

# Big Picture High School Fresno Grades 9-12 Parent-Student Handbook 2023-2024



Rick Church – Principal

Kristina Dudley - Counselor (9-12)

Nadia Rodriguez– Senior Registrar (9-12)

Mai Yang –Office Lead (9-12)

Martina Island–LTI Coordinator (9-12)

Jose Maldonado – Campus Safety  
Manager

Keith Musilli Johnson, President/CEO

*“Big Picture Learning –  
Teaching One Student at a Time”*



Big Picture High School Fresno

1207 S. Trinity St.

Fresno, CA 93706

Tel: 559-420-1234

## Principal's Welcome

Dear Parents/Guardians and Students,

Welcome to Big Picture High School! Thank you for choosing our school for your student(s). The BPHS team consists of teachers, paraprofessionals, parents, students, and staff all working together. We believe this cooperative work is instrumental in providing students with a great foundation for their future.

**To our students** - Welcome and congratulations on your enrollment at BPHS! By choosing BPHS, you will experience numerous opportunities to develop your creativity and curiosity and to work with your peers to discover yourself both socially and academically. We wish to ignite your desire to be a lifelong learner, through the integration of Science, Technology, Engineering, Arts/Design, and Math ("STEAM") in your academic life. We will provide a safe and respectful learning environment by establishing expected behaviors, rules, and discipline, which will help you be a successful Panther.

**To our parents** – Thank you for choosing BPHS for your child's education. This parent/student handbook will answer many of the questions you may have and clarify the expectations of the school. By carefully reading this handbook, and the student support book, you will also discover the many avenues for communicating with teachers, staff, and the administration. We hope that this will be a wonderful school year for both you and your student(s).

Together we will work hard to ensure our School is instrumental in establishing a solid foundation academically and socially for your child. BPHS teachers and staff certainly look forward to working with you and your family in this partnership. Feel free to contact us should you have any questions, suggestions, or feedback.

Sincerely,

Rick Church - Principal



"Go Panthers!"

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## Staff and Faculty Contact Information

Name	Position	Contact Information
<b>Staff and Admin</b>		
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Nadia Rodriguez	Senior Registrar (9-12)	nrodriguez@bphsf.org
Mai Yang	Office Lead	mai.yang@bphsf.org
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Martina Island	LTI Coordinator	misland@bphsf.org
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Daniel Gonzalez	Information Technology Manager	dgonzalez@bpeacademy.org
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David Recchia	Maintenance	drecchia@bphsf.org
<b>Faculty</b>		
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Zenon Richardson	English Teacher	zenon.richardson@bphsf.org
Maria Rodriguez	Spanish Teacher	maria.rodriguez@bphsf.org
Alexander Menton	Special Education Teacher	amenton@bphsf.org
Demetrius Mayberry	Math Teacher	dmayberry@bphsf.org
TBD	Math Teacher	TBD
Kyle Crouch	Physical Education Teacher	kcrouch@bphsf.org
Shannon Flack	Science Teacher	shannon.flack@bphsf.org
Will Portis	Art Teacher	wportis@bphsf.org

## General Information

### What is a charter school?

A charter school is a form of public schooling whereby a contract (charter) is granted to a group of individuals which govern its operations, and in our case, offers a tuition-free performance-based school option. BPHS is part of the Big Picture Educational Academy (“BPEA”) which is authorized through the Fresno County Superintendent of Schools. The educational design is part of the nationally recognized educational non-profit, Big Picture Learning, Inc.

BPEA is currently encompassed by K-8 campus, a high school campus, and an Adult Program for High School Diplomas, Careers, and ESL training. The following are attributes that make BPEA different from public schools:

- BPHS is a school of CHOICE.
- BPHS students and teachers are here by CHOICE.
- BPHS implements site-based governance.
- BPHS is an Independent Local Educational Agency (“LEA”).
- BPHS employs Integrated Instruction through the Arts and Science.

## **What is a charter school? Continued**

Our charter educates students by giving them real-life career and professional experience through internships and community involvement. Our committed advisors guide students in making connections between what they learn in the real world and what is taught in the classroom.

### **BPHS Mission**

BPHS educates individuals 9-12, **one student at a time**, to understand and engage in the world around them, take ownership of their learning, and develop abilities and passions for success in career and life.

### **BPHS Vision**

BPHS students leave confident in their knowledge, skills, and relationships to pursue unique passions and make lasting positive impact on their lives and communities.

### **BPHS Philosophy**

The instructional strategies employed by BPHS include, but are not limited to, direct instruction, project-based learning, one-on-one support (when possible), small class sizes, intervention, and remedial support (as determined by multiple assessments), grouping by learning ability regardless of grade level, electives, across grade levels when appropriate. Using these methods, with a special emphasis on Big Picture learning fundamentals, our students will be prepared with critical thinking, problem solving and fundamental academic skills.

## **Student Behavior and Attendance**

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### **School Wide Expectations and ROAR Pledge**

**RESPONSIBILITY** - I OWN MY ACTIONS AND TAKE PRIDE IN ALL THAT I DO

**OVERCOME** - I FACE CHALLENGES AND GROW FROM ALL OPPORTUNITIES.

**ACCCEPTING** - I RESPECT EVERYONE WHILE ACKNOWLEDGING OUR DIFFERENCES.

**REIMAGINE** - I WORK TO CREATE THE FUTURE I ENVISION.

**I AM A BIG PICTURE PANTHER AND THIS IS MY PLEDGE.**

### **BIG PICTURE HIGH SCHOOL RULES 2023/2024**

1. **CELL PHONE POLICY:** With the exception of school issued laptops, electronic devices such as: Cell phones, speakers, headphones, etc., are not to be used in class at any time at the discretion of the instructor. If student(s) are using cell phones or text messaging during instructional time, school personnel will follow the cell phone policy. Cell phones can be used on breaks and during lunch. No photography or video of staff or students is permitted.
  - a. 1st offense: Verbal warning from staff member
  - b. 2nd offense: Phone call home and student meeting with Principal (or designee)
  - c. 3<sup>rd</sup> offense: Students sign an agreement with teacher to keep phone in a separate secure location during class. Student(s) may pick up at the end of class.
  - d. Student forfeits phone for the day and/Parent Contact (pick up by student at end of day)

2. Except for water, **NO EATING OR DRINKING** in class except with the teacher's permission.
3. **FOOD OR DRINKS** on campus must be limited to those items brought to school and cannot be provided by a food delivery service throughout the day. Food should be limited to the outdoors whenever possible.
4. **BPHS is a closed campus.** Students must remain on the school premises the entire day. Van riders must stay on campus while waiting for the van. Seniors with appropriate GPA (3.0) or higher and good attendance (95%) may be allowed off campus for lunch. Privileges can be revoked at any time for any reason. This is a privilege for Seniors ONLY! If you are going off campus, you must have all forms completed and you must check in to the office when leaving and returning to campus.
5. **ARRIVAL** Once students arrive at school in the morning they must remain on the school premises until the end of the school day. Walking off campus will be considered defiance.
6. **DISMISSAL** When leaving campus for any reason, students are required to have a parent or guardian that is listed on the student's emergency contact card sign the student out. **THIS INCLUDES 18-YEAR OLD STUDENTS.** If you become ill during the school day, report to the office. A parent contact will be made for permission to go home. **THIS INCLUDES 18-YEAR OLD STUDENTS.**
7. **GANG BEHAVIOR** Any activity that school personnel identifies as gang related activity, or reinforcing gang behavior, will NOT be tolerated. For example: gang symbols on assignments, binders, books, backpacks, or school property. Also, any pictures that are gang related will be removed and may be cause for disciplinary action. All tattoos that are gang related, drug related, or offensive in any manner, must be covered during school hours (It is the student's responsibility to cover their tattoos). Students at BPHS will not be allowed to wear solid red or blue articles of clothing or accessories. Clothing with the Fresno State Bulldog symbol is also prohibited. If any school personnel should address this issue with the student, the student shall respond to the request.
8. **CLOTHING** Students will not be allowed to wear clothing that is offensive or distracting (which include drug paraphernalia, obscene pictures, midriff showing, spaghetti straps, undershirts, excessively torn pants, etc.) or otherwise does not abide by the BPEA Dress Code in Student Handbook.
9. **TELEPHONE** School telephones are available for student use for emergencies only. The school phone should be used during break, lunch, or after school only.
10. **Hair styles, make-up or piercings** that are excessive or cause undue attention will be in violation of the BPEA policy. Moderation in all things is acceptable.

