

SYCAMORE MIDDLE SCHOOL

Student Handbook 2025-2026

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Home of the Bullpups



#BullpupPride

 Sycamore Middle School

 sycamore.bullpups

GRIDLEY UNIFIED SCHOOL DISTRICT MISSION STATEMENT

The Gridley schools are dedicated to ensuring a quality education in a safe, nurturing environment that produces responsible, compassionate individuals by providing a relevant curriculum enabling all students to become productive citizens strengthened by the small-town quality of life.

SMS VISION

Sycamore Middle School strives to create a community that promotes a lifelong love of learning reflected in students' performance, self-esteem, and citizenship.

SMS MISSION

Sycamore Middle School will provide a safe, well-rounded education for every child, building character and intelligence with the expectation of excellence.

SCHOOL COLORS/MASCOT

Black & Red

Bullpups

GRIDLEY UNIFIED SCHOOL DISTRICT

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Member	Drew Becker		

SUPERINTENDENT

Justin Kern

The handbook will provide a great deal of important information regarding some of our programs and services, as well as your privileges and responsibilities. Please take time to read the handbook thoroughly and discuss this information with your parents.

The handbook is not designed to be interpreted as a comprehensive list of services, rules, and regulations of the school. It is intended as an overview and should help you get to know your school better.

Table of Contents

SYCAMORE MIDDLE SCHOOL STAFF	3
BELL SCHEDULE	4
SCHOOLWIDE BEHAVIORAL EXPECTATIONS (PBIS)	5
SYCAMORE MIDDLE SCHOOL BEHAVIOR EXPECTATION MATRIX	7
ANTI-BULLYING POLICY	8
DRESS CODE	9
PERSONAL PROPERTY	9
ELECTRONIC DEVICE POLICY	10
TOBACCO PREVENTION AND INTERVENTION	10
TARDIES, ATTENDANCE, AND ABSENCES	11
ATHLETICS	12
STUDENT PARTICIPATION OPPORTUNITIES	14
ACADEMIC SERVICES	15
MENTAL HEALTH SERVICES	15
FOOD/NUTRITION SERVICES	16
OFFICE-RELATED	16
NON-DISCRIMINATION	17
UNIFORM COMPLIANCE PROCEDURES	17
WILLIAMS COMPLAINT CLASSROOM NOTICE	18
SCHOOL ACCOUNTABILITY REPORT CARD	19
AFTER-SCHOOL PROGRAM	19

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2025-2026 BELL SCHEDULE

Regular Bell Schedule		Minimum Day Bell Schedule	
Monday, Tuesday, Thursday, Friday		Wednesday	
Warning Bells 8:07a & 1:01p		Warning Bells 8:07a & 12:43p	
Homeroom	8:10a-8:20a		
PER 1	8:20a-9:10a	PER 1	8:10a-8:53a
PER 2	9:13a-10:03a	PER 2	8:56a-9:39a
Break	10:03a-10:13a	Break	9:39a-9:49a
PER 3	10:16a-11:06a	PER 3	9:52a-10:37a
PER 4	11:09a-11:59a	PER 4	10:40a-11:23a
Lunch	11:59a-12:34p	PER 5	11:26a-12:09p
PER 5	12:37p-1:27p	Lunch	12:09p-12:44p
PER 6	1:30p-2:20p	PER 6	12:47p-1:30p
Puptime	2:23p-2:48p		

SCHOOLWIDE BEHAVIORAL EXPECTATIONS (PBIS)

The main focus of Positive Behavioral Interventions and Supports (PBIS) is to provide *a clear system for all expected behaviors* at Sycamore Middle School (SMS). SMS will provide a positive, safe, healthy, nurturing, and respectful environment in which all students have the opportunity to progress academically and to become productive members of society. PBIS is a research-based system that aims to decrease behavioral infractions, showing year after year improvement. PBIS assists towards this end as it is based upon the concept of teaching behaviors that will prevent noncompliance. The implementation of PBIS promotes the following:

- Communication and collaboration between administration, staff, families, and the community
- Maintenance of an open-ended, flexible approach through the use of a data-driven informational system
- Educationally sound methods that foster student character, safety, academic excellence, and citizenship
- Scholarly behavior in the Sycamore Way:

1. **The Bullpup Scholar Commitments:** A small number of clearly defined behavioral expectations:
 - **Responsibility**
 - **Integrity**
 - **Respect**
2. **Behavioral expectations that are explicitly taught:** The behavioral expectations are taught to all students on campus and are taught in real contexts. Behavioral expectations are taught using the same teaching formats applied to other curricula. The general rule is presented, the reason for the rule is discussed, positive examples (right way) are described and modeled, and negative examples (wrong way) are explained. *Students are given an opportunity to practice the “right way” until they demonstrate fluent performance.* Teaching appropriate behavior involves much more than simply telling students what behaviors they should avoid. Refer to the behavioral matrix below for examples.
3. **SEL Education:** We believe that students want to exhibit qualities like kindness, empathy, determination, and do good for others, but sometimes lack the skill set to do that. SEL Education is a curriculum that will teach students the necessary skills needed to help cultivate more meaningful relationships, communicate kindly and effectively even if they disagree, foster a growth mindset, and build resilience. These are skill sets necessary not just in school but beyond. Lessons are delivered bi-weekly and further reinforced by our student leaders in Leadership class. We want students to leave academically strong and socially & Emotionally Strong.
4. **Appropriate behaviors are acknowledged:** Once appropriate behaviors have been defined and taught, all staff members will regularly acknowledge students. Examples of acknowledgment include special treatment, raffles, postcards sent home, and "Scholar Dollars" that may be exchanged for goodies, school supplies, and/or privileges.
5. **Behavioral errors are corrected proactively:** When students violate behavioral expectations, clear procedures are in place to provide them with education that their behavior was unacceptable and to prevent the unacceptable behavior from being perceived as rewarding. There must be clarity for students, families, teachers, and administrators about what will occur when behavioral violations are identified.
6. **Minor Behavior Violations:** After repeated behavior instruction and intervention by the classroom teacher, some behaviors will rise to the level of a Minor Violation. Minor Violations are recorded in the student information system for record-keeping and school-wide behavior data analysis.

