

Diamond Technology Institute

Pajaro Valley Unified School District

112 Diamond Drive ~Watsonville, CA 95076 ~831.728.6225

Student Handbook 2025-2026



White Tigers



Diamond Technology Institute

25-26 ACADEMIC AND CULTURAL THEME



Principal's Message ~ 2025–26 School Theme: *Building Bridges, Breaking Barriers*

Welcome to the 2025–26 school year! Our theme, **Building Bridges, Breaking Barriers**, reflects our shared commitment to connection, equity, and innovation in all we do.

We are focused on **Academic Connections** that help every student grow. This means bridging learning gaps with personalized, equity-driven instruction; expanding **dual enrollment, CTE pathways, and internships** to connect students to college and career; and encouraging **interdisciplinary, project-based learning** that blends science, math, art, and humanities in powerful ways.

In support of **Student Growth & Belonging**, we'll uplift student identities and cultures through inclusive curriculum and affinity spaces, build **intergenerational bonds** through mentoring and alumni engagement, and strengthen peer relationships through advisory, peer mentoring, and restorative practices.

We will deepen **Family and Community Engagement** by improving school-home communication, offering multilingual and culturally relevant family events, and partnering with local colleges and organizations to bring real-world learning to campus. We're also committed to **bridging the digital divide**, ensuring all families have access to technology and support.

Finally, our focus on **Staff Development and Collaboration** means breaking down silos, using data to inform teaching, and aligning our shared vision with real, measurable action.

Let's build bridges that connect and uplift and break the barriers that stand in our way. I'm proud to lead this work with each of you.

With gratitude and excitement,

Marci Keller

Principal, Diamond Technology Institute

PVUSD Mission

The Mission of the Pajaro Valley Unified School District is to educate and to support learners in reaching their highest potential. We prepare students to pursue successful futures and to make positive contributions to the community and the global society.

Diamond Technology Institute Mission

Diamond Technology Institute blends academic and career technical education. The institute places high expectations on students, parents, teachers and administrators. The program and curriculum are based on a belief that students will be provided with a unique opportunity to prepare them to communicate, problem-solve, and perform authentic real-world tasks. Students will become competitive, competent, and highly skilled in order to meet the demanding standards of our time. During these years, in addition to career skills, students will obtain the essential concepts that can easily lead them to a two or four-year college program.

Vision

Diamond Technology Institute is an educational charter school committed to providing a center for engaged learning. Our diverse students can realize their potential and meet the demanding standards of the community, state, nation and the world.

DIAMOND TECHNOLOGY INSTITUTE

SCHOOL-WIDE LEARNING OUTCOMES (SLOs) SLO's are the expectation of what Diamond Tech students will be able to do upon graduation and are measurable.

WHITE TIGERS are SMART because they:

USE TECHNICAL **S**KILLS

- Apply industry-standard technology, programs, and equipment to create a product
- Interpret and incorporate reliable information and technology to increase productivity and develop transferable skills
- Attain industry-standard certification and skills
- Select appropriate tools to collect, record, analyze, and evaluate data

MASTER ACADEMIC, PERSONAL, AND CAREER READY PRACTICES

- Work collaboratively in multiple roles as a productive member of a diverse team
- Demonstrate strong leadership and project management skills
- Develop clear post-high school plans aligned with personal goals, well-being, and financial literacy
- Develop a growth mindset that accepts failure as an opportunity for growth and learning
- Maintain and utilize portfolios as a dynamic showcase of strengths and potential areas of growth
- Seek ongoing improvement through clarification, feedback, reflection, critique, and revision/modification

ARE RESPONSIBLE CITIZENS

- Understand the interconnectedness of environmental, social, and economic impacts of decisions on community and global society
- Participate in community improvement, networking, and service related to personal or career interests
- Demonstrate empathy and compassion by advocating for equality, diversity, and social justice
- Take ownership of learning by connecting it to a personal mission
- Respect intellectual property and act with integrity

COMMUNICATE EFFECTIVELY WITH PURPOSE, **R**EASON, AND EVIDENCE

- Demonstrate proficiency in reading, writing, speaking, and listening
- Compose clear information through writing and other mediums
- Communicate educated opinions, scientific and/or technical information, and ideas
- Use various examples of ethos, logos, and pathos in writing and presenting
- Design end-user solutions that are aesthetic, functional, profitable, and appropriate for the intended audience

THINK CRITICALLY, DEMONSTRATE CREATIVITY AND ADVANCE INNOVATION

- Devise creative and innovative ways to solve problems using appropriate methods, practices, and ideas
- Investigate the root cause of a problem using reliable research strategies; analyze and evaluate possible solutions, and then select and justify an optimal solution
- Consider unconventional ideas and suggestions as solutions to issues, tasks, or problems

Introduction

Welcome to Diamond Technology Institute. Please read the information contained in the student handbook to clearly understand the basics, policies, standards of behavior, and discipline. In addition to the Student Handbook, the PVUSD Annual Notification to Parents/Guardians provides parents/guardians and students with essential information about the district, including the rights and responsibilities of students and parents/guardians. We look forward to an extraordinary year with you.

