

# COUNTRYSIDE



## Student Handbook 2016-17

TULARE JOINT UNION HIGH SCHOOL DISTRICT

426 North Blackstone Ave.. Tulare, CA 93274



# Mission



Countryside High School's mission to deliver an education program to high school students whose academic performance, behaviors, and attitudes warrant intervention. Countryside High School provides an academic foundation coordinated with a counseling component to provide a true rehabilitative environment. A small student to teacher ratio is maintained for more individualized instruction. The staff is a blended team of education and mental health professionals working together with parent/guardians to provide a structured and safe learning environment.

## **PERSONALLY GEARED**

- By being organized, prepared, and self-directed with understanding the requirements of the work world.
- By being independent thinkers, decision makers and problem solvers.

## **ACADEMICALLY SOUND**

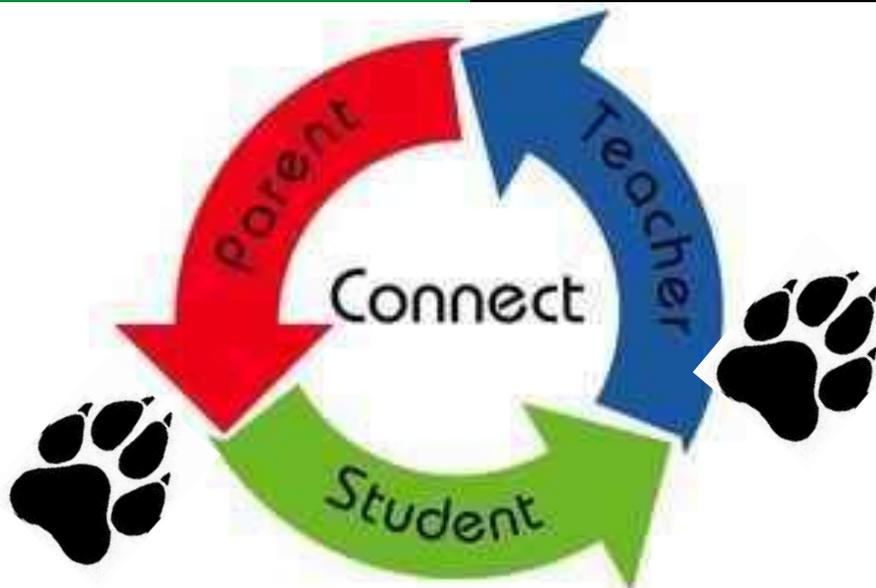
- By reading, comprehending, writing, speaking, and listening to the very best of their abilities in all required curriculum areas and having skills necessary to pass state exams.
- By understanding the direct correlation between attendance and academic performance.

## **WELL ROUNDED**

- By understanding how to maintain personal health and fitness.
- By evaluating personal values and ethics.
- By performing necessary tasks for daily living.

## **SOcially AWARE**

- By respecting the rights and opinions of others in a multicultural and socially diverse society.
- By respecting personal boundaries, upholding the law, and abiding by rules and regulations.
- By developing decision making and problem solving skills in order to work cooperatively with others.



## Countryside Staff

Steve Ramirez—Principal

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Richard Torrez—Dean of Students

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Lisa Jacobo—Program Director

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Cherilyn Austin—Teacher

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Elizabeth castaeda—Teacher

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Maria arriola—Classroom Aide

Darrien Leal—Classroom Aide



## Site Phone Number

559-687-7400

### **What is Countryside High School?**

Countryside High School is a Community Day School in the Tulare Joint Union High School District. It is an alternative education setting that provides additional services to help support your child's educational experience.

### **Why was my child referred to attend Countryside High School?**

Students are referred to attend Countryside High School by officials from their school of record because the student has not shown much success due to behavior and/or emotional issues. Often, patterns of truancy, failing grades, and behavior problems in the classroom are symptoms that require specialized attention. Students are considered only after meeting with the School District Psychologist to evaluate their need. Student enrollment at Countryside is then confirmed by a committee of TJUHS Officials from all three comprehensive campuses, special education staff, and alternative education staff. Enrollment is voluntary.

### **How is Countryside High School different from a regular school?**

Countryside is a unique education program that has a mental health counseling component. Through counseling students can work on their behavior and emotional health. It provides students an opportunity to learn new ways of coping and dealing with issues that have prevented academic success and have affected social and personal growth. The program is structured with a level system that addresses specific behavior goals your child will work toward to achieve improved classroom performance.