The following are considered Minor Violations: inappropriate language, physical contact/horseplay, dress code violation, tech violation, insubordination/noncompliance, disrespect, disruption, property misuse, tardiness, minor bus violation, cheating/plagiarism/forgery.

Classroom teachers may use any of the following consequences for Minor violations: counsel the student, send to buddy classroom, parent contact, detention, time out of the classroom, and others at the teacher's discretion. Students are not sent to the office for Minor Violations.

7. **Major Behavior Violations:** Some behaviors and incidents require more immediate solutions and/or the administrator's attention. These are called "Major Incidents." The observing staff member completes a behavior referral, and the student will be sent to the office. The administrator will speak with the student and contact the parent if needed, and determine an appropriate consequence. When a student returns to class, s/he will be welcomed. Various factors are considered while processing a major referral; therefore, the consequences assigned will vary from student to student.

The following are considered Major Violations: chronic staff-managed behavior, abusive/profane language, fighting, physical aggression, major or repeated defiance, harassment (ability, sexual, gender, religious, racial, other), major or repeated disruption, property destruction, cell phone/personal device use, bullying (verbal, emotional, physical, cyber), skipping class, major bus violation, leaving school grounds, gambling, theft, obscene act, drug or alcohol possession/use/distribution, gang-related offenses.

Administration may use any of the following consequences for Major Violations: loss of privilege, time in office, conference with the student, parent contact, detention, loss of extracurricular activities (rally, dance, athletics, field trips, etc.), Saturday School, in-school suspension, out-of-school suspension, expulsion, and others. These consequences are at the discretion of the administrator.

8. **Teacher and Staff Responsibilities:**

- Teachers define, teach, model, and practice each of the Bullpup Scholar behavioral expectations.
- Teachers display and reinforce classroom expectations.
- Teachers implement targeted classroom interventions consistently and with fidelity.
- Teachers teach common school-wide lessons on appropriate behavior.
- Teachers and Staff develop and/or use PBIS-established strategies for recognizing students who exhibit Bullpup Scholar behaviors and classroom expectations.

9. **Student Responsibilities:**

- SMS students must abide by all laws, follow all school rules, and behave responsibly.
- Students are expected to respect the authority of all staff and immediately respond to all directions given by them.
- Students are also expected to respect the rights and property of others.

10. **Positive Supports:**

- **The Student of the Month:** Every month, teachers nominate students who best exemplify the Bullpup Scholar Commitments of Respect, Integrity, and Responsibility. All nominated students are provided certificates and attend the Student of the Month Lunch.
- **Scholar Dollars:** are tickets that students are given when SMS staff notice a student is being a Sycamore Scholar. Students collect the Scholar Dollars and can exchange them for various rewards around the school.
- **Parent Postcards:** A postcard mailed home acknowledging a student's outstanding work and/or academic improvement.
- **Attendance Recognition:** We will recognize students' efforts in consistently being at school on time and ready to learn. We host an occasional No Tardy Party for those who have not had tardies for a period of time.
- **Awards Ceremony:** SMS Staff will acknowledge various students for their academic and behavioral success in late May at an evening event.

