

Student Handbook

2021-2022



Franklin High School
6400 Whitelock Parkway
Elk Grove, CA 95757

Directory

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Mohammad Warrad, Ed. D., Vice Principal

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Bryan Kilby

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Counselors

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Ryan Autenrieth
Kristina Ewen
Delisa Foster
Valery Javier
Deidre Sparrow
Tessa Taft
Dawn Townsend
Chase Moore, Ed.D., School Psychologist

Principal's Message

WELCOME to *Franklin High School, Home of the Wildcats*. Our greatest hope is that ALL of our students, their families and our staff remain safe and healthy. We have no doubt that everyone is anxious about our full return to school. It is important for you to know that we will continue to follow all of the protocols and safety procedures we put into place to ensure that our staff and students can remain safe and secure during the 21-22 school year. We do have an exciting year prepared for you and we are looking forward to a school year filled with academic excellence, innovative ways to teach and reach students, and hopefully a variety of exciting ASB activities, extra-curricular events, clubs and programs and athletic competitions that make our Franklin community so incredibly strong.

Franklin High School will continue to prepare students for the world beyond high school. Our focus is to provide a foundation for students to pursue academic success, as well as social emotional wellness, cultural competence and critical consciousness for ALL students, ensuring that ALL students have access to ALL programs and connecting ALL students to school through our Wildcat P.R.I.D.E, Preparation, Respect, Integrity, Determination and Empathy. We maintain high expectations, both academic and behavioral. We expect all students to engage themselves in their academic courses, as well as the many opportunities we have available.

I encourage every student to take advantage of the opportunities and participate in school club and or groups in addition to their classroom experiences that will contribute to our *Wildcat PRIDE* and support Franklin High School's time-honored traditions.

Please take the time to read through this version of the student handbook. There are many important dates, times and procedural information that will help you manage your time here as a Wildcat. **#BePRIDEstrong**, so that we can all be part of making the 21-22 school year a wonderful memory.

Sincerely,



Chantelle Albiani
Principal

Mission Statement

Elk Grove Unified School District will provide a learning community that challenges ALL students to realize their greatest potential.

Elk Grove Unified School District Core Values

- 1. Outcomes for Students**
 - Achievement of Core Academic Skills
 - Confident, Effective Thinkers and Problem Solvers
 - Ethical Participants in Society
- 2. Commitments About How We Operate as an Organization**
 - Support Continuous Improvement of Instruction
 - Build Strong Relationships
 - Find Solutions
- 3. High Expectations for Learning for ALL Students and Staff**
 - Instructional Excellence
 - Safe, Peaceful, and Healthy Environment
 - Enriched Learning Atmosphere
 - Collaboration with Diverse Communities and Families

Board Adopted June 18, 2001

Franklin High School Mission Statement

The mission of Franklin High School is to challenge students to maximize their potential as learners, achievers, and productive world citizens.

To that end, Franklin High School will provide for all students:

1. Rigorous standards-based curricula in preparation for advanced educational and career opportunities.
2. The knowledge and skills necessary to attain optimal mental and physical health and fitness throughout their lives.
3. Opportunity for personal development through balanced participation in cultural, athletic, and extracurricular activities.
4. An atmosphere that fosters mutual respect, acceptance of diversity, accountability, professionalism, and cooperative, collegial behavior.
5. Curriculum that incorporates the use of technological skills necessary for academic and career success.




	CLASSROOMS	COMMON AREAS (CAFETERIA/WALKWAYS /QUAD/RESTROOM)	PARKING LOT & SURROUNDING COMMUNITY	ACTIVITIES	OFFICE AREAS/ LIBRARY
P REPARATION Being ready physically and mentally	<ul style="list-style-type: none"> • Be on time • Have necessary materials • Arrive with completed assignments • Follow school dress code • Use the restroom during passing period or lunch 	<ul style="list-style-type: none"> • Carry a pass if it is during class • Manage time effectively • Move promptly to class • Know the cafeteria procedures • Keep belongings with you 	<ul style="list-style-type: none"> • Arrive on time • Display a parking permit • Bring all materials with you • Be aware of your surroundings 	<ul style="list-style-type: none"> • Carry your ID card • Follow school rules • Effectively manage your time 	<ul style="list-style-type: none"> • Carry a pass • Make appointments • Be proactive: know what you need and have necessary forms and requests ready
R ESPECT Showing consideration, appreciation, and acceptance	<ul style="list-style-type: none"> • Be an active listener • Be an active participant • Work cooperatively • Keep workspace clean • Use positive language • Observe classroom electronic device policy • Follow class rules • Ask to use the restroom only when you need to 	<ul style="list-style-type: none"> • Keep campus clean • Keep noise levels down • Appreciate cafeteria and custodial staff • Use positive language • Maintain dress code 	<ul style="list-style-type: none"> • Park in designated spots • Walk in designated areas • Use appropriate lots for drop off zones • Use positive language • Respect others' property 	<ul style="list-style-type: none"> • Be aware others' personal space • Use positive language 	<ul style="list-style-type: none"> • Use quiet voice levels • Wait your turn • Honor professional and personal space • Wait for an invitation from office staff • Use positive language • Put cell phones and accessories away when speaking to staff
I TEGRITY Being honest, sincere, and kind in words and actions	<ul style="list-style-type: none"> • Do your own work • Take accountability for self and actions 	<ul style="list-style-type: none"> • Be polite • Honor the waiting process of the line • Return to class promptly • Maintain academic honesty 	<ul style="list-style-type: none"> • Follow traffic laws • Be mindful of pedestrians • Report accidents • Follow designated arrows and directions 	<ul style="list-style-type: none"> • Exhibit honorable conduct • Be drug and alcohol free • Turn in lost items 	<ul style="list-style-type: none"> • Honor confidentiality • Accept consequences • Return to class promptly when instructed • Accept accountability for yourself and actions
D ETERMINATION Setting goals and meeting expectations	<ul style="list-style-type: none"> • Challenge yourself academically • Learn from mistakes • Advocate for yourself 	<ul style="list-style-type: none"> • Be mindful of the time • Move promptly to class • Take care of personal needs 	<ul style="list-style-type: none"> • Plan for early arrival • Obey hands free driving laws • Be alert and aware 	<ul style="list-style-type: none"> • Be open to new opportunities • Be engaged • Maintain a healthy balance between school and campus activities 	<ul style="list-style-type: none"> • Advocate for yourself • Welcome feedback for opportunities for growth
E MPATHY Showing the ability to understand and sharing the feelings of another	<ul style="list-style-type: none"> • Be kind • Consider others' feelings • Provide encouragement to others 	<ul style="list-style-type: none"> • Be kind • Be inclusive of all students • Provide encouragement to others 	<ul style="list-style-type: none"> • Be kind • Allow pedestrians to cross • Provide encouragement to others 	<ul style="list-style-type: none"> • Be kind • Display compassion for injured players • Be inclusive of all • Give positive feedback • Provide encouragement to others 	<ul style="list-style-type: none"> • Be kind • Be understanding of other students' needs • Provide encouragement to others

Graduate Profile



The Graduate Profile is a set of student outcomes that define what all Elk Grove Unified School District graduates should know and be able to do in order to be prepared for post-secondary education, career and civic participation. The Graduate Profile was developed with input from educators, students, parents and over 100 community members.