I. Campus Basics

Student I.D. Cards

All Diamond Tech students receive a Student I.D. Card I.D.'s will be issued at the beginning of the school year or upon enrollment. Be advised that you may be required to show a photo I.D. to attend district-wide functions, other activities, or to take advantage of student discounts.

Hall Passes (PAW PASS)

Students are required to have an authorized pass in their possession whenever a teacher releases them during a class period.

Visitors/Non-Students

All visitors to the Diamond Tech campus must check in at the main office upon arrival to get a visitor's pass. Non-students are not permitted on the campus at any time without a visitor's pass.

Closed Campus

Diamond Tech is a closed campus. Students may not leave campus between periods or during break. Students who leave campus without authorization from the office will be referred to the Principal and a consequence will be assigned.

Off-Campus Requests

Permission to leave campus can be obtained in the office. A parent/guardian signature or authorized adult on the student's emergency contact list is required for any request to leave campus. If a student leaves campus without proper check out, the student will receive a cut. A phone call from the parent after the fact to clear the cut will not be accepted. Please make every opportunity to notify the school in advance.

Health Services

- Confidentiality: Information provided by students cannot be kept confidential if student shares information about criminal activity or risk of harm to self or others.
- If a student is hospitalized or is under the care of a doctor for a serious or chronic health condition, including mental health, the office needs to be notified. Under certain circumstances, a planning meeting and/or medical release may be required before a student returns to school.

Leaving campus due to illness

- Students who feel ill, or suffer an accident or injury that prevents their staying in class, must report to the office for assistance.
- Students may not call a parent/guardian to pick them up from class directly.

- If a student feels ill enough to leave school, they may not make independent arrangements during break or passing time to be picked up (if a student leaves school without following procedure, he/she will be marked as a cut).
- Parents/guardians must come in to the office to pick up a student unless prior arrangements have been made with authorized staff member.
- Students who are 18 or over, or who are parents of an ill child, may be released by the nurse or an administrator when their parent is not available.
- If an illness or injury is the reported cause of three or more absences, a doctor's note will be required.

Books, Technology and Lab Materials

Students are responsible for all textbooks, technology, and any lab materials checked out or used by them. Replacement fees will be charged for lost, stolen, or damaged books and materials. Be responsible and take care of your textbooks, technology and all materials.

Food

Food may not be eaten in classrooms or office areas. Always dispose garbage such as packaging, cans, bottles, and uneaten food in the containers placed throughout the campus. This will ensure a clean and safe campus, we all can all be proud of.

Demonstration of Affection

Limit displays of affection to hand-holding in order to be appropriate for the school atmosphere.

Transportation

According to PVUSD policy, any student who is disorderly, defies the authority of the bus driver, or who has not purchased a bus pass or bus ticket may be denied transportation. The driver may cite students for negative or inappropriate behavior, resulting in the following consequences:

1st Offense: The student is warned by the principal with possible suspension of his/her privilege to ride the bus. Detention or a school suspension may be assigned and parent/guardian will be notified.

2nd Offense: Bus riding privilege suspended for 3-10 days. Detention or school suspension may be assigned and the parent/guardian will be notified.

3rd Offense: Bus riding privilege suspended. Detention or school suspension may be assigned and the parent/guardian will be notified.

Academic Assistance

A student having difficulty in a course is encouraged to talk with his/her teacher to determine a plan of action. If additional support is needed, the student can meet with the counselor for information on available tutorials and other academic assistance to help improve.

Release of Students from Campus

A student must be officially released from school before attending any appointments during school hours. Parents/guardians must appear in person to the office to arrange a student release. If a student leaves campus without permission, the absence will be considered a cut. **If the student returns after cutting class, he/she may be subject to search and disciplinary action.**

Student Withdrawal

Students withdrawing from school must report to the office. The office will provide the necessary withdrawal form. The student will check out of each class and have the teacher sign the withdrawal form. Students must return all books and other school property. If a student does not follow this procedure, Diamond Tech will not forward student transcripts to the requesting school.

Athletics and Co-Curricular Activities

Co-curricular activities that are school-sponsored or out of class activities must have a supervisor assigned. Such activities include athletics, student government and performances or competitions in which the student represents the school.

