



Established April 2001

2008 - 2009

# Parent and Student Handbook

# Gold Rush Charter School

## Parent / Student Handbook 2008/2009

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# Welcome to Gold Rush Charter School

I would like to congratulate you for choosing Gold Rush. You have reviewed the options available and chosen the school that fits your needs and we believe that you will find your experience at Gold Rush to be very rewarding. Every year we apply the lessons we have learned from the prior year. We are never satisfied and are always trying to improve. We believe that this year will be the best year ever!

Personalized learning is ideal for promoting maximum personal growth and respect for each individual's special gifts and skills. We believe that the student, parent, instructor(s) and school can work together as a learning team, focusing on each student's strengths and weaknesses. The team concept is appropriate because each team member has a special responsibility.

1. The student must put in the time and make the effort to learn.
2. The parent establishes the schedule, creates the learning environment, maintains the learning records and assists the student with materials.
3. Our instructors are credentialed by the state of California and will use their professional expertise to select appropriate curriculum, evaluate progress, suggest learning strategies and necessary resources including onsite classes and tutoring.
4. Finally, the school will provide the resources and coordinate the process. If you feel things aren't working as smoothly as they ought to, don't hesitate to contact me!

Learning happens all the time and is not limited to the classroom. Our goal is to make learning a life-long adventure. We look forward to working with you during the coming school year. Remember, if you have any questions or concerns, we are always here to help.

Sincerely,

***Kathleen Hansen***

**Kathleen Hansen, Principal**

# I STUDENT ENROLLMENT

Gold Rush is a K-12 public school. We are supported by your tax dollars and do not charge tuition. We admit any student (provided we have space) who applies and meets the following criteria:

- The student meets the California State Residency requirements and resides in a county which we serve (Tuolumne, Stanislaus, Calaveras, Mariposa, Merced, or Mono).
- The student is at least five (5) years old by December of the enrollment year.
- For Special Ed students the IEP team determines that Gold Rush is the best placement.
- The parents and students sign the Master Agreement and agree to the terms within.

**By choosing to enroll in Gold Rush, the parent is accepting the responsibility for being the child's primary teacher. All new parents will be required to attend a one hour orientation class to discuss the importance of parental participation, creating the proper study environment, cheating, and other issues.**

It is also important to realize that a student cannot be concurrently enrolled in two schools, public or private. The only exception is for college classes taken by high school students which have been approved by the instructor.

The administration and staff of Gold Rush believe in honoring the dignity of all human beings. Because of that belief, we do not discriminate in our hiring or enrollment practices on the basis of race, gender, age, religion, ethnic or national origin, or sexual orientation.

To complete the enrollment process, students must have the following forms on file:

- Student Enrollment Application Form
- Master Agreement by Semester
- Medical Form
- Reduced Free Lunch Form
- Cumulative Record Request Form
- Proof of Immunization \*
- Copy of Birth Certificate \*

\* These may already be in the student cumulative file. Gold Rush does not need an original copy unless the immunizations have been updated.

Once you have been accepted, please contact the front desk to schedule your photo and Scantron assessment.

## **A. Important Forms**

Most of the forms you will be asked to complete are self explanatory, however we are including a brief explanation for two of the key documents.

### 1. Master Agreement

This is a binding contract between the Parent, Student Instructor(s) and School. This briefly outlines the responsibilities of each party. If any party fails to abide by the terms of the agreement, enrollment may be terminated.

### 2. Reduced / Free Lunch Form

This form can be confusing because the school does not provide lunch! The state and federal governments use free lunch eligibility as a means of identifying either added funds or to compare our school with other schools for academic purposes. This information is confidential and will not be shared with unauthorized personnel.

## **II RESPONSIBILITIES OF LEARNING TEAM MEMBERS**

As we've noted already, we will be working as a team to help your learn and grow. Everyone on the team must do their part for success! We will take the next few pages to talk about the responsibilities of each team member.

