

San Marin High School Student Handbook 2024-25



San Marin High School provides a 21st century learning environment where the students engage in rigorous standards based instruction while learning the essential skills detailed in the NUSD Graduate Profile. When students graduate from San Marin High School, they will have acquired the skills to become outstanding collaborators, communicators, critical thinkers, and conscientious learners. The students develop cultural competence, and strong character as a result of their experience at San Marin High School.

15 San Marin Dr.

Novato, CA 94945

Office: 415-898-2121

<https://sanmarin.nusd.org/>

Welcome Mustangs to the 2024-2025 school year!

We are looking forward to our year together.

This handbook has been developed to help you learn as much as possible about the school policies, procedures, school-wide expectations and supports we offer.

Please take the time to review the following information at the beginning of the school year.

As always, if you have any school safety concerns, please notify any adult staff member or the administration immediately.

Quick Phone Contact List

Attendance: 415- 897-4901

Counseling: 415-898-2123

Main Office: 415-898-2121

Fax Number: 415-892-8284

Principal: Mr. Boone - ABoone@nUSD.org

Assistant Principal (9th & 11th): Ms. Shawna Torres - STorres@nUSD.org

Assistant Principal (10th & 12th): Ms. Katie Waller - KWaller@nUSD.org

Office Manager: Mrs. Lisa Sos - LSosa@nUSD.org

Athletic Director: Mr. Tyler Peterson- Tpeterson@nUSD.org

Accounting Clerk: Ms. Leslie Resnick - LResnick@nUSD.org

Registrar: Mrs. Maureen Orfelt - MOrfelt@nUSD.org

Counseling Tech: Mrs. Amy Milani - AMilani@nUSD.org

Counselor: Tate Dobbins - tdobbins@nUSD.org

Counselor: Ms. Karla Lopez (ELD) - KLOpez@nUSD.org

Counselor: Mr. Jim Hu - JHu@nUSD.org

Counselor: Ms. Julia Embry (AVID) - JEmbry@nUSD.org

Attendance Office (A-L) : Mrs. Jacqueline Baniqued - JBaniqued@nUSD.org

Attendance Office (M-Z): Mrs. Michelle Guin - mguin@nUSD.org

Community Liaison: Mrs. Carmen Moreno - carmenmoreno@nUSD.org

College & Career Specialist: Mrs. Vivian Jensen - Vjensen@nUSD.org

Novato Unified School District

www.NUSD.org

Culture of Caring

Culture of Competence

Culture of Excellence

[Bell Schedule](#)

SAN MARIN SCHOOL CULTURE

We strive to create a safe and caring culture for each and every student, where we take care of one another, report behavior/activity that may be concerning, we intervene to stop hateful or harmful speech and we put forth our strongest effort both in and out of class. Be Respectful, Be Responsible - our custodians do a lot to help keep SMHS clean - let's help out! This is your home - do your part to keep our campus clean. Let's remember when we are out in the community we represent San Marin high school. Be a good neighbor - help keep the neighborhood clean - keep this in mind especially when walking to and from Harvest shopping area along San Marin drive. One person in the stall at a time if a restroom needs attention please report this to a campus supervisor or front office staff.

ACADEMICS - GRADES & CONCERNS INSIDE THE CLASSROOM Students and parents shall be notified about performance and progress both formally and informally. Teachers update AERIES grade books regularly so students and parents have updated feedback about grades. If you do not have an AERIES log in, please contact Amy Milani at amilani@nUSD.org. If students have questions about their grade, please communicate by following the steps listed below. In high school, it is important that students are developing the skills to communicate with their teachers directly and become their own best advocate.

1. Contact your teacher directly.
2. If the concern persists, then contact your counselor and arrange a meeting with your teacher.
3. If the concern persists, then contact the assistant principal for further support.
4. Lastly, if the concern is not resolved you may request a time to speak with the principal.

ACADEMIC SUPPORT AT SCHOOL - LEARNING LOUNGE

The Learning Lounge, takes place in the San Marin Library after school supervised by a San Marin staff allowing students a quiet place to work on academics. The Learning Lounge starts in September and runs through June. More information shared in the Principal Monday email outlining days, times, and staffing of the Lounge.

