



2022-23 Student Handbook



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SNTHS Student Handbook 2022-23

Sacramento New Technology High School Vision

To prepare students to excel in an information and collaboration based, technologically advanced society.

Sacramento New Technology High School Mission

We commit ourselves to:

- Educational excellence
- Learning through collaboration with family, business, community, and other students
- Using advanced learning methods, technology, and a professional environment to stimulate higher levels of learning.
- Creating the relationships and opportunities to consistently provide innovative technology and high quality work and college experiences for high school students.

At SNTHS we value community, diversity, challenge, and engagement.
Challenge. Learn. Grow. Achieve.

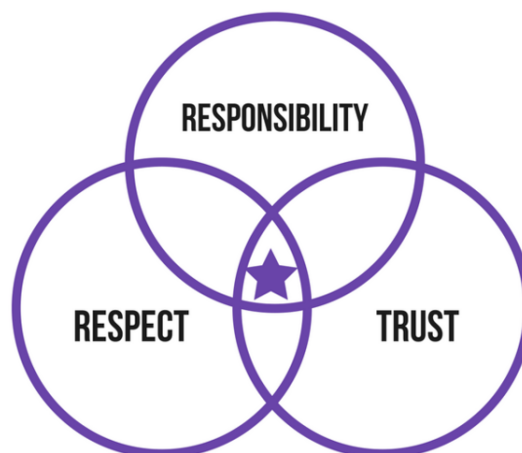
Culture of Trust, Respect, Responsibility and Relationships

The Sacramento New Technology High School (SNTHS) community seeks to build a culture of Trust, Respect, Responsibility and Relationships. Our focus is to prepare students for life after high school, regardless of what path they take. We want students to reflect on the idea of what is acceptable in the professional world and strive to exceed those acceptances and expectations in order to be positive contributing members of society. At SNTHS, students are empowered to take their learning and education into their own hands. Students are stakeholders and partners in our school community and as such are given a greater degree of responsibility, involvement, and decision making in school governance. It is important to remember, with these privileges come great responsibilities.

As educators, the staff at SNTHS are ultimately responsible for maintaining a positive and safe learning environment. As stakeholders and partners, students are asked to recognize this fact and follow staff requests and school rules. SNTHS does not issue "hall passes" and we do not have bells that indicate when classes begin and end. We urge students to be respectful and responsible. Our students are trusted to respect staff, the school community, and themselves by being responsible and timely when out of class.

The Sacramento New Technology High School Pledge

All students at SNTHS are expected to be *principle driven* and professional in their behavior and daily decision-making processes. Each student, within their advisory classes, will participate in activities designed to build and maintain a culture of Trust, Respect, and Responsibility. In addition all students are asked to pledge their commitment to these principles.



General Guidelines

Academic Expectations

All students are expected to perform to their capabilities and to demonstrate proficiency in the ***SNTHS 5 Learning Outcomes*** by the end of their senior year. SNTHS is a place that values learning above all else and expects SNTHS students to work to develop themselves into lifelong learners who strive for academic success and personal growth..

Academic Achievement

Students at SNTHS are expected to do their best at *all* times. We ask that students be mindful of their responsibilities to their group members; to communicate with their groups and their instructors; and to maximize their learning through self-advocacy and critical thinking..

Athletic Eligibility

SNTHS students are eligible to try out and participate on athletic teams at their school of residence. ***A contract must be signed and delivered to the receiving school's Principal and Athletic Director.*** Students must satisfy the academic and behavior standards of both schools to be eligible. Students need to remember this is a privilege and they are ambassadors of SNTHS. Additionally, either the principal or the coaches may unilaterally remove a student from participation. Students are required to have a 2.0 GPA and no failing grades in the semester prior to athletic participation and must maintain that standard while participating.

Bicycles/Skateboards

Students are trusted and responsible to lock bicycles and/or secure any other transportation device to the bike rack or fence during school hours. Bicycles, skateboards, and any other transportation devices should not be ridden on the school campus.

