Santa Cruz High School Distance Learning Policies & Resources

School Vision

Our vision at Santa Cruz High School is to nurture life-long learners who demonstrate critical thinking, creativity, integrity and personal responsibility as members of our school and greater community. We collaborate to ensure equity to achieve college and career readiness for all students.

Schoolwide Learner Outcomes

THOUGHT
- Posing questions to understand
- Analyzing and reaching conclusions
- Being actively engaged

KNOWLEDGE
- Making meaningful connections between
- their classes and the real world
- Applying knowledge to help solve a problem
- Connecting knowledge from a variety of content areas

ACTION
- Setting goals and developing plans to meet them
- Showing appropriate reaction to set-backs
- Taking responsibility for one's own learning
- Seeking help as needed

DIRECTION
- Thinking critically about their futures
- Developing goals for short and long term
- Discovering interests and strengths

Santa Cruz High School
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STAFF	EXT.
Principal	200
Michelle Poirier	
Principal's Sec.	200
Kathy Pruett	
Asst. Principal	202
Rishi Lal (10/12)	
AP Secretary	204
Lauren Rose	
Asst. Principal	203
Rene Ohana (9/11)	
Counselor (A-F)	306
Teresita Diaz	
Counselor (G-N)	310
Leslie Rodriguez	
Counselor (O-Z)	307
Samuel Solis	
CTE Counselor	311
Sheri Williams	
Counseling Sec.	300
Italia Diaz DeLeon	
Registrar	303
Jacqui Adler	
Attendance	206
Athletic Director	308
Finance	205
Leadership	164
Library	400

Bell Schedule & Important Dates

Synchronous Instructional Schedule		Synchronous & Asynchronous Instructional Schedule	
Monday		**Tuesday-Friday (plus 11/9 & 11/13)**	
Time	Period	Time	Period
7:40am–8:20am	0 Period	7:40am–8:20am	0 Period
8:30am–9:10am	1st Period	8:30am–9:50am	1st Period
9:20am–10:00am	2nd Period	10:00am–11:20am	2nd Period
10:10am–10:50am	3rd Period	11:20am–11:50am	Lunch
11:00am–11:40am	4th Period	12:00pm–1:20pm	3rd Period
11:40am–12:10pm	Lunch	1:30pm–2:50pm	4th Period
12:15pm–3:15pm	Staff Meetings, PLC, Collaboration, PD, Trainings, IEP/504s	2:50pm–3:15pm	Staff Meetings, PLC, Collaboration, PD, Trainings, IEP/504s

DATE	EVENT
September 11th	Quarter 1 Progress Period ends
October 9th	**Quarter 1 Final Quarter Period ends**
November 13th	Quarter 2 Progress Period ends
December 17th/18th	12/17: Finals, Periods 1 & 2 | 12/18: Finals, Periods 3 & 4
December 18th	**Quarter 2 Final Quarter Period ends, end of Fall Semester**
January 6th	First day of 2nd Semester
February 5th	Quarter 3 Progress Period ends
March 12th	**Quarter 3 Final Quarter Period ends**
April 30th	Quarter 4 Progress Period ends
May 26th/May27th	5/26: Finals, Periods 1 & 2 | 5/27: Finals, Periods 3 & 4
May 27th	**Quarter 4 Final Quarter Period ends, last day of school**

Santa Cruz High School Distance Learning Policies

Policy	Distance Learning Action
Computer Use In order to use school computers, a student must have an Acceptable Use Policy signed. Inappropriate use of technology includes but is not limited to: • Altering, damaging, deleting or destroying data, the network, system, or software. • Taking or copying data from a computer system or network. • Causing disruption of computer services. • Plagiarizing from electronic sources. • Use of a system not authorized for students. • Inappropriate dissemination of receipt of information. • Use of internet chat rooms. • Use of computers to access or send sexually explicit or any inappropriate materials.	1. Teacher conversation with student(s), corrective feedback, written reflection, etc. with guidance from administration if needed. 2. Parent contact by teacher if needed. 3. Muting and removing students from on-line "classrooms" may be used to maintain a safe classroom environment. 4. Informational referral may be entered into Illuminate.

