

George Washington Carver School of Arts and Science  
*a public Waldorf High School*



*How will you engage the world?*

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STUDENT HANDBOOK  
2020-2021

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### **George Washington Carver School of Arts and Science Vision**

Our vision is that all our students, regardless of background, will graduate from George Washington Carver with the option of going to college and career and master the skills and knowledge necessary for them to be successful. Our vision is that by learning about the world, students will come to know themselves.

### **George Washington Carver School of Arts and Science Mission**

To achieve this vision, we will engage all students in developing critical thinking and creative problem solving skills in an integrated and rigorous college-preparatory

curriculum that integrates the arts and issues of social justice and environmental stewardship, and ultimately enable each student to find his or her own unique paths towards becoming intelligent, self-confident, and socially responsible individuals. Our students will have the skills and knowledge to address the question: how will you engage the world?

### **Waldorf Education at Carver High School**

Much of this handbook concerns policies and rules. At all times an attempt is made to find a balance between the culture of trust and responsibility the school wishes to instill and the need to be very clear in expected behaviors and outcomes. Students will be empowered to take their education into their own hands more than at other schools and they will also be given a greater degree of involvement in school governance. With these privileges come greater responsibilities.

As educators, the staff at Carver is ultimately responsible for maintaining a positive and safe learning environment. Student actions will determine the level of trust the staff can have in students and the level of responsibility that is expected.

### **The Carver Pledge**

All students at the School of Arts and Science are expected to be principle driven in their behavior and daily decision making processes. Each student, within their advisories, will participate in activities designed to build and maintain a culture of social justice, responsibility, respect, and trust. In addition, all students are asked to pledge their commitment to these principles.

### **Academic Expectations**

All students are expected to perform to their capabilities. George Washington Carver is a place that values learning above all else and expects Carver students to work to develop themselves.

### **Academic Probation**

Students whose grade point average is 2.0 or below or who have one or more failing grades for more than one semester or who are credit deficient will be placed on "Academic Probation". Students on Academic Probation will be monitored on a weekly Progress Report to be turned into the Principal. Further individual interventions will be considered. Students will be released from Academic Probation with a Semester report card GPA of greater than 2.0 and no failing marks. Students failing to remove themselves from Academic Probation risk losing their position at Carver.

### **Athletic Eligibility**

Carver students are eligible to try out and participate on athletic teams at their neighborhood high school. Students must satisfy the academic and behavior

standards of both schools to be eligible. Students need to remember this is a privilege and they are ambassadors of GWCSAS. Additionally, either principal or the coaches may unilaterally remove a student from participation

## Attendance Policy

Attendance at school is very important. One cannot do well at school if one is not attending regularly. Attendance is especially important at Carver, where if you are not at school your class suffers. The school goal is 97% attendance. This allows about 7 absences per year overall. It is the responsibility of all students who have been absent from school to obtain a readmit slip *prior to returning to class*. The Attendance Office will open at 7:00 a.m. and close at 4:00 p.m. daily. All clearance slips must be stamped by the time clock in the Attendance Office. *Securing a readmit is not a reason for being late to class*. The student may choose to go to the Attendance Office during passing time or lunch time for pick-up of Early Dismissals. *Any student who leaves campus without a valid off-campus pass or an early dismissal will be marked truant and be subject to other consequences.*

### Attendance at Special Carver Events

There are a few required events that extend beyond the school day. Students are required to attend Back to School Night the third week of September from 6-8 pm and also Open House in early May from 6-8pm. All students are expected to attend in order to present their learning from the curriculum.

### Early Dismissal

In the event that a student must leave school during the normal school day for doctor or dental appointments or any personal business, he or she should bring a note, or parent/guardian should call the Attendance Office. The student will need to obtain an early dismissal slip from the office to leave campus. Parents should be certain that their student obtains an early dismissal before they pick the student up. When a student has knowledge of an early dismissal, he/she must come to the Attendance Office to pick up the early dismissal slip. If a student becomes ill during the school day, he/she should go to the Office in order to get an early dismissal. Ill or injured students may not go home on their own volition; to do so would result in the student being marked truant (automatically) and may be subject to other disciplinary action. This is a protection for the student in case the problem is more severe than the student surmises. Students are the responsibility of the school until such time as the parent/guardian gives permission for dismissal.

