

Moore Avenue Resource Center (MARC)  
2937 Moore Avenue  
Eureka, CA 95501  
Telephone 707-269-9565  
Fax 707-269-9569

Pacific View



Charter

MARC Student Handbook  
2025-2026

Print Student Name: \_\_\_\_\_

I have read and understand the 2025-2026 student handbook and agree to abide by its terms.

Parent Signature: \_\_\_\_\_

Student Signature: \_\_\_\_\_

## **PACIFIC VIEW CHARTER 2.0**

**2937 Moore Ave. Eureka, CA 95501**

**Telephone: (707) 269-9565 Fax: (707) 269-9569**

### **SCHOOL BOARD OF DIRECTORS**

Meetings are held 2<sup>nd</sup> Tuesday of the month at 5:30 p.m. at  
115 Henderson Street; Eureka, CA 95501

Board President:

Dale Stockly

Members:

Rose Baker

Michelle Costello

Amanda Stelly

### **PACIFIC VIEW CHARTER 2.0 STAFF**

#### ***ADMINISTRATIVE:***

James Malloy

Director

Dr. Silas Radcliffe

Principal

Dusty Scofield

Assistant Principal

#### ***CERTIFICATED:***

Danielle Davis

Resource

Benjamin Morales

Math Teacher

Dusty Scofield

7<sup>th</sup> & 8<sup>th</sup> Teacher

Lillian Schultz

Science Teacher

Jacob Holtzbach

English Teacher

Austin Smith

Social Science

Ian Hall

CTE – Building Trades

Clay McGlaughlin

CTE – Computer Programing

Sage

Ceramics

Janna Cox

CTE - Health Science

#### ***CLASSIFIED:***

Laurie Repchinuck

School Secretary

Kelly Johnson

Community School Liaison

Geoffrey Burns

Custodian

## SCHOOL POLICIES & PROCEDURES

### ADMISSION & REGISTRATION

Visit the school office to register students. You will need to provide an official County Birth Certificate and a recent immunization record. If transferring from another school, a Release of Information will be sent to complete the exchange of school cumulative records. Please provide the school office with a copy of any recent immunizations or boosters so that we may update our records. The school nurse reviews student records to ensure compliance.

### CALIFORNIA IMMUNIZATION REQUIREMENTS FOR ADMISSION

VACCINE	DOSES	EXPLANATION
POLIO	4	3 doses meet the requirement for ages 4-6 if at least one was given on or after the 4 <sup>th</sup> birthday; 3 doses meet the requirement for ages 7-17 if at least one was given on or after the 2 <sup>nd</sup> birthday.
DPT/Td DtaP	5	4 doses meet requirements for ages 4-6 if at least one was on or after the 4 <sup>th</sup> birthday.
Tdap Booster	1	7 <sup>th</sup> - 12 <sup>th</sup> grade: 1 dose on or after 7 <sup>th</sup> birthday.
Td	1	A tetanus booster not required but recommended if more than 5 years have passed since the last DTP, DtaP, DT or Td dose. Check at 11 years of age.
MMR	2	MEASLES-MUMPS-RUBELLA immunization Both doses on or after the first birthday.
HEPATITIS B	3	3 dose series to complete immunization. Required for kindergarten and 7 <sup>th</sup> grade entry.
VARICELLA	1	Kindergarten entry requirement. 1 Dose or health care provider document varicella disease or immunity for children under 13
Oral Assessment	1	Dental check-up before May 31 of the first year in public school.
CHDP Examination	1	Health Screening and physical examination are required for first-grade entry.

### CHANGE OF FAMILY INFORMATION

The office must maintain each student's current address, telephone, and emergency information record at the school office. Parents should notify the school immediately if they have a change of address or telephone number or if the individuals listed as emergency contacts for your child(ren) have changed. If any official court orders restrict access to your child(ren), we urge you to provide copies to the office.

### CLOSED CAMPUS INFORMATION

PVCS is a closed campus and visitors need to check in at the office during school hours. Parents or guardians must sign children out in the office if they leave during school hours. Children will only be released to individuals listed on the emergency information or with a note from the parent/guardian. We may ask individuals to show identification when picking up a child, if we are not familiar with your name.

### OFF CAMPUS LUNCH

Parents/Guardians must give authorization for their child to leave during lunch. This authorization will be revoked for the entire year or continued enrollment at PVCS if a student violates any of the CA Education Code or Penal Code including but not limiting to:

- Trespassing on Private Property
- Theft
- Substance Abuse including (Marijuana, Alcohol, and Tobacco products)
- Chronic Tardies (No more than 3)
- Ditching School for the day without permission
- Principal Discretion

If revoked, parents will understand that they will have to provide additional food for their child.

## **ARRIVAL AND DEPARTURE**

Students should not arrive prior to 9:00 a.m. Students must remain on the grounds until their teachers open the classroom. Following dismissal from school, students should leave immediately for home unless requested by school personnel to remain after school for a specific purpose. Those students getting picked up are required to wait out in front of the school where they can be seen by school personnel. The school is responsible for the students' safety until they are safely on their way home. This can only be accomplished if the students stay where they can be easily supervised.

