

Goal #1: All students and staff members are provided a safe teaching and learning environment.

## Personal Characteristics of Students and Staff

(The experiences of students, teachers, administrators, and other personnel in the school)



Success Indicator #1: Summit has a “Safe Schools’ Plan of Action” in compliance with Senate Bill 187.

Success Indicator #2: Summit has a crisis plan.

Success Indicator #3: Summit consistently follows established discipline policies.

Success Indicator #4: At Summit there is law-related education infused into the academic curriculum frameworks.

Success Indicator #5: Summit has effective strategies to intervene at earliest possible point when students exhibit anti-social behavior.

Success Indicator #6: Summit has mechanisms that involve students in addressing school safety issues.

Success Indicator #7: Summit sets a standard for adults and students to interact with each other in a caring, supportive manner.

Success Indicator #8: Summit has the mechanism to address student aggression.

Fontana Unified School District  
Safe Schools' Committee  
Office of Child Welfare and Attendance

Summit's Safe Schools' Action Plan 2009-2010 School Year
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Goal #1: All students and staff members are provided a safe teaching and learning environment.

Success Indicator #1: Summit has a "Safe Schools' Plan of Action" in compliance with Senate Bill 187.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1. Summit "School Site Council" will oversee the development of a comprehensive school safety plan relevant to the needs of Summit. The Site Council may delegate this responsibility to a "School Safety Planning Committee" comprised of the principal/principal designee, one teacher representative of FTA, one parent whose child attend Summit, one classified employee representative of USWA, and other members, if desired. Prior to adopting the plan, the council or committee shall hold a public meeting at the school site in order to allow members of the public the opportunity to express an opinion on the school safety plan.	Safe schools: A Planning Guide for Action, The Los Angeles master Plan on School Safety, Safe School Sample Plan, and CWA	Completed "Safe Schools Plan of Action"	School Administration & Site Council Members	8/09	7/10
2. Summit shall complete monthly "Crime and Violence Reports", shall assess the current status of school crimes, and shall identify appropriate strategies and programs that will provide or maintain a high level of school safety.	CWA, Safe School Assessment Center, Internet, Local Law Enforcement	Minutes of Site Council/Safe Schools Committee	School Administration, & Site Council Members	8/09	On-Going
3. Summit shall confer with and maintain a positive relationship with local law enforcement, in the development of the "Safety Action Plan" and the on-going interactions with the school.	Local Law Enforcement and CWA	Minutes of Meeting Public, Staff comments on Plan Buy Back Day input/SSC/ELAC review and input	Law Enforcement, and School Administration PD Reports School Administration and Primary reporter, FUSD PD	8/09	"
4. Summit shall report to the Child Abuse Registry cases of suspected child abuse in compliance with district policies and regulations.	Child Abuse Registry, CWA, Services, Law Enforcement	Reports made	Administration	8/09	"
5. Summit shall maintain district emergency evacuation preparedness information, shall participate in all preparedness drills, and shall implement the district's plan in time of an emergency/disaster.\	Fire Department, Superintendent's Office, & CWA	Preparedness Materials, CWA Drill Results, Lockdown training staff and student	Administration, Counselors & Clerical Staff		"
6. Summit shall implement district policies on suspension and expulsion as they apply to Sections 48900 and 48915.	CWA				"

		<p>Emergency communication: battery powered speakers and mike</p> <p>Monthly Suspension Report</p>			
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7. Teachers at Summit shall be notified of dangerous pupils pursuant to section 49079.	CWA	CWA Notifications, Monthly Suspension Reports	CWA and School Administration	8/09	On-Going
8. Summit shall implement district policies pertaining to "Sexual Harassment."	CWA	Action taken, Suspensions, & Conferences Held	School Administration & Staff	8/09	"
9. Summit shall continue to implement a school-wide dress code, pursuant to section 35183, that prohibits pupils from wearing gang related apparel.	Assistant Supt., CWA	Dress Code Implemented	Administration & Staff	8/09	"
10. Summit shall develop and implement procedures for safe ingress and egress of pupils, parents, and school employees to and from school.	Other School Plans, CWA,, & Law Enforcement	Plan in place and in action	Administration, Law Enforcement & Transportation	8/09	"
11. Summit shall maintain a safe and orderly environment conducive to learning.	Assistant Supt, CWA	School Crime Report	School Administration, CSO and Resource Officer	8/09	"
12. Summit shall communicate and enforce district rules and procedures on school discipline.	Board Policies, Administrative regulations, and Disciplinary Guidelines	Rules Assemblies Rules Signature Paper Parent Letters, Newsletters	School Administration & CWA	8/09	"
13. Summit shall submit the site council approved "Safety Action Plan" to CWA for district and board review prior to final district approval.	CWA and Safe Schools' Committee	Board Agenda & Board Action	School Administration & CWA	3/09	3/10
14. Summit's "Safety Action Plan" will be evaluated annually and amended, as needed.	Safe Schools: A Planning Guide for Action	Minutes of Site Council's Meeting	School Administration & Site Council	8/09	On-Going
15. Summit's "Safety Action Plan" shall be made available for inspection by the public.	CWA	Plan on File	School Administration	8/09	"
16. The office of Child Welfare and Attendance will disseminate Information on Safe Schools' Planning sessions from the California School/Law Enforcement Partnership Cadre to (Name of School.)	Cadre Flyers, Mailouts, Internet	Amount of	CWA	8/09	"