### Tardy Policy

*A student is considered tardy if the student is not in class with the proper materials (such as books, paper, and pencils) and ready to work at the first prompting of the teachers.* Every time a student who is late 3 times or more per quarter (all classes

inclusive) will be subject to disciplinary action which may include but is not limited to Parent contact, conference, and/or detention. Any work due during the time period in which the student was not present in class may not be accepted (teacher discretion). Chronic tardiness will also activate the SART/ SARB process. Detention will also be assigned.

### Bus Transportation

There are no district school buses that serve Carver. RT buses will stop on Routier Road. For information about bus routes and fares, please call 321-BUSS. Students waiting at bus stops are to represent Carver in a respectful and responsible manner. Students are not allowed to loiter in/on the businesses on Routier Road.

### Cafeteria

Carver participates in the Free and Reduced Lunch Program. It is very important for the funding of the school that all students eligible for free and reduced lunches fill out the appropriate paperwork. This paperwork will be sent home the first week of school

Students will have a selection of up to eleven items to choose from each day, including a salad bar. Offerings will include hot entrees, salads, cold sandwiches, hot sandwiches, pizza, and fruit. A la Carte items and milk will be available. Breakfast is also available. Pricing: Breakfast is \$1.75 and lunch is \$2.25. Students may pay in advance.

### Campus Rules and Policies

George Washington Carver is committed to reinventing the high school experience for students and families. In this spirit, our rules are stated as a series of positive expectations rather than a list of "don't do's". The exception to this is policies regarding suspension and expulsion, and the use of technology which is required by law to communicate in writing.

### Care of Books, Supplies, and Equipment

Carver prides itself on its culture of Trust and Responsibility. Part of this responsibility is accountability for actions. The following policies reflect accountability for student actions:

**Books:** Text books are provided without cost or fee. Charges are made, however, for damages resulting from abuse or loss of texts. Damages from \$5.00 up will be assessed if the book is still useable. If the book is no longer useable or lost, a charge equal to the amount of the book, tax and shipping will be determined. Book prices range from \$60.00 to \$125.00. Students should write their name and their teacher's name on the inside covers of their books. ***All students and their parents are required to read, sign and return the Textbook Authorization form which details***

***the cost of the books and acknowledges the responsibility for payment for lost or stolen books***

### **Bicycles**

Bicycles must be parked and locked to the bike rack behind the main office during school hours. Make sure your bicycle is securely locked in the rack. Unicycles are to be considered covered by this policy and are not to be stored in class rooms. Skate boards can be used with helmet for “freestyle” skating only during lunch and at the discretion of teachers. Students MUST wear a helmet

### **Clubs**

Clubs on campus are voluntary and will meet at lunch and after school. Students wishing to start a club should find a teacher mentor to initiate the club. They need to write a proposal with the teacher mentor signature which is submitted to the student council for approval.

## **College Requirements**

In order to take coursework at the community college or Sac State students must have an overall GPA of 2.7 or better, be 16 years of age, take courses not offered at Carver, and be able to pay for all texts and instructional materials. To enroll students must have pre-approval from the counselor and the Principal as well as complete all of the following:

1. An online application
2. An Advanced Education Application form
3. Submission of all applications with all required signatures and documents
4. Testing at the Assessment Center
5. Enrollment in the specific class to be taken

**Students may visit the Los Rios Web page regarding Advanced Education Students:**

<http://scc.losrios.edu/~admis/highschool.html>

or

<http://edweb.csus.edu/Projects/ace/>

**for Sacramento State ACE Classes.**

*Students must provide Carver with OFFICIAL TRANSCRIPTS for each class completed in order to meet this requirement.*

