



TAYLION ACADEMY

K-12 Tailored to You - Online, In Class, & At Home™



Taylorion Academy Parent/Student Handbook and Annual Notice

2025-26

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Section I

Welcome

Dear Taylion Student,

Welcome to Taylion Academy! We look forward to assisting in student progress and success through individual learning paths. Students will be given the support and guidance necessary to be college and career ready based upon their personal goals. Taylion offers many educational options for students, and while your success is up to you, our educators and staff are available to assist you on your path to achieving your goals.

Taylion is here to support you year round in order to provide you with ongoing guidance through your courses. We are here for you and to help you in any way possible. Furthermore, you may visit us at taylion.com for up to date information and resources or call us for assistance at (760) 951-5501.

Sincerely,

The Taylion Team

Introduction

The Parent/Student Handbook

The Parent/Student Handbook is designed to provide students and their parents/guardians with an understanding of Taylion's expectations and guidelines. Please review the handbook in order to ensure understanding and success at Taylion.

Vision Statement

To be the preferred choice in personalized education that prepares students to be lifelong learners who are college and career ready.

Mission Statement

To bridge the academic achievement gap through a personalized learning model that prepares students to be college and career ready.

Educational Philosophy

Taylion strives to support students academically, socially, and emotionally with a supportive and caring learning environment that will continue to ensure students are college and career ready for 21st century success. We incorporate the ideals of relationship, responsibility, and respect for one another in our core academics. We believe that all students can succeed as they continue to gain confidence and believe in themselves.

At Taylton we recognize that not all students fit in a traditional school model. It is our vision to provide our students with the skills and tools necessary to succeed in the constantly advancing, technologically driven world. We believe that through relationships and rapport, success can be attained. Recognizing that our students come from a variety of backgrounds, our teachers and staff strive to meet the students where they are at in terms of educational understanding. We encourage our students to set attainable goals for their future. We also believe in our students and would like to make a positive difference in each of their lives.

Non-discrimination Statement

It is the policy of the State of California to afford all persons in public schools, regardless of their disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code, equal rights and opportunities in the educational institutions of the state.

Schoolwide Learner Outcomes

At <u>TAYLTON</u> we C.A.R.E.			
Critical Thinkers who:	Academic Achievers who:	Responsible Citizens who:	Effective Communicators who:
<p>Think independently and reflect upon behavior and learning to promote intellectual, physical, and emotional growth.</p> <p>Identify, analyze, apply, and evaluate information and experiences from different perspectives.</p> <p>Apply acquired knowledge to resolve problems in conventional and innovative ways.</p>	<p>Take initiative for the continuing acquisition of knowledge and follow through with plans and goals.</p> <p>Acquire and apply time management skills.</p> <p>Persevere to work independently and collaboratively to apply knowledge and skills.</p>	<p>Demonstrate knowledge, understanding, and respect of cultural diversity through the understanding of our global world.</p> <p>Contribute to the improvement of life in their school and local community through leadership skills and participation in annual community projects.</p> <p>Demonstrate decision-making skills that reflect character, respect, integrity, compassion, and strong work ethic.</p>	<p>Collaborate, work effectively, and manage interpersonal relationships within diverse groups and settings.</p> <p>Effectively use technology to research, organize, communicate, and present information.</p> <p>Ask questions and engage in discussion to inform, defend, or expand knowledge.</p>

Methods of Measuring Student Progress

High school students will be expected to meet general state graduation requirements while elementary and middle school students are expected to work within the state academic standards and guidelines. However, not all students will be able to work at the same pace. Students will be evaluated based on the quality of work they are doing independently which will determine their progress.

Evaluation will be based on:

- Course completion - textbook/packet based, online curriculum, hybrid learning
- Work samples
- Teacher observations
- Student Projects
- Personalized Learning Plan
- Synchronous Learning participation

Methods of evaluation include:

- Assessments - quizzes, tests, finals
- Student and Teacher appointments/meetings/conferences
- Collection of student work
- Progress/Report Cards
- District/State standards testing

Section II

General Information & Policies

Calendars

Taylion is a year round school that offers open enrollment from July 2025 to June 2026 in order to meet the variety of needs of our students. It is designed to allow opportunities for credit recovery and acceleration.

Procedures for Visiting a Center

Taylion appreciates parent/guardian support and participation with activities, committees, and planning. Please be prepared to show a valid ID in order to participate in any one of the Learning Center activities, including school meetings.

Taylion Student Email

All Taylion students are assigned an email address to communicate with teachers and staff as needed, to monitor work assigned, turn in assignments, set up meetings and appointments, complete required documentation, and utilize Google apps as needed to complete assignments. There is no expectation of privacy when students are using school equipment and/or school apps, programs, software, and accounts.

Taylion T-shirt Policy

Taylion T-shirts are given to students upon enrollment and must be worn with the Taylion logo visible while on campus in order to ensure student safety by being easily identifiable in any given situation. Students may also wear a Taylion sweatshirt with the logo visible.

English Language Advisory Council

Parents/guardians and educators of English learners will be supported by the ELAC discussing updates and topics that will support the success of ELs academically, socially and emotionally as they are monitored annually for progress in their proficiency of the English language.

Student Council

The purpose of Student Council is to work as an engagement opportunity that supports the social and emotional growth of students while serving the community. It has been established to provide social-emotional growth opportunities with academic benefits as well as community connections. Student Council will fundraise in order to sponsor student activities, plan and attend community events, including community service, and provide guidance and support to fellow students.

Student Council Will:

- Serve as a forum for the discussion of matters of interest and current events that concern students.
- Plan, prepare and participate in activities and events that will benefit students and our community.
- Coordinate fundraising activities, budget funds and plan for activities and events throughout the school year.
- Work in collaboration and under the guidance of Taylion's Leadership Team.
- Present to the Leadership Team periodically for updates.

Promotion/Retention

Taylion Academy supports students advancing from year to year with their same aged peers for appropriate academic and social-emotional development and growth whenever possible. If a parent/guardian believes that their student needs to be promoted or retained, they can work together with their student's counselor to address these concerns and a plan approved by administration to best meet the needs of the student.

Grading System

Taylion's grading system is based on the credentialed teacher's professional assessment of the quality of work that is turned in and the expected level of mastery over concepts covered. Letter grades will be given to the student for their work based on the state standards and requirements for mastery.

- A+ - A- = Superior achievement. Student work is of exceptional quality and true learning is evident. 100% - 90%
- B+ - B- = Above average achievement. Student has done all assignments and demonstrates a clear understanding of the material covered. 89% - 80%
- C+ - C- = Average achievement. Student has completed objectives in the course satisfactorily. 79% - 70%
- D+ - D- = Below average achievement. Student has met the minimum requirements poorly. 69% - 60%
- F – Failure to meet the minimum requirements. No credit is earned and no grade points will be awarded. 59% - 0%

Credit Awarded

Taylion may award High School students 0, 2.5, or 5 credits for each course based on completion requirements. Students who earn a D or above from a previous WASC accredited school, will be given credit on their transcript, as meeting the requirements for that specific course but only if the student is in need of all 5 credits and completes the coursework for said credits. Letter grades and credits from a previous non WASC accredited school will be evaluated on an individual basis. Each course credit will be awarded based on the quality of work and mastery of materials presented. Some courses will be offered in variable credit options. The student will have the opportunity to earn the required number of credits to meet his/her graduation requirements. The amount of work completed, and the content standards covered, will determine appropriate course credit. Your instructor can provide an outline of the classes needed for graduation.