Policy	Distance Learning Action
Digital Citizenship Appropriate digital citizenship means that you: • Use your own name in Zoom or Google Meets • Don't catfish • Always use your school Gmail for communication with teachers/peers/staff • Get permission from others before taking or posting their pictures • Behave in a breakout room as you would in class • Follow classroom guidelines regarding the use of sound • Do not share links of Zoom classes with students outside of the class	Violation of digital citizenship agreements will result in: 1. Teacher conversation with student(s), corrective feedback, written reflection, etc. with guidance from administration if needed. 2. Parent contact by teacher if needed. 3. Muting and removing students from on-line "classrooms" may be used to maintain a safe classroom environment. 4. Informational referral may be entered into Illuminate.

Policy	Distance Learning Action
Referral to Assistant Principal Students who are directed to the Assistant Principal's office by a staff member will result in a parent meeting.	Students who do not respond to Assistant Principal's contact attempts are in defiance of school authority and subject to restorative actions and home visit.

Policy	Distance Learning Action
Respect of Staff Students are expected to follow all staff members' directions and observe all Google Classroom and Zoom Classroom venue policies.	1. Teacher conversation with students, corrective feedback, written reflection, etc. with guidance from administration if needed. Parent contact if needed. 2. Muting and removing students from virtual classroom settings may be used to maintain a safe classroom. 3. Informational referral may be entered into Illuminate.

Policy	Distance Learning Action
Cell phone use during class time Disruptive cell phone use during class time will not be tolerated. Students should be focused on learning.	1. Teacher conversation with students, corrective feedback, written reflection, etc. with guidance from administration if needed. Parent contact if needed. 2. Muting and removing students from virtual classroom settings may be used to maintain a safe classroom. 3. Informational referral may be entered into Illuminate.

Santa Cruz High School Distance Learning Policies

Policy	Distance Learning Action
Language Profane and vulgar language is not allowed on campus or in a virtual setting.	1. Teacher conference with students, corrective feedback, written reflection, etc. with guidance from administration if needed. 2. Muting and removing students from virtual classroom settings may be used to maintain a safe classroom. 3. Informational referral may be entered into Illuminate.

Policy	Distance Learning Action
Defiance Students must comply with school regulations and the authority of any school staff. Willful defiance of the valid authority will not be tolerated.	1. Teacher conference with students, corrective feedback, written reflection, etc. with guidance from administration if needed. 2. Muting and removing students from virtual classroom settings may be used to maintain a safe classroom. 3. Informational referral may be entered into Illuminate.

Policy	Distance Learning Action
Harassment/Intimidation/Threats Verbal, physical posturing, or sexual harassment, intimidation, threats are prohibited. This includes any hazing, or initiation activities and any cyber bullying.	1. Removal from virtual class setting. 2. Behavior intervention meeting with relevant parties, including teacher, counselor, family, and support personnel. 3. Site discipline hearing. Restorative circle if appropriate. 4. Revocation of your work permit.

Policy	Distance Learning Action
Hate Crimes Acts or attempted acts intended to cause physical injury, emotional suffering, or property damage through intimidation, harassment, racial/ethnic slurs and bigoted epithets, vandalism, or threat of force motivated by hostility to the victim's gender, race, ethnicity, religion, sexual orientation or physical or academic abilities.	1. Removal from virtual class setting. 2. Behavior intervention meeting with relevant parties, including teacher, counselor, family, and support personnel. 3. Site discipline hearing. Restorative circle if appropriate. 4. Revocation of your work permit.

Policy	Distance Learning Action
Truancy and Tardiness In distance learning, students are expected to attend class regularly and arrive on time. Absences must be called in or send an email within 72 hours.	If a student does not log in to a class or is tardy, they will be directed to the Student Attendance Review Team to develop a reintegration plan to ensure student success.

Policy	Distance Learning Action
Academic Dishonesty Students must complete and submit their own work. Copying the work of others, submitting someone else's work, plagiarism, or cheating on any assignment or test is unacceptable. Allowing one's work to be copied, plagiarized or submitted is similarly not allowed.	Level 1: Student receives a zero on the classwork; parent contacted. Level 2: Student receives a zero on the classwork, and meets with teacher, parent, and Asst. Principal. Level 3: i.e.: cheating on final exam, theft, or aid in theft of test or teaching material, tampering with grade key, third offense of Level 1 or 2, student receives an "F" for the term, Student and Parent meet with the Assistant Principal.