## **PROPER DRESS AND GROOMING**

The school is concerned that clothing be neat, clean and fitting properly. Clothing should not be distracting or impair freedom of movement. Primary students should wear clothing that is warm and suitable for physical activity. In addition, the following guidelines shall apply to all regular school activities:

1. Shoes must be worn at all times. Students must be able to do P.E. in the shoes they wear.
2. Clothing, jewelry, and personal items (backpacks, fanny packs, gym bags, water bottles, etc.) shall be free of writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive, which bear drug, alcohol or tobacco company advertising, promotions and likeness, or which advocate racial, ethnic religious prejudice or gang affiliation or colors.
3. Clothes shall be sufficient to conceal undergarments at all times. See-through or fishnet fabrics, halter tops, off-the-shoulder or low-cut tops, bare midriffs, and skirts or shorts shorter than mid-thigh are prohibited.

Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes.

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code 49066)

## **CLASS CHANGE**

Students may add and/or change any class, with administration approval, within the first 5 days of enrollment without receiving a grade. After the first five days, a grade will be assigned.

## **MANDATED TESTING**

As a public charter school in the state of California, we are required to administer the same state mandated tests that all public schools are required to give to their students. The mandated tests are CAASPP standards-based achievement tests for grades 7<sup>th</sup>, 8<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup>.

As parents, you will receive a copy of the results of all tests that your child takes at Pacific View Charter 2.0.

Signing the Student Handbook agreement form indicates that each person has read the information about mandated testing and agrees to participate in the testing process either as a parent or as a student for enrollment.

## **UNIFORM COMPLAINT PROCEDURES**

The Governing Board recognizes that the school is responsible for ensuring that it complies with state and federal laws and regulations governing educational programs. The school shall follow uniform complaint procedures when addressing complaints alleging non-compliance with the adoption of school safety plan *or* unlawful discrimination based on ethnic group identification, religion, age, sex, sexual orientation, gender, race, ancestry, national origin, color, or physical or mental disability in any program or activity that receives or benefits from state financial assistance. The school shall also follow uniform complaint procedures when addressing complaints alleging failure to comply with state or federal law in adult basic education, consolidated categorical aid programs, migrant education, vocational education, childcare, and development

programs, child nutrition programs, and special education programs. The full policy can be obtained at the School Office or on our website at <https://pacificviewcharter.org/policies-and-procedures/>.

### **VISITORS / OUTSIDERS**

The Governing Board encourages parents/guardians and interested members of the community to visit the school and view the educational program.

To ensure minimum interruption of the instructional program, the Director or designee shall establish procedures that facilitate visits during regular school days. Visits during school hours should be first arranged with the teacher and principal or designee. If a conference is desired, an appointment should be set with the teacher during non-instructional time.

To ensure the safety of students and staff and avoid potential disruptions, all visitors shall register immediately upon entering any school building or grounds when school is in session. For purposes of school safety and security, a visible means of identification for visitors while on school premises will be issued. No electronic listening or recording device may be used by students or visitors in a classroom without the teacher and principal's permission.

### **FIELD TRIPS**

All planned trips away from school grounds are subject to this regulation.

Students must have written parental permission in order to participate in trips requiring transportation. (Education Code 35350)

No student shall be prevented from making a trip because of a lack of sufficient funds. No trip shall be authorized if any student is excluded from participation because of a lack of sufficient funds.

The principal may exclude from the trip any student whose presence on the trip would pose a safety or disciplinary risk or who is deemed deficient in school work.

### **FIELD TRIP TRANSPORTATION**

Due to the fact that we do not have the use of a bus for transportation, we rely on parent volunteers to drive students to and from field trips. If you are interested in being a driver, please let your child's teacher know, and they will help you obtain the proper paperwork. The state of California requires that you have a valid driver's license and enough insurance coverage to cover the number of students you would be driving. Volunteers are required to provide a record of a TB test within the last 4 years and be fingerprinted.

### **TRANSPORTATION OPTIONS**

Pacific View Charter 2.0 does not offer bus transportation to students. We have a program set up through the Humboldt Transit Authority where students can obtain bus passes on a need basis free of charge. Bus passes can be checked out through the main office. Contact the school office for more information about how to obtain a pass.

## STUDENT SERVICES & PROGRAMS

**BASIC PROGRAM-** All students will be enrolled in digital curricular classes (APEX) based on their selected pathway and alignment with Pacific View Charter's graduation requirements. Teachers facilitate and guide instruction through the digital curriculum in an on- or off-campus environment based on the signed Master Agreement. Additional courses outside the core digital curriculum may be taken based on a selected college, career, or general exploration pathway.

**Pacific View Charter School 2.0 is an independent study charter school. This program requires:**

- Completion of all assignments to an acceptable standard.
- Attendance at all scheduled appointments, including parent-teacher conferences.

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**Parents and caretakers are expected to:**

1. Ensure their child completes all assignments on time.
2. Check their child's academic progress regularly in School Wise.
3. Maintain regular communication with their child's teacher.

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Board Policies Pursuant to Education Code Section 5147(a) and (b)

1. Assignment Completion Timeline
  - The maximum time allowed between when an assignment is given and when it must be completed is 15 days.
  - Under special or extenuating circumstances, the Director or designee may extend the deadline to a maximum of 20 days.
2. Evaluation of Independent Study Status
  - a. The Director or designee will evaluate whether it is in the pupil's best interest to remain in independent study when any of the following occur:
  - b. A student fails to complete 80% or more of assignments during any 15-day period.
  - c. The student's educational progress falls below satisfactory levels as determined by the Charter School's Student Study Team Procedures, which consider all of the following indicators:
    - Achievement and engagement in the independent study program, as measured by applicable state and local indicators in Education Code Section 52060(d)(4) and (5).
    - Assignment completion and assessments that show the student is actively working.
    - Mastery of required concepts, as determined by the supervising teacher.
    - Progress toward successful course completion, as determined by the supervising teacher.

