

# ESCONDIDO HIGH SCHOOL



Student Handbook  
2017-2018

<http://www.ehscougars.com>

## Cougar Alma Mater

Escondido Alma Mater, This we pledge to thee.  
Faithful students and alumni, We shall ever be,  
Ours the school of highest honor, Rising now anew.  
Escondido Alma Mater, Loyal, Strong and True!

## Cougar Fight Song

Onward, Cougars! Fight to win. On to victory.  
Onward, Cougars! Don't give in. Keep that loyalty.  
Hear us cheering, to the end,  
Every loyal one of us.  
E – U – H – S  
Fight until the game is won!

## **“MAP Your Future, Reach Your Destination”**

Program Ensuring College Admission to California State University, San Marcos

Are you willing to:

- Attend high school in the Escondido Union High School District for grades 9-12?
- Aim for a 3.0 or higher GPA?
- Do well on the ELM & EPT Exams? Complete all A-G coursework?
- Maintain 98% attendance over 4 years?
- Take the SAT Reasoning or ACT with writing exams?
- Be involved with school/community activities?

If you are, then you will be eligible for guaranteed admission to California State University, San Marcos and tuition assistance.

MAP is a simple acronym to help keep school success as a goal for all students and emphasizes these important messages:

- Maintain an Academic Focus
- Attend School Daily
- Participate in School or Community Activities

The Escondido Union High School District, along with the Escondido Union School District, San Pasqual Union School District and California State University, San Marcos (CSUSM) has created a community-wide partnership for academic reform and college admission. Joining these efforts are the Escondido Chamber of Commerce and the City of Escondido. With focus and commitment to the three critical areas of MAP, students are guaranteed admission to CSUSM and may benefit from tuition assistance. Beginning with the class of 2011, students who complete all four years of high school on an Escondido Union High School District campus and achieve the following benchmarks will be eligible for guaranteed college admission to CSUSM and eligible to receive tuition assistance:

**M-** Maintain an academic focus (Complete A through G, UC/CSU admission criteria with a “C” or higher and an overall GPA of 3.0 or higher).

**A-** Attend school daily (maintain an average of 98% attendance over 4 years within the Escondido Union High School District).

**P-** Participate in school and/or community activities (minimum total of 100 hours).

Parents are encouraged to support the student’s efforts and must complete the Free Application for Federal Student Aid (FAFSA) as required in order for the student to meet eligibility standards. For more information, see your student’s school counselor or call EUHSD at 760.291.3200. As a community, we have created a road map to student success. We look forward to working together to inspire and guide the youth of Escondido to MAP their future and reach their destination.

# 2017/18 School Calendar - EUHSD

July 2017						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

July 4- Independence Day  
July 7, 14, 21, 28 District Closed

August 2017						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

8/9- New Staff Orientation 8/10 PD Day  
8/11, 8/14, 8/15, Teacher Days (15=half day)

September 2017						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

9/22 End of 1st Grading Period  
9/4 Holiday-Labor Day

October 2017						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

11/3 End of 2nd Grading Period  
11/10 Veterans Day 11/23-24 Thanksgiving  
11/20-22 Non Teacher/Student Days

December 2017						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

12/22 End of Semester  
12/25-29 Winter Holiday District Closed

January 2018						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

District Closed 1/1-5 1/8 Teacher Day  
1/9 PD Day, 1/10 Students Return  
1/15 - Martin Luther King Jr. Holiday

February 2018						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

2/16-19 Presidents Holiday  
2/23 End of 4th Grading Period

March 2018						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

3/26-30 Spring Break 3/30 Holiday  
3/26-29 Non Teacher/Student Days

April 2018						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

4/2 Students & Teachers Return  
4/13 End of 5th Grading Period

May 2018						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

5/28 Memorial Day Holiday

June 2018						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

6/1-End of Semester/Graduation Day  
6/4-Last Day for Teachers-half day

Staff Start/End	Students Start/End	Holidays	Non Work Days	Grading Periods
Jul 4, 2017 Independence Day	Nov 11, 2017 Veterans Day	Jan 1, 2, 2018 New Year's Day	Mar. 30, 2018 Local Holiday	
Sep 4, 2017 Labor Day	Nov 23, 24, 2017 Thanksgiving	Jan 15, 2018 Martin Luther King Day	Apr 1, 2018 Easter	
Nov 10, 2017 Veterans Day (observed)	Dec 25, 26, 2017 Christmas Day	Feb 16, 19, 2018 Presidents' Day	May 28, 2018 Memorial Day	

## Home of the Cougars!

1535 North Broadway Escondido, CA  
(760) 291-4000

### Administrators' Welcome Message

Dear Cougars,

We offer you our warmest welcome as we begin the 2017-2018 school year. Escondido High School is proud to have a long history of academic, athletic and extra-curricular achievement. Work to maximize your personal academic growth by challenging a rigorous curriculum. Our dedicated staff will support and guide you to challenge yourself and meet your academic goals.

EHS is rich in Cougar traditions. Take advantage of opportunities to get involved in school activities, whether on the athletic field, in the performing arts, or by joining a club of interest. Your high school years will be all the more memorable as you take an active role. This is your opportunity to contribute to Cougar traditions.

This Student Handbook will serve as a valuable reference as you navigate the coming school year. Review the contents of the handbook carefully as you set goals for your future, search for supports and familiarize yourself with campus expectations. The information provided will guide you in reaching your potential.

Have a wonderful year. Demonstrate Cougar pride —Loyal, Strong, and True!

Sincerely,

The Escondido High School Administrators

Adriana Lepe-Ramirez, Principal  
Jason Jacobs, Assistant Principal  
Anne Fusco, Assistant Principal  
Chris Domingo, Assistant Principal  
Nicole Clymer, Academic Dean

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**NON-DISCRIMINATION STATEMENT  
DISTRICT PROGRAMS AND ACTIVITIES**

The Governing Board is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination based on gender, sex, race, color, religion, ancestry, national origin, ethnic group identification, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics.

The Board shall ensure that illegal discriminatory practices are eliminated in all district activities. District programs and facilities, viewed in their entirety, shall be readily accessible to individuals with disabilities. The Superintendent or designee shall ensure that interested persons, including those with impaired vision and hearing, can obtain information about the programs, facilities and activities available to them.



## Where to Go - When You Need To Know

<b>Absences</b>	Attendance Office	291-4011/4010
<b>Athletics</b>	Steve Bridges	291-4030
<b>Daily Bulletin</b>	Front Office Receptionist (Posted at <a href="http://www.ehscougars.com/">http://www.ehscougars.com/</a> )	291-4000
<b>College/Vocational Information</b>	Counseling Center	291-4040
<b>After School Programs</b>	Jud Bordman	291-4029
<b>Employment</b>	Career Center	291-4056
<b>First Aid</b>	Office/Nurse	291-4080
<b>Insurance</b>	Cashier's Office	291-4015
<b>Library Books &amp; Hours</b>	Library Media Center	291-4070
<b>Off Campus Pass</b>	Attendance Office	291-4011/4010
<b>Parking Permits</b>	Cashier's Office	291-4015
<b>Personal Problems</b>	Counseling Center	291-4040
<b>Testing Information</b>	Receptionist	291-4000
<b>Textbooks</b>	Library Media Center	291-4070
<b>Tickets for Student Events</b>	Cashier's Office	291-4015
<b>Transcripts</b>	Registrar's Office	291-4059
<b>Work Permits</b>	Career Center	291-4056

Early Release				
Period	Begin	End	Inst. Min.	Non-Inst.
0	6:30 AM	7:25 AM		
Per 1	7:30 AM	8:16 AM	46	
Pass	8:16 AM	8:26 AM	10	
Per 2	8:26 AM	9:16 AM	50	
Nutrition	9:16 AM	9:26 AM		10
Pass	9:26 AM	9:36 AM	10	
Per 3	9:36 AM	10:22 AM	46	
Pass	10:22 AM	10:32 AM	10	
Per 4	10:32 AM	11:18 AM	46	
Lunch	11:18 AM	11:48 AM		30
Pass	11:48 AM	11:58 AM	10	
Per 5	11:58 AM	12:44 PM	46	
Pass	12:44 PM	12:54 PM	10	
Per 6	12:54 PM	1:40 PM	46	
			280	
			330	

Semester Traditional				
Period	Begin	End	Inst. Min.	Non-Inst.
0	6:30 AM	7:25 AM		
1	7:30 AM	8:26 AM	56	
Pass	8:26 AM	8:36 AM	10	
2	8:36 AM	9:36 AM	60	
Nutrition	9:36 AM	9:46 AM		10
Pass	9:46 AM	9:56 AM	10	
3	9:56 AM	10:52 AM	56	
Pass	10:52 AM	11:02 AM	10	
4	11:02 AM	11:58 AM	56	
Lunch	11:58 AM	12:28 PM		30
Pass	12:28 PM	12:38 PM	10	
5	12:38 PM	1:34 PM	56	
Pass	1:34 PM	1:44 PM	10	
6	1:44 PM	2:40 PM	56	
			340	
Total Min.			390	

PSAT/CAASPP Testing				
Period	Begin	End	Inst. Min.	Non-Inst.
CAHSEE	7:30 AM	10:50 AM		135
Nutrition	10:50 AM	11:00 AM		10
Pass	11:00 AM	11:10 AM		10
Per 1/2	11:10 AM	12:05 PM	55	
Lunch	12:05 PM	12:35 PM		30
Pass	12:35 PM	12:45 PM	10	
Per 3/4	12:45 PM	1:40 PM	55	
Pass	1:40 PM	1:50 PM	10	
Per 5/6	1:50 PM	2:45 AM	55	
			165	
Total Min.			185	

7th and 8th period				
Period	Begin	End	Inst. Min.	Non-Inst.
Per 7	3:00 PM	5:00 PM	240	
Monday & Wednesday with 10 min break				
Per 8	3:00 PM	5:00 PM	240	
Tuesday & Thursday with 10 min break				

Extended Period Block				
Period	Begin	End	Inst. Min.	Non-Inst.
0	6:30 AM	7:25 AM		
Per 1/2	7:30 AM	9:15 AM	105	
Nutrition	9:15 AM	9:25 AM		10
Pass	9:25 AM	9:35 AM	10	
Per 3/4	9:35 AM	11:20 AM	105	
Pass	11:20 AM	11:30 AM	10	
Ext. Per	11:30	12:00 PM	30	
Lunch	12:00 PM	12:30 PM		30
Pass	12:30 PM	12:40 PM	10	
Per 5/6	12:40 PM	2:25 PM	105	30
			345	
Total Min.			375	

Semester Dual Assembly				
Period	Begin	End	Inst. Min.	Non-Inst.
0	6:30 AM	7:25 AM		
Per 1/2	7:30 AM	8:55 AM	85	
Nutrition	8:55 AM	9:05 AM		10
Pass	9:05 AM	9:15 AM	10	
Per 3/4	9:15 AM	11:40 AM	145	
Assembly 1	9:25 AM	10:05 AM	(40 min)	
Per 3/4	10:15 AM	11:40 AM	(85 min)	
Per 3/4	9:15 AM	10:50 AM	(95 min)	
Assembly 2	11:00 AM	11:40 AM	(40 min)	
Lunch	11:40 AM	12:10 PM		30
Pass	12:10 AM	12:20 PM	10	
Ext. Per	12:20 PM	12:50 PM	30	
Pass	12:50 PM	1:00 PM	10	
Per 5/6	1:00 PM	2:25 PM	85	
			345	
Total Min.			375	

Minimum Day				
Period	Begin	End	Inst. Min.	Non-Inst.
0	6:15 AM	7:20 AM		
Per 1/2	7:30 AM	8:40 AM	70	
Pass	8:40 AM	8:50 AM	10	
Ext. Per	8:50 AM	9:20 AM	30	
Nutrition	9:20 AM	9:30 AM		10
Pass	9:30 AM	9:40 AM	10	
Per 3/4	9:40 AM	10:50 AM	70	
Pass	10:50 AM	11:00 AM	10	
Per 5/6	11:00 AM	12:10 PM	70	
Lunch	12:10 PM	12:40 PM		30
			210	
Total Min.			270	

Finals Schedule				
Period	Begin	End	Inst. Min.	Non-Inst.
Per 1/2/3	7:30	9:30	120	
Nutrition	9:30 AM	9:40 AM		10
Pass	9:40 AM	9:50 AM	10	
Per 4/5/6	9:50 AM	11:55 AM	125	
Lunch	11:55 AM	12:25 PM		30
			245	
Total Min.			255	

# EHS Student Body Activities

**Associated Student Body Advisor** – Heather Weiner (291-4034)

**The EHS Associated Student Body (ASB)** plans many activities throughout each school year. Student participation and involvement is an exciting part of each of these events, which makes each student's time spent at EHS a very memorable experience. The staff at EHS encourages all students to GET INVOLVED!! Listed below are events, which occur each year and an explanation of each. These are not the only events; ASB is always planning new and fun activities.

**Club Rush** - This is a lunch activity where all Cougar clubs create booths to encourage new members to join. The booths are decorated for competition with the other clubs. This is a fantastic display of diverse cultures and interests. All students are encouraged to begin their year by getting involved with one or more of our exciting and active clubs.

**Homecoming** - Homecoming is an exciting event in which all EHS alumni are welcomed back. There are special festivities for the home football game, which includes a parade of floats created by each class, clubs marching with banners in costume or authentic outfits, and the color guard and band. The Homecoming dance occurs the following night. This dance is a semi-formal or formal event for couples and individuals. Pictures are taken and may be purchased to remember this memorable occasion. Guests must be at least ninth graders and must not be 21 years of age or older and must show picture I.D. at the door. Guests must submit a guest pass to the Principal's Office at least three days prior to the dance and any guest that does not attend an accredited high school must meet with the Principal or his/her designee. All interviews must take place at least three days prior to the event.