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17 Summit will maintain representation at all district "Safe Schools' Meetings."	Information CWA & Safe Schools' Committee	Information Disseminated  Meeting "Sign In" Sheets	School Administration & Site Council	8/09	"
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Success Indicator #2: Summit has a crisis plan.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1 Summit shall maintain in a secure but accessible location the district's "Disaster Preparedness Plan" and shall be implemented in times of Emergency and in accordance with the Standardized Emergency Management System (SEMS.)	OC-EOC, CWA & Safe Schools' Committee	The Plan in Place	Administration, staff	8/09	On – Going
2 Summit shall maintain in a secure but accessible location the district's "Crisis Response Plan."	Psychological Services	"	"	"	"
3 Summit shall maintain in a secure but accessible location the school's emergency radio, antenna, and inverter. The radios are to remain plugged in, turned on, and tuned in to the district's emergency frequency.	CWA & MOT	The Radio, antenna, and Inverter in Place	"	"	"
4 Summit shall maintain in a secure but accessible location disaster preparedness supplies as identified in the district's "Disaster Preparedness Plan."	Health Services, Purchasing, & CWA	A listing of the supplies on hand, in containers	Administration, Site Council, staff	"	"
5 Summit shall identify personnel and assign disaster preparedness "teams" positions as identified in the district's "Disaster Preparedness Plan."	CWA & Health Services	Final "Disaster Preparedness" Team	Administration	"	"

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6	Summit shall participate in district disaster preparedness drills as required.	Superintendent's Office, CWA, & Safe School's Committee  CWA & Fire Department	Assignments	Administration FUSDPD Administration	“	“
7	Summit shall conduct regular evacuation drills in compliance with C.C. R. Title 5, Sec. 560 (Fire drills – each elementary and intermediate school at least one a month & secondary school not less than twice every school year.		Evaluation of Drills and Participants	FUSDPD Administration	“	“
			Log of Evacuation Drills			

**Success Indicator #3: Summit consistently follows established discipline policies.**

Action Step		Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1	Summit's "School Rules" shall be established, modified and implemented in accordance with approved district policy, regulations and guidelines.	District Policy, Disciplinary Guidelines	Completed School Rules	School Administration & Site Council students	8/09	On-Going
2	Summit's "School Rules" shall be communicated to students, parents, and staff and shall be posted in each classroom.	Board Policies, Parent/Student Handbook, CWA, & Law Enforcement	Communications, Classroom Management Plans, Posters, Letters home, Newsletters, Web site	Administration, Staff & CWA	“	“
3	Summit's discipline procedures shall be reviewed annually by the "School's Site Council."	Assistant Supt., CWA, and Other School's Procedures	Minutes of Site Council Meeting	Site Council, Principal's Advisory Council	8/09	Annual
4	Summit shall notify law enforcement when specific identified "Penal Code" or "Education Code" violations occur.	Board Policy & CWA	Individual Notifications	School Administration		On-Going
5	Summit's administration shall confer with appropriate staff member, prior to disciplining, suspending or recommending the expulsion of any "504" or "special education" student, to determine if the violation is a result of the student's handicapping condition. The student will be provided due process.	CWA and the Special Education Department	Done in due process actions	“  CWA	“	“

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6	The district shall communicate and refer to appropriate Alternative Education Placement for students who are expelled under EC 48915 from Summit	CWA & OCDE Expulsion Plan	Appropriate Placement by CWA	Administration, Site Council, CWA, & Special Education	8/09	“
7	Develop and provide to school personnel procedures on how to develop an individual plan for students who continue to be disruptive in school and in the home.	Reference Material, CWA, Special Education, Workshops, Mentor Teacher Projects	Procedures Developed	Administration & Staff	“	“
8	Summit will identify effective classroom management strategies/practices and will develop strategies to share effective classroom management practices with other teachers	“	Listing of Strategies Shared	Visits, Conferences, Observation and evaluation	“	“
					“	“

Success Indicator #4: At Summit there is law-related education infused into the academic curriculum frameworks.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1 CWA shall disseminate information to all k-12 district schools information regarding law-related education training.	Materials, mailing list, Meetings, SBCDE	Information is in every school.	CWA	8/09	On- Going
2 Summit and CWA shall work with FUSD’s Curriculum Department to identify K-12 curriculum frameworks with law-related education components, such as bicycle safety education.	FUSD Curriculum Dept., DCE, District Attorney’s Office, Probation Dept.	Programs as needed	School Administration, CWA, & Curriculum Dept.	8/09	“
3 CWA shall explore local resources to determine law-related education and other technical assistance that may be provided to school personnel.	Community Res.	As needed	CWA	“	