\*\*Please see our student handbook for all CA Ed code and the consequences for not meeting these expectations. \*\*

### Classroom-Based Attendance

Schools	Start Time	End Time
Elementary School	Begin at 8:30 a.m. Monday-Friday	3:30 p.m. Dismissal
High School	Begin at 8:30 a.m. Monday-Friday	3:15 p.m. on Monday, Tuesday, Thursday, and Friday. <b>*Dismissal is at 1pm on Wednesdays.*</b>

## **Tardy**

Students are to be with their class at the start time; otherwise, the student is tardy and must report to the front office to obtain a tardy slip.

BPEA promotes a good work ethic for the future, beginning with attendance. Making sure your child is at School and on time is very important. If your child has constant unexcused absences, he/she may potentially be eligible for grade retention.

It is important to note that three (3) tardies of thirty (30) or more minutes become the equivalent of one (1) unexcused absence. The accumulation of unexcused tardies and absences may result in the student being identified as a truant pursuant to BPEA's Classroom Attendance Policy. Remember, we are a team. To be a team, we have to be here, together. Please do everything you can to get your child to School on time every day.

## **Closed Campus**

BPEA maintains a closed campus – once students arrive on campus, they must stay. Whenever there is a need to leave School, for any reason, students **MUST CHECK OUT THROUGH THE ATTENDANCE OFFICE**. Students should bring parent notes to the office for a pass or may request the office to phone home if necessary. **Students are considered to be on campus once they arrive at School, even if they have not yet entered through the gates.**

## **Perfect Attendance:**

Perfect attendance is described as follows for BPEA: Arriving to School on time every school day, not having any unexcused tardies, and/or not having any unexcused absences. A student with any unexcused tardies or unexcused absences will not be eligible for perfect attendance.

## **Excused Absences**

Absence from school shall be excused only for health reasons, family emergencies and justifiable personal reasons, as required by law or permitted under this Attendance Policy.

A student's absence shall be excused for the following reasons:

1. Personal illness.
2. Quarantine under the direction of a county or city health officer.
3. Medical, dental, optometric, or chiropractic appointments:
  - a. Students in grades 7-12, inclusive, may be excused from school for the purpose of obtaining confidential medical services without the consent of the student's parent or guardian.
4. Attendance at funeral services for a member of the student's immediate family:
  - a. Excused absence in this instance shall be limited to one (1) day if the service is conducted in California or three (3) days if the service is conducted out of state.
  - b. "Immediate family" shall be defined as parent or guardian, grandparent, spouse, son/son-in-law, daughter/daughter-in-law, brother, sister or any other relative living in the student's household.
5. Participation in religious instruction or exercises as follows:
  - a. The student shall be excused for this purpose on no more than four (4) school days per month.
6. For the purposes of jury duty in the manner provided for by law.
7. Due to the illness or medical appointment during school hours of a child of whom the student is the custodial parent, including absences to care for a sick child. (The school requires a note from the doctor for this excuse).

8. To permit the student to spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the Charter School.
9. For the purpose of serving as a member of a precinct board for an election pursuant to Election Code section 12302.
10. Attendance at the student's naturalization ceremony to become a United States citizen.
11. Authorized parental leave for a pregnant or parenting student for up to eight (8) weeks, which may be extended if deemed medically necessary by the student's physician.
12. Authorization at the discretion of the Principal or designee, based on the facts of the student's circumstances, are deemed to constitute a valid excuse.
13. A student who holds a work permit to work for a period of not more than five (5) consecutive days in the entertainment or allied industries shall be excused from school during the period that the student is working in the entertainment or allied industry for a maximum of up to five (5) absences per school year subject to the requirements of Education Code section 48225.5.
14. In order to participate with a not-for-profit performing arts organization in a performance for a public-school student audience for a maximum of up to five (5) days per school year provided the student's parent or guardian provides a written note to the school authorities explaining the reason for the student's absence.
15. For the following justifiable personal reasons for a maximum of five (5) school days per school year, upon advance written request by the student's parent or guardian and approval by the Principal or designee pursuant to uniform standards:
  - a. Appearance in court.
  - b. Observance of a holiday or ceremony of the pupil's religion.
  - c. Attendance at religious retreats.
  - d. Attendance at an employment conference.
  - e. Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization.

A student who is absent due to an excused absence will be allowed to complete all assignments and tests missed during the excused absence that can be reasonably provided and will receive full credit upon satisfactory completion within a reasonable period of time. The teacher of the class from which a student is absent shall determine which tests and assignments are reasonably equivalent to, but not necessarily identical to, the tests and assignments that the student missed during the excused absence.

To excuse an absence, Parent(s)/guardian(s) **MUST** contact the office staff. **A phone call from parent/guardian at any time during the school day to release the student without a justifiable reason will no longer be permitted. See list above.**

### **Excessive Absences and Tardies**

Excessive absences and tardies are taken seriously at BPEA. The school must report all attendance information to the California Department of Education ("CDE"). School site staff will contact parents via phone, mail, and scheduled meetings to address any attendance issues. Three (3) UNEXCUSED ABSENCES within a trimester will result in a documented contact with parents through a letter. If absences continue within a trimester, a conference will be requested with the parents/guardians to discuss this ongoing problem.



### **Excessive Absences and Tardies (Continued)**

BPEA will employ an attendance contract with parents prior to an Student Attendance Review Committee (SARC), when deemed necessary. If attendance does not improve, an involuntary removal process from the school will be initiated.

### **Free and Reduced Price Meals**

BPEA participates in the National School Lunch Program. Pursuant to California Law, BPEA will provide at least one free nutritionally adequate meal per school day. Big Picture Participates in the Community Eligibility Program. (CEP) which provides all Big Picture Students with Free Lunch and Breakfast each school day.

- Breakfast will be served during school from 10:28-10:38 a.m. at the High School.
- Lunch will also be served during the day. (Please see bell schedule available in the front office and school website)
- Snacks will be provided for students at the Elementary School, free of charge.
- Fundraising food items may be sold at BPEA periodically, outside of mealtimes.
- **See BPEA Food Policies for more information.** (Including our Nut-free Campus rules.)

A copy of the complete Policy is available upon request at the main office. BPEA also maintains a School Wellness Policy pursuant to state and federal requirements. A copy of the complete Policy is available upon request at the main office.

### **Personal Belongings**

Students **are not allowed** to have the following items at School:

- Gum, candy, sodas, sunflower seeds, hot chips (please review the School's Food Policy)
- Electronic devices except cell phones (see the School's Phone Policy)
- Fidget spinners, Pop fidgets, and other toys will be sent home if they become a distraction.

**These items will be held by staff and only released to a parent/guardian.** BPEA will not be held liable for any damage, theft or loss of items. We reserve the right to restrict any additional items as they present issues or the potential for creating problems at the School.