**Class Competitions** - Class competitions are held throughout each school year to promote school spirit among students. Representatives are selected from each class to compete in these fun-filled events

**Pep Rallies** - Pep Rallies are held throughout the school year to display school spirit. The cheerleaders and band members get the crowd involved with cheers and class yells. ASB usually performs skits, class competitions are held, and athletic team members are introduced. Pep rallies are also held during post season CIF competition.

**International Week** - EHS' spectacular weeklong display of multi-cultural talent makes up this wonderful week. Ballet Folkloric, Latino keyboardist, African American Step Dancers, Native American Bird Singers and Dancers, a beautiful International Fashion Show, and finally . . . an international food fest where clubs host booths that portray the unique cultures of countries around the world. This is truly something for all Cougars to look forward to.

**Prom** - Prom is another formal dance but is for Senior and Junior students and their dates. Prince and Princesses are chosen and the dance is held off-campus. Men wear tuxedos and women wear formal dresses. This dance is sponsored by the Junior class each year and is held as the last dance of the year. A professional photographer takes pictures. Guests 21 years of age or older must be pre-approved by a school administrator no later than three days prior to the event. Guests must show picture I.D. at the door. Guests must be at least in ninth grade to participate.

**Grad Night** - Senior parents sponsor Grad night. Each year the Senior class gets together after graduation and enjoys an evening of fun. Each grad night has a theme and is an all-night celebration in the gym. This event is for graduating seniors only.

## **Student Government**

### **House of Representatives (H.O.R.)**

This is the largest body of selected and elected students to meet regularly with the elected ASB Student Council each month. Every 1st Wednesday of each month, the representatives from all 4th period classes will meet to discuss and learn about past and upcoming events. The duty of the representative is to report back to their class.

#### Elections

- The Associated Student Body shall elect, by plurality vote, a president, vice president, secretary and treasurer towards the end of the second semester. \*

#### Class Officers

- Each class will elect, by plurality vote, a president and vice president. The class officer elections are conducted after the elections of the ASB. The Freshman class officers will be elected within their first fall semester.
- See Mrs. Weiner for a list of your student body representatives.

#### Court Elections

- Homecoming and prom court nominations are conducted through classes.

### **Associated Student Body Executive Officers and Their Duties**

#### President

- To oversee everything that occurs within the jurisdiction of the ASB.
- To act as a liaison between the student body and the administration.

#### Vice President

- To assume all duties of the ASB President if he/she is unable to perform his/her duties.
- To organize and run the monthly House of Representative meetings.
- To prepare for and run all school-wide elections.

#### Secretary

- To record the minutes of all meetings and to keep a permanent record of them.
- To type, copy, and distribute all letters.

#### Treasurer

- To approve all disbursing orders and make sure that all ASB accounts are balanced.
- To work with the cashier to determine how much revenue is made on ASB events.

### **Associated Student Body Class Officers and Their Duties**

- To act as representatives of their class in all ASB activities.
- To follow the guidelines and responsibilities given by the ASB officers.
- To attend scheduled meetings.
- To coordinate class floats and other activities associated with their class.
- To recruit members of their class to participate in the class.
- Junior class officers are responsible for coordinating the Junior/Senior prom.

## Escondido High School's Club Handbook

The Interclub Council was organized to increase the communication and productivity between ASB leadership and the clubs on campus. Through the Interclub Council, the ASB leadership class informs the club presidents of upcoming events, and in return, ASB helps to promote any of the clubs activities. Meetings are usually held at the beginning of every month to help both parties prepare for the events of that particular month. The chair for the council is to be the ASB President and he/she conducts the meeting with an agenda. The committee consists of the class presidents and the club presidents.

Usually at the first meeting of the year, the council makes decisions about Club Rush and the lunchtime meeting schedule. Each club is allowed to set up a booth to advertise its club to the student body. A meeting schedule is established to try to prevent clubs from meeting at the same time on the same day. This allows students to attend a maximum number of club meetings without conflict.

A club may be established as long as the general requirements are met. All of the clubs must file a copy of their constitution with ASB, and complete an application for a club charter; submit a budget to the ASB treasurer; have approval from the administration and obtain a faculty advisor. Once all of these qualifications have been met, the club is considered active. Lack of attendance at Interclub Council meetings, lack of communication with ASB, or lack of an advisor will cause the club to be considered inactive

### 2017-2018 Clubs

ASB	Color Guard	National Honor Society
Class of 2018	Dance	EHS School Ambassadors
Class of 2019	Drama	SADD (Students Against Destructive Behaviors)
Class of 2020	FHA	Science Club
Class of 2021	FFA/AG	Best Buddies
Asian Club	Gear-Up	Surfrider
Academic League	Interact	LGBT
Athletics	Journalism	Christian Fellowship
AVID	Link Crew	Step Team
Band	Yearbook	Language Clubs
BSU	Key Club	Ballet Folkorico
CSF	MECHA	

Have another idea? Get it started by asking a faculty member to be the advisor!

# Escondido High School Athletics



**EHS Athletic Director** – Steve Bridges (Tel: 291-4030)

Welcome to all students, especially our new freshmen class of 2019. You are encouraged to become a student athlete at Escondido High School (EHS). You will be afforded an opportunity to participate on a competitive interscholastic team. Escondido High School is in the strong North County Conference and competes in the Valley League under the auspices of the San Diego Section, California Interscholastic Federation (CIF).

The Escondido High School's athletic department is committed to providing an opportunity for every student athlete to participate and develop his/her individual skills to his/her fullest potential. With the help of the staff, family and community, the student athlete will learn the value of leadership, teamwork, good sportsmanship, and acceptable lifetime skills in a competitive atmosphere.

All students are invited to try out for EHS athletic teams, pending athletic clearance. They must maintain good conduct through their careers at EHS, as they are representatives on the field, on campus, in the classroom, on trips, and in the community.

## Pre-Sport Preparation

Each student must obtain the following to be cleared for participation on any EHS athletic team.

- An Emergency Procedure Card, which includes proof of insurance coverage, a physical, performed by a medical doctor, and parental consent to participate.
- A signed CIF Ethics Code for sports.
- A signed Escondido High School Athletic Contract.
- A signed CIF Sports Injury Risk Warning and Agreement.
- A minimum 2.00 GPA – passing a minimum of four classes.

Students will become eligible or ineligible per Administrative Regulation 6145 the next calendar day following the official notification of grades at the end the grading period.

**FALL:** Start Date: August 1, 2017 (Football, Girls Volleyball, and Boys Water Polo). All others August 7, 2017

SPORT	HEAD COACH	PHONE #
Boys/Girls Cross Country	Mark Vavra	522-8012
Girls Field Hockey	Kelly Boden	291-4000
Football	Jud Bordman	291-4033
Girls Golf	Tom Winter	291-4000
Girls Tennis	Rigo Cisneros	291-4000
Girls Volleyball	Lori Becker	291-4031
Boys Water Polo	Jeff Ukrainetz	291-4063

**WINTER:** Start Date: November 11, 2017

Boys Basketball	Paul Baldwin	291-4089
Girls Basketball	Chris Williams	291-4000
Boys Soccer	Carlos Hernandez	291-4000
Girls Soccer	Hector Hernandez	291-4000

Girls Water Polo	Jeff Ukrainetz	291-4000
Wrestling	Jason Womack	445-1540

SPRING: Start Date: February 10, 2018 (Boys Golf, Swimming, and Boys Tennis). All others February 17, 2018

Baseball	Aaron Hoofard	291-4000
Boys Golf	Steve Bridges	291-4000
Softball	Cary Weiler	291-4000
Girls/Boys Swimming	Tim Latulippe	291-4000
Boys Tennis	Rigo Cisneros	291-4000
Girls/Boys Track & Field	Randy Boozer	291-4000
Boys Volleyball	TBA	291-4031
Assistant Athletic Director	Jason Foote	291-4036
Trainer	Jason Foote	291-4036
Athletic Director	Steve Bridges	291-4030

### **Insurance for Athletics**

The school district does not provide medical, dental and/or hospital services insurance for students who are injured while participating in school sponsored athletics. For this reason, the school district is making available student accident coverage. Present law provides that school boards shall require each member of an athletic team to have insurance, which provides an accidental death benefit of at least \$1,500.00. In addition, \$1,500.00 insurance protection for medical and hospital expenses resulting from accidental bodily injury while participating in, or practicing for inter-school athletic events, or while being transported to and from such athletic events is required. The Escondido Union High School District provides insurance to meet only the transportation requirement. In order to participate in interscholastic athletics, you will require proof of insurance.

### **Escondido High School Athletic Contract**

Students involved in co-curricular/athletic programs are considered leaders, role models and represent Escondido High School (EHS) twenty-four hours a day. Students involved in co-curricular/athletic activities are held accountable for individual sports' rules, District Policies, EHS Student Handbook rules and all CIF policies. Misrepresentation or non-compliance of these rules can result in suspension from the team or removal from athletics at EHS for up to one year. Each coach holds students involved in co-curricular activities to a stricter standard by requiring the student to adhere to a written set of team rules, by activity.

The head coach sets guidelines for letters and awards in each individual sport. In the absence of any written guidelines, these basic guidelines will apply to earn a letter: adherence to school and team rules, regular attendance at practice, participation in half of the games, meets, events, periods, minutes, innings, quarters or point system.

Attendance in all classes is very important for academic success and healthy living. Students involved in co-curricular activities are required to attend two of three classes when there is block schedule, or four of six classes when on traditional schedule on the day of an event. Excessive absences from practice because of health reasons signal safety and liability concerns and will be monitored by the coach. This can result in limited participation or non-participation until a doctor's note is obtained.

The sport in season takes precedence over all other extracurricular activities. All coaches and sponsors must communicate amongst each other when dealing with multiple sport athletes. The School Nurse only dispenses prescription or non-prescription drugs (even over-the-counter drugs). No student that is suspended from school can practice, participate in an event, or be on campus during suspension from school.

### **Cougar Pride**

Students are required to honor school colors as they pertain to Escondido High School's traditional letterman's jacket -- orange bodice with black sleeves for the boys and black bodice with orange highlights (sleeves or hoods) for girls. Students will not be allowed to put Escondido H.S. trademark items (i.e., letters) on any other jacket and may not wear them on campus or at school activities. Students are not allowed to put anything on an EHS letterman's jacket that does not represent Escondido High School in a positive way. Students, parents and coaches must follow and sign all CIF rules, District policies, and school rules concerning club participation, residence changes, residential eligibility, guardianship and foreign exchange policies, adhere to CIF Ethics in Sports Form, and Escondido Co-Curricular and Athletics Contract. All students must complete clearance procedures, physical, proof of insurance, parent permission to participate, and permission to transport, in case of emergency. All parents and participants must attend a pre-season meeting on sports information held by the head coach of each sport. Violation of these stipulations can result in being suspended from the team, being removed from a team or becoming ineligible for any sport or activity for one year.

The coaching staff at Escondido High School wishes to make it understood that participation in a club sport during the season of that same sport is both a school and CIF violation. Escondido High School coaches all agree that high school sports in season must take priority over all other outside activities to balance student's ability to have academic success. Coaches will make team rules at their own discretion pertaining to dual sport participation and sport-specific situations.

### **Cougarville – EHS Athletic Expectations**

We believe the guidelines for the three major areas covered below will best serve our student participants/families as a deterrent, while providing an opportunity for an early intervention process. All CIF, District and Student Handbook rules must be followed in hopes of establishing the educational and behavioral attitude and spirit contained in these guidelines and rules. When these situations occur, we want students to ask for voluntary help in these areas to allow us to recommend rehabilitative measures and counseling before an incident comes to our attention at school. If a student is interested in participating in our co-curricular activities, he or she must commit themselves to this contract 24 hours a day, seven days a week.

### **Major Area I**

Alcohol/Drugs/Paraphernalia Use or Possession

1st Offense

- Suspension from School (no participation)
- School Contract
- District mandated counseling Advisor/Coach participant meeting
- Parent/Coach/Participant meeting
- Removed from participation for one - three weeks or more.
- Encouraged to participate in voluntary substance testing program
- Reference to individual sport team rules

#### 2nd Offense

- Suspension from School
- Recommendation to Alternate Placement Committee Meeting with participant and parent and removal from team

### **Major Area II**

#### Tobacco products of any kind

#### 1st Offense

- Administrative due process discipline Student Contract
- Mandatory District Tobacco Education Program Letter sent home
- Advisor/Coach/Participant meeting
- Removed from participation for one- three weeks or more
- Refer to individual sport team rules

#### 2nd Offense

- Suspension from School Administrative due process discipline
- Advisor/Coach/Participant/Parent meeting
- Possible removal from team for year, or until counseling completed Refer to individual sport team rules

### **Major Area III**

Stealing, fighting, destruction of property, hazing, habitual breaking team or school rules, unacceptable attendance (school or practice), citizenship, defiance, disrespect of authority, vulgarity, profanity, not working toward graduation

#### 1st Offense

- Administrative due process discipline Advisor/Coach/Participant meeting
- Notification of parents
- Refer to individual sport team rules

#### Subsequent Offenses (Habitual)

- Administrative due process
- Recommendation of counseling to participant and parents
- Possible recommendation for Alternate Placement at another school site
- Possible removal from team for season or all activities for a year
- Refer to individual sport team rules (progressive discipline)

## **CALIFORNIA INTERSCHOLASTIC FEDERATION CIF SDS SAN DIEGO SECTION ETHICS IN SPORTS**

### **Policy Statement:**

The California Interscholastic Federation-San Diego Section (CIF-SDS) is committed to the demonstration of sportsmanlike and ethical behavior in and around all athletic contests played under its sanction. All contests must be safe, courteous, fair, controlled, and orderly for all athletes and fans alike. It is the intent of the CIF-SDS Board of Managers that violence, in any form, not be tolerated in athletic contests (or practices) under the jurisdiction of this Board. In order to enforce this policy, the Commissioner will establish rules and regulations in cooperation with appropriate coaches and administrator groups, which set forth the manner of enforcement of this policy and the penalties, incurred when violation of the policy occurs. The rules and regulations shall focus upon the responsibility of the coach to teach and demand high standards of conduct and to enforce personally the rules and regulations set forth by the Commissioner.