An Elk Grove Unified School District graduate demonstrates readiness to succeed in college, career, and life through:



Creative Problem-solving

- Analyzes problems by exercising critical thinking to formulate and ask pertinent questions
- Develops solutions using innovative, inventive, and intuitive ideas and approaches
- Utilizes resources and processes necessary to solve problems


THINK



Self-awareness, Self-reliance, Self-discipline

- Possesses and applies skills necessary for living independently
- Sets and meets realistic, measurable goals; makes adjustments as needed
- Articulates strengths, weaknesses, abilities, and limitations as these apply to achieving plans and goals after graduation
- Manages and balances time, resources, and responsibilities

PLAN



Technical Literacy

- Demonstrates mastery of technology necessary for college and career success
- Exhibits willingness to learn and utilize new technology
- Understands the evolving role of technology in industry and society

CONNECT



Communication and Collaboration

- Articulates thoughts and ideas in all forms of communication: oral, written, and non-verbal
- Reads, listens, and observes effectively
- Relates to and collaborates with diverse groups to achieve a common purpose


COMMUNICATE



Community Engagement

- Demonstrates knowledge about school, local, and global issues
- Respects cultural differences
- Participates in diverse school and community organizations willingly and cooperatively

ENGAGE



Integrity

- Makes commitments and keeps them, giving full effort
- Takes responsibility for actions
- Acts with honesty, authenticity, and sincerity

ACT

FRANKLIN HIGH SCHOOL STUDENT LEARNING OUTCOMES

Franklin students will become independent, reflective learners who...

- communicate effectively in both academic and workplace environments
- think, analyze, and read critically
- achieve academic goals through rigorous, challenging courses
- work cooperatively with diverse groups
- make positive contributions to the school and the community
- P.R.I.D.E. (Preparation, Respect, Integrity, Determination, Empathy)

Math students will...

- make sense of problems and persevere in solving them.
- model with mathematics.
- use appropriate tools strategically and attend to precision.

World Language students will...

- demonstrate proficient communication in the target language to prepare them to function in a multicultural setting, both in California and beyond.
- demonstrate intercultural understanding, sensitivity, and respect.

Strategies students will...

- be fully included in the Franklin academic and social community.
- successfully transition through high school into post secondary planning.
- take responsibility for their lives and maximize their potential.

English students will...

- read frequently, skillfully, and critically.
- write precisely with a strong voice.
- speak confidently and effectively.

Industrial Technology students will...

- use modern techniques, skills, and technology to complete projects that follow industry-standard practices.
- effectively use technology to communicate information or tell stories.
- identify and solve problems by designing a system or a process that meets specific and realistic constraints.

Social Science students will...

- effectively extract information from a variety of primary and secondary sources.
- critically analyze, evaluate, and apply information, and communicate their findings with minimal bias.
- connect past and present events in order to understand causes and effects in a global context.

Counselors and student support staff will help students...

- graduate with post-secondary academic and/or vocational plans.

- explore career interests and prepare for future employment.
- seek resources when solving problems and making decisions.

Visual and Performing Arts students will...

- demonstrate autonomous problem-solving skills through the timely completion of creative projects that are based on challenging critical thinking skills.
- develop self-confidence through persistence in studio work or the rehearsal process, culminating in portfolio assessments or final performances.

Business students will...

- utilize industry-standard software while applying best practices of internet safety, research, and evaluation of information.
- integrate academic knowledge with technical competencies to learn, work, and live in a technological world.
- transfer skills learned in business and technology courses to personal decision-making, life management, and financial independence.

Health students will...

- learn how to make choices to enhance their own health and well-being.
- learn about the current health-related information, products, and services available.
- understand the many physical, mental, emotional, and social changes that occur throughout life.

Physical Education students will...

- meet or exceed the expectations of a quality physical education program.
- recognize the value of proper nutrition and fitness and the connection between a healthy mind and body.
- develop an understanding of cooperation and sportsmanship.

Science students will...

- utilize resources and make informed decisions regarding scientific issues.
- respect nature by evaluating the effects of humanity on the environment and proposing possible solutions for problems affecting biological systems and natural resources.
- apply a systematic approach to solve problems and evaluate new discoveries.

ACADEMICS/COUNSELING

Class of 2021-22 EGUSD Enrollment Requirements/Graduation Requirements

	Elk Grove High Enrollment Requirements	Florin High Enrollment Requirements	Franklin High Enrollment Requirements	Laguna Creek High Enrollment Requirements	Sheldon High Enrollment Requirements	Valley High Enrollment Requirements	EGUSD Graduation Requirements
English	40 Credits	40 Credits	40 Credits	40 Credits	40 Credits	40 Credits	40 Credits
Mathematics	40 Credits of Math to include Math I, and math in Sr. year and 20 Credits of Science include General and Life OR	40 Credits of Math to include Math I, and math in Sr. year and 20 Credits of Science include General and Life OR	40 Credits of Math to include Math I, and math in Sr. year and 20 Credits of Science include General and Life OR	40 Credits of Math to include Math I, and math in Sr. year and 20 Credits of Science include General and Life OR	40 Credits of Math to include Math I, and math in Sr. year and 20 Credits of Science include General and Life OR	40 Credits of Math to include Math I, and math in Sr. year and 20 Credits of Science include General and Life OR	40 Credits of Math to include Math I, and math in Sr. year and 20 Credits of Science include General and Life OR
Science	30 Credits of Math to include Math I and math in Sr. year AND 30 Credits of Science to include Physical and Life Science	30 Credits of Math to include Math I and math in Sr. year AND 30 Credits of Science to include Physical and Life Science	30 Credits of Math to include Math I and math in Sr. year AND 30 Credits of Science to include Physical and Life Science	30 Credits of Math to include Math I and math in Sr. year AND 30 Credits of Science to include Physical and Life Science	30 Credits of Math to include Math I and math in Sr. year AND 30 Credits of Science to include Physical and Life Science	30 Credits of Math to include Math I and math in Sr. year AND 30 Credits of Science to include Physical and Life Science	30 Credits of Math to include Math I and math in Sr. year AND 30 Credits of Science to include Physical and Life Science
Social Science	35 Credits	40 Credits	35 Credits	35 Credits	35 Credits	35 Credits	35 Credits
Physical Education**	20 Credits**	20 Credits**	20 Credits**	20 Credits**	20 Credits**	20 Credits**	20 Credits**
World Language	20 Credits of World Language OR 10 Credits of World Language and 10 Credits of Fine Arts	10 Credits of World Language AND	20 Credits of World Language AND	20 Credits of World Language AND	10 Credits	20 Credits of World Language OR 10 Credits of World Language and 10 Credits of Fine Arts	20 Credits of World Language OR 10 Credits of World Language and 10 Credits of Fine Arts
Visual/Perf. Arts		10 Credits of Fine Arts	10 Credits of Fine Arts	10 Credits of Fine Arts	10 Credits		
Health	5 Credits	5 Credits	5 Credits	5 Credits	5 Credits	5 Credits	5 Credits
Technology	5 Credits or Proficiency Test	5 Credits or Proficiency Test	5 Credits or Proficiency Test	5 Credits or Proficiency Test	10 Credits or Proficiency Test	5 Credits or Proficiency Test	5 Credits or Proficiency Test
Speech	5 Credits or Proficiency Test	5 Credits or Proficiency Test	5 Credits or Proficiency Test	5 Credits or Proficiency Test	5 Credits or Proficiency Test	5 Credits or Proficiency Test	5 Credits or Proficiency Test
Community Service	Not Required	Not Required	Not Required	Required	Not Required	Not Required	Not Required
Senior Project	Not Required	Required	Not Required	Not Required	Not Required	Not Required	Not Required
Academy or Academic Major	Not Required	Not Required	Not required	Not Required	Not Required	Not Required	Not Required
Total of Required Courses	190 credits	195 credits	200 credits	200 credits	200 credits	190 credits	190 credits
Total Credits Required	220	220	220	220	220	220	220