Bus Transportation

There are no district busses that serve SNTHS. RT busses do stop on Freeport Blvd. Sac RT has a Free Ride program for all students ages 3-18. Students only need a student ID card or a RydeFreeRT card which can be obtained at from the school or at RT's Customer Care and Sales Center (1225 R St.). For information about bus routes and fares, please call 321-BUSS. Students waiting at bus stops are to represent Sac New Tech in a respectful and responsible manner. Students are not allowed to loiter around the businesses on Freeport Blvd, neither before, during, nor after school.

Bell Schedule

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Sacramento New Technology High School

2022-2023
Bell Schedule

Regular Day Schedule

Period	Start	End
1/2	8:30	10:00
3/4	10:03	11:33
Advisory	11:36	12:06
Lunch	12:06	12:36
5/6	12:39	2:09
7/8	2:12	3:42



Thursday Schedule

Period	Start	End
1/2	8:30	9:30
3/4	9:33	10:33
Advisory	10:36	11:06
Lunch	11:06	11:36
5/6	11:39	12:39
7/8	12:42	1:42

Minimum Day/DOL Schedule

Period	Start	End
1/2	8:30	9:20
3/4	9:23	10:13
Break	10:13	10:38
5/6	10:41	11:31
7/8	11:34	12:24

Finals Schedule

Period	Start	End
1st Class	8:30	10:51
Break	10:51	11:16
2nd Class	11:19	1:40

*This bell schedule can also be found on our school website
<https://newtech.scusd.edu/bell-schedule>

Minimum Day Final Exam Dates:

October 13th, March 24th - Day 1: Periods 1/2 and 3/4

October, 14th, March 25th - Day 2: Periods 5/6 and 7/8

December 14th, May 25th - Day 1:

Periods 7/8 and 5/6 ,

December 15th, May 26th - Day 2: Periods 3/4 and 1/2

Block Schedule and Finals

SNTHS is on a 4x8x4 Block Schedule. This means some of our classes are on a 4 qtr block and some are on an 8 qtr block. In a 4 qtr block class like science, PE, most math, and CTE courses, the entire year (2 semesters) is complete in a traditional school year semester (Fall or Spring). Courses that are on the 8qtr block such as Humanities and Math I align with a traditional school schedule where the course will be complete (2 semesters) at the end of the school year. Finals for 4 qtr block classes are held 2 times per traditional semester. This schedule allows students to complete a total of 320 credits by the time they graduate. Our graduation requirement is 260 credits. An on track student will be able to successfully complete all graduation requirements plus internship and community college courses within their school day schedule thereby ensuring that our students leave New Tech a step ahead of most students who successfully graduate from a comprehensive high school.

Cafeteria

SNTHS participates in the Free and Reduced Lunch Program. **It is very important for the funding of the school that all students eligible for free and reduced lunches fill out the appropriate paperwork.** This form will be sent home the first week of school, can be picked up in the front office during the school year, and is available online. The district only requires one form to be completed for all students in the same household..

Students will have a selection of up to eleven items to choose from each day, including a salad bar. Offerings will include hot entrees, salads, cold sandwiches, hot sandwiches, pizza, and fruit. Ala Carte items and milk will be available. Breakfast is also available. Breakfast and Lunch are free for all students.

Care of Books, Supplies, and Equipment

SNTHS prides itself on its culture of Trust, Respect, Responsibility and Relationships. We trust students to respect all books and classroom materials, equipment and supplies, and to use them responsibly.

Books: Textbooks are provided without cost or fee. However, charges are made for damages resulting from abuse or loss of texts. Damages from \$5.00 and up will be assessed if the book is still usable. If the book is no longer usable or lost, a charge equal to the amount of the book, tax and shipping will be determined. Book prices can range from \$10.00 to \$85.00 or more. ***All students and their parents are required to read, sign and return the Textbook Authorization form which details the cost of the books and acknowledges the responsibility for payment for lost or stolen books.***

Supplies: Special as well as occasional "loaner" supplies are provided. Students are expected to bring their own traditional supplies such as paper, pens, pencils and their own personal binder(s). ***Students will have access to the district network server to save their work and therefore do not need flash drives or other storage devices except in special cases. Students who need a computer will have a chromebook checked out to them.*** From time to time a teacher may ask for a small, voluntary donation to offset the cost of special materials. State law prohibits actual fees or charges for materials.