Off Campus Credit

A student who decides to take any other off-campus course through an accredited institution must complete all the required coursework and assessments. It is the student's responsibility to order an official transcript from the off-campus institution so that it may be included in the Taylion transcript.

College or university courses may be taken for high school credit but students need to complete the proper documentation and receive prior permission. Preparations to apply this credit towards high school graduation must be confirmed by Taylion prior to taking the course.

Students may apply high school credits from college courses toward high school graduation. Students may repeat a class, which has been attempted and failed at the high school level. It is the responsibility of students who wish to apply college toward high school graduation requirements to see that their transcript is forwarded to the high school registrar 3 weeks prior to graduation.

Students who attend college classes will be allowed high school credit according to the following scale:

- a) College classes designated as "CSU/UC transferable", typically "100" or greater level equal 3.3 high school credits per college unit
- b) College classes below the 100 level or Non-CSU/UC transferable classes.

College Credits

1 credit

2 or 3 credits

4 or 5 credits

Equivalent High School Credits

2.5 credits

5 credits

10 credits

Physical education college credits of 1 or 1.5 will receive 2.5 high school credits. Prior administrative approval is required.

Dual/Concurrent Enrollment of Local College and Taylion

Dual enrollment of a local college (usually a community college) is another option for students seeking to earn high school credits quickly while subsequently earning credits towards college as well. The guidelines for dual enrollment vary depending on the college of interest, and the student's assigned instructor will advise the student about how best to go about becoming dually enrolled. Parents and students must meet with their assigned college counselors to discuss the credit and financial implications from dual high school and community college enrollment.

For information on local junior colleges, please contact the school office/counselor.

Transfer Credits

Students transferring to Taylion will have their credits counted towards their diploma so long as the credits are from a currently accredited school through the Western Association of Schools and Colleges (WASC) or the Association of Christian Schools International (ACSI).

If a student wishes to transfer to Taylion from a school who is not accredited by WASC or ACSI, the Director of Achievement/Enrollment or School Counselor may conduct a review of the already completed courses, in order to determine the courses eligibility for credit.

Transcripts and Requests

Transcripts can be ordered and requested through an Enrollment Specialist or Registrar. Taylion will complete requests as soon as possible and may take up to five days.

Credit Evaluation Form

Every student at Taylion meets individually with their Teacher or School Counselor to go over their Credit Evaluation form and discuss their goals. The counselor will create an individual learning plan based on the outcome of the transcript review. A credit evaluation form is completed and shared with the teacher, student and family for proper course placement.

Withdrawal Credits

Students are able to complete withdrawal credits from a previous school if Taylion offers the same courses. Students must complete the class within the following semester in order to earn credit. For example, if the student enrolls at Taylion in the middle of the fall semester, the student has until the end of the spring semester to complete the class. Only then, will the student obtain credit from the previous school and Taylion. Only classes that are completed at Taylion will earn credit for the course.

Repeating Classes

Courses completed at a previously attended school, and passed with a D or better, will be counted as having met graduation requirements. If the student has failed a class he/she may retake the class and still earn credit for the course. Your Counselor will be able to provide you with an individualized plan for your path to graduation.

Math Placement Policy

Incoming 9th grade students will be placed in a math course based on objective measures. These measures may include: Diagnostic placement tests aligned to state-adopted content standards; Standardized tests that reflect statewide mathematics assessments; Student grades

that reflect comprehension and mastery of the subject matter, from both semesters of the 7th and 8th grade year; and Other objective indicators of student performance and proficiency in mathematics. Subjective measures, such as placement recommendations, may not be considered in determining 9th grade mathematics placement. However, recognizing that teachers and counselors are often aware of students' talents and abilities that are not reflected in objective data, an exception to this prohibition may be made to advance a student to a higher mathematics class than objective data indicates. Placement decisions shall be made according to a timeline that allows for maximum use of current objective measures. Placement decisions shall be communicated in writing to parents/students upon enrollment and prior to assigning a math course; shall include the District's mathematics placement protocol; and shall indicate the objective factors that resulted in the student's 9th grade placement. Notices of placement decisions also include an opportunity for any parents/students to respond and if dissatisfied with a student's mathematics placement. District staff involved in placement decisions shall be properly trained on the protocol and its use. Steps will also be included for ensuring that it is being followed in practice, including provisions for checking that each student is properly placed according to the protocol within the first month of the student's enrollment. Any student found to be misplaced shall be promptly placed in the correct mathematics course. The District's mathematics placement will be implemented in coordination with K-8 feeder/partner districts. The District shall work with its K-8 feeder/partner districts to ensure that counselors at those schools are aware of the placement protocol.

Interventions and Specialized Services

Taylton provides individualized support to students through a process of district and state assessments, identification of areas of need, targeted interventions and supports, progress monitoring, re-evaluation followed by gradually increased or decreased interventions as needed. Taylton provides ongoing support and services to students in Special Programs, including students with special needs and disabilities.

Individualized Education

Upon enrollment, each student will be assigned a teacher who will evaluate the student's current educational achievements along with guidance and support from school counselors in order to develop a plan to achieve the student's academic goals pertaining to career and college plans, inclusive of the requirements set forth by Taylton and the State of California which lead to obtaining a high school diploma. Students will be guided under a Personalized Learning Plan. Teachers will work with each student on an individual basis, and thus the requirements of completion of said diploma may be different for each student, based on their prior educational background and future aspirations.

Child Find

Taylton provides information, support, guidance, and assistance for students with suspected or known disabilities. Taylton partners with Desert Mountain Charter Special Education Local Plan Area (DMC SELPA) for special education program support. Current policies and procedures followed by Taylton may be found at cahelp.org

Attendance and Truancies

Students are expected to attend all appointments and arrive on time. Students need to inform their teacher and reschedule their appointment if possible.

The State of California requires that students attend school and it is the parent's responsibility to see that the child attends school. California Education Code requires students to attend school full time and attendance at Taylton meets these requirements.

Students who fail to show up for appointments or turn in adequate work for progress in their assigned courses are falling behind, not only in their graduation plan, but also in meeting the State's expectations of time and work required to earn credits.

Re-engagement Strategies

Taylton works as a team to assist students and families that have difficulty keeping appointments and turning in work. Taylton wants to support students' academic needs and goals which require student involvement and progress. Please contact a teacher, staff member or administrator for support in order to assist in student success.