SYCAMORE MIDDLE SCHOOL BEHAVIOR EXPECTATION MATRIX

Environment	Responsibility	Respect	Integrity
General	- Take ownership of your own behavior - Leave personal belongings at home - Be on time and ready to learn - Clean up after yourself - No gum <u>Cell phone use before and after school</u> - All bikes, scooters, and skateboards need to be stored on the bike rack - Bring Chromebooks charged daily	- Remove your hat before entering the building - Enter rooms and buildings quietly - Enter/exit buildings on the right side - Keep campus clean - Respect others' personal space - Stay within the boundaries - CBs are allowed in the library and classrooms for schoolwork.	- Acknowledge new people - Treat substitutes and guests as if they were teachers and follow their directions - Use polite language - Manage personal hygiene - Lead by example - Be honest
Classroom	- Have materials ready/prepared - Follow instructions - Participate fully - Use time wisely	- Know classroom rules and follow them - play by the rules - Use an indoor voice	- Respect others' personal space and property - Do your own work - Be responsible for your learning
Office	- Cell phones must be put in a backpack - Respect office staff and visitors - Friends wait outside	- No food, drink, or hats/hoods - Enter calmly and quietly	"Please, thank you." - Ask permission
Hallway	- Be aware of your surroundings - Must have a pass to be in the hallway - Walk on the right side	- Use an indoor voice - Keep your hands, feet, and objects to yourself <u>No cell phone use</u>	- Use the correct doors - Use kind words and actions - Open the door for others - Allow for passing space
Cafeteria	- Wait your turn and stay in line - Notify staff of any spills or incidents	- Do not cut in line - Clean up after yourself - Keep foods in designated areas	- Use good manners - Never let someone sit alone - Throwing food is unacceptable
Library	- Take care of the equipment and books - Return as issued on time - Walk to the library silently	- Use a whisper voice - Wait quietly for your turn - Stay in student-designated areas	- Follow the instructions of all staff members and adults in the room - Use bookmarks, reshelve books, and push in your chairs
Outdoor Areas & Quad	- Move promptly to the next class - Be aware of your belongings - Report all unsafe incidents	Stay within the appropriate boundaries	Follow the instructions/directions of all staff
Blacktop, Field & Bus Area	- Return all equipment at the bell - Start walking in two-minutes early - Stay on campus - No food or drink	- Share materials with others - Pick up trash: use garbage cans - Your actions should not create unsafe conditions for others	- Follow the directions of the adults - Keep areas clean - No kissing, prolonged hugging, or hand-holding
Bus	- Be on time for your bus - Keep the bus clean	- No food or drink - Do not distract the driver	- Follow instructions - Be respectful to all bus riders
Restrooms	- Use your time wisely - Report vandalism to an adult - Use during the passing period	- Respect privacy - Use only student restrooms	- Wash your hands - Put paper towels in the trash - Keep water in the sink
Assemblies & Rallies	- Sit in the assigned area - Enter and exit with the assigned grade - Stay in your seat unless asked to move - Listen and cooperate	- Leave backpacks in classrooms - No phones unless given permission - Participate safely	- Use positive comments - Be helpful to classmates and staff - Use good sportsmanship

ANTI-BULLYING POLICY

In accordance with Board Policy, Sycamore Middle School administration and staff are sensitive to and concerned about incidents of bullying on campus. We can only effectively stop bullying when we are made aware of the situation when it first develops. ***Please, if you are aware of a situation involving bullying, contact Sycamore Middle School Administration, School Counselor, or your student's teachers. Sycamore Middle School prohibits bullying at any location or activity under the jurisdiction of the school system. Any student who engages in bullying may be subject to disciplinary action up to and including expulsion. If the complainant or the parent of the student feels that the appropriate resolution of the investigation or complaint has not been reached, the student or the parent of the student should contact the Principal. The school system prohibits retaliatory behavior against any complainant or any participant in the complaint process.***

Bullying Defined

When one or more people repeatedly harm, harass, intimidate, or exclude others. Bullying is unfair and one-sided.

Examples could be through words or actions, including but not limited to:

1. Direct physical contact, such as hitting or shoving
2. Verbal assaults such as teasing or name-calling
3. Socially isolating or manipulating a student

Specific Examples:

- Making unsolicited written, verbal, physical, and/or visual contact. Examples include:
 - Written - intimidating/threatening letters, notes, or messages
 - Verbal - intimidating/threatening comments, slurs, innuendos, teasing, jokes, or epithets
 - Visual - leering or gestures
 - Physical - hitting, slapping, kicking, and/or pinching
- Retaliation, threats of retaliation, or implied threats of retaliation.
- Engaging in implicit or explicit coercive behavior to control, influence, or affect the health and well-being of a student. These incidents will be acted on when they occur:
 - On the school grounds at any time
 - En route to and from school
 - During lunch period
 - During or while going to or coming from a school-sponsored activity

Cyberbullying

- Cyberbullying is the same as above but includes "using technology," including but not limited to cell phones, computers, tablets, or any other electronic device.

Confidentiality

Reasonable efforts will be made to keep a record of bullying and the investigation results confidential.

Witnesses should be informed of the confidential nature of the investigation and should be asked to refrain from disclosing the nature of the investigation to others.

Retaliation Prohibited

The initiation of a report of bullying will not reflect on the reporting student or witnesses in any way. It will not affect the student's future relationship with the school system, grades, classes, or other matters pertaining to his/her status as a student in any program. Engaging in such retaliation is a violation of this policy.

DRESS CODE

1. General Provisions

- a. All clothing shall be neat, clean, and acceptable in appearance and shall be worn within the bounds of decency and good taste and appropriately conceal undergarments at all times.
- b. Any articles of clothing, including belts and jewelry, which display, advocate, denote, or advertise words or images of profanity, violence, graffiti, unlawful activity, tobacco, weapons, alcohol, drugs, sexually suggestive or racially or ethnically offensive slogans that interfere with school work, create disorder or disrupt the educational process are not allowed.
- c. Gang-related insignias, colors, indicators, etc., such as Roman numerals XIV, XIII, X14, and X13, the words Sureños, Norteños, Norte, Sur, the colors red, blue, etc., are not permitted to be drawn, worn, or displayed at school.
- d. Attire that may be used as a weapon is not allowed. This includes but is not limited to chains, wallet chains, and items with spikes or studs.
- e. On dress-up spirit days, some rules may be temporarily waived (i.e., pajama day, bandanas on western day, etc.).

2. Clothing and Footwear

- a. Students must wear shirts that rest securely on the shoulders. Tops must cover the stomach area at all times. Spaghetti straps, tube tops, halter tops, racer-back, see-through, or off-the-shoulder blouses are unacceptable. Tank tops and sleeveless top straps must be at least 2 inches wide and cover all undergarments. Students are not allowed to wear shirts that bare midriffs, show cleavage, or hang loosely under the arm. Mesh jerseys, lace tops, and open-sided shirts are also inappropriate unless worn over an appropriate shirt.
- b. Students may not wear pajamas to school.
- c. Skirts, shorts, and jeans must adequately cover the body at the administrator's discretion.
- d. Footwear must be worn at all times. Steel-toe shoes, cleats, or spikes are not permitted unless used with permission from the coach or athletic director for an athletic event.