ATHLETICS

Students are strongly encouraged to participate and try out for multiple sports at San Marin High School. San Marin High School Athletics is an important part of the student's high school experience. Athletics brings a sense of spirit and pride to the entire San Marin community. Students must earn a minimum 2.0 GPA in **consecutive grading periods**, and be on a path to graduate in order to participate in athletics at San Marin High School. Student athletes are held to the [NUSD Athletic Handbook](#). For more information, check sammarinathletics.org, or Contact Athletic Director, Tyler Peterson at TPETERSON@nUSD.org.

ATTENDANCE & ATTENDANCE CONCERNS

- Attending school is the law.
- Parents/guardians of children aged 6 to 18 are obligated to send their children to school.
- All students are expected to be in school regularly, on time, and to attend all scheduled classes/other required activities.
- **STUDENT ABSENCES (NUSD Policy 5113)** The Governing Board believes that regular attendance plays a key role in student achievement and it is in the student's best interest to attend school on a regular, daily basis to receive a full and rich educational experience. There are two types of absences - approved and unapproved.

- APPROVED ABSENCE: Advance written request by the parent/guardian listing the reason for the absence. These include illness, quarantine under the direction of a city or county health officer; voting; serving at a polling place; medical, dental, optometric or chiropractic services; appearance in court/jury duty, observation of a religious holiday or ceremony, employment interview or conference, college visitation and attending the funeral services of a member of your immediate family, as long as the absence is not more than one day if the service is conducted in California, and not more than three days if the service is conducted outside California.
- UNAPPROVED ABSENCE: Any absence which is not requested in advance and in writing, and does not receive prior approval by the principal or designee, will be considered unexcused. Students may not be allowed to make up work missed during an unexcused absence. Unexcused absences include, but are not limited to: oversleeping, car trouble, missing a ride; cutting class or school; any absence not cleared within three school days following the students return to school; detainment in juvenile hall; and extended weekends or family vacations unless prearranged through Independent Study. Work assigned as Independent Study must be turned in within the specified time upon return or the days of absence will become unexcused.
 - Parents/guardians are expected to plan family trips and vacations outside the academic school year.
- Any student who is absent from school without valid excuse for more than three days or earns excessive tardies is truant.
- Attending a Saturday School will erase an absence off the students record. This absence can either be excused or unexcused.
- Habitual absences could result in a home visit by an administrator and/or North Bay Security Officer.
- Students with habitual absences will be referred for a SART meeting and if the attendance continues to be an issue then the student will be recommended to SARB.
 - SCHOOL ATTENDANCE REVIEW TEAM (SART): Meeting with administrator, parent and student to discuss attendance problems and consequences if the attendance continues to be a concern.
 - STUDENT ATTENDANCE REVIEW BOARD (SARB): SARB is a county wide meeting held for students when attendance is still a concern after SART meeting and other means of correction have not improved student attendance. When a student continues to be chronically truant after the SART meeting, or earns excessive behavior referrals or suspensions, he or she may be referred to the Student Attendance Review Board (SARB). The SARB board reviews the student's attendance, behavior, academic records and progress throughout the year. The SARB board may recommend an alternative placement or send the student back to San Marin on a contract. If the student breaks the contract, he or she may be directly referred to an alternative school placement such as Marin Community School or Marin Oaks.

EXTRA CURRICULAR ACTIVITIES

Extra-curricular activities are an important part of the high school experience. Students are strongly encouraged to join a club or athletic team. There is a wide variety of activities. It is a privilege for students to represent San Marin High School outside of our campus. Students who do not have a 7th period and are not waiting for an extracurricular activity should be picked up by a parent or heading home for the day.