### **Community Service**

Community Service is your opportunity to gain leadership skills and to gain the self-respect that comes from helping others. Completing Community Service hours will improve your high school resume for college entrance particularly if you do your service for the same organization for more than two years. For this reason, your Community Service hours should involve some type of leadership focus or be done at a recognized non-profit outside of your religious community. Service for your religious community should include leadership responsibilities. As an example, if you teach Sunday or Dharma school you are developing leadership skills. If you are organizing speakers for your Free Thinkers meeting, you are developing leadership skills. Going door to door passing out leaflets is not developing leadership skills. You must be organizing and leading other people. You can also complete a portion (up to 10) of your total hours on campus as long as you have worked with an outside organization for your grade level Integrated Unit Projects.

As you engage in your required hours of Community Service dependent upon your grade level keep in mind that these hours must be completed with specific kinds of organizations. Service to our community is designed to assist organizations that operate for the benefit of the community, i.e. not for profit. While it is useful for you to gain experience while volunteering for a profitable business this type of volunteering will not be credited toward your hours of community service. The purpose is contained within the name of the activity itself; you are voluntarily providing a service to your community by giving your time, energy and talents to an organization that operates for this very purpose. Examples of non-profit organizations include food banks, community centers, schools, charities such as the Make-A-Wish foundation or government-funded organizations such as emergency veterinary care or the SPCA. These organizations all operate to meet specific needs within the community rather than for the purpose of profiting/making money. Find one of these not-for-profit organizations for which to donate your time and enthusiasm.

For on-campus Community Service volunteer activities students should present their log to the teacher of record to get signature for hours served. No more than ½ of the hours per year can be served on campus. Some examples of specific On Campus activities include: STAR Testing, Student Government, 7<sup>th</sup> Period Clean Up, Event Set-Up and Breakdown as well as Teacher Project Assistance.

Total Hours by Grade Level: 112 Hours to Graduate

9<sup>th</sup> Grade- 16 Hours

10<sup>th</sup> Grade- 24 Hours

11<sup>th</sup> Grade- 32 Hours

12<sup>th</sup> Grade- 40 Hours

## Emergency Cards

State laws require that an emergency card be kept on campus at all times. In case of emergencies, it is important that BOTH sides of the emergency card are filled out. Emergency cards will be handed out the first week of school and may also be obtained in the school office.

## Grades and Requirements

Grades are issued four times each school year. Credits are stated at the end of each semester. Quarter grades are “progress” grades that are not permanently recorded. Semester grades are permanent grades that are recorded. The semester grade is the total of the grade of the two quarters. Students are expected to pass all classes. Students who fail any portion of a class will be required to make up their deficiency in summer school or night school. You may access grades through Infinite Campus

### Notice of Impending Failure

If a student is in danger of failing at any grading period, the teacher will issue A NOTICE OF IMPENDING FAILURE/Progress Report no later than fifteen instructional days before the end of that grading period. A failure to issue the notice means that the student will receive full credit for the course, except under the conditions established in an incomplete contract which could have failing as the predetermined grade in case the conditions of the contract are not met by the student.

### Graduation Requirements:

#### 240 Credits

University of California/CSUS A-G entrance requirements

- 4 years English
- 4 years Math (Algebra, geometry and Algebra II, Pre-Calculus and Calculus)
- 4 years Laboratory Science (Biology, Chemistry, Physics and Environmental Science)
- 4 years Social Science
- 2 years Foreign Language
- 2 years Physical Education
- 4 years of Waldorf Main Lesson and Core
- 1 year Fine Arts
- 1 year additional College Prep Elective
- 4 years of Advisory/Class meeting including Portfolio Review

12 credit of college coursework which can be earned through Carver ACE Classes.