**\*Refer to Appendix C for the academic requirements necessary for continued enrollment at PVCS**

Academic Consequences for not meeting Requirements:

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### Teacher Intervention

- Teachers may require students with missing assignments to attend Friday school (Not exceeding 2 hours) until the work is completed.

### Progressive Steps for Missing Assignments or Missed Appointments:

First Instance

- The school administration issues a written warning to the parent/guardian.

Second Instance

- If a student again has missing assignments, misses an appointment, or fails to respond to the first warning:
  - A mandatory meeting will be scheduled between the teacher, parent/guardian, and student.
  - A plan for improvement will be developed, including specific remedies and timelines.
  - The school administration will provide a summary ditto outlining the agreed plan and consequences for non-compliance.

Third Instance

- If the student fails to follow the improvement plan:
  - The case may be referred to the district of residence for possible dismissal from PVCS 2.0.

**CONCURRENT ENROLLMENT-** PVCS students have an opportunity to finish college credits while receiving high school credits at the same time. College Courses taken by students must be approved by the Principal and given a written post-secondary plan when Pacific View Charter School offers the same or equivalent course. A post-secondary plan cannot be used to graduate early unless proof is given that the intention for early graduation is for the student to transfer to a four-year university. CSU/UC transferable courses will be offered a higher priority of approval. The reasons for Principal denial are credit deficiency, a cumulative GPA below 2.0, attendance issues, or not completing or participating in state standardized testing like CAASPP/CAST.

**COLLEGE, COMMUNITY, AND CAREER SERVICES-** During the enrollment process, additional programs are offered through Pacific View Charter. We encourage everyone to sign up for these services to aid in receiving jobs, internships, counseling, tutoring, college preparation/applications, and field trips. Ask and sign up for these 2025-2026 School Programs: Cal Poly Trio, College of the Redwood Upward Bound/Trio, C-TIE

**INTERNET USE / COMPUTER USE-** The Pacific View Charter 2.0 provides educational computer accounts, allowing access to the Internet. Internet access is coordinated through a complex association of government agencies and regional and state networks. The smooth operation of the network depends upon the proper conduct of the end users, who must adhere to strict guidelines. These guidelines are provided here so that you are aware of your responsibilities.

In general, the smooth operation of the network requires efficient, ethical, and legal use of network resources. If a user violates any of the following terms and conditions, school computer use and Internet privileges will be revoked and future access may be denied.

#### **TERMS AND CONDITIONS (FOR EDUCATIONAL COMPUTER USE AND INTERNET PRIVILEGES)**

**ACCEPTABLE USE** - The use of your school computers must be in support of education and research consistent with the educational objectives of your school. Use of another organization's network or computing resources must comply with the rules appropriate for that network.

**UNACCEPTABLE USE** - Transmission of material in violation of any US or state regulation is prohibited. This includes, but is not limited to, copyrighted material, illegal, threatening, harassing, violent or obscene material, and matter protected by trade secret. Altering or removing computer files not belonging to the user, installing unlicensed software, creating links to inappropriate materials, disconnecting equipment, and vandalism of any kind are also prohibited. Use for commercial activities is not acceptable. Use for product advertisement or political lobbying is also prohibited. Any transmission or reception of pornographic material is expressly prohibited and will result in the cancellation of your computer privileges.

**PRIVILEGES AND CONSEQUENCES** - The use of school computers and the use of the Internet are privileges, and unacceptable use will result in the cancellation of those privileges. The system administrator may revoke privileges at any time as required. The administration, faculty, and staff of any school may request that the system administrator deny, revoke, or suspend specific user privileges and that appropriate school disciplinary action be taken. Depending on the severity of the violation (to be determined by the system administrator and/or administration), computer privileges may be revoked for an extended period of time. A student who has his/her computer privileges revoked is not allowed to use any computer at her/his school site.

**INDEMNIFICATION** - The Pacific View Charter 2.0 make no guarantees of any kind, whether expressed or implied, for the service they are providing. Pacific View Charter 2.0 will not be responsible for any damages you suffer. This includes loss of data resulting from faulty software or equipment, delays, non-deliveries, mis-deliveries, or service interruptions caused by their negligence or your errors or omissions. Use of any information obtained via the school computers and/or the Internet is at your own risk.

## COMPUTER USE RULES

- a. Food and drink are not allowed in any computer area.
- b. Outside software is not permitted in any computer area; no software is to be downloaded, stored, or installed on any computer or in any computer account.
- c. Pirated software and digital music are not to be downloaded or stored on any computer or in any user's account.
- d. Modification or removal of computer files that are not your own is not allowed.
- e. All copyright laws are to be observed. Copyrighted material is not to be placed in the system without the author's permission.
- f. You are not to move or disconnect any computer or peripheral device or piece/part of any equipment. Contact a supervisor or teacher concerning problems with any of the equipment.
- g. Appropriate behavior and common courtesy are expected at all times.
- h. You should not send anything to a printer unless you absolutely need a hard copy of the information; do not print Web sites without knowing exactly how many pages will be printed; do not print multiple copies of any document without specific permission.
- i. Do not read other users' electronic mail or files, nor attempt to delete, copy, modify, or forge others' files or e-mail.
- j. Do not interfere with others' ability to send or receive e-mail.
- k. Do not disseminate personal identification information about yourself or others, including personal address, social security number, and phone number.
- l. Do not use the network in such a way that you would disrupt the use of the network by other users. (Example: Games)
- m. Do not use the system to encourage the use of drugs, alcohol, tobacco, or any illegal/inappropriate activities.