Equipment: Students will be given access to computers, printers, scanners, and cameras. With this trust comes the responsibility of respectfully using the equipment. ***Should a student damage or lose equipment through negligence, abuse, or intentional action, they will be billed for damages or replacement. This includes chromebooks.***

Community College Requirements

All students will be required to take at least one course at the community college before they graduate. College courses at level 300 and above earn a gpa bump like Honors and AP courses. These courses will greatly enhance a student's college application for post-secondary schooling. In order to take coursework at the community college students must have an ***overall GPA of 2.7*** or better, be 16 years of age, take courses not offered at SNTHS, and be able to pay for all texts and instructional materials. To enroll students must have pre-approval from the counselor and the Principal as well as complete all of the following:

1. An online application
2. An Advanced Education Application form from office
3. Submission of all applications with all required signatures and documents
4. Testing at the Assessment Center (if required)
5. Enrollment in the specific class to be taken

The school counselor will assist and support all students through this process. Students may visit the Los Rios Web page regarding Advanced Education Students at:

<http://www.scc.losrios.edu/~admis/highschool.html>

Students must provide the SNTHS Registrar with OFFICIAL TRANSCRIPTS for each class completed in order to meet this requirement. While courses are in progress students will be required to print proof of enrollment and

good standing to their Advisory teacher. Students who do not complete the requisite college coursework WILL NOT BE ELIGIBLE TO GRADUATE!

To sign up for an Advanced Education Course, please request a meeting with your counselor.

Emergency Information Cards

State laws require that an emergency card be kept on campus at all times. In case of emergencies, it is important that BOTH sides of the emergency card are filled out. Emergency cards will be handed out the first week of school and may also be obtained in the school office. We will use the district calling system in case of dire emergencies. This system connects directly with the Infinite Campus system and the resident phone numbers you provided are called by the system. It is imperative that we have correct emergency information at all times. Schedules will not be handed out to students until we have an accurate emergency card on file in the school office.

Grades

Grades are issued four times each school year for year-long classes. Semester long double blocked classes award credits each quarter. Quarter grades are “progress” grades in all other classes and are not permanently recorded (except for Semester double blocked courses). Semester grades are permanent grades that are recorded and earn credits. The semester grade is the total of the grade of the two quarters. Students are expected to pass all classes with a C or better. Students who fail any portion of a class may be required to make up for their deficiency in Summer School or after school through the district’s online credit recovery program.

Notice of Impending Failure

If a student is in danger of failing at any grading period, the teacher will issue A NOTICE OF IMPENDING FAILURE/Progress Report no later than fifteen instructional days before the end of that grading period. A failure to issue the notice means that the student will receive full credit for the course, except under the conditions established in an incomplete contract which could have an F as the predetermined grade in case the conditions of the contract are not met by the student.

Graduation Requirements

260 credits

University of California / CSUS A-G entrance requirements

40	Credits	English
40	Credits	Social Science
40	Credits	Math
10	Credits	Fine Arts
30	Credits	Science (Biology, Physics, Chemistry)
20	Credits	Physical Education
20	Credits	World Language
20	Credits	Advisory (Four Years)
10	Credits	College Prep Electives
20	Credits	CTE Pathway
10	Credits	College Units (3 Units)

Completion of: Internship (50 Hours)
Defense of Learning (Passage of both Portfolio and Presentation) Grades 10 and 12
40 Hours Community Service (10 per year)

Media & Film Production Pathway Students must complete all of the following:

- o Media I
- o Media II
- o Media III

Computer Science Pathway Students must complete all of the following:

- o CS1 - Exploring Computer Science/Robotics
- o CS2 - Video Game Design
- o CS3 - App Development

School Lockers

SNTHS has lockers for use during PE classes as well as lockers for students to store their PE clothes in from Monday through Friday. The lockers are school property and are therefore liable to search by school officials. ***PE students are expected to lock their belongings in the appropriate lockers using the school provided/purchased locks. The school will take no responsibility for items left in unlocked lockers or left out.*** There are no hallway lockers. SNTHS will make

every reasonable attempt to provide a “home copy” book to each student for each class to eliminate transporting books to and from school. While SNTHS intends to have a positive, safe, and trusting school culture, prudence suggests that students should lock their belongings with the school provided/purchased padlock.

Lost and Found

The lost and found department is located in the High Media Room. Unclaimed lost items will be donated to charity or discarded at the end of each semester.

Student Parking/Parking Lot Behavior

Student parking is available in the parking lot located on the southeast side of the school next to the park adjacent to Zelda Avenue. Students are not to park in the north parking lots in the front and immediately next to the school as there is limited space for staff and visitors. Students who drive a vehicle to school will be required to provide the school with a copy of their drivers license, Make/Model and License plate number of the vehicle, and proof of insurance.

Students are responsible to enter and exit the parking lots SAFELY and may not, at any time, create an unsafe situation. Students who engage in this behavior WILL NOT be allowed to drive to school.



Attendance Guidelines

Attendance Policy

Students are responsible to attend school at a 100% rate if possible, but no worse than a **97% rate**. Regular attendance, including communicating with the school and with teachers and teammates if you cannot attend, is a way of showing respect and responsibility. Attendance is especially important at SNTHS. When you are not at school, your project team suffers. The school goal is 97% attendance. This allows about 7 absences per year overall. It is the responsibility of all students who have been absent from school to obtain a readmit slip **prior to returning to class**. The Attendance Office will open at 8:00 a.m. and close at 4:00 p.m. daily. **Students are responsible to get a readmit BEFORE they are to be in class, not after class has started.** The student may choose to go to the Attendance Office during passing time or lunchtime for pick up of Early Dismissals. **Any student who leaves campus without a valid off-campus pass or an early dismissal will be marked truant and be subject to other consequences.**

Early Dismissals

In the event that a student must leave school during the normal school day for doctor or dental appointments or any personal business, he or she should bring a note, or parent/guardian should call the Attendance Office. **The student will need an early dismissal upon leaving campus.** Parents should be certain that their student obtains an early dismissal before they pick the student up. When a student has knowledge of an early dismissal, they must come to the Attendance Office to pick it up. If a student becomes ill during the school day, he/she should go to the Office in order to get an early dismissal. Ill or injured students may not go home on their own desire; to do so would result in the student being marked truant (automatically) and may be subject to other disciplinary action. This is a protection for the student in case the problem is more severe than the student assumes. Students are the responsibility of the school until such time as the parent/guardian gives permission for dismissal.

On-time Policy:

Students are responsible to be on time, which means to be in the place, time, and manner requested by a teacher.

Being on time is an important part of a culture of Trust, Respect, Responsibility, Relationships – it sends the message: “I respect your time.” If there is a problem with being on time, the school is responsible to act. If a student is late 3 times or more per quarter, the school’s responses may include, but are not limited to, parent contact or conference, detention, and referral to district Hearing Office. Any work due during the time period in which the student was not present in class will only be accepted at the discretion of the teacher. Chronic tardiness will also activate the SART/SARB process.

Behavioral Guidelines

Disciplinary Actions

At Sacramento New Technology High School students and staff elect to work through disciplinary situations in ways that are based in the culture of Trust, Respect, Responsibility, Relationships.