Community Service (16 hours 9<sup>th</sup>, 24 hours 10<sup>th</sup>, 32 hours 11<sup>th</sup>, 40 hours 12<sup>th</sup>, 112 Total hours for Graduation)

## Vaping/ Smoking on campus

California’s laws ban JUULs and every other type of vaporizing device from schools. California Health and Safety Code section 104420, subdivision (n) require that any school receiving state funding have a policy that prohibits “electronic cigarettes that can deliver nicotine and non-nicotine vaporized solutions.” Thus, even e-cigarettes or vapes that contain only flavored “vape” are prohibited from school grounds.

Education Code section 48901 prohibits smoking and tobacco products on campus and at school events, and defines “smoking” and “tobacco products” as they are defined in Business and Professions Code section 22950.5: “smoking” includes “the use of an electronic smoking device that creates an aerosol or vapor, in any manner or in any form,” while its definition of “tobacco product” includes “[a]n electronic device that delivers nicotine or other vaporized liquids.”

### Use of any vaping or smoking device is strictly prohibited on campus.

We recognize that these devices are extremely addictive and urge families to seek cessation programs for student who use these devices.

## Gum

Gum-chewing is discouraged on campus. Chewed gum presents an invasive hygienic and aesthetic problem throughout the campus. Inherently, there is nothing wrong with gum-chewing. At Carver, the problem is that chewed gum falls under desks, into the carpet, on the concrete and makes a mess.

## School Lockers

Carver has lockers for use during PE from Monday through Friday. They are school property and are therefore liable to search by school officials. PE students are expected to lock their belongings in the appropriate lockers. The school will take no responsibility for items left in unlocked lockers or left out. There are no hallway lockers. Carver will make every reasonable attempt to provide a “home copy” book to each student for each class to eliminate transporting books to and from school. While Carver intends to have positive, safe, and trusting school culture, prudence suggests that students should provide a combination padlock their locker for use during PE. A limited number of locks will be sold by the school.

## Supplies

Special as well as occasional “loaner” supplies are provided. Students are expected to supply traditional supplies such as paper, pens, pencils and their own personal binder. Students may find it convenient to purchase some supplies such as a re-

writable CD to back up their work on. From time to time a teacher may ask for a small, voluntary donation to offset the cost of special materials. State law prohibits actual fees or charges for materials

### **Transferability of Course Work**

All courses at Carver are approved by the University of California UCOP and meet the a-g college admissions requirements. All courses utilize the SCUSD course codes and are transferable to any other public high school.

### **Unacceptable Use Technology**

In addition to the SCUSD Acceptable Use Policy sent home and signed at the beginning of the year, **Carver has its own policies regarding the following prohibited actions on Classroom and all Computers:**

- **Downloading or Streaming Non-school related Music from the Internet is strictly prohibited:** E-mailing links to songs or possession in your favorites list or document files is also prohibited.
- **Viewing Websites of questionable value or websites unrelated to school work may result in severe disciplinary action:** when in doubt...ask.
- **Loading games:** Putting a game on a computer for use on the computer.
- **Copying software is a crime and will be treated as such.**
- **Plagiarism is a crime and will be treated as such.**
- **Logging on an account not your own is strictly prohibited.**
- **Inappropriate computer-to-computer communication (“hacking”):** any attempt by a student to control another computer, delete/change files, send network-level messages, sniff IP packets, or any malicious or non-school related computer-to-computer communication will minimally result in loss of privileges.
- **Playing games during class time** is strictly prohibited.
- **Using racist/sexist/threatening comments in the database or email is not allowed.**
- **Possession or use of destructive programs:** Having any program that can cause any sort of damage to the computers will result in suspension.
- **Re-installing or re-activating a program that has been removed from the system:** putting a program back onto a computer that was removed from that computer.
- **Sharing personal information with strangers over the Internet:** giving someone information which can be used to find the person.
- **Meeting someone you have met over the Internet**

- **Abuse or destruction of Technology will result in being dismissed from Carver.**
- **Subject matter generated on SCUSD/Carver technology must be of acceptable and positive content.**
- The Staff at Carver reserves the right to at any time, given the rapidity of change in technology, to add, delete, or modify the above policies and restrictions. We reserve the right to examine and confiscate any storage device used on campus.

