

*Provisional Accelerated Learning (PAL) Charter
Academy

Parent/Guardian/Student Handbook



"Respect the Horns!"

2023-2024

“Education with an Individualized Approach!”

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Founder

Dr. Mildred Dalton Hampton Henry's motto is "Dare to do the Impossible." She is a mother of five who re-entered school at age 38 as a single parent."

A native of Tamo, Arkansas, she holds a Bachelor of Science Degree from Agricultural, Mechanical and Normal (AM&N) College, Pine Bluff, Arkansas, a Master of Science Degree in Counseling Education from Southern Illinois University (SIU) at Edwardsville, and a Doctor of Philosophy Degree from SIU at Carbondale.

Arriving in San Bernardino in September 1983, and concerned about school dropouts, Dr. Henry founded and became president of Provisional Educational Services, Inc. (PESI), a non-profit, tax-exempt corporation, and the executive director of the Provisional Accelerated Learning (PAL) Center.

Daring to do the impossible Dr. Henry became the first African American to become tenured in the College of Education at California State University (CSU), San Bernardino. She has taught at all levels from private nursery school to graduate level studies. In addition to her faculty status at CSU, she has taught as an adjunct professor in California for Southern Illinois University.

Chopping and picking cotton, milking cows, "slopping hogs," and attending inferior and unequal segregated public school made Dr. Henry keenly and strongly sensitive to cultural variables, past experiences, and how these impact behaviors. Dr. Henry attributes her strong educational interests to an education-oriented family, excellent role models, a community extended family, and encouragement from many mentors.

Dr. Henry has received numerous prestigious national, state and local awards, accolades and honors for her advocacy toward dropout prevention, maintaining a strong unyielding stand on providing alternative educational services to an at-risk population, and dedicating her tireless energy and resources for the greater good of bringing people of all walks of life together creating pathways for those less fortunate.

Dr. Henry states, "My pride in my parents' legacy increases with each level of success achieved by a PAL Center student, and with each 'oh,' 'ah,' and 'I can do it.'"

The San Bernardino City Unified School District voted to name a school The Dr. Mildred Dalton Henry Elementary School.

Executive Director

Mr. Dwaine Radden, Sr., Executive Director

Dwaine Radden Sr., Chief Executive Officer of Provisional Educational Services, Incorporated (PESI), DBA,; the Provisional Accelerated Learning (PAL) Center, and the Executive Director of the Provisional Accelerated Learning (PAL) Charter Academy has over 30 years experience in the area of Business and Marketing. He also brings a multitude of organizational knowledge and leadership in the areas of administration, teaching, mentoring, coaching, and youth advocacy.

He is a native of New York, raised in the south (North Carolina, Tennessee), has lived in San Bernardino for 30 years, and is a husband and father of five. He attended East Tennessee State University (ETSU) where he majored in business and played collegiate football until he suffered a career-ending injury. He received his Teaching Credential from California State University at San Bernardino. He was an instructor at PAL Charter Academy and operated a successful HVAC and Major Appliance business in San Bernardino for 25 years.

Mr. Radden's experience and perseverance elevated him through the ranks of the agency to become the first Chief Operations Officer (COO). As CEO, he currently oversees seven community-based programs for the company and is responsible for managing over \$4.5 million in agency funding. Programs include the PAL Charter Academy, which has a high school and a middle school, an YouthBuild, and a San Bernardino County Food Bank. In addition, he oversees forty-two employees and fosters many community partnerships with local organizations.

Currently, Mr. Radden serves on the San Bernardino County Sheriff's Volunteer Forces (VTF), is Commissioner on the Juvenile Justice Delinquency Prevention Commission (JJDP), sits on the Brandman College Advisory Board, and is certified with the San Bernardino Chamber of Commerce Leadership Training Program. He has volunteered many hours to shape the character of young people and has managed to rescue many from the depths of low self-esteem and degradation. Radden coached youth football from 1990 to 2004, engraving his code throughout generations. He revived a defunct San Bernardino Pop Warner, Founded the United Football Alliance League (UFAL), and has received countless accolades for his community service and leadership.

He has brought his winning mindset, business, marketing, and coaching experience to the PAL Charter Academy and has infused the students and staff. His 21st-Century business approach along with his motto "Believe it then Achieve it" has transformed and elevated PAL Center and PAL Charter Academy to a community plateau status.

Mr. Radden's motto of "Believe it then Achieve it" led him into the National Football Minor League Hall of Fame. He has been a proven winner throughout all levels of business and coaching. He coached several nationally known who came out of the Pop Warner and Youth Football Leagues. They included Chris Polk of the University of Washington (Philadelphia Eagles), Rodney Harris of the University of Kansas (Speed Coach), Gary Walker of the University of Idaho (2013 NFL Draft Prospect), and Dewayne Booker of Wayland Baptist (Track and Field). He has lived his tenets of "**Discipline, Determination, and Dedication Equals Winner**," and his young proteges continue the legacy.

Mission

The Mission of the Provisional Accelerated Learning Academy is to ensure that all students acquire the academic, vocational, thinking skills, and essential tools to become responsible, contributing members of our multi-ethnic, democratic society.

