

## **Lake Tahoe Unified School District South Tahoe High School Safe School Plan 2017-2018**

Senate Bill 187 ensures that all California public schools, grades K – 12, work in cooperation with local law enforcement, community leaders, parents, pupils, teachers, administrators, and other persons in the prevention of campus crime and violence, and in developing comprehensive school safety plans that target the safety concerns identified through LTUSD's systemic planning process which involves South Tahoe High School's Site Safety Committee, the site's Site Safety Lead, the LTUSD District Safety Committee, participation in the Youth Task Force, and other established community collaborations and partnerships.

### **About South Tahoe High School**

Located high in the Sierra Nevada Mountains on the south shore of Lake Tahoe, South Tahoe High School (STHS) is the four-year comprehensive high school for the Lake Tahoe Unified School District. Our enrollment, from our 2017-2018 Student Information System, the enrollment is 1018 students: White 52.6%; Hispanic 39.6%; Asian 6.9%; and Other 1.1%.

Our English Learner population is 13%, our Special Education population is 12.2%, our Free/Reduced Lunch population is 55.6%, and 33% of STHS parents have a college degree. This data includes all the students in our comprehensive high school and the Independent Learning Academy located at the AI Tahoe site near the Lake Tahoe Unified School District Education Center. Additionally, housed on our 80-acre forested campus are the Transitional Learning Center (TLC) and the Mt. Tallac Continuation High Schools providing options for students needing an alternative education path towards credit completion and graduation (data from TLC and Mt. Tallac are not included in this document).

South Lake Tahoe is an isolated resort community that straddles the Nevada state line. Traditionally, our community has had a small service-oriented business economy focused on recreation, ski, and casino/hotel industries. Several Nevada casino employees reside in our district. Due to the seasonal nature of the community's economy, transience rates are high. According to the US Census Bureau, the median household income of South Lake Tahoe residents during 2009-2013 was \$41,044, significantly lower than the state median household income, \$61,094. With high level of unemployment, lower income, seasonal labor opportunities, and a 24-hour gaming lifestyle, our rural/remote community experiences many of the same issues facing urban communities.

All LTUSD schools maintain an in-district crime reporting process similar to the previous California Safe Schools Assessment procedure. With the opening of new facilities surrounded by beautiful native landscaping, we have witnessed a decrease in graffiti and vandalism. In addition, the Site Safety Committee utilizes the results of CHKS to establish overall safety goals and objectives.

The school maintains a designated Site Safety Lead Team that meets regularly. The site maintains a trained Incident Management Team and responds to emergencies according to the Incident Command System as per the National Incident Management System (NIMS). The Lake Tahoe Unified School District's Emergency Operational Plan is updated regularly using the Bowmac REDI for School Emergencies website and communicates with the public through the Blackboard Connect-Ed phone contact system. The school and district work in partnership with local and state law enforcement and fire agencies in addition to the public and private sectors to ensure a safe and peaceful school.

The District and this campus conduct specialized security trainings at least once every month. Each campus practices its procedures and identifies any barricades or issues which might result in safety concerns for an actual event. In addition, all local law enforcement and fire/medical agencies respond to each drill and exercise a joint task force approach to emergency responses. Real-time practice scenarios are essential to a comprehensive school safety plan. The ongoing goal and focus is to bring school and law enforcement/emergency agencies closer in sync with each other and to continue to monitor and modify process based on a real time lesson's learned approach. Lastly, at least once annually, a Staff training is delivered to address and refresh each employee's knowledge of general safety issues, identification and prevention of possible violent behavior indicators, personal/situational awareness, learning space control, medical and emotional attention, security and safety strategies.

**CHKS Data 2016**  
**South Tahoe High School**

**Component 1: People and Programs**

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Mission Statement: The mission of South Tahoe High School is to provide students with meaningful pathways that link rigorous academic coursework with student interests to help them build a solid foundation for success in college, career, and life. To that end, South Tahoe High School continually strives to be a respected place of learning where all individuals feel safe, cared for, and connected.

**Goal 1**

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By June 2018, student attendance will increase from the same time the previous year.

**Goal 2**

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By June 2018, student behavior incidences will decrease from the same time the previous year.

**Goal 3**

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By December 2017, security will be fully trained in Campus Supervisor/School Security Officer Course per SB 1626. Additionally, all staff will be informed in the latest school safety strategies and procedures.