The following activities are considered a part of the curriculum and are not affected by this policy: public performances, music, drama, and journalism activities.

Eligibility

In order to participate in any co-curricular activity (practice, try-out, etc.) a student must meet the following criteria:

- Achieve a grade point average (GPA) of at least 2.0 (a 'C' average) for the prior grading period
- Meet citizenship standards established by the school. Must be in a positive behavioral standing.
- Be passing at least five out of six classes
- Must have attended a minimum of four hours of school during the day of the activity

Grades and credits earned during Summer School may be used to establish eligibility for student activities. Such grades and credits will be added to those of the preceding grading period. Only the highest grade for a repeated class will be included.

Note: Chronic tardies/truancy may be result in exclusion from any co-curricular activity. Any student who is suspended may not participate in any co-curricular activity during their time of suspension.

II. Policies, Standards of Behavior, and Discipline

School Policies

Attendance

It is a state law that every student attends school every day until the age of 18, or until graduation.

To clear an absence a parent/guardian should call 728-6225 ext. 4962 at any time, day or night. Please leave a message for the office manager including: the **student name, I.D. number, and date of birth and the reason for the absence.**

Notes from parents/guardians will be accepted in the office before school, break, at lunch and after school only. Notes will not be accepted during class time unless the student is late for an excused reason. We encourage parent/guardians to review student attendance on a regular basis.

Parents/guardians are recommended to call the school when notified by the automated phone dialer of their student's absence from a class.

NOTE: IF AN ABSENCE IS NOT CLEARED WITHIN THREE (3) DAYS, IT IS CONSIDERED A CUT. THIS WILL RESULT IN A DETENTION ASSIGNMENT. CUTS ON YOUR CHILD'S RECORD WILL RESULT IN THE DENIAL OF A WORK PERMIT AND/OR PARTICIPATION IN THE SENIOR GRADUATION ACTIVITIES AND/OR CEREMONY.

Truancy

According to Education Code section 48263.6, a truant is defined as a student who has been absent from school 10% of the school year without a valid excuse. Watsonville City Police or County Sheriff will pick up students who are found off campus without a valid authorization from the school. Students who are declared a truant will be assigned extra duties and referred to the Principal for one or more of the following: student conference, suspension, parent conference, a referral to student services or possible transfer to an alternative education program.

Legal consequences may include, but are not limited to, revoking or delaying access to driver's license, fines, community service hours, and parents/guardians attending school with students. **Teachers will refer truant students to the Principal for intervention with parents/guardians.**

Tardies

A tardy is defined as any student not in his/her seat/station when the tardy bell rings. Students who have three or more unexcused tardies to class within a one week period may be assigned extra duties or be placed on academic probation. If students are thirty minutes or more late to a block period or ten minutes late to all period days, they will be marked absent for that period and the office will determine if the absence is excused. Uncleared absences are considered a cut. Parents/guardians will be notified when students are frequently tardy.

Work Permits

Students must have good attendance and at least a 2.0 GPA to receive/maintain a work permit. Work permits will not be issued to students who have more than 5 cuts per semester or who have not demonstrated satisfactory attendance (tardies or daily attendance).

BE AWARE: If you miss school for any reason (truancy, suspension, excused or unexcused absence) **IT IS ILLEGAL to go to work that day.** Students must be at school during the day in order to report to work after school. Employers may be fined up to \$5,000 if they allow a student on the job site on a day the student is absent from school.

Grades and Credit

Credits are earned when a student successfully completes a semester course. **Grades** are based on quizzes and tests, homework, class participation, projects and other activities assigned by the teacher. Teachers will distribute information regarding their process for determining grades system at the beginning of the course. A **Progress Report** is mailed to parents/guardians at the mid-point of each quarter if student is not making adequate progress. Parents/guardians are also encouraged to register in School Loop to monitor student progress and achievement.

Designation of student grade level

9th Grade (Freshman) Status.....60 credits

10th Grade (Sophomore) Status.....60 credits

11th Grade (Junior) Status.....60 credits

12th Grade (Senior) Status.....60 credits

Minimum number of credits required for graduation: 240

Letter Grades

Grades are represented by the letter symbols A, B, C, D, F, to indicate a student's quality of work and achievement:

A = Excellent quality of work and achievement

B = Above average quality of work and achievement

C = Average quality of work and achievement

D = Below average quality of work and achievement

F = Unacceptable quality of work and achievement

In **specific** cases, grades may be recorded by the letter symbols P, INC, WF, or NG, which indicate:

INC = Incomplete, work must be completed within ten (10) school days (AP 5108 2. (j)).