### **Lost or Damaged School Property**

If a student willfully damages the Charter School's property or the personal property of a Charter School employee, or fails to return a textbook, library book, computer/tablet or other Charter School property that has been loaned to the student, the student's parents/guardians are liable for all damages caused by the student's misconduct not to exceed ten thousand dollars (\$10,000), adjusted annually for inflation. After notifying the student's parent or guardian in writing of the student's alleged misconduct and affording the student due process, Charter School may withhold the student's grades, transcripts, and diploma until the damages have been paid. If the student and the student's parent/guardian are unable to pay for the damages or to return the property, Charter School will provide a program of voluntary work for the minor in lieu of the payment of monetary damages. Upon completion of the voluntary work, the student's grades and diploma will be released.

## Parent and Family Engagement Policy

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BPBS aims to provide all students in our school significant opportunities to receive a fair, equitable, and high-quality education, and to close educational achievement gaps while abiding by guidelines within the Elementary and Secondary Education Act (“ESEA”). BPBS staff recognizes a partnership with families is essential to meet this goal. Our Parent and Family Engagement Policy leverages and promotes active involvement of all families as partners with schools to ensure student success. A copy of BPBS’s complete Policy is available upon request in the main office.

### Parent Involvement

Parents/Guardians, thank you in advance for making this commitment to your child! Parental support is one of the cornerstones of a successful school.

We appreciate parents becoming partners with the School in the education of their children. Parents do so much to support their children by placing importance and value on education in the home.

By actively participating in school activities, parents demonstrate to students that the school and their education are important. This leads to children’s behavior and attitude improving. Happy students generally reach higher levels of academic achievement and make sustainable gains in core areas as well as in life skills.

**BPBS parents and guardians are encouraged to volunteer twenty (20) hours per year.** There are several ways parents and guardians can volunteer to help BPBS:

- School Site Council (SSC)
- English Learners Advisory Committee (ELAC)
- BPEA Board position
- Participating in fundraising
- Volunteer in the classrooms
- Provide materials
- Volunteer in the garden
- Volunteer to help with marketing and public relations
- Community/Business Partnerships
- Chaperoning/volunteering study trip

**Please note that no student’s enrollment status or participation in educational activities will be affected by that student’s family’s ability or inability to volunteer.** A complete copy of our Involvement of Parents in the Title I Program is available upon request at the Front Office.

## Big Picture High School Bell Schedule 2023-2024

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Period 0	Period 1	Period 2 Advisory	Break	Period 3	Period 4	Lunch	Period 5	Period 6	Advisory
7:25-8:20	8:30-9:25	9:28-10:28	10:28-10:38	10:41-11:36	11:39-12:34	12:34-1:04	1:07-2:02	2:05-3:00	3:03-3:15

The school bell schedule is available in the front office and on the school’s website.

## School Calendar

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Please see the following page 11 for the 2023-2024 School Calendar. Additionally, the School Calendar is handed out to our students/parents/guardians during orientation, is also available in the front office, and can be accessed at the school website, [www.bpeducationalacademy.org](http://www.bpeducationalacademy.org)



## Transportation

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Though we now have transportation for our students to and from both the K-8 and high school sites, we would like to inform our families of a few guidelines for transportation services.

We would love to be able to provide services to every student, but space and time are limited. The guidelines for transportation are as follows:

1. Your family must have a sincere need for the service, meaning you have no way to get your student to and from School (i.e., no vehicle, economic hardship, you live too far from School site.)
2. Parents/Guardians must be able to make sure their child is at School site at the time agreed upon to get transported from School site to School site.
3. Parents/Guardians must always keep the School site/driver informed if their child is not going to need transportation on any given day.
4. Students will follow all safety protocols while inside the school vehicle.

### **Drop Off and Pick Up of Students**

For the safety of students, parents, & staff, BPHS has one designated drop off area for drop off/pick up per school site:

### **Big Picture High School Campus (9-12):**

The S. Trinity Street Gate: Please drive northbound down Trinity. This will place you directly at the gate, Students should not cross the street from your car.

### **When dropping off or picking up students, parent(s)/guardian(s) please:**

- Follow the flow of traffic.
- Pull forward before stopping to allow children to exit or enter the car.
- Never leave your car unattended in the loading zones.
- Park only in designated parking areas.
- Do not leave children unattended in your car.

### **Walking to School**

Students and parents/guardians should agree upon a safe walking route to and from School. Always be sure to use sidewalks and stay within crosswalks. Please inform the front office if your child/children will be walking to and from School.

## Involuntary Removal Process

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No student shall be involuntarily removed by BPHS for any reason unless the parent or guardian of the student has been provided written notice of intent to remove the student no less than five (5) schooldays before the effective date of the action (“Involuntary Removal Notice”). The written notice shall be in the native language of the student or the student’s parent or guardian or, if the student is a foster child or youth or a homeless child or youth, the student’s educational rights holder. The Involuntary Removal Notice shall include the charges against the student and an explanation of the student’s basic rights

## **INVOLUNTARY REMOVAL PROCESS (CONTINUED)**

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including the right to request a hearing before the effective date of the action. The hearing shall be consistent with BPHS's expulsion procedures. If the student's parent, guardian, or educational rights holder requests a hearing, the student shall remain enrolled and shall not be removed until BPHS issues a final decision. As used herein, "involuntarily removed" includes disenrolled, dismissed, transferred, or terminated, but does not include suspensions or expulsions pursuant to BPHS's suspension and expulsion policy.

Upon parent/guardian request for a hearing, BPHS will provide notice of hearing consistent with its expulsion hearing process, through which the student has a fair opportunity to present testimony, evidence, and witnesses and confront and cross-examine adverse witnesses, and at which the student has the right to bring legal counsel or an advocate. The notice of hearing shall be in the native language of the student or the student's parent or guardian or, if the student is a foster child or youth or a homeless child or youth, the student's educational rights holder and shall include a copy of BPHS's expulsion hearing process.

If the parent/guardian is nonresponsive to the Involuntary Removal Notice, the Student will be disenrolled as of the effective date set forth in the Involuntary Removal Notice. If parent/guardian requests a hearing and does not attend on the date scheduled for the hearing the Student will be disenrolled effective the date of the hearing.

If because of the hearing the student is disenrolled, notice will be sent to the student's last known district of residence within thirty (30) days.

A hearing decision not to disenroll the student does not prevent BPHS from making a similar recommendation in the future should student truancy continue or reoccur.

## **Instructional Program**

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### **Availability of Prospectus**

Upon request, the School will make available to any parent or legal guardian a school prospectus, which shall include the curriculum, including titles, descriptions, and instructional aims of every course offered. Please note that, pursuant to law, the School may charge for the prospectus in an amount not to exceed the cost of duplication.

### **Students Supplies for Success**

Student grade level supply lists are posted on the BPHS website and available in the office. Items which can be continuously supplied throughout the school year:

- Pencils
- Tissues
- Dry erase markers
- Backpacks or messenger bags are a means of carrying notes to parents or teachers, projects, etc. back and forth from School.
- Lab and/or class donations for specific classes and electives may be requested.
- Study trip donations may be given to help subsidize costs that fundraisers may not always cover.
- A replacement fee will be assessed for any willfully lost or damaged textbook or device.
- Please label any personal items with your child's first and last name in a permanent marker.

## **State Testing**

The school shall annually administer required state testing to the applicable grades (e.g., the California Assessment of Student Performance and Progress.) Notwithstanding any other provision of law, a parent's or guardian's written request to School officials to excuse his or her child from any or all parts of the state assessments shall be granted. Upon request, parents have a right to information on the level of achievement of their student on every State academic assessment administered to the student.

## **Sexual Health Education**

BPEA offers comprehensive sexual health education to its students in grades K-12. A parent or guardian of a student has the right to excuse their child from all or part of comprehensive sexual health education, HIV prevention education, and assessments related to that education through a passive consent ("opt out") process. BPEA does not require active parental consent ("opt-in") for comprehensive sexual health education and HIV prevention education. Parents and guardians may:

- Inspect written and audiovisual educational materials used in comprehensive sexual health education and HIV prevention education.
- Excuse their child from participation in comprehensive sexual health education and HIV prevention education in writing to BPEA.
- Be informed whether the comprehensive sexual health or HIV/AIDS prevention education will be taught by BPEA personnel or outside consultants. When BPEA chooses to use outside consultants or to hold an assembly with guest speakers to teach comprehensive sexual health or HIV/AIDS prevention education, be informed of:
  - The date of the instruction
  - The name of the organization or affiliation of each guest speaker
  - Request a copy of Education Code sections 51930 through 51939.