**Objectives:**

- The STHS/TLC/MT Site Safety and Discipline Committee will meet quarterly. This committee consists of a cross-section representation of STHS, TLC and Mt. Tallac staff and will meet quarterly to discuss issues and concerns at the school.
- STHS will continue to train all staff in bullying, harassment identification and prevention protocols. Bullying in any form, including "cyberbullying" will not be tolerated at STHS and incidents will be forwarded to the appropriate law enforcement agency.
- By September 2017, the STHS Discipline and Safety Committee will review the Safe School Plan for any revisions.
- STHS Staff will continue to refine the evacuation plan.
- An annual safety inventory and walk-about will be conducted at the beginning of each school year to identify safety issues that must be dealt with. A second safety inventory and walk about will take place in spring.
- By December 2017, the sites Comprehensive Safe School Plan as indicated by SB183 will be available for public viewing.
- Student and staff accountability will be recorded utilizing the Student / Staff Accountability Sheets during all emergency drills. These accountability sheets will be collected by the site's Incident Management Team at the conclusion of every drill.
- STHS administration and security meet and confer weekly with School Law Enforcement personnel and attend the district School / Law Information Exchange meetings regularly.

- LTUSD, in conjunction with South Lake Tahoe Police Department, will maintain the presence of a School Resource Officer (SRO) on the STHS campus.
- LTUSD, in conjunction with El Dorado County Probation Department, will maintain the presence of a Probation Officer on the STHS campus.
- STHS Staff will continue to refine the evacuation plan in coordination with the LTUSD Safety Consultant and a representative from the South Lake Tahoe Fire Department.
- STHS has 3 utility vehicles (John Deere Gators) for use by security personnel, to minimize response time and increase the ability to more efficiently patrol the campus.
- STHS has access to 2 vehicles for patrolling off-campus and responding to community requests. Additionally, the SRO and EDC Probation have transportation vehicles ensuring additional security and support.
- STHS has installed multiple security cameras. Additionally, signs are posted at all entries informing visitors and students of California law pertaining to the school property, which includes but is not limited to, narcotics, weapons and other illegal activities throughout the STHS campus.
- STHS currently maintains 3 personnel to assist staff with campus security.
- STHS staff will continue to utilize an On Campus Retention (OCR) program to retain on site those individuals who receive suspension days from the regular school program.
- All students issued Chromebooks are required to have a LTUSD User Agreement signed by parent/guardian on file and abide by all the rules and regulations listed in the LTUSD User Agreement document.
- A School Psychologist is available full time to provide support for students as needed.
- A School Nurse is available full time to provide support for students as needed.

**CHKS Data 2016**  
**South Tahoe High School**

**Component 2: Places**

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Mission Statement: The mission of South Tahoe High School is to provide students with meaningful pathways that link rigorous academic coursework with student interests to help them build a solid foundation for success in college, career, and life. The new facilities at STHS achieve high performance design, construction and operation and are registered with the Collaborative for High Performing Schools (CHPS).

**Goal 1**

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District / site maintenance records / personal interviews indicate classrooms and grounds are maintained as pleasant places to meet and to learn annually.

**Objectives:**

- All newly completed facilities will be maintained to ensure full functionality and meet/exceed all safety standards.
- Existing facilities, including Mt. Tallac site, will be maintained to meet standards of new facilities.
- Through club activities, VTV and personal pride, students will promote campus clean-ups as a regular part of the school year.
- Clubs, organizations and staff at STHS will conduct regular campus clean up to ensure that the campus maintains a pristine environment for students, staff, families, and guests.