The CIF-SDS Board of Managers requires that the following Code of Ethics be issued to, and signed by each student athlete, coach, and Officials Association as a guide to govern his or her behavior. Penalties for failure to sign a copy of this policy are as follows:

- Athlete: Ineligibility for CIF-San Diego Section athletics
- Coach: Restricted from coaching in CIF-San Diego Section contests
- Officials Associations: Not approved to officiate in the CIF-San Diego Section

### **CIF Code of Ethics For Student Athlete, Coach And Contest Officials**

- Be courteous at all times (with school officials, opponents, game officials, and fans).
- Exercise self-control.
- Be familiar with all rules of the contest.
- Show respect to players, officials, and other coaches.
- Refrain from the use of foul and abusive language.
- Respect the integrity and judgment of game officials.
- Refrain from use of illegal and non-prescription drugs, anabolic steroids, or any substance to increase physical development or performance that is not approved by the U.S. Food and Drug Administration, Surgeon General of the United States, or the American Medical Association.
- Win with character, lose with dignity.



**Athletic Contract: Code of Ethics:**

As a student and a parent at Escondido High School I have read and I understand the aforementioned contract and fully understand the consequences for the student’s actions. This will be in effect for the period of time that my student or I participate in co-curricular activities. The school expects that as a representative of the school if a student is interested in participating in Escondido High School co-curricular activities, that student must commit themselves to this contract 24 hours a day, seven days a week. My signature following affirms that the student and parent/guardian does agree to accept and abide by these guidelines while participating in CIF-SDS athletics, regardless of contest site or jurisdiction.

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Student Signature Date

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Parent Signature Date



**Code Of Ethics: Student Athlete**

I have read and I understand the Policy Statement, the Code of Ethics, and the Violations and Minimum Penalties of the CIF-San Diego Section’s “ETHICS IN SPORTS” policy. I agree to abide by this policy while participating in CIF-SDS athletics, regardless of contest site or jurisdiction.

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Signature Printed Name Date

**Return to Athletic Director, Escondido High School, 1535 North Broadway, Escondido, CA 92026**

## COUNSELING CENTER

As an integral part of the educational process, counselors seek to help each student develop positive attitudes and personal dignity, and to accept the responsibilities and challenges required in a changing and complex society.

### Counseling Assignments

<u>Counselor Name</u>	<u>Student Last Name by Alphabet</u>
Rita Guerra	A-Ch
Xochitl Gonzalez	Ci-Gom
Kelly Domitrz	Gon-L
Yvonne Guel	M-Pak
Esther Barcoma	Pal-Sand
Marybelle Esteban	Sane-Z



### Student Schedules

In order to maintain balanced class sizes, students are assigned to teachers and class periods randomly by a computer system designed to accommodate the needs of all students. Generally students may not make class changes. Exceptions may be made for the student who:

- Has failed to meet prerequisites
- Has taken the course in question over the summer and no longer needs the class
- Needs to drop an elective in order to take a required class that was failed
- Has been placed in the incorrect level of a class (e.g. honors instead of college prep)

Other situations in which a student's schedule might be changed include;

- Over enrollment in a class whose numbers must be reduced
- Enrollment in a class which lacks sufficient enrollment and has been cancelled

Schedule changes for any other reasons must be approved by an administrator. Any changes made after the first four weeks may result in a Withdraw/Fail (WF), which will be posted on the student's transcript.

### Reduced Schedule

Students with fewer than 5 classes or more than 6 classes must have the approval of:

- Parent or guardian
- Principal or site administrator

### Class Repeats

Classes can only be taken once for credit. See your counselor for exceptions

### Counseling Appointments

Students may make an appointment to see their counselor before school, beginning at 7:15 a.m., during break, lunch, or after school in the Counseling Office until 2:45 p.m.



**ESCONDIDO UNION HIGH SCHOOL DISTRICT  
LOCAL, STATE & NATIONAL ASSESSMENTS CALENDAR  
2017-2018**

**Revised Draft 5/24/17**

TESTS	DATES – REGISTRATION – OTHER INFORMATION			
ELPAC	CELD/ELPAC Initials – All Sites		ELPAC Annuals	
	Based on dates of enrollment		Feb 1 – May 31, 2018 Site Schedules TBD	
CHSPE (California High school Proficiency Exam) Results back per CDE/EDS schedule	Test Dates	Registration	Late Reg. (with fee)	Results mailed
	Sat. Oct. 21, 2017	Fri. Sept. 22, 2017	Fri. Oct 6, 2017	Fri. Nov. 20, 2017
	Sat. Mar. 17, 2018	Fri. Feb. 16, 2018	Tues. Mar. 13, 2018	Fri. Apr. 20, 2018
NAEP	TBD for 2017-2018			
PSAT	Wed. Oct 11, 2017	10 <sup>th</sup> +11 <sup>th</sup> grade students	Results available per College Board schedule	
SAT  *The late reg. date is 1 week earlier if registering by mail  **SAT test Only. No Subjects	Test Dates All dates on Saturday	Registration Ends	Late Registration Ends (Late fees apply)	Estimated Dates For Online Score Release Multi choice /Essay
	August 26, 2017	July 28, 2017	August 15, 2017	Sept 15 / Sept 18, 2017
	October 7, 2017	September 8, 2017	September 27, 2017	Oct 20-26 / Oct 31, 2017
	November 4 2017	October 5, 2017	October 25, 2017	Nov 17-23 / Nov 28 2017
	December 2, 2017	November 2, 2017	November 21, 2017	Dec 15-21 / Dec 26, 2017
	**March 10, 2018	February 9, 2018	February 28, 2018	Mar 23-29 /Apr 3, 2018
	May 5, 2018	April 6, 2018	April 25, 2018	May 18-24 / May 29, 2018
	June 2, 2018	May 3, 2018	May 21, 2018	June 29 / Jul 11, 2018
ACT	Test Dates All dates on Saturday	Registration Ends	Late Registration Ends (Late fees apply)	Estimated Dates for Online Score Release Multi choice / Essay
	September 9, 2017	August 4, 2017	August 5 - 18, 2017	Sept 19 / Sept 30, 2017
	October 21, 2017	September 22, 2017	Sept. 23 – October 6, 2017	Nov 7 / Nov 18, 2017
	December 9, 2017	November 3, 2017	November 4 - 17, 2017	Dec 19 / Dec 30, 2017
	February 10,2018	January 12, 2018	January 13 - 19, 2018	Feb 20 / Mar 3, 2018
	April 14, 2018	March 9, 2018	March 10 - 23, 2018	April 24 / May 5, 2018
	June 9, 2018	May 4, 2018	May 5 - 18, 2018	June 19 / June 30, 2018
	July 14, 2018	June 15, 2018	June 16-22, 2018	July 24 / Aug 4, 2018
Physical Fitness (PFT)	10 <sup>th</sup> – 12 <sup>th</sup> grade students		Nov/Dec & Feb/Mar as determined by site	
	9 <sup>th</sup> grade students		Feb/March as determined by site	
CAASPP-SBAC CAST CAA	Grade 11 ELA & Math Including EAP Science Grade level TBD Grade 11 Alternative Assessment	Open when 66% of instructional yr. is completed (2.27.18) through the last day of instruction March 20 through the last day of instruction of selected testing window March 20 through the last day of instruction of selected testing window		
Reading and/or Math	All Basic Reading System 44 Read 180	Tentative schedule →	# 1: First 2 weeks of school # 2: Early November	# 3: March (before Spring Break) # 4: Last 2 weeks of school
2018 AP Exam Dates	Morning 8:00 AM	Afternoon 12:00 PM	2:00 PM	
Monday, May 7, 2018	Chemistry // Spanish Literature and Culture	Psychology		
Tuesday, May 8, 2018	Seminar // Spanish Language and Culture	Art History // Physics 1: Algebra-Based		
Wednesday, May 9, 2018	English Literature and Composition	Japanese Language and Culture // Physics 2: Algebra-Based		
Thursday, May 10, 2018	United States Gov't and Politics	Chinese Language and Culture // Environmental Science		
Friday, May 11, 2018	German Language and Culture // United States History	Computer Science Principles		
	Studio Art – Last day for Coordinators to submit digital portfolios (by 8 p.m. EDT) & to gather 2-D Design and Drawing students for physical portfolio assembly. Teachers should have forwarded students' completed digital portfolios to Coordinators before this date.			
Monday, May 14, 2018	Biology // Music Theory	Physics C: Mechanics	2:00 PM Physics C: Electricity & Magnetism	
Tuesday, May 15, 2018	Calculus AB // Calculus BC	French Language and Culture // Computer Science A		
Wednesday, May 16, 2018	English Language and Composition	Italian Language and Culture // Macroeconomics		
Thursday, May 17, 2018	Comparative Gov't and Politics // World History	Statistics		
Friday, May 18, 2018	Human Geography // Microeconomics	European History // Latin		

*Updated 5.24.17 Charlene Marie*

Palomar College GEAR UP & Cal-SOAP  
 SAT & ACT Test Dates & Test Prep Workshop Schedules  
 EUHSD  
 2017-2018

**TEST DATES**

<b>SAT</b>  (Please note: The late registration date is 1 week earlier if registering by mail)  **SAT test Only. No Subjects	Test Dates		Late Registration Time Frame (Late Fees Apply)	Estimated Dates For Online Score Release Multi choice/Essay
	August 26, 2017	July 28, 2017	August 15, 2017	Sept 15/Sept 18, 2017
	October 7, 2017	September 8, 2017	September 27, 2017	Oct 20-26/Oct 31, 2017
	November 4, 2017	October 5, 2017	October 25, 2017	Nov 17-23/Nov 28, 2017
	December 2, 2017	November 2, 2017	November 21, 2017	Dec 15-21/Dec 26, 2017
	**March 10, 2018	February 9, 2018	February 28, 2018	Mar 23-29/Apr 3, 2018
	May 5, 2018	April 6, 2018	April 25, 2018	May 18-24/May 29, 2018
	June 2, 2018	May 3, 2018	May 21, 2018	June 29/Jul 11, 2018

<b>ACT</b>	Test Date	Registration Ends	Late Registration Time Frame (Late Fees Apply)	Estimated Dates For Online Score Release Multi choice/Essay
	September 9, 2017	August 4, 2017	August 5 - 18, 2017	Sept 19/Sept 30, 2017
	October 28, 2017	September 22, 2017	Sept 23 - Oct 6, 2017	Nov 7/Nov 18, 2017
	December 9, 2017	November 3, 2017	November 4 - 17, 2017	Dec 19/Dec 30, 2017
	February 10, 2018	January 12, 2018	January 13 - 19, 2018	Feb 20/Mar 3, 2018
	April 14, 2018	March 9, 2018	March 10 - 23, 2018	April 24/May 5, 2018
	June 9, 2018	May 4, 2018	May 5 - 18, 2018	June 19/June 30, 2018
	July 14, 2018	June 15, 2018	June 16-22, 2018	July 24/Aug 4, 2018

**TEST PREP WORKSHOPS**

<b>Palomar College GEAR UP Program  SAT and ACT Workshops</b>  (Open to 12 <sup>th</sup> grade Students Only)	EVENT	DATE	TIME	SITE	ROOM
	SAT Workshop Series	Sat, Sept 2, 2017	9:00 AM-1:00 PM	DLA	TBD
		Tues, Sept 5, 2017	4:00-6:00 PM		
		Thurs, Sept 7, 2017	4:00-6:00 PM		
	ACT Workshop	Sat, Oct 21, 2017	9:00 AM-1:00 PM	DLA	TBD
	SAT Workshop Series	Sat, Sept 16, 2017	9:00 AM-1:00 PM	EHS	TBD
		Sat, Sept 23, 2017			
		Sat, Sept 30, 2017			
	ACT Workshop	Sat, Oct 21, 2017	9:00 AM-1:00 PM	EHS	TBD
	SAT Workshop Series	Sat, Sept 16, 2017	9:00 AM-1:00 PM	OGHS	TBD
		Sat, Sept 23, 2017			
		Sat, Sept 30, 2017			
	ACT Workshop	Sat, Oct 21, 2017	9:00 AM-1:00 PM	OGHS	TBD
	SAT Workshop Series	Sat, Sept 16, 2017	9:00 AM-1:00 PM	SPHS	TBD
Sat, Sept 23, 2017					
Sat, Sept 30, 2017					
ACT Workshop	Sat, Oct 21, 2017	9:00 AM-1:00 PM	SPHS	TBD	

<b>Cal SOAP SAT/ACT Prep Workshops</b>  (Open to all students)	EVENT	DATE	TIME	SITE	ROOM
	SAT Prep Workshop	September 23, 2017	9:00 AM-12:00 PM	DLA	TBD
	ACT Prep Workshop	October 14, 2017	9:00 AM-12:00 PM	OGHS	TBD
	SAT Prep Workshop	February 24, 2018	9:00 AM-12:00 PM	SPHS	TBD
SAT/ACT Prep Workshop	April 28, 2018	9:00 AM-12:00 PM	EHS	TBD	

*Updated 5.22.17 Charlene Marie*

# Career and Technical Education

**Program Description:** The Escondido Union High School District affirms the importance of providing students with quality career and technical education programs. The Career and Technical Education courses and programs are offered to all students in accordance with our nondiscrimination policy. The programs are designed to teach life skills, demonstrate the value of work, and when possible provide training that leads to entry-level employment. The courses provide meaningful ways to reinforce academic skills. The District has developed a sequential program that affords students the opportunity to develop skills and knowledge in a variety of career clusters:

- Agriculture
- Arts and Communications
- Business and Marketing
- Health Careers
- Home Economics Careers and Technology
- Industrial Technology



Program offerings include services provided by the San Diego Workforce Partnership, Escondido Compact, ROP and Palomar College. These partnerships enhanced the opportunities to make relevant connections to the workplace and future career options.

- Job Shadow experiences
- Youth Opportunity Day
- Guest speakers from career cluster businesses
- School-Business Partnerships

For further information on courses available, please refer to the Course Catalog or contact the Counseling Office at your school.