Vision

The school's Vision drives curricular decisions, instructional improvement efforts, and program development. The vision focuses on raising expectations for student learning through the implementation of powerful teaching strategies, as indicated by current educational research. Access to a variety of programs provides all students with ample opportunities to participate in a rigorous, standards-based curriculum.

The Purpose of the PAL Charter Academy is to provide quality education to a widely diverse population using varied strategies of instruction and to develop academic excellence and 21st Century leadership skills for a community of successful learners. This high-quality education will be achieved by students attaining the goals and proficiency as set forth in the California Department of Education Content Standards, the Common Core State Standards, and the PAL Charter Academy Expected School-Wide Learning Results.

School Colors: Blue/White

School Mascot: Bull

School Motto: “Education with an Individualized Approach”

School Calendar

2023-24 School Year *Subject to change*

FIRST DAY OF SCHOOL

Classroom Teachers	07/31/2023
Students	08/07/2023

LAST DAY OF SCHOOL

Classroom Teachers	06/10/2024
Students	06/05/2024

8th GRADE PROMOTION CEREMONY

Middle School Campus 9:00 AM	06/06/2024
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HIGH SCHOOL GRADUATION

Valley College Auditorium 6:00 PM	06/06/2024
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Final Exam Dates

12/11/2023 - 12/13/2023
06/03/2024 - 06/05/2024

SCHOOL RECESS DATES

Thanksgiving Break	11/20/2023 - 11/24/2023
Winter Break	12/15/2023 - 01/08/2024
Spring Break	03/18/2024 – 03/29/2024

Virtual Days - No students on campus

12/14/2023, 04/02/2024, 05/09/2024

HOLIDAYS

Labor Day	09/04/2023
Indigenous Peoples Day	10/09/2023
Veterans Day	11/10/2023
Thanksgiving Day	11/23/2023-11/24/2023
Christmas Day Observed	12/25/2023
New Years Day	01/01/2024
Dr. Martin Luther King, Jr Day	01/15/2024
Presidents Day	02/12/2024
George Washington's Day	02/19/2024
Cesar Chavez Day observed	04/01/2024
Memorial Day	05/27/2024

Expected School-Wide Learning Results

The PAL vision and mission is achieved by students attaining the goals and proficiency as set forth in the California Department of Education Content Standards, Common Core State Standards, and the PAL Charter Academy Expected School-Wide Learning Results (ESLRS).

Provisional Accelerated Learning Academy has established the following Expected School-Wide Learning Results that provide accountability for each student to have **P.R.I.D.E.:**

Plan and follow a career / college education plan for high school years and beyond.

Respect yourself, others and your community.

Integrate skills of reading, writing, math and technology.

Demonstrate the higher order of thinking skills of application, analysis, synthesis, and evaluation.

Effectively communicate.

Programs

High School - IND-I

Monday- Thursday 8:30 am -1:35pm
Cyber Friday

High School - IND-II

Tuesday & Thursday 2:45 pm – 4:15 pm
Cyber Friday

High School - IND-III

Online Only
Monday- Thursday 8:30 am -1:35pm
Cyber Friday

High School - IND-IV

Home Study
One Teacher Assignment
Appointment by Teacher
Must Attend Once Within Period
Approval Required

High School - IND-V

Adult/GED

IND-I - Bell Schedule

Friday

Cyber Friday – Assigned coursework completed at home between 8:30am – 3pm.

Teachers are available for assistance on-campus between 9:30am-12:30pm.

**Appointment required.*

IND-II - Bell Schedule

Friday

Cyber Friday – Assigned coursework completed at home between 8:30am – 3pm.

Teachers are available for assistance on-campus between 9:30am-12:30pm.

**Appointment required.*

IND-III - Bell Schedule

Friday

Cyber Friday – Assigned coursework completed at home between 8:30am – 3pm.

Teachers are available for assistance on-line between 9:30am-12:30pm. **Appointment required.*

School-Wide Non-Negotiable Classroom Rules

- **No hats**
- **No hoodies**
- **No cell phones or unauthorized electronic devices**
- **No earbuds**
- **No food**
- **No drinks**
- **No profanity**
- **No vulgar or inappropriate language**
- **Do not engage in physical or verbal violence.**
- **Follow the school-wide dress code.**
- **Respect school property.**
- **Be on time and prepared.**
- **Be responsible and respectful.**
- **Do your best at all times.**

Violation of these school-wide rules may result in consequences consistent with the PAL discipline policy including possible suspension or expulsion.

Academic Integrity Policy

PAL Charter Academy is committed to fostering an environment of academic integrity and ethical conduct among its students. Upholding academic honesty is essential to the educational experience, personal growth, and professional development of our students. This policy outlines the expectations for academic integrity at PAL Charter Academy and provides guidelines for maintaining honesty and integrity in all academic endeavors.

1. Definition of Academic Dishonesty

Academic dishonesty includes, but is not limited to, the following behaviors:

- a) Plagiarism: Presenting someone else's work, ideas, or words as your own without proper citation or acknowledgment.
- b) Cheating: Unauthorized use of materials, information, or resources during examinations, tests, quizzes, or any other form of assessment.
- c) Collusion: Unauthorized collaboration with others in completing assignments, projects, or assessments meant to be completed individually.
- d) Fabrication: Inventing, altering, or falsifying information or data for academic purposes.
- e) Unauthorized Assistance: Receiving or providing unauthorized assistance in completing assignments, projects, or assessments.