**SECURITY** -Security on any computer system is a high priority, especially when the system involves many users. If you can identify a security problem on the network, notify your teacher, the system administrator, or the principal. You are not permitted to use another individual's account, and you should never allow anyone else to access your account. If, at any time, you feel that your password may have been compromised, see the system administrator immediately to have your password changed. You are responsible for all activity that occurs with your account. Attempts to login to the network as a system administrator or gain unauthorized access will result in the cancellation of your computer privileges.

**VANDALISM** - Vandalism will result in the cancellation of your computer privileges. Vandalism is defined as any malicious attempt to alter, harm, or destroy data of another user, computers, accessories, the Internet, or any of the above listed agencies or other networks that are connected to the Internet. This includes, but is not limited to, the uploading, downloading, or creation of computer viruses.

**RESTITUTION & CONSEQUENCES OF CONTRACT VIOLATION** – Students may be suspended or subject to other disciplinary actions for violation of this: disruption of school activities and willful defiance of the valid authority of the school. Students will be required to provide restitution for damages to school equipment while the student is logged into any computer. In the case of no physical damage, but the requirement of staff or student aide time to reconfigure a system, students will be charged at the rate of \$50/hour for a minimum of one hour.

## SPECIAL EDUCATION PROGRAMS

The school provides two Special Education Programs:

- The **Resource Specialist Program** is a State and Federally funded program that was developed for students with exceptional needs. If you feel your student might have a learning problem or disability, you may request he /she be considered for testing. Referrals may be made through the classroom teacher.



- A **Speech Pathologist /Therapist** is available to work with students needing help with speech related problems. Referrals are made through the classroom teacher and yearly assessments are conducted for new students.

## **HIGH SCHOOL GRADUATION**

A ceremony is held at the end of the school year to recognize the high school students who are eligible for graduation. Parents are responsible for coordinating the ceremony's activities. If you are interested in volunteering to help with the arrangements, meetings begin in April. Contact the school office for more information. **If there are no volunteers, there will be no graduation.**

## **HOME – TO - SCHOOL COMMUNICATION**

### **PARENT CONFERENCES & REPORT CARDS**

Students will receive quarterly report cards four times a year. In addition, Parent/Teacher conferences are scheduled twice a year. Conferences may be scheduled at any time during the school year at the request of either parent or teacher. If you do not receive an appointment for a conference and desire one, you may call the school office to make the necessary arrangements.

### **PARENTAL CONCERNS**

Your child's teacher should be your first resource in answering individual questions or concerns. If you need further assistance or advice, you may contact the Principal. Failure to resolve the concern at this level would require referral to the governing board. The process begins by making a written request to the Director to have your concern placed on the board agenda. A brief outline of the nature of the concern is also required. The request must be received by the Friday before the next scheduled board meeting.

### **SCHOOL ACCOUNTABILITY**

The annual School Accountability Report Card is available at the School Office. This report card provides a variety of information about the school, its resources, its successes and the areas in which improvements are needed.

### **VOLUNTEERS**

We need you! You add richness and much needed help for our programs. This is a super way to get involved. We can always use you in a classroom, on field trips, special projects, etc!

Volunteers are required to provide a record of a TB test within the last 4 years and be fingerprinted. If interested, please call the office.

### **LOST AND FOUND**

If your child loses anything of value, check the lost and found box or inquire at the school office. Items not claimed are donated to a local charity at the end of the school year. It is recommended to mark any outerwear or personal items with your child's name for easy identification. Students who bring items of value to school do so at their own risk and the school assumes no responsibility for loss or damage.

### **SCHOOL PICTURES**

Individual and classroom pictures are taken in the fall of each school year. Watch for picture packet information to be distributed during September. All students are photographed for the school record.

### **AFTER SCHOOL INVITES**

If your child will be going to a friend's house after school, he/she will need a note of authorization from parent/guardian giving permission as well as indicating student's destination. There are no exceptions.

## **HEALTH & WELLNESS INFORMATION**

### **ACCIDENTS AND ILLNESS**

All serious injuries should be reported promptly to any staff member. If a student becomes ill or injured, they should report to the office. School personnel will assist the student with first aid or contact the parent, guardian, or emergency contacts if necessary. Students with a temperature of 100 degrees or higher will be sent home to recover.

In case of an accident requiring professional medical services, 911 will be called. Please keep information on your emergency contacts current by informing the office of any changes.

Students may be excused from PE for minor medical reasons with a note from home. A medical excuse from a doctor will be required for more serious or ongoing medical reasons.

### **COMMUNICABLE DISEASE**

Contact the school immediately if your student contracts a communicable disease. Individual privacy will be strictly maintained. A generic informational flyer will be distributed to school families advising of the symptoms and actions needed, including guidelines for the student's return to school.

Some of the common communicable diseases are: Head Lice, Pink eye, Strep Throat, Chicken Pox, Measles, Fever, Flu and vomiting, or Severe Cold Symptoms, Impetigo, Scabies, Ringworm

### **SCHOOL NURSE**

A school nurse is available through a coordinated County Schools schedule and visits our school approximately twice a month to meet with students, consult with staff, and conduct health related programs. Our nurse does regular hearing, vision, and health issue screenings at grade level intervals. If you have a concern and wish your child to have a particular screening done, contact the office.