## College & Career Center

The Career Center is a campus resource that all students are encouraged to stop by and use throughout their high school years. Career exploration is recommended as preparation for education and work beyond high school. They are encouraged to learn about many occupations so they can make informed decisions about course choices while at EHS.

## Location and Hours

The Center is located in The Learning Center. The College & Career Technician's hours are Monday through Friday, 7:00 AM – 3:30 PM and will be available to students during break, lunch and after school. (Hours and availability may vary, but will be posted on the door.) Parents may call 291-4056.

**ID cards** are issued here. The first card is given free of charge. Replacement cards are \$5.00 each.

**Work Permits** may be obtained and dropped off during break, lunch or after school. Students as young as 14 years of age may obtain a work permit. California law requires a Work Permit for employed students under 18 years old. Students must maintain a 2.0 GPA or may have their permit revoked.

Computers are available to type resumes, search the Internet, or access career programs. These programs allows students to evaluate their own interests and abilities and explore the extensive up-to-date information on hundreds of occupations, information about public and private colleges, including programs of study, admission requirements, scholarships, financial aid costs and more.

### **Career Seminars**

Special speakers visit EHS throughout the year to discuss a variety of careers. Students should watch for fliers advertising the seminars and pay attention to the daily Student Bulletin announcements. Not only do the speakers share their experience and advice with students, but many times they can become part of an interested student's network and the key to career exploration.

### **Sex Equity in Career Planning**

EC 221.5 (d) No school counselor, teacher, instructor, administrator, or aide shall, on the basis of the sex of a pupil, offer vocational or school program guidance to pupils of one sex that is different from that offered to pupils of the opposite sex or, in counseling pupils, differentiate career, vocational, or higher education opportunities on the basis of the sex of the pupil counseled. Any school personnel acting in a career counseling or course selection capacity to any pupil shall affirmatively explore with the pupil the possibility of careers, or courses leading to careers, that are non-traditional for that pupil's sex. The parents or legal guardian of the pupil shall be notified in a general manner at least once in the manner prescribed by Section 48980, in advance of career counseling and course selection commencing with course selection for grade 7 so that they may participate in the counseling sessions and decisions.

### **Job Postings**

Information about opportunities for part-time jobs, summer jobs, volunteer work, community service and internships are posted in the Career Center throughout the school year. If you know of an employer looking for part-time help, keep our students in mind and encourage employers to contact us at 291-4056.

### **Work-Ready Skills**

Watch for announcements in the spring about Youth Opportunity Day (YOD) and Hire-A- Youth. Both of these focus on helping students find part-time and summer work. Y.O.D. is a district-wide job fair held in the spring for students 16 years and older. The Career Center provides the work-ready-skills training required for students who participate. The skills students acquire are intended for lifelong use. The job fair is an excellent opportunity for practicing these newly acquired skills. Y.O.D. helps students set educational and career goals. It assists students in articulating these goals and their current accomplishments in appropriate ways. Students create a portfolio, including a cover letter and resume. They practice interviewing skills so they can present themselves competitively to potential employers.

### **Job Shadows**

Together the Career Center and the Escondido Education COMPACT work to place eager students ready to learn about the workplace in "shadows." Job shadows provide today's employers with a unique and informative way to directly interact with tomorrow's workforce. This program has been specifically designed to help students get ready by making that critical link between the classroom and the workplace. They see first-hand the wide range of knowledge and skills required while on the job.

### **Miscellaneous**

Many other sources of information are available, including college catalogs that may be checked out for a two-week period. Other information includes opportunities in the military services, Job Corps, Ameri-corps, Career and Technical Education Programs, vocational and technical training. Many representatives, including the military, visit our campus and are available to answer questions.

### **Technology Use and Responsibilities**

Every student and his/her parent/guardian must complete an ETHICAL USE POLICY CONTRACT before students can use school technology computer systems on campus. A contract is in the back of this handbook.

## General School Information



### **Asbestos Information**

On October 22, 1986, the President signed into law the Asbestos Hazard Emergency Response Act, AHERA, to CFR 763, which required that we inform employees, building occupants, or their legal guardians, and outside vendors about the results of our compliance with AHERA. This includes building inspections, re-inspections, response actions, and post-response action activities, including periodic surveillance and re-inspection activities that are planned or are in progress. During the course of the inspection it was found that asbestos-containing building materials were used in some school buildings in the form of Surfacing, and Miscellaneous Material. The specific type of material and the location are further identified in the Inspection Report. This report is on file in the Principal's office. For further information contact Business Support Services at 291-3238, or you may go to the District Service Center at 302 N. Midway Drive in Escondido to review or obtain a copy of the Inspection Report and Management Plan for the District. If you request a copy of the material, there will be a fee of \$.10 per page for duplication. All requests for copies must be in writing.

### **ASB Cards**

ASB Cards cost \$25.00 and include:  
Free admission to home athletic events  
Reduced costs for ASB dances/events

### **Cellular Phones and Other Electronic Signaling Devices**

Students may possess or use electronic signaling devices, including, but not limited to pagers, beepers and cellular/digital telephones, I-Pods, MP3 Players and handheld gaming systems, provided that such devices do not disrupt the educational program or school activity. Electronic signaling devices shall be turned off during class time and at any other time directed by a district employee. If disruption occurs, the employee may direct the student to turn off the device and/or confiscate the device, according to school policy. No student shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physical or surgeon to be essential for the student's health and the use of which is limited to health-related purposes (Education Code 48901.5)

**The School Administration is not responsible for the recovery of lost or stolen items. Bring them at**

## **your own risk.**

### **Closed Campus**

The Escondido Union High School District maintains a CLOSED CAMPUS at all times. Students may bring their lunch or buy it at one of the food service areas. Students leaving campus unauthorized will be considered truant and given disciplinary action. See “Out-of- Bounds Areas” section. Student guests are not allowed. All visitors must check in at the office.

### **Daily Bulletin**

The Daily Bulletin is published on e-mail daily to each staff member, as well as available on the EHS website. It is also read during the second class period each day. Students should make it a practice to find out what is in the bulletin. It is the primary source of information on testing, school activities and scheduled events.

### **Dance Guest Passes**

Each student may bring one guest to school dances providing the student fills out a guest pass from the Assistant Principal’s office. All dance guests are required to show picture ID at the door, when requested. No person may attend any school function that is under expulsion or suspension by any school. All guests at dances must be at least in the 9th grade and 20 years old or younger. All school rules will apply. Prom guests may be over 21 years of age but must follow all school regulations and meet with an Assistant Principal. District students may only attend prom at the school they are currently enrolled or if they are a guest of a student at another school within the District. The Assistant Principal’s office will review all requests for guests to attend and will notify students if their guest has been denied.

### **Guidelines for Dances**

The purpose for these guidelines is to promote a safe, clean, and fun environment at dances. The style of dancing must reflect proper behavior between students. All students and their guests must have proper I.D. in order to attend any dance. Be prepared to show I.D. when buying tickets and/or entering the dance.

#### **Inappropriate Dancing:**

- Dancing too closely to one another, groping, etc.
- Dance moves that are sexually provocative, i.e. dancing that simulates sexual activity
- Freaking or dirty dancing
- Front to back dancing

### **Dress Attire**

Clothing cannot be revealing and/or see-through

Plunging necklines are not acceptable

Must follow standard school dress code policies

Any student who comes to the dance, who does not follow the guidelines listed above will be asked to leave and/or receive consequences.

### **Debts to the School**

All students are issued schoolbooks and equipment for the proper use in the classes in which they are enrolled and for athletic and activity participation. Normal wear and tear is expected. Lost, stolen, destroyed or misused (i.e., writing in or on the book) is the student’s financial responsibility. Seniors will not receive their diplomas until these debts are cleared. Library privileges can be denied due to excessive overdue fines or the misuse of library books or material. Students may not be able to complete the

Registration process for the following school year until all debts are cleared. Debts not cleared may result in a loss of privileges including; attendance at dances, parking permits, etc.

### **Hall Pass**

Students are required to have an approved EHS Hall Pass in their possession any time they are outside the classroom during class period. Hall Passes are not to be issued to students during the first 15 minutes of class. No more than one student per pass.

### **Hazing**

No student shall conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or other person. Law shall, subject to district discipline and penalties, specify persons violating this policy. (Education Codes 32051, 32052)

### **Health Office/School Nurse**

All injuries on campus must be reported to the Health Office. Injured and ill students must report to the Health Office before leaving campus. Students who are excused from P.E. for two or more days need to bring a note from a parent/guardian or doctor to the Health Office. Students are encouraged to discuss any medical problems with Health Office personnel.

### **Medication**

Students are not allowed to bring or carry any medication with them, except for those allowed by law. The school nurse may assist any pupil who needs to take medication during the school day if the school receives:

- A written statement from the doctor detailing the method, amount, and time the medication is to be taken (form available from the school).
- A written, signed statement from the parent/guardian asking the school to assist the student.

After the required forms are brought to school, the prescribed medication should be brought to school in a labeled prescription container by a parent/guardian. School personnel without the written authorization of the student's physician and parent or guardian can dispense no medication of any kind. Authorization for medication forms are available from the school nurse and on the school website.

Please contact the school nurse about any changes in your students' health status that may affect her/his school day. If students are diagnosed by physicians as having an infectious disease, please contact the school nurse. Students requiring home instruction due to long term illness or disability must pick up home instruction forms from the school nurse.

All injuries on campus must be reported to the Health Office. Injured and ill students must report to the Health Office before leaving campus. Students who are excused from P.E. for two or more days need to bring a note from a parent/guardian or doctor to the Health Office. Students are encouraged to discuss any medical problems with Health Office personnel.

### **Health Education, Human Reproduction and Venereal Disease Education**

The California EC, Sections 51550, 51240 and 58120, requires that no school district governing board shall require students to attend a course in which human reproduction, family life education, health education or venereal disease education is taught and parents/guardians must be notified prior to instruction in any of these topics. . Listed below are brief descriptions of the courses in which the above topics are taught:

### **Biology and Physiology**

These courses include instruction in the functions and processes of the human reproductive organs.

### **Health Education**

Topics in the Family Life Education Unit may include: self-esteem, decision-making, communication skills, sex roles, friendships/relationships, sexually transmitted diseases, contagious disease prevention (AIDS), reproductive anatomy and physiology, pregnancy, birth, adoption, abortion, parenting, child abuse, contraception, and sexual assault.

### **Consumer/Homemaking Education Department**

Some of the courses offered in the department include units of instruction in: (1) Understanding Self; (2) Personal Responsibility; (3) Human Relationships; (4) Boy-Girl Relationships; (5) Preparation For Marriage; (6) Family Functions and Responsibilities; (7) Child Care; (8) Nutrition and Foods Needs of the Family, and (9) Family and Social Relationships.

### **Psychology and Sociology**

These courses include instruction in: (1) Understanding Self; (2) Personal Responsibility; (3) Human Relationship; (4) Boy-Girl Relationships; (5) Preparation For Marriage; (6) Family Functions and Responsibilities; and (7) Family and Social Relationships.

The written and audiovisual materials used in these courses are available for your inspection at the schools. If your child is enrolled in one or more of the above courses and you desire that he/she not participate in those phases of the instruction enumerated above, please send a written request to the school counselor. Such requests shall be valid for the school year in which they are submitted and may be withdrawn by the parent or guardian at any time. Other activities will be scheduled for students excused from this instruction. Please feel free to contact the school principal if you have any questions on the above information. Students planning to attend a California State University should consult their counselor to determine which visual and performing arts classes will be acceptable for admission purposes.

### **ID Cards**

ID Cards are required of all students. Students should have their ID card with them at ALL times while on campus. Every student must have an ID card to check out textbooks, library materials, use computers, conduct transactions at the Cashier's Office, and obtain re-admits or off campus passes. Replacement cost is \$5.00 and needs to be paid at the Cashier's Office.

### **Lockers**

Student lock combinations are confidential. DO NOT share it with other students or share PE lockers with another student. If a locker becomes damaged, broken, or jammed, report it to your coach. It is advisable that valuable items not be stored in lockers. Make sure you securely fasten your lock at all times. EHS will not be held responsible for the loss of items. Do not leave items in lockers overnight, over weekends or during vacations.

### **Lost And Found**

Lost and found books and personal items are to be returned to the Receptionist. Lost and found PE equipment is to be returned to the PE Department. At the end of the school year all items that are not claimed are given to charitable organizations. Do not bring valuable items to school.

### **Messages to Students**

With an enrollment of 2,300+ students, it is impossible to deliver messages, flowers, balloons, and other gifts to the classroom. If there is a bona fide emergency, please call the Attendance Office, state the nature of the emergency, and if approved by an administrator, the message will be delivered as soon as possible. Please do not ask us to deliver messages regarding work, baby-sitting, rides, celebrations, and other needs of this type.

### **Notice Ordered by the Federal Courts**

- No student who lives in California can be kept out of school (from kindergarten through 12th grade) just because of his/her citizenship or immigration status.
- No school employee may ask any student, parent or guardian about his/her citizenship or immigration status.
- No school employee may report or give information about the citizenship or immigration status of a student, parent, or guardian to the Immigration and Naturalization Service, the Attorney General, or any government agency.

### **Out of Bounds Areas**

Students are expected to remain in areas on campus where adequate supervision is provided by the staff. Out-of-bounds areas include all parking lots, bleachers, athletic fields, Agriculture classes, Auto Shop, Agriculture School Farm, handball courts, basketball courts, tennis courts, softball fields, and areas marked "out of bounds."

### **Parent Responsibility for Damages**

Each student in the school district has the responsibility for the proper care of school property and the school supplies and equipment entrusted to his/her use. In accordance with law, students who vandalize school property are subject to disciplinary measures. As an integral part of student discipline and parental responsibility, Education Code Section 48904 states, "Parents may be held financially liable for willful damage or injury caused by their minor child or for school property not returned by the minor."