**The physical education graduation requirement consists of successful 10 units in Course I (freshman year) and 10 units in Course II or PE electives. *If a 9th grade student fails to pass the state required FITNESSGRAM test, the student must be enrolled in PE in the 10th grade. (Passing is determined when a student is within the Healthy Fitness Zone in 5 out of the 6 subtests.)* * Shaded areas indicate site enrollment requirements

ALL HONORS AND ADVANCED PLACEMENT PROGRAM

Students are encouraged to challenge themselves through accelerated learning by enrolling in one or more Honors or Advanced Placement courses each school year. The College Board's Advanced Placement program gives students the opportunity to earn college credit while in high school through successful performance on culminating Advanced Placement examinations. A complete listing of Honors and Advanced Placement courses offered at Franklin High School is contained in the course catalogue. Students interested in enrolling in Honors or Advanced Placement courses should see their counselor for additional information.



STEAM: Science, Technology, Engineering, Art and Math

STEAM is a unique 4-year program that integrates science and math to assist students in developing technical skills in one of six areas of study: Animation, Computer Science, Design Arts, Digital Media, Engineering Design or Engineering Technology. Through a designated sequence of courses, each area provides opportunities for advanced learning to prepare students for college and a career. Course instruction is enhanced through business partnerships, guest speakers, industry related competitions and industry tours. Students who complete the STEAM courses and program requirements will be recognized with a cord to wear at graduation. Additional information regarding STEAM and the program application are available on the school's website (frhs.egusd.net).

HIGH QUALITY PATHWAYS

To accompany our expansion of Career Technical Education courses at Franklin High School, we are offering High Quality Pathways in the following industry sectors: animation, design arts, digital media, engineering design, engineering technology, innovation and entrepreneurship and web design. Students who complete a pathway will be recognized and provided a certificate of achievement. In order to be considered a pathway completer, students must take a series of three courses which total 30 credits. Each high quality pathway has an introductory course, a concentrator course and concludes with a capstone course. For more information on the pathways and courses required please visit our website frhs.egusd.net.

MINI-COURSES

Our schedule is comprised of mini and block courses. Some of our academic courses (English 9 and 10, and Math 1 and 2) have mini courses as well as block courses to allow students to have exposure to English and Math all year long. Minis are a great opportunity for students to survey what the block version of the course is. We run our leadership, link crew, and yearbook programs through our mini periods. For more information on our mini courses, please visit our school website at frhs.egusd.net.

ADVOCACY

In order to facilitate grade level-specific activities and exposure to college and career planning, each student will be assigned to an Advocacy class with a group of students and a teacher who will remain together from the freshman to the senior year. The class will meet periodically in order to achieve the following objectives:

1. Allow students to explore post-secondary college and career options
2. Provide students with the knowledge, learning skills, and resources necessary to track their individual academic progress as motivated, self-directed learners
3. Apprise students of the academic and personal/social services available to them at Franklin High School
4. Allow students to complete standardized state testing in a grade level specific classroom.
5. Provide students access to www.californiacolleges.edu

EXTENDED DAY COURSES

In order to support students' achievement in core academic classes, Franklin High School offers some classes outside of the regular school day. Students who require additional academic assistance are encouraged to work with their counselors to enroll in these courses.

TUTORING

The primary responsibility for academic success lies with the student; however, Franklin High School does offer tutoring programs for students who need extra help. Students may attend tutoring sessions sponsored by various academic departments. Students are encouraged to talk to their subject area teachers as soon as they feel they need assistance in understanding course work and in completing assignments. These teachers can help them to access the tutoring opportunities available.

FRANKLIN COMMUNITY LIBRARY

The Franklin Community Library serves the students of Franklin High School and Toby Johnson Middle School, as well as public patrons from the Elk Grove/Laguna community. The library is operated jointly by the Elk Grove Unified School District and the Sacramento Public Library. As a result of this collaboration and blending of resources, the size of the library collection and the hours of service extend well beyond those of a usual high school library. Students and staff may use the library for research, class projects, and pleasure reading during the school day. Regular school policies and procedures will be enforced from thirty minutes before school begins to thirty minutes after school ends. Students are welcome to use the library at other times when it is open; however, **after school hours and on Saturdays, they will be treated as public library patrons**. The Sacramento Public Library staff are the only staff on duty after school hours. NOTE: Public patrons using the library during school hours will be required to sign-in and show identification upon request.

The library collection includes books, magazines, newspapers, videos, audio books, and other materials for use in the library and at home. Students may use their Franklin High School picture ID to check items out from the library. During school hours, library computers provide access to filtered Internet research, word processing software, and the library catalog. **Students are expected to use the computers for educational purposes only per the EGUSD Internet Use Policy, during all school hours.**

Photocopying and computer printing services are provided for a charge. Students are exempt from overdue fines. Students are responsible for lost or damaged items checked out from the library.

Due to COVID-19 the library is closed to the public but will re-open when it is safe for students and the public.

CLASS STANDARDS/COURSE SYLLABI

During the first week of each quarter, students will receive from their teachers an expectations sheet and course syllabus for each subject. Homework policies, grading standards, course requirements, and curriculum content will be outlined in each syllabus.

COUNSELING

Franklin High School offers a comprehensive counseling program that supports academic, career, and personal social development. Counselors assist students in identifying courses of study that help guide their college, career and life goals. The counseling program is an integral part of Franklin's total school program. The counseling department works in collaboration with the school's staff, families and community to provide a supportive, effective and safe environment in which all students can succeed. Students and families are encouraged to visit our school website for more information at frhs.egusd.net under the guidance and counseling link.