Anonymous, voluntary, and confidential research and evaluation tools to measure student's health behaviors and risks (including tests, questionnaires, and surveys containing age-appropriate questions about the student's attitudes concerning or practices relating to sex) may be administered to students in grades 7-12. A parent or guardian has the right to excuse their child from the test, questionnaire, or survey through a passive consent ("opt-out") process. Parents or guardians shall be notified in writing that this test, questionnaire, or survey is to be administered, given the opportunity to review the test, questionnaire, or survey if they wish, notified of their right to excuse their child from the test, questionnaire, or survey, and informed that to excuse their child they must state their request in writing to BPHS.

A student may not attend any class in comprehensive sexual health education or HIV prevention education, or participate in any anonymous, voluntary, and confidential test, questionnaire, or survey on student health behaviors and risks, if BPHS has received a written request from the student's parent or guardian excusing the student from participation. An alternative educational activity shall be made available to students whose parents or guardians have requested that they not receive the instruction or participate in the test, questionnaire, or survey.

## **Surveys About Personal Beliefs**

Unless you give written permission (e.g., Healthy Kids Survey), your child will not be given any test, questionnaire, survey, or examination containing any questions about your child's, or his/her parents' or guardians' personal beliefs or practices in sex, family life, morality, or religion.

## **California Healthy Kids Survey**

BPEA will administer the California Healthy Kids Survey (“CHKS”) to those 5<sup>th</sup>, 7<sup>th</sup>, 9<sup>th</sup>, and 11<sup>th</sup> grade students whose parents or guardians provide written permission. The CHKS is an anonymous, confidential survey of school climate and safety, student wellness, and youth resiliency that enables BPEA to collect and analyze data regarding local youth health risks and behaviors, school connectedness, school climate, protective factors, and school violence.

## **Animal Dissections**

Students at Big Picture Educational Academy (“BPEA” or “School” or “Charter School”) may perform animal dissections as part of the science curriculum. Any pupil who provides his or her teacher with a written statement, signed by his or her parent/guardian, specifying the pupil’s moral objection to dissecting or otherwise harming or destroying animals, or any parts thereof, may be excused from such activities if the teacher believes that an adequate alternative education project is possible. The alternative education project shall require a comparable time and effort investment by the pupil. It shall not, as a means of penalizing the pupil, be more arduous than the original education project. The pupil shall not be discriminated against based upon his or her moral objection to dissecting or otherwise harming or destroying animals, or any parts thereof.

## **Teacher Qualification Information**

As the Charter School receives Title I federal funds through the Elementary and Secondary Education Act (“ESEA”), as reauthorized and amended by the Every Student Succeeds Act (“ESSA”), all parents/guardians of students attending the Charter School may request information regarding the professional qualifications of classroom teachers and/or paraprofessionals, including at a minimum:

1. Whether the student’s teacher:
  - a. Has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
  - b. Is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
  - c. Is teaching in the field of discipline of the certification of the teacher; and
2. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

Upon request, the Charter School will provide the information to the parents/guardians in a timely manner. Parents/guardians may contact the Helen Saechao Human Resources Manager, 559-420-1234 extension 122, to obtain this information.

## **Learning Plans and Advisory**

Students will meet with their teacher Monday-Friday to discuss interests, concerns, ideas, opinions, and goals. Students will also be working on developing their exhibitions. The exhibitions will be exemplary models of student work, their short-term, and long-term educational goals. These goals are based on the BPEA Learning Goals.

1. **Quantitative Reasoning** Students will demonstrate an understanding of numbers, analyze uncertainty, comprehend shapes, and how things change over time.
2. **Empirical Reasoning** Students will think scientifically, using logical processes to make decisions and to evaluate hypotheses.
3. **Communication** Students will learn to communicate well. They will work on writing, reading, speaking, and listening well, and on understanding their audience. They will use artistic expressions to communicate. They will also seek to understand other languages.

4. **Social Reasoning** Students will think like a Historian. They will seek to understand diverse perspectives in social issues, explore ethics, and look at issues from both a current and historical point of view.
5. **Personal Qualities** Students will develop their own identity. They will identify the best version of themselves and find qualities they would like to develop further.

### **English Learners**

BPEA is committed to the success of its English Learners and support will be offered both within academic classes and in supplemental settings for students who need additional support for English language learning. BPEA will meet all applicable legal requirements for English Learners as they pertain to annual notification to parents (e.g. 30 day notification of assessment following enrollment in BPEA), student identification, placement, program options, English Learners and core content instruction, teacher qualifications and training, reclassification to fluent English proficient status, monitoring and evaluating program effectiveness, and standardized testing requirements. BPEA will implement policies to assure proper placement, evaluation, and communication regarding English Learners and the rights of students and parents.

## **High School Program**

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### **High School Graduation Requirements**

BPBS is a college/career preparatory high school. Its academic program meets state graduation requirements, California Common Core state standards, and subject-area (a-g) course requirements for admission to the University of California and California State University systems. The high school course of study is based on the Big Picture, University of California (a-g) Course Matrix. Students receive additional academic support as they prepare for the PSAT, SAT, and ACT.

Students must meet the following requirements to graduate:

#### **Grade-Point Average (“GPA”)**

A GPA of 2.0 or higher in scholarship, computed on the basis of A=4, B=3, C=2, D=1, and F=0, is required. A GPA for graduation is computed on courses completed in grades 9-12. Students with a GPA below 2.0 will be placed on academic probation and must work to improve their GPA. Courses with a grade below a “C” do not meet the UC (a-g) requirements for college admission. Failed academic courses must be retaken. Maintaining a good GPA is critical for college acceptance.

#### **Credit Requirements**

Two hundred and thirty (230) semester credits are required for graduation. Students are expected to meet California State Standards in English; mathematics; science; history/social science; visual and performing arts; world languages; and physical education. Students who are credit deficient will not be permitted to participate in commencement or other graduating senior activities.

#### **Credit Requirements by Subject:**

##### **English:** 40 Semester Credits

Grade 9: 10 credits; Grade 10: 10 credits; Grades 11: 10 credits; Grade 12: 10 credits. Additional or alternative courses may be offered as part of a student’s Personalized Learning Plan.

English credit will not be granted for high school graduation for drama, public speaking, or journalism. Drama qualifies for visual and performing arts credit and journalism qualifies for elective credit. English as a Second Language (“ESL”) may be used to fulfill the eight-semester English requirement.



**Mathematics: 30 Semester Credits**

All students are required to earn thirty (30) semester credits of mathematics including Algebra I; Geometry; and Algebra II or equivalent courses. Additional or alternative courses may be offered as part of a student's Personalized Learning Plan.

**Physical Education/Health: 20 Semester Credits**

Students must be enrolled in physical education in Grade 9 (course or independent contract) and must earn a total of twenty (20) credits prior to graduation. Additional or alternative courses may be offered as part of a student's Personalized Learning Plan.

**Science: 30 Semester Credits**

One (1) year of life science, one year of physical science, and one additional year of a biological or physical science. Additional or alternative courses may be offered as part of a student's Personalized Learning Plan.

**History/Social Sciences: 30 Semester Credits**

Grade 9 or 10: 10 credits in world history and geography; Grade 11: 10 credits in U.S. History and geography or advanced alternative; Grade 12: 5 credits in American Government and 5 credits in Principles of Economics, or 10 credits in an advanced alternative. Additional or alternative courses may be offered as part of a student's Personalized Learning Plan.