### **A. Instructor Responsibilities**

1. The instructor will work with the parent and student to create a Personalized Learning Plan (PLP) that is tied to the state standards. Adjustments will be made as the year goes on.
2. Provide clear, appropriate assignments for each learning period on the Student Assignment and Learning Record.
3. Schedule and Analyze Intake Assessment
  - a. Computer tests (like Scantron or Star Reading or Star Math)
  - b. Review of the CUM files
  - c. Interest Survey
  - d. Student Work
4. Develop Educational Objectives
  - a. For high school, that will mean developing a plan for graduating.
  - b. For high school and elementary, learning the subject matter identified as appropriate for the grade level.
  - c. Prepare High School students for the CASHE (high school exit exam).

5. Advise on appropriate:
  - a. Classes
  - b. Texts / Study Materials
  - c. Vendors
  - d. Tutoring / Study Hall
6. Inform the student about available resources
  - a. Public Library
  - b. School Library
  - c. Internet
  - d. Online Courses
  - e. AP Courses
  - f. Community College Enrollment
7. Score / Evaluate Work
  - a. Score Tests / Homework as needed
  - b. Assign Grades
  - c. Provide Progress Evaluation
  - d. Record Keeping
    - i. Attendance reporting
    - ii. Student files for audit
8. Setup meetings / arrange as needed
  - a. Schedule regular meetings with student and parent
  - b. Student Study Teams
  - c. Attend IEP

## **B. Parental Responsibilities**

1. Record Keeping
  - a. Forms
    - i. Master Agreement
    - ii. Student assignments
    - iii. Concurrent Learning Record (daily activity)
    - iv. Correct / Score assignments (as arranged with instructor)
2. Attend monthly meetings with instructor
3. Provide supervision for student
4. Test Preparation / Participation
  - a. Parents need to ensure that students appear for STAR testing
  - b. Students who do not take the STAR test must take the Gold Rush developed academic evaluation test battery.
  - c. Parents need to ensure that high school students appear for CASHE (high school exit exam)
5. Parental Help with
  - a. Parent Council
  - b. Volunteer to help with School sponsored events
  - c. Cooperate with the instructor

## Parental Responsibilities – Continued

6. Parental Resources
  - d. Provide computer / internet access
  - e. Books / Library Access
  - f. Publications (enrichment)

### C. Student Responsibilities

1. Come to meetings and classes with assignments complete
2. Fill in Concurrent Record (calendar - with parental assistance)
3. Bring work samples to meeting
4. Attend STAR test / CASHE (if applicable)
5. Supplies Needed – Middle School & High School
  - a) 3 Ring Binder – at least 1”
  - b) Subject divider pages
  - c) Loose leaf notebook paper
6. Supplies Needed – Elementary – See Instructor

### D. Materials

Parents will be offered many instructional options from which to choose, with their Instructor’s help, to enrich their child’s curriculum. **Gold Rush** will recommend curriculum which satisfies the mandated California State Standards. Although **Gold Rush** has not established a specific dollar budget for each student, it will provide the necessary educational materials for your child’s education. In addition to textbooks, **Gold Rush** provides other learning opportunities with Vendor Course Instructors (VCIs), for example, an enrichment class such as dance. Other VCIs are more academic, such as a Spanish III Instructor. We will automatically support enrollment in more than one academic class, but only one enrichment class. However, where parents have purchased their own curriculum or other special circumstances, Administration will consider adjusting the number of vendors allowed.

It can take between three to five weeks for materials to be delivered. Materials will be delivered to the school, and the family will be notified to check them out at the library. **Gold Rush** does not supply paper and pencils, art supplies, uniforms or enrollment fees for sports programs.

**All non-consumable materials are the property of Gold Rush. The school librarian will maintain an inventory of materials checked out to the student. Those materials must be returned, in good condition, at the end of the school year or you will be billed for the cost of replacement. In addition, transcripts and grades will be held until the account is settled.**

## E. School Equipment Utilization Policy

1. Parents will be billed for property damage caused by careless behavior or intended vandalism.
2. Intentional property damage may lead to expulsion.
3. Students should not be eating or drinking while working on computers.
4. Students may only use computers under the direct supervision of a staff member.
5. Textbooks which are lost or damaged will be billed to the family. Transcripts and grades will be held until payment is made.