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4	Identified “at-risk” youths shall be referred to SST or our Community Liason	CWA, & FPD	Number of Students Assigned to Counselor	SIT/SST, Community Liaison, CWA, School Administration	8/09	“
5	Summit shall work with the Guidance Department in regards to drug and alcohol laws and safety.	Curriculum, Guidance Department	FUSD AOD Program, testing Lesson Plans	Staff and Guidance Department		On-Going
6	Summit shall work with the School Resource Officer to offer Anger Management Classes.	HOT Program, LRE,GRIT,Compass Intervention	1802 counseling ,meetings	School Police Officer		On-Going

Success Indicator #5: Summit has effective strategies to intervene at earliest possible point when students exhibit anti-social behavior.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1 Summit shall provide to parents/guardians resource directory information, by regions, of agencies that can provide counseling services.	Current Resource Listing	Completed directory in offices	CWA, Site Administration		On-Going
2 Summit shall provide to staff Identified effective research-based strategies that address early anti-social behavior.	Research, Conference Material, PRIM Manual, Special Services	Completed Material	SST Coordinators, Site Administration, Special Services, CWA, Staff, CSO’s	“	“
3 Summit shall encourage teachers to attend district workshops on identifying academic risk-factors and applying effective strategies in dealing with early anti-social behavior in schools.	SBCDE, CDE, DARE Officer, Special Services, Workshop Information	Number of Teachers Attending Workshops.	Site Administration & Stall	“	“
4 Summit’s staff shall work with parents in identifying early maladaptive behaviors and developing strategies to address these behaviors.	SST	SERT Team SST /SIT Agendas and 1802 plans, SIT,SST Log	“	“	“

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5	Summit shall hold regularly scheduled "Student Study Teams Meetings." Students with maladaptive behaviors shall be placed on the agenda. The team shall include a psychologist and a member of the Special Education Department.	Existing "Student Study Teams", Psychologist, & Special education, Student Intervention Team  Local Law Enforcement "Gang Units", CWA, & Probation Dept., Cops and Jocks Program  Psychologist & Mental Health Dept.	Student Study/Intervention Team Agendas	"	8/09	8/10
6	Summit Holds Student Intervention Team meetings.		Individual Identification	Counselors, CSO, and Police Officer Site Administration, CWA, & Local Law Enforcement	"	"
7	Summit shall identify students who display gang association, gang membership or are involved in any gang activity.		Individual Referrals	Administration and Staff	"	"
8	Summit's staff shall contact the school's psychologist or the Office of Special Services when it is reported to a staff member that a student has discussed the possibility of suicide.					

Success Indicator #6 Summit has mechanisms that involve students in addressing school safety issues.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1 Summit shall discuss annually with Student Council, student concerns pertaining to school safety issues.	School Staff, Risk Management, Principals Student Advisory	Student Council Minutes, PSA minutes Peer Leader Seat Belt Safety, SADD program	Site Administration, Teachers, and Clerical Staff, CSO, Counselors	8/09	On-Going
2 Summit's staff shall be sensitive to safety concerns raised by students and parents and, with certain limitations, shall take appropriate action to address the concerns.	Assistant Supt., CWA., & MOT, City of Fontana	Resolutions of Concerns	"	"	"
3 Summit shall develop strategies to insure that students are involved in student related activities.	School Staff PSA	Student Participation	ASB, Peer Leaders, Extra Curricular Events, CIF sports, Clubs	"	"
4 Summit shall encourage students to participate in the decision-making process.	"	"	Site Administration, Teachers and Counselors, Principals Advisory, SSC	"	"

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<p>5 Summit shall assist students and parents in identifying resources in the community that can provide or enhance after-school and evening activities for students and their families.</p>	<p>CWA, Community Resources, Local Agencies, Library, Lewis Center</p>	<p>Schedule of Events</p>	<p>Site Administration, Peer Leaders</p>	<p>8/09</p>	<p>“</p>
<p>6 Summit shall involve students on the promotion of school safety by developing and maintaining a Student Safe Team of Conflict Resolution and Peer Mediation.</p>	<p>School Staff, Principal, Safety Committee</p>	<p>Student Participation, Peer Leaders</p>	<p>Site Administration  Counselors Site Administration Safety Committee</p>	<p>“</p>	<p>“</p>

**Success Indicator #7: Summit sets a standard for adults and students to interact with each other in a caring, supportive manner.**

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1 Summit shall develop strategies to encourage parents/guardians to become proactively involved in the education of their children.	All District School Sites	Strategies Implemented	Site Administration, Staff, , SSC, ELAC, Parent Education Center, Career center	8/09	On-Going
2 Summit shall encourage parent involvement at all grade levels to assist with classroom activities and to volunteer for school-related activities.	All District School Sites	Extent of Parent Involvement & Volunteers	School Staff, , Booster Clubs, SSC, ELAC	“	“
3 Summit shall encourage all parents to participate in School site Councils, English Learners Advisory Council, District Advisory Committees and PTA	School Site Council, District Offices, OCDE, CDE & Community Agencies	Amount of Parent Participation	“	“	“
4 Summit shall notify parents/guardians as soon as possible when a child begins to exhibit academic or social problems.	All District School Sites	Discipline File, SART, Conferences	“	“	“
5 Summit shall provide to students, staff, and parents skills to solve problems and resolve conflicts through specialized training, presentations or guidance assemblies. (Conflict Resolution and Peer Mediation)	Conflict resolution Programs, CWA, & All District School Sites	Communications to students, staff & Parents, Student Discipline File	School Staff, Site Administration  Administration, Counselors, Peer Leaders, Principals Student Advisory	“	“