**World Languages; Visual and Performing Arts: 10 Semester Credits**

Ten (10) credits in an approved world language other than English, or in visual and performing arts. To meet the UC (a-g) college entrance requirements, a student must complete two (2) years of the same world language other than English. Additional or alternative courses may be offered as part of a student's Personalized Learning Plan.

**High School Core: 10 Semester Credits**

This is a freshman course designed to make sure that all students have the skills needed to succeed at BPHSF. Course work will include Health, Technology, Computer Science, Study Skills, Reading and Writing Skills, and other skills identified by the instructor. Students in grades 10-12 who have not received credit in this course may do so by demonstrating competency in the course work.

**Electives: 60 Semester Credits**

Grades 9 – 12: A student may earn ten (10) credits per year in BP 101-401 (Advisory) for a total of forty (40) elective credits. A student may also earn ten (10) credits per year in the Learning Through Interests/Internships (LTI) course for a total of forty (40) elective credits.

**Additional Credits:**

Additional credits needed to reach a total of two hundred and thirty (230) credits may be earned by completing additional courses in the above areas. Students may also earn credit for courses taken at Fresno City College, Adult School, Summer School, Online Courses, and/or other means approved by the Advisor. Courses using languages other than English as the medium of instruction for students not fluent in English may be substituted to fulfill specific subject area requirements.

### **Transferability of Course Credit**

BPHSF is fully accredited by the Accrediting Commission for Schools: Western Association of Schools and Colleges (“WASC”). This is the same agency that accredits all public schools in California. All courses taken at BPHS are transferrable to all California and other Public Schools and to any private school in the same manner as any other accredited school in California. Our courses meet the California State Standards and are approved to meet the University of California (a-g) requirements.

### **Additional Big Picture Requirements for Graduation**

**Senior Research Paper:** This requirement is usually completed over the 9<sup>th</sup> through 12<sup>th</sup> grade years.

**Senior Leadership Project:** All graduating seniors are required to complete a Senior Leadership Project as part of their graduation requirements. Information about these is available from the Advisor.

**Community Service:** Forty (40) hours or more of Community Service Learning is required for graduation; at least ten (10) hours per school year. Community Service Learning is a combination of community service and academic work. Please see your advisor for the “High School Community Service Learning Information” document for more information.

### **High School Grade Placement Policy**

High School grade placement at the beginning of each school year is determined based on the number of course credits earned, not years in school or original start date of high school. Since the required number of credits needed for graduation is two hundred and thirty (230) credits to be earned over a four (4) year period, the grade placement is determined based on earning approximately twenty-five percent (25%) of the credits per year. The grade placements are as follows:

- Ninth Grade: 0 - 49 credits
- Tenth Grade: 50 – 109 credits
- Eleventh Grade: 110 – 169 credits
- Twelfth Grade: 170 or more credits

The following number of credits earned towards high school graduation by the beginning of the semester is the standard for minimum achievement:

Sophomore – Fall semester .....	60 credits*
Sophomore – Spring semester.....	90 credits*
Junior – Fall semester .....	120 credits*
Junior – Spring semester.....	150 credits*
Senior – Fall semester.....	180 credits*
Senior – Spring semester .....	210 credits*
Required for Graduation.....	230 credits**

**A student who does not achieve the necessary number of credits by the end of each semester is not on track to graduate.**

## College Admission Testing

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### **Preliminary Scholastic Aptitude Test (“PSAT”)**

All students in grades 8-11 take the PSAT test each year. The PSAT is an exam that prepares students for the Scholastic Aptitude Test (“SAT”). The SAT is an exam that is required for students to take if they are planning to apply to a four-year college or university in the fall of their senior year. Students should then take the SAT (and/or the SAT II - Subject Test) once in the spring of their junior year and again in the fall of their senior year. Students who take the PSAT also have a chance at becoming eligible for the National Merit Scholarship Award, as this is the qualifying exam for that scholarship. Per the college board website, the SAT fee waivers are only available to low-income 11th and 12th grade students, but the SAT Subject Test fee waivers are available for students in grades 9–12; please see your Counselor for more information. For test dates and more information please visit [www.collegeboard.com](http://www.collegeboard.com).

Scholastic Aptitude Test (“SAT”), Scholastic Aptitude Subject Test (“SAT II”), American College Testing (“ACT”) and American College Testing Plus Writing (“ACT Plus Writing”)

Students who are four-year college/university eligible through the completion of the UC (a-g) Subject Requirements should take the SAT, SAT II, ACT and ACT Plus Writing tests. These tests should be taken once in the spring semester of the junior year and again in the fall semester of the senior year. Fee waivers for these exams are available from your Counselor’s office.

For information on the SAT and SAT II exam test dates, test locations and more information on the SAT and SAT II visit [www.collegeboard.com](http://www.collegeboard.com). For information on the ACT and ACT Plus Writing exam test dates, test locations and more information on the ACT and ACT Plus Writing visit [www.actstudent.org](http://www.actstudent.org).

### **University of California/California State University Entrance Requirements**

To be eligible an applicant must have successfully completed a specific sequence of high school courses. Those required courses are referred to as the “a-g” subjects. Fifteen (15) units (a one-year course equals one unit) are required. At least seven (7) of the fifteen (15) units must have been earned during the last two (2) years of high school. A grade of “C” or better must be earned in all coursework.

#### **a. History/Social Science: (2 years required)**

Two (2) years of history/social science including one (1) year of U.S. History or half (½) year of U.S. History and half (½) year of civics or American Government; and one (1) year of world history, cultures and geography.

#### **b. English: (4 years required)**

Four (4) years of college preparatory English including frequent and regular writing and reading of classic and modern literature. No more than one (1) year of ESL-type courses can be used to meet this requirement.

#### **c. Mathematics: (3 years required; 4 recommended)**

Three (3) years of preparatory mathematics including topics covered in elementary and advanced algebra and two and three-dimensional geometry. Approved integrated math courses may be used to fulfill part or all of these requirements, as may math courses taken in 7th and 8th grades that your high school accepts as equivalent to its own math courses.

#### **d. Laboratory Science: (2 years required; 3 recommended)**

Two (2) years of lab science providing fundamental knowledge in at least two (2) of three (3) disciplines: biology (anatomy, physiology, marine biology, aquatic biology, etc.), chemistry and physics. Lab courses in earth/space sciences are acceptable if they have as

prerequisites or provide basic knowledge in biology, chemistry, or physics. The appropriate two (2) years of an approved integrated science program may be used to fulfill this requirement. Not more than one (1) year of 9th grade lab science can be used.

**e. Language Other Than English: (2 years required; 3 recommended)**

Two (2) years of the same language other than English. Courses should emphasize speaking and understanding, and include instruction in grammar, vocabulary, reading and composition.

Courses in languages other than English taken in grades 7 and 8 may be used to fulfill part of this requirement if your school accepts them as equivalent to its own courses.

**f. Visual and Performing Arts (“VPA”): (1 year)**

The one (1) year subject requirement will include one (1) year of a visual and/or performing art requirement. Students must meet this requirement by completing two (2) semesters of an approved arts from a single VPA area (dance, drama/theater, music or visual arts).

**g. Electives: (1 year)**

Completion of two (2) semesters or one (1) year of courses taken beyond the minimum listed above.

