

# Oakdale Secondary Student Handbook

**Respect ~ Responsibility ~ Resilience**



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## **Vision, Mission, and Core Values**

### **Mission**

Provide all students with differentiated instruction through a variety of quality activities and lessons designed to produce competent, engaged citizens.

### **Vision**

Oakdale Independent High School will be a thriving, dynamic, and inspiring environment that will enable students to flourish as respectful, responsible, and resilient citizens.

### **Core Values**

#### **1. Respect:**

- Express ideas clearly and effectively in writing and speaking.
- Engage in meaningful discussions, demonstrating active listening skills.
- Use technology to enhance communication in academic and real-world contexts.
- Understand and practice ethical decision-making.
- Contribute positively to the community through service and civic engagement.
- Demonstrate respect for diverse perspectives and cultures.

#### **2. Responsibility:**

- Develop strong time management and organizational skills.
- Set personal academic goals and create action plans to achieve them.
- Demonstrate self-motivation and the ability to work autonomously.
- Demonstrate proficiency in core subjects aligned with state and national standards.
- Apply knowledge across disciplines to solve complex challenges.
- Develop practical skills necessary for future education and career paths.
- Explore career interests and develop a post-secondary plan.

#### **3. Resiliency:**

- Analyze and evaluate information from multiple sources.
- Apply logical reasoning and creativity to solve real-world problems.
- Develop the ability to reflect on and improve one's own work.
- Cultivate a growth mindset and embrace lifelong learning.
- Adapt to new challenges and demonstrate resilience in learning and work environments.





## General Information

Motto: "Show Up, Be Cool, Take Care of Business"

### About Oakdale Secondary School:

Oakdale Secondary is an independent study school for students grades 6-12 and is located on the Alternative Education campus. Oakdale requires a 2.5 hour small group once a week in the morning followed by a 2.5 hour lab in the afternoon another day. Students are expected to complete a minimum of 16 hours of coursework outside of the classroom. Students take at least five courses in a session.

### Traits of a Successful Independent Study Students:

- Have the desire and motivation to work independently
- Manage their time effectively
- Take ownership of their learning
- Understand how to monitor their learning progress
- Communicate with their teachers regularly and are responsive to communication
- Keep themselves accountable for completing assignments on time

### Student Responsibility in Independent Study:

- Students complete assigned coursework, from home, Monday - Friday.
- Students attend required weekly classes with their teacher.
- Student is responsible for completing all daily assignments (approximately 4-5 hours/day of uninterrupted work time)

### Parent Role:

- Ensure weekly work is completed
- Provide transportation to weekly classes

### Workforce Preparation:

Successful Oakdale students are self-directed, motivated and able to accept responsibility for the homework that is assigned to them each week. As such, they display many of the qualities and characteristics of successful job holders. Many 9-12 Oakdale students apply for and receive work permits for employment in our community. Those students understand and accept the dual responsibilities of schoolwork and employment.





## Policies and Conduct

### Academic Policies

1. Attendance Policy: Attendance is earned through completion of assigned course work. Attending weekly classes is part of the master agreement.
2. Variable Credit Policy:
  - a. Variable credit simply means credits are based on the amount of work the student turns in and the letter grade is based on the quality of the work turned in.
  - b. Each class is worth 3 credits per Session (quarter). The Extended Learning Component (ELC) for each class is worth 1 credit per class. Students can earn up to 4 credits per class each session (quarter).
  - c. 235 Credits needed to receive a CUSD Diploma from Oakdale
3. Academic Integrity Policy: If a student is found to be plagiarizing, cheating, using AI programs (such as ChatGPT), or other forms of academic dishonesty, the student will be given a zero on the assignment. It is at the discretion of the teacher to allow the student to make up the assignment.

### Code of Conduct Expectations

1. Respect and Civility: Oakdale emphasizes the importance of treating others with respect and civility, regardless of differences in background, beliefs, or abilities.
2. Anti-Bullying and Harassment: Oakdale works hard to build a positive campus culture and we expect all students to contribute to it. Zero tolerance for bullying/harassment type behaviors. Racist, homophobic and derogatory remarks will not be tolerated! If you engage in these behaviors, you can expect a swift, firm and fair disciplinary process.
3. Academic Integrity: If a student is found to be plagiarizing, cheating, using AI programs (such as ChatGPT), or other forms of academic dishonesty, the student will be given a zero on the assignment. It is at the discretion of the teacher to allow the student to make up the assignment.