### **Permanent Off Campus Passes**

Students who have approved shortened schedules must obtain an application for permanent off campus passes from the Assistant Principal's Office. These applications must be signed by a parent/guardian and returned to the Assistant Principal's Office. Students must leave campus at the time indicated on the pass. Failure to do so will result in disciplinary action. Ill or injured students needing to go home will be issued an Off-Campus Pass only AFTER a parent/guardian or an emergency contact gives authorization. All injuries on campus must be reported to the nurse. Students who require any medication (prescription or over-the-counter) during school hours need to complete an "authorization for medication administration" form that is available from the Health Office. Students who are excused from P.E. should bring a note from a parent to the nurse, who will issue them a P.E. excuse that is given to their P.E. instructor. Excuses longer than 3 class days require a note from a physician. Students who become ill or injured and are unable to attend school for an extended period of time may be eligible for Home Instruction. Please see the nurse for the details and forms. Students should feel free to see the nurse to discuss any medical concerns.

### **STUDENTS SHOULD NOT CALL PARENTS ON THEIR CELL PHONES. THEY MUST REPORT TO NURSE FIRST!**

### **Pupil Right to Refrain from the Harmful or Destructive Use of Animals:**

Any pupil with a moral objection to dissecting or otherwise harming or destroying animals, or any parts thereof, shall notify his or her teacher regarding this objection, upon notification by the school of his or her rights pursuant to Section 32255.4. If the pupil chooses to refrain from participation in an education

project involving the harmful or destructive use of animals, and if the teacher believes that an adequate alternative education project is possible, then the teacher may work with the pupil to develop and agree upon an alternate education project for the purpose of providing the pupil an alternate avenue for obtaining the knowledge, information, or experience required by the course of study in question. The alternative education project shall require a comparable time and effort investment by the pupil. It shall not, as a means of penalizing the pupil, be more arduous than the original education project. The pupil shall not be discriminated against based upon his or her decision to exercise his or her rights pursuant to this chapter. Pupils choosing an alternative educational project shall pass all examinations of the respective course of study in order to receive credit for that course of study. However, if tests require the harmful or destructive use of animals, a pupil may, similarly, seek alternative tests pursuant to this chapter. A pupil's objection to participating in an educational project pursuant to this section shall be substantiated by a note from his or her parent or guardian.

**Release of Directory Information: Board Policy BP 5125.1**

Directory information shall not be released regarding any student whose parent/guardian notifies the district in writing that such information may not be disclosed. (EC 49073) See Disclaimer following. Based on its determination of the best interest of the student, the district may limit or deny the release of specific directory information to any public or private nonprofit organization. (EC 49073)

**Directory Information:**

The Superintendent or designee may authorize the release of student directory information to representatives of the news media, prospective employers or other organizations including colleges and universities as provided by law. Unless prohibited by the parent guardian in accordance with law, directory information which school officials may disclose consists of the following: student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of athletic team members, dates of attendance, degrees and awards received, and most recent previous school attended.

Directory information contained within records of the Escondido Union High School District may be released to the following organizations: Military Service Recruiters, News Media, District approved vendors for senior graduation products, and Parent Institute for Quality Education

**SARC: Parent's Guide to the School Accountability Report Card (SARC)**

Since November 1988, state law has required all public schools receiving state funding to prepare and distribute a School Accountability Report Card (SARC). A similar requirement is also contained in the federal No Child Left Behind Act (NCLB). The purpose of the report card is to provide parents and the community with important information about each public school. The SARC can be an effective way for a school to report on its progress in achieving goals. State law requires that the SARC contain all of the following:

**Demographic Data**

- School safety and climate for learning information
- Academic data
- School completion rates
- Class sizes
- Teacher and staff information
- Curriculum and instruction descriptions

- Postsecondary preparation information
- Fiscal and expenditure data

In addition, NCLB requires that SARC's contain reports concerning the "annual yearly progress" of students in achieving state academic achievement standards; Title 1 Program Improvement; graduation rates at the secondary level; and, starting with the SARC's to be published in 2006-07, the extent to which "highly qualified" teachers are teaching core academic subjects.

School report cards must be updated annually. Specifically, schools are required to notify all parents about the availability of the SARC and to provide parents with instructions about how the SARC can be obtained. Our School's SARC is available on the Internet at the district website: [www.euhdsd.org](http://www.euhdsd.org). Paper copies are also available upon request through the Principal's Office. Parents can go to [Find a School Report Card](#) on the California Department of Education's Web site. [www.cde.ca.gov](http://www.cde.ca.gov). If you have questions or need information, please call our school or the district office.

### **Student Insurance**

The Escondido Union High School District does not carry medical, dental or hospital services insurance to cover students injured while under school jurisdiction, on school premises, or while participating in school sponsored activities away from school premises, or while participating in school sponsored activities away from school premises. For your convenience, we are making student insurance available. Information regarding cost, coverage, and application forms are available at school.

### **Student Parking**

Student parking is provided on a limited basis and is provided as a convenience to students. The school is not responsible for theft or damage to vehicles parked on school grounds. All motor vehicles must have permits and be registered with the Cashier. Each driver will be required to present a valid California driver's license, Department of Motor Vehicle registration and proof of insurance. Vehicles parked on campus must display a valid parking permit to be hung from the rear view mirror. Students parked in staff lots will be cited.

Students may get parking permit applications from the Cashier at the beginning of the year. New students may pick up a parking permit at the Cashier's Office. Complete the application and return to the Cashier.

All parking will be in the student parking lot in the north end of the campus. Auto Shop students may park within the Auto Shop compound when working on their car. Campus Permits are required in the Auto Shop area. All other parking is off limits and vehicles will be ticketed.

Driving speed will not be more than 10 M.P.H. on any Escondido Union High School District Campus. The service road by the girls' softball field is to be used by Escondido Union High School District groundskeepers only and as a student walkway. Any vehicles found using the service road will be ticketed or their parking permits will be revoked.

The area marked "faculty" is for staff vehicles only; all others will be ticketed. All motorcycles will be parked in the student parking lot. Curbs colored green are for visitors only, not for student parking (Parking limit is 20 minutes). All bikes must be locked and chained for greater security in the area provided for bikes. A lock with a key will provide greater protection of property. Combination locks are not recommended. All skateboards must be secured/locked in the storage area adjacent to the gym.

Gates are closed at 10:00 p.m. on weekdays and weekends. Do NOT leave your car overnight.

Any attempt to transport students without an off campus pass will result in disciplinary action.

Temporary parking permits are available through the Cashier's Office. It must be placed in the vehicle before the opening of school. Temporary permits are only valid for the day of issue. All non-permitted automobiles parked in student and/or staff parking lots during school/office hours (7:00 am - 3:30 p.m.) will be issued parking tickets. Cashier's Office hours are from 7:00 a.m. - 3:30 p.m., Monday through Friday.

### **Student Records**

Student records do not include informal notes about a student that a school employee keeps for private use. These are not revealed to any other person except a substitute. The following are the types of records kept by a school.

- Mandatory Permanent Student Records, which shall be kept indefinitely, include:
- Legal name of student
- Date and place of birth
- Method of verification of birth date
- Sex of student
- Name and address of parent of minor student
- Address of minor student, if different from the above
- Annual verification of parent's name and address and student's residence
- Entering and leaving date of each school year and for any summer session or other extra session
- Subjects taken during each year, half-year, summer session or quarter and marks or grades given
- Verification of required immunizations or waiver
- Date of high school graduation or equivalent

Mandatory interim student records, which may be destroyed after a stipulated length of time, include:

- A log identifying persons or agencies who request or receive information from the student record
- Health information, including Child Health Development Disabilities Prevention Program verification or waiver
- Information on participation in special education programs, including required tests, case studies, authorizations, and evidence of eligibility for admission or discharge
- Language training records
- Progress slips/notices required by Education Code 49066 and 49067
- Parental stipulations regarding access to directory information
- Parent or adult student rejoinders to challenged records and to disciplinary action
- Parental authorization or denial of student participation in specific programs
- Results of standardized tests given within the past three years

Permitted records, kept only as currently useful for appropriate educational purposes, may include:

- Objective counselor/teacher ratings
- Disciplinary notices and data
- Verified reports of relevant behavior patterns
- Standardized test results older than three years
- Supplementary attendance records

### **Parent Rights to Access Student Records**

Parent means a natural parent, adoptive parent, or legal guardian. If parents are divorced or legally

separated, only a parent having legal custody of the student may challenge the content of a record, offer a written response to a record or consent to release records to others. Either parent may grant consent if both parents notify the district, in writing, that such an agreement has been made. Adult student means a person who is or was enrolled in school and who is at least 18 years of age. Once a student reaches the age of 18 or attends a post-secondary school, he/she alone shall exercise rights related to his/her student records and grant consent for the release of records. (Education Code 49061)

Eligible student means a person 16 years or older or who has completed grade 10.

Access means a personal inspection and review of a record, an accurate copy of a record or receipt of an accurate copy of a record, an oral description or communication of a record and a request to release a copy of any record. (Education Code 49061)

### **Location of the Log**

For each student's record, the school custodian of records (Registrar) shall keep a log identifying all persons, agencies or organizations requesting/receiving information from the record. The log doesn't have to be signed by:

- Parents or adult students
- Students 16 years of age or older who have completed the 10th grade
- Parties obtaining district-approved directory information
- Parties who provide written parental consent.
  - In this case, the consent notice shall be filed with the record.
  
- School officials or employees who have legitimate educational interest

The log shall be accessible only to the legal parent or guardian, eligible student, adult student, dependent adult student, custodian of records and certain state/federal officials. (Education Code 49064, Title 5, Section 432).

### **Retention and Destruction of Student Records**

No additions, except routine updating, shall be made to a student's record after high school graduation or permanent departure without prior consent of the parent or adult student. Mandatory permanent student records shall be kept in perpetuity. Unless forwarded to another district, mandatory interim student records may be destroyed three years after determining that their usefulness has ceased or that the student has left the district. Permitted student records may be destroyed when their usefulness ceases. They may be destroyed six months after the student completes or withdraws from the educational program. Records are destroyed in a way that guarantees the public will not view them.

### **Cost of Reproducing Records**

To provide copies of any student record, the district charges a fee not to exceed the actual cost of furnishing copies. A \$3.00 charge shall be made for providing transcripts for any former student per the district counselor's handbook. (There is no charge for current students.) No charge shall be made to locate or retrieve any student record.

### **Access Rights**

A legitimate educational interest is one held by officials or employees whose duties and responsibilities to the district require that they have access to student records. The custodian of records (Registrar) is responsible for the security of student records and restricts access to authorized persons. Access to parents shall be provided within five days, during school hours. (Education Code 49069). Access to student records and information shall not be denied to a parent because he/she is

not the child's custodial parent. (Family Code 3025). Persons, agencies or organizations specifically granted access rights pursuant to state law shall have access without written parental consent or judicial order. (Education Code 49076) Persons, agencies or organizations not afforded access rights may be granted access only through written permission of the adult student or the parent. (Education Code 49075) Those granted access are prohibited from releasing information to another person or agency without written permission from the parent or adult student. (Education Code 49076).

### **Mandatory Access**

The following persons or agencies shall have access to student records within five days following the date of request:

- Natural parents, adoptive parents, or legal guardians of students younger than age 18. (Education Code 49069)
- Adult students. (Education Code 49061)
- Those so authorized in compliance with a court order or lawfully issued subpoena. (Education Code 49077) If lawfully possible, the district shall first give the parent or adult student three days' notice, telling who is requesting what records. (Code of Regulations, Title 5, Section 435)

The following persons or agencies shall have access to those particular records relevant to the legitimate educational interests of the requester: (Education Code 49076)

- Natural parents, adoptive parents or legal guardians of a dependent student age 18 or older
- Students 16 or older or who have completed the 10th grade
- School officials and employees
- School Attendance Review Board (SARB) members
- Officials or employees of other public schools or school systems where educational programs leading to high school graduation are provided
- Federal, state and local officials, as needed for program audits or compliance with law
- Any district attorney who is participating in or conducting a truancy mediation program
- A prosecuting agency for consideration against a parent/guardian for failure to comply with compulsory education laws
- Any probation officer or district attorney for the purposes of conducting a criminal investigation or an investigation in regards to declaring a person a ward of the court or involving a violation of a condition of probation
- County child welfare services workers responsible for the case plan of a minor who is being placed in foster care. (Welfare and Institutions Code 16010)
- Upon written request, peace officers designated by their law enforcement agency shall receive information about the transfer of a student's records to another district or private school within the state, or to a district within another state, when authorized by law to assist in suspected kidnapping investigations. (Education Code 49076.5)

### **Permitted Access:**

Parental consent is not required when information is shared with other persons within educational institutions, agencies or organizations obtaining access, so long as those persons have a legitimate interest in the information. (Education Code 49076). The district may release information from student records to the following:

- Appropriate persons in an emergency, if health and safety are at stake
- Agencies or organizations in connection with student's application for financial aid
- Accrediting associations
- Organizations conducting studies on behalf of educational institutions or agencies, as limited

- by Education Code 49076.
- Officials and employees of private schools or school systems where the student is enrolled or intends to enroll, subject to the parental rights in Education Code 49068.
  - County elections officials may have access to information for the purpose of identifying students eligible to register to vote and offering such students an opportunity to register. (Education Code 49076)

### **Procedures for Challenging the Content of Pupil Records**

The parent/guardian of any student may submit to the Superintendent or designee a written request to correct or remove from his/her child's records any information concerning the child which he/she alleges to be: (Education Code 49070)

- Inaccurate.
- An unsubstantiated personal conclusion or inference.
- A conclusion or inference outside of the observer's area of competence.
- Not based on the personal observation of a named person with the time and place of the observation noted.