- **Graduation and End of the Year Activities for 12th Graders:** Students in the 12th grade that have met requirements for graduation may participate in the commencement ceremony scheduled in June. Senior students should be considered in Good Standing to participate in end of the year activities; including graduation. This includes:
 - Minimal discipline; no major discipline infractions

- No excessive tardies
- Limited absences
- **Rallies, School Assemblies, Contest, Games:** At school rallies, the students are to sit in the section with their fellow classmates. The students are to report to class for attendance prior to going to the rally. Students are to leave backpacks, bags, or purses in the classroom. We encourage students to be spirited and involved in the rally. Students will need to follow all school rules and refrain from using profanities or inappropriate gestures during the rally. For school assemblies, the classroom teachers are to escort their classes to the assembly and sit together. Assemblies aren't rallies and students must maintain classroom behavior during assemblies.
- **Off Campus School Related Functions:** During off campus lunch break and when a student is actively participating with any San Marin High School club, athletics, or activities, the students are under the authority of the school. A student may be disciplined for behavior outside of the San Marin High School campus, or regular school hours.

IN LOCO PARENTIS

In loco parentis implies authority of educational institutions, stating that schools take the role of parents when the students are placed under their care. A student is under the jurisdiction of the school between the time they leave their home in the morning until the time they return home in the afternoon or evening. This also includes San Marin or Novato Unified School District sponsored events, such as sporting events, dances or field trips. In these times San Marin behavior expectations apply. Administration meets with students to conduct investigations and address student behavior on campus. **(Ed Code 16502)**

LUNCH BREAK

All students are allowed off campus at lunch, and are considered “under the authority” of the school. Remember that you reflect San Marin when you are out in the community. Pick up and throw away your trash. Do not use profanity. Be kind to others in the community. Students are expected to be back to campus on time for their class following the lunch break. Students must follow all laws in regards to driving other students. There will be no excuses for students who are late to class after lunch. Students may get their off-campus lunch privilege revoked if they are chronically tardy to class after lunch. It is important students learn to manage their time at lunch appropriately so they are not rushed and late for class. During break and lunch when on campus students can:

- Stay in quad area (center campus)
- Library
- Avoid Fields/Tennis Courts/Bleachers

PERSONAL PROPERTY - LOST/STOLEN

San Marin High School is not responsible for student's property on campus or while under the authority of the school. Students need to be responsible and learn how to care for their possessions. It is critical that students monitor their personal possessions or lock up when they are not in use. Stolen or lost property should be reported to the school administration and Novato Police Department.

TARDY POLICY

When the first bell rings, students are expected to be walking/moving towards their next class. Students are on time when they have entered the classroom before the 2nd bell rings. **Parents/Guardians will be notified when their student is late to class through a robocall.** Administration and Campus Supervisors will be monitoring tardiness of students to class. Tardy sweeps will be held throughout the year for student accountability. Excessive tardies may earn students lunchtime detention, tardy lessons during access, and/or Saturday School. Additional consequences may include: no off campus lunch privilege and/or social probation where extra curricular activities can be revoked.

TECHNOLOGY

[**NUSD UPDATED AI POLICY and Technology Use Agreement**](#)

- **Chromebooks - Lost Or Damaged Books:** All students will be assigned a Chromebook, as well as textbooks in several curricular areas. It is important for students to care for their school issued property. Damage to school issued property may result in a monetary fine and/or school discipline. If you need support please contact the IT department using help@nUSD.org (Information Technology | NUSD). If more immediate help is needed see Kim Fuller, SMHS librarian in the library (kfuller@nUSD.org).
 - Chromebook replacement \$240
 - Chromebook screen repair \$60
 - Chromebook keyboard repair \$50
 - Chromebook charger replacement \$25

- **Cell Phones & Cell Phone Caddies:** Each room at SMHS is equipped with a cell phone caddy. Students are expected to place their cell phone in the caddy during class time and for the entire period unless instructed otherwise by their teacher for an educational activity.
 - First Offense: Teacher will confiscate the cell phone and the student can pick up the phone at the end of the school day.
 - Second Offense: Phone will be confiscated to Assistant Principal for student pick up at the end of the school day.
 - Third Offense: Student will be expected to check in their cell phone with the Assistant Principal at the start of the day and pick up their phone at the end of their school day for 1 week.

- **Personal Electronic Devices:** Electronic devices, such as smartphones, air pods, and tablets, are allowed on campus and may be used in class for educational purposes when directed by the teacher. Students are responsible for using the district issued Chromebook device for educational purposes; personal laptops should be kept at home unless the student has a special accommodation for use of personal laptop. Students are prohibited from taking photos on their device during class time unless the teachers give permission for class related activities.

