



Santa Maria Joint Union
HIGH SCHOOL DISTRICT

Where greatness grows.

CONFIDENTIAL

June 7, 2024

VIA PERSONAL DELIVERY

Shanda Herrera
Principal
Pioneer Valley High School

Re: 45-Day Notice of Unprofessional Conduct

Dear Ms. Herrera:

As the authorized representative of the Santa Maria Joint Union High School District (“District”), I am notifying you, pursuant to California Education Code section 44938, that the incidents described below constitute unprofessional conduct by you as a certificated employee of the District. **(Attachment 1, Education Code section 44938.)** By law, you cannot be dismissed from your employment for unprofessional conduct for at least 45 days after issuance of this Notice. However, it may be necessary to recommend dismissal or suspension in the future if your conduct does not improve. Any instance of similar or other serious instances of misconduct that occur during or after the 45-day period will be considered by the Governing Board in relation to a suspension without pay or dismissal from your employment. In addition, the District may also consider demotion for cause and a no-cause reassignment to the classroom.

In the event that dismissal or suspension proceedings are filed against you, this Notice is not intended to preclude other causes for discipline or other instances in addition to those set forth herein below.

The specific incident of unprofessional conduct is as follows:

On or around April 12, 2024, you sent an email to District staff directing them not to accept certain groups of students to return for a fifth year of high school—including English Learners (“EL”) and students with individualized education programs (“IEP”)—so you “don’t take the hit on grad rate for class of 2024.” **(Attachment 2, Email dated April 12, 2024.)** Not only was this conduct a violation of the District’s Board Policy (“BP”) 4319.21 – Professional Conduct, if it had been acted on, it could have resulted in the denial of a free and appropriate education (“FAPE”) for special education students who are entitled to a FAPE until they receive a diploma or reach the age of 22.

You previously received a letter of reprimand on or around November 17, 2023, for your inappropriate and unprofessional conduct, and you were warned that your failure to follow the directives in the letter

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of reprimand would be grounds for further discipline, including demotion for cause, no cause reassignment, or termination of your employment. (**Attachment 3, Letter of Reprimand dated November 17, 2023.**) The letter of reprimand was issued to you because on August 23, 2023, you sent an inappropriate and unprofessional communication to another District employee making numerous negative and inappropriate comments about several members of your administrative team, and your supervisor. The District informed you, at that time, that you had violated BP and Exhibit (“E”) 4319.21, BP 4030, and BP/Administrative Regulation (“AR”) 4040. The letter of reprimand also included directives which included the following:

- Exercise good judgment and act professionally in your interactions with District employees.
- Make decisions, model, and behave in ways that demonstrate professionalism, ethics, and integrity.
- Comply with all District and site policies and procedures.

In addition, prior to receiving the letter of reprimand, you were issued [REDACTED] performance evaluation [REDACTED]

On November 17, 2023, you were specifically directed do the following:

- Treat all members of the school community with dignity and respect;
- Exercise good judgment and act professionally in your interactions with District employees;
- Make decisions, model, and behave in ways that demonstrate professionalism, ethics, and integrity;
- Follow all directives issues to you by your supervisor or any cabinet level administrator; and
- Comply with all District and site policies and procedures.

Notwithstanding, your April 12, 2024 communication violated the directives listed above.

Relevant Policies

Board Policy 4319.21 states:

The Board of Trustees expects district employees to maintain the highest ethical standards, behave professionally, follow district policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct that enhances the integrity of the district, advances the goals of the district's educational programs, and contributes to a positive school climate.

The Board encourages district employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they

may belong. District employees shall cooperate with workplace investigations designed to ensure professional conduct, uphold District policy and procedures, and provide a safe and supportive workplace environment. . . .

Inappropriate employee conduct includes, but is not limited to:

Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed

(Attachment 4, Board Policy/Exhibit 4319.21.)

Additionally, Board Policy 5137 provides:

The Board of Trustees desires to enhance student learning by providing an orderly, caring, and nurturing educational and social environment in which all students can feel safe and take pride in their school and their achievements. The school environment should be characterized by positive interpersonal relationships among students and between students and staff.

All staff are expected to serve as role models for students by demonstrating positive, professional attitudes and respect toward each student and other staff members. Teachers shall use effective classroom management techniques based on clear expectations for student behavior.