2. Responsibilities of Students

- a) Originality of Work: All work submitted by students must be original and their own. Properly cite and acknowledge all sources used in academic assignments.
- b) Independent Effort: Students are expected to complete their assignments, projects, and assessments independently unless explicitly stated otherwise by the instructor.
- c) Collaboration: Collaboration is encouraged in situations where it is expressly permitted by the instructor. However, always adhere to the specific guidelines provided and give credit to all contributors.
- d) Proper Citation: Accurately cite and reference all sources used in academic work, following appropriate citation styles (e.g., APA, MLA, Chicago).

3. Prohibited Use of ChatGPT or Similar Tools

- a) The use of ChatGPT or similar AI language models to complete assignments, projects, or assessments is strictly prohibited. These tools should not be utilized as a means to produce original work, as it compromises the principles of academic integrity.

4. Encouraging Academic Integrity

- a) Awareness and Education: PAL Charter Academy will provide educational resources and opportunities for students to understand the importance of academic integrity, proper citation, and responsible academic conduct.
- b) Faculty Guidance: Teachers will provide clear guidelines and expectations for academic assignments, including information on proper citation and academic honesty. They will also monitor and address any potential cases of academic dishonesty.

c) Reporting Violations: Students are encouraged to report any suspected violations of academic integrity to the appropriate faculty member, administrator, or academic integrity committee.

d) Consequences of Academic Dishonesty: Violations of academic integrity will result in appropriate consequences, which may include but are not limited to, academic penalties, reevaluation of grades, disciplinary action, or expulsion, as determined by the severity of the violation and in accordance with PAL Charter Academy's policies.

5. Promoting Academic Integrity

a) Self-Awareness and Responsibility: Students are expected to take personal responsibility for their academic work and actively commit to upholding academic integrity.

b) Time Management and Study Skills: Develop effective time management and study skills to minimize the temptation to engage in academic dishonesty. Seek assistance from instructors or support services when needed.

c) Peer Support: Foster an environment of mutual support and encourage peers to uphold academic integrity. Engage in constructive discussions on the importance of honesty and integrity in academic pursuits.

d) Academic Resources: Utilize academic resources, such as writing centers and library databases, to enhance research and writing skills while maintaining academic integrity.

By adhering to this Academic Integrity Policy, students at PAL Charter Academy demonstrate their commitment to personal growth, ethical conduct, and the pursuit of knowledge with honesty and integrity.

VIRTUAL DECORUM

1. A Computer or laptop with a webcam & internet connectivity is required to attend school virtually.
2. Unless for medical reasons, or with permission of the instructor, students should be sitting upright at a table or desk in a well lit room as they would in a physical classroom.
3. It is required that your webcam is operational and you are visible on camera during your entire class unless instructed to do otherwise by your instructor.
4. Other people and pets should not be in the classroom.
5. Screen names: Your student's name should be the screen name. No nick names are allowed.
6. Classroom Attire must adhere to PCA Dress Code
7. Attend class from a quiet space.
8. When using the chat box or any form of communication, appropriate language and use is mandatory. Do not use foul or inappropriate language.
9. Television, music, etc. should not be on during class time. Please remove any distractions in the background.
10. Unless used for class, your cell phone should be in the off or silent position during class time. It is inappropriate to answer phone calls during class time, and especially in view of the camera. Certain instances occur when it is necessary, however, you must inform your teacher via direct message so you may be excused from class. For most cases, use of a cell phone during class time is prohibited.
11. As in any academic setting, appropriate behavior is expected at all times. Third party distractions take away from the classroom setting and disrupt the learning environment.
12. Students should attend class in a timely manner, as well as stay for the entire class session. Students should not attempt to leave early unless the instructor is notified or an emergency has taken place.

Student Behavior Policy

The following three (3) procedures will go in effect for student behavior issues:

It is important that all students follow school behavior policy. We would like to remind students of the importance of behaving, respecting others, as well as respecting themselves. There will be zero tolerance for any extreme behavior issue.

For extreme infractions students will be sent home and a Parent Conference will be required.

- **1st-Verbal warning for Student Behavior issue -----**
Students will be given a verbal warning and sent to class.
- **The 2nd Student Behavior issue -----**
Parents will be notified and a letter mailed out.
- **The 3rd Student Behavior issue -----**
Parent conference required with Head of School
- **The 4th Student Behavior issue -----**
Students will be sent home and will not be able to return to school until the parent conference is completed, with a possible program change.

Drug and Alcohol Policy

Drugs, Alcoholic beverages and other non-prescription controlled substances and paraphernalia are prohibited on the PAL Charter Academy premises. Any person found in possession of, or selling, or consuming these substances on or near the premises will be immediately dismissed from school for the day and can not return until a parent conference is completed. In addition, the student may also be arrested. Any student under the influence will be sent home and must have a parent/guardian conference in order to be able to return to school.

Student has No School Identification Card (No ID)

If the student arrives at school with no identification card, the following procedures will be enforced. It is important, and is a school policy, for all students to carry their student ID with them, at all times, for safety purposes.