Student Attendance and Progress Policy

Student Time Value of Work Products Attendance Requirements

Absences are reported each Learning Period based on the lack of assignments submitted to the teacher. Attendance for all Taylton's TK-12 programs are measured based on student assignments submitted to the student's teacher. Failure to turn in assignments each Learning Period based on assigned coursework is equal to nonattendance, or partial attendance. Thus, Taylton will proceed through the process of disenrolling the student.

Academic Progress & Course Completion Requirements

THDA High School students are expected to complete 30 credits per semester to stay on track. TK-8th grade students are required to work on 6 courses simultaneously throughout the entire school year to stay on track. Students that do not make expected progress are in danger of being disenrolled at THDA. It is important students are in a learning environment that supports their academic success and if THDA is not meeting that expectation we will support students and families in finding a better option.

Disenrollment Process

It is important for students to attend appointments with teachers and student support staff to engage and collaborate about curriculum and assignments, receive assistance and feedback, and participate in meaningful learning opportunities. It may be difficult for students to make academic progress or complete assignments when appointments are missed. Students are to attend two appointments per week to document progress and work with their teacher. The following steps outline the process to disenroll a student due to lack of attendance or academic progress:

- 1st Appointment - Parent/guardian contact and documentation of method and outcome
- 2nd Appointment - Parent/guardian contact and documentation of method and outcome
 - Enrollment personnel will verify the student's school of attendance
- 3rd Appointment - Parent/guardian contact and documentation of method and outcome
 - **1st. Truancy Letter** sent via email and address according to information provided by parent/guardian

- Letter placed in student file
- 4th Appointment - Parent/guardian contact and documentation of method and outcome
 - **2nd. Truancy Letter** sent via email and address according to information provided by parent/guardian
- 5th Appointment - **Review of Attendance and Progress Meeting** scheduled
 - A letter will be mailed to the student's address on file with meeting information. The meeting will be scheduled the following week to give parent/guardian and student sufficient time to prepare.
 - Letter placed in student file
- 6th Appointment - Follow up with parent/guardian regarding the **Review of Attendance and Progress Meeting** and documentation of method and outcome
- 7th Appointment - **Final contact** to attend **Review of Attendance and Progress Meeting** and documentation of method and outcome
- 8th Appointment - Notice of Disenrollment letter sent to email and address on file, and to student's home district. Report card will be finalized.
 - Letter placed in student file
 - Decision may be appealed within 5 days of disenrollment by parent/guardian or students age of majority.

Review of Attendance and Progress Team: Teacher, School Counselor/Principal or LEA representative, Parent, and Student

THDA's goal is to re-engage and support student progress, therefore if a student begins to make progress, and submits work products required by their teacher this process will stop.

If a student is retained based on the Review of Attendance and Progress Team, academic and attendance contracts must be followed (contract valid for the duration of semester).

Voluntary Withdrawal

Taylion is a school of choice. No student is required to attend. Students who do not wish to attend Taylion may attend other school options. Students who wish to disenroll from Taylion may do so at any time. Taylion will provide students with their local school district's information upon request. Taylion will notify a student's home district upon disenrollment within 30 days.

If a pupil is expelled or leaves Taylion without graduating or completing the school year for any reason, Taylion shall notify the superintendent of the school district of the pupil's last known address within 30 days, and shall, upon request, provide that school district with a copy of the student's cumulative records, including a transcript of grades or report card, and health information. This paragraph applies only to pupils subject to compulsory full-time education pursuant to Section 48200.

Confidentiality

Taylion does not disclose information to anyone without consent of parent/guardian or student, if 18 or older. Exceptions to this rule would be if Taylion is legally required to submit information such as through a federal agency; for example the military or police, or for emergency purposes.

Work Permits and Workplace Readiness Week

According to Federal Law, all students who are employed under the age of eighteen must have a work permit. A student must fill out a “request for work permit” form and return it for approval from the School Counselor or their teacher. Permits will be approved based on the student’s attendance, progress and GPA. This process will take up to five days to complete. The official work permit will be issued to the student once the process is completed and the student is approved to work.

- Work permits are only issued to students with a 2.0 or higher GPA. If the student’s GPA falls below a 2.0, the work permit may be revoked from the student’s place of employment.
- It is illegal for employers to allow students to work when their permit has been revoked.
- During the summer, students over the age of 16 and in good academic standing are eligible for work permits.
- All work permits expire during the first week of school and must be renewed to continue employment.

Taylion Academy is dedicated to preparing students for their next big step in life therefore will provide awareness and support throughout the school year.

Learning Agreements

Learning Agreements document the understanding of Taylion Academy and the parent/guardian or adult student to attend an independent studies setting. Prior to a student enrolling in Taylion, necessary documentation must be submitted along with a signed Learning Agreement with the student and parent/guardian signature in order to enroll and begin classes.

Traveling Students

Students may attend Taylion Academy while temporarily traveling for various reasons. Taylion requires students to communicate directly with their teachers through regularly scheduled appointments for turning in assignments, collaboration, and progress monitoring. Temporary travel may not exceed more than 60 days out of Taylion’s student service areas of San Bernardino County or an adjoining county.

Teacher-Student Interactions In-person or Online

Teachers must have access to students directly in order to support them in their academic progress, including specialized support services personnel. In-person and online students must meet directly with their teachers regularly and support staff working with students. Students must be visible and communicate directly to their teachers and support staff if they are online for meetings and appointments. Teachers are obligated to ensure students are making progress through checks for understanding, providing feedback on assignments, and direct instruction and support. Taylion provides devices for students in order to ensure these meetings occur successfully.

Custody Issues

Taylion supports the rights of parents/guardians to be informed of their child's education. If any disagreements arise regarding educational rights a court report must be submitted with Taylion's registrar in order to uphold the court order.

Lifesaving procedures

Taylion personnel may administer lifesaving procedures, including but not limited to: CPR, epi-pen, anti-choking device, etc. in order to provide emergency care until the appropriate services arrive.

Technology Use Expectations

Taylion recognizes the value of computers and other electronic technology to improve student learning. The School network and internet connections have been developed as tools to promote educational excellence, innovation, and communication for students and staff.

Due to its open nature, there is material available on the Internet that is inappropriate for use at school, on a school device, or within the schools' learning platforms. It is the district's intent to protect students from inappropriate content by:

- meeting or exceeding all state and federal guidelines in filtering content from Internet websites;
- requiring staff supervision and monitoring of student Internet use;
- directing each student to accept personal responsibility for using the resources appropriately.

Please help us teach your children to use technology systems properly by discussing the information in this document and by encouraging them to follow the rules at all times. Teachers can provide additional information regarding the specific software and applications that will be used for school.

The following expectations apply to everyone using school technology. Students may access the computer network only for purposes authorized by school instructors in accordance with school policy. Students are responsible for following all requirements specified in the Acceptable Use Agreement. Users may not install, remove, or modify equipment on the network. Inappropriate use may result in the cancellation of the child's privileges, disciplinary action and/or legal action.

Privacy

There is no expectation of privacy when students are using school equipment and/or school apps, programs, software, and accounts. To ensure proper use, the school may monitor its technological resources at any time without advance notice or consent. Network administrators may review and/or remove files and communications to maintain system integrity and ensure that users are behaving responsibly.