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**Goal #1: All students and staff members are provided a safe teaching and learning environment.**

(Continued) 6 Summit's staff shall promptly return phone calls to parents, students and community leaders.  7 Summit shall hold annual events that bring students, parents and staff members together in a positive environment.	All District School Sites  "	Teacher Handbook, level of Parent Concern Listing of Completed Events, District Calendar, Newsletter  Listing of Completed Events, calendar Parent Classes	School Staff School Administration & Site Council	8/09  "  1-09	8/10  "  12-09 Annual Review
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**Success Indicator #8: Summit has the mechanism to address student aggression.**

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1 Summit shall develop criteria to assist school personnel in identifying potentially aggressive students.	CWA, Special Services, All District School Sites. CSO's	Criteria Developed and implemented, Records study Cum reviews	CWA, Counselors, Special Services & Site Administration, Resource Officer	8/09	On-Going
2 Summit shall provide information to school staff on how to address student aggression.	“	Parent awareness, Information Disseminated, Teacher Handbook, Staff Meetings, ALC entry counseling	Special Services, Staff, Site	“	“

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3	Summit shall work with parents of aggressive students in a manner that promotes positive behaviors and the extinction of aggressive behaviors.	“	Behavior Support Plan BSP	Administration, Staff	8/09	8/10
4	The staff of Summit shall work together sharing strategies on how-to-deal with aggressive students proactively and reactively.	District School sites	Number of Teachers Assisted, SST /SIT Logs, Suspension conferences, SARB and SART	Site Administration Staff, Special Services	“	“
5	CWA will maintain a “Resource Directory” and will provide information to Summit of Community Resources available to address student aggression.	CWA, Community Resources, Internet, & Current Directory	FUSD AOD Program	“	“	“
6	Summit shall engage district and community resources to address serious issues of “Gang Problems.”	CWA, Community Resources, & Local Law Enforcement’s Gang Units	Resource Directory Access/ In offices	CWA	“	“
7	When interracial issues occur, the staff of Summit shall engage district and community resources to assist in the school site’s efforts.	CWA, Community Agencies & Other schools	Student Discipline File, CWA Student Intervention	School Administration, CSO’s, Counselors, Peer Leaders, FUSD Police, CWA	8/09	8/10
			Resolution of Concerns ,proactive and reactive as needed	“		

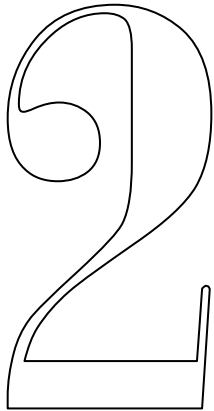
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Goal #2: All students are safe and secure while at school, when traveling to and from school, and when traveling to and from school related activities.

## **The School's Physical Environment**

(The physical Setting and condition of the school)



Success Indicator #1: Summit High shall have visible law enforcement, staff and parental presence.

Success Indicator #2: Students attending Summit High will have strategies in place on how to respond when they feel threatened or in need of assistance.

Success Indicator #3: Summit High safety committee has surveyed the school site and immediate surrounding community area to identify student safety issues.

Success Indicator #4: Summit High shall attend and participate in the district's "Safe Schools' Committee Meetings" and shall provide follow-up to Summit High staff and "Site Council" members.

Success Indicator #5: Summit High is working with parents and community members to create a crime-free, safe community and attractive, caring, safe school environment.

Success Indicator #6: Transportation will provide safe delivery and pick-up of students.

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Goal #2: All students are safe and secure while at school, when traveling to and from school, and when traveling to and from school related activities.

Success Indicator #1: Summit High shall have visible law enforcement, staff and parental presence.

Action step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1 Summit’s administration will encourage local law enforcement, staff members, and parents to be visible at times students are in route to and from school During this time staff will be identified by the name badges they wear and visitors by the Visitor’s Pass they wear	Local Law Enforcement, Staff, & Parents	Level of Visibility Contact Log, Securing campus gates and fences locked, parking lot locked, Visit badges, escorts of visitors	Site Administration, Staff	8/09	On-Going
2 Summit shall conduct regular meetings and include invitations to local law enforcement, community agencies and district officials.	School Site Staff, Site Administration, School Police SSC/ELAC		School Staff, PTA Site Administration	“	“
3 Summit shall identify routes used by children going to and from school and school related activities.	School Staff, Parents, Risk Management & Transportation	Minutes of Meetings, Notices Home	School Site Council or School Site Safety Committee, Site Administration, Transportation, Risk Management	“	“
4 Summit shall implement board policies and procedures to secure the school site during school hours.	Board Policies and Regulations	Number of Identified Routes, School Discipline Plan & Route Map Submitted to District, parking permits requiring license and insurance	Site Administration & District Maintenance Staff	“	“
5 Summit shall work closely with local law enforcement and district administration in responding to potential community threats to the safety of students, staff and parents.	Local Law Enforcement, Fire Department, CWA, School Staff, SSC	Controlled entry and egress to lots after school, traffic control	Schools Administration & CWA	“	“
6 Summit shall implement board policy pertaining to “Megan’s Law.”	Local Law Enforcement and CWA	Staff Observations  Evaluation of Individual Situational Responses  Access to “Megan’s Law” Community	CWA & Site Administration	8/09	“

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**Goal #2:** All students are safe and secure while at school, when traveling to and from school, and when traveling to and from school related activities.