### INTERNET SAFETY POLICY FOR ON-LINE BEHAVIOR

Use of the internet provides great educational benefits to students. Unfortunately, however, some material accessible via the Internet may contain items that are illegal, defamatory, or potentially offensive to some people. Access to the Internet is a privilege for students who must act in a considerate and responsible manner. We require that students and parents or guardians read, accept and sign the following rules for acceptable on-line behavior.

1. Students are responsible for good behavior on the Internet just as they are in a school building. General school rules for behavior and communications apply.
2. Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that students are using the system responsibly.
3. The Internet is for academic purposes-*no recreational use is permitted at any time.*
4. **The following are NOT permitted (teachers and staff will determine appropriateness):**
  - **Sending or displaying offensive messages or pictures**
  - **Using obscene language**
  - **Harassing, insulting or attacking others**
  - **Damaging computers, computer systems or computer services**
  - **Violating copyright laws**
  - **Using someone else's password**
  - **Trespassing in another's folder, work or files**
  - **Intentionally wasting limited resources, including the use of "chain letters" and messages broadcast to mailing lists or individuals**
  - **Employing the network for commercial purposes**
  - **Revealing the personal address or phone number of yourself or any other person without permission from your teacher**
  - **Chat rooms**
  - **Instant messaging**
5. Violations may result in a loss of access as well as other disciplinary or legal action. I have read the rules for acceptable on-line behavior, understand the rules, and agree to comply with the above stated rules.

## **F. Charter School and Religious Instruction**

There is confusion about the use of religious materials in home-based education. A recent study of this issue resulted in guidelines that seem to accurately reflect the rights and opportunities of parents and students Charter Schools. This study included intensive discussions with legislative representatives, legal counsel, parents, religious groups and the California Department of Education. It is very clear that by applying the following guidelines to charter school instructional programs, the schools will operate lawfully, and of equal importance, with maximum respect for individual rights.

1. Parents have the Constitutional right to teach any subject and use any materials they think are appropriate when teaching their own children.
2. The State of California and subsequently its agent, **Gold Rush**, is not permitted to purchase or otherwise provide materials containing religious content for a student or for any other purpose.
3. The Educational Instructor/Teacher of a State of California charter school may not, during the course of instruction, utilize materials or expressions deemed to contain religious content.
4. Small group Instructors, who are paid by the State of California through a Charter School, are considered an agent of the State during their course of instruction and therefore may not teach utilizing materials or expressions deemed to contain religious content.

Any deviation from these guidelines will jeopardize **Gold Rush** Charter School's continued operation, so these guidelines must be followed.

## **G. Health Screening**

All students are required to have health screening, regardless of the institution. The state mandated schedule is:

Vision	– K, 3, 6, 9
Color Vision	– K or 1
Hearing	- K or 1, 2, 5, 8, 10
Scoliosis	- Girls 7, Boys 8

## H. Student / Parent Help

If anyone needs help, don't hesitate to call your instructor or someone in administration as we're here to help. You may also find useful information at our website [www.goldrushcs.com](http://www.goldrushcs.com). A fun way to get help is to make friends and find a "study buddy".

Our website is being actively updated. You will be given a login and password for each student. On the home page there will be information about the school, announcements, field trip information and newsletters. When you login you will see the students' class schedule and have access to the instructor's web page. Each instructor will have their own web page with a class syllabus and other information. Students will be able to communicate with the instructor through the message screen or email that will be provided on the web page. Also messages from the instructor may be viewed.

## I. Evaluation and Grading

Mastery of the subject is the goal for every student at every grade level. Not all students learn all subjects at the same speed. Mastery is defined as showing that at least 70% of the subject material has been learned. Mastery of a subject may be demonstrated by testing, portfolios, projects, interviews, or other methods appropriate to the subject.

### Gold Rush Grading Scale

A+	95-100
A	90-94
B+	85-89
B	80-84
C+	75-79
C	70-74

Assignments with less than a 70% score will be reassigned or new work on that subject will be assigned to assure mastery of the subject.