Within 30 days of receiving the request, the Superintendent or designee shall meet with the parent/guardian and with the employee (if still employed) who recorded the information in question. The Superintendent shall then sustain or deny the allegations. If the allegations are sustained, the Superintendent shall order the correction or removal and destruction of the information. (Education Code 49070)

If the Superintendent denies the allegations, the parent/guardian may write within 30 days to appeal the decision to the Governing Board. Within 30 days of receiving the written appeal, the Board shall meet in closed session with the parent/guardian and the employee (if still employed) who recorded the information in question. The Board shall then decide whether or not to sustain or deny the allegations. If it sustains any or all of the allegations, the Superintendent shall immediately correct or remove and destroy the information from the student's records. (Education Code 49070)

Before any student grade is changed either by the Superintendent or at the decision of the Board, the teacher who gave the grade shall be given an opportunity to say why the grade was given. The teacher shall be included in all discussions related to the grade change. (Education Code 49070). The decision of the Board is final. If the decision of the Superintendent or Board is unfavorable to the parent/guardian, the parent/guardian shall have the right to submit a written statement of objections. This statement shall become a part of the student's record until such time as the information in question is removed. (Education Code 49070)

The Superintendent and the Board have the option of appointing a hearing panel to assist in making the decision. The hearing panel may be used at the discretion of the Superintendent or the Board provided that the parent/guardian consents to releasing record information to panel members. (Education Code 49070, 49071). The right to challenge becomes the sole right of the student when the student becomes 18 or attends a post-secondary institution. (Education Code 49061).

### **Visitors**

Classroom visits by parents are encouraged, but must be scheduled through the Assistant Principal's office prior to the visit. Students may not bring friends, acquaintances, or relatives to school. No guest passes will be issued.

### **Crime Stoppers**

Campus Crime Stoppers is a partnership between the school district, Escondido Police Department and Crime Stoppers. Anonymous tips regarding possible crimes can be made by students or partners. The 24-hour tip phone number is (888) 580-8477. Tips can be made on line at [www.sdcrimestoppers.com](http://www.sdcrimestoppers.com) or by texting to “CRIMES” then “TIPS409”. Students can receive a monetary reward, of up to \$1,000, for a tip that leads to an arrest or disciplinary action by the school.

## Attendance

Attendance is an important factor in being successful in any school program. Parents are required to phone the school when a student is absent 760-291-4011 or 760-291-4010. Before a student returns to school, a note or a phone call from a parent must state the reason for the absence and the date of the absence.

### **Escondido High School Attendance Expectations**

- Students will be at school each school day
- Students will be in all assigned classrooms on time
- Students will stay in their assigned classes for the entire period
- Only an official signed Hall Pass can excuse a tardy

### **Excused Absences Notification: Pursuant to EC 48980 (I)**

- Due to his or her illness.
- Due to quarantine under the direction of a county or city health officer.
- For the purpose of having medical, dental, optometric, or chiropractic services rendered.
- For the purpose of attending the funeral services of a member of his or her immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
- For the purpose of jury duty in the manner provided for by law.
- Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent.
- For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at religious retreats, or attendance at an employment conference, when the pupil's absence has been requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board.

A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefore. The teacher of any class from which a pupil is absent shall determine the tests and assignments to be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

### **Unexcused Absence**

The following are reasons for unexcused absences: “personal days,” truancy, missing the bus, oversleeping, shopping, gainful employment, baby-sitting, and a trip or excursion without prior approval from the school.

All students returning from an absence without a note or phone call must report to the Attendance Office to get a readmit before going to class.

Any student who must leave early from school must obtain an off-campus pass from the Attendance Office prior to leaving. Only phone calls or parents requesting off-campus passes in person are accepted for off-campus passes. Passes are available for medical or dental appointments or family emergencies. They will not be issued for lunch. Failure to obtain an off- campus pass will result in the absence being considered truancy.

### **Absence for Religious Instruction: Pursuant to EC 48980 (a)**

Pupils, with the written consent of their parents or guardians (EC 46014), may be excused from school in order to participate in religious exercises or to receive moral and religious instruction at their respective places of worship or at other suitable place or places away from school property designated by the religious group, church, or denomination, which shall be in addition and supplementary to the instruction in manners and morals required elsewhere in this code. Such absence shall not be deemed an absence in computing average daily attendance, if all of the following conditions are complied with:

- The governing board of the district of attendance, in its discretion, shall first adopt a resolution permitting pupils to be absent from school for such exercises or instruction.
- The governing board shall adopt regulations governing the attendance of pupils at such exercises or instruction and the reporting thereof.
- Each pupil so excused shall attend school at least the minimum school day for his grade for elementary schools, and as provided by the relevant provisions of the rules and regulations of the State Board of Education for secondary schools.
- No pupil shall be excused from school for such purpose on more than four days per school month.

A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefore. The teacher of any class from which a pupil is absent shall determine the tests and assignments are reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

For purposes of this section, attendance at religious retreats shall not exceed four hours per semester.

### **Saturday School 2017-2018**

All day trancies or trancies of more than three (3) hours may be assigned Saturday School. Failure to serve may result in reassignment of Saturday School and/or further disciplinary action.

### **Temporary Disability: Pursuant to EC 48980 (b)**

EC 48980(a) Except for those pupils receiving individual instruction provided, pursuant to Section 48206.5, a pupil with a temporary disability which makes attendance in the regular day classes or alternative education program in which the pupil is enrolled, impossible or inadvisable, shall receive individual instruction provided by the district in which the pupil is deemed to res

"Individual instruction" means instruction provided to an individual pupil in the pupil's home, in a hospital or other residential health facility, excluding state hospitals, or under other circumstances prescribed by regulations adopted for that purpose by the State Board of Education.

"Temporary disability" means a physical, mental, or emotional disability incurred while a pupil is enrolled in regular day classes or an alternative education program, and after which the pupil can reasonably be expected to return to regular day classes or the alternative education program without special intervention. A temporary disability shall not include a disability for which a pupil is identified as an individual with exceptional needs pursuant to Section 56026.

Each clock hour of teaching time devoted to individual instruction shall count as one day of attendance. No pupil shall be credited with more than five days of attendance per calendar week, or more than the total number of calendar days that regular classes are maintained by the district in any fiscal year.

EC 48207 and EC48208 A pupil with a temporary disability who is in a hospital or other residential health facility, excluding a state hospital, which is located outside of the school district in which the pupil's parent or guardian resides shall be deemed to have complied with the residency requirements for school attendance in the school district in which the hospital is located. If a student has a temporary disability and is in a hospital or other residential health facility, excluding a state hospital, which is

located outside the district in which the student's parent or legal guardian resides, it shall be the primary responsibility of the parent or guardian of a pupil with a temporary disability to notify the school district in which the pupil is deemed to reside pursuant to Section 48207 of the pupil's presence in a qualifying hospital. The student will be deemed to have complied with the residency requirements for school attendance in the school district in which the hospital is located.

### **Attendance of Suspended Pupil's Parent/Guardian for Part of School Day – EC 48900.1 Pursuant to EC 35291**

Teachers will provide that the parent or guardian of a pupil who has been suspended by a teacher pursuant to Section 48910 for reasons specified in subdivision (i) or (k) of Section 48900, attend a portion of a school day in his or her child's or ward's classroom. The attendance of the parent or guardian shall be limited to the class from which the pupil was suspended. Parents or guardians who attend school for the purposes of this section shall meet with the school administrator or his or her designee after completing the classroom visitation and before leaving the school site. If a teacher imposes the procedure pursuant to subdivision (a), the principal shall send a written notice to the parent or guardian stating that attendance by the parent or guardian is pursuant to law. This section shall apply only to a parent or guardian who is actually living with the pupil.

### **Field Trips or other School Sponsored Activities**

Teachers will be notified in advance of all school-sponsored activities to release participating students. If a teacher feels improper student performance warrants non-attendance, teachers may recommend that a student not attend.

ALL teachers must clear a student in order to attend a field trip. For regularly scheduled events (i.e. athletics and band), a roster is given to teachers in advance of the season, identifying participating students. Students are NOT allowed to carry any open beverage containers on field trips.

### **Teacher Procedures for Managing Tardy or Truant from Class**

Teachers will use the EUHSD Tardy/Truancy Report when dealing with student tardies/truancies

- On the THIRD (3rd) tardy/truancy, or combination of both from a class, the teacher will confer with the student and notify by telephone the parents/guardians of the problem (Corrective Action I).
- On the FIFTH (5th) tardy/truancy, or combination of both from a class, the teacher will confer with the student and refer the matter to the Attendance Supervisor. The Attendance Supervisor will hold a meeting with the student, the parent, and the referring teacher (Corrective Action II).
- On the SEVENTH (7th) and any subsequent tardy/truancy, or combination of both from a class, the teacher will confer with the student and refer the matter to the Assistant Principal. The Assistant Principal will hold a meeting with the student, the parents, and the teacher. Further corrective action may be taken (Corrective Action III).

### **SARB Process (School Attendance Review Board)**

California Education Code 48260 states that a student who is absent without valid excuse for three days or tardy more than 30 minutes on each of at least three occasions is deemed "truant." A student deemed habitually truant might be referred to the SARB for appropriate action. SARB begins with a series of letters that are sent home to the student's parent when:

- A student accrues three days of truancy; or
- A student is tardy more than 30 minutes on each of at least three occasions.

Three letters are sent home. After the third occurrence, a SARB hearing is scheduled for parent and student at the Escondido Police station. An EHS school administrator will be present and will provide the SARB panel members with information regarding the student's attendance history. The SARB panel will

decide the disposition of the student's case.

For further information, please contact the EHS Attendance Supervisor at (760) 291-4044

Students who fail to meet the Education Code 48260 requirements may be declared habitually truant from school. Parents who excuse absences from school for more than ten days in a school year may be warned in writing that no further excused absence will be accepted by the attendance office without an accompanying doctor's note or verification of illness by the school nurse.

### **Truancy: Per EC 48260.5**

When a pupil's initial classification as a truant is made, the school district shall notify the pupil's parent or guardian, by first-class mail or other reasonable means, of the following:

- That the pupil is truant.
- That the parent or guardian is obligated to compel the attendance of the pupil at school.
- That parents or guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution pursuant to Article 6 (commencing with Section 48290) of Chapter 2 of Part 27. That alternative education programs are available in the district.
- That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the pupil's truancy.
- That the pupil may be subject to prosecution under Section 48264.
- That the pupil may be subject to suspension, restriction, or delay of the pupil's driving privilege pursuant to Section 13202.7 of the Vehicle Code.
- That it is recommended that the parent or guardian accompany the pupil to school and attend classes with the pupil for one day.

### **Off Campus Passes**

With the proliferation of cellular telephones, it has become virtually impossible to accurately track the authenticity of the phone calls coming to the attendance office for the purpose of clearing absences and/or requesting off campus passes. Students use their cellular phones to request off campus passes for each other. It is also a concern regarding the school's liability when students leave campus and are unsupervised during the school day. Our primary concern is for the safety and welfare of all students. Any student who must leave early from school must obtain an off-campus pass from the attendance office prior to leaving. Only written notes from a parent or guardian are accepted for off-campus passes. Parents/guardians may appear at school to make their request. Off-campus passes are available for medical or dental appointments or family emergencies. No off campus passes will be issued for off campus lunch. Failure to obtain an off-campus pass will result in the absence being considered a truancy and a Saturday School will be assigned.

### **Leaving Campus Without Permission**

The Escondido Union High School District maintains a CLOSED CAMPUS at all times. Whenever a student needs to leave school, during school hours, he/she must first obtain an off-campus pass from the attendance office. All students leaving campus without prior permission will be subject to disciplinary consequences, which may include being searched for contraband. There is no excuse for being off campus without either administrative or parental permission.

## Student Evaluation

The school year is divided into two semesters. Each semester is divided into three six-week grading periods. Parents will receive progress reports at the 6-week and 12-week point during each semester. These reports will reflect subject and citizenship grades, as well as absences and the tardiness or truancy of pupils. A final Report Card will be issued at the end of the 18-week semester. These are the grades posted on a student's permanent transcript. Typically, Report Cards are mailed home one (1) week after the close of the last six-week reporting period.

### **Progress Reports:**

Student academic progress reports are issued at the end of each six-week grading period. The grade issued indicates the cumulative grade to date for both academic progress and citizenship. If the pupil's grade has dropped to an "F," or if the pupil is in danger of failing a course during the last six weeks grading period, it is the teacher's responsibility to notify the pupil, his/her parents/guardians as soon as possible. A failing course grade for the semester may NOT be issued without a timely prior parent notification.

### **Weekly Progress Reports:**

These reports may be used at any time when requested by the teacher, administrator, counselor or parents. These reports indicate the student's academic and citizenship grades during a specific period of time. We encourage parents to request such reports (weekly) when the progress of their child is not as good as it should be. These Weekly Progress Reports are kept in the Counseling Office. The student is responsible for obtaining the report form and taking it to his/her teachers on Thursday and Friday. The Weekly Progress Report is a good device to inform parents when the student is failing to do homework, etc., and the parent is not aware of such until an official school notice is sent home.

### **Reporting Pupil Progress:**

The following symbols will be used to record pupil's academic grades

I: Incomplete, without final mark to be replaced by a final mark A-F if made up within 2 weeks. (Counts as an "F" toward athletic eligibility.)

N/M	No Mark	0 grade points (Doesn't count toward athletic eligibility.)
P/F	Pass/Fail	0 grade points
A	Superior	4 grade points
B	Better than Average	3 grade points
C	Average	2 grade points
D	Below Average	1 grade point
F	Failure	0 grade points

Citizenship grades will be determined on the pupil's responsibility, effort, class conduct, and courtesy.

The following symbols will be used to record pupil's citizenship grades:

E	Excellent
S	Satisfactory
N	Needs Improvement
U	Unsatisfactory

NOTE: Students involved in co-curricular activities must be working toward graduation to participate.

### **Grade Marking:**

The following percentages will normally be followed for marking grade cards.