The following are the 3 procedures that will go in effect for students who arrive to school with no ID:

- The **1st** violation verbal
warning-----
Student Services will print out a temporary ID, and a verbal warning will be given.
- The **2nd** violation

Student Services will print out a temporary ID, parents will be notified, and student will be sent to Focus Learning Center.
- The **3rd** violation

Student Services will print out a temporary ID, and a Parent Conference will be required.

Please keep in mind, if a student is not carrying their ID with them at all times because they have lost it, they are always able to buy a new one. The cost of a new ID is \$5.00. The ID can be purchased in the main office, the receipt will then be taken to student services where one of our office staff will make the ID for the student. Buying a new ID, if needed, can help prevent all of these discipline procedures.

Tardy Policy

1. Students must be on time according to their program assignment.
2. Students late to school are required to sign in at the front gate with security and obtain a tardy pass from Student Services to enter class.
3. Students late to class will be marked tardy and must have a pass to enter. Excessive tardiness will be reported to the attendance office.
4. Students who are late to school or class will be required to serve one of the following consequences:

The following are the 5 procedures that will go into effect for tardiness:

- The 1st
tardy-----
Assigned to Focus Learning Center (1 Period)
- The 2nd
tardy-----
Assigned to Focus Learning Center (2 Periods), and parent telephone call.
- The 3rd
tardy-----
Assigned to Focus Learning Center (2 Periods), and letter mailed home.
- The 4th
tardy-----
Assigned to Focus Learning Center (2 Periods) and parent conference
required with the Principal (Probation Contract)
- The 5th tardy

Assigned to Focus Learning Center (2 Periods) and program change.

Please note that if any student does not complete the assigned consequence, they will be required to have parents attend a parent conference to determine further action.

Leaving Campus Policy

- When a student leaves campus he/she must be signed out and obtain a pass from the Attendance office.
- A student under the age of 18 cannot leave campus without an authorized person on his/her emergency contact card **present**.
- The only way a student can leave without an authorized person on his/her emergency contact card present, is by a parent/legal guardian verifying that the student can leave on their own or with another person by providing the correct PASSCODE. (Passcodes can be set up with the attendance office).
- Students **18 years of age or older** are required to have 2 contacts on file. However, a person on his/her emergency contact card is not required to be present for the student to be released.
 - Students enrolled in IND-1, 18 years old or older are allowed to sign themselves out twice a term. When a student attempts to sign out for the third time, he/she will be automatically transferred to an alternate program.
- Students will be given a signed pass to leave campus.

Dress Code Policy

- Pants must be pulled up to the waist.
- House slippers and/or pajamas of any type may not be worn on campus.
- No head covering (i.e. hats, scarves, hairnets, bandanas, beanies, etc.) of any kind is permitted in the classroom.
- Sagging of the pants is not permitted.
- Students are not permitted to wear open toe, or open back shoes of any type.
- Students are not to wear cut-up or shredded jeans.
- Students are not to wear clothing with inappropriate pictures or language.
- No miniskirts, daisy dukes, short shorts, halter-tops, spaghetti strap shirts, off the shoulder tops, midriff revealing tops, or transparent/see thru clothing are permitted.
- All tank tops straps must be 2" in width.

The following are the 4 procedures that will go in effect for dress code violation:

The 1st violation

Students will be given a verbal warning, asked to fix dress code and sent to class.

The 2nd violation

Parent telephone call and letter mailed home.

The 3rd violation

Parent conference required with the Principal and student is placed on a Probation Contract.

The 4th dress code violation

Students will be sent home and will not be able to return to school until the parent conference is completed, with a possible program change.

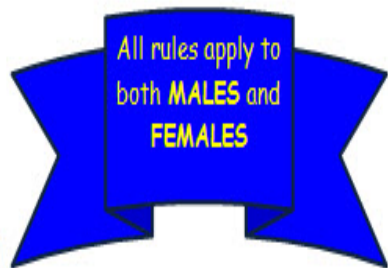
For extreme infractions student will be sent home and a Parent Conference will be required

PAL's Dress Code Will Be Strictly Enforced

The dress and grooming of all PAL students contribute to the health, well being, and safety of all students and staff. Please help PAL continue to provide a safe and positive educational environment. Do not disrupt the educational process by violating the dress code.

All distressed/ripped jeans must have fabric, shorts, or leggings covering the exposed thigh area.

DRESS CODE



*****ANY OTHER ITEMS DEEMED INAPPROPRIATE BY ADMINISTRATION *****

PAL Backpacks Only!



**NO
BACKPACKS**

No Large Purses

No Large Bags

***Sports Bags Must Be
Checked In With The Coaches***

Parent Edition



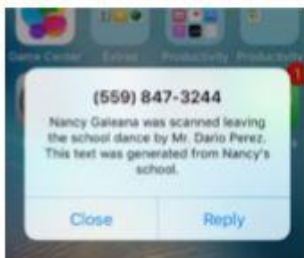
“Changing student behavior by using SSICA”



SSICA (*Scan Student Identification Card Authorization*) is an app that allows staff members, teachers and administrators to use their smartphone, tablet and/or computer to scan student ID cards and provide consequences and/or rewards to their students. Staff can also use a scanner connected to their computer to scan student ID cards. When a staff member scans your child's ID card, **SSICA** can send a text message and email to the parent/guardian notifying them of their child's behavior. Some behaviors may not be communicated to the parent/guardian if the school wishes not to notify the parent/guardian of such behavior. For example, maybe they have a Button, reason for why they are scanning, for students going to the restroom. You may be notified due to excessive time out of the classroom.