TRANSPORTATION

- **Bike Riding, Skateboarding & Scooters:** Skateboarding, bike riding and scootering on the San Marin High School campus are prohibited. Walk bikes, skateboards and scooters off campus when in the quad. San Marin High School is not responsible for any vandalized or stolen bikes, scooters or skateboards on campus. Campus supervisors routinely monitor and patrol areas where bikes are locked, especially the main bike rack adjacent to the library. If a bike, skateboard or scooter is stolen or vandalized, the student must report the incident to an assistant principal so an investigation can be conducted. San Marin High School is not responsible for student's property on campus or while under the authority of the school. It is critical that students lock their bikes, scooters and/or skateboards when they are not in use.

- **Bus & Marin Transit:** Students must follow the governing rules while waiting for and riding on the school bus and Marin Transit. The San Marin administration closely collaborates with the administration of Marin Transit to assure the San Marin High School students are behaving and creating a safe environment for the students, citizens, and bus drivers. Students taking the Marin Transit bus to and from school are under the authority of the school. If students are misbehaving or creating an intimidating and unsafe environment on the bus, the incident will be reported to the administration. Marin Transit may release video or audio recording of the behavior. The San Marin administration reserves the right to review the video or audio recording, and administer school consequences based on the video or audio evidence. Also, Marin Transit reserves the right to ban any student from riding the bus as a result of their disruptive and unsafe behavior. Remember that you reflect San Marin when in the community. For additional questions on taking the Marin Transit bus, please contact Lisa Resnick at lresnick@nUSD.org.

- **Parking/Drop Off And Pick Up:** There are clearly marked student and staff parking areas throughout the campus. It is important that students acquire a student parking pass from the front office and attach it to the upper left corner of the windshield. Students will not be given a sticker without turning in the assigned parking/driving contract. If students park on campus without a parking permit, or park in a red zone, the Novato Police may be notified. The SMHS administration will not tolerate students who park illegally or in staff parking. School consequences may be administered if students choose to park illegally. Drop off and pick up is available at the front of the school, and on the Novato Blvd side of the campus. Please do your best to refrain from blocking vehicles.

VISITORS

Students may not invite visitors to school grounds at any time. Adult visitors, including parents, are required to check in at the main office upon arrival. Visitors are expected to sign in and receive a visitor's pass. Any person who does not have a visitor's pass should be expected to be contacted by the administration immediately if seen on campus during school hours.

BEHAVIOR EXPECTATIONS: California Education Code and School Rules

San Marin High School has developed a set of behavior expectations for all students on campus. All students at San Marin High are entitled to an education in a positive environment that is safe and conducive to learning. The Novato Unified School District Board of Trustees and the staff are committed to providing a supportive atmosphere where each student can reach her/his potential through rigorous and meaningful instruction. We have promoted and developed a safe and caring culture at San Marin High School where the students take care of each other and report any type of behavior or activity that may create an unsafe environment. Students are expected to follow school conduct on the way to school, on the way home from school, and at all school-sponsored events. The San Marin High School administration and faculty enforce and administer discipline based upon California Education Code, NUSD policies, and administrative regulations in regards to student discipline and restorative practices.

The administration and faculty have no tolerance for racism, harassment, and bullying behaviors. If students or staff witness or hear any type of behavior related to bullying, racism, or harassment, the student or staff member must report the incident to the administration immediately. Once the incident is reported to the administration, the administration will investigate the incident thoroughly and aggressively. Any student found to have violated the harassment/bullying policy will earn appropriate consequences based upon the findings in the investigation. Race related negative behaviors are referred to the Race Relations Coalition for Restorative Justice. If the antagonist refuses to work with the Race Relations Coalition, traditional discipline will be used. (48900.4 California Education Code, NUSD Policy 5145.9 & NUSD Policy 5131.2).

The Novato Unified School District prohibits, at any district school or school activity, discrimination, harassment, including sexual harassment, intimidation, and bullying, based on actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics. This shall apply when applicable, to interns, volunteers, and job applicants. For questions, concerns or complaints, please contact District Equity and Title IX Compliance Officer: Francesca Whitcomb– NUSD HR; 1015 Seventh Street, Novato, CA 94945; (415) 493- 4207; hadmin@nUSD.org

Education Code Policies/Board Policies for San Marin Student Expectations: Below are listed expectations related to Education Code policies and/or Board Policy adoptions that students are expected

to follow within NUSD and SMHS. Infractions related to Education Code violations can result in disciplinary consequences that may include ones listed below on page 14.