### **Is my child required to participate in counseling?**

Yes, all students enrolled at Countryside are required to participate in counseling services. The Tulare Joint Union High School District has contracted with the Tulare Youth Service Bureau to provide professional, confidential counseling for your child. Depending upon need, your child will receive individual counseling, and may participate in group and family therapy. Some students access counseling through their private insurance or other public agencies. Community Day School funding helps fund the on-site counseling services, so counseling fees are not an expense to families.

### **Will my child earn credits towards graduation while enrolled at Countryside High School?**

Yes, your child will accumulate graduation credits as he/she would on a regular campus. Seniors may graduate from Countryside or transfer to their school of record (TU, TW or MO) the semester before graduation to participate in graduation at a comprehensive campus.



**Countryside High School is an accredited campus.**

### How long will my child be enrolled at Countryside?

Students are enrolled for a minimum of one semester and/or until they graduate. At the end of each semester, student progress is evaluated and staff will make a recommendation for placement for the following semester. Students may return to Countryside, transfer to another alternative education setting, or return to a comprehensive campus.

### What criteria determines success at Countryside High School?

Successful placement requires that students *fully* participate in the program structure:

1. Have regular, timely attendance. Progress can only be made if students are consistent in their attendance.
2. Put forth effort to work to his/her best ability to complete classroom assignments so that credits are earned and passing grades are maintained.
3. Participate in counseling to learn coping skills for improved behavior and emotional management.
4. Participate in the level system (a behavior management tool), where students advance levels as goals are met and behavior improves.
5. Follow school rules and respect self, staff and peers.

In order to gain the most benefit from the program, compliance with the above criteria is necessary. Staff will make every effort to work with your child to be successful, which include making accommodations in the classroom or putting a behavior plan in place. In some cases, a student may be placed on a contract to ensure compliance to the above criteria.

Enrollment at Countryside High School is voluntary. Students who do not meet the criteria will be referred to another school program within the Tulare Joint Union High School District.

### My child has an IEP, will he/she receive special education services?

Our teachers will work with the school district's special education staff to prepare assignments and offer materials that are compatible with your child's learning objectives. School district special education staff and Countryside Staff will meet to update your child's IEP as needed for the support and management of your child's special education requirements.

**We are P'AWESOME**



# COUNTRYSIDE PRIDE



## Will my child be safe on this campus?

Keeping our students safe is primary. We have cameras located in various locations on campus. There is also a school based police officer and security guard assigned to the Alternative Campus daily. Upon entry to our campus, students are routinely wanded by a metal detector. We are well staffed, but still need parents and students to report suspicious and dangerous behavior so that we may make every attempt at prevention.

## What is the dress code?

The Tulare Joint Union High School District dress code will be enforced. The following are some common dress code rules that are most enforced at Countryside.

1. No hats, caps, hairnets, or beanies, (only school approved rimmed hat). Black, gray or white beanies are ok during winter months.
2. clothing that is predominantly red or blue on shirts, jackets, belts, shoes, sweats, or any clothing with pictures or words associated with gangs are not permitted. Hair may not be dyed red or blue.
3. Clothing with offensive slogans or that promote violence, sex alcohol or drugs are not allowed.
4. No slippers or pajamas. School is your job, so come dressed for success.
5. Skirts, & blouses that are low cut or show bare mid-drift or are too short or have spaghetti straps are not permitted. Shorts must be an appropriate length, at least as long as arm length at side.
6. No sagging or baggy pants that expose under garments or bare bottoms, No Short Shorts as per defined by TJUHSD Dress code policy.
7. No team jerseys. Only Countryside t-shirts

Students will be sent home and asked to return in school approved clothing or parent may bring clothing to student, or if, available, student may borrow a school shirt for the day.

## What are some other rules my son or daughter will be expected to follow?

1. Electronic usage is restricted in classrooms at teachers direction. Students may use their phone during breakfast break and lunch. Progressive steps to discipline will be in place to reduce abuse of cell phone use in class.
2. We are a closed campus, therefore, students must remain on campus once they arrive until they are excused at the end of the day. Only level 5 students may leave campus at lunch time with parent permission.

3. When students need to leave campus early, a parent or other responsible designated adult will sign them out from the main office at Tech Prep.
4. Countryside students are not allowed to go onto the other comprehensive campuses. They are only allowed at the bus site for transportation purposes only.
5. Electronic devices, such as ipods or gaming devices are not permitted during instruction.
6. Students may bring bottled water or soft drinks in a sealed container and must be opened in front of CHS Staff.
7. **All students or visitors must enter at the main office gate on the Tech Prep Campus. This is necessary to maintain campus safety.**

Each teacher has rules specific for the management to their classroom and students must respect the classroom rules of their teacher.