Now, let's say staff members at the school scan student ID cards of students who arrive late to school and they have texting and email feature turned On. When staff members use the Button “Tardy to 1st period” and scan's your child's ID card, you will receive a text message and email notifying you that your child was late to school. Keep in mind that this scan will be logged and recorded in **SSICA**. This is only one example of many of how the school can communicate with you in regards to your child's behavior.

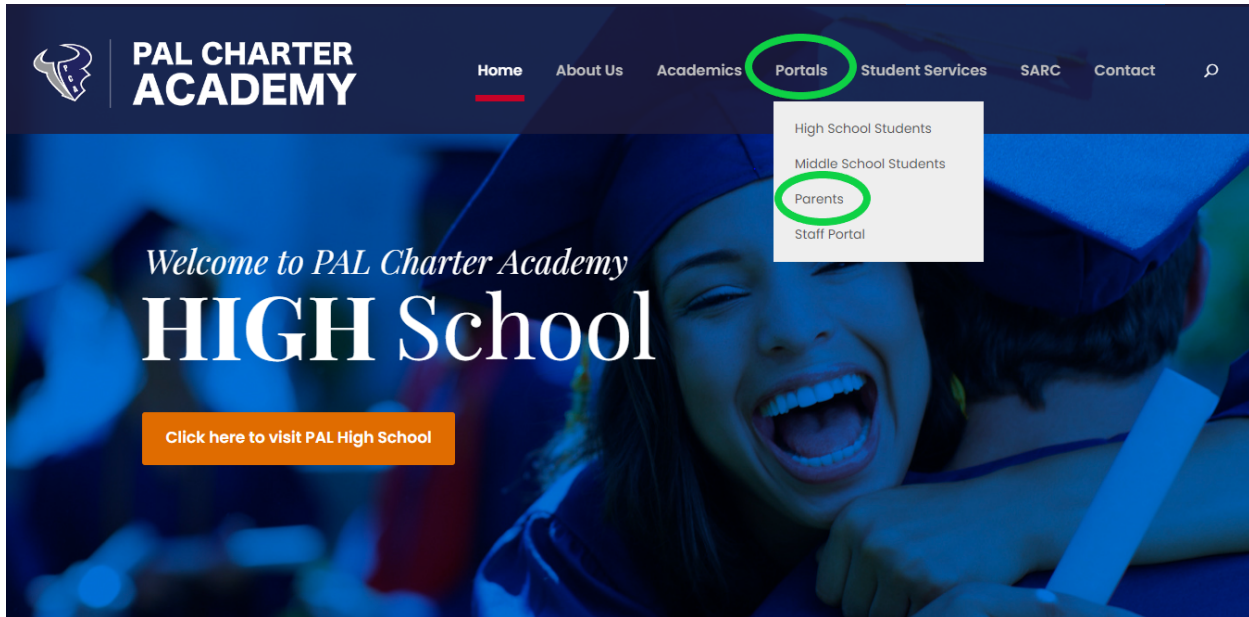
How quickly does the text message and email reach the parent / guardian once the student's ID card is scanned? The text message will arrive in about 3 seconds once the ID card is scanned and the email will arrive in about 1 minute after the ID card has been processed. As you can see, the school will frequently notify you about how your student is doing at school. It is very important that you check your email and text messages frequently during the day. *Do you need to download the SSICA app to receive these text messages and emails?* No. **SSICA** doesn't use push notifications like a lot of the social media apps use instead we will communicate with you via text message and/or by email. *Should you respond to the text message or email you receive?* No. If you have any questions about the text message or email you received, you should contact the school for more information. In the text message and in the email you will find the name of the staff member who scanned the ID card of your child so you should ask for that person when contacting the school. *How much will this cost me?* The school will not charge you for these text messages but you should check if the cell phone company since they may charge you for receiving text messages.



This helps to keep families informed. Since teachers and staff will scan ID cards for good and inappropriate behavior, it is critical that your student brings their ID card every day to school. Some students carry their identification card around their neck on a lanyard which makes the ID card visible to staff. Other students will keep their ID card in their wallet or in their backpack. It is important to comply with school rules on how the student must have his or her ID card at school. If your child loses their ID card, ask them to talk to someone in the office and notify them that their ID card has been lost. A replacement will be provided at a cost.

How to access report cards

Log into the PAL Charter Academy website <https://palcharteracademy.org/> and click on Portals then select Parents.