**Success Indicator #2:** Students attending Summit High will have strategies in place on how to respond when they feel threatened or in need of assistance.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1 Summit' administration will provide strategies to all staff members and a portion of a school day will be used to teach the strategies to the students.	Local Law Enforcement, CWA, Conflict Resolution Programs, Other Schools, Community Resources, School Procedures	Strategies Taught During student assemblies, Friday Talks by principal morning announcements calls home, Parent Connect, Lockdown training and drill	School Staff	8/09	8/010
2 Summit' staff will place in the school's newsletter an article on "How to Respond" and will ask each parent to discuss the article with their children.	Local Law Enforcement, CWA, Internet	Student access to CSO's	School's Newsletter Staff	"	On-Going
3 CWA will create a section in the School Discipline Plan on "How to respond when threatened or in need of assistance."	CWA	Administration at lunch, passing, before and after school, Web page Newsletter Article Section in the School Discipline Plan	CWA		
4 All students at Summit will identify an adult staff member that they can talk to and share any potential problems or situations that could escalate into a real conflict.	School Staff	Completed Identification Program	School Staff	"	On-Going
5 Summit staff will work with students and will engage assistance from other school administrators, CWA, and School Police for conflicts involving non-Summit students.	Local Law Enforcement, School Police, CWA, Other School Staffs	Student Discipline File	Site Administration	8/09	8/10

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Success Indicator #3: Summit safety committee has surveyed the school site and immediate surrounding community area to identify student safety issues.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1 Summit High's School administrators conduct daily safety inspections of the school plant and surrounding community. Annual reports made.	Local Law Enforcement, Fire Department, CWA, MOT, City of Fontana	Annual Report Minutes of SSC, ELAC, PTA, Leadership Mtgs. Site walks	Site Administration, SSC, ELAC, PTA, Leadership Mtgs.	7/08	On-Going
2 Summit High's administration will confer with other area school administrators to identify any problem areas in the community.	Other School's administrators, CWA, & Law Enforcement	Contacts Completed	Site Administration	“	“
3 Summit High will work closely with local law enforcement agencies and will communicate on issues of any “high risk” crime areas.	Local Law Enforcement, CWA, City of Fontana	Administrators' Journal	Site Administration, CSO	“	“
4 Summit High will maintain a positive relationship with all neighborhood families and will encourage them to observe activities at the school during off hours and to report illegal activity to law enforcement.	Members of the Community and any Neighborhood Watch Programs	Neighborhood Watch, Newsletter, School Police Log	Site Administration CSO	8/09	8/10

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Success Indicator #4: Summit high shall attend and participate in the district's "Safe Schools' Committee Meetings" and shall provide follow-up to Summit High staff and Site Council members.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1 Summit High shall have representation in attendance at F.U.S.D. Safe Schools' Committee Meetings.	CWA & safe School's Committee	Meetings attendance rosters	Site Administration & SSC, ELAC, Safe Schools Committee	8/09	On-Going
2 Summit High shall develop a process to meet with parents, students, and staff to address safety and security issues.	CWA & Other School Staffs	Identification of Process	Annual Student School Rules Assembly Discipline Plan	"	"
3 Summit High administration shall ensure that "school safety and security" are placed on the agenda of appropriate meetings.	City of Fontana, District Administration & Other Schools	Meeting Agendas	Site Administration & SSC, ELAC, Safe Schools Committee, orientations' ,Back to School	"	"
4 Summit High shall use existing newsletters, WEB site bulletins and staff meetings for regular safety and security messages.	District Resources, School Site Communications, Fax & Internet	Messages Communicated, Newsletters, Bulletins, Parent Connect, Web Site	"	"	"
5 There shall be an annual report on school safety presented to Summit High School Site and English Learners Advisory Councils.	CWA, Safe School's Committee & Other School Staffs	Minutes of Meeting, agendas	"	8/09	8/10

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**Goal #2:** All students are safe and secure while at school, when traveling to and from school, and when traveling to and from school related activities.