<p>ALCOHOL & USE of BREATHALYZER</p>	<p>Use of alcohol by anyone under the age of 21 is illegal. We have access to and may utilize a breathalyzer for school related events as deemed appropriate by site administration and/or district personnel. Any student who blows a 0.01 or higher will have violated the Novato Unified School Districts drug/alcohol policy and will receive disciplinary consequences.</p>
<p>BULLYING HARASSMENT</p>	<p>Bullying is defined as aggressive or unwanted and unwelcome behavior by an individual or groups of individuals who ridicule, harass, humiliate, or intimidate another while on school grounds, at a school sponsored activity, while traveling to or from school, on a school bus, during any activity related to school attendance, or that is directed against school district personnel or students and that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of either school personnel or students by creating an intimidating or hostile environment. Typically, the behavior is repeated over time and includes the use of hurtful words and/or acts.</p> <p>Bullying types include verbal, non-verbal or emotional, physical, and cyber bullying. (California Education Code 48900.4, NUSD Policy 5145.9 & NUSD Policy 5131.2)</p> <p>The administration and faculty have no tolerance for racism, harassment, and bullying behaviors. If students or staff witness or hear any type of behavior related to bullying, racism, or harassment, the student or staff member must report the incident to the administration immediately. Once the incident is reported to the administration, the administration will investigate the incident thoroughly and aggressively. Any student found to have violated the harassment/bullying policy will earn appropriate consequences based upon the findings in the investigation. Race related negative behaviors are referred to the Race Relations Coalition for Restorative Justice. If the antagonist refuses to work with the Race Relations Coalition, traditional discipline will be used. (California Education Code 48900.4, NUSD Policy 5145.9 & NUSD Policy 5131.2)</p>
<p>CYBERBULLYING</p>	<p>Cyberbullying is the use of technology to repeatedly and intentionally harass, hurt, embarrass, humiliate, or intimidate another person. Students who post inappropriate or offensive comments or pictures on social media outside of school hours, but the presence of the post creates a disruptive school environment or causes students to feel unsafe at school, the student may earn significant school consequences, including school suspension.</p> <p>(California Education Code 48900.4, NUSD Policy 5145.9 & NUSD Policy 5131.2)</p>

<p>CHEATING & PLAGIARISM</p>	<p>Academic Honesty Policy 5131.9</p> <ul style="list-style-type: none"> ● Plagiarizing work for report or assignment ● Copying another student’s work ● Cheating on an exam or other assignment ● Aiding or abetting another student in cheating ● Doctoring or modifying a score given by teacher ● Use of AI on schoolwork must be cited and may not be submitted as the students original work <p>First Offense as issued by your teacher may include:</p> <ul style="list-style-type: none"> ● Zero on assignment ● Letter sent home and placed in discipline file <p>Second Offense:</p> <ul style="list-style-type: none"> ● Reduced letter grade in course ● Letter sent home and placed in discipline file <p>Third Offense:</p> <ul style="list-style-type: none"> ● Reduced grade to “F” in course in which incident occurred ● Letter sent home and placed in discipline file
<p>Artificial Intelligence</p>	<p>Use of AI in the classroom or on class assignments must align with the teacher's instructions and use expectations.</p> <p>Any student's use of AI on schoolwork must be cited and may not be submitted as the student's original work.</p> <p>https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:db88d6c9-2f54-4771-ae19-23e3dc49a2aa</p>
<p>DISRESPECTFUL, DISRUPTIVE AND DEFIANT BEHAVIOR</p>	<p>Students will be respectful and refrain from using profanity. Please follow directives from school staff. Students can be suspended for being disrespectful, disruptive and/or defiant. No horseplay allowed. Be respectful, responsible and safe to yourself and others while participating in school sponsored events and on school grounds. (California Education Code 48900 K)</p>
<p>DRIVING RECKLESS ON CAMPUS</p>	<p>Driving a car is a privilege. Be sure to drive cautiously to keep everyone safe. Students are not allowed to drive cars without permission, on or off campus, prior to lunch. Students are allowed to drive to school, during lunch, and home after school. A student may drive any other time with a written request of a parent/guardian, and approval from the administration. No revving engines and excessive honking. See Leslie Resnick for more information in the front office as well as how to obtain a parking permit on campus.</p>
<p>DRESS CODE</p>	<p>Students at San Marin are expected to dress in a manner that is conducive to the educational site. The current Novato Unified School District Administrative Regulation 5132: Dress and Grooming</p> <p>The following guidelines shall apply to all regular school activities:</p> <ol style="list-style-type: none"> 1. Clothing, jewelry, and personal items shall be free of writing, pictures, or any other insignia which is vulgar, lewd, obscene, profane, discriminatory or sexually suggestive or which promotes the use of alcohol, drugs, tobacco, or other illegal activity.