- Restorative Practices
- Teacher conference
- Logical consequences- including financial restitution for damages in cases of theft or destruction of property
- Loss of privileges
- Teacher/ Advisor/ Parent/ Student conference
- Referral to Counselor
- Referral to Principal
- Community Service - after school, on or off campus
- Independent study

If a student’s conduct is inconsistent with school expectations the following responses are likely:

- Shortened day
- Suspension
- Expulsion

Restorative Practices

At New Tech we believe students must learn from mistakes and correct unprofessional behavior. The restorative practices listed below form the basis of how we handle student behavior. Students will still have consequences for their actions but we will ensure that all students are respected and that broken relationships are repaired. Parents will be expected to assist in partnering in and monitoring of any consequences given at school. New Tech High School often uses restorative practices as a preventative measure to proactively build community, to prevent harm and to limit damage to relationships in order to maintain the high standard of our learning environment.

Restorative Justice

Restorative justice is an evidence-based practice effectively used to reduce suspensions, expulsions, and disciplinary referrals. Restorative justice focuses on righting a wrong committed and repairing the harm done. The goal is to place value on relationships and focus on repairing relationships that have been injured. The victim and the wrongdoer have the opportunity to share with one another how they were harmed, as victims, or how they will work to resolve the harm caused, as wrongdoers.

Community Service

Community service allows for individuals to restore a harm they may have committed to the school community by providing a meaningful service that contributes to their individual improvement.

Circle Process

A circle is a versatile restorative practice that can be used proactively, to develop relationships and build community, or reactively, to respond to wrongdoing, conflicts, and problems. Circles can be used as a tool to teach social skills such as listening, respect, and problem solving. Circles provide people an opportunity to speak and listen to one another in a safe atmosphere and allow educators and students to be heard and offer their own perspectives. Circles can also be used to celebrate students, begin and end the day, and discuss difficult issues.

Preventative and Post-Conflict Resolution

Conflict resolution provides students with problem-solving and self-control skills. These opportunities teach young people how to manage potential conflict, defuse situations, assuage hurt feelings, and reduce any inclination to retaliate after a conflict. Conflict resolution walks students through their emotions in the presence of one another and guides them through a

team process of addressing the issues that gave rise to the conflict in the first instance. Because conflict resolution addresses and works to resolve the root causes of conflict, it helps prevent future incidents from occurring.

Community Conferencing

This is a practice that provides students and educators with effective ways to prevent and respond to school conflict. Community conferencing involves the participation of each person affected by the behavior and allows all stakeholders to contribute to the conflict resolution process.

Informal Restorative Practices

Are small ways educators and other school personnel can influence a positive environment. Examples include the use of affective statements, which communicate people’s feelings, and effective questions, which cause people to reflect on how their behavior has affected others; proactive engagement with students and families; mentor relationships; community service; and lunchtime table talks.

Social-Emotional Learning (SEL)

Social-emotional learning teaches skills such as recognizing and managing emotions, developing caring and concern for others, establishing positive relationships, making responsible decisions, and handling challenging situations constructively and ethically. These are the skills that allow children and adults to calm themselves when angry, make friends, resolve conflicts respectfully, and make ethical and safe choices.



Dress Code

School is a professional and educational institution and all students, staff and guests are expected to dress in accordance with this type of environment. Students should use good judgment that encapsulates trust, respect, and responsibility when they select outfits for school.. Articles of clothing, or lack thereof should not cause disruption or be offensive in any way. All undergarments should remain completely covered at all times. Apparel should avoid any form of messaging or symbolism about drugs, alcohol, weapons, or any other form of activity that would not be allowed on a public school campus. **Parents are partners, so questionable articles of clothing, or lack thereof will require a conference with the parent and the student with the school principal.**

Students are highly encouraged to dress up on spirit days. During project presentations and DOL, students may be required to wear “Presentation Clothing”. If students need assistance acquiring clothing for presentations, the school has a closet of clothes that students can borrow..

Examples of Presentation Clothing

Boys	Girls
<ul style="list-style-type: none"> ● Collared Shirt (tucked in) ● Neck tie ● Slacks ● Belt ● Dress shoes 	<ul style="list-style-type: none"> ● Slacks and Collared shirt or blouse ● Dress/Skirts with an arm length hem ● Flats or Heels ● Accessories (Optional)

***Note:** These are just examples. If you have questions about what qualifies as presentation clothing, please ask. Just like in a professional presentation or interview, what you wear matters and will be included in your overall grade.