## South Tahoe High School Ingress/Egress Plan

	<b>Primary Location (Day to Day Operations)</b>	<b>Secondary Location (Emergency Plan)</b>
<b>Parent/Student Drop-Off and Pick-Up</b>	Traffic circle in front of gyms	During an emergency the Incident Command Team will determine the location. Roads into the site will be addressed. Possible locations: Gardner Mountain to the North of the School or 13th Street entrance.
<b>Bus Drop-Off and Pick-up</b>	Outside Stadium View Facility	During an emergency the Incident Command Team will determine the location for bus drop off and pick up. Roads into the site will be addressed. Possible locations: Gardner Mountain and 13th Street to the North of the School.
<b>Public Entrance onto School Site</b>	Signs posted remind the public to enter and sign in at the TADA security desk located at the front of the school.	Secondary entrance onto the School Site is located at Stadium View Facility with a security desk next to entrance doors.
<b>Student/Staff Evacuation (walking)</b>	Evacuation of students and staff as directed on the emergency clipboard. Exit is at the rear of the school by the Viking Stadium.	During an emergency the Incident Command Team will determine the safest location for students and staff. The evacuation of the site could include other locations such as: Gardner Mountain and 13th Street to the North of the School.
<b>Student/Staff Evacuation (Bus)</b>	Emergency evacuation of students and staff by bus will be through field to Gardner Mountain.	During an emergency the Incident Command Team will determine the safest location and route for the bus relocation of students and staff.
<b>Street Access Point</b>	13th Street or Viking Way.	13th Street or Viking Way.
<b>Evacuation Areas within Walking Distance</b>	Lutheran church parking lot, Field on Industrial Way across from city corporation yard.	Lutheran church parking lot, Field on Industrial Way across from city corporation yard.

## **Safety Procedures South Tahoe High School**

### **Child Abuse: Sexual Assault On A Child On Or Near School Property**

- Accompany victim to safe place at school and remain with her/him
- Protect evidence of sexual assault
- Notify Child Protective Services (CPS), and Police without delay
- Notify district police and school nurse or appropriate staff immediately
- Sexual Abuse (Suspicion of past sexual incidents):
- Notify CPS and describe evidence
- Notify district police and school nurse or appropriate staff immediately
  - (Staff should not treat unless the victim's life is threatened)
- Leave notification of family to CPS or the Police

### **Do Not Destroy Evidence Of Sexual Abuse:**

- Do not wash clothes or victim's body or underwear. Do not have victim undress.
- Do not allow victim to wash or wipe body
- Do not wipe away dirt, semen or dried blood
- Stay with the victim and reassure her/him of safety

### **Suspected Physical Abuse Or Significant Neglect:**

- Notify appropriate staff and CPS immediately.
- Notify CPS and describe evidence. CPS will advise you of next steps. Follow their directions.
- Notify immediate director/supervisor

### **Child Protective Services (CPS) Crisis Line (510) 259-1800**

***Remember: Failure to report a suspected incident of child abuse, within 48 hours can result in criminal prosecution. Protect the victim and protect yourself.***

## **Safety Procedures South Tahoe High School**

### **Sexual Harrassment:**

The Governing Board prohibits sexual harassment of district employees and job applicants. The Board also prohibits retaliatory behavior or action against district employees or other persons, who complain, testify or otherwise participate in the complaint process established pursuant to this policy and the administrative regulation.

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Providing periodic training to all staff regarding the district's sexual harassment policy, particularly the procedures for filing complaints and employees' duty to use the district's complaint procedures in order to avoid harm.
2. Publicizing and disseminating the district's sexual harassment policy to staff.
3. Ensuring prompt, thorough, and fair investigation of complaints.
4. Taking timely and appropriate corrective/remedial actions after completion of investigation. This may require interim separation of the complainant and the alleged harasser, and subsequent monitoring of developments.

Any district employee or job applicant who feels that he/she has been sexually harassed, or who has knowledge of any incident of sexual harassment by or against another employee, a job applicant or a student, shall immediately contact his/her supervisor, the principal, district administrator or Superintendent to obtain procedures for filing a complaint.

Complaints of sexual harassment shall be filed in accordance with BP 1312.3 – Uniform Complain Procedures.

An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

A supervisor, principal or other district administrator who receives a harassment complaint shall promptly notify the Superintendent or designee.

All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)

Any district employee who engages or participates in sexual harassment, or who aids, abets, incites, compels, or coerces another to commit sexual harassment against a district employee, job applicant, or student, is in violation of this policy and is subject to disciplinary action, up to and including dismissal.

## **Safety Procedures South Tahoe High School**

### **Suspension & Expulsion/Due Process:**

The Governing Board has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.

Suspended or expelled students shall be excluded from all school-related extracurricular activities during the period of suspension or expulsion.

Except where suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct. (Education Code 48900.5)

Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, expulsion is used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to him/herself or others. (Education Code 48915)

The grounds for suspension and expulsion and the procedures for considering, recommending and/or implementing suspension and expulsion shall be specified in administrative regulation.