(Attachment 5, Board Policy 5137.)

The District determined that your conduct, described above, violates District policy and is cause for discipline. In particular, the District determined that your conduct was unprofessional, inappropriate, and in violation of Board Policy 4319.21 and 5137 because it failed to live up to the District's standards concerning professionalism and created an environment that was not conducive for positive learning. Additionally, your conduct violated the District's prior directives as described herein. Therefore, this conduct is cause for issuance of this Notice.

I must emphasize the serious nature of the misconduct described herein. Further misconduct of this nature will result in further discipline up to and including termination from your employment with the District. In order to assist you with correcting your behavior, you are directed to:

1. Conduct yourself in a professional manner in all of your interactions with District staff.
2. Read and abide by Board Policy 4319.21 and 5137.
3. Comply with all District and site policies and procedures.
4. Collaborate on an ongoing basis with site administration regarding expectations and any guidance/support needed to improve your interactions with District staff.

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5. Refrain from instructing other District staff to participate in conduct that may be considered discriminatory and/or a denial of FAPE.
6. Attend and complete training as requested by the District to improve upon your interactions with District staff.
7. Enhance the integrity of the District by being a positive role model, both at school and during activities off campus.

Pursuant to Education Code section 44938, please find your most recent performance evaluation, dated and signed June 16, 2023, attached. **(Attachment 6, Performance Evaluation dated/signed June 16, 2023.)**


Pursuant to Education Code section 44031, you have the right to comment upon this Notice and have your written comments attached to the copy, which will be placed in your personnel file that is maintained in the District's personnel office in approximately ten (10) days.

Sincerely,

Antonio Garcia
Superintendent
Santa Maria Joint Union High School District

Enclosures: Attachment 1, Education Code section 44938
Attachment 2, Email dated April 12, 2024
Attachment 3, Letter of Reprimand dated November 17, 2023
Attachment 4, Board Policy/Exhibit 4319.21
Attachment 5, Board Policy 5137
Attachment 6, Performance Evaluation dated/signed June 16, 2023

I acknowledge that I have received a copy of this letter and understand that this document will be placed in my personnel file after 10 workdays. I understand that I have a right to prepare a written response which will be attached to this 45-Day Notice of Unprofessional Conduct before it is placed in my personnel file.


Employee _____ Date June 7, 2024


Employer _____ Date 6/7/2024

Attachment 1

State of California

EDUCATION CODE

Section 44938

44938. (a) The governing board of any school district shall not act upon any charges of unprofessional conduct unless at least 45 calendar days prior to the date of the filing, the board or its authorized representative has given the employee against whom the charge is filed, written notice of the unprofessional conduct, specifying the nature thereof with such specific instances of behavior and with such particularity as to furnish the employee an opportunity to correct his or her faults and overcome the grounds for the charge. The written notice shall include the evaluation made pursuant to Article 11 (commencing with Section 44660) of Chapter 3, if applicable to the employee.

(b) The governing board of any school district shall not act upon any charges of unsatisfactory performance unless it acts in accordance with the provisions of paragraph (1) or (2):

(1) At least 90 calendar days prior to the date of the filing, the board or its authorized representative has given the employee against whom the charge is filed, written notice of the unsatisfactory performance, specifying the nature thereof with such specific instances of behavior and with such particularity as to furnish the employee an opportunity to correct his or her faults and overcome the grounds for the charge. The written notice shall include the evaluation made pursuant to Article 11 (commencing with Section 44660) of Chapter 3, if applicable to the employee.

(2) The governing board may act during the time period composed of the last one-fourth of the schooldays it has scheduled for purposes of computing apportionments in any fiscal year if, prior to the beginning of that time period, the board or its authorized representative has given the employee against whom the charge is filed, written notice of the unsatisfactory performance, specifying the nature thereof with such specific instances of behavior and with such particularity as to furnish the employee an opportunity to correct his or her faults and overcome the grounds for the charge. The written notice shall include the evaluation made pursuant to Article 11 (commencing with Section 44660) of Chapter 3, if applicable to the employee.

(c) "Unsatisfactory performance" as used in this section means, and refers only to, the unsatisfactory performance particularly specified as a cause for dismissal in Section 44932 and does not include any other cause for dismissal specified in Section 44932.