### Hours of School Work by Grade Level

Grade Level	Annual Instructional Minutes	Hours	Hours per School Day
K	36,000	600	3.5
1-3	50,400	840	4.8
4-8	54,000	900	5.2
9-12	64,800	1,080	6.2

## J. Plagiarism and Cheating Policy

Definitions \*

“Plagiarism: (1) Copying what somebody else has written or taking somebody else’s idea and trying to pass it off as original. (2) Something copied from somebody else’s work, or somebody else’s idea that somebody presents as his or her own.”

“Cheat: (1) To deceive or mislead somebody, especially for personal advantage. (2) To break the rules in a game, examination, or contest, in an attempt to gain an unfair advantage.”

“Honesty: (1) Never cheating, lying or breaking the law.”

*\*Microsoft Encarta College Dictionary, St. Martins Press, New York, New York 2001*

### **Student Consequences for Cheating or Plagiarism**

**High School: In the case of cheating or plagiarism, for the first violation, the student will lose all credit for the class in which they are caught cheating. The second offense may lead to expulsion. Elementary: Parents and student will meet with School Principal or Vice Principal to determine consequences.**

## K. Community Service

Each **Gold Rush** Student is encouraged to serve the community. **Gold Rush** will assist students in finding organizations that may need assistance. Students also may do volunteer work at the school.

Suggested hours of service by grade:

Grades 1-3	Four hours per year
Grades 4-6	Eight hours per year
Grades 7-8	Ten hours per year
Grades 9-12	Fifteen hours per year

High school students may earn credit, with their Instructor’s approval, for community service.

## L. Good Neighbor Policy

We want to be a good neighbor. Please avoid inappropriate behavior, play and loitering at the classroom office site. There is no outside supervision at the Mono Village Shopping Center.

Elementary school children must be accompanied to their appointments by a parent or guardian. High school students may schedule unaccompanied meetings. When you arrive for your appointment, please wait in the reception area where your Instructor will meet you. We would appreciate quiet voices at all times at the school because classes are usually in session.

## Good Neighbor Policy - Continued

For small group activities and workshops, the parent or designee should sign the student in and out, for safety purposes. Please do not arrive more than 10 minutes before the scheduled program begins and pick up the student no later than 10 minutes after the meeting ends.

Please respect the 10 mph speed limit in the Mono Village Shopping Center. Longer term parking is available is on the Hillsdale Drive side of the school. It always has empty spaces, is less congested and less hazardous for children. Student drivers must have a signed agreement between the parent and **Gold Rush**.

### **M. Lunch Policy**

- There are two eating options: Either eat at a designated eating area at Gold Rush or a Mono Village Center restaurant.
- Monday through Thursday a staff member will circulate through the center and restaurants during the lunch hour.
- No loitering. If students are waiting between classes, they must find a study place. Staff will assist students in locating an available study area

## **III STUDENT CODE OF CONDUCT**

### **A. Student Dress Code**

Students must exercises good judgment in their choice of clothing for school or school-related activities by always appearing in a manner:

- That must be appropriate to the situation.
  - Clean and in good repair (not ripped or full of holes).
- That must invoke a positive impression from the community.
- That promotes a learning environment that is free from unnecessary disruption.
- That must be conducive to high student performance.

Undergarments must be worn at all times but should not be seen. Hair must be clean and neat in appearance. Cologne or perfumes should be in moderation with consideration of others.

Items that are not acceptable in school, include, but are not limited to, the following:

- Sunglasses and / or hats (inside the building)
- Skirts, shorts and dresses shorter than mid-thigh
- Sundresses with bare backs and / or shoulders
- Underwear as outerwear
- Inappropriately sheer, tight, or short clothing

Student Dress Code – Continued

- Garments (i.e. “midriffs”, halter tops, backless clothing, “tube” tops, garments made of fishnet, mesh or similar material, tank tops, “muscle” tops, etc.) that inappropriately bare or expose traditionally private parts of the body including, but not limited to, the stomach, buttocks, back and breasts.
- Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that contain advertisement, symbols, words, slogans, patches, or pictures that are sexually suggestive; that are drug, tobacco, or alcohol-related or that are obscene, profane, vulgar, lewd, indecent, or plainly offensive.
- Any clothing, paraphernalia, grooming, jewelry, accessories, or body adornments that are in any way disruptive or potentially disruptive to the learning environment or that pose a threat or potential threat to the safety or welfare of the any person
- Any other similarly inappropriate clothing, accessory, body adornment, etc., or inappropriate grooming or hygiene.