GRADING POLICY

Grades at Franklin High School are earned and issued on an A-B-C-D-F scale. Daily attendance, completion of class assignments and homework, class participation, performance on examinations and projects, and class conduct may be

considered in determining a student's grade. Questions or concerns regarding grades should be directed to the classroom teacher.

Grades/Evaluation of Student Achievement (AR 5121)

For grades 4-12, grades for academic performances shall be reported for each grading period as follows:

- A (90-100%) Outstanding Achievement 4.0 grade points
- B (80-89%) Above Average Achievement 3.0 grade points
- C (70-79%) Average Achievement 2.0 grade points
- D (60-69%) Below Average Achievement 1.0 grade points
- F (0-59%) Little or No Achievement 0
- I Incomplete 0

An Incomplete shall be given only when a student's work is not finished because of illness or other excused absence. **If not made up within six weeks, the incomplete will become an F.**

Because of the more rigorous nature of Advanced Placement, honors, and concurrent postsecondary courses, students receiving a grade of A, B, or C in those courses shall receive extra grade weighting as follows:

- A (90-100%) Outstanding Achievement 5.0 grade points
- B (80-89%) Above Average Achievement 4.0 grade points
- C (70-79%) Average Achievement 3.0 grade points

Post-secondary courses receiving extra grade-weighting shall be limited only to those listed in the US/CSU approved course list for colleges. Some Honors courses also shall receive extra grade-weighting. These courses shall be those which are UC-approved, as described in the A-G subject requirements. Per UC policy, the number of credits carrying extra grade points shall be limited to 20 during the sophomore year.

(cf. 6162.5 - Student Assessment)

The teacher of each course shall determine the student's grade. The grade assigned by the teacher shall not be changed by the Board or the Superintendent except as provided by law, Board policy, or administrative regulation. (Education Code [49066](#))

GRADE WEIGHTING

In accordance with policies established by the University of California, students completing honors and advanced placement (AP) courses at the junior and senior levels will receive UC recognized extra grade points within their grade point average (GPA) calculation. The chart below illustrates the grade weighting used at Franklin High School. Freshmen and sophomore students who take courses receive district-recognized extra grade points which are reflected in the cumulative grade point average. Questions may be directed to the Counseling Department.

<u>Regular Courses</u>	<u>AP/Honors Courses</u>
A=4	A=5
B=3	B=4
C=2	C=3
D=1	D=1
F=0	F=0

HOMEWORK REQUESTS

Nothing can replace the learning and experience that takes place in the classroom. Therefore, it is important that students attend class every day. Homework may be available through StudentVUE or Google Classroom. Requests for make-up homework assignments should be made directly to the teacher of the student's class. Please allow 24-48 hours for teachers to respond to such requests.

TEXTBOOKS

Students will be issued textbooks to support the curriculum of the courses in which they are enrolled in at Franklin High School. A current class schedule with barcode or school ID card is required for check out. Students are responsible for the copy issued to them. Students are expected to cover textbooks, handle them with care, and keep them in a secure location. Textbooks should not be stored in the classroom. Fines may be assessed for texts not returned promptly at the end of each term, or for books returned with damage. Exact replacement copies in good condition may be accepted in lieu of payment; details available from school library staff.

TRANSCRIPT REQUESTS

Transcripts may be requested through the Registrar's office at 916 714-8150, ext.# 41536 or email sjohnsto@egusd.net.

CAREER CENTER

Our Career Center is a great resource for students to work on their homework, college applications, scholarships, complete career searches and much more. The Career Center will be open before school, during lunches and after school beginning Tuesday, August 17th. Student Services office will distribute college application information in Advocacy classes. Please visit our school's website frhs.egusd.net under Counseling for more information.

Co-Curricular Activities

ASB STICKER/SPORTS PASS

To encourage students' attendance and participation at school events, the Associated Student Body sells an ASB card that will allow students FREE admission to ALL home athletic events (playoffs and powder puff not included), discounts on tickets and bids to other events, discounts on items in the Concession Stand, and a chance to participate in special attractions and activities during lunches. Students who purchase cards are advised that these cards are not transferable and at no time shall a student lend his/her ASB card to another student. If this situation does occur, the privileges of the ASB card will be revoked. In addition, defaced, lost, or stolen cards will **NOT** be replaced. In the event of loss or damage, the student will be asked to purchase a new card at the original cost. ASB cards will be sold throughout the school year during all three lunches at the Controller's office and the Concession Stand.

ATHLETICS

Part of the Delta League, Franklin High School offers a comprehensive athletic program. Students have the opportunity to compete in football, volleyball, cross-country, golf, basketball, baseball, softball, soccer, wrestling, tennis, water polo, swimming, track and field, and cheerleading. For additional information on the Franklin High School Athletic Program, students are asked to contact the school's Director of Athletics, Michael Cody at 916 714-8150, ext.#41502 or email mcody@egusd.net.

CLUBS

Franklin High School offers a variety of official clubs for all members of the student body. Students are invited to join any that interest them. All that is required to charter a club is student interest, a staff advisor, and a reasonable purpose. For more information on existing clubs or in chartering a new club on campus, students are encouraged to see Bryan Kilby, Director of Activities or email bkilby@egusd.net.

ATHLETICS/ACTIVITIES GUIDELINES FOR PRACTICES AND REHEARSALS

In order to maintain a supportive learning environment for academics, the following parameters regarding time commitments for extra/co-curricular activities will be followed by all clubs, organizations, teams, and groups (exceptions to these guidelines must be approved by administration):

- No practice/rehearsals shall extend beyond 9:00 p.m. on any night.
- Non-league games/shows/performances and programs/activities involving students will not be scheduled during the designated "dead week"—the week of final exams.
- Practice sessions will not be longer than 150 minutes (2.5 hours).
- Weekend practices are not recommended. Sunday practices/meetings will not be allowed.
- Students who need to attend before/after school tutoring sessions to improve their academic performance will be allowed to do so without penalty from their coach/advisor.
- Athletes must adhere to all guidelines and policies set forth in the District provided Student Athlete Handbook.

EXTRA-CURRICULAR ACTIVITIES ELIGIBILITY

For purposes of applying eligibility criteria for student participation, extracurricular and cocurricular activities shall be defined as follows: (Education Code [35160.5](#))

1. Extracurricular activities (including interscholastic athletics) are not part of the regular school curriculum, are not graded, do not offer credit, do not take place during classroom time, and have all of the following characteristics:
 - a. The program is supervised or financed by the school district.
 - b. Students participating in the program represent the school district.
 - c. Students exercise some degree of freedom in the selection, planning, or control of the program.