"Unprofessional conduct" as used in this section means, and refers to, the unprofessional conduct particularly specified as a cause for dismissal or suspension

in Sections 44932 and 44933 and does not include any other cause for dismissal specified in Section 44932.

(Amended by Stats. 1995, Ch. 392, Sec. 4. Effective January 1, 1996.)

Attachment 2



From: Shanda Herrera <sherrera@smjuhsd.org>

Sent: Friday, April 12, 2024 11:24 AM

To: [REDACTED] <[REDACTED]@smjuhsd.org>; [REDACTED] <[REDACTED]@smjuhsd.org>; [REDACTED] <[REDACTED]@smjuhsd.org>; [REDACTED] <[REDACTED]@smjuhsd.org>

Cc: [REDACTED] <[REDACTED]@smjuhsd.org>; [REDACTED] <[REDACTED]@smjuhsd.org>; Shanda Herrera <sherrera@smjuhsd.org>

Subject: No 5th year sped students

[REDACTED] and [REDACTED]

I am not allowing any mild/mod students to come back for a 5th year unless they are SH and in [REDACTED] [REDACTED] or [REDACTED]'s classes.

We are too impacted and I don't allow it for EL kids either.

Please make sure that is the message you are sending during IEP meetings.

If you have kids that will qualify for adult school, please get with [REDACTED] and see what info [REDACTED] conveyed about getting sped kids off our enrollment so I don't take the hit on grad rate for class of 2024. See me if you have questions.

Please start emailing me a list with the following information every Monday by the end of the school day.

Student Name	ID number	Case Manager	Reasons they may not graduate	Actions being taken to assist student (include date and person responsible)
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Keep it as a running shared document. I want to see what's being done.
Thanks.

Shanda Herrera

PVHS Principal since 2011
Home of Panther Pride
(805) 922-1305 ext. 5701

Attachment 3



Santa Maria Joint Union
HIGH SCHOOL DISTRICT

Where greatness grows.

November 17, 2023

PERSONAL AND CONFIDENTIAL

By Hand Deliver

Shanda Herrera

Re: Letter of Reprimand

Dear Ms. Herrera:

On behalf of the Santa Maria Joint Union High School District ("District"), I am issuing you this Letter of Reprimand based upon your inappropriate and unprofessional conduct. This Letter of Reprimand specifies the nature of your acts and omissions in an effort to provide you with the opportunity to correct these deficiencies and avoid further discipline, including possible for cause demotion, no cause reassignment or dismissal. Your conduct, described below, violates Board Policy and is inconsistent with the culture and expectations of the District.

On August 23, 2023, you sent a text message to the District phone number of District employee, [REDACTED] [REDACTED] which stated:

Hey[.] Any News? I have so much to say to you and I'm hoping you're coming back soon.

Things have changed a lot. [REDACTED] ready to retire[.] [REDACTED] a speddie[.] [REDACTED] is full of himself[.] [REDACTED] doesn't know which way is up[.]

Story of my life[.] I'm on admin support number 10

Hoping you're coming back but scared to hold my breath

[REDACTED] reminds me daily this is temporary

I gotta do a lotta big things alone

[REDACTED] walking around like the queen of England pissing me off

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Just a lot of frustration

Hoping it ends soon

██ and I can quit this F' Ed up
organization that used to be my home

I'm sad and hoping for the best

Not sure what you did but ██████ didn't go to advance either

Just be straight with me

I will always defend u and I'm sad by the mess left in your wake

You were the best ████████████████████ I ever had

This communication is inappropriate and unprofessional and is cause for issuance of this letter of reprimand.

Your negative commentary about several members of the administrative team, including your supervisor, demonstrates poor judgment on your part and is highly unprofessional.

Board Policy ("BP") and Exhibit ("E") 4319.21, attached as **Exhibit 1**, detail the expectation of professionalism for District employees. The Board expects all District employees to maintain the highest ethical standards, exhibit professional behavior, follow District policies and regulations, and abide by state and federal laws. In addition, the conduct of District employees should enhance the integrity of the District and advance the goals of the District's educational programs. Your conduct, as outlined above, was inappropriate and failed to meet the District's standards and expectations of professionalism.