3. Headwear

- a. Hats and hoods must be removed once inside school buildings.
- b. No inappropriate writing, accessories, etc., will be allowed on hats.
- c. Hairnets and bandanas are not permitted.

4. Dress Code Violations

- a. Students who habitually violate the school dress code may face disciplinary consequences.
- b. Clothing items or accessories that are dangerous or inappropriate for school will be confiscated by school personnel.
- c. Students who are violating the dress code will not be permitted into class. Students must fix their clothing to comply with the dress standards before returning to class.

PERSONAL PROPERTY

Students should refrain from bringing personal items of high value to school. The school assumes no responsibility for any personal property brought to school or taken to school-sponsored events, including cell phones. Students should always keep their backpacks and belongings in their possession to ensure they do not get lost or stolen.

1. Lock your bicycle, skateboard, or scooter for your own protection. Racks are installed in front of the school for this purpose.
2. Based on the District's liability insurance requirements and for personal safety reasons, skateboarding, scooters, and rollerblading are not permitted on school grounds.

ELECTRONIC DEVICE POLICY

1. No student will be allowed to use a personal electronic device or cell phone from 8:10 a.m. to 2:48 p.m. (from the first bell to the last, including during lunch and passing periods). Students may ask permission to use their device from an adult, and under adult supervision in an emergency.
2. Personal devices must be off and secured out of sight at all times. They may not be removed from pockets; therefore, staying in backpacks or inside locked lockers during the day is recommended.
3. Therefore, headphones or earbuds are not needed at any time and should be kept out of sight.
4. Teachers are encouraged to create classroom rules and systems related to electronic devices in their classrooms. They have the discretion, for example, to allow students to use their devices for academic purposes (but not for listening to music or as a reward when they finish work).
5. Students may use their personal devices outside of school hours.
6. Of course, the best security for the device and all personal objects is leaving it at home. Schools are not responsible for lost or stolen personal items.
7. It is explicitly against both California Penal Code 647(j) and California Ed Code 48900 (various) to use a recording device of any kind in an area on campus where students and staff have a reasonable expectation of privacy, for example, a restroom or locker room. This is a suspendable offense and may be reported to local law enforcement.

If a student is holding or using an electronic device, it is considered a **MAJOR** violation. The device will be confiscated and delivered to the office, and the violation will be recorded in the student's discipline record.

The consequences will be as follows:

1st offense:

- The device will be held in the office until the end of the day.
- Students will sign for the device in the office at the end of the day.

2nd and subsequent offenses:

- The device will be held in the office until the end of the day.
- A parent/guardian must sign for the device in the office at the end of the day. The office closes at 4:30 pm.

Recurrent offenses, at the discretion of the administrator:

- The student may be required to sign the device into the office each morning and retrieve it at the end of each day for up to three consecutive weeks.
- The student will be subject to Saturday School.

Additional offenses will be considered acts of defiance and disrespect.

A student who refuses to comply with a request by any member of the faculty and/or administrator to surrender their electronic device will be considered defiant and disrespectful.

FOOD DELIVERY SERVICES

GUSD will no longer allow food service deliveries to the school sites for safety reasons. Parents and guardians are still allowed to bring lunch to their students.

TOBACCO PREVENTION AND INTERVENTION

Education Codes 48900 and 48901 prohibit students from possessing, smoking, or using tobacco on school grounds, as provided in the following paragraph. Pursuant to Education Code 48900, students who violate this prohibition may be subject to discipline, including suspension or expulsion.

Students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees. (Education Code 48900, 48901)

Smoking means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, tobacco, or plant product intended for inhalation, whether natural or synthetic, in any manner or form and includes the use of an electronic smoking device that creates aerosol or vapor or of any oral smoking device to circumvent the prohibition of smoking. (Business and Professions Code 22950.5; Education Code 48901)

Tobacco products include: (Education Code 48901)

- A product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff.
- An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah.
- Any component, part, or accessory of a tobacco product, whether or not sold separately.

The district shall provide developmentally appropriate tobacco-use prevention instruction for students at selected grade levels from K-12 pursuant to Education Code 51202. Such instruction shall be aligned with state content standards and the state curriculum framework for health education and with any requirements of state and/or federal grant programs in which the district participates.

TARDIES, ATTENDANCE, AND ABSENCES

Unexcused Tardy

A student may be marked tardy by the teacher if s/he is not inside the classroom when the bell rings. The following are the consequences for being tardy to class:

Number of total period tardies	Letter Sent	Outcome
4-period tardies	Letter 1	1 lunch detention
7-period tardies	Letter 2	2 lunch detentions
10-period tardies	Letter 3	3 lunch detentions
13-period tardies	Letter 4	1 Saturday School or 4 After School Campus Beautification
15-period tardies	Letter 5	Consequences determined by the Administration, District SARB referral made.

Note: Refusal to serve lunch, detention, or Saturday School will result in the removal of additional privileges, including end-of-year activities like field trips, dance, and graduation activities.