- d. The program may include both preparation for performance and performance before an audience or spectators.
- * Throughout the document, extracurricular activities (including interscholastic athletics) will be referred to as EA/IA.
2. Cocurricular activities are programs that may be associated with the curriculum in a regular classroom. An activity is not an extracurricular or cocurricular activity if either of the following conditions applies: (Education Code [35160.5](#))
 1. It is a teacher-graded or required program or activity for a course which satisfies the entrance requirements for admission to the California State University or the University of California. (cf. [6143](#) - Courses of Study)
 2. It is a program that has as its primary goal the improvement of academic or educational achievement of students.

EXTRACURRICULAR ACTIVITIES (INCLUDING INTERSCHOLASTIC ATHLETICS)
ELIGIBILITY REQUIREMENTS

The grade point average (GPA) used to determine eligibility for EA/IA shall be based on grades of the last previous grading period during which the student attended class at least a majority of the time. If a student was not in attendance for all, or a majority of, the grading period due to absences excused by the school for reasons such as serious illness or injury, approved travel, or work, the GPA used to determine eligibility shall be the grading period immediately prior to the excluded grading period(s). (Education Code [35160.5](#)) (cf. [5113](#) - Absences and Excuses)

When a student becomes ineligible to participate in EA/IA in the upcoming grading period, or when he/she is subject to probation, the principal or designee shall provide written notice to the student and his/her parent/guardian.

All students who wish to participate in EA/IA must:

1. Have earned a 2.0 grade average in their overall district 7-12 program for the grading period prior to their participation and for each succeeding grading period during participation.

Exception: Eligibility for the winter athletic season in schools on a traditional semester calendar, where "quarter grades" (grades of progress) are issued, will be determined by the first quarter grades. The student must have earned a 2.0 GPA. If the student has a 2.0 GPA, but has an "F", he/she can become eligible as soon as a grade clearance form is returned to the Activities/Athletic Director, signed by the teacher, signifying that the student now earning a passing grade.

2. Meet standards of satisfactory citizenship.
3. Have a satisfactory attendance record.
4. Must be enrolled as a student at the comprehensive secondary school sponsoring the sport and/or activity. If the sport/activity is not available at the student's comprehensive secondary school, the student may transfer to the comprehensive secondary school fielding that sport/activity. The student will be eligible for that sport/activity only.

In addition, the associated student body president shall maintain at least a 2.5 grade point average.

The administration shall establish:

1. Annually a list of organizations and/or activities that are subject to this policy.
2. Administrative procedures for implementation of this policy.

For the purpose of clarification, the following terms will be used to determine academic eligibility:

* Grades of Progress:

"Progress Reports" Data processor generated grades assigned to a student, but not officially recorded on a transcript.

* Grades of Record:

"Final Report Cards" Data processor generated grades assigned to a student and officially recorded on a transcript (recorded on the student's transcript at the end of the term/semester.)

Initial Eligibility

All students who wish to participate in EA/IA must:

Have earned a minimum 2.0 grade point average based on grades of record for the grading period immediately prior to their participation, with no more than one fail. Credits earned will be a factor in computing grade point averages.

1. Earn a 2.0 GPA in 9-12 courses for Grades of Record prior to competition. *
2. Earn a 2.0 in 9-12 courses for Grades of Progress prior to competition. *
3. Maintain standards of satisfactory citizenship.
4. Maintain satisfactory attendance record as defined by Board Policy.

*Schools reserve the right to restrict try-outs to only academically eligible students.

For Academic Eligibility, Grades of Record and Grades of Progress are defined as:

- A. Grades of Record: data processor-generated grades assigned to a student and officially recorded on a transcript.
- B. Grades of Progress: data processed-generated grades assigned to a student but not officially recorded on a transcript; on traditional semester calendar these are "quarter" grades issued after the first 9 weeks of each semester; on a block /4 term calendar these are grades issued after the first 4-6 weeks of each term.

EXCEPTION: Eligibility for the winter athletic season in schools on a traditional semester calendar, where "quarter grades" (grades of progress) are issued, will be determined by the first quarter grades.

For athletic eligibility, satisfactory progress toward graduation shall be defined as:

1. Maintain minimum progress toward meeting the high school graduation requirements.
 - a. At least 40 credits earned by grade 10
 - b. At least 90 credits earned by grade 11
 - c. At least 150 credits earned by grade 12
4. In addition, the associated student body president shall maintain at least a 2.5 grade point average.

The site administration shall establish:

1. Annually a list of organizations and/or activities that are subject to this policy.
2. Administrative procedures for implementation of this policy.

Continuing Eligibility

All students who wish to continue to participate in EA/IA remain eligible if:

1. The student maintains a minimum 2.0 grade point average on applicable grading period, with no more than one fail.
2. The student maintains standards of satisfactory citizenship.
3. The student maintains satisfactory attendance record as defined by Board Policy.

Summer School/ Intersession to affect Extracurricular Activities (Including Interscholastic Athletics) Eligibility

Students who have demonstrated a satisfactory attendance record of ninety percent actual attendance and have met standards of satisfactory citizenship in all courses and in the school and in related school activities during the final grading period have the option of having summer school (or intersession) course work affect their EA/IA eligibility. In selecting summer school (or intersession) course work for this purpose, the student must repeat the same course(s) in which grade(s) from preceding grading period caused the ineligibility.

In the event identical courses are not available, the student may substitute other course work at the same or higher level of difficulty. All substitute course work must have the prior approval of the school site's counselor,

appropriate school site department chairperson, and final approval of the school site principal before the student enrolls in the summer school (or intersession) program.

Probation Provisions

Students whose academic performance has been affected by a long-term medical problem, personal family duress or tragedy or other conditions beyond the control of the student and family may petition the school for a one-time, academic probationary period not to exceed nine weeks.

Requests for probation will be heard by a committee consisting of a minimum of three persons that may include a site administrator, counselor or designee, classroom teacher, and athletic/activity director. The probation committee will determine if the request meets the above criteria. The committee may request written verification of any conditions that affect academic performance.

Should probation be granted, the committee will develop a contract between the student, family and school that clearly outlines the extended academic performance expected during the probationary period. A student who does not achieve educational progress as defined by the probationary committee may lose his or her eligibility either during or at the end of the probationary period.

Schools shall report any student who is granted probation for athletics to the district athletic director.

Supervision

All EA/IA and cocurricular activities conducted under the name or auspices of a district school or any class or organization of the school, regardless of where the activities are held, shall be under the direct supervision of certificated employees. (5 CCR [5531](#))

Any noncertificated person working with students in a district-sponsored EA/IA and cocurricular student activity program shall possess an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing or shall have cleared a Department of Justice and Federal Bureau of Investigation criminal background check prior to beginning his/her duties, in accordance with BP 4127/4227/4327 - Temporary Athletic Team Coaches. (Education Code [49024](#))

(cf. [1240](#) - Volunteer Assistance)

(cf. [4112.5/4212.5/4312.5](#) - Criminal Record Check)

(cf. [4127/4227/4327](#) - Temporary Athletic Team Coaches)

Regulation ELK GROVE UNIFIED SCHOOL DISTRICT

IDENTIFICATION CARDS

Student ID photos will be taken at school and students are issued personal ID cards. These ID cards include a bar-code label for library/textbook. Replacement of the ID card due to loss, damage, or tampering is \$5.00. Students who falsify or alter their ID card photograph and/or name are subject to disciplinary consequences as outlined in the school discipline policy. **Students are expected to carry their ID card with them on campus and are expected to present the ID upon request of any staff member. Any student who is not carrying a current Franklin High School ID card when asked by a staff member may be assigned an after school detention.**

SPIRITWEAR

All spiritwear sales including class shirts, sweatshirts, and school logo spirit items must be approved by the school administration and be sold through the concession stand. Any unauthorized sale of these items, will result in disciplinary action.