### **TELEPHONE**

The school phone is restricted to emergency use only. If a non-emergency use is needed, it will be dealt with on a case-by-case basis.

### **CELL PHONE USE**

It is the policy of Pacific View Charter 2.0 that a cell phone can only be used during designated times before and after school. Cell phones, smartwatches, earbuds, wireless headphones, gaming devices, tablets, etc., are not to be used during school hours. We recommend keeping these devices at home. Personal electronic devices brought to school by students must be silent/off, checked-in, and locked in the Chrome Cart for the duration of the school day. All classrooms have working telephones, and parents can reach a student through the office if needed. Students may be asked to give their phones to their teachers if the phone is in view and then referred to the office for documentation. The principal has the right to revoke on-campus privilege due to cellphone violations. Please note that the school is NOT responsible for lost or stolen items.

## HIGH ENERGY DRINKS

Pacific View Charter 2.0 policy is that high-energy drinks (Drinks containing caffeine and/or sugar) are not allowed on campus. Examples include Monster Drinks, Red Bull, Rock Stars, coffee, and Coca-Cola.

## MEDICATION POLICY

In compliance with California Education code Section 49423, when an employee of the school gives medication to a student, the employee must be acting in accordance with the written directions of a physician and with the written permission of the child's parent or legal guardian. These authorizations must be renewed whenever the prescription changes and at the beginning of each school year. **The prescription label on the container is not acceptable as a physician's statement.**

We require all medications to be stored in the school office and be administered only when the physician's and parent/guardian's signed permissions are on file. Children are not allowed to have medication in their possession at school, walking to and from school, or on the school bus. This practice provides for the safety of all students on campus. The only exception to this policy is if the student's well-being is in jeopardy unless the medication, such as an inhaler for asthma, is carried on his/her person. No out-of-date medication will be given.

Medication must be provided to the school in the container in which it was purchased, with the prescription label attached, and must be prescribed to the student to whom it will be administered. When asked, most pharmacists will provide a duplicate bottle for school use. **School personnel cannot give medication brought to school in a plastic bag, plastic ware, or any other repackaging.**

Over-the-counter and non-prescription medications cannot be administered without a signed release as stated above. If you anticipate a visit to your child's physician or dentist and expect that medication may be prescribed or the dose changed, stop by the school office for the appropriate forms to save time.

## EMERGENCIES

It is extremely important that all students remain quiet and follow the directions of the teachers or any school personnel during any emergency drill. The following drills are practiced at regular intervals:

- A) FIRE DRILLS:** During fire drills, students must follow teacher directions. Calmly leave the building and line up at the designated location. Students are expected to stay in line and maintain silence so that directions may be given. When the "all clear" signal is given, students are to return to class quietly and in an orderly fashion. In the event the fire drill rings before school, at lunch, or after school, students should report to the designated area for their class.
- B) LOCK DOWN DRILLS:** If a situation occurs that necessitates a lock down, but not the evacuation of the school, students should calmly remain in the classroom and follow the directions of the teacher /school staff personnel. An all clear signal will end the drill. In case of a lock down called by law enforcement, parents will not be allowed on campus, and students will not be released until there is "ALL CLEAR" from law enforcement.
- C) EARTHQUAKE PROCEDURE OR CIVIL DEFENSE:** In the event of an earthquake, students should drop and hold under cover of the classroom furniture. They should remain there until further directions from their teacher are received. Students who are outside should drop to the ground away from buildings or other structures and protect their head with their arms.
- D) MAJOR EMERGENCY:** If a severe earthquake, or other civil defense emergency occurs, the students will be kept at school until picked up by the parents, transported home, or released to appropriate officials. If the school has to be evacuated, the students will be evacuated to the fields for release to parents/guardians or emergency contacts. In an evacuation, students will be released only by adult signature to designated individuals listed as emergency contacts for your child(ren).

In the event of a major disaster, arrange to pick up your child as soon as possible. **DO NOT CALL THE SCHOOL;** you will tie up needed phone lines. Arrange with your neighbors as alternate homes to which your child should go if you are not at home. This should be done each new school year. Students will be released **ONLY** to their parents or to an adult designated on the child's emergency card.

## **PEDESTRIAN & BICYCLE SAFETY**

### **PEDESTRIAN SAFETY**

Walk on the sidewalk at all times.

Always cross at the crosswalk.

Never assume that cars see you.

Look both ways TWICE before crossing the street.

Make it a habit to look left, then right, then left again before entering the roadway or intersection.

Never stop in the middle of the street.

### **BICYCLE RULES**

Helmets are to be worn at all times.

Bicyclists should ride single file on the right side of the road, just like cars, and signal their intentions to other road users. We stress the need to ride defensively since many drivers do not see bicyclists.

Obey all traffic signals and signs.

Walk bikes across crosswalks.

Bikes are to be walked on and off the school grounds.

Never assume that cars see you. Always stop and look both ways before crossing the street. Make it a habit to look left, then right, then left again before entering the roadway or intersection.

Never stop in the middle of the street.

**LOCK YOUR BIKE.** Bring your own lock, and do not lock bikes together.

The bike rack area is off-limits during the school day.

