

2018-19

Sacramento Charter High School

Course Catalog – Addendum

The Sacramento Charter High School Counseling Team does not and shall not discriminate on the basis of actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, sexual orientation, nationality, race, ethnicity, or immigration status, religion, actual or potential parental, family or marital status, or association with a person or a group with one or more of these actual or perceived characteristics. **All courses** listed in the current course catalog are available to **all students** regardless of inclusion, perceived inclusion or association with any of the groups listed above.

For more information, please see the below St. HOPE Public Schools policies, which are also included in this document:

- SHPS Guidance/Counseling Services Policy
- SHPS Courses of Study Policy
- SHPS Nondiscrimination in SHPS Programs and Activities Policy

St. HOPE Public Schools Guidance/Counseling Services Policy

St. HOPE Public Schools (SHPS) recognizes that a comprehensive counseling program can help promote both academic achievement and social emotional health, serving the diverse needs of all students. School-based counseling staff, including credentialed counselors and supervised advisory staff, shall be available to meet with students to provide academic advising, social-emotional support, and college and career planning.

SHPS prohibits discrimination in counseling, counseling services, and counseling materials against any student on the basis of a student's actual or perceived ancestry, age, color, disability, gender, sex, gender identity, gender expression, sexual orientation, nationality, race, ethnicity, immigration status, religion, actual or potential parental, family or marital status, or association with a person or a group with one or more of these actual or perceived characteristics. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be differentiated on the basis of any protected category.

Academic Advising

SHPS's academic counseling program shall help students establish immediate and long-range educational plans, achieve academic standards, and complete the required curriculum in accordance with their individual needs, abilities, and interests. Counseling staff will also assure that students are on track to complete the college preparatory coursework included in SHPS's graduation requirements, or any alternative graduation requirements established. To the extent possible, parents/guardians shall be included when making educational plans.

College and Career Planning

Counseling staff shall help all students plan for the future and become aware of their career interests and opportunities. Academic planning for higher education shall include information about courses needed for admission to colleges and universities, standardized admission tests, financial aid, scholarships and other application requirements. Parents should be considered partners in supporting students' college and career plans.

Social-Emotional Support

Counseling staff shall work with students whose personal circumstances or challenges affect their experiences at school. As appropriate, students shall be informed about agencies that offer qualified professional assistance with substance abuse; physical, social or emotional issues; or other personal or health obstacles.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by his/her parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602. (*Education Code 49602*)

Counseling staff shall respect student confidentiality as appropriate and shall consult with the Superintendent or designee or with the district's legal counsel whenever unsure of how to respond to a student's personal circumstances. Parent/guardian consultation and consent shall be obtained as appropriate.

Processing Complaints of Discrimination, Harassment, Intimidation, and Bullying

SHPS has adopted a process for receiving complaints of and investigating complaints of discrimination, harassment, intimidation, and bullying based on the above listed actual or perceived characteristics. The "St. HOPE Public Schools Uniform Complaint Procedures" is available upon request.

SHPS has designated the below compliance officer. The compliance officer shall receive and investigate complaints and ensure compliance with the law. The Superintendent/CEO may appoint a designee to conduct the investigation.

Equity Compliance Officer/ Title IX Compliance Officer:

Emily Heizer

Director of Credential Advising and Conflict Resolution

2315 34th Street

Sacramento, CA 95817

916-649-7900

ehimizer@sthopepublicschools.org

St. HOPE Public Schools Courses of Study Policy

The Board of Directors recognizes that a well-articulated sequence of courses fosters academic progress and provides for the best possible use of instructional time. St HOPE Public School's course of study shall provide students with opportunities to attain the skills, knowledge, and abilities they need to be successful in school, college, and/or the workplace.

The Superintendent or designee shall establish processes for ensuring the articulation of courses across grade levels. The sequence of courses shall be designed to ensure that each course provides adequate preparation for the next course in the sequence, avoids significant duplication of content, and allows for reinforcement and progression in the subject matter.

Elementary Grades

SHPS shall adopt a course of study for elementary grades that sufficiently prepares students for the secondary school course of study.

Secondary Grades

The course of study for high school students shall include instruction in skills and knowledge for adult life, career technical training, and a timely opportunity for all otherwise qualified students to enroll, within four years before graduation, in each course necessary to fulfill the requirements and prerequisites for admission to California public colleges and universities. (Education Code 51224, 51228)

The Superintendent or designee shall develop a process by which courses are submitted to the University of California (UC) for review and certification in order to meet university admission criteria. He/she shall maintain an accurate list of all current district high school courses that have been so certified and shall ensure that the list is provided annually to each student in grades 9-12 and that updated lists are made readily available. (Education Code 66204)

Processing Complaints of Discrimination, Harassment, Intimidation, and Bullying

No course or activity will be created, labeled, or scheduled in a way which results in the separation of students on the basis of actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, sexual orientation, nationality, race, ethnicity, or immigration status, religion, actual or potential parental, family or marital status, or association with a person or a group with one or more of these actual or perceived characteristics. (5 CCR § 4940[d])

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St. HOPE Public Schools Nondiscrimination in SHPS Programs and Activities Policy

The St. HOPE Public Schools (SHPS) Board of Directors is committed to equal opportunity for all individuals in education. SHPS programs, activities, and practices shall be free from discrimination based on actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, sexual orientation, nationality, race, ethnicity, or immigration status, religion, actual or potential parental, family or marital status, or association with a person or a group with one or more of these actual or perceived characteristics.

All individuals shall be treated equitably in the receipt of SHPS and school services. Personally identifiable information collected in the implementation of any SHPS program, including, but not limited to, student and family information for the free and reduced-price lunch program, transportation, or any other educational program, shall be used only for the purposes of the program, except when the Superintendent or designee authorizes its use for another purpose in accordance with law. Resources and data collected by SHPS shall not be used, directly or by others, to compile a list, registry, or database of individuals based on race, gender, sexual orientation, religion, ethnicity, national origin, or immigration status or any other category identified above.

The Superintendent or designee shall review SHPS programs and activities to ensure the removal of any barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing SHPS programs and activities, including the use of facilities. S/he shall take prompt, reasonable actions to remove any identified barrier. The Superintendent or designee shall report his/her findings and recommendations to the Board after each review.

Processing Complaints of Unlawful Discrimination

All allegations of unlawful discrimination in SHPS programs and activities shall be investigated and resolved in accordance with the procedures specified in the "St. HOPE Public Schools Uniform Complaint Procedures".

The individual identified in the "St. HOPE Public Schools Uniform Complaint Procedures" as the employee responsible for coordinating SHPS's response to complaints shall also be responsible for complying with all civil rights laws.

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