### **Student Parking**

Students who drive to school should register their car in the high school office. Student parking is located in parking lot adjacent to Systems Parkway directly in front of the main entrance, on either side of the driveway. Students are expected to drive safely at all times. Reckless driving will result in the loss of parking privileges. Students will not be allowed to leave the main campus to go to their car during the regular operation hours of the school day. Drop Off and Pick Up Map available in the front office.

### **Disciplinary Policy**

*Please refer to the parent student handbook.* Our general SCUSD policy is that 1) after the first offense the student is given a warning; 2) the parent is contacted. 3) Student serves detention; 4) student is referred to the office; 5) parents, teacher, student and principal meet; 6) student is suspended.

### **Possible Disciplinary Action**

At George Washington Carver students and staff elect to work through situations in ways that teach. When the occasion arises and student behavior does not conform to teacher expectations of the school rules the following adult responses are likely:

- Teacher conference
- Logical consequences- including financial restitution for damages/s/ theft
- Loss of privileges
- Teacher/ Advisor/ Parent/ Student conference
- Referral to counselor
- Referral to principal
- Independent study
- Shortened day
- Suspension
- Expulsion

## **Grounds for Suspension and/or Expulsion**

The Sacramento City Unified School District's *Zero Tolerance* Policy states that assaults, drugs, weapons, robbery and extortion constitute cause for expulsion.

## **Grounds for Immediate Recommendation for Expulsion**

The infractions listed below will result in a five-day administrative suspension, loss of all extra-curricular activity privileges, and an immediate recommendation of expulsion.

1. Possession or use of weapons or other dangerous objects. This includes, but is not limited to, firearms, knives and/or explosives.
2. Abuse of personnel. This is classified as willful assault or battery or threat of great bodily harm against school personnel coupled with the ability to commit such harm.
3. Possessed, sold, or furnished a controlled substance, as defined in Section 11007 of the Health and Safety Code, alcoholic beverage, or intoxicant of any kind.
4. Committing or attempting to commit sexual assault or battery.

## **Suspension**

Suspension shall be imposed only when other means of correction fail to bring about proper conduct. However, a pupil may be suspended for any of the reasons enumerated in California Education Code Section 48900 upon a first offense, if the principal or superintendent of schools determines that the pupil violated subdivision A-O and 2, 3, 4, and 7 of Section 48900 or that that pupil's presence causes a danger to persons or property at the school in which the pupil is enrolled. See SCUSD Parent Handbook for a complete listing.

## **Sexual Harassment: E.C. 48900**

Sexual harassment is defined as: "unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by someone from or in the work or educational setting." Any student who commits sexual harassment will be subject to suspension and even expulsion. If a student feels he/she have been sexually harassed, he/she should see the Principal or counselor as soon as possible.

## **Prohibited Illegal and Dangerous Items**

(P.C. 25608, 262.9, 626.10, E.C. 48903)

Students shall not carry with them to school any of the following: Firecrackers, explosive devices, any size knife, metal pins, stars, baseball bats, clubs, chains, pellet guns, nun chucks, mace, pepper spray, stun guns, or ANY item which could be used as a weapon. Possession and/or use of any dangerous weapon or object will

result in an immediate suspension/expulsion and a citation/arrest by the Police or Sheriff's Department.

## **Public Display of Affection (PDA)**

Carver is a wonderfully warm and friendly campus. We are proud of our genial community. It is essential that students behave in a way that is not distracting or offensive to others. Students' responsibility at school is to be focused on learning--not focused on a boyfriend or girlfriend. Once school is out, get your homework done, then you can focus on your relationship.

Here are some behavior guidelines:

1. Daylight (or moonlight) must be able to be seen between you.
2. You may not lie down together at any time. No heads in laps.
3. No sitting on each other's lap.
4. No leg or back rubbing.
5. Touching in sexual ways either under or through clothing will NOT be tolerated.
6. If you experience or witness a touch that makes you feel uncomfortable, share your feelings directly and promptly with the persons involved, or a trusted adult.
7. Hugging is acceptable for a duration of 3 seconds.