Absence

Only an absence due to any one or more of the following causes, when verified, is considered excused:

GRIDLEY UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATIONS

AR 5113(a)

Students - Absences and Excuses

Excused Absences

A student's absence shall be excused for the following reasons:

1. Personal illness (Education Code 48205)
2. Quarantine under the direction of a county or city health officer (Education Code 48205)
3. Medical, dental, optometrical, or chiropractic appointments (Education Code 48205)
4. Attendance at funeral services for a member of the immediate family (Education Code 48205)
 - a. Excused absence in this instance shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state. (Education Code 48205)
 - b. "Immediate family" shall be defined as mother, father, grandmother, grandfather, spouse, son/son-in-law, daughter/ daughter-in-law, brother, sister, or any relative living in the student's immediate household. (Education Code 45194, 48205)
5. Jury duty in the manner provided by law (Education Code 48205)
6. The illness or medical appointment during school hours of a child for whom the student is the custodial parent. (Education Code 48205)
7. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons, including but not limited to (Education Code 48205):
 - a. Appearance in court
 - b. Attendance at a funeral service
 - c. Observation of a holiday or ceremony of his/her religion
 - d. Attendance at religious retreats not to exceed four hours per semester?
 - e. Attendance at an employment conference
8. Service as a member of a precinct board for an election pursuant to Elections Code 12302 (Education Code 48205)

Procedure for Clearing an Absence

When students who have been absent return to school, they are responsible for clearing the absence within two (2) school days, or that specific absence(s) will be unexcused thereafter. Verify the reason for the absence using at least one of the following methods:

1. A signed written note (in ink) from the parent/guardian containing the following components: current date, student name, exact absence date(s) or hour(s) missed, and the reason for the absence(s).
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/legal guardian.
3. Written notes from medical providers, court summons, employment appointments, etc.

ATHLETICS

Overview and Purpose of Athletics at Sycamore Middle School

At SMS, participation in athletics is a privilege, not a right. Every athlete must earn the privilege to compete. Those students who earn the privilege to represent your school through our athletic programs are expected to demonstrate the highest standards of behavior, knowing that you always represent SMS. Student-athletes will comply with all federal, state, and local laws, school district policies and procedures, and school regulations. As representatives of SMS, they will conduct themselves in a manner that reflects the common courtesy of decency, morality, cleanliness, honesty, and respect for the rights and property of others.

To be of maximum effectiveness in providing a beneficial experience for student-athletes, the athletic program will:

- Make the welfare of the student the ultimate consideration. Athletics promotes the physical, mental, moral, social, and emotional well-being of those participating.
- Be a well-coordinated part of the school, compatible with and complementary to all aspects of a student's education.

- It is to be conducted in such a manner as to provide a sound rationale for the use of funds, time, and facilities.
- Be nondiscriminatory, making the same benefits available to all students, regardless of race, gender, or ethnic origin.
- Foster training in conduct, commitment, character, perseverance, game ethics, and sportsmanship for participants and spectators.
- Adhere to national, state, and local rules and policies under which the program is conducted.

Eligibility

1. Student-athletes must have a current physical on file.
2. Student-athletes must earn a minimum GPA of 2.0 with no Fs at each grading period to remain eligible. If a student does not meet these requirements at a grading period, s/he will be placed on probationary status and may continue to participate on the team. If, upon the following grading period, the athlete continues not to meet the academic requirements, s/he will be removed from the team. Athletes are allowed one academic probation period per year.
3. If a student has 2 or more F's, s/he is not eligible to try out for a sport.
4. 8th-grade students who receive an F on the 4th quarter progress report will automatically be removed from the team and required to concentrate solely on academics.
5. Participation in 9th-grade sports is dependent on the 8th-grade athlete's fourth-quarter grades.
6. The coach has ultimate discretion for student participation (practices and contests).

School Attendance

1. Student-athletes must attend school for the full school day to be eligible to practice and participate in a contest that same day. They must also attend on the last regular school day before a contest scheduled on a weekend or holiday.
2. Excused absences for appointments (such as a doctor, dentist, etc) and other serious family obligations are possible exceptions, subject to interpretation by the administration.

Practice and game participation guidelines

1. Athletes must be on time for practice, contests, and classes. Coaches may impose penalties for tardiness and absences up to dismissal from the team for excessive absences.
2. If an athlete is absent from school, s/he is expected to notify the coach as soon as possible.

Suspension from school

Student-athletes who are suspended from school will be ineligible to participate in any practice or contests for the duration of their suspension. The period of ineligibility is in effect during weekends and holidays. Coaches may assign additional consequences in addition to those outlined in this policy.

Parent Responsibility

Parents and guardians are essential partners in maintaining a safe, educational, and enjoyable experience for students. When present at the District's events, including athletic games, practices, and co-curricular activities, they are expected to model the kind of citizenship and sportsmanship that is expected and required of students. Practices are closed to parents unless prior permission is granted by the coach.

Communication Involving Coaches, Athletes, and Parents

Our goal is to establish clear lines of communication between coaches, athletes, and parents. Communication involving potentially emotional or disputable information should occur at a pre-scheduled time and place. Parents may not ask a coach to respond to concerns before or after

practice or contests. Player concerns must be brought to the coach's attention first by the athlete. If concerns continue, the parent may request a meeting with the coach.

STUDENT PARTICIPATION OPPORTUNITIES

Student Dances

When held, school dances occur from 4:30-6:30 p.m. on designated Wednesdays and are for SMS students only; guests are not allowed. No outside food, beverages, backpacks, or gum are allowed. Hats and phones are allowed. If a student needs to be picked up early from the dance, a parent must be present or give verbal permission to the administrator or designee before the student will be allowed to leave. No student may leave the dance without the parent's permission. Students who leave the dance are not permitted to return. Students must be picked up immediately after the dance.