Acceptable Use:

- I will be polite, exhibiting proper and respectful behavior.
- If I see something that offends me I will inform my teacher.
- I understand that America's copyright laws protect artists, musicians, and writers. If I use pictures or words from a webpage, I will show the source.

- I understand that everything that happens on the school network and devices may be reviewed at any time; it is not private.

Unacceptable Use

- I will not use electronics at school in a way that will disrupt or distract my learning or the learning of others.
- I will not use the school's technology systems for anything dangerous, harmful or illegal.
- I will not display, search, or participate in threatening, obscene, or other offensive/inappropriate language.
- I will not post pictures or videos of other students without their permission.
- I will not respond to any messages that are mean or make me or others feel uncomfortable. If I receive a message like this, I will inform my teacher right away.
- I will never agree to get together with someone I meet online without parental permission.
- I will not post photographs of myself, other students, or teachers on the Internet without permission.
- I will not reveal my name or anything personal about myself, my family, or anyone else without direction from my teacher. I understand that personal information includes: pictures, address, telephone number, school address, work address, etc.
- I will not share my passwords with anyone, including friends.
- I will not attempt to bypass the school's safety and security systems.
- I will not use the school network or technology to download games, music, videos, or other files not required for school work.

Section III

Policies and Procedures

Academic Integrity

Taylison is committed to fostering a program which promotes excellence, honesty, accountability, and integrity. The program at Taylison requires that all students utilize the highest level of integrity and ethics while pursuing their academic goals. Any academic fraudulence or dishonesty will not be tolerated.

Academic dishonesty includes but is not limited to the following:

- Copying another student's work.
- Allowing another student to copy your work.
- Plagiarizing other's work. Plagiarism is the representation of another person's language, thoughts, ideas, or expressions as one's own original work. It is the use of another's work, words, or ideas without attribution and includes works from the internet and any other electronic sources, as well as the work of friends and/or family members.
- Artificial intelligence (AI). AI is used in education in numerous ways that enhance different aspects of teaching and learning. The act of submitting AI-generated content without acknowledging the source is considered a form of academic dishonesty.
- Theft or the modifying of evaluations, archives (written or electronic) and/or testing materials (written or electronic).

Any student found doing any of the above mentioned actions, is subject to any or all of the below listed actions:

- Parent Communication/Meeting
- Removal from the course effective immediately, without replacement.
- Possible failure of the course.
- Retaking the course from the beginning.
- Suspension, Expulsion or other disciplinary action.

Behavior and Expectations

Taylion remains committed to the goal of maintaining a safe, orderly, and non-disruptive environment that is conducive to student learning. Moreover, we believe that discipline that acknowledges the worth and dignity of each student is a positive form of guidance. All staff members will follow through with disciplinary actions under the guidance and direction of school administrators in accordance with Taylion's policies, and California Education Code.

The primary objective of disciplinary action is to teach the following concepts for living:

- Respect for the rights, dignity, and safety of all individuals.
- Respect for the law and observance of school policies, procedures, and local regulations.
- Respect for public and private property.

The responsibility for maintaining a positive school climate is shared by parents, students, and school personnel. Everyone is expected to work cooperatively toward this goal. Parents, students, and staff members are also expected to deal effectively with behavioral concerns. To facilitate parental involvement in disciplinary matters, we will work to establish cooperative communication between parents and the school in order to provide parental knowledge and collaborative interventions throughout the disciplinary process.

Discipline includes, but is not limited to, advising and counseling students, conferring with parents, suspension, and expulsion. A student may be disciplined (including suspension and expulsion) for prohibited misconduct if the act is related to school activity or school attendance occurring at the school or at any other school or a school sponsored event including, but not limited to:

- while on school grounds;
- while going to or coming from school;
- during the lunch or break period, whether on or off the school campus;
- during, going to, or coming from a school-sponsored activity.

Student Responsibilities

Taylion believes that it is important for students to understand that they have a choice to make regarding their actions and that appropriate conduct benefits both themselves and others. Students are encouraged to express their individuality as long as this expression does not infringe upon the rights of others or disrupt the learning environment. Behavior is considered appropriate when students are diligent in study, neat and clean, careful with school property, respectful towards teachers and staff, courteous to other students, invited volunteers, and do

not seek to bring inappropriate attention to themselves. Students are expected to be punctual for appointments. They are further expected to refrain from profane, vulgar or abusive language as well as actions or words of harassment including sexual harassment towards students and staff.

Parent/Guardian Responsibilities

Parents/guardians are expected to comply with all laws governing the conduct and education of their children and to cooperate with and support school authorities regarding their children's behavior. California law holds parents/guardians liable for any willful student misconduct which results in the death or injury of any student or persons employed by or volunteering for the school. Parents/guardians are also liable for any defacement, injury, or loss of property belonging to the school or to a staff member.

Public Displays Of Affection (PDA)

Taylion staff encourages our students not to exhibit PDA while on campus or at any school sponsored activities. Any inappropriate PDA will be addressed individually. Here are some examples: intimate dancing, deep prolonged kissing, petting, inappropriate placing of hands, sitting on laps or straddling.

Title IX - Sexual Harassment

Taylion Academy is committed to providing a work and educational environment that is free of sex discrimination. Examples of the types of discrimination that are covered under Title IX include sexual harassment, failure to provide equal athletic opportunity, sex-based discrimination in school's courses and programs, and discrimination based on pregnancy or related conditions.

Any occurrence of sex discrimination, sexual harassment will result in a mandatory parent conference and may be referred to law enforcement. In addition, suspension or a recommendation for expulsion may be made based upon the nature of the incident.

If a student/employee feels they have been or are being harassed, they immediately need to report the incident to Taylion's Title IX Coordinator or to any school employee who shall immediately inform the Title IX Coordinator.

Title IX Coordinator:

Ildiko Clark, Director of Compliance

Email: ildiko.clark@taylion.com

Office address: 14181 Highway 395, Suite 202, Victorville, CA 92392

Office phone number: (760) 951-5501

Fighting And Intimidation (Bullying / Cyberbullying)

Taylion believes in providing a safe and nurturing environment for all students. Any student who participates in a conflict, disruption, or adds to the intensification of such, is subject to disciplinary consequences. If a student engages in intimidation, violence, and/or uses a

weapon, law enforcement will be notified and the student will be suspended which may lead to recommendation for expulsion from the school.

If a student is troubled about a potential conflict, they should report the problem to a staff member, or tell an adult immediately. Students should not post any videos or pictures without the consent of all other individuals visible.

Tobacco Use Or Possession

Taylor is a tobacco-free and drug-free zone. Anyone under the age of 21 is prohibited to carry tobacco and it is a crime that could lead to an arrest and a fine. Students will face appropriate consequences if caught using or in possession of tobacco, electronic cigarettes or paraphernalia.