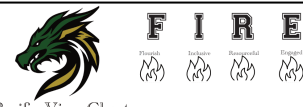
## School-Wide Expectations and Rules

All students and staff have a right to be educated and work in a safe, secure, comfortable, calm, and pleasant environment. All students will always be respectful, kind, considerate, and courteous to themselves, others, and property. All students are also required to follow directives given to them by staff members. Refusal to comply with directives given by staff could result in actions varying from parent contact to removal from Pacific View Charter 2.0. Moore Avenue Resource Center (MARC) has developed specific schoolwide expectations for all settings when enrolled at Pacific View Charter. Any misbehavior that does not follow Dragon “FIRE” will be recorded in SWIS™ and have possible consequences based on MARC’s discipline matrix (Appendix A) and Behavior Tracking Form actions (Appendix B)

SCHOOL-WIDE EXPECTATIONS				
AREA/ SETTING	Flourishing	Inclusive	Resourceful	Engaged
Classroom	Complete assignments  Get support.  Make healthy choices.  Keep appointments	Share appropriate responses.  Respect others' opinions even if you disagree	Bring your Chromebook to class.  Use skills, resources, and critical thinking.	Use time wisely.  Listen attentively.  Keep cell phones off in a secure location.
School Outside Grounds	Stay in designated areas	Respect others' personal space	Contribute to keeping the school environment clean and safe.  Pick up trash.	Use the time to attend to personal needs.
Indoors: (Halls, Bathroom, and Main Office)	Keep the bathroom clean.  Use an inside voice in the halls and the main office.  Walk.	Be considerate of families or guests visiting the school.  Use appropriate language.	Take care of personal business during breaks.  Address your own needs before going to staff.	Respect the time of office staff.  Pay attention to your surroundings.
Off-campus from or to school	Travel to and from school safely.  Be considerate of yourself and others.	Be respectful of community members.  Positively represent the school.	Be on campus safely and on time.	Pay attention to your surroundings.
Field Trips and Events	Opt into events that are meaningful to you.	Everyone is included and treated with respect.  Positively represent the school.	Everyone stays together to maximize the opportunity.	Attend events ready to learn and ask questions.

### Acknowledgment Tickets

School officials will award PBIS acknowledgment tickets called “Dragon Fire.” By receiving these tickets, students are not only acknowledged for their positive actions but also incentivized to continue demonstrating them. PBIS acknowledgment tickets serve as a proactive approach to promoting a positive school climate and encouraging students to actively engage in behaviors that contribute to a supportive learning environment.


Pacific View Charter
Name: _____

## RULES AND SAFETY MEASURES

School Officials may conduct **searches of students**, without a warrant, based on a “reasonable suspicion” that the student or students are, or have been, in violation of a school rule or regulation, or criminal law. Searches must be carried out by school authorities acting alone on their own authority, not in conjunction with, or at the behest of, law enforcement. Law enforcement officers must possess “probable cause” to conduct a warrantless search in such situations, and if the school officials are acting as an adjunct of the police department and assisting in performing a law enforcement operation, they will be held to the same probable cause standard.

- **Refusal to submit to a search** from a school official due to reasonable suspicion can be grounds for probable cause by Law Enforcement.

School officials may detain a student **without reasonable suspicion** so long the authority is not exercised in an arbitrary, capricious, or harassing manner. (In re Rand G (2001) 26 Cal.App.4<sup>th</sup> 556)

Certificated Employees may **exercise physical control** over a pupil to maintain order, protect property, or protect the health and safety of pupils, or to maintain proper and appropriate conditions conducive to learning. Ed. Code 44807

Likewise, any student violating any part of the Education Code could face disciplinary actions including, but not limited to, student conference, parent conference, suspension, and/or removal from Pacific View Charter. Any questions please contact the Principal. Please review the critical components of the **California Education Code** below:

### **Education Code §48900(r) – Engaged in an Act of Bullying:**

For purposes of this subdivision, the following terms have the following meanings:

- “Bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in **Section 48900.2, 48900.3, or 48900.4** Directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
  - Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
  - Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
  - Causing a reasonable pupil to experience substantial interference with his or her academic performance.
  - Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.
- “Electronic act” means the **creation or transmission originated on or off the school-site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager**, of a communication, including, but not limited to, any of the following:
  - A message, text, sound, or image.
  - A post on a social network Internet Web site, including, but not limited to:
  - Posting to or creating a burn page. “Burn page” means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1).
  - Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). “Credible impersonation” means to knowingly and without consent impersonates a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
- **Creating a false profile** for the purpose of having one or more of the effects listed in paragraph
  - “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile. Students are prohibited from making any expressions or distributing or posting any materials that are obscene, libelous, or slanderous.

Students also are prohibited from making any expressions that so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, the violation of school rules, or substantial disruption of the school's orderly operation. **(Education Code 48907)**

**Education Code §48900.4 – Harassment, Threats or Intimidation:**

In addition to the grounds specified in Sections 48900 and 48900.2, a pupil enrolled in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the **pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment.**

**Education Code §48900(s)** – suspension/expulsion is permitted for misconduct related to school activity or school attendance that occurs at any time, including, but not limited to:

- While on school grounds;
- While going to or coming from school;
- During lunch period, whether on or off campus; and
- During, or while going to or coming from, a school sponsored activity.

**B. Off-Campus Misconduct**

- Most common scenario: use of home computer or cellphones to bully or harass.
- School districts must balance the student's free speech rights with the need to take discipline for the student's acts off-campus.
- Recent court decisions seem to hold that if the student's behavior is related to a school activity or attendance and if the off-campus speech causes or is foreseeably likely to cause a substantial and material

**A student** shall be subject to discipline for off-campus expression, including expression on off-campus Internet web sites, when such expression poses a threat to the safety of other students, staff, or school property, or substantially disrupts the educational program. The Superintendent or designee shall document the impact the expression had or could be expected to have on the school program.