WF = Withdraw-Failure. Dropped from course with a failing grade.(AP 5108 2. (g)).

P = Pass. Credit granted-- May be used for transfer students, students with identified learning disabilities or special education needs, exchange students, identified migrant students, Home Instruction, Independent Study for certain elective courses, and special circumstances approved by the principal.

NG = No Grade. Used when student must withdraw from a course for reasons beyond his or her control (AP 5108 2. (g)), or for transfer students when there is insufficient data to award a grade.

Graduation Requirements

Subjects	Years	Credits
English	4	40
Mathematics	3	30
Science	3	30
Social Studies	3	30
Physical Education and Health	1.5	15
Visual and Performing Arts	1	10
Language other than English	2	20
CTE/Applied Arts	2	20
Elective Courses	--	45
Minimum Total Credits		240

****Diamond Tech does not offer PE courses. Please see PE Credit Guidelines for how to complete this requirement for graduation.**

Additional graduation requirements

- Complete forty (40) community service hours
- Senior Defense Passage

Community Service

Students must complete forty hours of community service during their four years at Diamond Tech.

A minimum of five hours of community service is required at each grade level. Before you start please check with the office manager or Principal to approve your agency and contact person. All forty hours must be completed before Senior Check-Out. Community hours used for fulfillment of graduation requirements may not be used to clear cuts on the attendance record. Community hours for graduation requirements will be monitored through the office. Community service for clearing cuts is monitored through the Student Services office.

Online/Blended Learning Program

Students at Diamond Tech are enrolled in several online/blended learning courses in order to meet graduation requirements. These classes require an internet connection and computer. Students who are not “on target” will be required to attend after school during their weekly designated day and possibly on their non-designated days to make-up the course requirement. Students who are working toward credit recovery may complete the course prior to the end of the school year are considered to have completed that graduation requirement and are no longer required to attend.

Acceptable Computer/Internet Use

It is a federal law that all students must have a signed Acceptable Use Policy (AUP) each year and the school is responsible to monitor and enforce compliance with this law. Students who purposely attempt to access inappropriate sexual content or proxy (web filter hacking site) sites will trigger an automatic lockout by the PVUSD technology department. The Principal will take appropriate disciplinary actions, including but not limited to, detention or In-house suspension for these types of violations of the district’s Acceptable Use Policy. If a student repeatedly violates his or her AUP, the district technology department will disable the student’s network account.

Academic Honesty (PVUSD Policy 5131.9)

Students are expected to earn grades and units honestly and to act responsibly to assure that cheating or plagiarism does not occur. Academic dishonesty is unacceptable at Diamond Tech. The following consequences apply to academic dishonesty in the classroom or online for any tests, reports, quizzes, exams or other classroom exercise or activity:

1st Offense: Teacher discretion--no credit or redo assignment (or alternative assignment). Student and teacher meet with parent/guardian, and incident is recorded in discipline file, possible disciplinary action.

2nd Offense: Disciplinary action with parent/guardian conference and administrator, and incident recorded in discipline file.

Subsequent Offenses: Consideration for transfer to another school or alternative program in addition to the above consequences.

Note: Students who have knowledge of, or participate in, another student's academic dishonesty will receive the same consequences as listed above.

Items Not Allowed on Campus

Personal Technology

Personal technology is not to be used inside classrooms at any time, **unless used for educational purposes at the teacher's discretion** and are subject to confiscation. Personal devices, phones, ear buds or headphones that are visible without teacher permission will be deemed in use and will be confiscated.

Skateboards/Bicycles

Skateboarding and bicycling in or around campus is prohibited at all times. Violation of this rule will result in confiscation of the skateboard or bike. Bikes are not permitted in classrooms and must be parked in the bike rack.

- First violation: The skateboard or bike is held until after school and a discipline entry is placed in student file.
- Second violation: The skateboard or bike is held until parent/guardian picks it up. Further violations may result in progressive discipline actions, In-house suspension, or out of school suspension.

Other Items

The following items are subject to confiscation and will be returned only to parent/guardian (violations may result in immediate suspension):

- Video games
- Walkie-talkies
- Laser pointers
- Toys or replica weapons
- Permanent markers

Cell Phones (Ed Code 48901.5: Electronic devices)

Cellular phones, while an accepted part of everyday life, are not required at school. We acknowledge that parents/guardians may wish their students to have cell phones, and we tolerate the possession of these devices as long as the devices remain **silent and out of sight** during class time, unless used for educational purposes at the teacher's discretion. Cell phones must be out of sight as soon as the tardy bell rings or they may be confiscated. Teachers have the discretion to keep the cell phones from the student for the time they have specified in their course description. Students who are using a cell phone arriving late for class will have their cell phone confiscated.