If your student wears inappropriate clothes, they will receive a referral and may be asked to change clothes or be sent home.

## **B. Smoking, Drinking and Drugs**

No smoking or smokeless tobacco will be allowed on campus, regardless of student age. Students under the influence of alcohol or drugs are subject to immediate expulsion.

## **C. Onsite Behavior**

Intimidation, class disruption, bullying, vulgar or profane language, disrespectful attitude towards teachers, fighting, bullying, racial or ethnic slurs, classroom disruption and other behavior that is offensive will not be tolerated. In the case of unacceptable behavior, students will be sent home immediately. A meeting with student, parent and administration will be scheduled. This may result in expulsion or other disciplinary action.

## **D. Loitering**

Students should not be on campus unless they are here for a scheduled class or activity. All students must carry their class schedule with them at all times. Any faculty or staff may ask to see the students’ schedule. Students, who habitually are on campus when they do not have scheduled classes, may be subject to dismissal. The campus is defined as the Mono Village Shopping Center.

## **E. Student Discipline and Referral Policy**

1. The first referral slip is a warning
2. The second referral will be sent to the parent or guardian
3. The third referral will require a meeting with student, parent and administration.
4. Four or more may result in strict independent study or disenrollment.

## **F. Student Drivers**

Students driving to school are not overseen by Gold Rush Charter School or its staff. It must be clearly understood that parents or guardians are completely responsible for their student/child driving themselves and any passengers to and from School.

## **G. Non-Classroom Time**

Students who attend multiple classes and have break time between classes are not to leave the campus area. Break areas have been provided in front of Excelsior and Bonanza. Study hall and computer workstations are available in most classroom areas. See your instructor for guidance.

Students are not allowed outside the normal customer areas; for example, behind buildings or other non-customer areas.

Violations of the Code of Conduct will result in Referrals.

1. The first one is a warning;
2. The second will result in Parental contact;
3. The third will result in suspension from campus until a meeting with parents and administration or may be placed in Independent Study.

**School Hours:** Monday through Thursday from 9 a.m. to 3 p.m.

Fridays are generally not available for student activities. We need one day a week for staff development and paper work!

## **H. Grade Reports**

Credits will be issued and documented at the completion of a semester of work. Unless transferring to another school, Gold Rush will not issue credits or grades until the semester is completed, when the Instructor will provide a copy to the parent.

## **I. Transcripts**

A Gold Rush transcript should be requested at least two weeks prior to the date that it is needed. A parent or an Instructor may request a transcript by submitting a transcript request form. If the transcript is to be sent officially to another school or university, the address of the institution must be included.

## J. Study Time

You should expect to spend the equivalent of a fifty minute class period every weekday for each class that you take. College prep classes may take more time.

## K. Support for Struggling Students

There will also be opportunities for Study Hall and for tutoring, as needed. It is recommended that all Freshman enroll in a Study Skills class. Students who are having trouble with their course work may also be required to take the class.

## L. Testing

All students who are eligible (normally this includes students grades 2-11) must participate in the STAR Testing on dates shown on the 2007/2008 School Calendar. If a student chooses not to participate in the STAR Testing, the student will be scheduled for the Gold Rush Academic Test Battery. **Failure to participate in one of these tests will result in automatic dismissal.**

## M. Community College Classes

You may want to take advantage of the Community College course work available to Gold Rush high school students. Students may, when it is deemed appropriate, take Community College classes. In order to do this, your Instructor must verify that the student has the ability to be successful in this environment.