	<ol style="list-style-type: none"> 2. Shoes must be worn at all times. For grades TK -8, shoes must be closed toe. 3. Hoods on shirts, sweatshirts and jackets shall not be worn indoors. 4. Clothes shall conceal undergarments. <p>Students will be asked to cover appropriately any article of clothing or body parts that are in violation with the above stated dress code. Students may be asked to call home to receive another change of clothes that is more appropriate, or given SM apparel to use for the day. Students may get items at the end of the day.</p>
DRUGS/ MARIJUANA	Use of drugs is not allowed. If a student has a strong odor of marijuana coming from their body or belongings, the student may be searched should reasonable suspicion be present. A student may be suspended for disrupting school or being under the influence. Drug use will result in loss of privileges, suspension and/or expulsion including participation in extracurricular or athletic activity.
EXTORTION	Students will not bribe, blackmail, force or threaten anyone for anything. (California Education Code 48900e)
FIGHTING & ASSAULT	Students will not fight, assault or physically attack anyone. Students engaged in physical altercations on campus will be suspended from school from a range of 1-5 days depending on the circumstances and investigation. San Marin High School has the expectation that no students will engage in any physical altercations on their way to school, during school, on their way home, and/or school events. (California Education Code 48900 a1 and 48900 a2)
GANG ACTIVITY	Gangs are strictly prohibited at San Marin High School. San Marin prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. (Board Policy 5132) Students who are wearing gang attire will be contacted by school administration and informed of their attire aligning with gang affiliation. If the student continues to wear gang attire or colors to school, this act will be considered a defiance of school rules and the student will earn consequences.
HUNTING KNIVES, TOOLS, GUNS/WATER GUNS/TOY GUNS	<p>It is illegal to possess dangerous objects of no use to the student while under the authority of the school.</p> <p>Any student who possesses a knife on campus may be referred for expulsion. "Hunting" and "tool" and "Swiss army" type knives used for hunting, fishing, camping, and bike repair purposes are NOT allowed on campus. It is illegal for any person under the age of 18 to purchase or carry these types of knives <i>at school</i>. If a student is caught possessing ANY type of knife on campus, the student may be suspended or referred for expulsion.</p> <p>Guns of any kind including fake guns are not allowed anywhere on campus including in the parking lot and/or inside your car. If toy gun/replica gun visible in your car you could be suspended. (California Education Code 48915 a2)</p>