This policy is not meant to be exhaustive, nor is it meant to work in or cover every conceivable situation.

## **Electronic Devices**

Students are reminded that the school may confiscate any and all electronic devices including cell phones iPods and MP3 players. The school will not be liable for an item confiscated and kept longer than thirty (30) calendar days. Any student who wishes to recover a confiscated item must bring a parent/guardian to the school to reclaim it. Items not recovered by the parent/guardian within that period of time, become the property of the school.

Since we cannot guarantee their security and because they are a distraction to the learning environment and/or potential sources of trouble, non-essential personal property such as MP3 PLAYERS, IPODS, RADIOS, CD PLAYERS, TELEVISION SETS, VIDEO CAMERAS, AND WALKIE-TALKIES ARE NOT ALLOWED AT SCHOOL AND/OR SCHOOL-SPONSORED ACTIVITIES unless cleared with the Principal.

This rule is in effect at all times when students are under school supervision such as, but not limited to, before and after school, lunch, games, performances, rallies, assemblies, and passing time. School authorities will confiscate electronic devices and retain such personal property as a gratuitous deposit. Parents must pick up the items that are confiscated within thirty (30) calendar days. They will not be

returned to the student. Please refer back to the computer usage policy regarding electronic devices.

### **Cell Phone Policy:**

Carver recognizes that many parents want their students to carry cell phones for matters of convenience and safety. However, cell phones—like all electronic devices-- represent a serious potential for both disruptions of the school environment and students exceeding the boundaries of the school and parents alike. The following policy has been developed in order to facilitate student possession of cell phones while at school:

Students may bring cell phones to school if they remain OFF during school hours. Cell phones are not to be out during school hours. Inappropriate use of cell phones will be handled in the following steps:

1. First Offense: Student will be counseled by the Instructor.
2. Second Offense: The cell phone will be confiscated and locked up for the remainder of the day and the parent will be called. It is the student's responsibility to retrieve the cell phone at the end of the day.
3. Third Offense: The cell phone will be confiscated and given to the Principal. Parents will be required to conference with the Principal. Parents must meet with the Principal and pick up cell phones that are confiscated within thirty (30) calendar days. They will not be returned to the student.
4. Last Offense: Student will no longer have the privilege of a cell phone in their possession during the day. The student will be required to check the cell phone in at the office during the day.

Due to the potential seriousness of this offense and the requirements of California Education Code 48900.3, any violation of this rule will result in suspension and may also result in a recommendation for expulsion, restitution, and/or a police report.

### **Dress Code**

*The responsibility for the dress and grooming of a student rests primarily with the student and his or her parents or guardians.*

#### **Allowable Dress & Grooming**

- Students must wear clothing including both a shirt with pants or skirt, or the equivalent and shoes.
- Shirts and dresses must have fabric in the front and on the sides.
- Clothing must cover undergarments, waistbands and bra straps excluded.
- Fabric covering all private parts must not be see through.

- Hats and other headwear must allow the face to be visible and not interfere with the line of sight to any student or staff. Hoodies must allow the student face and ears to be visible to staff.
- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, wood shop, and other activities where unique hazards exist.
- Specialized courses may require specialized attire, such as sports uniforms or safety gear.

#### **Non-Allowable Dress & Grooming**

- Clothing may not depict, advertise or advocate the use of alcohol, tobacco, marijuana or other controlled substances.
- Clothing may not depict pornography, nudity or sexual acts.
- Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected groups.
- Clothing, including gang identifiers, must not threaten the health or safety
- If the student's attire or grooming threatens the health or safety of any other person, then discipline for dress or grooming violations should be consistent with discipline policies for similar violations.

**The staff of George Washington Carver School of Arts and Science reserves the right to add, delete, or modify any policy above based on the needs of our community.**