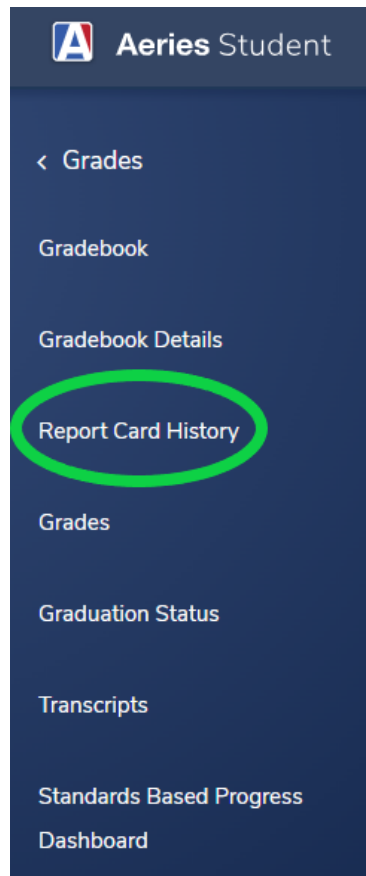
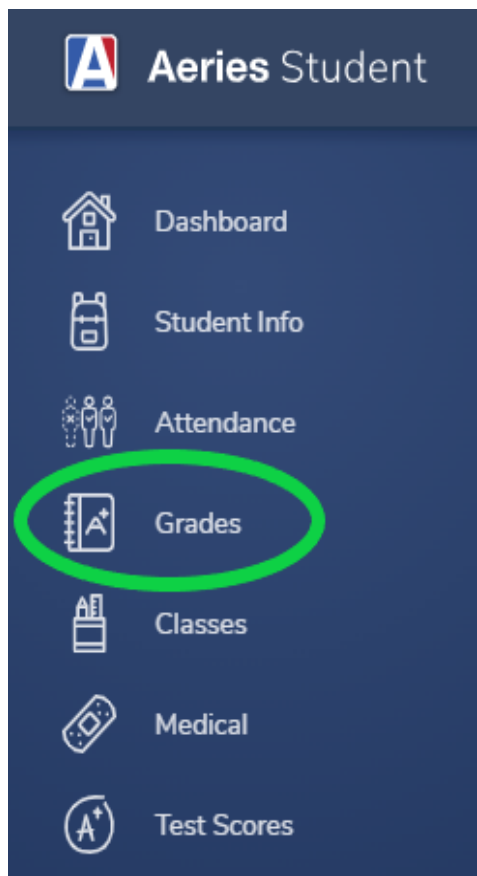


Enter your email as your username and click next. Then enter your password and click on sign in.

PAL Academy Charter School District PAL Academy Charter School District

The Aeries Student Information System login page. At the top right is a language dropdown set to 'English'. The Aeries logo is prominently displayed. Below it is a text input field labeled 'Email'. A red 'NEXT' button is positioned below the input field. At the bottom of the form, there are links for 'Forgot Password?' and 'Create New Account'. Below the form is a banner for the mobile app with 'Download on the App Store' and 'GET IT ON Google Play' buttons.The Aeries Student Information System login page, showing the password step. It features the same 'English' language dropdown and Aeries logo. Below the logo is a text input field labeled 'Password'. A red 'SIGN IN' button is positioned below the input field. At the bottom of the form, there are links for 'Forgot Password?' and 'Create New Account'. Below the form is a banner for the mobile app with 'Download on the App Store' and 'GET IT ON Google Play' buttons.

On the left hand side locate and select grades. Then select Report Card History.



Click on the blue link under Report card language for the report card you'd like to download.

School	Year	Term	Grade	Type	Report Title	Report Card	Date
Your Child's School Here	Report card Year - Term and Grade Level Here		Standards Based Grade Here			Language Report Card is printed in	Date of Report Card Here

RULES AND REGULATIONS

The Provisional Accelerated Learning (PAL) Center is a non-profit organization that provides academic tutoring, GED and High School Diploma preparation, counseling, and support services. These regulations apply to all programs. To assure the greatest service possible, the following rules and regulations are established so that you may enjoy what PAL Charter Academy has to offer. Failure to comply with these rules and regulations may result in discipline action consistent with the PAL discipline policy including possible suspension or expulsion.

1. All students are expected to bring all materials needed for class. These materials include pencils, pens, paper, homework, classroom books, etc. Materials checked out from the PAL Charter Academy must be returned in a timely manner.
2. Misbehavior and inappropriate activities will not be tolerated. This includes, but is not limited to, the following:
 - 2.1 No loud and offensive language.
 - 2.2 No inappropriate displays of affection (i.e. kissing, embracing, etc.) while on PAL Charter Academy property.
 - 2.3 Cellular phone use is ***NOT*** permitted in the classroom. Phones are only allowed during their 15 minute break.
 - 2.4 All Radios, CD players, iPods, MP3 players or any other electronic devices, are not to be used in the classroom. All Radios, CD players, iPods, MP3 players or any other electronic devices are only to be used during their 15 minute break.
 - 2.5 **Students and parents will pay for the misuse or destruction** of PAL Charter Academy property and its facility (including textbooks, transportation, computers, desks, etc.).
 - 2.6 Acts and/or threats of bodily harm should be reported to a staff member immediately. This includes sexual harassment and vulgarity.
 - 2.6.1 Gang insignia, colors, or “signs” are not allowed.
 - 2.6.2 Gang Graffiti is expressly prohibited whether on walls, furnishings, or participant files and assignments.
 - 2.6.3 **ANY GRAFFITI OBSERVED NEEDS TO BE REPORTED TO THE ADMINISTRATIVE STAFF IMMEDIATELY. APPROPRIATE ACTION WILL BE TAKEN.**

2.7 Dress Code

2.7.1 Pants must be pulled up to the waist. No shoe strings are to be used as a belt. House slippers and pajamas of any type may not be worn on campus. Hoods must be removed from head in the classroom. Sagging of pants is not permitted. Students are not permitted to wear open back shoes of any type.