Student Government

The student council is the governing body of SMS students. It is charged with the responsibility of furthering the interest and welfare of the school and each student. The student council consists of the President, Vice President, Secretary, Treasurer, Publicity Chair, Historian, Spirit Leader, and representatives. School-wide elections are held for each of these positions at the end of the school year for the following school year.

California Junior Scholarship Federation (CJSF)

Students are eligible to apply for membership in the California Junior Scholarship Federation (CJSF). CJSF is a statewide service organization that encourages excellence in academics and citizenship. Membership applications must be made each semester. Grades used to determine eligibility will come from grade-level math, language arts, science, and social science. Successful applicants will have earned at least 8 points in the four subjects with A=3 points, B=1 point, and C=0 points. Any D or F grade in any subject will automatically disqualify a student from CJSF. CJSF members are expected to maintain scholarly behaviors during their membership. Any student who maintains CJSF membership for at least one semester of the seventh grade and at least two semesters of the eighth grade may qualify as a CJSF honor student at graduation ceremonies.

Special End of Year Activities, including Eighth Grade Graduation

Participation in end-of-year activities based on disciplinary events is at the discretion of the site administrator(s). Also, for end-of-year activities, students must demonstrate positive growth on their state Math and English tests compared to last year's results. "Growth" is defined as earning at least one point higher on each scale score than what was achieved previously, meaning we are looking for any measurable improvement, no matter how small. Additionally, if your student scores a 3 or 4 in either Math or English on these assessments—indicating that they are proficient and on grade level—they automatically qualify for the trip in that subject without needing to show further growth. For instance, a student who scored a 3 or 4 in Math but not in English would still need to show growth in English, while a student who scored a 3 or 4 in both subjects would be fully eligible.

All eighth graders will be expected to participate in the graduation ceremony. However, the ceremony is a privilege, not a right.

The following are the minimum requirements for eighth-grade graduation, participation in the graduation ceremonies, and special eighth-grade activities:

- The promoting student must have achieved a minimum grade point average of 1.0 in all classes during the eighth-grade school year.
- The promoting student may have no more than four "F"s for the entire year and, during the fourth quarter, may receive no more than one "F" in all classes.

- A student may have no more than two “F”s in a single subject throughout the year.
- The student may not have any outstanding fines (i.e., library or textbooks, Chromebook repair fees)
- Students who do not meet these requirements will not be allowed to participate in the graduation exercises and the related activities and will not receive a certificate of graduation.

ACADEMIC SERVICES

Honor Roll

Sixth, seventh, and eighth-grade honor roll at SMS is based on a grade point average of 3.0 or better for all subjects in regular or special education classes. Grade point averages are computed on a quarter basis. Criteria for computing grade point average is A=4 points, B=3 points, C=2 points, D=1 point, F=0 points

Physical Education

To promote optimum participation and positive personal hygiene, it is a requirement for all students to change into their own P.E. clothes with their names clearly visible to the teacher at the beginning of class. The use of sweatpants and sweatshirts during cooler weather is optional. At the end of the class period, students will change back into their regular school clothes. The P.E. teachers will distribute more specific guidelines and contracts to your students. Parents and students will be asked to sign and return the contract.

Schedule Change Requests

Schedule change requests will not be considered after the second week of each quarter. Requests to change teachers within a subject matter will not be honored until a meeting has taken place between the parent/guardian and teacher; administration may be invited. All approvals for requests are at the discretion of the administration.

School Materials: Textbooks, Chromebooks, and Library Books

Each student is responsible for the books and Chromebooks checked out to her/him throughout the school year. Any lost or damaged items are to be paid for by the student. If items are not paid for, the student loses the privilege of participating in end-of-year activities (field trips, athletics, graduation, etc.), and report cards/diplomas will be held in the office until fines are paid.

MENTAL HEALTH SERVICES

Gridley Unified School District has compassionate, well-trained counselors to help students and their families with mental health concerns. **If you are in a life-threatening situation or experiencing a mental health emergency, please call 911 immediately.**

24-Hour Crisis Services 1 (800) 334-6622 OR 530-891-2810 560 Cohasset Rd. Suite 180 Chico, CA 95926 Stabilization Line 530-891-3277 National Suicide Prevention Lifeline suicideispreventable.org 1(800) 273-TALK (8255) Resource needs in Butte County Dial 211 Drug & Alcohol Screenings Chico 530-879-3950 Oroville 530-538-7277	Red Nacional de Prevención del Suicidio 1(888) 628-9454 (Español) Crisis Text Line Text HOME to 741741 anywhere in the US North Valley Talk Line (Warm Line) 1-855-582-5554 NON-CRISIS, PEER SUPPORT Open 4:30 p.m.-9:30 p.m. Every Day Behavioral Health Youth Screenings (By appointment only) Chico Youth 530-891-2945 Gridley Youth 530-846-7305 Oroville Youth 530-538-2158
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Gridley Unified School Counselors

School counselors provide short-term individual and group counseling for at-risk students, provide behavioral techniques for teachers, parent consultations, education, and resource linkage. If your student needs a mental health referral, please contact Behavioral Health at 530-846-7305 or call your school counselor directly for assistance.