#### What is the PAWS Room?

The Paws room is an office where students are sent or may request to go to re-gain their composure. If students are sent out of the classroom for being disruptive, they will have a 15 minute time out here; or if a student is upset or sick they may request a 15 minute time out. Staff must approve extended time. Students are expected to stay in the PAWS room and NOT disrupt others in the counseling office. Staff will check in with student before he/she returns to class. Students must have a pass from their teacher to come to the office.

#### If my child is disruptive in the classroom, what consequences will he/she have?

There are several steps of intervention we use. Students are sent directly to the Dean's office for severely disruptive behavior.

1. Student will receive a verbal warning and will not earn all of his his/her points on the behavior sheet.
2. Student will be sent to the counseling office for a 15 minute time-out. Counseling staff will meet with student after the time-out to process behavior
3. Students are sent to the Dean's office after the second time-out and will be sent home for the day.
4. Continued defiance of classroom/school rules may result in detention during break and/or lunch or break, or suspension.



## What is the disciplinary policy?

Students may be suspended a minimum of 1 to 5 days for the following reasons. In some case students will owe community service.

1. Fighting or initiating and promoting fights.
2. Gang activity
3. In possession of weapons or like weapons.
4. In possession or under the influence of substances.
5. Defiance and refusal to follow school rules.
6. Foul or abusive language towards staff.
7. Harassment and Bullying.

Expulsion may occur for repeated violations or dangerous offenses. Police may be called and criminal charges filed.

## Will my son/daughter be allowed to participate in sports and other extra curricular activities on the comprehensive campuses?

Countryside students may participate on Alternative Ed. Site sports teams, but students enrolled at Countryside High School may not play sports on the main campuses. They may attend the sporting events and attend school dances with proper student body ID. To attend dance formals, like Prom and the Winter Formal, students must get permission from the Dean of Students or Principal and obtain a bid to attend. Only students in good standing may participate. Those on suspensions or have Ed. Code violations will be excluded.

## Is Breakfast and lunch Provided?

Countryside students must return lunch forms that are filled out by parents each year. We will provide free breakfast and lunch to all students. However, your child may opt to bring his/her own meals and drinks that are sealed and properly wrapped.

## Is transportation provide to and from this school site?

Yes. Students are shuttled in from their comprehensive site. Buses pick up students at Tulare Western, Tulare Union, and Mission Oak at approximately 7:30am. Buses depart school at the end of the day by 2:50 pm. Allow for a 1 hour delay on Friday mornings and during winter schedule. Transportation may be disrupted due to foggy days. Call the TJUHS District Transportation Dept. at 688-2021 for more information or questions.

# Our Behavior Program

What is PBIS and how does my child benefit from it?



Positive Behavior Interventions and Support is an approach used to help establish a school-wide culture that fosters social culture, learning, the teaching environment and individual behavior so that students are engaged and supported towards academic and social achievement. Countryside has been recognized as a Bronze award recipient for our tier 1 implementation success.

## How does the level system work?

It is a system where students earn their way up levels as they become more capable of managing their behavior. It helps chart their progress and provides them with goals to work towards. The behavior sheets also provide opportunities for feedback of negative or positive behaviors so that students know where they stand. Student behavior is monitored by classroom staff and students earn points based on their behavior and participation in the classroom. Behavior sheets have 3 basic goals and students earn 0 to 5 points per goal for each class period. Students must earn at least 28 out of 35 points for each goal to be considered a successful day.