### **Student Due Process:**

The Board does not support a zero tolerance approach. The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices and appeals as specified in administrative regulation and law. (Education Code 48911, 48915, 48915.5)

### **On-Campus Suspension Program:**

The Board recognizes that students who are suspended from school often have no supervision or guidance during the school hours when they are off campus and may fall behind in the coursework. The Board believes that, in many cases, it would be better to manage the student's behavior by keeping the student at school and providing him/her with supervision that is separated from the regular classroom.

The Superintendent or designee shall establish a supervised in-house suspension program which meets the requirements of law for suspended students who pose no imminent danger or threat at school and for whom an expulsion action has not been initiated.

The Superintendent or designee shall examine alternatives to off-campus suspension and may establish a suspension program which involves progressive discipline during the school day on campus; use of conferences between staff, parents/guardians and students; detention; student study teams or other assessment-related teams; and/or referral to school support services staff. The use of such alternatives does not preclude off-campus suspensions.

## **Safety Procedures South Tahoe High School**

### **Required Parental Attendance:**

The Board believes that parental involvement plays an important role in the resolution of classroom behavior problems.

The Board expects that teachers will communicate with parents/guardians when behavior problems arise.

Whenever a student is removed from a class because he/she committed an obscene act, engaged in habitual profanity or vulgarity, disrupted school activities or otherwise willfully defied valid staff authority, the teacher of the class from which the student was removed may provide that the student's parent/guardian attend a portion of a school day in that class. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the principal or designee. (Education Code 48900.1)

The Board encourages teachers, before requiring parental attendance, to make reasonable efforts to have the parent/guardian visit the class voluntarily. The teacher also may inform the parent/guardian about available resources and parent education opportunities. Teachers should reserve the option of required parental attendance for cases in which they have determined that it is the best strategy to promote positive interaction between the student and the parent/guardian and to improve classroom behavior.

The teacher shall apply this policy uniformly to all students within the classroom. This policy shall apply only to a parent/guardian who lives with the student. (Education Code 48900.1)

Parental attendance may be requested on the day the student returns to class or within one week thereafter. The principal or designee shall contact any parents/guardians who do not respond to the request to attend school. The Board recognizes that parental compliance with this policy may be delayed, modified, or prevented for reasons such as serious illness/injury/disability, absence from town, or inability to get release time from work. District regulations and school-site rules for student discipline shall include procedures for implementing parental attendance requirements.

## **Safety Procedures South Tahoe High School**

### **Decision Not to Enforce Expulsion Order:**

On a case-by-case basis, the enforcement of an expulsion order may be suspended by the Board pursuant to the requirements of law.

### **Grounds for Suspension and Expulsion:**

A student may be subject to suspension or expulsion when it is determined that he/she:

1. Caused, attempted to cause, or threatened to cause physical injury to another person or willfully used force or violence upon the person of another, except in self-defense. (Education Code 48900(a)) A student who aids or abets the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31, may be suspended, but not expelled. However, a student may be suspended or expelled pursuant to Education Code 48900(a) once he/she has been adjudged by a juvenile court to have committed, as an aider or abettor, a crime of physical violence in which the victim suffered great or serious bodily injury. (Education Code 48900(q))
2. 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. (Education Code 48900(b))
3. Unlawfully possessed, used, sold, or otherwise furnished, or was under the influence of, any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind. (Education Code 48900(c))
4. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid, substance or material and represented same as controlled substance, alcohol beverage or intoxicant. (Education Code 48900(d))
5. Committed or attempted to commit robbery or extortion. (Education Code 48900(e))
6. Caused or attempted to cause damage to school property or private property. (Education Code 48900(f))
7. Stole or attempted to steal school property or private property. (Education Code 48900(g))
8. Possessed or used tobacco or any products containing tobacco or nicotine products, including but not limited to cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. This restriction shall not prohibit a student from using or possessing his/her own prescription products. (Education Code 48900(h))
9. Committed an obscene act or engaged in habitual profanity or vulgarity. (Education Code 48900(i))
10. Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code 11014.5. (Education Code 48900(j))
11. Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties. (Education Code 48900(k))
12. Knowingly received stolen school property or private property. (Education Code 48900(l))
13. Possessed an imitation firearm, i.e., a replica of a firearm that is as substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. (Education Code 48900(m))
14. Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a or 289, or committed a sexual battery as defined in Penal Code 243.4. (Education Code 48900(n))
15. 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. (Education Code 48900(o))
16. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma. (Education Code 48900(p))
17. Engaged in, or attempted to engage in, hazing as defined in Education Code 32050. (Education Code 48900(q))
18. Made terrorist threats against school officials and/or school property. (Education Code 48900.7)