Gambling

Wagering, gambling, or using gambling devices or money is illegal and strictly prohibited. Gambling is not allowed at any time or any place on campus. In addition to legal penalties, students will be subject to school disciplinary procedures.

Suspension and/or Expulsion

The Sacramento City Unified School District Policy states that assaults, drugs, weapons, robbery and extortion constitute cause for expulsion. The infractions listed below may result in a five-day administrative suspension, loss of all extra-curricular activity privileges, and an immediate recommendation of expulsion.

1. Possession or use of weapons or other dangerous objects. This includes, but is not limited to, firearms, knives and/or explosives.
2. Abuse of personnel. This is classified as willful assault or battery or threat of great bodily harm against school personnel coupled with the ability to commit such harm.
3. Possessed, sold, or furnished a controlled substance, as defined in Section 11007 of the Health and Safety Code, an alcoholic beverage, or intoxicant of any kind.
4. Committing or attempting to commit sexual assault or battery.

Suspension shall be imposed only when other means of correction fail to bring about proper conduct. However, a pupil may be suspended for any of the reasons enumerated in California Education Code Section 48900 upon a first offense, if the principal or superintendent of schools determines that the pupil violated subdivision A-O and 2, 3, 4, and 7 of Section 48900 or that pupil's presence causes a danger to persons or property at the school in which the pupil is enrolled

Hate Crimes/ Offensive Hate Language

Due to the potential seriousness of this offense and the requirements of California Education Code 48900.3, any violation of this rule will result in suspension and may also result in a recommendation for expulsion, restitution, and/or a police report. Additionally, the student may be asked to leave SNTHS.

Law Enforcement Officials

Occasionally, law enforcement officers will come to the school to talk with a student concerning matters that may or may not have any connection with the school. If an officer removes a student from the school, the school will make reasonable effort to contact the legal parent or guardian. When a law enforcement officer interviews a student at school, a school representative will be present. The school administration will call upon law enforcement agencies when it is deemed necessary to maintain order and to protect the rights of all individuals.

Loss of Privileges

An administrator may determine that a student whose behavior is a liability to the school may lose the privilege of participation in extracurricular events. These events may include, but are not limited to end of the year activities including graduation. Participation in dances and other school events may be prohibited if a behavior referral is made or the student is suspended during the week the activity is planned.

Prohibited Illegal and Dangerous Items

(P.C. 25608, 262.9, 626.10, E.C. 48903) Students shall not carry with them to school any of the following: Firecrackers, explosive devices, any size knife, metal pins, stars, baseball bats, clubs, chains, pellet guns, nunchucks, mace, pepper spray, stun guns, or ANY item which could be used as a weapon. Possession and/or use of any dangerous weapon or object may result in an immediate suspension/expulsion and a citation/arrest by the Police or Sheriff's Department.

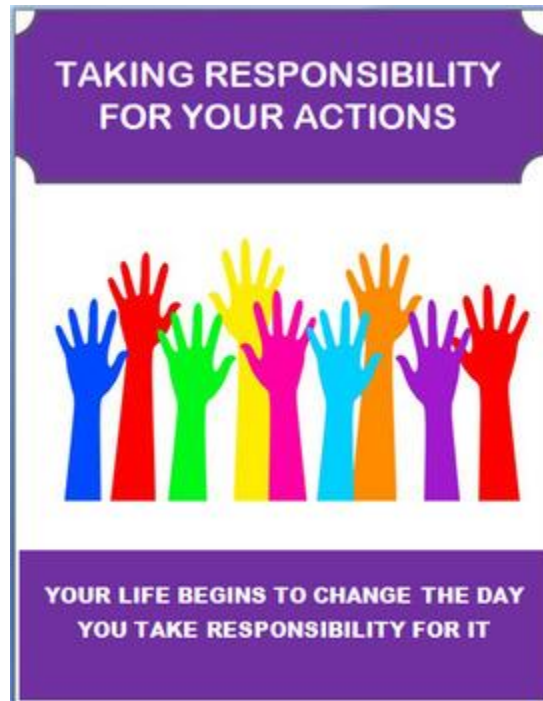
Referral to SCUSD Behavior Hearing Office

SNTHS is in the business of building and shaping successful adults and engaging in any of the behaviors/activities below does not lead to becoming a successful adult and therefore should not be tolerated in high school.