**Requirements for Graduation/College Admission Comparison**

Subject	BHPS Graduation Requirement	UC “a-g” Admission Eligibility (Minimum requirement: “C” or higher for all courses)	CSU Eligibility Requirements
English	40 Credits (4 Years)	4 Years	4 Years
Math	30 Credits (3 Years)	3 Years (4 Years recommended)	3+ Years
Science	30 Credits (3 Years)	2 Years (3 recommended—must be a laboratory science in at least two of three areas: Biology, Chemistry, or Physics)	2+ Years (must be a laboratory science including at least one year of physical and one year of biological science)
Social science	30 Credits (3 Years)	2 Years	2 Years
Foreign Language and Fine arts	1 Credits (1 Years of Foreign Language or Fine Arts required, 2 years offered for CSU/UC Eligibility)	2 Years of Same Language (3 recommended)	2+ years of same language
Electives	60 Credits	1 year “a-g” electives	1 Year “a-g” elective
Physical Education	20 Credits	n/a	n/a
Other Requirements	<ul style="list-style-type: none"> <li>Community Service Learning (40 hours)</li> <li>Approved Senior Leadership Project</li> <li>Approved Senior Research Paper</li> </ul>	Tests: <ul style="list-style-type: none"> <li>PSAT: October 11th grade</li> <li>SAT Reasoning plus SAT Subject Tests or ACT plus SAT Subject Tests –11th grade Spring and 12th grade Fall</li> </ul>	Tests: <ul style="list-style-type: none"> <li>PSAT: (October, 11th grade)</li> <li>SAT or ACT – 11<sup>th</sup> grade Spring and c`x12<sup>th</sup> grade Fall</li> </ul>

## Financial Aid, Scholarships, and Grants

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### Free Application for Financial Aid (FAFSA)

The single most important document in applying for financial aid is the Free Application for Financial Aid (“FAFSA”). Only by submitting this document are students eligible for federal and state assistance such as Pell and Cal Grants. These forms are available on-line in December and may be filed any time between January 1st and March 2<sup>nd</sup> of each year. Students who wish to be considered for Cal Grants as well as Pell Grants must also submit a Cal Grant GPA information release form to the counseling office, along with the student’s social security number, in order to be included in the electronic report submitted to the state by BPHSF Counselor, in time to meet the March 2nd deadline of the student’s senior/graduating year.

Charter School shall ensure that each of its students receives information on how to properly complete and submit the Free Application for Federal Student Aid (FAFSA) or the California Dream Act Application, as appropriate, at least once before the student enters grade 12. ACE will provide a paper copy of the FAFSA or the California Dream Act Application upon request.

- The FAFSA form and information regarding the FAFSA are available at:
  - <https://studentaid.gov/h/apply-for-aid/fafsa>
- The California Dream Act Application and information regarding the California Dream Act is available at:
  - <https://www.csac.ca.gov/post/resources-california-dream-act-application>

### Cal Grant A:

This grant is for students attending four-year colleges or for students attending community colleges in transfer programs. Academic GPAs are used as one of the determining factors for awards.

### Cal Grant B:

This grant is for students attending four-year colleges and community colleges. Awards for Cal Grant B are mostly need based.

### Cal Grant C:

This grant is for students attending community colleges or vocational schools in time-limited vocational training programs.

### Scholarships:

There are a wide variety of additional scholarships and grants available to students who wish to explore these opportunities. Many scholarships and grants are advertised in school bulletins, online, and by individual organizations. Each college and university also offers institutional scholarships and grants to incoming students who meet defined criteria as specified by each system of higher education. The military also offers a wide range of scholarships and grant opportunities to students interested in pursuing a career in the military.

### Cal Grant Program Notice:

The School is required by state law to submit the GPA of all high school seniors by Oct. 1 of each year, unless the student over age eighteen (18) or parent/guardian for those under eighteen (18) opt-out. Students currently in eleventh (11th) grade will be deemed a Cal Grant applicant, unless the Student (or Parent, if the Student is under 18) has opted out by or before February 1.

## Policies and Procedures

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### **Nondiscrimination Statement**

BPEA does not discriminate against any person on the basis of actual or perceived disability, gender, gender identity, gender expression, nationality, race or ethnicity, immigration status, religion, religious affiliation, sexual orientation, pregnancy, or any other characteristic that is contained in the definition of hate crimes in the California Penal Code.

BPEA adheres to all provisions of federal law related to students with disabilities, including, but not limited to, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990 (“ADA”), and the Individuals with Disabilities Education Improvement Act of 2004 (“IDEIA”).

BPEA does not discourage students from enrolling or seeking to enroll in the Charter School for any reason, including, but not limited to, academic performance, disability, neglect or delinquency, English proficiency, for being homeless or a foster/mobile youth, economic disadvantage, nationality, race, ethnicity, or sexual orientation. Charter School shall not encourage a student currently attending Charter School to disenroll or transfer to another school based on any of the aforementioned reasons except in cases of expulsion and suspension or involuntary removal in accordance with the Charter School’s charter and relevant policies.

The Charter School does not request nor require student records prior to a student’s enrollment.

The Charter School shall provide a copy of the California Department of Education Complaint Notice and Form to any parent, guardian, or student over the age of 18 at the following times: (1) when a parent, guardian, or student over of the age of 18 inquires about enrollment; (2) before conducting an enrollment lottery; and (3) before disenrollment of a student.

BPEA is committed to providing a work an educational atmosphere that is free of unlawful harassment under Title IX of the Education Amendments of 1972 (sex); Titles IV, VI, and VII of the Civil Rights Act of 1964 (race, color, or national origin); The Age Discrimination Act of 1975; the IDEIA; and Section 504 and Title II of the ADA (mental or physical disability). BPEA also prohibits sexual harassment, including cyber sexual bullying, and harassment based upon pregnancy, childbirth or related medical conditions, race, religion, religious affiliation, creed, color, immigration status, gender, gender identity, gender expression, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation, or any other basis protected by federal, state, local law, ordinance or regulation. BPEA does not condone or tolerate harassment of any type, including discrimination, intimidation, or bullying, including cyber sexual bullying, by any employee, independent contractor or other person with which BPEA does business, or any other individual, student, or volunteer. This applies to all employees, students, or volunteers and relationships, regardless of position or gender. BPEA will promptly and thoroughly investigate any complaint of harassment and take appropriate corrective action, if warranted. Inquiries, complaints, or grievances regarding harassment as described in this section, above, should be directed to the BPEA Uniform Complaint Procedures (“UCP”) Compliance Officer:

Keith Musilli Johnson, President/CEO  
Or Rick Church, Principal, 9-12  
1207 S. Trinity St, Fresno, CA 93706  
TEL: 559-420-1234

Diana Gonzalez CTC Adult Program Principal  
1207 S. Trinity, St., Fresno, CA 93706  
Tel: 559-420-1235

## **English Learners and Special Education**

The lack of English language skills will not be a barrier to admission or participation in Charter School's programs or activities. Charter School prohibits retaliation against anyone who files a complaint or who participates or refuses to participate in a complaint investigation.

**Special Education /Students with Disabilities** We are dedicated to the belief that all students can learn and must be guaranteed equal opportunity to become contributing members of the academic environment and society. The School provides special education instruction and related services in accordance with the Individuals with Disabilities in Education Improvement Act ("IDEIA"), Education Code requirements, and applicable policies and procedures of the Fresno County Charter SELPA. These services are available for special education students enrolled at the School. We offer high quality educational programs and services for all our students in accordance with the assessed needs of each student. The School collaborates with parents, the student, teachers, and other agencies, as may be indicated, in order to appropriately serve the educational needs of each student.

Pursuant to the IDEA and relevant state law, the Charter School is responsible for identifying, locating, and evaluating children enrolled at the Charter School with known or suspected disabilities to determine whether a need for special education and related services exists. This includes children with disabilities who are homeless or foster youth. The Charter School shall not deny nor discourage any student from enrollment solely due to a disability. If you believe your child may be eligible for special education services, please contact:

Dr. Cheryle Anderson

Special Education Director/Equity and Student Services

Tel: 559-497-8272 OR Tel: 559-420-1234

## **Section 504**

BPEA recognizes its legal responsibility to ensure that no qualified person with a disability shall, on the basis of disability, be excluded from participation, be denied the benefits of, or otherwise subjected to discrimination under any program of the Charter School. Any student who has an objectively identified disability which substantially limits a major life activity, including, but not limited to learning, is eligible for accommodations by the Charter School. The parent of any student suspected of needing or qualifying for accommodations under Section 504 may make a referral for an evaluation to the Executive Director. A copy of the Charter School's Section 504 policies and procedures is available upon request.