Identify the desired college course with the help of your Instructor who will then help you with the enrollment process. You'll need to turn in an application, a concurrent enrollment release form, and possibly take a proficiency test for English or Math courses. **Gold Rush** will reimburse you for books, course materials and other required fees **after you turn in the receipts and show proof (Report card) you have passed the course.**

There are many benefits for those who do take classes at a Community College:

- You receive extra credit for most college classes.
- Your college classes go into your college transcript and will count towards your future college degree.

This is an exception to state law which prohibits concurrent enrollment in two schools.

## N. Standards of Measurement/Equivalent Credit

Gold Rush awards five (5) credits for a semester's worth of coursework. This should not be confused with the semester's length of time. We expect students to cover and master the educational material in order to earn Carnegie units.

We can award Carnegie units for coursework when required for transfer into another school system. At **Gold Rush**, one high school credit represents 15 hours of schoolwork time. Because independent study does not occur in the classroom, our staff uses its professional judgment to establish workload equivalents. For example, a U.S. History course covering the period from the Revolutionary War to

Standards of Measurement/Equivalent Credit - Continued

the present is typically worth 10 credits. Therefore, if the high school student covers the same material and masters it, he or she will have earned 10 credits, regardless of the time actually spent covering the material.

Planning for graduation should begin early and include the Instructor, parent and student. For returning students, this discussion may have already occurred, but transfer students need to cover this topic as soon as possible.

**Gold Rush** will automatically request an official transcript from the previous school, when students enroll. The Principal or designee is responsible for evaluating a student's credits based on the above criteria.

## **O. Graduation Information**

An Instructor monitors a high school student's progress toward graduation using their learning records as documentation. At the beginning of each school year the Instructor and the student work together to plan the student's program with special attention paid to:

- The California State Standards
- The University of California approved courses
- Gold Rush Graduation Requirements
- The specific goals of the student

Students working towards a GED also will receive high school credits for work completed.

**Gold Rush** has two diploma options depending on a student's specific goals. One results in the Standard - High School Diploma and the other results in the Academic – High School Diploma. The Standard High School Diploma requires students take 225 credits and have a basic knowledge of math, English, science and history. The Academic - High School Diploma requires 240 credits and places an emphasis on higher math, literature and writing, science labs, history and foreign languages.

**Gold Rush** has adopted State Mandated requirements for the Standard High School Diploma. *If you are interested in the Academic – High School Diploma for the University of California, please talk with your instructor regarding the graduation requirements.*

## **VI COLLEGE ENTRANCE REQUIREMENTS**

### **A. CSU-California State University Requirements**

1. 4 years of English
2. 3 years of Mathematics (2years of Algebra and 1 year of Geometry)
3. 1 year of U.S. history and Government
4. 2 years of Chemistry and Biology w/Labs
5. 2 years of Foreign Language
6. 1 year of Visual or Performing Arts (Art, Drama or Music)
7. 3 years of College Preparatory Elective Courses (Laboratory Science, Foreign Language, Visual and Performing Arts )

### **B. Community College Requirements**

A graduate of any accredited high school may be admitted to a junior college. Any student over 18 years of age may be admitted without a high school diploma if there is a need and desire for further training. Students who have passed the California High School Proficiency Examination and have their parent's permission to leave high school may be admitted to a junior college.

### **C. Other University and College Requirements**

Refer to university and college catalogs for specific requirements for each school.

### **D. California High School Proficiency Exam**

Students who have passed the C.H.S.P.E. may also attend State Colleges and the University of California, if they meet the subject and grade point requirements.

### **E. Golden State – AP Exams**

**Gold Rush Home Study Charter School** participates in both the Golden State Exams and the Advanced Placement Exam on an annual basis. Exact dates for all examinations offered under the auspices of the Golden state Exam and Advanced Placement Exam will be announced. Please look for announcements on our website, newsletters and bulletin board in the front office.