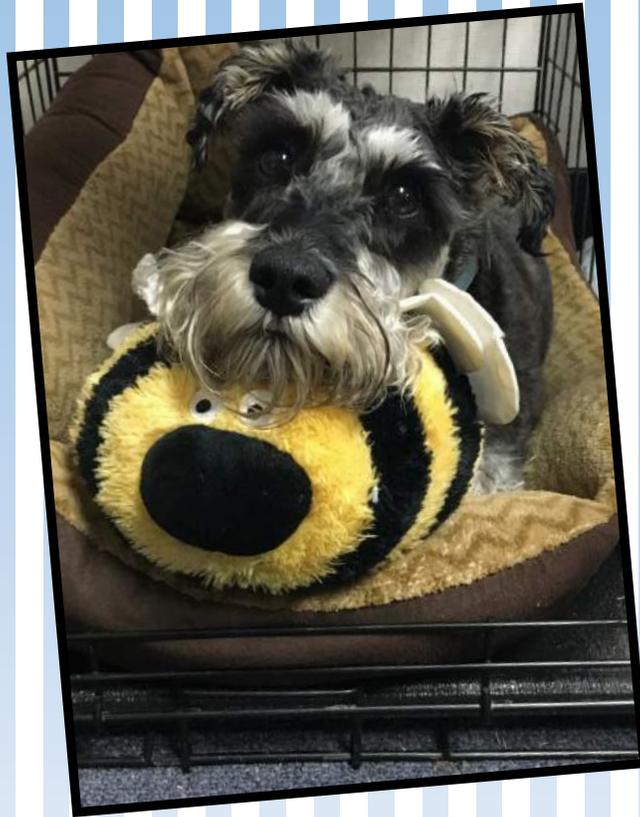
1. On level 1, student must earn five successful days (no absences or less than 80% of points on any goal) to move to level 2.
2. Level 2 requires 10, with 9 out of 10 successful days, the first five days must be consecutive.
3. Level 3 requires 15 days with 13 out of 15 successful days, the first five days must be consecutive.
4. Level 4 is 30 days with 26 out of 30 successful days, first five days must be consecutive.
5. When students reach level 5, they will no longer need point sheets. They have proven themselves capable of managing their behavior and have leadership status. With parent permission, level 5 students are all lowed off campus during lunch break.

## Can students be demoted levels?

Yes, students are demoted levels for being suspended from school; any unexcused absence; and any combination of 3 or more absence or tardies in a week: 2 tardies + 1 absence, 3 absences (without medical excuse), or 2 absences + 1 tardy; exhibiting behavior at break or lunch that disregards others safety and well being. Level 5 students will be warned about their negative behavior, they will be demoted a level if the behavior continues. Level 5 students may also be demoted if they do not return within their allotted time during lunch.

A staff member will meet with the student to inform him/her of the demotion and will explain why. Students returning from the previous semester will keep their level, with the exception of level 5's who return after the summer. Students will start back at level 4 and earn their way back to level 5.

# Grayson



## Grayson, Therapy Dog

Countryside staff, Liz Castaneda has put her Miniature Schnauzer, Greyson through training to be a therapy dog. Grayson is integrated into Countryside program model for therapeutic benefits for our students.

A permission form that alerts staff to known allergies, asthma, or other conditions a student may have that could affect his/her interactions with Greyson will be distributed to parents and guardians prior to student/Greyson interaction.

# Reference Pages

The following pages provide additional information about our program. Please review them, as they explain important elements of our School Program.

Topics Include:

- What is PBIS, Positive Behavior Intervention & Supports
- Countryside Referral Steps
- Rules;
  - Classrooms
  - Counseling Office
  - Bathroom
  - Paws (quiet) Room
  - Campus/Green Area
- Electronic Classroom Usage
- The Level System
- Point Sheet Sample
- Paws Ticket Incentive Program
- Discipline Flow Chart



## What is Positive Behavior Interventions & Supports (P.B.I.S.)?



P.B.I.S. is a practice that equips students for behavioral success by the intentional structuring of the learning environment based on principles of human behavior.



## What is P.B.I.S. theory?

⇒ P.B.I.S is proactive and intentionally structured for success.



⇒ P.B.I.S. teaches and acknowledges appropriate behaviors.

⇒ P.B.I.S. seeks to build a positive flexible environment.

⇒ P.B.I.S. objective is **Self-management**



## What is the P.B.I.S. culture?

⇒ Establish a safe and welcoming environment.

⇒ Model, teach and enforce P.A.W.S. behavioral standards.



⇒ Use data to structure for academic and behavioral success.

⇒ Implement evidence-based practices and interventions.

⇒ Evaluate success based on student outcomes.



## What are CHS and P.B.I.S. goals?



⇒ Improve student behavior and attendance.

⇒ Increase student success

# Classroom Rules

## Ms. Castaneda's Classroom Rules



1. Be on time & follow directions
2. Use appropriate language and volume

### Positive Consequences:

- \*Gain of Points on the Level System
- \*Move up Levels
- \*Reward Activities

### Negative Consequences:

- \*Warning
- \*Strikes
- 1st—Pts Taken
- 2nd—Quiet Room/Talk to Lisa or Maria
- 3rd—Mr. Torrez's Office and sent home for the day.