Note: Diamond Tech accepts no responsibility for confiscated items taken by school personnel. Any items not picked up by a parent by the end of May will be considered abandoned property and items will be disposed of appropriately. Diamond Tech is not responsible for any electronic items lost, damaged, or stolen anywhere on campus.

Dress Code

California Education codes EC 35183, as well as Assembly Bill 980 give schools a great deal of latitude in dealing with "gang-related apparel." The staff, parents/guardians, and students of Diamond Tech are committed to maintaining a safe educational environment for all students and staff. With the growth of gang-related violence and crime in our area and the adverse effect on our schools, Diamond Tech has developed a policy designed to identify and eliminate gang influences on our campus. Whether an individual student views him/herself as a gang member, a "wannabe," or graffiti-tagger, our stance is that all of these individuals are at-risk of gang involvement and are a threat to the safety of our students and staff. This policy is designed to meet our zero-tolerance for gangs. Administration is not limited to the list below of dress code violations. The school maintains the right to insist a student removes or change the clothing item in question.

Any student using clothing or accessories to identify gang or "clique" affiliation, involvement or affinity – in any manner - will have clothing confiscated and may be put on a gang contract. Wearing any gang-related color is prohibited on school grounds and clothing will be confiscated.

Dress Code rules apply any time that school is in or out of session, including break, lunch, before, and after school; sporting events at home or away; and during after school and weekend school-sponsored activities.

Note: Diamond Tech accepts no responsibility for any confiscated clothing.

Inappropriate Clothing

School personnel and administration may decide what they believe is inappropriate clothing or accessories. Clothing must be appropriate for the educational environment.

Any wearable item that is known to be worn by gang-affiliated groups will not be permitted. This includes clothing, jewelry, body adornments, signs, and/or other related symbols (letters, colors, or tattoos, the numbers 13, 14, or 831, and more) alone or in combination which are evidence of membership, affiliation, or alliance with any gang. Possession and/or the display of any gang related symbol(s), (see above) may not be worn or displayed on clothing or on any personal property. (BP 5408.2 & BP 5408.3.1)

Clothing Not Permitted

- Any item of clothing that is 50% or more red or blue, including shoes, shoelaces and accessories
- Socks pulled up to the knees with shorts worn just below the knee
- Clothing of any kind that displays undergarments
- Steel-toed footwear
- Clothing and/or jewelry that has a profane or obscene message, promotes violence, smoking, drinking and/or the use of drugs
- "Initialed" belt buckles, wallet chains of any size or spiked jewelry

Note: Diamond Tech administration reserves the right to add to the dress code at any time during the school year if any item comes to demonstrate gang affiliation.

Hats (EC 35183.5)

Hats, caps, knit caps or hoods can be worn as sun protective clothing while **outdoors** only.

The following headwear is permitted:

- Official Diamond Tech beanies, caps, and visors with our logos
- Custom-knitted headwear
- Peruvian-Native American-type beanies

The following headwear is NOT permitted and may result in being placed on a gang contract:

- Any headwear that is associated with gang affiliation (stocking caps, hairnets, bandanas, handkerchiefs)
- Headwear with more than 50% red or blue
- Hats with letters that are blue or red

Backpacks

Backpacks can be of any color with the exception of bright red and blue. Backpacks must not show any visible gang or gang-related drawings, or graffiti.

Consequences for Dress Code Violations

1st offense – Item is confiscated and item must be picked up by student at the end of the day and/or student must change into appropriate clothing

2nd offense – Item is confiscated and parent must pick up at the end of the day

3rd offense—Item is confiscated and kept until the last day of school

Note: Any dress code offense that is gang-related may result in the student being placed on a gang contract.

Behavior Policies

The Student Behavior Policy is intended to provide guidelines for all students attending Diamond Tech. The responsibilities and rights of each student shall contribute to a positive and productive school climate.

The following are the general behavior expectations at Diamond Tech:

- To respect the rights and property of others
- To attend school on a regular/daily basis unless officially excused
- To be on time and prepared for all classes
- To follow the Student Handbook

Gang Behavior/Activity

Diamond Tech maintains a zero-tolerance policy for gangs.

Note: A "gang" is defined as any group of two or more people whose purpose involves the commission of illegal or other disruptive acts. (PVUSD Board Policy 5408.2) or the forming groups of two or more students, which threatens the safety of others and/or other disruptive acts by such groups (BP 5408.31).

For safety purposes, students may be placed on a gang contract and parent/guardian will be notified when gang-related behavior is identified. Should the behavior continue, the behavior may be reported to police.