Further, the Board is determined to provide its students, employees, job applicants, interns, volunteers and persons who have contracted with the District to provide services, a safe and positive environment where they are assured a safe learning or working environment and are protected from harassment or intimidation. (**Exhibit 2**, District BP 4030.) Any district employee who engages in prohibited discrimination, harassment, or retaliation, or encourages another to engage or attempt to engage in such behavior is in violation of District policies and subject to disciplinary action, up to and including dismissal.

District BP and AR 4040 outline the acceptable, and unacceptable, ways in which an employee may use the District's electronic devices and the District's internet network. (**Exhibit 3**, District BP and AR 4040.) The Employee Acceptable Use Agreement also specifies the obligations and responsibilities you agreed to abide by as a user of District technology. (**Exhibit 4**, District Employee Acceptable Use Agreement.) Specifically,

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"[e]mployees shall not access, post, submit publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based upon their race, ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs."

Your conduct violated these Board Policies and Administrative Regulations.

Furthermore, you previously received feedback on similar behavior in your 2021-2023 performance evaluation. (Exhibit 5, Performance Evaluation.) [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Your conduct described above violated the Recommendations given to you in your performance evaluation and, is therefore, insubordinate.

Your behavior erodes trust and undermines your ability to maintain positive working relationships with other administrators in the District. This conduct shows a lack of respect towards members of your own administrative team and creates a negative working environment for others. Your conduct also brings into question your professional judgment as an administrator in the District.

In order to assist you with correcting your behavior, you are directed to:

1. Treat all members of the school community with dignity and respect.
2. Work with [REDACTED] as your leadership coach through 6/30/2023.
3. Attend webinars with [REDACTED] and [REDACTED] and in-service with [REDACTED]
4. Build more collaborative relationships with your colleagues at the administrative level.
5. Exercise good judgment and act professionally in your interactions with District employees.
6. Make decisions, model, and behave in ways that demonstrate professionalism, ethics, and integrity.
7. Utilize District-issued devices and technology for work-related purposes only.

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- 8. Comply with all District and site policies and procedures.
- 9. Do not retaliate against any employee who you may believe provided information contained in this reprimand.
- 10. Follow all recommendations in your evaluations, including your 2021-23 evaluation and your 2023-24 pending evaluation.
- 11. Follow all directives issued to you by your supervisor or any cabinet level administrator.

I must emphasize the seriousness of this situation and the need for immediate, remedial conduct. The District values your talent and skills, but your present unwillingness, in certain circumstances, to work as part of a team is a serious impediment to your success and the District's. Any future incidents of the behavior described above and failure to follow the directives set forth above will be grounds for further discipline including possible, demotion for cause, no cause reassignment or termination of your employment.

Pursuant to Education Code section 44031, this letter will be placed in your personnel file in ten days. You may submit a written response to this Letter of Reprimand and, if you do, it will be attached to this letter and also placed in your personnel file.

Sincerely,



Antonio Garcia
 Superintendent
 Santa Maria Joint Union High School District

Attachments: Exhibits 1-5

I acknowledge that I have received a copy of this letter and understand that this document will be placed in my personnel file after 10 workdays. I understand that I have a right to prepare a written response which will be attached to this letter of reprimand before it is placed in my personnel file.

 _____ Date 11/17/23

 _____ Date 11/17/23

cc: Personnel File

Attachment 4

Policy 4319.21: Professional Standards

Status: ADOPTED

Original Adopted Date: 09/12/2012

The Board of Trustees expects district employees to maintain the highest ethical standards, exhibit professional behavior, follow district policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employee conduct should enhance the integrity of the district, advance the goals of the district's educational programs, and contribute to a positive school climate.

(cf. 0200 - Goals for the School District)

(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)

(cf. 5131 - Conduct)

(cf. 5137 - Positive School Climate)

The Board encourages district employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

(cf. 2111 - Superintendent Governance Standards)

(cf. 9005 - Governance Standards)

Each employee should make a commitment to acquire the knowledge and skills necessary to fulfill his/her responsibilities and should focus on his/her contribution to the learning and achievement of district students.