Ask for help!

Do your very Best!

Don't give up!

## Mrs. Austin's Classroom Rules



1. Follow directions
2. Ask permission before leaving the classroom

### Positive Consequences:

- Gain of Points on the Level System
- Move up Levels
- Reward Activities

"I would rather be a little nobody, than to be an evil somebody" ~Abraham Lincoln

There can be only one...

You are irreplaceable. —Mrs. Austin





# Countryside High School



## Counseling Office

- 1. Students must have staff permission to be called out by therapist or other persons from other agencies , or ask to take a self-time out to be in counseling office.**
- 2. Students must have a pass or wear designated vest to the counseling office.**
- 3. Students must be in designated area they were given permission for, ie., in Quiet Room, bathroom, in counseling, lunch room.**
- 4. Students must not loiter in office to wait for bathroom or counselor, go back to class and wait to be called when the bathroom or staff is available.**
- 5. No horseplay in office.**



# Countryside High School



## Meal Line Rules

- 1. Students must line up in single file at the lunch counter.**
- 2. No crowding or horseplay in Line**
- 3. Students must give the lunch server their last name to be counted for lunch.**
- 4. Once student receives his/her lunch they must move out of the way for the next person to receive lunch.**
- 5. After all students have been served, seconds will be called and if any food is left, seconds will be served first come, first serve.**
- 6. All lunch trash must be picked up and placed in trash cans.**

# Countryside High School



## Bathroom

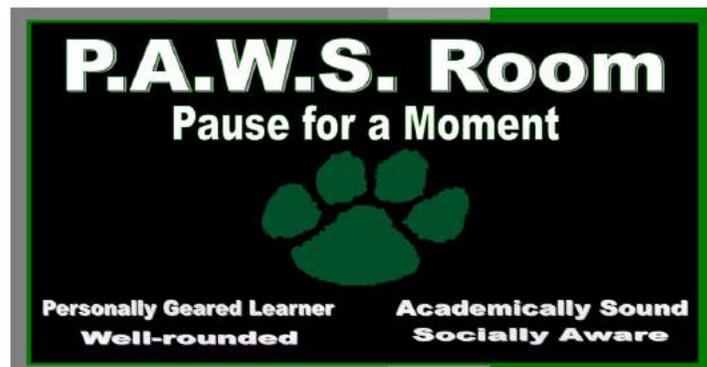
- 1. Only one person in the bathroom at a time.**
- 2. Students must have permission from teacher/aide/staff.**
- 3. Student should keep bathroom clean, sanitary and by cleaning up after self.**
- 4. Use time appropriately and efficiently.**
- 5. Use at break and lunch to limit use during class time.**
- 6. Tell Staff about bathroom concerns, i.e. supplies, out of order.**

# Countryside High School



## Paws Room

- 1. May only be used for 15 minutes periods unless approved by staff**
- 2. Must be inside Paws Room or at desks outside room, no loitering outside or in other offices.**
- 3. Must check with counseling staff and explain reason or staff approved.**
- 4. Keep unnecessary noises or play music softly, so it does not cause disruption.**



# SCHOOL WIDE PROCEDURES



## Campus/Green Area

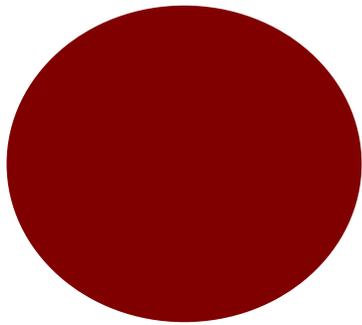
- 1. Must remain on campus, unless permission is granted to leave.**
- 2. Must not run or chase peers for your safety.**
- 3. Use appropriate language and volume.**
- 4. Grounds should be free of litter. Students must pick up after themselves.**
- 5. For safety purposes, trees, fences, or tables should not be climbed on.**
- 6. Must be visible at all times, students are not allowed behind buildings.**



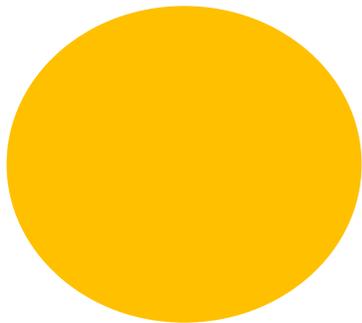
**Tulare Joint Union High School District**