Drug/Alcohol Possession

Parents/guardians will be notified if students possess, use, or sell a controlled substance, paraphernalia, an alcoholic beverage, or an intoxicant of any kind, while on school grounds, while going to or coming from school, or coming from any school sponsored activity. Students may be suspended or recommended for expulsion upon further investigation which may also result in the involvement of the authorities.

All students with a drug/alcohol issue are encouraged to seek help and reach out to the school counselor, a staff member or an adult for support.

Resources:

- 911 For Immediate Life Threatening Emergencies
- 988 Suicide & Crisis Lifeline available 24/7- Call or Text
<https://www.samhsa.gov/find-help/helplines/national-helpline>
- High Desert- Valley Star Crisis Walk-in Center- Open 24 hours (all ages)
 - Phone: 760-245-8837 Address: 12240 Hesperia Rd, Ste. A, Victorville 92395
 - <https://www.starsinc.com/valley-star-behavioral-health/victorville-crisis-walk-in-center-cwic/>
- Riverside- Riverside University Health System- Open 24/7 (all ages)
 - Phone: (951)358-4881 Address: 9990 County Farm Road, Suite 4 Riverside, CA 92503
 - <https://www.ruhealth.org/medical-center/medical-services/psychiatry-emergency-and-inpatient-services>
- San Bernardino- Arrowhead Regional Medical Center- Open 24/7 (all ages)
 - Phone: (909)580-1000 Address: 400 N. Pepper Ave Colton, CA 92324
- Los Angeles- Exodus Recovery Urgent Care Center- Open 24/7 (serving adults and youth 12 years old and older)
 - Phone 323)276-6400 Address: 1920 Marengo Street Los Angeles, CA 90033
- Orange County- Exodus Recovery- Open 24/7 (18 years old and older)
 - Phone (714)410-3500 Address: 265 S. Anita Drive, Suite 104 Orange, CA 92868
- Inyo County- Call 988 Suicide & Crisis Lifeline, 211 for community resources, 911 for emergencies or go to nearest emergency room

- Kern County- Psychiatric evaluation center/crisis stabilization unit- Open 24/7
 - Phone (800)991-5272 Address: 2151 College Ave Bakersfield, CA 93305
- Community Crisis Response Teams (CCRT)
 - A community-based mobile crisis response team for children and adults experiencing a psychiatric emergency.
 - SB- Call (800) 398-0018 Text: (909)420-0560 24/7
 - HD- Call (909) 421-9233, (909) 458-1517, (760) 956-2345- Available 7 days a week 7am-10pm
 - LA- Call (800) 854-7771 24/7
 - OC- Call (855)625-4657 24/7
 - RIV- Call (951)686-HELP 24/7
 - INY- Call (800)841-5011 24/7
 - KER- Call (661)868-8200 24/7
- California Youth Crisis Line: call or text 24/7 (800) 843-5200 <https://calyouth.org/cycl/>
- Teen Line (800) TLC-TEEN or (800) 852-8336– a teen-to-teen hotline 6pm-10pm PST daily or visit <http://teenlineonline.org>

Suspension / Expulsion

A student may be suspended or expelled for prohibited misconduct if the act is related to a school activity or school attendance occurring at any time including but not limited to:

- While on school grounds
- While going to or coming from school
- During the lunch period, whether on or off the school campus
- During, going to or coming from a school-sponsored activity.

Suspension is defined as a temporary removal from the school that may occur as recommendation of any of the staff members of the school, and must be approved by Administration.

Expulsion is defined as a permanent removal from the school, without re-enrollment privileges that may occur as a recommendation of any of the staff members of the school, and must be approved by Administration.

Suspension/Expulsion

Students may be suspended or recommended for expulsion when the Superintendent or designee, principal, or principal's designee of the school in which the student is enrolled determines that the student has committed any of the following violations: (EC 48900)

- (a) 1. Caused, attempted to cause, or threatened to cause physical injury to another person, or
 2. Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance as defined in the Health and Safety Code 11053 et seq., alcoholic beverage, or an intoxicant of any kind. (cf. 5131.6)

- (d) Unlawfully offered or arranged or negotiated to sell any controlled substance as defined in Health and Safety Code 11053 et seq., alcoholic beverage, or intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented same as a controlled substance, alcoholic beverage, or intoxicant (placebo).
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or any products containing tobacco or nicotine products including, but not limited to cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a student of his or her own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in 11014.5 of the Health and Safety Code.
- (k) (1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
(2) Except as provided in Section 48910, a student enrolled in kindergarten or any grades 1 to 8, inclusive, shall not be suspended for any of the acts enumerated in this subdivision, and this subdivision shall not constitute grounds for a student enrolled in kindergarten or any of the grades 1 to 12, inclusive, to be recommended for expulsion. Commencing July 1, 2020, the bill would additionally prohibit the suspension of a pupil enrolled in a school district or charter school in grades 4 and 5 for disrupting school activities or otherwise willfully defying the valid authority of those school personnel engaged in the performance of their duties. The bill, from July 1, 2020, until July 1, 2025, would prohibit the suspension of a pupil enrolled in a school district or charter school in any of grades 6 to 8, inclusive, for those acts.
- (l) Knowingly received stolen school property or private property.
- (m) Possession of an imitation firearm. "Imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288a, or 289, or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
 - (1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a student or group of students as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:
 - (A) Placing a reasonable student or students in fear of harm to that student's or those students' person or property.
 - (B) Causing a reasonable student to experience a substantially detrimental effect on his or her physical or mental health.

- (C) Causing a reasonable student to experience substantial interference with his or her academic performance.
 - (D) Causing a reasonable student to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.
- (2) (A) "Electronic act" means the creation or transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
- (i) A message, text, sound, video, or image.
 - (ii) A post on a social network Internet Web site, including, but not limited to:
 - (I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1).
 - (II) Creating a credible impersonation of another actual student for the purpose of having one or more of the effects listed in paragraph (1).
 - (1). "Credible impersonation" means to knowingly and without consent impersonate a student for the purpose of bullying the student and such that another student would reasonably believe, or has reasonably believed, that the student was or is the student who was impersonated.
 - (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1).
 - (1). "False profile" means a profile of a fictitious student or a profile using the likeness or attributes of an actual student other than the student who created the false profile.
- (B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.
- (3) "Reasonable student" means a student, including, but not limited to, an exceptional needs student, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.
- Bullying via an electronic act is defined as the creation or transmission of a message, text, sound, image, or post on a social network Internet Web site via an electronic device. This bill adds videos to that definition. Videos are a form of image that can be transmitted via an electronic device. As such, principals and superintendents are already likely able to suspend or recommend expulsion of a pupil who makes or shares a video to harass or bully another student. Nevertheless, a video is consistent with a message, text, sound, or image. Taking a video in and of itself would not constitute grounds for suspension but using or sharing the video to harass or humiliate another student would.
- (s) A student may be suspended or expelled for any of the acts enumerated unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the Superintendent or principal or occurring within any other school district. A student may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to any of the following:
 - 1. While on school grounds.
 - 2. While going to or coming from school.
 - 3. During the lunch period, whether on or off the school campus.
 - 4. During or while going to or coming from a school-sponsored activity.
 - (t) A student who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may suffer suspension, but not expulsion, pursuant to the

provision of this section, except that a student who has been adjudged by a juvenile court to have committed, as an aider or and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

- (u) "School property" includes, but is not limited to, electronic files and databases.
- (v) A Superintendent or principal may use his or her discretion to provide alternatives to suspension or expulsion, including, but not limited to, counseling and an anger management program, for a student subject to discipline under this section.
- (w) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed on any student who is truant, tardy, or otherwise absent from school activities.