Note: Any gang-related clothing, colors, symbols or language is strictly prohibited. School personnel determine what is/is not gang-related behavior, clothing, and/or activity, not the student or family.

Any behavior which may be interpreted as symbolic of gang association or which threatens the safety of any student or member of the school staff is prohibited.

Specific examples include, but are not limited to:

- Gang hand signs

- Verbal or non-verbal threats or intimidation by individuals or groups (Ed. Code 48900.4)
- Whistling to announce presence, intimidate, or to harass others

These behaviors may result in a suspension from school and placement on a gang contract.

Gang Symbols or Tags

Anything which may be interpreted as symbolic of gang association or which threatens the safety of any student or member of the school staff is prohibited. Specific examples include, but are not limited to:

- Tagging of backpacks, books, or other personal belongings
- Tagging of school property
- Visible gang or "gang-like" tattoos or body drawings
- Displaying a "rag" or other similar object
- Possession of a marker/pen

Drug & Alcohol Use

As PVUSD Policy 5410.42 states, no student may use or possess alcohol, marijuana, steroids, or any illegal drug while at school or while under the jurisdiction of the school. A recommendation for expulsion may be made in accordance with guidelines SB-813 for students violating this policy.

Violation of this rule shall result in the following:

- **First Offense: Suspension (1-5) days**
 - Referral to an intervention group (Student Assistance Program- SAP) (PVUSD Policy 5410.2).
 - Written behavior contract signed by student and parents/guardians may be required.
 - Ten-day ineligibility for athletic contest/activity with permission to continue practice.
 - Season athletic ineligibility for steroid possession and/or use.
- **Second Offense: Suspension 5 days**
 - Referral for expulsion.
 - Ineligibility for athletic contest/activity for a period of 6 weeks.
 - Permanent athletic ineligibility for steroid possession and/or use.

Fighting

Any student involved in fighting at Diamond Tech will be searched. Gang-related fights or multiple fights will result in expulsion. If a student fight causes injury or threatens to cause physical injury to other students, the following will result:

- Student is suspended for 1-5 days
- A parent/guardian conference is held
- WPD may arrest/cite students
- A referral to the Student Assistance Program (SAP)
- Student involved will be searched for possession of weapons

Note: If injury is serious or gang-related, the student may be recommended for expulsion. A student found with a weapon or dangerous object will be automatically suspended for 5 days and referred for expulsion.

Other Prohibited Behaviors and Consequences

Mad-dogging

Mad-dogging is considered dangerous and gang-related behavior. Mad-dogging can lead to fights and verbal arguments, which can result in suspension from school.

Verbal Assault on a Teacher or School Employee

The student will be suspended for 5 days and a recommendation for expulsion will be made. Police will be notified immediately.

Causing or attempting to cause damage to school or private property

Students are required to clean up any damage and/or pay restitution for repairs. Students are suspended from 1-5 days depending upon the severity of the situation.

Possession, Distribution, or Display of inappropriate sexual content

A student may be suspended from 1-5 days.

Arson or Attempted Arson

This includes the activation of false alarms or tampering with emergency equipment. (Penal Code Section 447 and 455, 148.4) and (E.C. 48900, sub-section k). Fire-setting or activation of false alarms is never considered to be a prank. The burning of trashcans can lead to immediate and serious consequences.

Violations may lead to:

- Suspension
- Police citation
- Recommendation for alternative education program
- Expulsion
- Restitution for damages by the parent and student

If the minor and parent are unable to pay for the damages, the school district shall provide a program for voluntary work for the minor in lieu of the payment of monetary damages (E. C. 48904).

Note: A bomb threat is considered a terrorist act and will result in a referral for criminal prosecution.

Discipline

The discipline policy at Diamond Tech is based on Educational Code Sections 48900 and 48911. All suspensions require a parent/guardian conference (or phone conference) before the student is readmitted. **No minor will be sent home during the school day without parent/guardian notification.** All disciplinary actions follow due process of law.

The following guidelines are provided to assure uniform application of school discipline. Please note that these guidelines also apply to all school-sponsored activities regardless of their location (including to and from school and during lunch).

Work Duty

Work Duty Guidelines: Teachers and Administrators or their designee can assign after school, during school, or lunch duties as well as school community service. **All duties must be served on the date assigned.** If an emergency occurs, only a parent may change the duty date by calling the office. Emergencies do not include job interviews, forgetting to tell parent, field trips, sporting events, or work hours. **Food, drinks, and personal electronic devices are not permitted during work duty.**

Students who arrive late will be marked as a NO SHOW. Continual defiance or refusal to serve assigned duties may result in a suspension. Teacher-assigned duties require parent/guardian notification if held after school. Students may request a 24-hour notification before serving the duties.