2.7.2 House slippers and/or pajamas of any type are NOT permitted on campus. Hoods must be removed from the head in the classroom. Mini dresses, miniskirts, daisy dukes, short shorts, halter tops, spaghetti strap shirts, off the shoulder tops, midriff revealing tops, or transparent/see through clothing are prohibited. All straps on shirts must be 2" inches in width. Students are not to wear cut-up or shredded jeans. No shoe strings are to be used as a belt. Students are not permitted to wear open back shoes of any type.

2.8 No weapons of any kind are to be brought onto PAL Charter Academy property. The PAL Charter Academy staff reserves the right to use metal detectors and other legally approved methods of searching to make sure that the premise is and stays weapon free. Any concealed weapons will be confiscated and charges will be filed by the PAL Charter Academy against the individual in possession of the item(s).

3. Classroom Computers are to be used only after the student has received instructions and permission by the teacher or any other authorized personnel.
4. Disrespect towards teachers and PAL Charter Academy staff will not be tolerated. Respect for authority is MANDATORY.
5. Drugs, alcoholic beverages and other non-prescription controlled substances and paraphernalia are prohibited on the PAL Charter Academy premises. Any person found in possession of, or selling, or consuming these substances or paraphernalia on the premises will be subject to the PAL discipline policy including possible suspension or expulsion. Student may also be arrested. Students are not to be under the influence of any controlled substance on campus.

6. Medication

6.1 Prescription

- 6.2.1 All Prescription and over the counter medications (including inhalers) must be brought to student services with a note from the parent/guardian. The dispenser must be clearly marked with the name of the contents and the time of each dosage. The prescription must have the student's name marked clearly. Prescription medication will remain locked in the Principal's office.
- 6.2.2 The prescription drug Soma is strictly prohibited on school grounds or at any school activity [Education Code Sections 48900 (c), 48900(p), 48915 (a) (3), 49030, 49031, and 49033] regardless if the student has been issued the prescription directly to them. The Principal's office staff will not take possession of this prescription nor will they be responsible to dispense it to the student.

7. While on the PAL Charter Academy premises, students are to remain inside the gated areas. Students are not to congregate in the parking lot, behind the buildings, or any other areas that are marked "Restricted".
8. Students must be on time. Tardiness is unacceptable. Action will be taken for excessive tardy violations.
9. Students must come to school with their ID card each day. The ID card must be visible and displayed in the corner of the 3 ring binder. If a student does not have their ID card, one temporary ID card will be given and parents will be notified. After the first temporary ID card is given, there will be a \$5.00 charge for each additional replacement.
10. Students must return ALL PAL Charter Academy property. If PAL Charter Academy property is not returned or is damaged the student and parent/guardian are held liable. Student records will be withheld until all outstanding obligations have been satisfied. (i.e. Report Cards, Official Transcripts, High School Diploma, Test Scores, Pictures, IEP Reports, Graduation Evaluation Plans, etc.
11. Students must have a pass from the teacher, at all times, when leaving a classroom.
12. Students must have a signed permit from the Attendance office to leave campus during the school day.
13. No sexual harassment of any type is permitted on campus.
14. No riding of skates, skateboards, scooters, or bicycles on campus.
15. Offensive racial and/or ethnic remarks will not be tolerated.
16. Administration reserves the right to revise or modify these rules and regulations.
17. PAL Charter Academy is not responsible for lost or stolen items.
18. All students that drive to school must have a PAL Charter parking permit.

Please sign and return the certification page only.

Keep the rules and regulations for your reference.

Resources for Parents & Students

Connectie.org Search for Free or Reduced Cost Services like Medical Care, Food, Job Training and More. Take our Personal **Needs** Assessment. Please answer the questions in your own way. There are no right or wrong answers, and it's completely confidential.

You can also dial **2-1-1** anytime, anywhere to get up to date information on resources available to you today.

If you are in a crisis and need immediate assistance, call **1-800-273-8255** or text HOME to 741741 to connect with a trained Crisis Counselor.

988 Suicide & Crisis Lifeline

We can all help prevent suicide. The Lifeline provides 24/7, free and confidential support for people in distress, prevention and crisis resources for you or your loved ones, and best practices for professionals in the United States.

YouthHope Foundation

(909) 793 - 2345

YouthHope Foundation is an independent, certified 501(c)3 non-profit organization. The organization was established in 2009 to build confidence and promote self-sufficiency for homeless, runaway, trafficked, and at-risk youth, ages 14-24, by providing trust, hope, support, and education. YouthHope was established to provide a support system for youth in a safe and caring environment so they may grow to be healthy, **self-sustaining** adults.