**Success Indicator #5:** Summit High is working with parents and community members to create a crime-free, safe community and attractive, caring, safe school environment.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1. Summit High shall establish a safety committee that may include the principal, staff representatives, a police officer, parents, business representatives, and other community representatives.	CWA and Other School Sites	Safety Committee Established	SSC,BAC, School Safety Committee, Principals Student Advisory Committee	8/09	On-Going
2. Summit High shall work closely with School Police on crimes committed in the community by students during school hours, to or from school, or to or from school related activities.	Local Law Enforcement, Crime and Violence Reports	Student Discipline File		“	“
3. Summit High shall be sensitive and responsive to contacts made by community members pertaining to students and criminal activity.	Local Law Enforcement, CWA, & Other Schools	Student Discipline File, Newsletter, specific cases	Site Administration, CSO, Resource Officer	“	“
4. Summit High will interact with social service case workers and probation officers pertaining to student issues.	Probation, Social Services, Local Law Enforcement, & CWA	Number of Contacts	Site Administration	“	“
5. The staff of Summit High will comply with all judicial orders. Special emphasis will be given to court orders and custody documents.	Parents, Guardians, Attorneys, Local Law Enforcement and CWA	Review of Records, Student Emergency File	Site Administration Students and Staff	“	“
6. Summit High shall report to the appropriate authorities' rumors pertaining to specific community crime, gang activity, substance abuse, weapons violations, graffiti, arson, assaults/potential conflicts and any other potential serious violations.	Local Law Enforcement, Fire Department, School Police & CWA	Administrators CSO's	Site Administration	“	“
7. Summit High shall maintain a clean, attractive & caring physical environment through School Beautification Program & school policies.	Safety Committee Staff	Clean attractive campus, observation		8/09	8/10

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Goal #2: All students are safe and secure while at school, when traveling to and from school, and when traveling to and from school related activities.

Success Indicator #6: Transportation will provide safe delivery and pick-up of students.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
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1. The district shall ensure that bus drivers picking up students from Summit High comply with all district, state, and national standards.	District's Transportation Department & CHP	Parental Concerns	District's Transportation Department & CHP	8/09	On-Going
2. The district shall ensure that bus drivers picking up students from Summit High have communication equipment to notify police and district of emergencies.	“	Review of Bus Equipment	District's Transportation Department	“	“
3. The district shall ensure that bus drivers picking up students from Summit High receive training in the areas of safety and emergency preparedness.	“	Training	“	“	“
4. The district shall ensure that Summit High's Bus routes are established and distributed throughout the respective school's purview.	“	Establishment & Distribution of Routes	District's Transportation Department & Site Administration, PD	“	“
5. Summit High's administration will work closely with the district's transportation department to resolve discipline problems on school busses and at bus stops. Student driving, parking, parking passes and safety will be monitored and regulated. All vehicle code laws will be enforced on and near campus for student and parent drivers.	District's Disciplinary Guidelines, District's Transportation Departments	Number of Bus Citations Resolved, parking tickets, moving tickets, warnings, traffic and parking flow	“	8/09	8/10

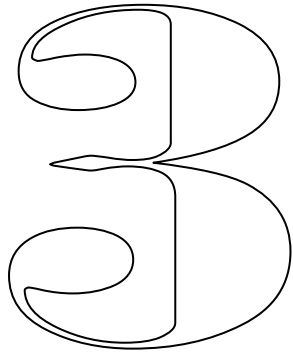
Fontana Unified School District  
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Office of Child Welfare and Attendance

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Goal #3: District programs and approved community resources are made available to students and Parents.

## The School's Social Environment

(The leadership and organizational processes  
Of the school)



Success Indicator #1: A resource listing is maintained by Summit High to assist school personnel, parents, and students regarding: Violence Prevention, Speakers Bureau, Youth Services, Field Trips, Health Services, Family Services, Universities/Colleges, and Law Enforcement.

Success Indicator #2: Summit High Shall participate in the district's SARB process, truancy reduction program, and dropout prevention efforts.

Success Indicator #3: Summit High shall provide to families information on available district programs.

Success Indicator #4: Summit High shall provide to "at-risk" families information on available community programs.

Success Indicator #5: The Summit High shall hold events/Programs that involve students, parents, educators and community leaders.

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Goal #3: District programs and approved community resources are made available to students and Parents.

Success Indicator #1: A resource listing is maintained by Summit High to assist school personnel, parents, and students regarding: Violence Prevention, Speakers Bureau, Youth Services, Field Trips, Health Services, Family Services, Universities/Colleges, and Law Enforcement.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1. Summit High shall make accessible to staff and parents a resource directory of community agencies.	Community Resource Guide, health services, CWA, & Other School Sites	Accessible Directory/File Available in offices  FUSD AOD program Services, Drug testing	Site Administration Counselor, 1802, career center	8/09	On-Going
2. Summit High shall identify a staff member to assist with the use of the resource directory/file.	Site Administration & Site Council	Staff Member Counselors, Health Office, Career Center, County Branch Library	“	“	“
3. Summit High shall follow-up with staff members and/or parents who make contacts through the resource directory and identify successful programs.	School Staff and Parents	Feedback from Parent Contacts, staff use, student use	“	8/09	8/10

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Goal #3: District programs and approved community resources are made available to students and Parents.