Student Searches

California Education Code allows school personnel to conduct or direct law enforcement to conduct searches on students at any time without notice to parents/guardians. All students, their possessions, and vehicles may be subject to a search at any time.

Suspensions & Expulsions

Suspensions

During the period of suspension students may not participate in any school-sponsored or school-related activities. Students must be under the supervision of a parent/ guardian and are not allowed near school grounds. Violation of this rule may result in additional days of suspension.

Teachers may suspend students from their class for up to two days. The teacher must immediately inform the student of the inappropriate behavior and the basis of the suspension. The teacher must communicate with the parent/guardian the reason for the suspension.

Suspensions exceeding (10) ten school days per year will result in referral to an alternate placement or the expulsion process.

Note: Homework may be requested during the period of suspension. There must be at least a 24-hour advance notice to allow teacher's time to process the request.

Expulsions

No student shall be recommended for expulsion unless the Superintendent or the Principal of the school in which the student is enrolled determines that the student has engaged in acts enumerated in District Policy 5402.1 and in Education Code 48900 and 48900.2, 3, 4.

Show Respect:		Make Good Decisions:		Solve Problems:	
	CLASSROOM	MPR/BREAK/ LUNCH	RESTROOMS/ PASSING	PARKING LOT/BUS	ASSEMBLIES/ ACTIVITIES/FIELD TRIPS
Myself	<ul style="list-style-type: none">Be in my seat before tardy bellDress appropriatelyDo my best workControl my behavior	<ul style="list-style-type: none">Be on timeKeep my area cleanDress appropriatelyUse cell phone appropriately	<ul style="list-style-type: none">Move to class within the time givenUse restrooms during breaksStay in designated areasDress appropriatelyUse designated passes	<ul style="list-style-type: none">Drive carefullyBe aware of moving trafficLeave school property only upon dismissalDress appropriatelyFollow bus rules	<ul style="list-style-type: none">Be on time and prepared for activitiesListen to directionsDress appropriatelyStay with group
Others	<ul style="list-style-type: none">Keep my hands to myselfSay positive things to othersStay out of others' personal spaceCooperate with othersUse non-offensive languageMake sure cell phones are off and away, unless teacher has approved use	<ul style="list-style-type: none">Keep my place in lineUse good mannersDispose of food in the proper mannerUse technology appropriatelyStay in designated areas	<ul style="list-style-type: none">Use appropriate language and volumeSay only kind things to and about othersCheer positivelyKeep my hands to myselfMaintain a drug, alcohol and tobacco free environment	<ul style="list-style-type: none">Play car stereo at a reasonable volumeFollow safe traffic rulesPark in assigned spacesBe kind to others in heavy trafficDrive slowly through the neighborhood	<ul style="list-style-type: none">Cheer positivelyMaintain appropriate noise levelBe supportive of person or group speakingEncourage and support others
Learning	<ul style="list-style-type: none">Work QuietlyStay in my areaKeep focused on my workParticipate in class activitiesKeep my eyes on my own paperCollaborate in group work	<ul style="list-style-type: none">Use good mannersUse appropriate voice levelListen to announcementsBe prepared to leave on time	<ul style="list-style-type: none">Stay in designated areasUse appropriate language and volumeReport to class first	<ul style="list-style-type: none">Report unlawful or suspicious activityBe in first period on timeIf bus is late, then it is excused tardy	<ul style="list-style-type: none">Pay attention/cooperate with person or group speakingParticipate in activitiesReflect on what is being said or done
Property	<ul style="list-style-type: none">Use materials for their intended purposeUse computers as directed by an adultMaintain materials in the condition they were givenLeave the classroom in better condition than when you arrived.	<ul style="list-style-type: none">Throw my trash awayClean my areaHelp others clean	<ul style="list-style-type: none">Use equipment properlyThrow my trash away properlyKeep our school free of graffiti	<ul style="list-style-type: none">Keep parking lot cleanOpen car doors carefullyKeep cars locked at all timesSkateboards not allowed on busses	<ul style="list-style-type: none">Use equipment/facilities properlyEat and drink in designated areasClean up spills or dropped items

Diamond Tech Staff Directory

831.728.6225 Main Office

Contact Information

Principal	Marci Keller	4965	marci_keller@pvusd.net
Office Manager	Emilce Mandoza	4962	emilce_mendoza@pvusd.net
Humanities	Ian Licata	4910	ian_licata@pvusd.net
Agcience/Math	Peter Nelson	4905	peter_nelson2@pvusd.net
Arts, Media	Maria Cano-Bonner	4906	maria_cano-bonner@pvusd.net
Bus & Fin/Gov.&Econ./History	Michael Tennant	4971	michael_tennant@pvusd.net
Patient Care/Math	Daniel Ortiz	4909	daniel_ortiz@pvusd.net
Counselor	Norma Sanchez	4978	norma_sanchez@pvusd.net
Community Schools Specialist	Yesenia Martinez	4978	yesenia_martinez2@pvusd.net