4. Attendance and Punctuality: It is the expectation that students attend their weekly class regularly and on time. If a student is missing their weekly appointments, the Oakdale team will follow our steps of re-engagement.
5. Dress Code: CUSD Administrative Regulation 5132 states that students may not wear, display, or possess clothing and/or accessories that are interpreted by school personnel to be negative, derogatory, or inappropriate. All apparel shall be neat, clean, safe and non-disruptive to the instructional process, educational environment and well-being of the campus. NO advertising drugs, alcohol or tobacco related products (i.e. Cookies, Sierra Nevada, Backwoods, etc.).
6. Disruptive Behavior: If students are disruptive to the classroom setting they will be sent home for the day. If this behavior continues, then they will be sent to the administration office for disciplinary action.
7. Food and Drinks: No outside food and drinks are allowed on campus. Please do not show up late to school with Dutch Bros, Starbucks, etc. It will be confiscated. Be on time to all scheduled appointments.
8. Disciplinary Procedures: Oakdale follows the same code of conduct as the rest of Chico Unified. There are potential consequences, such as warnings, suspensions, or expulsions for students who do not follow CUSD school rules.
9. Educational Goals: Oakdale's commitment to fostering a positive learning environment and promoting academic excellence. If a student is not making successful progress in the independent study setting, the Oakdale team will follow our steps of re-engagement.
10. Electronics: CUSD's Governing School Board and Oakdale Secondary prohibits the use of cellphones during instructional time and need to remain out of sight during instruction at all times. This includes earbuds during class time. If your electronic device is out or in use during class time, it will be confiscated until the end of the day. Speakers and amplifiers are not permitted on campus at any time unless authorized by administration.





## Academic Disengagement

Oakdale follows a re-engagement process if the student is falling behind in coursework and/or attendance.

### **Oakdale Independent Study tiered re-engagement process includes:**

- Intervention 1:** Teacher contacts student and guardians regarding non attendance or lack of participation and documents in EduClimber.
  
- Intervention 2:** Teacher contacts student and guardians regarding non attendance or lack of participation and documents in EduClimber. Teacher emails and mails Warning Letter to guardians. Counselor and/or Targeted Case Manager outreach to determine student needs, including connection with health and social services as necessary. The student may be required to receive additional in-person learning support and check-ins with school counselors or targeted case managers.
  
- Intervention 3:** Teacher contacts student and guardians regarding non attendance or lack of participation and documents in EduClimber.
  
- Intervention 4:** Administrator contacts student and guardians regarding non attendance or lack of participation and documents in EduClimber. Home visit will be made by the Targeted Case Manager. Study Hall is required as an intervention.
  
- Intervention 5:** Administrator contacts guardians and counselor completes referral back to a daily attendance school.

## Visitors/Parents On Campus

- Implementing visitor sign-in procedures and providing identification badges for authorized personnel.
- Limiting access to the school building during school hours and requiring all visitors to check in at the main office.





## **Work Permits**

1. All minors under 18 years of age, including minors employed by parents, must have a Work Permit.
2. Minors must meet mandatory school attendance laws in order to obtain a Work Permit.
3. Work Permits are required all year, not just when school is in session.
4. Work Permits must be kept on file at the minor's work site. Work Permits state the maximum hours minors may work.
5. Work Permits must be renewed at the start of each new school year or at the time a student obtains a new job.
6. Work Permits are mailed to the employer. It serves as an age certificate and states the maximum hours a minor may work based on their age.
7. Public schools have the legal right to restrict or reduce the type of employment and/or the hours of work, if the schoolwork or health of the minor is being impaired by the employment.

## **Steps To Get A Work Permit**

**Step 1** - Find a job first

**Step 2** - Request a Work Permit application from main office

**Step 3** - The employer fills out their part

**Step 4** - You turn it in to main office

**Step 5** - Completed Work Permit will be available the following day to pick up and turn into your employer.