## **School Visitation and Volunteering**

Parental involvement in the classroom is highly valued, and parent(s)/guardian(s) are encouraged to volunteer with BPEA. In doing so, parents get to see what is happening in their child's class. If possible, please arrange ahead of time with the teachers for classroom visits and volunteering opportunities. Volunteers/chaperones shall act in accordance with School policies and regulations as well as individual site requirements.

1. Each volunteer must complete the **Volunteer Application Form** provided by the front office. This form will include a section to disclose any prior convictions. Any inaccurate information will result in the immediate termination of the request.
2. A volunteer shall also have on file with BPEA a certificate showing that, upon initial volunteer assignment, the person submitted to a tuberculosis risk assessment and was found to be free of infectious tuberculosis. At the discretion of the BPEA Board of Directors, this paragraph shall not apply to a volunteer whose functions do not require frequent or prolonged contact with pupils.

3. Information gained by volunteers regarding students (e.g., academic performance or behavior) is to be maintained in strict confidentiality.
4. If a volunteer hears or notices child abuse or evidence of child abuse, they are encouraged to report it to the BPEA Principal, immediately.
5. Pursuant to Education Code 35021, a person required to register as a sex offender, in accordance with Penal Code section 290, will not volunteer or chaperone for the School.
6. Volunteers who will volunteer outside of the direct supervision of a credentialed employee are required to complete the **Request for Live Scan Service Form** provided in the front office as well as our **Big Picture Chaperone Duties & Code of Conduct Study Trip Contract**. Such a volunteer will also receive background clearance prior to volunteering without the direct supervision of a credentialed employee.
7. Volunteer hours are applied to the non-mandatory twenty (20) hours of volunteering encouraged above.
8. All visitors need to report to the office, sign in, and obtain a visitor/volunteer badge, as part of security measures. When registering, the visitor is required to provide his/her name, address, age (if under 21), his/her purpose for entering school grounds, and proof of identity. All visitors/volunteers must return the badge back to the office and sign out before leaving campus.
9. If the visitor is a government officer/official (including but not limited to local law enforcement officers, immigration enforcement officers, social workers, district attorneys, or U.S. attorneys) the officer/official will also be asked to produce any documentation that authorizes school access. BPHS shall make reasonable efforts to notify parents or guardians prior to permitting a student to be interviewed or searched, consistent with the law and/or any court order, warrant or instructions from the officer/official. A copy of the documentation provided by the officer and notes from the encounter may be maintained by BPEA, consistent with the law. The BPEA Governing Board and Bureau of Children's Justice in the California Department of Justice, at [BCJ@doj.ca.gov](mailto:BCJ@doj.ca.gov), will be timely informed regarding any attempt by a law-enforcement officer to access a school site or a student for immigration-enforcement purposes, as recommended by the Attorney General.
10. For purposes of school safety and security, the Executive Director or designee may design a visible means of identification for visitors while on school premises.
11. Visitors are expected to:
  - a. Follow the established school policy in requesting a classroom visitation
  - b. Complete a visitor's documentation upon arrival at the site
  - c. Enter and leave the classroom as quietly as possible
  - d. Not converse with the students, teacher and/or instructional aides during the visitation
  - e. Not interfere with any school activity
  - f. Not cause undue disruption to the educational and work environment
  - g. Keep the length and frequency of classroom visits reasonable and not longer than scheduled with the School in advance
  - h. Learn and follow the school-wide behavioral expectations

### **Consequences**

Any individual who disrupts a school site or fails to follow school rules and/or procedures is subject to removal from the school site and may be further restricted from visiting the School.

Pursuant to the California Penal Code, if a visitor does not leave after being asked or if the visitor returns without following the posted requirements after being directed to leave, he/she will be



guilty of a crime as specified which is punishable by a fine of up to \$500.00 (five hundred dollars) or imprisonment in the County jail for a period of up to six (6) months or both.

Under California Education Code section 44811, disruption by a parent, guardian or other person at a school or school sponsored activity is punishable, upon the first conviction by a fine or no less than \$500.00 (five hundred dollars) and no more than \$1,000.00 (one thousand dollars) or by imprisonment in a County jail for no more than one (1) year, or both the fine and imprisonment.

Disruptive conduct may lead to BPEA's pursuit of a restraining order against a visitor, which would prohibit him/her from coming onto school grounds or attending school activities for any purpose for a period of up to three (3) years.

## Student Dress Code

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### Dress Code

When a student is not within the dress code policy, the office staff or Counselor/Principal will call home to ask parents/guardians to bring the child a change of clothing that meets the dress code requirements. If students continue to wear inappropriate clothing, it will require a conference with the student, parents and the Admin team.

BPEA prohibits any student apparel or grooming practice which:

- presents a hazard to the health or safety of the student or to others in the School.
- materially interferes with School work, creates disorder, or disrupts the educational program.
- Causes excessive wear or damage to School property.
- prevents the student from achieving educational objectives because of blocked vision or restrictive movement.

The following sections outline a dress code that is intended to present all students of the School to the community as astute, professional, mature, and respectful young people. It is a teaching tool to help students understand what proper dress means. The dress code does not contain every possible description of proper or improper dress. Therefore, it is expected that all students always follow the intent of the dress code.

Students must dress appropriately for School and unless there is a special dress day, all students must follow the **Regular Daily Dress Code**. Students are expected to give proper attention to personal cleanliness and to wear clothes that are suitable for the School activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process. The following **General Dress Rules** shall apply to all regular School activities:

- Shoes must be worn at all times. Students must have proper shoes for recess or P.E., including closed toe and a back strap.
- Clothing, jewelry, and personal items (backpacks, fanny packs, gym bags, water bottles, notebooks, etc.) shall be free of writing, pictures or any other insignia which are profane, or sexually suggestive; which bear drug, alcohol, or tobacco company advertising promotions, and likenesses; which advocate racial, ethnic, or religious prejudice; or which bear or advocate any gang or crew related logos, monikers, or other such writing.

- Clothes shall be sufficient to always conceal undergarments. See-through or fish-net fabrics, halter tops, low cut tops, oversized arm holes, bare midriffs, and skirts, dresses, or shorts that are shorter than at fingertip length at the longest finger are not allowed.
- Pants and shorts must be worn at the hips or waist; sagging or bagging of pants/shorts is not allowed. Shirts should cover the waist if no belt is worn.
- Any perceived gang attire is specifically prohibited including any Fresno State, bulldog or other dog logos. Wearing colors that are chosen by local gangs may be prohibited by the administration. At present, do not wear more than one (1) red or blue garment including shoes.
- Students may not wear or possess accessories that could be harmful to other students or staff members.
- Piercings and other accessories shall not create a distraction while at School. • Scarves, hoods, hats, or other head coverings may not be worn in a way that obstructs the face or keeps the student from being easily identified.
- Pajamas may not be worn at any time, not even showing under your other pants or layers of clothing, except for specified days.