Pajaro Valley Unified School District

Transportation	831.728.6324
SELPA	831.786.2130
Food Services	831.786.2325
Migrant Education	831.786.2385
Adult Education	831.786.2160
Student Services	831.786.2390

Interim Executive Director Student Support Services

Heather Gorman
831.786.2130

heather_gorman@pvusd.net



Diamond Technology Institute

Regular Bell Schedule

Block Schedule	
A/B Day Schedule	Time
Period 1/5	8:30-10:03
Break	10:03-10:12
Period 2/6	10:15-11:48
Lunch	11:48-12:18
Period 3/7	12:21-1:54
Period 4/8	1:57-3:30

Friday Collaboration Schedule	
A/B Day Schedule	Time
Period 1/5	8:30-9:41
Break	9:41-9:48
Period 2/6	9:51-11:02
Lunch	11:02-11:32
Period 3/7	11:35-12:46
Period 4/8	12:49-2:00

Special Activities Bell Schedule

Assembly Schedule	
Assembly Day	Time
Period 1/5	8:30-9:50
Break	9:50-9:57
Period 2/6	10:00-11:20
Lunch	11:20-11:50
Assembly	11:50-12:44
Period 3/7	12:47-2:07
Period 4/8	2:10-3:30

Extended Lunch	
Extended Lunch	Time
Period 1/5	8:30-10:00
Break	10:00-10:07
Period 2/6	10:10-11:40
Extended Lunch	11:40-12:24
Period 3/7	12:27-1:57
Period 4/8	2:00-3:30

Pajaro Valley Unified School District 2025-2026



STUDENT INSTRUCTIONAL CALENDAR

JULY

M	T	W	T	F
	1	2	3	
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST

M	T	W	T	F
				1
4	5	6	7	
18	19	20	21	22
25	26	27	28	29

SEPTEMBER

M	T	W	T	F
	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

OCTOBER

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

NOVEMBER

M	T	W	T	F
3	4	5		7
10		12	13	14
17	18	19	20	21
24	25	26		

DECEMBER

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23			
29	30			

CODE:

- Legal Holiday
- Student/Teacher Recess
- Teacher Work Day
- Begin/End Qtr/Sem
- Trimesters
- Prof. Development
- Elem. Parent Conferences

8/8, 8/11: Prof. Development
8/12: Teacher Work Day
8/13: Begin/End Qtr/Sem
13 Student Days

9/1: Labor Day Holiday

21 Student Days

10/17-10/20: Beg/End Qtr/Sem

23 Student Days

11/6: Trimester Ends
11/10: Student/Teacher Recess
11/11: Veterans Day Holiday
11/17-11/21: Elem. Parent Conferences
11/24-11/26: Student/Teacher Recess
11/27-11/28: Thanksgiving Holidays
13 Student Days

12/19: Begin/End Qtr/Sem
12/22-1/9: Winter Break
12/24 & 12/25: Christmas Holidays
12/26: Classified Floater Holiday
12/31: New Year's Eve Holiday
15 Student Days

JANUARY

M	T	W	T	F
5	6	7	8	9
20	21	22	23	
26	27	28	29	30

FEBRUARY

M	T	W	T	F
2	3	4	5	6
17	18	19	20	
23	24	25	26	27

MARCH

M	T	W	T	F
2	3	4	5	
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL

M	T	W	T	F
		1	2	3
6	7	8	9	
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
26	27	28	29	

JUNE

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

1/1: New Year's Day Holiday
1/19: Martin Luther King Jr. Day
1/12: Prof. Development
1/13: Begin/End Qtr/Sem
13 Student Days

2/9: Lincoln's Birthday Observed
2/16: Washington's Birthday

18 Student Days

3/6: Trimester Ends
10/22-10/23: Beg/End Qtr/Sem

22 Student Days

4/6-4/10: Spring Recess
4/10: Cesar Chavez Holiday

17 Student Days

5/25: Memorial Day Holiday

20 Student Days

6/5: End Qtr/Semester
6/5: Trimester Ends
6/5: Minimum Day / All Schools
6/19: Juneteenth Holiday
5 Student Days

180 Instructional Days

1st Semester: 85 Student Days

2nd Semester: 95 Student Days

REV: 11/14/23

Board First Reading: 12/06/23
Board Action/Approval: 01/24/24
PvTT Revised