(cf. 4112.2 - Certification)

(cf. 4131, 4231, 4331 - Staff Development)

Inappropriate employee conduct includes, but is not limited to:

1. Engaging in any conduct that endangers students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon

(cf. 0450 - Comprehensive Safety Plan)

(cf. 4158/4258/4358 - Employee Security)

2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

(cf. 5131.2 - Bullying)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child

4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student

5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time

6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members

7. Willfully disrupting district or school operations by loud or unreasonable noise or other action

8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace or at a school-sponsored activity

(cf. 3513.3 - Tobacco-Free Schools)

(cf. 4020 - Drug and Alcohol Free Workplace)

(cf. 4112.41/4212.41/4312.41 - Employee Drug Testing)

(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)

9. Dishonesty with students, parents/guardians, staff, or members of the public, including, but not limited to, falsification of information in employment records or other school records

10. Divulging confidential information about students, district employees, or district operations to persons not authorized to receive the information

(cf. 3580 - District Records)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 5125 - Student Records)

(cf. 5125.1 - Release of Directory Information)

11. Using district equipment or other district resources for the employee's own commercial purposes or for political activities

(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)

12. Using district equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity

Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor employee usage of district technological resources at any time without the employee's consent.

(cf. 4040 - Employee Use of Technology)

13. Causing damage to or engaging in theft of property belonging to students, staff, or the district

14. Wearing inappropriate attire

(cf. 4119.22/4219.22/4319.22 - Dress and Grooming)

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the district's child abuse reporting procedures as detailed in AR 5141.4 - Child Abuse Prevention and Reporting.

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

Any reports of employee misconduct shall be promptly investigated. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

(cf. 4117.4 - Dismissal)

(cf. 4117.7 - Employment Status Reports)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

The district prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the complaint process shall be subject to discipline.

Exhibit (PDF) 4319.21-E PDF(1): Professional Standards

Status: ADOPTED

Original Adopted Date: 11/12/2014

See PDF on the next page.

CALIFORNIA PROFESSIONAL STANDARDS FOR EDUCATIONAL LEADERS

Standard 1. Development and Implementation of a Shared Vision: Education leaders facilitate the development and implementation of a shared vision of learning and growth of all students.

1A. Student-Centered Vision: Leaders shape a collective vision that uses multiple measures of data and focuses on equitable access, opportunities, and outcomes for all students.

1B. Developing Shared Vision: Leaders engage others in a collaborative process to develop a vision of teaching and learning that is shared and supported by all stakeholders.

1C. Vision Planning and Implementation: Leaders guide and monitor decisions, actions, and outcomes using the shared vision and goals.

Standard 2. Instructional Leadership: Education leaders shape a collaborative culture of teaching and learning informed by professional standards and focused on student and professional growth.

2A. Professional Learning Culture: Leaders promote a culture in which staff engages in individual and collective professional learning that results in their continuous improvement and high performance.

2B. Curriculum and Instruction: Leaders guide and support the implementation of standards-based curriculum, instruction, and assessments that address student expectations and outcomes.

2C. Assessment and Accountability: Leaders develop and use assessment and accountability systems to monitor, improve, and extend educator practice, program outcomes, and student learning.

Standard 3. Management and Learning Environment: Education leaders manage the organization to cultivate a safe and productive learning and working environment.

3A. Operations and Facilities: Leaders provide and oversee a functional, safe, and clean learning environment.

3B. Plans and Procedures: Leaders establish structures and employ policies and processes that support students to graduate ready for college and career.

3C. Climate: Leaders facilitate safe, fair, and respectful environments that meet the intellectual, linguistic, cultural, social-emotional, and physical needs of each learner.

3D. Fiscal and Human Resources: Leaders align fiscal and human resources and manage policies and contractual agreements that build a productive learning environment.

Standard 4. Family and Community Engagement: Education leaders collaborate with families and other stakeholders to address diverse student and community interests and mobilize community resources.

4A. Parent and Family Engagement: Leaders meaningfully involve all parents and families, including underrepresented communities, in student learning and support programs.

4B. Community Partnerships: Leaders establish community partnerships that promote and support students to meet performance and content expectations and graduate ready for college and career.

4C. Community Resources and Services: Leaders leverage and integrate community resources and services to meet the varied needs of all students.