STUDENT ACTIVITIES OFFICE

The Student Activities room is located adjacent to the MP room, facing the main quad area. Student officers and the Director of Student Activities have offices in the Student Activities room. The planning of all extra and co-curricular activities – except athletics – is coordinated through the Student Activities office.

STUDENT GOVERNMENT

Through Student Council, Student Senate, Activity Council, and Athletic Council, students may express their opinions and assist in the planning of school events. These student organizations promote leadership, initiative, and responsibility. It is the duty of the Student Senators to bring to Student Council's attention suggestions from their classmates and to report to a designated class period. Student body officers and class officers are elected each year. Each first or second period class will elect/select one student to represent the class as a Student Senator.

Requirements for elective student body or class offices are:

1. 2.5 or better GPA at each grading period with no F's. NOTE: ASB president must have at least a 3.0 GPA
2. Good citizenship (no suspensions or unsatisfactory marks)
3. Approval of the Activities Director.

YEARBOOKS

Each year students have the opportunity to purchase a school yearbook. Because all yearbooks are preordered and prepaid, **Franklin High School has a no refund policy** regarding the purchase of yearbooks.

PAYMENTS

Franklin High School accepts cash, checks, and credit cards for most ASB activities. Checks are no longer accepted on senior accounts after March 17, 2022, as a form of payment on any activity including yearbooks.

General Information

BICYCLES/SKATEBOARDS

Bicycles must be parked and locked in the area designated for bicycle storage. Students leaving the school campus on bicycles are advised that they must come to a complete stop at the edge of the campus when entering the city streets. State law requires that students under 18 years of age wear helmets when riding bikes to and from school. Violators may be subject to a \$25 fine or more. Bicycles may not be ridden on the school campus at any time. Franklin High School is not responsible for unlocked bicycles or for bicycles left overnight at the site.

The Elk Grove Unified School District prohibits the use of skateboards, wheelies, roller skates, in-line skates, or similar devices on school property, including parking lots and walkways. **Violators may be prosecuted under SCC 1084 section 9.38.015 and fined up to \$250.00.**

Students who use skateboards as a means of transportation to and from school must keep the skateboards with them at all times. During class, they are to place the skateboards under their desks or in an area designated by the teacher for skateboard storage. As stated above, students may NOT ride skateboards on campus at any time. This includes after school hours and on weekends. The school is not responsible for lost, stolen, or damaged skateboards.

DRIVING AND PARKING REGULATIONS

The school permits 11th and 12th grade students to drive to and from school, provided they park in stalls designated for student parking. Due to the limited parking spaces, and in an effort to protect and safeguard our students at Franklin High School, we require all vehicles to be registered with the administration office and obtain a parking permit. All students in 11th and 12th grade wishing to drive to school must apply for a parking permit. **Due to the limited number of spaces, PARKING PERMITS WILL ONLY BE ISSUED TO 11th AND 12th GRADE STUDENTS. Possession of a student parking permit does not guarantee a parking space.** Students must display their parking permit when parking at Franklin High School. **Students will not be permitted to park in the neighboring communities and commercial properties adjacent to the school.**

To obtain a parking permit, students must complete the Vehicle Parking Contract and the Student Vehicle Registration Form. Application packets are available and should be submitted to the Concession Stand. Parking permits may be picked up 24 hours after the packet has been received. Permission to park on campus can be revoked at any time.

If space permits, there will be a limited number of parking passes issued to 10th grade students in the 4th term **only**. Those students will be required to complete a Parent/Student Driving course through the California Highway Patrol. Courses will be available on site throughout the school year.

PARKING PERMIT ENFORCEMENT BEGINS a week after we return to classroom instruction. Any vehicle without a permit or parking in a space that is in violation of the parking contract will be subject to citation, detention/Saturday School/suspension, and a possible revocation of the student's parking privileges.

*Under no circumstances should students park off campus or in areas provided for staff and visitors. Any student leaving the campus in a vehicle during the school day without permission is in violation of school rules as outlined in the student handbook. In addition, students are **not** allowed to "hang-out" in the parking lot or in their cars at any time at Franklin High School. When students arrive to school they are required to leave their cars immediately and proceed to the main campus. At the conclusion of the school day, students are required to get into their cars and immediately leave campus. Failure to abide by these rules may result in revocation of the student's parking privileges and/or disciplinary consequences.*

FIRE DRILL INSTRUCTIONS

When the fire signal sounds at any time during the school day, students are to do the following:

1. Evacuate all buildings with their class and move quickly to the area designated on the evacuation map. All students should immediately report to the area designated for their class. Roll will be taken by the teacher to account for all students.
2. Remain with their class under their teacher's direction.
3. Stay at least 50 feet away from all buildings.
4. When the all-clear signal is given, return to class immediately.

LOCK DOWN INSTRUCTIONS

When the Lock Down alert is given, students and teachers are to do the following:

1. Remain in the classroom away from doors and windows.
2. Lock classroom doors; close windows and blinds.
3. Reserve classroom phone for emergency use only.
4. If outside, go immediately to the nearest classroom or building.
5. Await further instructions from school officials.

NOTE: During a Lock Down, students will not be released to parents/guardians. Parents are asked to stay away from the school and from roads leading to the school to allow access to emergency and law enforcement personnel.

FRANKLIN WEBSITE/FRANKLIN HIGH APP

If at any time a student or parent would like additional information about Franklin High School, they are encouraged to visit the Franklin High School website at frhs.egusd.net. This website provides information about events and activities at Franklin High School.

HALL PASSES

Students are not permitted outside of classrooms during class periods unless a school staff member accompanies them or they have a hall pass from an authorized staff member. Hall passes must be written on the approved school hall pass form and must be dated, timed, and signed. Students are not permitted to carry objects as a substitute for authorized hall passes.

ILLNESS AT SCHOOL

If a student becomes ill at school, he/she is to report to the Health Clerk located in the Student Services Office. Students who need to see the Health Clerk must first obtain a pass from their teacher. A student who is ill may leave campus with a parent or guardian only if excused by the Health Clerk or an administrator--and after signing out in the Attendance Office and receiving a "Leave of Grounds" permit.