1. Less than 95% attendance
2. Involvement in gangs or gang related activity
3. Possession, sale of being under the influence of any alcohol or drugs
4. Stealing
5. Any major computer network violations/abuses
6. Fighting
7. Abuse of the learning environment (if a student consistently takes others' educational time or interferes with the educational environment).

Sexual Harassment: E.C. 48900

Sexual harassment is defined as: “unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by someone from or in the work or educational setting.” Any student who commits sexual harassment will be subject to title IX process which may lead to suspension and even expulsion. If a student feels they have been sexually harassed, they should see the Principal or counselor as soon as possible.



Physical Education Policy

At Sacramento New Technology High School we require our students to be active participants in every class. As a part of our model physical education program every student is expected to be ready and prepared for success every day.

Success in PE is:

1. Being appropriately dressed for PE
 - Solid black shorts or sweatpants or \$10 school provided
 - Solid purple, black or white t-shirt or New Tech printed PE shirt (\$15)
 - Active sport shoes that can get dirty (close toed required)
 - No excessive or potentially dangerous jewelry
 - No technology on person during PE (cell phones, ear buds, etc.)
 - Water bottle are allowed during PE (name must be on bottle)
 - Notebook required for written assignments and project units (name on notebook)
 - PE locks are available for rent (\$5) and are required for locker use

2. Full participation at all times during class!

New Tech High PE Point system

- Students will earn a ranking number, based on their individual weekly “effort”.
 - “Effort” is not based on ability, strength, or speed; it is solely based on giving it your all and participating to your best ability!

3. Passage of the Federal Fitness Gram Test - <https://www.cde.ca.gov/ta/tg/pf/>

The *FITNESSGRAM*® is composed of the following six fitness areas, with a number of test options provided for most areas:

a. Aerobic Capacity

- PACER (Progressive Aerobic Cardiovascular Endurance Run)

- One-Mile Run
- Walk Test (only for ages 13 or older)
- b. Abdominal Strength and Endurance**
 - Curl-Up
- c. Upper Body Strength and Endurance**
 - Push-Up
 - Modified Pull-Up
 - Flexed-Arm Hang
- d. Body Composition**
 - Skinfold Measurements
 - Body Mass Index
 - Bioelectric Impedance Analyzer
- e. Trunk Extensor Strength and Flexibility**
 - Trunk Lift
- f. Flexibility**
 - Back-Saver Sit and Reach
 - Shoulder Stretch

The *FITNESSGRAM*[®] uses objective criteria to evaluate performance for each fitness area (e.g., body composition, abdominal strength, and endurance). The Cooper Institute established these criteria using current research and expert opinions. These criteria represent a level of fitness that offers some protection against the diseases associated with physical inactivity.

*****Passage of the FITNESSGRAM is required to “pass” PE. Students are required to take PE for 2 years or earn 20 credits and pass the FITNESSGRAM to complete the PE requirement for graduation from SCUSD. Any student who earns 20 credits in PE BUT does NOT pass the FITNESSGRAM is required to continue taking a PE class until the FITNESSGRAM receives a passing score.***

At New Tech High everyone dresses for PE and everyone participates!

Technology Guidelines

Acceptable Use Policy

In addition to the SCUSD Acceptable Use Policy sent home and signed at the beginning of the year, **SNTHS has its own policies regarding the following actions on classroom and all laptop computers:**

- **THINK before you post:**
 - **T** = is it True?
 - **H** = is it Helpful?
 - **I** = is it Inspiring?
 - **N** = is it Necessary?
 - **K** = is it Kind?