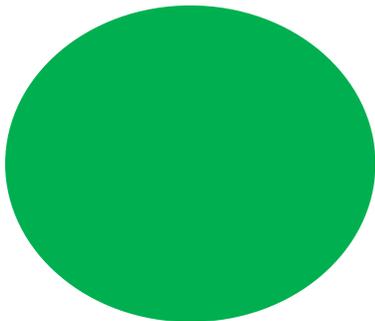
# Electronic Classroom Usage



**OFF AND  
PUT AWAY**



**ASK FIRST**



**USE FOR  
SCHOOL**



# P.A.W.S. Level/Point Sheet

Goals	Periods								
Level _____Date	1	2	3	4	5	6	Total	OT	On time points: 5 or 0
Stay on task and focus on								B	Break points: 5 or 0
Be respectful towards staff								L	Lunch points: 5 or 0
Keep hands feet and negative									
								DT	Daily point Total
	Students can earn								
Levels 2-4 Students have two individual									
Level _____Date	1	2	3	4	5	6	Total	OT	
Stay on task and focus on								B	
Be respectful towards staff								L	
PERSONAL GOAL									
								DT	
items									

## Demotion of Points

Students are demoted levels for being suspended from school; any unexcused absence; and any combination of 3 or more absences or tardies in a week; 2 tardies + 1 absence, 3 absences (without medical excuse), or 2 absences + 1 tardy; exhibiting behavior at break or lunch that disregards others safety and well being. Level 5 students will be warned about their negative behavior. They will be demoted a level if their behavior continues. Level 5 students may also be demoted if they do not return within their allotted time during lunch.

A staff will meet with student to inform him/her of the demotion and explain why. Students returning from the previous semester will keep their level, with the exception of level 5's who return after the summer. They will start back at level 4 and earn their way back to level 5.



# PAW Tickets

## Incentive Program



Each of student will receive a PAW ticket when staff sees a student exemplifying the PAWS expected behaviors of Countryside High School. This PAW ticket has a place for student's and teacher's name. There are four check boxes with Personally Geared Learner, Academically Sound, Well-rounded, and Socially Aware. If a teacher or school staff member sees you displaying one of these behaviors, he/she will give you a PAW ticket.

After a student receives a PAW ticket, student will go to the designed place of incentive items. The student will be able to choose which item their ticket can be placed. After the drawing, the student's tickets will go into a bigger drawing for a designated date for bigger items.



- Personally Geared Learner
- Academically Sound
- Well-rounded
- Socially Aware

Student's Name \_\_\_\_\_

Teacher Name \_\_\_\_\_

# Countryside High School

## Minor/Major Discipline Flow Chart

### Is Behavior Office Managed?

- Teacher Managed**
- \*Not Prepared
  - \*Not participating/not following directions
  - \*Not completing assignment
  - \*Disruptive
  - \*Inappropriate Language
  - \*Horseplay
  - \*Cheating
  - \*Defiance
  - \*Disrespect
  - \*Non dress—PE
  - \*Dress Code Violation
  - \*Cell Phone/Electronics Violation

**NO**

Use Teacher Consequence(s)  
Warnings, loss of points, seat change, problem solve with student

Send Student to counseling office for time-out & to be counseled on behavior.

If Student is sent to PAWS Room 3 times in one day, student will be sent home for day. Administrator is notified

Counseling Staff notifies Parent that student is having a difficult day and is sent home for day as a preventive and intervention measure.

**YES**

Send student to Office, or call office to have student removed

Teacher writes a referral to the Office

Administrator determines consequence and contacts parent

Administrator notifies teacher and staff of outcome and documents outcome per TJUHS D Policy.

- Office Managed**
- \*Chronic Behaviors ( 3 same incidents/6 different incidents documented)
  - \*Abusive Language/ inappropriate language/ Profanity
  - \*Bullying
  - \*Defiance/insubordination
  - \*Dress Code defiance
  - \*Forgery/plagiarism/copying
  - \*Technology Violation
  - \*Thefts/ Criminal Activity
  - \*Weapons
  - \*Gang related Activity
  - \*Fighting/threats of violence
  - \*Property destruction/ Vandalism
  - \*Sexual Harassment
  - \*Drugs/Alcohol/Tabaco

Note: If teacher imposed classroom interventions are not working, Countryside utilizes Mental Health Staff to help students manage behavior and emotions through counseling and psycho-education.

NOTE: If student refuses to give up an item to teaching staff or counseling staff, then Administrator or SRO is contacted to take possession of item