All health information must be updated annually, and changes in address, parent home and work phone numbers, and emergency contact names and phone numbers should be reported immediately to the attendance office so that the school is able to make immediate contact with a parent or guardian if the student is injured or becomes ill.

EGUSD COVID-19 SAFETY PLAN

<http://www.egusd.net/egusd-covid-19-safety-plan/>

LOST AND FOUND

Lost and Found inquiries should be directed to the Custodial office, located in the main Multi-Purpose Room complex. Since Franklin High School does not assume responsibility for lost or missing articles on campus, students are asked to keep close track of their belongings and not carry valuables or large sums of money with them at school. **Items from Lost and Found that are not picked up by the last day of school will be donated to charity.**

MEDICATION

No medication (prescription or non-prescription) will be dispensed to students or allowed on the school site without the appropriate form being completed and on file in the Health Clerk's office. Students may obtain the form from the Student Services Office or EGUSD website. A new medication form must be submitted each school year. Students requiring medication at school shall be identified to the school by the parent/guardian and/or physician. All student medication must be in the original container and will be kept securely locked in the Health office with the exception of asthma inhalers and diabetic supplies with the medication authorization on file. **Students may not carry any medication (prescription or over-the-counter) with them on campus.**

PHYSICAL EDUCATION LOCKERS

Physical Education lockers are issued as a courtesy to students. Franklin High School and EGUSD do not assume responsibility for the damage of any items stored in lockers or theft from lockers that have not been closed and secured properly or in instances when students have shared their personal locker combinations with other students.

NO DELIVERIES

Due to COVID-19 guidelines, we cannot accept deliveries of food, balloons, flowers, or any other gifts to the front office. Additionally, we cannot accept money/cash to deliver to students.

VISITORS/VOLUNTEERS

Due to COVID-19 guidelines, we cannot accept visitors.

WORK PERMIT REQUIREMENTS

Students under the age of eighteen must obtain a Work Permit at Franklin High School after securing an opportunity for employment. The following procedures will apply:

- Work permit requests and work permits may be picked up in the Student Services Office.
- There will be a two-day processing period for work permit applications (i.e., if your application is turned in *before* school on Monday, your work permit may be picked up on Wednesday *after* school).
- Students in the Elk Grove Unified School District with work permits are required to maintain appropriate attendance and school performance to maintain their work permits.
- Students who are truant three (3) or more school days (or 18 class periods) within a school year will have their work permit revoked. Employers will be notified of the revocation of the work permit.
- Students with a GPA below 2.0 will have their work permit revoked. Employers will be notified of the revocation of the work permit.
- Students must be clear of any outstanding school fines. Work permits will not be issued to students until all fees are paid.
- If the work permit is revoked, students may apply to have their work permit reinstated if attendance and/or academic performance has improved enough to maintain a "C" average for at least one term and/or less than three (3) unexcused absences for one term.
- Ages, and maximum hours per day and per week for Elk Grove Unified School District students when school is in session are:

<u>Age</u>	<u>Non-School Days</u>	<u>School Days</u>
14 – 15	8 hours/day	3 hours/day – 18 hours/week
16-17	8 hours/day	4 hours/day – 20 hours/week

- A day of rest from work is required if the total hours employed per week exceed 30 hours or if more than 6 hours are worked on any one-day during the week.
- A minor's work must be performed between specified hours:
14 - 15 years: 7 a.m. to 7 p.m. (Summer 6/1 - Labor Day, 7 a.m. - 9 p.m.)

16 - 17 years: 5 a.m. to 10 p.m. (12:30 a.m. when no school the next day)

- Parental and school permission are required.
- When regulations of enforcement agencies differ, the more restrictive regulation applies.

Attendance

ATTENDANCE OFFICE HOURS: 7:30 AM – 4:00 PM

TELEPHONE #: 916 714-8150

In order to benefit fully from the Franklin High School academic and extra-curricular program and make progress toward graduation, students must attend school regularly. Since Franklin High School operates on a block schedule, regular attendance and punctuality are critical to school success. Irregular attendance negatively affects class progress and grades. Parents are encouraged to work with Franklin High School in supporting students' regular and timely attendance. They may call the school's attendance office during school hours to check on their child's tardy and absence record.

ATTENDANCE REQUIREMENTS

State law requires that all minors attend school full time. Regular attendance is essential to learning and academic success. Attendance is taken each period and is noted in the teacher's roll book and in the master attendance system. Seven regular semesters (14 terms) of attendance in grades 9-12 are required to qualify for a diploma. A summer session does not qualify as a regular semester.

Types of Absences:

- A. Excused: Absences due to illness, doctor or dental appointments, and death in the immediate family.
- B. Unexcused: Absences due to truancy, flat tires, running out of gas, missing the bus, oversleeping, etc. Absences due to suspension from school are considered unexcused absences.

Excused Absence(s) Procedures

All students have five (5) school days to clear their absence(s) with the school's attendance records, beginning on the day they return to school. Students who do not clear their absence(s) within the five days will be considered truant from school.

- A. **If your parent/guardian calls the attendance office at 916 714-8150 each day that you are absent, a written note is not necessary.**
- B. **If you have a note from your parent/guardian, bring it to the Attendance Office before 7:45 a.m., during your lunch and/or after school. The note should be signed by your parent/guardian and include your name, identification number, dates(s) of absence(s), reason for absence(s), and a current telephone number where your parent/guardian can be reached.**

Early Dismissals/"Leave of Grounds"

If you have a medical appointment that requires that you be released from school early, please follow the process listed below:

- A. Parent/guardian must phone the Attendance Office at 916 714-8150, or bring a note prior to the start of school. Be advised that parents/guardians will be called to verify any early dismissal requested by a written note to ensure that a current phone number is listed.
- B. You will be issued a pass with a time to return to the Attendance Office for your early dismissal. All parents/students need to sign out in the school office before leaving campus.
- C. If you are unable to return to campus within the time allowed on the Early Dismissal, have your parent/guardian call the Attendance Office at 916 714-8150.
- D. Students identified as having an excessive number of early dismissals will be required to clear future requests with the vice principal.
- E. A medical verification will be required upon return to school.

TRUANCY

A truancy is any “unexcused absence” or uncleared absence (skipping class). The consequences for students who are truant are listed below:

CONSEQUENCES FOR TRUANCY:

1st Truancy	Saturday School Parent Notification
2nd Truancy	Saturday School Parent Notification
3rd Truancy	Saturday School Attendance Letter #1 mailed (1st step in School Attendance Review Board, SARB*, process)
4th & 5th Truancy (Repeat Truant)	Referral to Vice Principal/Student Conference Saturday School
6th Truancy (Habitual Truant)	Vice Principal Referral Saturday School Loss of extra-curricular activities, Work Experience, ROP Attendance Letter #2 mailed (SARB*)
7th Truancy	Saturday School Attendance Letter #3 mailed/SARB* hearing scheduled

SCHOOL ATTENDANCE REVIEW BOARD (SARB)

SARB reviews student attendance and disruptive behavior. Students may be referred to SARB for habitual truancy or irregular attendance. SARB may involve the District Attorney, County Probation Department and County Health and Human Services in a student’s case.