A student in grades 4-12 is also subject to suspension or recommendation for expulsion when it is determined that he/she:

19. Committed sexual harassment as defined in Education Code 212.5 (Education Code 48900.2)
20. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in Education Code 233 (Education Code 48900.3)
21. Intentionally engaged in harassment, threats or intimidation against 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 school personnel or students by creating an intimidating or hostile educational environment (Education Code 48900.4)

## **Safety Procedures South Tahoe High School**

### **Nondiscrimination/Harassment:**

A student may be suspended or expelled for any of the acts listed above if the act is related to school activity or school attendance occurring at any district school under the jurisdiction of the Superintendent or principal or within any other school district, including but not limited to the following circumstances: (Education Code 48900)

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, going to, or coming from a school-sponsored activity

The Superintendent or principal may use his/her discretion to provide alternatives to suspension or expulsion for a student subject to discipline under this administrative regulation, including, but not limited to, counseling and an anger management program. (Education Code 48900(r))

Alternatives to suspension or expulsion shall be used with students who are truant, tardy, or otherwise absent from assigned school activities.

## **Safety Procedures South Tahoe High School**

### **Notifications to Law Enforcement Authorities:**

Prior to the suspension or expulsion of any student, the principal or designee shall notify appropriate city or county law enforcement authorities of any student acts of assault which may have violated Penal Code 245. (Education Code 48902)

The principal or designee also shall notify appropriate city or county law enforcement authorities of any student acts which may involve the possession or sale of narcotics or of a controlled substance or possession of weapons or firearms in violation of Penal Code 626.9 and 626.10. (Education Code 48902)

Within one school day after a student's suspension or expulsion, the principal or designee shall notify appropriate city or county law enforcement authorities, by telephone or other appropriate means, of any student acts which may violate Education Code 48900(c) or (d), relating to the possession, use, offering or sale of controlled substances, alcohol or intoxicants of any kind. (Education Code 48902)

## **Safety Procedures South Tahoe High School**

### **Outcome Data**

The Superintendent or designee shall maintain the following data and report such data annually to the California Department of Education, using forms supplied by the California Department of Education: (Education Code 48900.8, 48916.1)

1. The number of students recommended for expulsion
2. The specific grounds for each recommended expulsion
3. Whether the student was subsequently expelled
4. Whether the expulsion order was suspended
5. The type of referral made after the expulsion
6. The disposition of the student after the end of the expulsion period

## **Safety Procedures South Tahoe High School**

### **Dress and Grooming:**

The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment.

The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process.

The Board of Education seeks to provide educational experiences which assure that students are academically prepared, that they accept civic and social responsibilities and that they are qualified for future entry into the work place. The clothing and accessories worn by students and staff should reflect the serious goals of an academic environment.

Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever these standards are revised. A student who violates these standards shall be subject to appropriate disciplinary action.

### **Gang Related Apparel:**

In accordance with the California Constitution, all students and staff of public primary, elementary, junior high, and senior high schools have a right to attend campuses which are safe, secure, and peaceful. Where there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities, the Board of Education authorizes the principal, staff and parents/guardians at the school to establish a reasonable dress code that prohibits students from wearing gang-related apparel.

Such a dress code may be included as part of the school safety plan and must be presented to the Board for approval. The Board shall approve the plan upon determining that it is necessary to protect the health and safety of the school's students.

**Lake Tahoe Unified School District  
South Tahoe High School  
Safe School Plan Adoption Process**

Date Adopted: 9/29/2017

Committee Title: STHS School Site Council

Member Name	Title	Signature
Carla Zezula	School Site Council Chair	
Joe Murphy	Teacher	
Anneliese Tillson	Teacher	
Traivs Steil	Teacher	
Lori Buchan	Classified	
Harold Singer	Parent	
Hanna Bernard	Parent	
Christina Protor	Parent	
Celeste Holmes	Student	
Shelby Lyon	Student	
Hayley Georguson	Student	
Carline Sinkler	Principal	

Date submitted to District Office: 9/29/17

Signature of Principal: \_\_\_\_\_