**The use of "fighting words"** or epithets is prohibited in those instances where the speech is abusive and insulting, rather than a communication of ideas, and the speech is used in an abusive manner in a situation that presents an actual danger that it will cause a breach of the peace.

*Note: The U.S. Supreme Court has held that "fighting words," which by their very utterance can cause an immediate breach of the peace, are not constitutionally protected (Chaplinsky v. New Hampshire)*

**Reference:**

Education Code 48907, 48950,  
Penal Code 422.55  
Penal Code 422.6  
Assembly Bill 811 (Amendment to EC 48900)  
Assembly Bill 420  
Assembly Bill 256  
Assembly Bill 9  
Assembly Bill 1156  
Assembly Bill 1729

Appendixes:  
**Appendix A:** Pacific View Charter on Moore Avenue Resource Center  
 7-12 Discipline Matrix

STUDENT BEHAVIORS	FIRST OCCURANCE	SECOND OCCURANCE	THIRD OCCURANCE
Inappropriate Language/Profanity/Inappropriate Behavior Unauthorized Mobile Device Use Disruption/ Teasing Refusal to Work Inappropriate Clothing Horse Play Disrespect Disrespect Towards Property Not Completing Homework Food/Drink in the Classroom Not Following Directions Violation of Computer Use Agreement	Student Reflection Sheet Missing Assignment #1	Student Reflection Sheet Missing Assignment #2	Behavior Form REFERRAL TO ADMINISTRATION Missing Assignment #3 Drop
<i>Ed. Code 48900(i)</i> <b>Obscene act, Habitual Profanity, or Vulgarity</b> <i>Ed. Code 48900(k)</i> <b>Disrupting School Activities</b> <a href="#">California Penal Code [CPC] §§594(a)(1)-(3)</a> <b>Vandalism</b>	<u>Possible Intervention:</u> Peer Mediation Refer to Counselor Parent Conference Behavior Plan Letter of Apology No Off-Campus After School Detention (ASD) Financial Restitution Student Reflection Sheet Independent Study Designation	<u>Possible Intervention:</u> Peer Mediation Refer to Counselor Parent Conference Behavior Plan Letter of Apology No Off-Campus After School Detention (ASD) Financial Restitution Student Reflection Sheet Independent Study Designation	<u>Possible Intervention:</u> Peer Mediation Refer to Counselor Parent Conference Behavior Plan Letter of Apology No Off-Campus After School Detention (ASD) Financial or Other Restitution Other 1-2 Day Suspension <i>For additional occurrences 3-5 day suspension and possible referral for expulsion</i>
<i>Ed. Code 48900(a)(1) &amp; 48900(a)(2)</i> <b>Injurious or threatening conduct, including fighting.</b> <i>Ed. Code 48900(b)</i> <b>Possession of a knife, explosive or other dangerous objects</b> <i>Ed. Code 48900(c)</i> <b>Possession of or under the influence of alcohol/other drugs</b> <i>Ed. Code 48900(d)</i> <b>Unlawfully offered, arranged, or negotiated to sell a controlled substance.</b> <i>Ed. Code 48900(e)</i> <b>Robbery or extortion</b> <i>Ed. Code 48900(f)</i> <b>Caused or attempted to cause damage to school/private property.</b> <i>Ed. Code 48900(g)</i> <b>Stole or attempted to steal school/private property.</b> <i>Ed. Code 48900(h)</i> <b>Possession or Use of Tobacco</b> <i>Ed. Code 48900(j)</i> <b>Possession or sale of drug paraphernalia</b> <i>Ed. Code 48900(l)</i> <b>Knowingly received stolen school/private property</b> <i>Ed. Code 48900(m)</i> <b>Possession of an imitation firearm</b> <i>Ed. Code 48900(n)</i> <b>Attempt to commit sexual assault.</b> <i>Ed. Code 48900(o)</i> <b>Harassed, Threatened, or intimidated a witness.</b> <i>Ed. Code 48900(q)</i> <b>Engaged or attempted to engage in hazing.</b> <i>Ed. Code 48900(r)</i> <b>Engaged in the act of bullying, including cyberbullying.</b> <b>(48900.2(r) Harassment, including sexual harassment</b>	3-Day Suspension with Possible Other Interventions Including: Notify Sheriff, if appropriate Re-Entry Plan Possible Referral for Expulsion Financial or Other Restitution Parent Conference Refer to Counselor. 5 Day Independent Study Designation	5-Day Suspension with Possible Other Interventions Including: Notify Sheriff, if appropriate Financial or Other Restitution Referral for Expulsion Quarter or Semester Independent Study Designation	Full-Time Independent Study Designation Referral for Expulsion (48915 (b))
<i>Ed. Code 48915 (a)</i> <b>(a, e) Assault and/or Battery. (e) Staff member</b> <b>(b) Knife with no cause. (3) Brandishing a knife.</b> <b>(c) Selling a controlled substance or intent to sell.</b> <i>Ed. Code 48915 (c)</i> <b>Terroristic Threat or possession of an explosive</b> <b>Possessing, selling, or otherwise furnishing a firearm</b> <b>Sexual Assault</b>	Notify Sheriff Full-Time Independent Study Designation Referral for Expulsion		