A	90% to 100%
B	80% to 89%
C	70% to 79%
D	60% to 69%
F	Below 60%

**Graduation Requirements**

Students must earn 230 credits to qualify for a high school diploma, to the following:

American Government	5	Economics	5
U.S. History	10	World History	10
English	40	Fine Arts or Foreign Language	10
Health/Safety Education	5	Mathematics	20
Biological Science	10	Career Tech	10
Physical Science	10	Physical Education	20
		Electives	75
		<b>Total credits</b>	<b>230</b>

Note: No more than 10 credits earned as a student assistant and/or office training may be applied to the total number of credits required for graduation.

**GPA Calculation**

Grades for achievement shall be reported each marking period as follows: A (90-100%) Superior-4.0 grade points; B (80-89%) Better than Average-3.0 grade points C (70-79%) Average-2.0 grade points D (60-69%) Below Average-1.0 grade points F (0-59%) Failure-0 grade points

I (Incomplete) 0 grade points

\*N/M (No Mark) 0 grade points

\*P/F = (Pass/Fail) 0 grade points

\*Requires Principal’s approval prior to use.

Teachers are to make timely reports to the parents/guardians of each student of the most complete and accurate information possible regarding both the student’s academic and citizenship progress.

Grades for citizenship and effort will be reported each marking period as follows:

E - Excellent

S - Satisfactory

U – Unsatisfactory

**Grade Weighting for Advanced Placement/Honors Courses**

When calculating a student’s grade point average, extra grade weighting shall not be assigned to a course required for admission to the University of California or the California State University unless the Superintendent or designee has submitted the course curriculum to the President of the University of California and has received confirmation that the university approves the course for extra grade weighting and includes the course on its list of honors courses (Education Code 51220.3)

**California High School Proficiency Examination (CHSPE)**

Description of the CHSPE

The CHSPE consists of two test sections: English Language Arts and Mathematics. You must pass both

sections to receive a Certificate of Proficiency. The sample questions are available on the CHSPE web site at <http://www.chspe.net/about>. On the web site, the format of the questions is the same as in the actual test booklet.

#### Eligibility to take the CHSPE

You may take the CHSPE only if, on the test date, you: are at least 16 years old, or have been enrolled in the tenth grade for one academic year or longer, or will complete one academic year of enrollment in the tenth grade at the end of the semester during which the next regular administration will be conducted. (Regular administrations are the fall and spring administrations each school year.)

### **EUHSD AWARDS PROGRAMS**

#### **PRINCIPAL'S "ABOVE SELF" STUDENT AWARD**

**QUALIFICATIONS:** A student in Grade 12 who has performed exemplary service to school and community. **AWARDS:** Plaque Grade 12

**SELECTION:** An award by the principal to a student who has shown that he or she puts others ahead of himself/herself for the betterment of the school and community.

#### **COMMUNITY SERVICE AWARD**

**QUALIFICATIONS:** A student from Grade 12 who has demonstrated a pattern of involvement in, and service to, the community during four years of high school. Willingness to assume responsibility and leadership in extracurricular community activities plays a large role in the selection.

**FORMAT:** Students are recommended by school or community members.

**AWARDS:** Plaque Grade 12

**SELECTION:** The ASB will select the student who they determine has provided outstanding service to the community.

#### **OUTSTANDING CITIZENSHIP AWARD**

**QUALIFICATIONS:** A student from Grade 12 who has demonstrated "Outstanding" citizenship in all classes during the academic year.

**AWARDS:** Plaque Grade 12

**SELECTION:** Staff, both certificated and classified, will nominate and select the student they feel exemplifies the characteristics of an outstanding citizen.

#### **ASSISTANT PRINCIPAL'S "MOST IMPROVED" STUDENT AWARD**

**QUALIFICATIONS:** A student from Grade 12 who has demonstrated improvement in academics or social/behavior skills.

**AWARDS:** Plaque Grade 12

**SELECTION:** The assistant principals will select the student they determine has shown the most growth in academic or social/behavior skill.

#### **SCHOOL SERVICE AWARD**

**QUALIFICATIONS:** A student from Grade 12 who has made an outstanding contribution to school.

**AWARDS:** Plaque Grade 12

**SELECTION:** The ASB will nominate and elect the student who they determine has made the most outstanding contribution to the school during the past year.

# CODE OF BEHAVIOR

## **Students' Rights:**

Students have the right to:

- Receive a meaningful education to prepare them to take their place in adult society.
- A positive learning environment that includes:
- A reasonably quiet and comfortable place to work.
- Current curriculum materials.
- A reasonable amount of individual attention and instruction.
- Knowledge of what is expected of them.
- A clean, attractive and functional school plant.
- Learn according to their ability and achievement level
- Be elevated according to their ability and achievement.
- Receive fair and consistent treatment in class.
- Attend without fear or threat to person or property.
- Learn non-violent skills that aid in self-discipline and problem solving.
- Learn human relation skills, which promote positive interpersonal communication.
- Learn in a drug free environment.
- Freedom from sexual harassment.

## **Student Responsibilities:**

Students have the responsibility to:

- Attend school each day unless ill or legally excused.
- Obey school and classroom rules in order to benefit from the education provided.
- Be on time each day for all classes in order to develop a habit of promptness.
- Show courtesy and cooperation towards school personnel and peers.
- Promote an effective and positive school climate, thus assuring the opportunity to an uninterrupted education.
- Carry a pass at all times when not in class and to show the pass upon request.
- Carry a student identification card at all times and to show the card upon request.
- Complete class assignments and homework.
- Be personally responsible for textbooks, lockers, and other instructional responsibilities.
- Remain free of drugs or illegal substances.

# **EHS SCHOOL RULES AND REGULATIONS**

## **Searches and Seizures (CA Ed Code and Board Policy 5145.12)**

The law provides school officials with wide latitude to search students, their possessions, and automobiles, in the ongoing effort to maintain a safe and secure campus. When a school official has a “reasonable suspicion” that a student may be in possession of contraband or dangerous objects, the student will be asked to empty all pockets and provide the official access to other personal items (backpacks, lockers, cars) which may contain contraband or dangerous objects.

Where possible, metal detectors are used when searching an individual for weapons. It is hoped all students will be cooperative, as the school official will make every attempt to be unobtrusive and respectful of privacy. Students should be aware that a ground for suspicion commonly includes being “out-of-bounds” without permission or a report by another student, parent or staff member of possession of contraband or dangerous objects. (Students should also be aware that any contraband or dangerous objects found in their possession would be assumed to belong to them.) Finally, if a student should discover contraband or dangerous objects on campus, he or she should go directly to an Assistant Principal or other staff member and turn it over without delay. Parents are notified by phone if/when their student is searched.

## **Use of Trained Dogs (Board Policy 5145.12(b))**

In order to provide a safe school environment, the Escondido Union High School District has approved the use of trained dogs which are used to detect the presence of substances prohibited by law or district policy and gunpowder-related weapons. Dogs may be brought onto campus without notification to students and parents.

## **Use of Metal Detectors (Board Policy 5145(a))**

Where possible, staff will use a metal detector in searching a student for weapons. The Board finds that the growing presence of weapons in the schools threatens the district’s ability to provide a safe and orderly learning environment. Metal searches may be conducted in a random fashion that excludes individual discretion regarding who will be searched.

## **Dress Code:**

- All students must wear clothing which is clean, and safe and in good repair.
- The clothing should promote the health and welfare of the wearer.
- Student dress, personal appearance, and conduct are expected to be of such character and decency as not to disrupt or distract from the instructional process, nor diminish the disciplinary control of the teacher.
- The two standards of the Dress Code are modesty and safety.
- The Dress Code is a dynamic document. Changes may be made at any time during the school year. Discretion may be used to determine appropriate attire for the classroom by administration. Students and parents will be notified of any changes through a parent newsletter and / or a letter mailed home.

## **Dress Code Implementation Guidelines & Administrative Regulations California Education Code**

EC35183 states: Both students and staff of the senior high school campuses have the constitutional right to be safe and secure in their persons at school. "Gang-related apparel" is hazardous to the health and safety of the school environment. Students often conceal weapons by wearing clothing, such as jumpsuits and overcoats, and by carrying large bags.

The Escondido Union High School District has adopted a reasonable dress code policy that prohibits pupils from wearing "gang-related apparel". All students must wear clothing which is clean, and safe and in good repair.

Referrals for dress code violations accumulate. Violations are not cleared from student discipline records at the end of each year.

Administrative Regulation	Guidelines
<b>1. Clothing must be modest and provide adequate coverage</b>	Garments that are see-through, low-cut, or expose the midriff are not acceptable
	Prohibited tops to include any top with scooped arms that show undergarments. Sleeveless blouse/shell is OK if no undergarments are visible
	Sleeveless undershirts in any color are prohibited as outerwear. Low or revealing neckline is a violation of dress code.
	No bare midriffs or bathing suits
	No spaghetti straps or sundresses with spaghetti straps are allowed without an appropriate shirt underneath
	No open back tops, halter-tops, tube tops, or strapless tops
	Certain clothing will not be allowed if it is determined by administration to interfere with the learning environment
<b>2. No clothing accessories, belts, jewelry displaying alcohol, drugs or look-alikes, sex, illegal messages promoting violence, tobacco, and unsafe/illegal activities</b>	
<b>3. Size appropriate clothing</b>	Students may not dress in brief or revealing clothing. Pants must fit at waist, buttocks, crotch, and legs.
	Dress code criteria are for student safety. If the pant fit is baggy enough to conceal contraband and/or weapons, the pants do not meet the dress code requirement for safety.
	If the waist is loose enough for the student's pant/short to sag, the pant/short does not meet the requirement for appropriateness for school.
	No pant may be worn that has a waist or a cut that shows underwear or is cut to be worn below the waist level. Pants must be fastened.

<b>4. No see through clothing</b>	Garments that are see-through, cut low, or expose the midriff are not acceptable. Bib top overalls worn without appropriate top are prohibited. Undergarments must not be visible. See-through clothing is permitted only if worn with opaque clothing underneath.
	If underneath clothing is underwear or otherwise violates the dress code, then the see-through clothing is also contraband.
<b>5. Dress Code compliant headgear</b>	No addition of name written or otherwise sewn attachment to headgear. Student given name written under the brim for purposes of identification is okay.
	Sun protective headgear is okay.
	Sun protective headgear is a fully brimmed hat.
	No headgear, head covering, or hoods are to be worn indoors.
	All headgear must meet Dress Code Administrative Regulations 2,6,7,8 and 9.
	Headgear will not be allowed if is determined by administration to have a negative impact or gang implications.
No rags, bandanas, do-rags, hairnets, skullcaps, or scarf-style bandanas.	
<b>6. Clothing promoting/representing a professional athletic team</b>	Professional or college sports attire is allowed, as long it is not determined by the administration to have a negative impact or gang affiliation. Examples- #23 jersey (Westside), #4 jersey (Diablos), #88 jersey (Heil Hitler).
<b>7. No clothing with altered logos/emoles</b>	No clothing with logos that are altered and may violate dress codes in areas such as vulgarity, by representing gang affiliation, or other regulations is allowed. See gang or gang-like behavior following this section.
<b>8. No chains or spiked clothing</b>	No heavy gauge chain is to be worn as jewelry.
	Wallet chains are okay if light gauge and less than 6”.
	No clothing, rings, or other attire with spikes that present a possible danger to the wearer or other are allowed.
	No clothing, rings, or other attire that may be used as a weapon or otherwise qualify as dangerous objects are allowed.
<b>9. No gang-related clothing or apparel</b>	No plain or Pendleton-style shirts buttoned to the neck are allowed.
	No “wife beater” tank tops are allowed.
	No long shorts and pulled up white socks as not expose the skin are allowed.
	No Nazi or Confederate symbols, patches are allowed on piece of clothing or hat.
	Gloves and mittens are permitted during inclement weather only.
Certain clothing will not be allowed if it is determined by administration to have a	

**Progressive Discipline for Dress Code Violations:****FIRST INFRACTION:**

- Warning and Referral

**SECOND INFRACTION:**

- Detention

**THIRD INFRACTION:**

- Saturday School

**FOURTH INFRACTIONS & BEYOND:**

- After the third violation the administration may assign progressive days of suspension starting at 1 day out on the 4th dress code violation. Parent may be asked to bring appropriate clothing to school or agree to an alternative school provided substitute. On 7th infraction student to be placed on a Level 1 Behavior Contract and the student may be suspended up to 5 days and may be involuntarily transferred to the continuation school for continued defiance on the 8th violation of the Dress Code.

**Gang & Gang-Like Behavior:**

The Escondido Union High School District desires to keep district schools and students free from the threats or harmful influence of any groups or gangs that advocate disruptive behavior. A “gang,” as defined in this policy is “any group of persons who use illegal acts, willful disobedience and/or the disruption of school activities.” Any attire that is worn in such a way as to identify students with a “gang,” or distracts from the educational process, is not allowed. Any attire or accessory such as bandannas, do-rags, or hairnets is prohibited attire if the school administration believes the attire or accessory is worn as a display of gang association, affiliation, or sympathy. The school district and the site administration by this notice reserves the right to contact the Escondido Police or other local law enforcement agencies to determine what is considered to be gang attire or a display of affiliation, association or sympathy. Any such object so identified by the law enforcement agency will immediately become prohibited on any district campus or at any school activity until such time as the district is noticed otherwise by this same agency.