<p>INCITING & INSTIGATING A FIGHT</p>	<p>Any student who aids, abets, or is caught inciting or encouraging other students to fight on campus will be suspended from school from a range of 1-5 days depending on the circumstances. San Marin High School has the expectation that no students will incite, instigate, or encourage other students to fight. (California Education Code 48900 K or 48900 S)</p>
<p>INTERNET USE/ON-LINE BULLYING</p>	<p>It is essential that students use their best judgment while using social media platforms. Students should make every effort to not engage in any type of mean, bullying, or hateful behavior on-line. This behavior can be destructive and dangerous. Please report to the San Marin administration by phone or email if you are aware of any type of on-line activity among students that may lead to student's physical safety at risk. The use of the Internet is a privilege and any unacceptable use may result in a cancellation of those privileges by the administration. Unacceptable internet use is monitored by administration and students may face disciplinary action. Please see the district internet agreement form for more information: AUP- English AUP - Spanish. (California Education Code 48900.4, NUSD Policy 5145.9 & NUSD Policy 5131.2)</p>
<p>LEAVING CAMPUS WITHOUT PERMISSION</p>	<p>Other than lunch, students may not leave campus without an off-campus pass. Parents/Guardians should contact the attendance for an off-campus permit for their student. (California Education Code 4900k)</p>
<p>LEAVING CLASS WITHOUT PERMISSION</p>	<p>Students are expected to be in class at all times. Students are encouraged to use the bathroom during lunch and break. When leaving class, students should create a digital MINGA pass.</p> <p>Other than lunch, students may not leave campus without an off-campus pass. Parents/Guardians should contact the attendance for an off-campus permit for their student.</p> <p>BATHROOM BREAKS: Only one student is allowed to leave the class to use the restroom at a time. Students caught loitering, or who are talking on their cell phones outside of class will be directed back to class. If students continue to loiter or hang out during class time, the school administration will intervene and take some sort of disciplinary action.</p> <p>CLASS DISMISSAL: Students should not leave the classroom until the bell has rung. The teacher has the authority to hold the students after class for disciplinary reasons. Students should expect to receive a referral to administration if they leave class without teacher permission.</p> <p>7th period Free: When you are done with your classes for the day, you are expected to leave campus for the day. Exceptions - waiting for San Marin practice or other event to start. (California Education Code 48900k)</p>
<p>HATE VIOLENCE</p>	<p>Students must refrain from injuring, intimidating, pressing, or threatening any other person due to gender, expression, race, religion, ethnicity, etc. This includes no defacing, damaging, or destroying personal property. Interfering with classwork, creating disorder, or invading personal rights by creating a hostile environment. (California Education Code 48900.3)</p>

<p>HATE SPEECH</p>	<ul style="list-style-type: none"> ● Unkind speech—Name calling, curse words, etc.—words that make other students feel uncomfortable and/or unsafe—are not acceptable. ● Hate speech—Words that discriminate against a person or group based on race, skin color, religion, sexual orientation, ability, or gender/gender identity are not acceptable. At NUSD we strictly enforce our anti-hate speech policy. ● Harassment and Bullying Policy connection: Persistent and pervasive use of hate speech may be also invoking harassment and/or bullying policies. If relevant, these policies will be considered when restorative or discipline policies are being enforced.
<p>PHOTOS OR VIDEO AT SCHOOL</p>	<p>Students are prohibited from taking pictures or video of any student or staff member during school hours. Students may take video or pictures with a device only with the permission of a certificated staff member and are supervised by an adult. Students who take photos or video at school, and post the images on social media or share to others will be disciplined. (California Education Code 48900k)</p>
<p>POSSESSION OR USE OF ILLEGAL OR DANGEROUS OBJECTS</p>	<p>It is illegal to possess dangerous objects of no use to the student while under the authority of the school. <u>No laser pens</u> allowed. (California Education Code 48915a2)</p>
<p>POSSESSION OR USE OF TOBACCO</p>	<p>For first and second offenses, the student will be asked to participate in educational exploration to better understand the harmful effects of the use of tobacco so they can eventually quit using tobacco and live a healthy life. (California Education Code 48900 h)</p>
<p>PROFANITY</p>	<p>Students will be respectful and refrain from using profanity. (California Education Code 48900i)</p>
<p>SEXUAL HARASSMENT</p>	<p>Sexual harassment is conduct that: is sexual in nature; is unwelcome; and denies or limits a student’s ability to participate in or benefit from a school’s education program. The conduct can occur in any school program or activity and can take place in school facilities, on a school bus, or at other off-campus locations, such as a school-sponsored field trip or a training program at another location. The conduct can be verbal, nonverbal, or physical.</p> <ul style="list-style-type: none"> ● Sexual Harassment will be reported to the district Title 9 coordinator for further investigation. ● Pantsing another student will result in an immediate suspension. <p>(California Education Code 48900.2)</p>