### **Grooming**

- Makeup, except for clear lip balm is not allowed.
- Artificial nails which are not in a short/natural nail length (which cause a safety issue) are not allowed.
- No cologne, perfume, etc. is allowed to be brought to School and will be confiscated from students if found at School. (Please wear sparingly due to community sensitivities.)
- **During LTI and exhibition students must follow the dress code of the mentor's organization and/or dress professionally.**

## **Evaluation of Behavior and Use of Restorative Discipline**

BPEA believes in using discipline that restores positive behavior. Our students are lifelong learners and will make negative choices every so often. We believe through the use of restorative discipline, students will develop a much deeper understanding of how their actions affect others and they will learn to develop empathy and respect for their peers. At BPEA, there are no “bad children,” just children who are learning the consequences of their choices. The staff believes in supporting and guiding students toward making positive choices and developing lifelong skills for success. When a student breaks one of the BPEA School Wide Panther Expectations, there will be a mediation, either with their teacher or the Counselor / Principal. If necessary, the student will create a behavior contract. The contract explains that, “repeated failure to meet the expectations will lead to a loss of BPEA privileges, and can lead to suspension and/or expulsion from the school.” Expectations for student behavior are located in the **BPEA Commitment Contract**, which is reviewed, discussed, and signed by each student attending the School. A copy of this contract can be found in the front office.

Student behavior will be evaluated at BPEA based on the following two (2) criteria: severity and frequency. Severity refers to the significance and seriousness of the offense. Frequency refers to the number of times an incident has been committed in the past.

## Evaluation of Behavior and Use of Restorative Discipline (Continued)

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The list below categorizes many, but not all, offenses. Most behavior issues will be resolved with the classroom teacher, electives teacher, cafeteria staff, and/or yard duty staff where the incident took place. The severity of the student's behavior will determine the consequences the student will face, by the staff and/or administrator, when necessary.

### Minor Behavior issues include, but are not limited to:

- Wandering the halls or campus (route to bathroom/office/class)
- cutting in line
- running in the hallways/walkways
- incomplete work
- Tardy to electives
- talking to the point of distraction or interruption
- Passing notes
- not following directions
- Dress code violation (not gang related)
- inappropriate computer use
- inappropriate phone use
- inappropriate use of items/materials
- loitering in the bathroom
- Play-fighting (not intending to hurt each other)
- not cleaning up after oneself, such as in the cafeteria for lunch; littering
- any activity that interferes with student learning

### Severe Behavior issues include, but are not limited to:

- the possession and/or use of any illegal substance, tobacco, alcohol, drug paraphernalia or weapons. The possession and/or use of will be grounds for automatic recommendation for expulsion.
- lying that may cause irreparable harm to self or others
- Cheating on Standardized Assessments
- Plagiarism
- Stealing
- Fighting
- Assault
- Bullying
- Chronic Ditching
- Disrespectful or defiant behavior to School staff, teachers, parents, or volunteers
- Inappropriate or offensive public displays of sexually explicit behavior
- Objects used to throw and/ or hurt others (i.e. shooting rubber bands, throwing rocks or food at others)
- Dangerous or aggressive behavior
- Possessing dangerous items, as determined by administration
- Vandalizing School property
- Profanity
- Sexual harassment/Sexual battery
- Gang activity, affiliations and/or recruitment
- Any activity that threatens or endangers the safety of self, students and/or staff

## Possible Consequences for Misbehavior

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The following may result in these specific consequences: **loss of trips** (and other privileges), **retention**, and **expulsion**. Habitual offenses (students who continue inappropriate behavior after disciplinary measures have been given) will be recommended for expulsion, as determined by the administration. BPEA will not tolerate those who will not abide by the standards set for all students. Administration reserves the right to determine appropriate consequences on a case-by-case situation. **Ditching school:** Students will need to make up missed time and assignments, as arranged with parents, teaching staff and administration. Attendance policies will be enforced.

**Inappropriate and/or Offensive Public displays of sexually explicit behavior:** Explicit, personal displays of affection, whether solicited or not, such as kissing, touching in a suggestive manner, dancing in a suggestive manner, arms around waists, hands in each other's pockets, etc. may result in a reprimand, phone call home and/or suspension depending on the severity of the situation.

**Vandalism:** Any student who commits vandalism will help clean the School based on the severity of the infraction, with supervision, and may potentially face other consequences, including expulsion, depending on the type of vandalism. Law enforcement may be notified. Parent(s)/Guardian(s) of minors will be liable for all damages caused by the willful misconduct of a minor.

**Taunting, threatening, and bullying others:** Any student who taunts, spreads hurtful rumors, makes derogatory comments or drawings of others (a type of bullying) OR threatens to harm or physically bully others, may be suspended depending on the severity of the infraction. Parents will be contacted, and consequences deemed appropriate will be implemented, by administration. Subsequent offenses may lead to expulsion.

**Disrespect or defiance:** Any student who commits disrespectful or defiant behavior toward a teacher, parent, and/or volunteer will be written up and the parent/guardian will be notified. Habitual offenses may lead to suspensions and/or expulsion.

**Fighting:** Fighting will result in suspension. Fighting is defined as any strike towards another person. A strike can be made with any part of the body, spit, a foreign object, or weapon. Recommendation of expulsion will be at the discretion of the Principal. Severity of offense will determine the length of the suspension.

**Alcohol, drugs, tobacco or drug paraphernalia:** Students in possession of alcohol, drugs, tobacco and/or drug paraphernalia will be recommended for expulsion.

**Fire producing objects:** Students bringing lighters, matches, etc. will be suspended. Any items found in possession of the student will be confiscated. Repeat offenses or using stated items will be recommended for expulsion. Parent(s)/Guardian(s) will be held liable for all damages caused by the willful misconduct of a minor.

**Knife or other weapons:** Any student who brings a knife (even if it is a pocketknife) or other weapons such as firearms, slingshots, explosives, etc. will be recommended for expulsion at the discretion of the administration. The weapon will be confiscated. Law enforcement will be notified.

**Objects used to throw at and/or hurt others:** This may result in loss of privileges based on severity of offense. Subsequent offenses may lead to suspension, then recommendation for expulsion. Parent(s)/Guardian(s) can be held liable for all damages caused by the willful misconduct of a minor.

**Committing extremely dangerous/aggressive behavior:** Behavior that puts any student, School staff, teacher, parent or volunteer in serious harm's way will be recommended for expulsion.

**Profanity:** Language, usually curse words, actions or lewd phrases that are indecent and extremely offensive can be considered profane. Profane words or images on clothing, accessories, hats, and/or on other personal items are banned. The incident will be documented, parent/guardian will be notified, and suspension will be implemented if deemed appropriate. Subsequent and repeat offenses may lead to expulsion.

**Sexual harassment or battery:** Any student who commits sexual harassment (including but not limited to deliberate touching, sexual jokes, gestures, pictures, or pressure for sex) depending on severity could lead to suspension and subsequent offenses may lead to recommendation for expulsion. Sexual battery will face automatic recommendation for expulsion. Law enforcement will be notified.

**Cheating, including plagiarism:** Any student who cheats on an assignment will earn an automatic zero on the assignment. If a student copies another student's work or if a student gives another student his/her work, it is considered cheating. Plagiarism involves the stealing of someone else's ideas or words and used as one's own or the imitation of the language, ideas, and thoughts of another author (or person) and representation of the same as one's original work.

**Stealing/Extortion:** Any student who steals or extorts will face suspension and/or recommendation for expulsion depending on the severity of their actions. Extortion is the obtaining of money or property from another by illegal or bullying tactics. Law enforcement may be notified.

**Lying and Forgery:** Any student who attempts to deceive School officials by lying, forgery or other acts of deceptions may be suspended and may be considered for expulsion depending on the severity of their actions.

**Gang activity and affiliations:** BPEA takes a no tolerance attitude towards gangs, gang activity and gang affiliation. Dress code violations, gestures, handshakes, literature, etc. found to be gang related and purposeful will be cause for suspension with notification to proper authorities for intervention. This serious matter not only affects the student involved with the gangs, but the whole student body as well. Failure in the student's compliance to the Gang Policy will lead to expulsion. Proper authorities will be notified, as well as the home school.

*Again, students who violate this policy shall and will be subject to the full range of school disciplinary measures, in addition to applicable criminal and civil penalties. Please read the [Gang Policy](#) in this Handbook.*