Success Indicator #2 Summit High shall participate in the district’s truancy reduction program, and dropout prevention efforts.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1. The Summit High’s Attendance Clerks will work closely with students, parents, staff, and district administrators in communicating attendance records and identifying students with irregular attendance.	AS 400, CWA, Attendance Auditing, School’s Attendance staff	SART Files, SIT meetings, LAMP contacts and meetings,	Site Administration & School’s Attendance Clerk	8/09	On-Going
2. After numerous attempts to improve attendance using the SART process, Summit High shall confer with CWA and place students with issues of excessive tardiness, excessive absenteeism, and/or truancy on the School Attendance Review Board’s (SARB) agenda.	CWA and School’s Attendance staff	Referrals to LAMP, SART,SIT and SARB	CWA, Site Administration & School’s Attendance Clerk	“	“
3. After numerous attempts to improve attendance, Summit High shall confer with CWA/Program Specialist/504 Designee and place special education students or 504 students with issues of excessive tardiness, excessive absenteeism, and/or truancy on the School Attendance Review Team (SART) list, refer to Cal Works if appropriate or to L.E.T. Project with County of San Bernardino Office of District Attorney.	CWA, Special Services Program specialist and School’s Attendance staff	Number of Referrals to SARB	“	“	“
4. The Attendance Clerks will keep an accurate record of information stated at the student’s withdrawal. This will serve as the basis of the dropout report.	CWA, & School’s Attendance staff	Number of Referrals to SART/SERT/SARB LAMP/ DA	“	“	“
5. Summit high will identify students who are at-risk of dropping out. Staff members, parents and CWA will work together in developing strategies to prevent the act of dropping out and keeping the student in school. The strategies may include referrals to appropriate alternative programs within the district and to programs offered by the San Bernardino County Department of Education.	SBCDE, CWA, Community Agencies & the Independent Study Program	Cases Processed, Students met with, referrals to Birch HS Transfer Records and SIT/SST Logs	1802 Counseling Site Administration SIT/SST, & Staff, counselors Continuation High staff	8/09	8/10

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Goal #3: District programs and approved community resources are made available to students and Parents.

Success Indicator #3 Summit high shall provide to families on available district programs.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1. As part of the parent conferencing process, Summit High staff shall inform parents of available district programs that would be appropriate for the student and family.	District Program Administrators & Other School Sites	Newsletters, Letters Home & Open House Parent Connect, Displays/Announcements	Site Administration and Staff	8/09	On-Going
2. As a part of the Student Study Team process, the staff of Summit high shall discuss with parents the district programs available to students who may require modifications pursuant to Section 504 or who may require special education services or programs.	District Program Administrators, Special Services	“ IEP and 504 plans	“	“	“
3. Summit shall include in the information on district programs in the school’s newsletter and will include contact phone numbers.	District Program Administrators & Other School Sites	FUSD Web site Newsletters, Student Handbook	Site Administration & Staff	8/09	On-Going
4. The district shall include information on district programs on FUSD Internet Website.	District Program Administrators	Website Information	Information Center & District Program Administrators, FUSD Web Master	8/09	8/10

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Goal #3: District programs and approved community resources are made available to students and Parents.

Success Indicator #4 Summit High shall provide to “at-risk” families information on available community programs.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1. Summit High’s staff shall follow district policy when referring families to local agencies.	School Board Policy	Resource Directory, Newsletter, Letters Home, Zangle records	School’s Staff	8/09	On-Going
2. CWA will provide information on youth shelters to parents of runaways.	Community Agencies	Based on Individual Referrals	SS/CWA	“	“
3. Families of “Out of Control Youths” shall be referred to the local law enforcement’s juvenile diversion programs.	Local Law Enforcement	“	SS/CWA & Site Administration	“	“
4. The releasing of student information at Summit High shall be in compliance with the laws on confidentiality.	Education Code, Board Policy & School Staff	Inservice & Staff Handbook	Site Administration & Staff	8/09	8/10

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Goal #3: District programs and approved community resources are made available to students and Parents.

Success Indicator #5: The Summit High staff shall hold events/programs that involve students, parents, educators and community leaders.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1. During the course of the school year, Summit High shall plan communicate, and hold events that involve students, parents, staff, and community leaders.	Site Council, Community Agencies, District Program Administrators, & School's Staff	The Events Newsletter Calendar, Parent Connect, Student Handbook, Website	Site Administration	7/08	On-Going
2. Summit High's parent organization will work with the Site Administration and community leaders to establish an awards recognition program.	"	Parent Education classes 9/09	ELAC,SSC & Site Administration, ASB ,Booster Clubs	2-09	6-10
3. Summit High will establish and maintain a calendar of events. The calendar will be coordinated with other community schools to minimize conflicts of events for families.	School's Staff & Other Schools' Staff	Recognition Program, Newsletter WEB site Quarter Academic awards Senior Awards Calendar of Events	School's Staff	"	"
4. A report reviewing Summit High's events shall be presented to the School Site Council and the English Learners Advisory Council shall be part of the planning process for the following year's events.	SSC, ELAC & Site Administration	Annual Report & Minutes of SSC and ELAC Meetings	School's Staff	3/09	Yearly

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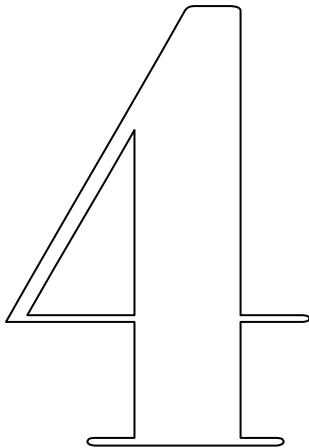
Summit High School's Safe Schools' Action Plan 2009-2010 School Year
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Goal #4: Schools provide the educational environment where students, parents, staff, and community members shall effectively communicate in a manner that is respectful to all cultural, racial, and religious backgrounds.