HARASSMENT, INTIMIDATION, RETALIATION	The harassment, threats, intimidation, or retaliation against another witness or complainant is a violation of California Education Code 48900o .
SMOKING/VAPING AND POSSESSION OF	Any student who is found to be in possession of a vaping, e-cigarette, or Juul device, will be in violation of California Education Code 48900 (j) , possession of drug paraphernalia. Students will be offered drug/alcohol counseling if they are found to be in possession of this contraband, or found to be under the influence of an illegal substance as a result of using these devices at school, or under the authority of the school. A student may be referred to NUSD SARB or expulsion if the student violates this section of the California Education Code more than once. Vaping devices that contain nicotine will be considered possession or use of tobacco products at school. Vaping devices that contain cannabis oil will be considered possession, use, or under the influence of marijuana at school.
THEFT	Students will not take anything that does not belong to you. Student theft may result in contact with Novato PD. (California Education Code 48900g/L)
VANDALISM	Vandalism is defined as causing or attempted to cause damage to school property or private property. Students may be required to pay restitution or may be subject to citation by Novato PD. (California Education Code 48900r) It is illegal to activate or tamper with any emergency equipment.

CONSEQUENCES: One or more of these consequences can be used to address violations of the California Education Code and School Rules listed above.

- Assistant Principal conference with student and parents
- Behavior Contract
- Behavior Referral
- Confiscation of the object that violates Ed Code
- Counseling Meeting
- Detention
- Expulsion referral
- In-house school suspension
- At-home suspension
- Parent Notification
- Phone call/email home to notify parent/guardian
- Police referral
- Referral to Assistant Principal
- Restitution
- Restorative Justice
- Revocation of privileges: parking pass, bus access, sports participation, etc.
- SART meeting
- SARB Referral
- Suspension from class
- Suspension from school
- Verbal reprimand/Warning
- Youth court (drugs or alcohol) referral

STUDENT SEARCHES

A student may be searched if a school official has “reasonable suspicion” that a student may have any type of contraband on their person or backpack. Any item found during the search may be used against the student for school consequence or referral to law enforcement. If a teacher reports to the administration that there is a clear odor of marijuana in the classroom, all students in the classroom may be subject to search. **This includes your personal items (even your car that are subject to search on campus property).

POSITIVE BEHAVIORAL INTERVENTIONS & SUPPORTS RESTORATIVE PRACTICES

San Marin High school has a Behavior Matrix that helps to guide students and staff around expectations we hold for all here at SMHS. See the [matrix](#) here.

SMHS may use Restorative Practice methods to help with repairing harm and giving a safe space for everyone on our campus to feel heard. We also implement Restorative Practices to help our whole SM community deepen relationships with conflict circles and community building circles. Using these practices is a way of being, thinking, interacting, teaching, and learning with relationships at the center of all we do, every day.

* Should a student decline to participate in restorative justice then other means of correction or discipline may be pursued.

DETENTION & SUSPENSION

The administration and teachers may require students to stay for lunch or after school detention as a level of behavior intervention. The administration may not force students to stay after school the day of the infraction, but it will be expected they stay after school the following day (student has the right to choose).

If a student is suspended from school, he or she may not enter any school campus in Marin County during the suspension period, unless authorized by San Marin administration. If a student returns to a campus without permission during suspension, he or she will earn more school consequences and may be cited for trespassing; which is a misdemeanor offense. If a student is suspended from school on a Friday, he or she may not attend or participate in any extracurricular school events that weekend unless authorized by administration, which includes athletic events and school dances. Students who miss school due to suspension will be able to make up school work.

EXPULSION (NUSD Policy and AR 5144.1)

A student will be recommended for expulsion for the following California Education Code Violations (48915 C):

1. Possession or sale of a firearm
2. Brandishing a knife
3. Selling a controlled substance
4. Sexual battery or assault
5. Possession of explosive

A student may be recommended for expulsion for the following California Education Code Violations (48915 A):

1. Cause physical injury
2. Possession of a knife or dangerous object
3. Possession of a controlled substance
4. Robbery or extortion
5. Assault of battery on school employee

If a student is recommended for expulsion, the student and family meet with the NUSD Expulsion Hearing Officer, Michael Siasi to review student rights and expulsion due process procedures, and options.