Halloween

Dress Code Infractions

Level I: Warning. Student conference and/or alternative discipline. Required to change.

Level II: Student may be considered defiant. Standard discipline. Required to change.

Level III (Habitual): Home contact. Severe discipline. Required to change.

EVMCHS TECHNOLOGY ACCEPTABLE USE POLICY

This policy is intended to supplement the San Diego City Schools Acceptable Use Policy, and is in compliance with District, state, and national telecommunications regulations.

PURPOSE: Students at EVMCHS are provided access to the Internet and multimedia technology in order to support and enhance their learning in the classroom, and in order to prepare them to participate as students, employees, and citizens in an increasingly technology-based global society.

EXPECTATIONS: With the use of technology comes rights and responsibilities for students, educators, and parents. All EVMCHS community members must be aware of what constitutes appropriate use of technology, and support students in behaving in a respectful manner. Students should act in the spirit of community in their use of technology, working together to become successful and responsible citizens of the “cyber classroom.” **Student use of technology is a privilege that is contingent upon students abiding by the policies set forth below.**

WHAT CAN STUDENTS DO WITH EVHS TECHNOLOGY?

- Use a general student account to access laptops and classroom desktop computers. Computers may only be used with the permission of a staff member, and under a staff member’s direct supervision.
- Use the Internet for educational purposes such as researching topics and communicating with peers and faculty. (Note: **The computers are for school, not personal use.**)
- Use EVMCHS video equipment and multimedia to create products demonstrating mastery of course content in an innovative and creative manner.
- Abide by good “netiquette” in order to interact successfully with other Internet users.


WHAT MUST STUDENTS AVOID WITH EVHS TECHNOLOGY?

- Use of the Internet to communicate with anyone other than an EVMCHS community member without the express consent and supervision of an EVMCHS staff member. Any attempts by someone outside of EVMCHS to communicate with students or meet in person must be reported to a staff member *immediately*.
- Inappropriate use of school email, including distribution of unsolicited email or other personal use. Note: Using personal e-mail at school is not allowed.
- Violating basic Internet privacy and safety protocol, including revealing personal information about one’s self or another EVMCHS community member.
- Use of the Internet to violate copyright law (illegally downloading music, software, etc.).
- Engaging in harmful or illegal activity, or viewing content that encourages such behavior. This activity includes cyberbullying, lewd content, vulgar language, violence, hateful or discriminatory materials, or any content deemed inappropriate by EVMCHS staff.
- The presence of food, drink, gum, or rowdy behavior near technology
- **The following activities are strictly prohibited: Vandalism, unauthorized access, bypassing proxies, “hacking,” tampering with hardware or software, and introducing “viruses” or pirated software or any activity that disrupts the network.**

CONSEQUENCES: Violation of this AUP may result in temporary or **permanent suspension** of a student’s ability to utilize EVMCHS technology, in addition to other disciplinary action.


EVMCHS Supplemental Scheduling Options for 2020-2021

EV ONLINE. EAST VILLAGE MIDDLE COLLEGE HIGH SCHOOL – ONLINE LEARNING SCHEDULE


	Beginning Monday, Aug 10th	MONDAY English	TUESDAY Math	WEDNESDAY Science	THURSDAY Social Science, Photo, VAD, Personal Leadership	FRIDAY Open Tutorials, Physical Education
AM Tutorial	8-9AM	English/Math	English/Math	English/Math	English/Math	Social Science
Per. 1	9-10:30	Morales – Honors American Literature (11 th)	Open Tutorials	Currie – Biology	Maglalang – Advanced World History Schneck – Gov/Econ	Open Tutorials
Per. 2	10:35 – 12:05	Madden – AVID Writer’s Workshop (12 th) Morales – AVID English 1 (9 th)	Ayala – Math II Harrison – Math I	Currie – Chemistry	Maglalang - Personal Leadership Perry – Photographic Imaging	Open Tutorials
Per. 3	12:40 – 2:15	Madden – AVID English 3 (10 th) Morales – AVID English 1 (9 th)	Ayala – Int. Math III Harrison – Math I (Power Up)	Currie – Marine Science	Perry – Foundations of Visual Art & Design Schneck – College Liaison & iHigh Support	Open Tutorials
Per. 4	2:20 – 3:50	Madden – AVID English 3 (10 th)	Ayala – Pre-Calculus Harrison – Math II (Power Up)	Open Tutorials	Schneck – U.S. History	Maglalang/Perry – Physical Education
PM Tutorial	4-5PM	English/Math	Science	English/Math	Science	Social Science

- Online periods represent specific days/times in which students can expect assignments to be posted for the week. (Due the following week)
- Instruction may be delivered via posted Canvas assignments or involve Zoom conferencing or other platforms as directed by EVMCHS staff.
- Staff will be available through Canvas, Zoom, FaceTime, email or other means during assigned am/pm content tutoring hours to offer support. In addition, Friday will primarily be reserved for open tutorial time and enrichment opportunities to enhance the EV Online.

EAST VILLAGE MIDDLE COLLEGE HIGH SCHOOL – MODIFIED/BLENDED LEARNING SCHEDULE OPTIONS

	A	MONDAY Red Group	TUESDAY Silver Group	WEDNESDAY Red Group	THURSDAY Silver Group	FRIDAY (A) Red/Silver Alternating Weeks
AM Tutorial	8-9AM	Open Tutorials	Open Tutorials	Open Tutorials	Open Tutorials	Open Tutorials
Per. 1	9:00 – 10:30					1 st /3 rd F
Per. 2	10:35 – 12:05					2 nd /4 th F
Per. 3	12:40 – 2:15					
Per. 4	2:20 – 3:50					
PM Tutorial	4-5PM	Open Tutorials	Open Tutorials	Open Tutorials	Open Tutorials	Open Tutorials

- Modified learning Option A supports a return to in-person schooling twice a week with alternating Friday sessions for two groups.
- Instruction would be delivered to class sizes allowable under social distancing guidelines. (≤ 12) Tutoring would be online by appointment.

	B	MONDAY Red Group	TUESDAY Silver Group	WEDNESDAY Red Group	THURSDAY Silver Group	FRIDAY (B) Red/Silver Alternating Weeks
EVO	EV Online	English	Math	Science	History/VAD/Design	PE/Tutorial
Per. 1	9:00 – 10:30					1 st /3 rd F
Per. 2	10:35 – 12:05					2 nd /4 th F
Per. 3	12:40 – 2:15					
Per. 4	2:20 – 3:50					
PM Tutorial	4-5PM	Open Tutorials	Open Tutorials	Open Tutorials	Open Tutorials	Open Tutorials

- Blended learning Option B is designed to enhance the EV Online schedule with in-person classroom supports twice weekly and Fri. sessions.
- Instruction would be delivered online. Class time would focus on academic discussion and individual supports on assigned online work.
- Class groups would be organized under allowable social distancing guidelines. (≤ 12) Tutoring would be online by appointment.
- Note: Modified, blended and/or in-person schedules will only be considered if and when it is deemed safe to do so for all students and staff.