TARDY POLICY AND CONSEQUENCES

In order for students to be successful and productive, they must develop habits of punctuality. These habits will contribute not only to academic success, but also to career success in later years. Since tardiness is neither responsible nor productive, and since it is disruptive to the educational process, students at Franklin High School will be held accountable for punctuality. Habitual tardiness (three or more in a given class per term) will result in parent notification and administrative disciplinary action. The following policy regarding tardiness has been instituted at Franklin High School.

1. All students are expected to be in class in their assigned seats when the bell rings or they will be considered tardy.
2. During first period, students who enter the classroom after the tardy bell are considered tardy. It is the students’ responsibility to clear the tardy, by showing the teacher an excused readmit signed by a school office staff member. Beginning with a student’s third tardy, teachers may assign OCI for the period or after school detention which must be served within the next 48 hours.
3. Students who arrive to class without a pass or readmit after 30 minutes has elapsed will be considered truant, not tardy. They will be assigned a Saturday school to be served within 48 hours or sent to On Campus Intervention for the remainder of the class period and will be responsible for having their parents clear their absence.
4. During the school day, students who enter the classroom after the tardy bell, with an appropriate pass signed by a school staff member, will be admitted to class without penalty.
5. The administration will conduct occasional “tardy sweeps” of the campus after the tardy bell rings. Students who are out on campus after the bell without an appropriate pass, regardless of their tardy history, will be assigned an after school detention by a vice principal. After receiving the detention, students will be sent to class.

Tardy Consequences:

Tardy to assigned class during a nine-week term (per class/per term):	
• First and Second Tardy:	Teacher warns student
• Third and Fourth Tardy:	Teacher issues the student an after school detention to be served within 48 hours. The teacher notifies the parent with a phone call or follow-up letter.
• Fifth or more Tardies:	Teacher refers the student to the appropriate Vice Principal.

At the conclusion of each school day, students are expected to leave campus within thirty minutes of the end of the instructional day, unless participating in an official school-sponsored event, activity, or athletic practice/competition.

WITHDRAWALS - TRANSFERS

Any student withdrawing or transferring from Franklin High School must report to the Attendance Office for a clearance sheet. A parent/guardian must accompany the student to the Attendance Office to request the student be withdrawn from school. The clearance sheet must be signed and approved by the Attendance Office, all teachers, the librarian, and the school bookkeeper before the student returns it to the Attendance Office. The student must return all textbooks and other school materials and pay all fines/fees prior to withdrawal. The student must turn in his/her ID card.

CHANGE OF ADDRESS

Parents/guardians are to notify the Attendance Office immediately of any change of address, telephone number, or guardianship. Two forms of proof of residence, such as a Mortgage statement or rental agreement and current utility bill (SMUD or PG&E), is required on all address changes.

Dress Code/Grooming Guidelines

2021-2022 Franklin High School Dress Code

Parents or guardians have the primary responsibility for appropriate standards of dress and grooming. However, as an educational entity, the Secondary Division of the Elk Grove Unified School District has the responsibility to establish and maintain standards of dress and grooming that support a positive, appropriate, and safe learning and teaching environment.

The purpose of a dress and grooming code is to facilitate education, not to inhibit any person's taste in attire or appearance. Students should be clean and neatly dressed in a manner that will be appropriate to the school setting, not hazardous to the health and safety of the students, and not disruptive or distracting from the educational program of the school. In addition, no articles of clothing, apparel or school materials, including hats, backpacks, and binders, may have pictures, printing, or writing that is crude, vulgar, profane, sexually suggestive, racially, ethnically, or religiously intolerant, that contain images of weapons, tobacco, drugs and/or alcohol, or which the school's administration reasonably predicts will disrupt the learning environment.

1. Basic Principle: Certain body parts must be covered for *all* students

Students are required, at minimum, to have outer clothing covering the trunk or torso of their body. Trunk is defined as the body of a person excluding the head and limbs. All items listed in the “must wear” and “may wear” categories below must meet this basic principle.

2. Students Must Wear,* while following the basic principle of Section 1 above:

- A Shirt: with straps or sleeves (with fabric in the front, back, and on the sides under the arms) AND
- Bottoms: pants/sweatpants/shorts/skirts/dresses/leggings, (long enough to cover the buttocks) AND
- Shoes: shoes

*Courses that include attire as part of the curriculum (for example, professionalism, public speaking, and job readiness) may include assignment-specific dress. Activity-specific shoes requirements are permitted (for example, athletic shoes for PE).

3. Students May Wear, as long as these items do not violate Section 1 above:

- Hats must allow the face to be visible to staff, and not interfere with the line of sight of any student or staff.
- Religious headwear
- Hoodie sweatshirts**
- Fitted pants, including opaque leggings, yoga pants and “skinny jeans”
- Ripped jeans, as long as underwear is not exposed
- Athletic attire

4. Students Cannot Wear:

- Violent language or images
- Images or language depicting drugs or alcohol (or any illegal item or activity) or the use of same
- Hate speech, profanity, pornography
- Images or language that creates a hostile or intimidating environment based on any protected class
- Any clothing that reveals visible undergarments (visible waistbands and visible straps are allowed)
- Swimsuits (except as required in class or athletic practice)
- Accessories that could be considered dangerous or could be used as a weapon

- Any item that obscures the face or ears (except as a religious observance)**

**Please note that teachers may prohibit the wearing of hats/head coverings (except as a religious observance) within their individual classrooms. Administration or office staff may prohibit the wearing of hats/head coverings (except as a religious observance) within the office (for example, for TAs).

The school administration may limit or prohibit specific clothing that has been determined by law enforcement or gang experts to be affiliated with an actual gang. In consultation with law enforcement or other gang experts, the school administration may limit clothing or apparel where there is a reasonable basis for identifying such clothing or apparel as gang affiliated. Limitations and prohibitions on gang-related clothing or apparel will be applied equally to all students, and in no instance will a student's clothing or apparel be identified as gang-related based solely on the student's race, national origin or ancestry.

Students failing to comply with the dress code may be asked to change into PE clothes, wear borrowed clothing from the school or a friend, call their parents or guardians to bring a change of clothing, have inappropriate items confiscated, or in the case of repeated violations, may be subject to progressive disciplinary consequences.

Discipline

Good citizenship and respectful behavior is expected of all students at Franklin High School. Franklin High School recognizes that the best discipline is self-imposed and requires that students take responsibility for their actions. When issues of behavior do arise, however, the staff at Franklin High School encourages cooperation between the home and school concerning students' discipline.

EGUSD Student Handbook Discipline – Page 95 (see this section for details):

<http://www.egusd.net/wp-content/uploads/2021/06/2021-22-Parent-Handbook-Final.pdf>