48900.2 & 212.5 – Sexual harassment as defined in Education Code 212.5, provided that the conduct is considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the victim's academic performance or to create an intimidating, hostile or offensive educational environment. This ground for suspension/expulsion shall not apply to students enrolled in kindergarten or grades one 1 through 3 three. *(Please note: The conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive as to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment.)*

48900.3 – Students in grades 4-12 that have used force or the threat of force to intimidate or injure a person or person's property because of that person's race/ethnicity, color, ancestry, religion, national origin, disability, gender, or sexual orientation.

48900.4 – Harassment, Threats or Intimidation Students in grades 4-12 who intentionally engage in harassment, threats or intimidation, directed against school district personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of either school personnel or students by creating an intimidating or hostile educational environment may be suspended from school or recommended for expulsion.

48900.5 – Limitations on Imposing Suspension

Suspension shall be imposed only when other means of correction fail to bring about proper conduct. However,

a student, including an individual with exceptional needs, as defined in Section 56026, may be suspended for

any of the reasons enumerated in Section 48900 upon a first offense, if the principal or Superintendent of schools determines that the student's presence causes a danger to persons or property or threatens to disrupt the instructional process.

48900.7 – Terroristic Threats

- (a) In addition to the reasons specified in Sections 48900, 48900.2, 48900.3, 48900.4, a student may be suspended from school or recommended for expulsion if the Superintendent or principal of the school in which the student is enrolled determines that the student has made terroristic threats against school officials or school property, or both.
- (b) For the purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of \$1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonable cause to be in sustained fear for his/her own safety or for his/her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his/her immediate family. (Added Stats. 1997, Ch. 405, Sec. 1)

Grounds for Expulsion

Pursuant to Education Code 48915, the principal of a school may recommend the expulsion of a student if he or she determines that the student has committed an offense that requires suspension as defined in Education Code 48900, and it is determined that the violation is serious enough to warrant the removal of that student from the schools of the district for a period of two semesters or one-calendar year, depending on the level of the violation.

Mandatory Expulsion Violations [EC 48915 (c)]

The principal or Superintendent shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a student that he or she determines has committed any of the following acts at school or at a school activity off school grounds. The governing board shall order a pupil expelled upon finding that the pupil committed an act listed in subdivision (c):

1. Possessing, selling or otherwise furnishing a firearm only if the possession is verified by an employee of a school district. This subdivision does not apply to an act of possessing a firearm if the student had obtained prior written permission to possess the firearm from a certificated school employee.
2. Brandishing a knife at another person. [EC 48915 (g): as used in this section, “knife” means dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade longer than 3 ½ inches, a folding knife with a blade that locks into place, or a razor with an unguarded blade.
3. Unlawfully selling a controlled substance, listed in Chapter 2, (commencing with 11053) of Division 10 of the Health/Safety Code.
4. Committing or attempting to commit a sexual assault, as defined in subdivision 48900(n), or committing a sexual battery as defined in subdivision 48900(n).
5. Possession of an explosive. [EC 48915 (h): as used in this section, the term “explosive” means “destructive device” as described in section 921 of Title 18 of the United States Code.

Mandatory Expulsions [EC 48915 (a) (1)]

Except as provided in EC 48915 (c) and (e), the principal or superintendent of schools shall recommend the expulsion of a student that he or she determines has committed any of the following acts at school or at a school activity off school grounds, unless the principal or superintendent determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct. If the principal or the superintendent of schools makes a determination as described in paragraph (1), he or she is encouraged to do so as quickly as possible to ensure that the student does not lose instructional time. [EC 48915 (a) (2)]

- Causing serious physical injury to another person, except in self-defense.
- Possession of any knife or other dangerous object of no reasonable use to the student.
- Unlawful possession of any controlled substance listed in Chapter 2 (commencing with 11053) of Division 10 of the Health and Safety Code, except for either of the following:
 - The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis
 - The possession of over-the-counter medication for use by the student for medical purposes or medication prescribed for the student by a physician.
- Robbery or extortion.
- Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon a school employee.

Upon recommendation by the principal, superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board may order a pupil expelled upon finding that the pupil committed an act listed in paragraph (1) of subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of Section 48900. A decision to expel shall be based on a finding of one or both of the following:

- Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
- Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

Allowable Expulsions [EC 48915 (b) and (e)]

48915(b): Upon recommendation by the principal or the superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board of a school district may order a student expelled upon finding that the student committed an act listed in paragraph (1) of subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of Section 48900. A decision to expel a student for any of those acts shall be based on a finding of one or both of the following:

- (1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
- (2) Due to the nature of the act, the presence of the student causes a continuing danger to the physical safety of the student or others.

48915(e): Upon recommendation by the principal or the superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board of a school district may order a student expelled upon finding that the student, at school or at a school activity off of school grounds, violated subdivision (f), (g), (h), (i), (j), (k), (l), or (m) of Section 48900, or Section 48900.2, 48900.3, or 48900.4, and either of the following:

- (1) That other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
- (2) That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others.

Prohibited Items

Weapons of any type, or items that could be used as or look like weapons, are prohibited and are not to be brought to school. Examples of prohibited weapons include, but are not limited to: water pistols, clubs, lighters, knives, spiked accessories, ammunition, chains, razor blades, and guns.

Taylison is not responsible for lost, stolen, traded, gifted or misplaced cell phones, headphones, laptops, Chromebooks or other electronic devices.

Search Student's Personal Belongings

Administrators of Taylion have the discretion to search student's personal belongings if a reasonable suspicion warrants the act. Searches may be due to, but are not limited to, suspicion of a student being in possession of a weapon, drugs or property not belonging to the student.

Dress Code

The student dress code is a policy all students must adhere to while on campus at one of our learning centers and when directed to do so while participating in school related activities. Our dress code is in place for a safe and productive learning environment.