Standard 5: Ethics and Integrity: Education leaders make decisions, model, and behave in ways that demonstrate professionalism, ethics, integrity, justice, and equity and hold staff to the same standard.

5A. Reflective Practice: Leaders act upon a personal code of ethics that requires continuous reflection and learning.

5B. Ethical Decision-Making: Leaders guide and support personal and collective actions that use relevant evidence and available research to make fair and ethical decisions.

5C. Ethical Action: Leaders recognize and use their professional influence with staff and the community to develop a climate of trust, mutual respect, and honest communication necessary to consistently make fair and equitable decisions on behalf of all students.

Standard 6: External Context and Policy: Education leaders influence political, social, economic, legal, and cultural contexts affecting education to improve education policies and practices.

6A. Understanding and Communicating Policy: Leaders actively structure and participate in opportunities that develop greater public understanding of the education policy environment.

6B. Professional Influence: Leaders use their understanding of social, cultural, economic, legal, and political contexts to shape policies that lead all students to graduate ready for college and career.

6C. Policy Engagement: Leaders engage with policymakers and stakeholders to collaborate on education policies focused on improving education for all students.

Attachment 5

Policy 5137: Positive School Climate

Status: ADOPTED

Original Adopted Date: 08/14/2002

The Board of Trustees desires to enhance student learning by providing an orderly, caring, and nurturing educational and social environment in which all students can feel safe and take pride in their school and their achievements. The school environment should be characterized by positive interpersonal relationships among students and between students and staff.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 3515 - Campus Security)

(cf. 3515.2 - Disruptions)

(cf. 5030 - Student Wellness)

(cf. 5131.4 - Student Disturbances)

(cf. 5142 - Safety)

(cf. 5145.3 - Nondiscrimination/Harassment)

All staff are expected to serve as role models for students by demonstrating positive, professional attitudes and respect toward each student and other staff members. Teachers shall use effective classroom management techniques based on clear expectations for student behavior.

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

Staff shall consistently enforce Board policies and regulations which establish rules for appropriate student conduct, including prohibitions against bullying, cyber bullying, harassment of students, hazing, other violence or threats of violence against students and staff, and drug, alcohol, and tobacco use.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3513.3 - Tobacco-Free Schools)

(cf. 4020 - Drug and Alcohol-Free Workplace)

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5131.6 - Alcohol and Drugs)

(cf. 5131.7 - Weapons and Dangerous Instruments)

(cf. 5136 - Gangs)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 5145.2 - Freedom of Speech/Expression)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

The district's curriculum shall include age-appropriate character education which includes, but is not limited to, the principles of equality, human dignity, mutual respect, fairness, honesty, and citizenship. Teachers are encouraged to employ cooperative learning strategies that foster positive interactions in the classroom among students from diverse backgrounds.

(cf. 5131.9 - Academic Honesty)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6141.6 - Multicultural Education)

(cf. 6142.3 - Civic Education)

(cf. 6142.4 - Service Learning/Community Service Classes)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

The Superintendent or designee may develop other strategies to enhance students' feelings of connectedness with the schools, such as campus beautification projects, graffiti removal, development of extracurricular activities and after-school programs, pairing of adult mentors with individual students, recognition of student achievement, and encouragement of strong family and community involvement in the schools.

(cf. 1240 - Volunteer Assistance)

(cf. 5126 - Awards for Achievement)

(cf. 5131.5 - Vandalism, Theft and Graffiti)

(cf. 5148.2 - Before/After School Programs)

(cf. 6020 - Parent Involvement)

(cf. 6145 - Extracurricular and Co-curricular Activities)

(cf. 6145.5 - Student Organizations and Equal Access)

Students shall have opportunities to voice their concerns about school policies and practices and to share responsibility for solving problems that affect their school.

The schools shall promote nonviolent conflict resolution techniques in order to encourage attitudes and behaviors that foster harmonious relations. As part of this effort, students shall be taught the skills necessary to reduce violence, including communication skills, anger management, bias reduction, and mediation skills.

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 6164.2 - Guidance/Counseling Services)

Staff shall receive professional development designed to improve classroom management, conflict resolution techniques, and communications with students and parents/guardians including persons of diverse backgrounds.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Attachment 6

**Santa Maria Joint Union High School District
ADMINISTRATOR PERFORMANCE EVALUATION**