FOOD/NUTRITION SERVICES

Every school day, breakfast and lunch are available for all Gridley Unified School District students. These meals meet or exceed the new United States Department of Agriculture (USDA) standards for Child Nutrition Programs that include the School Breakfast Program and National School Lunch Program. Breakfasts are served every morning from 7:45 a.m. until 8:09 a.m.

All students will receive free breakfast and lunch thanks to the Community Eligibility Program (CEP). There is no need to fill out a meal application; however, in order to qualify for other low-cost or free services and increased funding for education, families will need to fill out an Alternate Income form. *If you receive this form, please complete and return it to your student's school site, as some of the District funding is based upon these forms.* Any questions can be directed to the Director of Child Nutrition. Please call the District Office at 846-4172 to contact the director.

USDA Non-Discrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing, or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by (1) Mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Ave SW, Washington, D.C. 20250-9410; (2) Fax: (202) 690-7442; or (3) E-mail: program.intake@usda.gov. This institution is an equal opportunity provider.

OFFICE-RELATED

Medications

Medications, even aspirin and cough drops, are not given to students. No treatment can be given for injuries, infections, or illnesses. Students taking any medication, including non-prescription medications, during school hours must have a note from the doctor and their parents or guardians. **ALL MEDICATIONS, INCLUDING NON-PRESCRIPTION, OVER-THE-COUNTER, AND INHALERS, MUST BE KEPT IN THE OFFICE.**

Visitors

Parents are welcome at all times, but like any visitor to campus, they must check in at the office and sign in and out. SMS does not allow other visitors or student guests on campus during regular school hours. The only exception to this is if the visitor/student guest is involved in a school-related activity, classroom curriculum project, or presentation approved in advance by the administration. In addition, anyone on campus for any reason during school hours must check in at the office and sign in and out. Each visitor will be given a Visitor Badge (California Penal Code: PC 627.2, PC 627.4, PC 626.8).

Sexual Harassment Guidelines

Any student who engages in the sexual harassment of anyone within the school community may be subject to disciplinary action up to and including expulsion. Any employee who permits or engages in sexual harassment of a student may be subject to disciplinary action up to and including dismissal.

Prohibited sexual harassment includes, but is not limited to, “unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature” (Education Code 212.5, 48900.2).

Other types of conduct which are prohibited in the district and which may constitute sexual harassment include:

- Unwelcome leering, sexual flirtation, or propositions
- Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions
- Graphic verbal comments about an individual's body or overly personal conversation
- Sexual jokes, stories, drawings, pictures, or gestures
- Spreading sexual rumors, including rumors spread via technology devices
- Touching an individual's body or clothes in a sexual way
- Cornering or blocking of normal movements
- Any act of retaliation against an individual who reports a violation of the district's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.

Complaints or accusations of sexual harassment should be reported to the school administration or another trusted school for immediate investigation (BP 1312.1, AR 1312.1, and Exhibit 1312.1)

Tobacco Free School

In compliance with California State Law, Sycamore Middle School is a tobacco-free school.

NON-DISCRIMINATION

The Governing Board of the Gridley Unified School District is committed to equal opportunity for all individuals in education. Gridley Unified School District programs and activities do not discriminate on the basis of gender, gender identity, age, sex, race, color, religion, ancestry, gender expression, national origin, ethnic group identification, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended. The Board shall promote programs that ensure that discriminatory practices are eliminated in all district activities. The following individuals represent the appropriate titles for the communication process:

1. Title IX Officer: Superintendent, Justin Kern (530) 846-4721
2. 504 Coordinator: Principal, Chris Schmidt (530) 846-3636

UNIFORM COMPLIANCE PROCEDURES

SMS has the primary responsibility to ensure compliance with applicable state and federal laws and regulations and has established procedures to address allegations of unlawful discrimination, harassment, intimidation, and

bullying, and complaints alleging violation of state or federal laws governing educational programs and the charging of unlawful pupil fees. SMS shall investigate and seek to resolve complaints using policies and procedures known as the Uniform Complaint Procedures (UCP) adopted by our local board. Unlawful discrimination, harassment, intimidation, or bullying complaints may be based on actual or perceived age, ancestry, color, ethnic group identification, gender expression, gender identity, gender, disability, nationality, national origin, race or ethnicity, religion, sex, sexual orientation, or on a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity that receives or benefits from state financial assistance. The UCP shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in:

Adult Education, Consolidated Categorical Aid Programs

Migrant Education, Career Technical, and Technical Education and Training Programs

Child Nutrition Programs, Special Education Programs

Safety Planning Requirements

A complaint of noncompliance with laws relating to pupil fees may be filed pursuant to the local UCP. A pupil enrolled in a public school shall not be required to pay a pupil fee for participation in an educational activity.

A pupil fee includes, but is not limited to, all of the following:

1. A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in class or an extracurricular activity, regardless of whether the class or activity is elective or compulsory, or is for credit.
2. A security deposit, or other payment, that a pupil is required to make to obtain a lock, locker, book, class apparatus, musical instrument, clothes, or other materials or equipment.
3. A purchase that a pupil is required to make to obtain materials, supplies, equipment, or clothes associated with an educational activity.