- **We Trust you not to:**
 - **Access software or sites, such as proxy servers, that have the potential to harm our network.** (If you are not sure, ask!)
 - **Change individual computer configurations (CPU and Monitor).** (Please leave them as set.)
 - **Download or stream large non-school related files.** (They slow down the network.)
 - **Install/Load software not approved by School Administration.**
 - **Log into or use someone else’s account.** (We would not want this to happen to you, help us make sure others are protected.)
 - **Move software from a local machine to a server.** (If you have a desire to be an IT professional, let us know so we can help.)

- **Plagiarize the work of others.** (This is a form of stealing that can easily be avoided by correctly citing sources.)
- **Play games during class time.** (Unless they are educational and approved by your teacher).
- **Purchase items over the Internet.** (Remember, any information you provide over the school network can be monitored and is not to be considered private.)
- **Share personal information with strangers over the Internet.**
- **Use personal email without staff approval.** (Any account you access while on the network can be monitored and should not be considered private.)
- **Viewing websites of questionable value or websites unrelated to schoolwork.**

Listening to music is a privilege at SNTHS; it is not a right. Playing music without permission, without headphones, during instruction or when interacting with a teacher is prohibited. We ask that you Respect the learning environment and use this privilege Responsibly.

Due to continuously changing technology, the staff at SNTHS reserves the right to add, delete, or modify the above policies and restrictions. We reserve the right to examine and confiscate any storage device used on campus that we deem reasonable to protect our students, staff, and their community.



Cell Phone Policy:

SNTHS recognizes that many parents want their students to carry cell phones for matters of convenience and safety. We expect that students will manage their cell phones in a professional manner and follow the staff's instructions when it comes to these devices. Cell phone use during instructional periods will be at the discretion of the teacher of that class.

Students are responsible for keeping their cell phones silent and put-away during class time. Students are trusted to use cell phones in an appropriate time, place and manner as directed by staff.

If a student uses a cell phone inconsistently with the policy, New Tech staff will respond as follows:

- 1) A brief conversation, grounded in trust, respect, and responsibility, to remind the student of the cell phone policy and its purpose.
- 2) If necessary, the staff member will **ask to hold on to the student's phone/device until the end of the period.**
- 3) Students who wish not to hand over the device will be sent to the office to speak with administration, where the **students phone/device will be held until the end of the day.**
- 4) For students who repeatedly break the school's trust by misusing cell phones, administration will confiscate the phone to be held until a parent retrieves the phone or require the student to check-in the phone/device with office staff at the beginning of each day.

Electronic Devices

SNTHS cannot guarantee the security of devices and therefore, the school assumes no liability for any electronic devices brought to school or school-sponsored activities. Students are reminded that the school may confiscate

any and all electronic devices. It is highly encouraged that students leave all ear pod or AirPods at home. They are not needed in our school environment. Any student who wishes to recover a confiscated item must bring a parent/guardian to the school to reclaim it. The school will not be liable for an item confiscated and kept longer than thirty (30) calendar days. Items not recovered by the parent/guardian within that period of time, become the property of the school. This rule is in effect at all times when students are under school supervision such as, but not limited to, before and after school, lunch, games, performances, rallies, assemblies, and passing time.



Sacramento New Technology High School

Student Handbook 2022-23



We, the undersigned, acknowledge that our family has received and read the 2022-23 SNTHS student handbook and are familiar with and are responsible for its contents. Please turn this completed form in to the front office.

The staff of Sacramento New Technology High School reserves the right to *add, delete, or modify* any policy based on the needs of our community. Any changes will be communicated to SNTHS parents and students.

Print Parent Name: _____

Parent Signature: _____ Date: _____

Print Student Name: _____ Grade: _____

Student Signature: _____ Date: _____

Office Use Only

Received By: _____ # Parent Hour: 1 Advisor: _____