Community Crisis Services

Community Crisis Response Teams –CCRT

Crisis Walk-In Centers – CWIC

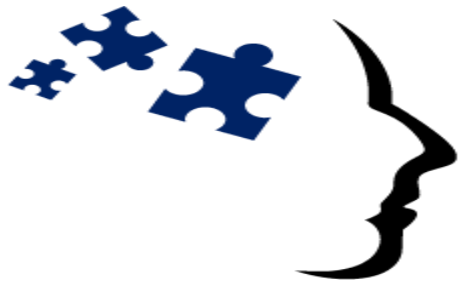
Triage Engagement and Support Teams – TEST

909-388-0805

909-421-9208

CCRT

909-421-9233



Clay Counseling Solutions

Bringing out the best in you

PHONE | [909-804-8877](tel:909-804-8877)

EMAIL | info@claycounselingsolutions.com

- 21st Century counseling solutions
- School-based counseling services
- In-office services
- Individuals & Groups
- Family counseling

Mental Health 24-hour Helpline

[\(888\)743-1478](tel:(888)743-1478)

Substance Use Disorder 24-hour Helpline

[\(800\)968-2636](tel:(800)968-2636)

Domestic Abuse Helpline

[\(818\)887-6589](tel:(818)887-6589)

Juvenile Hotline

[\(909\) 387-2020](tel:(909)387-2020)

The Juvenile Intervention Program (J.I.P.)

<http://wp.sbcounty.gov/sheriff/divisions/public-affairs/juvenile-intervention-program/>

Suicide Prevention

<https://youth.gov/youth-topics/youth-suicide-prevention>

Youth Crisis Intervention: Interface Children & Family Services

<https://www.icfs.org/>

Resources for Youth in Crisis

www.connectsafely.org/resources-for-youth-in-crisis

Parent Training for Difficult Children

www.victor.org/programs-by-location/San-Bernardino

Parent Support Hotline- Find Support

<http://www.nationalparenthelpline.org/find-support/state-resources/california-resources>

Parent-Child Interaction Therapy (PCIT) Therapists in San Bernardino County, CA

www.psychologytoday.com/us/therapists/parent-child-interaction-therapy-pcit/ca/san-bernardino-county

Anger Management Support Groups in San Bernardino County, CA

www.psychologytoday.com/us/groups/anger-management/ca/san-bernardino-county

Providing Quality Foster Care Services in California's Inland Empire

<https://www.childnet.net/programs/foster-family-network/foster-family-network-inland-empire/>

Boot Camps for Teens in San Bernardino

<https://www.wingatewildernesstherapy.com/>

SBCUSD Family Engagement Resources

<https://www.sbcusd.com/departments/student-services-division/family-engagement>

SUPPORT

Learn about various topics affecting families and children

<http://www.courts.ca.gov/selfhelp-family.htm>

Inland Behavioral & Health Services, Inc.

<https://ibhealth.org/>

San Bernardino City Unified School District

<https://www.sbcusd.com/>

YouthBuild

(909) 346-1638

<https://pesiyouthbuild.org/>

Upward Bound

(909) 638-2450

<https://pesiupwardbound.org/>

Job Corps

(800)733-5627

<https://www.jobcorps.gov/>

**Text Messaging/Remind Permission Form
PAL Charter Academy School District**

Your child is enrolled in a class or activity that may require communication between the teacher/coach and the student. In many cases, the most convenient and effective method of communication between the teacher/coach and your student will be text messaging. In accordance with Board of Education policy, all text messages must be strictly educational and/or informative. You may elect to receive copies of these text messages simultaneously with their transmittal to your child, as well.

Staff members may also be required to send the communications simultaneously to the supervisor if directed to do so. Staff members are required to provide their supervisors with copies of all education-related and/or activity related communications with district students upon request. The purpose of these requirements is to ensure that all communications with students comply with district policy. _____

Text Messaging/Remind Permission Form
PAL Charter Academy School District

_____ I grant permission for my child to receive text message reminders from teachers/coaches pertaining to classroom and/or activity information, and **I do not wish to receive** the same reminders simultaneously with the text messages sent to my child.

_____ I grant permission for my child to receive text reminders pertaining to classroom and or activity information, and I also **wish to receive** the same reminders simultaneously with the text messages sent to my child.

_____ I do not want my child to receive text message reminders from teachers/coaches.

Student's Name (Please Print): _____

Cell # area code included: _____

Parent Name (Please Print): _____

Parent/Guardian Signature: _____

Parent/Guardian Cell # area code included (Required to receive simultaneous text reminders):

***PAL Charter Academy School District is not responsible for any costs incurred due to text messages received or sent in connection with this Permission Form**

CERTIFICATION:

I certify that I have read and understand:

- Rules and regulations
- Tardy policy
- Dress code policy
- Behavior policy
- Drug and alcohol policy
- ID policy
- Master Agreement
- Non-Negotiable School-Wide Rules
- No backpacks
- PAL issued backpack only/small purses allowed

I also understand that failure to sign and comply with the PAL Charter Academy Rules and Regulations may result in consequences consistent with the PAL discipline policy including possible suspension or expulsion.

I understand that good behavior is vital to my continued enrollment at the PAL Charter Academy.

Three violations of any rule or regulation will result in immediate action. The consequences of my actions may result in consequences consistent with the PAL discipline policy including possible suspension or expulsion.

Print Student Name

Student Signature Date

Print Parent/Guardian

Parent/Guardian Signature Date