## Appendix 1

### High School Diploma – Standard

<u>Subject</u>	<u>Total Credits</u>	<u>Required Courses and Credits</u>	
English	40	English	9 10
		English	10 10
		English	11 10
		English	12 10
History/Social Science	35	World History	10
		Geography	5
		U.S. History	10
		Government	5
		Economics	5
Mathematics	20	Algebra 1A	10
		<i>And one of the following:</i>	
		Algebra 1B	10
		Basic Math	10
		Pre-Algebra	10
		Geometry	10
		Algebra II	10
		Pre-Calculus	10
Science	30	Life Science	10
		Physical/Earth Science	10
		Integrated Science	10
Visual and Performing Arts	10	One year	10
Or			
10 Units of Foreign Language (Includes American Sign Language)			
Physical Education	20	Two years	20
Life Skills	10	Health	5
		Career Explorations	5
Technology	5	One Semester	5
Senior Project	10	Two Semesters	10
(May earn up to 5 additional elective credits)			
Electives	45	Your choice	45
<b>Total Credits:</b>	<b>225</b>		

## Appendix 2

### High School Diploma - Standard Sample Four-Year Plan

#### **Sample Freshman Year (9<sup>th</sup>)**

English 9  
Science (Earth or Physical)  
Algebra 1 or Basic Math  
Geography  
P. E.  
Electives  
Life Skills (Health & Career Explorations)

#### **My Freshman Year**

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#### **Sample Sophomore Year (10<sup>th</sup>)**

English 10 (World Lit)  
Science (Biology or Life Science)  
Algebra 1, Algebra 2 or Geometry  
World History  
P. E.  
Electives

#### **My Sophomore Year**

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#### **Sample Junior Year (11<sup>th</sup>)**

English 11 ( American Lit)  
U.S. History  
VAPA or Foreign Language  
Integrated Science  
Electives

#### **My Junior Year**

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#### **Sample Senior Year (12<sup>th</sup>)**

English 12  
Government  
Economics  
Technology  
Senior Project  
Electives

#### **My Senior Year**

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## Appendix 3

## Acknowledgement of Receipt of Parent/Student Handbook

I have read, understood, and discussed the following items with my instructor and with my initials, I acknowledge that I have read, understood and will follow the guidelines as written in the Parent/Student Handbook. If there are any items that I need to discuss further I will present those concerns to the instructor.

Student/parent

\_\_\_\_/\_\_\_\_ I have read, understood, and agree to follow the *Student Responsibilities* as spelled out in the Parent/Student Handout located on page 5.

\_\_\_\_/\_\_\_\_ I have read and understood the *Materials* (Books) as spelled out in the Parent/Student Handout in the bold box at the bottom of page 5.

\_\_\_\_/\_\_\_\_ I have read and understood the *School Equipment Utilization Policy* (Internet use) as spelled out in the Parent/Student Handout in section E, page 6.

\_\_\_\_/\_\_\_\_ I have read and understood the *INTERNET SAFETY POLICY for on-line behavior* as spelled out in the Parent/Student Handout in section E, page 6.

\_\_\_\_/\_\_\_\_ I have read, understood, and agree to the *Plagiarism Policy* as spelled out in the Parent/Student Handout located on page 8.

\_\_\_\_/\_\_\_\_ I have read, understood, and agree to follow the *Good Neighbor Policy* and the *Student Lunch Policy* as spelled out in the Parent/Student Handout located at the bottom of page 8 and the top of page 9.

\_\_\_\_/\_\_\_\_ I have read, understood, and agree to follow the *Student Code of Conduct* that includes *Dress Code, Onsite Behavior, Discipline and Referral Policy* as spelled out in the Parent/Student Handout located on page 9.

\_\_\_\_/\_\_\_\_ I have read and understood the *Graduation Requirements* as spelled out in the Parent/Student Handout located on pages 15 and 16.

With this signature ***I acknowledge receipt*** of the Parent/Student Handbook, that I have read the aforementioned Handbook, and that I agree to abide by the Policies as described in the Handbook. I know that this page with my initials and signature will be placed in my Student file.

\_\_\_\_\_  
Student Signature      /      \_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature      /      \_\_\_\_\_  
Date