Complaints other than complaints relating to pupil fees must be filed in writing with the following compliance officer:

Principal, Chris Schmidt

Sycamore Middle School

1125 Sycamore Street, Gridley, CA 95948

(530) 846-3636

WILLIAMS COMPLAINT CLASSROOM NOTICE

Gridley Unified School District

Notice to Parents, Guardians, Pupils, and Teachers

Pursuant to California Education Code § 35186, you are hereby notified that:

1. There should be sufficient textbooks and instructional materials. That means each pupil, including English learners, must have a textbook or instructional materials, or both, to use in class and to take home.
2. School facilities must be clean, safe, and maintained in good repair.
3. There should be no teacher vacancies or mis-assignments. There should be a teacher assigned to each class and not a series of substitutes or other temporary teachers. The teacher should have the proper credentials to teach the class, including the certification required to teach English learners if present.
4. Teacher vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.
5. Misassignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential, or the placement of a

certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold.

6. A complaint form may be obtained at the school office, or district office, or downloaded from the school's Website at <http://www.gusd.org>. You may also download a copy of the California Department of Education complaint form in English and other languages from the following website:
<http://www.cde.ca.gov/re/cp/uc/ucpmonitoring.asp>.

SCHOOL ACCOUNTABILITY REPORT CARD

By February 1st of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF), all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

The SARC information can be found online at:

<http://www.gusd.org/Parent-Info/School-Accountability-Report-Cards-SARCS/index.html>

AFTER-SCHOOL PROGRAM

Sycamore Middle School is in partnership with the Butte County Office of Education - Expanded Learning Programs to provide after-school programming to all students. The program provides an opportunity for all students to participate in academic assistance and enrichment activities in a safe and supportive environment. The program starts when the final bell rings and remains open until approximately 6:00 PM. The program is offered every day that school is in session, serving grades 6th – 8th grade.

Sycamore Middle School is happy to have Terri Fichter as our After-School Program Site Coordinator. For more information regarding the program, contact Terri at (530) 990-6411 or by email: tfichter@bcoe.org. You will also find more information about the program on the BCOE Expanded Learning Programs website.



SYCAMORE MIDDLE SCHOOL
1125 SYCAMORE STREET - GRIDLEY, CA 95948
(530) 846-3636 Fax# (530) 846-6796

Sycamore Middle School Parent/School/Student Compact

As a school, we will:

- Provide a high-quality, effective learning environment that is safe and that enables the student to meet the State's student academic achievement standards
- Provide ongoing two-way communication between teachers and parents utilizing phone, email, and ParentConnect
- Provide reasonable access to staff
- Provide opportunities for parents to volunteer and participate in school activities
- Provide a safe and nurturing learning environment.
- Provide a mutually respectful relationship between all parties (students, parents, teachers, and volunteers)

As a parent, I will:

- Support my child's learning by ensuring that s/he has proper rest and nutrition
- Ensure that my child attends school on time and regularly
- Support my child's learning by monitoring her/his academic progress
- Help set a positive tone for learning with my child
- Participate in decisions relating to the education of my child through a mutually respectful relationship with school staff.
- Provide time at home for homework completion.
- Support my child's involvement in extracurricular activities, and participate when appropriate

As a student, I will:

- Follow the behavioral expectations at our school
- Seek additional support when needed (advocate for my learning)
- Make every effort to be on time for school and attend all my classes every day
- Make good choices
- Engage actively in my own education/learning
- Make the best of my middle school experience by getting involved in and/or supporting extracurricular activities

Student Name: _____

Date: _____

Parent Name: _____

Phone Number: _____



SYCAMORE MIDDLE SCHOOL
1125 SYCAMORE STREET - GRIDLEY, CA 95948
(530) 846-3636 Fax# (530) 846-6796

Acuerdo entre padres / escuela / estudiante de la escuela secundaria Sycamore

Como escuela, nosotros:

- Proporcionar un entorno de aprendizaje eficaz de alta calidad que sea seguro y que permita al estudiante cumplir con los estándares de rendimiento académico estudiantil del estado.
- Proporcionar comunicación bidireccional continua entre maestros y padres mediante teléfono, correo electrónico y ParentConnect
- Proporcionar acceso razonable al personal
- Brindar oportunidades para que los padres se ofrezcan como voluntarios y participen en las actividades escolares.
- Proporcionar un entorno de aprendizaje seguro y enriquecedor.
- Proporcionar una relación de respeto mutuo entre todas las partes (estudiantes, padres, maestros y voluntarios).

Como padre, yo:

- Apoyar el aprendizaje de mi hijo asegurándose de que tenga el descanso y la nutrición adecuados.
- Asegurar que mi hijo asista a la escuela a tiempo y con regularidad.
- Apoyar el aprendizaje de mi hijo al monitorear su progreso académico
- Ayudar a establecer un tono positivo para aprender con mi hijo.
- Participar en las decisiones relacionadas con la educación de mi hijo a través de una relación de respeto mutuo con el personal de la escuela.
- Proporcione tiempo en casa para completar la tarea.
- Apoyar la participación de mi hijo en actividades extracurriculares y participar cuando sea apropiado

Como estudiante, haré:

- Siga las expectativas de comportamiento en nuestra escuela.
- Buscar apoyo adicional cuando sea necesario (defender mi aprendizaje)
- Hacer todo lo posible por llegar a tiempo a la escuela y asistir a todas mis clases, todos los días.
- Toma buenas decisiones
- Participar activamente en mi propia educación / aprendizaje
- Aprovechar al máximo mi experiencia en la escuela secundaria involucrándome y / o apoyando actividades extracurriculares.

Nombre de padre: _____

Fecha: _____

Nombre de estudiante: _____

Número de teléfono: _____