Fontana Unified School  
District  
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## The School's Culture

(The general atmosphere or  
spirit of the school)



Success Indicator#1: Summit high's students, parents, and staff will work together to ensure that strategies are in place to build a sense of community within the school so that all can feel pride in their school and feel that they are important members of a team.

Success Indicator#2: Summit High will effectively communicate with students, parents, and community members.

Success Indicator #3: At Summit High, learning and productivity is valued, success is expected of everyone, and class time is used efficiently.

Success Indicator #4: Students shall collaborate with the school's staff in the decision making process related to the improvement of their school's environment.

Success Indicator #5: At Summit High, students, parents, and staff have the skills necessary to resolve conflicts peacefully.

Success Indicator #6: Summit High shall provide effective leadership to address the challenge of racism, gang crime and violence on or around the school grounds.

Office of CWA

Summit High School's Safe Schools' Action Plan 2009-2010 School Year

Goal #4: Schools provide the educational environment where students, parents, staff, and community members shall effectively communicate in a manner that is respectful to all cultural, racial, and religious backgrounds.

Success Indicator #1: Summit High students, parents, and staff will work together to ensure that strategies are in place to build a sense of community within the school so that all can feel pride in their school and feel that they are important members of a team.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1. At Summit High, the staff shall create, practice, and enforce a code of ethics or norms that affirms universal human values, such as respect, trust, honesty, fairness, tolerance, and benevolence using behavior contracts, school rules assemblies and school wide events.	District Administration	Staff standards Of Behavior/Conduct (Norms)	School Staff	8/09	On-Going
2. The staff of Summit High shall promote an understanding of the differences of individuals from different backgrounds through the use of ongoing and special programs and events.	District Administration, Special Programs & Other school Sites	Number of Programs/Events which promote tolerance, Principal's Student Advisory, ASB, meeting agendas	“	“	“
3. Summit High shall promote school pride by organizing on-going school clean ups and promotion of a warm, welcoming, clean and uncluttered environment.	District Custodial & Maintenance Departments and Special Programs	Observation of campus Daily Principal walk, daily cleaning by AP/Custodian, CSos  Clean & welcoming school environment	School Staff Site Administration Custodial Staff	8/09	8/10

Office of Child Welfare and Attendance

Summit High School's Safe Schools' Action Plan 2009-2010 School Year

Goal #4: Schools provide the educational environment where students, parents, staff, and community members shall effectively communicate in a manner that is respectful to all cultural, racial, and religious backgrounds.

Success Indicator #2: Summit High will effectively communicate with students, parents, and community members.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1. Summit High will work with students, parents, staff members, and the staff of feeder schools to regularly update data bases and emergency cards with current accurate information.	Other School Sites, CWA, Data Dept.	Distribution of Emergency Cards	School Staff, Data Staff	8/09	On-Going
2. The staff of Summit High shall promptly return phone calls.	School Site & Other School Sites	Parent Concerns Addressed, logs, Zangle Visit records	“	“	“
3. The staff of Summit High shall communicate the times that they are available to parents and/or students and will be available at those times.	“	“	“	“	“
4. When communication misunderstandings occur, the staff of Summit High shall seek assistance from the district office to resolve the miscommunication.	District Program Administrators and Other School Sites	Yearly Parent Letter, calls home, Web site visits	“	“	“
5. The staff of Summit High shall be sensitive to the communicative needs of parents/guardians regarding documents received at the school and communications sent out from the school.	“	Resolution of Concerns Sent in English and Spanish	“	“	“
6. When working with certain families and in order to communicate effectively, Summit High staff shall articulate school site efforts with Special Services and the English Language Learners office.	“	“	“	“	“
7. Summit Administration will develop the Noon Duty Aide program to enhance communication thru training, visible hats/vests and use of radio phones.	Site Administration Other school sites	Find adults willing to be employed as Noon Duty aides at HS Implementing of program if able	Not funded for 2010  Site Administration Noon Aide	8/09	8/10

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Summit High School's Safe Schools' Action Plan 2009-2010 School Year
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Goal #4: Schools provide the educational environment where students, parents, staff, and community members shall effectively communicate in a manner that is respectful to all cultural, racial, and religious backgrounds.

Success Indicator #3: At Summit High, learning and productivity is valued, success is expected of everyone, and class time is used efficiently.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
1. At Summit High, there are expected student performance standards and students who fail to meet the standards are identified as Far Below or Below Basic and referred to the 1802 counseling intervention. High School Exit exam prep classes are offered in the schedule and outside it.	Classes, prep, support, encouragement, remediation, multiple offerings of test and make ups, Saturday classes, Summer school	Schedules, course lists, meetings, numbers taking tests, 1802 documents, HSEE class rosters	All staff	8/09	8/10
2. The staff of Summit high set high classroom standards and expect students to be "on-task" at all times.	Student training, teacher training, use of effective teaching and learning strategies, parental involvement up to meetings and accompanying students who will not engage in class. Buy Back Staff development 8-5,6-09	Lesson plans, observation, interview, WASC visit 1-09, 2-10 Observation/Evaluation	All staff, parents and students	8/09	8/10
3.					