- All students are required to wear a Taylion shirt in order to attend their appointment on campus and at any learning center. Each student will receive a Taylion shirt upon enrollment.
 - If a student arrives without their Taylion shirt a loaner shirt will be provided.
 - Taylion shirts must be worn unaltered or modified in any way or fashion. For example, the shirts cannot be cut to show skin as a muscle shirt, V-neck, sleeveless, and/or frayed.
 - Additional Taylion shirts may be purchased.
 - Taylion shirts must be worn with the Taylion visible in order to easily identify students in any situation.
 - Taylion shirts can be worn over sweatshirts or hoodies so the Taylion logo is visible.
- Clothing and accessories will not be allowed with messages, information, displays, etc. of:
 - Profanity
 - Discrimination
 - Gang, gang-like or gang-related
 - Alcohol, tobacco, or drugs
 - Vulgarly
 - Violence
 - Obscene or foul language
 - Sexually explicit or suggestive material
- Clothing and accessories not permitted:
 - Clothes with rips, tears, and/or holes are not permitted.
 - Any article of clothing, jewelry, or accessory that could cause injury to oneself or others is not permitted.
 - Chains are not permitted, including wallet chains.
 - Sunglasses shall not be worn inside unless prescribed by a physician or authorized by the school administration.
- Footwear
 - Shoes with laces are to be laced and tied.
 - House slippers are not permitted.
- Headwear
 - Head coverings and accessories, including but not limited to caps, beanies, hairnets, hats, bandanas, and hair curlers are not allowed.
- Pants/Shorts/Skirts/Dresses
 - Belts must be appropriately buckled.
 - Pants and shorts must be worn fitted to the waist with or without a belt, and they will not expose undergarments.
 - Pajamas are not permitted.

- Shorts/skirts/dresses cannot be shorter than the tips of the individuals' middle fingers when they are standing upright with their arms at their sides naturally.
- Undergarments must be covered.
 - See-through and mesh clothing is not permitted.
 - Undergarments, such as boxer shorts, are not to be worn so that they are visible.
- Outerwear
 - Sweatshirts, hoodies, sweaters, etc. if worn cannot cover the Taylion shirt logo. The Taylion shirt logo must be visible for safety precautions.

Taylion Assurance Of Nondiscrimination

Students at Taylion are not discriminated against because of race, color, or national origin (Title IV of the Civil Rights Act of 1964), or discriminated against by sex, sexual orientation, marital status, or parental status (Title IX of the Education Amendments of 1976), or discriminated against because of a handicapping condition (Section 504 of the Rehabilitation Act of 1973).

Complaint Procedures

Taylion takes all complaints, concerns, and feedback seriously. We value our students, parents, community members, and staff concerns. We are committed to respecting, honoring, and listening to our educational partners. There will never be reprisal, retaliation, or a negative consequence for any individual filing a complaint. We are committed to being solution-oriented and resolving complaints informally at the lowest level possible. If a resolution or solution is not possible we encourage the following process.

1. Request mediation or address your concerns with an administrator.
2. If not resolved, contact the Principal for assistance.
3. If not resolved, write a formal complaint to Taylion's Executive Director.
4. If not resolved, send or present your complaint to the Board of Directors.

Section IV

Testing and Assessments

Required Testing

In accordance with state law, Taylion must administer any California state mandated tests during the Spring of each school year. Mandated tests include but are not limited to Math, ELA, Science, Physical Fitness, English Language Proficiency, etc. (at the discretion of the State of CA):

California State Assessments

The California Assessment of Student Performance and Progress (CAASPP) is a major component of student testing. The CAASPP tests are developed by California educators and test developers specifically for California. They measure students' progress toward achieving California's state-adopted academic content standards, which describe what students should

know and be able to do in each grade and subject tested. Students in grades 3rd-8th, and 11th take the Smarter Balanced tests, which include both ELA and Math. Testing occurs annually and is proctored by the staff of Taylion. Results are shared with the school and the parent, and are extremely useful in curriculum assignment and planning for each student.

The California Science Test (CAST) is to be administered to students in grades 5, 8, and 12.

The Physical Fitness Test (PFT) is a requirement from the State Board of Education (SBE) that is for students in California public schools, grades 5th, 7th, and 9th. The primary goal is to assist students in establishing lifetime habits of regular physical activity. (cde.ca.gov, 2010)

The English Language Proficiency Assessment for California is administered annually for identified English Learners until reclassified as proficient based on criteria and continued monitoring. <https://www.cde.ca.gov/sp/el/rd/>

Testing occurs annually in the Spring and is proctored by the staff of Taylion, and is done either at the learning center, pre-arranged location, or online. Results are shared with the school and the parent. The PFT may be administered at a community park or learning center location.

District Assessments

Edmentum math, reading, and writing assessments are computer-adaptive tests that measure student achievement. As a student takes the assessment, the software selects items based on the student's responses. If the student answers the item correctly, the software increases the difficulty level of the next item. If the student answers incorrectly, the software lowers the difficulty level of the next item. By continually adjusting the difficulty of an item to what the student has shown she can or cannot do, the assessment is tailored to accurately measure each student's level of achievement.

District Testing occurs three times a school year and is proctored by the staff of Taylion, and is done at designated learning centers and online. Results are shared with the school and the parent, and are extremely useful in curriculum assignment and planning for each student.

****All tests are in effect unless changed by the State of CA***

Section V

Course Requirements

California Healthy Youth Act

Taylion Academy is required to provide comprehensive sexual health and HIV prevention education to students in grades 7-12. The California Healthy Youth Act has five primary purposes: To provide pupils with the knowledge and skills necessary to protect their sexual and reproductive health from HIV and other sexually transmitted infections and from unintended

pregnancy; To provide pupils with the knowledge and skills they need to develop healthy attitudes concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family; To promote understanding of sexuality as a normal part of human development; To ensure pupils receive integrated, comprehensive, accurate, and unbiased sexual health and HIV prevention instruction and provide educators with clear tools and guidance to accomplish that end; To provide pupils with the knowledge and skills necessary to have healthy, positive, and safe relationships and behaviors. The law requires that both comprehensive sexual health and HIV prevention education are taught once in middle school and once in high school. At Taylion these topics will be presented in 8th grade and again in 10th grade. If you wish to excuse your child from any of the topics addressed in the five primary purposes, please reach out to your student's teacher to request to opt out.

Middle School Promotion Requirements

A middle school certificate of promotion will be granted to each middle school student who completes the basic program defined below for the 7th and 8th grades.

Except in unusual circumstances warranting an adjustment of the individual's program, each middle school student will enroll in the following basic outline:

Two–Year Junior High Subject Requirements

Core Subjects:	
English/Language Arts	4 semesters
History/Social Science	4 semesters
Mathematics	4 semesters
Science	4 semesters
Other Subjects:	
Physical Education (including Health topics)	4 semesters
Elective Credits	4 semesters

1. Middle school students are required to complete six subjects or courses of study each semester.
2. The minimum level of middle school student attainment is in the four core academic areas of English/language arts, mathematics, history/social science and science.
3. Students may receive additional support as needed to complete courses by the end of each school year.

High School Graduation Requirements

The aspiration of Taylion, in partnership with the community, is to provide an exceptional education that prepares students to be successful members of our democratic society.

Therefore, the graduation requirements stated below have been established. The graduation requirements encompass the knowledge, abilities, and experience necessary to develop the essential aptitudes and skills of successful participants in today's society: behavior of character, communication, citizenship, intellect, self-direction, teamwork, wellbeing and productivity.

Students are to be provided with assistance to tailor the requirements according to their individual needs and abilities. Students must demonstrate proficiency in reading comprehension, writing and mathematics. Those students not proficient will be provided with remedial programs after consultation with the student's parent/guardian.