## Appendix B: Behavior Tracking Form

	Location
Name: _____ Date: _____ Time: _____ Grade: 7 8 9 10 11 12 Period: 1 2 3 4 5 6 Referring Staff: _____	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"> <input type="checkbox"/> Bathroom  <input type="checkbox"/> Bus  <input type="checkbox"/> Cafeteria  <input type="checkbox"/> Classroom  <input type="checkbox"/> Common Area  <input type="checkbox"/> Special Event  <input type="checkbox"/> Other _____         </div> <div style="width: 50%;"> <input type="checkbox"/> Hallway  <input type="checkbox"/> Library  <input type="checkbox"/> Off-Campus  <input type="checkbox"/> Office  <input type="checkbox"/> Computer Lab         </div> </div>

Staff Managed Behavior	Administrator Managed Behavior	Perceived Motivation
<input type="checkbox"/> Defiance/Non-compliance <input type="checkbox"/> Disrespect* <input type="checkbox"/> Disruption* <input type="checkbox"/> Dress Code <input type="checkbox"/> Inappropriate Language <input type="checkbox"/> Physical Contact/Aggression <input type="checkbox"/> Property Misuse <input type="checkbox"/> Tardy <input type="checkbox"/> Technology Violation <input type="checkbox"/> Other _____ *Remember to use our shared school definitions	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"> <input type="checkbox"/> Abusive/ Inapp. Language  <input type="checkbox"/> Defiance/Non-compliance*  <input type="checkbox"/> Disruption*  <input type="checkbox"/> Fighting  <input type="checkbox"/> Gang Display/Affiliation  <input type="checkbox"/> Lying/Cheating  <input type="checkbox"/> Use/Possession of:  <div style="display: flex; justify-content: space-between; font-size: small;"> <span><input type="checkbox"/> Alcohol</span> <span><input type="checkbox"/> Combustibles</span> </div> <div style="display: flex; justify-content: space-between; font-size: small;"> <span><input type="checkbox"/> Drugs</span> <span><input type="checkbox"/> Tobacco/Nicotine</span> </div> <input type="checkbox"/> Weapons         </div> <div style="width: 50%;"> <input type="checkbox"/> Bullying  <input type="checkbox"/> Disrespect*  <input type="checkbox"/> Dress Code  <input type="checkbox"/> Forgery/Theft/Plagiarism  <input type="checkbox"/> Harassment  <input type="checkbox"/> Property Damage  <input type="checkbox"/> Other _____         </div> </div>	<b>Obtain:</b> <input type="checkbox"/> Adult Attention <input type="checkbox"/> Items/Activities <input type="checkbox"/> Peer Attention <b>Escape/Avoid:</b> <input type="checkbox"/> Adult <input type="checkbox"/> Items/Activity/ Sensory <input type="checkbox"/> Peer
Actions Taken		
<input type="checkbox"/> Conference with Student <input type="checkbox"/> Individualized Instruction <input type="checkbox"/> Loss of Privilege <input type="checkbox"/> Parent Contact <input type="checkbox"/> Restitution (Teachers)	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"> <input type="checkbox"/> Time Out  <input type="checkbox"/> In-School Suspension (____hours/days)  <input type="checkbox"/> Out-of-School Suspension (____hours/days)  <input type="checkbox"/> Action Pending  <input type="checkbox"/> Other _____          (Admin)       </div> </div>	
Others Involved	<input type="checkbox"/> None <input type="checkbox"/> Teacher <input type="checkbox"/> Substitute <input type="checkbox"/> Unknown <input type="checkbox"/> Peers <input type="checkbox"/> Staff <input type="checkbox"/> Other _____	
<b>Other Comments:</b> _____ _____ _____ _____		

## Appendix C: Family Enrollment Agreement

As an independent study hybrid, Pacific View Charter School (PVCS) offers unique flexibility and individual support. PVCS receives funding in a unique way. Funding is not connected to average daily attendance through seat time as in a more traditional school setting. At PVCS, student work samples determine financing. This unique way of funding allows our students opportunities for job training, college enrollment, family flexibility, and individualized instruction based on student needs.

With this funding model, PVCS undergoes a rigorous local and state audit. As a small school, a student's missing assignment can mean the difference in a staff member's employment at our school. Therefore, we are asking families to agree to the mandatory terms for continued enrollment:

- Students will meet with their cohort teacher in person at least once a week.
- Students will communicate with their cohort teacher digitally (APEX, Google Classroom, Schoolwise) and in person at least once a week.
- In the event of a call home to a parent/guardian, a parent/guardian will contact the school within 24 hours of the call.
- All parents will call in if a student is absent from campus.
- Students are required to complete a minimum of 2 assignments per class per week by logging onto APEX on all academic days (M-F non-holiday) each week and completing assignments for each of those days.
- Student work samples must include their **Full Legal Name and Date** on each sample.
- Students will complete work on school days. The auditor does not accept weekend and holiday work.
- Students who fall behind on schoolwork will come to campus at least one full day a week from 8:30 a.m. to 3 p.m. to get caught up and receive the support they need.
- Student work permits are closely tied to the minimum GPA of 2.0 and viable weekly work samples. Falling behind in schoolwork will result in the revocation of work permits.

Students/Families that do not comply with any of the above will be given three chances to improve through "report of missing assignment/appointment sheets." If improvement is not made, the student will be dropped from Pacific View Charter School.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_