Students will also be required to complete any additional requirements mandated by the district for the current school year.

Subject	Credits Required
English	40 credits <i>Core English Curriculum</i>
Mathematics	20 Credits <i>One year of Algebra must be completed</i>
Science	20 Credits <i>10 Life Science</i> <i>10 Physical Science</i>
Physical Education	20 Credits
Social Science	30 Credits <i>10 World History</i> <i>10 US History</i> <i>5 Government</i> <i>5 Economics</i>
Health	5 Credits
Visual & Performing Arts/ Foreign Language	10 Credits
General Electives	75 Credits
Total	220 Credits

Cal Grant GPA Submission

Taylton is required to submit a student's GPA to the California Student Aid Commission (CSAC) for Cal Grant consideration each year. Students and parents who prefer not to have the student's GPA uploaded must contact the school to opt-out. This process is typically initiated by the school and includes notifying the student and their parent or guardian (if the student is under 18) by January 1st of the student's Junior year.

General Requirements for College

Students who wish to attend a four year college or university should be aware of the admissions requirements. It is imperative that you meet with the School Counselor to create a plan to ensure that you are meeting the A-G requirements for CSU or UC admission. When applying for UC or CSU institutions, these are the minimum courses required to be completed with a grade C or better. **They are not to be confused with graduation requirements from high school.**

A grade point average of 3.0 or higher is recommended to establish college level work readiness. Students are encouraged to contact a guidance counselor to talk about any questions they may have with the college or university they wish to attend. Also preview our

website under RESOURCES for additional information on College Knowledge and Test Prep Support.

Area	Subject Requirements	Years
A	History/Social Science including 1 year of World History & 1 year of US History	2
B	English Language Arts	4
C	Mathematics including a minimum of Algebra 1, Geometry, Algebra 2 or Integrated Math I, II, III	3 (4 years Recommended)
D	Lab Science including 1 Biological Science and 1 Physical Science w/lab class	2 (3 years Recommended)
E	Language other than English (the same language)	2 (3 years Recommended)
F	Visual or Performing Art	1
G	College Prep Elective	1

Section VI

Visiting and Emergency Procedures

Registration of Visitors/Guests

1. Any person who is not a student of Taylion or a Taylion affiliate or employee shall register his or her presence and the reason for visiting Taylion to front office personnel immediately upon entering the Charter School premises.
2. Taylion shall provide visitor identification to be used by all visitors at all times while on Taylion's premise. The visitor shall make this identification visible at all times.
3. All visitors registering with the front office, including immigration-enforcement officers (unless exigent circumstances necessitate immediate action and if the immigration officer does not possess a judicial warrant or court order that provides a basis for the visit) will provide his or her name, address, occupation, age, if less than twenty-one years-old, his or her purpose for entering Taylion's premises, and present proof of identity and any other information as required by law.
4. No person who furnishes the information set forth in this policy and who provides proof of identity shall be denied registration except if the Administrator or designee has reasonable basis for concluding that the visitor's presence will or is likely to disrupt the Charter School, its students, its teachers, or its other employees or volunteers or result in damage to property or will result in the distribution or use of unlawful or controlled substances.
5. The Administrator or designee may revoke a visitor's registration temporarily or permanently if the Administrator or designee has reasonable basis for concluding that the visitor's presence on Charter school premises would likely interfere or is interfering with the peaceful conduct of Charter School activities, is interrupting classroom activities or is disrupting the Charter School, its students, its teachers, or its other employees or volunteers.

6. Taylion employees and volunteers should at all times watch for strangers on the Charter school premises. Employees or volunteers who encounter a visitor not displaying the appropriate identification should ask the visitor whether he or she has registered with the front office. Employees and volunteers should immediately inform the Administrator or designee of any visitor who refuses to comply with registration requirements.
7. Any possession of unauthorized dangerous instruments, weapons, or devices on school grounds shall be reported immediately to the Administrator or designee and may be reported to the local law enforcement agency.
8. Any person who fails to register within a reasonable time after entering Taylion's premises, who fails to leave upon the request of the Administrator or designee, or who returns after leaving pursuant to such a request has committed an unlawful act and may be prosecuted according to law.

School Safety Plan

Parents, guardians, educational representatives and students will review the [Taylion's Safety Plan](#) upon enrollment at the student's orientation. It will also be available on taylion.com. This is a document that has been board approved and is a comprehensive document to accompany this Parent/Student Handbook & Annual Notice information.

Taylion Academy Student Smartphone Use Policy for Classroom Environments

Purpose:

The use of smartphones in the classroom has the potential to disrupt the learning environment, distract students, and impede academic success. This policy aims to promote an engaging, focused, and distraction-free educational setting while allowing for responsible use of technology when necessary.

This policy applies to all students in the school and is enforced during instructional time, including discussions, group work, tests, and any other classroom activity, unless explicitly stated otherwise by the teacher.

Policy Guidelines:

1. General Prohibition

- Smartphones must be turned off or set to silent mode and stored in students' bags or designated areas during class time.
- The use of smartphones is prohibited during instructional time unless expressly permitted by the teacher for specific academic purposes (e.g., research, educational apps).

2. Authorized Use

- Teachers may allow smartphone use for educational purposes related to classroom activities. In such cases, students must use their devices strictly for the approved activity.
- Any unauthorized use of smartphones during permitted times will result in disciplinary action.

3. Exemptions

- Students with documented disabilities or medical conditions requiring smartphone use for assistive technologies or health management will be granted appropriate accommodations.

- Exceptions for smartphone use may also be made in cases of family or personal emergencies, with prior notification to the teacher or school administration.

4. Prohibited Uses

- Recording, photographing, or videoing classmates, teachers, or any part of the school environment is strictly prohibited unless prior approval is given.

- The use of smartphones for non-academic purposes (social media, texting, gaming, etc.) is forbidden during instructional time.

5. Consequences for Non-Compliance

- First Violation: Verbal warning and the phone will be confiscated for the remainder of the class.

- Second Violation: Confiscation of the phone for the remainder of the student appointment.

- Third Violation: The phone will be confiscated, and a parent/guardian must retrieve it from the administration office. Further disciplinary measures may be taken, including detention or loss of phone privileges at school

6. Testing Environments

- Smartphones are strictly prohibited during testing unless explicitly allowed as part of an accommodation. Any unauthorized use during a test will be considered a violation of the school's academic integrity policy, and students may face further academic consequences, including test invalidation.

Acknowledgement

Parent/Guardian Agreement

I, the undersigned parent/guardian, affirm that I have reviewed, in detail, Taylion High Desert Academy's Parent/Student Handbook & Annual Notice, and I understand and agree to abide by the policies contained therein.

Parent/Guardian Name (Please Print)

Parent/Guardian Signature

Date

Date

Student Agreement

I, the undersigned student, affirm that I have reviewed, in detail, Taylion Academy's Student Policies and Procedures Handbook and I understand and agree to abide by the policies contained therein.

Student Name (Please Print)

Student Signature

Date

Date