**Escondido Union High School District  
Code of Conduct Infractions & Consequences**

<p><b>Recommendations: Must Expel</b>  <b>The principal shall recommend expulsion of a pupil that he or she determines had committed any of the following acts at school or at a school activity off school grounds.</b></p>	<p><b>Consequence: Mandatory Expulsion per Education Code 48915 (c)</b></p>
<p>Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal.</p>	<p>Immediate suspension from school five days.            Extension of Suspension for cause to accommodate Administrative Hearing Panel timeline.            Board of Education to expel for one calendar year if found guilty.            Notification to the Escondido Police Department.            Report to the State Department of Education.</p>
<p>Brandishing a knife at another person.</p>	<p>Immediate suspension from school five days.            Extension of Suspension for cause to accommodate Administrative Hearing Panel timeline.            Board of Education to expel for one calendar year if found guilty.            Notification to the Escondido Police Department.            Report to the State Department of Education</p>
<p>Unlawfully selling a controlled substance.</p>	<p>Immediate suspension from school five days.            Extension of Suspension for cause to accommodate Administrative Hearing Panel timeline.            Board of Education to expel for one calendar year if found guilty.            Notification to the Escondido Police Department.            Report to the State Department of Education</p>
<p>Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.</p>	<p>Immediate suspension from school five days.            Extension of Suspension for cause to accommodate Administrative Hearing Panel timeline.            Board of Education to expel for one calendar year if found guilty.            Notification to the Escondido Police Department.            Report to the State Department of Education</p>

Possession of an explosive	<p>Immediate suspension from school five days.          Extension of Suspension for cause to accommodate Administrative Hearing Panel timeline.          Board of Education to expel for one calendar year if found guilty.          Notification to the Escondido Police Department.          Report to the State Department of Education</p>
<p>Possession of any type of firearm, including an imitation firearm at school, at a school activity on or off school grounds or in a vehicle parked on school property.          Selling or furnishing a firearm.</p>	<p>Immediate suspension from school five days.          Extension of Suspension for cause to accommodate Administrative Hearing Panel timeline.          Board of Education to expel for one calendar year if found guilty.          Notification to the Escondido Police Department.          Report to the State Department of Education</p>

A pupil may be suspended or expelled for Group I – IV violations that are related to school attendance or a school activity that occur at any time, including, but not limited to, any of the following

- while on school grounds
- while going to and from school
- during the lunch period whether on or off the campus
- during or while going to or coming from a school sponsored activity

<b>Group I Violations:</b> Unless the Principal, Superintendent or designee finds that expulsion is inappropriate due to particular circumstances, the Principal, Superintendent or designee shall recommend a student's expulsion for any of the following acts.	<b>Maximum Consequence</b>	<b>Minimum Consequence</b>
Possession of any knife or other dangerous object of no reasonable use to the pupil at a school activity on or off school grounds or in a vehicle parked on school property.	<p>Immediate suspension from school five days.          Safe Schools Contract.          Possible expulsion or involuntary transfer to alternative school.          Recommended for anger management counseling.          Notification to the Escondido Police Department.</p>	
Unlawful possession of any controlled substance except for the first offense for the possession of not more than one ounce of marijuana, other	<p>Immediate suspension from school five days.          Safe Schools Contract          Possible expulsion or involuntary transfer to alternative school.</p>	<p>Three days suspension from school.          Parent conference.          Safe Schools Contract.          Mandatory alcohol or drug</p>

than concentrated cannabis. Possession, use of or being under the influence of a controlled substance	Mandatory alcohol or drug counseling. Notification to the Escondido Police Department.	counseling. Possible notification to the Escondido Police Department.
Robbery or extortion.	Immediate suspension from school five days. Safe Schools Contract. Possible expulsion or involuntary transfer to alternative school. Mandatory anger management counseling. Notification to the Escondido Police Department.	Three days suspension from school. Parent conference. Safe Schools Contract. Mandatory anger management counseling.
Assault/ battery upon any school employee.	Immediate suspension from school five days. Safe Schools Contract. Possible expulsion or involuntary transfer to alternative school. Recommended for anger management counseling. Notification to the Escondido Police Department.	Five days suspension from school. Parent conference. Safe Schools Contract. Mandatory anger management counseling.
Causing serious physical injury to another person, except in self-defense ( <b>battery</b> ).	Immediate suspension from school five days. Safe Schools Contract. Possible expulsion or involuntary transfer to alternative school. Recommended for anger management counseling. Notification to the Escondido Police Department.	Three days suspension from school. Parent conference. Safe Schools Contract. Mandatory anger management counseling. May be required to participate in student mediation.

<b>Group II Violations</b>	<b>Maximum Consequence</b>	<b>Minimum Consequence</b>
Harassing threatening or intimidating a student who is a complaining witness in a school disciplinary hearing	Five days suspension. Possible recommendation for expulsion or involuntary transfer to alternative school. Recommended for anger management counseling.	One day suspension. Parent notification/conference. Safe Schools Contract. May be recommended for anger management counseling.

for either retaliation or to prevent that witness from testifying		
Aiding and abetting - inflicting or attempted inflicting of physical injury on another. This includes any student who uses a camera phone or other video recording device that may further disseminate the action and abet additional campus disruption	Five days suspension. Recommended for anger management counseling. Involuntary transfer to alternative school.	One day suspension. Parent notification/conference. May be placed on Safe Schools Contract. May be required to participate in student mediation. Confiscation of camera phone/video recording device and removal of inflammatory content.
<u>Hate Violence</u>	Five days suspension. Threat assessment. Possible recommendation for expulsion or involuntary transfer to alternative school. Recommended for appropriate counseling.	Three days suspension. Threat Assessment. Parent conference. Safe Schools Contract. May be recommended for decision making counseling.
<u>Hazing</u>	One to five days suspension. Recommended for anger management counseling. Possible involuntary transfer to alternative school.	One day suspension. Parent conference/notification. Safe Schools Contract. May be recommended for anger management counseling.
Offering for sale, arranging to sell, furnishing a look-a-like drug, alcoholic beverage or controlled substance.	Five days suspension. Mandatory alcohol or drug counseling. Possible recommendation for expulsion or involuntary transfer to alternative school for repeated violations.	One day suspension. Safe Schools Contract. Parent conference.
Possession/ use or under the influence of alcohol, drugs or intoxicants of any kind	Five days suspension. Mandatory alcohol or drug counseling. Possible recommendation for expulsion or involuntary transfer to alternative school for repeated violations.	Three days suspension. Mandatory alcohol or drug counseling. Parent conference.
Fighting. Mutual Combat	Five days suspension. Possible recommendation for expulsion or involuntary Transfer to alternative school for repeated violations.	One day suspension. Parent conference. Safe Schools Contract. Mandatory anger management counseling. May be required to participate in student mediation. Possible involuntary transfer to alternative school

Possessing a replica firearm	Five day suspension. Threat assessment. Possible recommendation for expulsion. May be recommended for appropriate decision making counseling.	One day suspension. Parent conference/notification. Safe Schools Contract. Possible involuntary transfer to alternative school.
Terrorist Threats.	Five day suspension. Threat assessment. Possible recommendation for expulsion or involuntary transfer to alternative school.	One day suspension. Threat Assessment. Parent conference. Safe Schools Contract. May be recommended for appropriate counseling.
Engaging in gang activity or gang like behavior.	Five days suspension. Possible recommendation for expulsion and/or police intervention. Require gang diversion counseling.	Warning. One day suspension. Parent conference/notification. Safe School Contract May require gang diversion counseling. Parent conference.
Creating a hostile and intimidating environment by harassing or intimidating other students.	Five days suspension. Possible recommendation for expulsion or involuntary transfer to alternative school. Require appropriate counseling.	One day suspension. Parent conference. Safe Schools Contract. May require appropriate counseling. May be required to participate in student mediation.
Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel.	Five days suspension. Possible recommendation for expulsion or involuntary transfer to alternative school. Require appropriate counseling.	One day suspension. Parent conference/notification. Safe Schools contract. Require appropriate counseling. May be required to participate in student mediation.

<b>Group III Violations</b>	<b>Maximum Consequence</b>	<b>Minimum Consequence</b>
Aiding and abetting students leaving campus without permission.	Three to five days suspension for repeated violations. Possible involuntary transfer to alternative school for persistent violations.	Warning. Saturday School. One day suspension. Parent conference.
Computer Violations: include, but are not limited to examples found in the EUHSD	Five days suspension. Possible recommendation for expulsion or involuntary transfer to alternative school.	Warning. Loss of computer privileges. Restitution for cost of repair. Parent conference.

Ethical Use Agreement		
Forgery of a note Unauthorized use of school forms or misrepresentation to secure release or excusing absence.	Three to five days suspension for repeated violations.	Warning. Saturday School. One day suspension. Parent conference.
Gambling	Three to five days suspension repeated violations. Possible involuntary transfer to alternative school for persistent violations.	One day suspension. Parent conference. Warning. Saturday School.
Parking lot violations that include unsafe driving or parking in staff parking lot and aiding or abetting students leaving campus.	Three to five days suspension for repeated violations. Possible involuntary transfer to alternative school for persistent violations. Loss of parking privileges.	Warning and Saturday School. Up to three days suspension for first offense. Parent conference. Possible recommendation to safe driving classes.
Possessing or igniting firecrackers.	Three to five days suspension. May be recommended for appropriate counseling. Possible involuntary transfer to alternative school for repeated violations	One day suspension. Safe Schools Contract. Parent notification/conference.
Possession of a graffiti marker, graffiti tools or possession of materials with graffiti writing or monikers.	Five days suspension for repeated violations. Possible involuntary transfer to alternative school for persistent violations. Notification to Escondido Police Department.	Warning and Saturday School. Up to three days suspension for 1 <sup>st</sup> offense if serious damages. Restitution for damage to school property. Parent conference.
Possession, offering for sale or negotiating to sell any drug paraphernalia.	Five days suspension. Possible recommendation for expulsion for repeated violations.	Three day suspension. Mandatory substance abuse education/diversion counseling. Parent conference.
Possession/ use of any tobacco or nicotine products, including nicotine delivery devices or other vapor emitting electronic devices, except for prescription products	Up to five days suspension for repeated violations. Possible involuntary transfer to alternative school for persistent violations.	Warning 1 <sup>st</sup> offense & mandatory Tobacco Education Program. One day suspension repeated offense. Parent conference. Police may issue ticket.

with prior notice to school authorities.		
Possession of vulgar or obscene print material including computer generated images.	Restriction/ Loss of computer privilege. Up to three days for first offense. Five days suspension for repeated violations.	Warning. Saturday School. One day suspension. Parent conference.
Throwing water balloons or other objects. Possession or release of any noxious fluid or gas (stink bomb).	Up to three days suspension for first offense. Involuntary transfer to Continuation School.	Warning. Saturday School. Parent conference.
Destruction of School property, vandalism, theft or possession of school or private property.	Up to five days for first offense. Possible police contact. Restitution of damages. Involuntary transfer to alternative school for persistent violations. Damages totaling more than \$400 may be considered as a Group I violation.	Warning. Saturday School. One day suspension. Parent conference.
Willful defiance of authority or disruption of academic, athletic, or activity programs or willful defiance of school personnel engaged in performing their duties to include initiating false emergencies such as 911 calls, fire alarm pulls, etc.	Three to five day suspension for persistent violations. Possible involuntary transfer to alternative school.	Warning. Behavior contract. Saturday School. Parent conference/notification. Recommendation for decision making or anger management counseling for persistent violations.

<b>Group IV Violations</b>	<b>Maximum Consequence</b>	<b>Minimum Consequence</b>
Bicycles, skateboards, scooters, in-line skates or other means of human	Confiscation of item. Parent pick-up for repeated violations. Suspension one to three days for	Warning. Parent conference/notification.

powered transportation will not be ridden or brought on campus without being placed in school secured storage. (Not student locker)	persistent infractions.  <b>School personnel not responsible to investigate lost or stolen personal items.</b>	
Cheating.	See Academic Honesty Policy.	See Academic Honesty Policy.
Possession of the following items on campus: lighters, electronic games or devices, squirt guns, laser pens, and other similar electronic devices. Cell phones are allowed on campus but must be turned off at teacher's request.	1 <sup>st</sup> Offense: Confiscation of item. 2 <sup>nd</sup> Offense: Parent pick-up. 3 <sup>rd</sup> or repeated violations: Suspension from class and/or school. <b>School personnel not responsible to investigate lost or stolen personal items.</b>	Warning only for 1 <sup>st</sup> offense. Parent conference/notification.  <b>If cell phone or other electronic device is used for cheating on any assessment/test, the consequences for Academic Honesty will also apply.</b>
Littering.	Detention. Community-service. Saturday School for repeated violations.	Warning. Parent conference/notification.
Leaving class during the period without a pass or teacher permission.	Two detentions. Saturday School.	Warning. Parent conference/notification.
Leaving campus or on campus but in designated out of bounds areas.	Student may be subjected to search on re-entry to school. One to three day suspension for repeated violations.	Saturday School. Parent conference/notification.
Misbehaving on the bus.	Loss of bus privileges for repeated violations.	Detention. One day suspension from the bus. Parent notification.
Use or activation of electronic signaling device during class time such as cell phone	Referral and confiscation of item for 2 <sup>nd</sup> offense. Referral and confiscation and parent pick-up for 3 <sup>rd</sup> offense. Suspension up to five days for continued infractions.	Warning for 1 <sup>st</sup> offense.
Using profanity or obscene language, and/or committing vulgar or obscene acts or making inappropriate displays of affection.	Suspension for repeated violations.	Warning & detention. Student referral to counselor. Parent notification.

**Laser Pointers:** Penal Code 4127.27

No student shall possess a laser pointer on any elementary or secondary school premises unless possession of a laser pointer on the elementary or secondary school premises is for a valid instructional or other school-related purpose, including employment.

No person shall direct the beam from a laser pointer directly or indirectly into the eye or eyes of another person or into a moving vehicle with the intent to harass or annoy the other person or the occupants of the moving vehicle.

No person shall direct the beam from a laser pointer directly or indirectly into the eye or eyes of a guide dog, signal dog, service dog, or dog being used by a peace officer with the intent to harass or annoy the animal.

**Weapons, Explosives, Related Devices:** Any student proved to be in possession of firecrackers or any other explosive device will be subject to suspension with possible consideration for expulsion.

Any student found guilty of setting off an explosive device will result in a suspension pending consideration of being recommended for expulsion.

Any student in possession of any instrument or object that could be construed as a weapon is consideration of being recommended for expulsion. This includes look alike firearms. Pellet guns, B.B. guns and Paint Ball guns on a school campus are considered firearms and are considered to be an expellable offense. Students bringing such weapons will be arrested, suspended and recommended for expulsion.

Any weapons or simulated weapons brought on campus will be confiscated. The result could be possible arrest, prosecution, and expulsion.

Any person except a police officer, who brings or possesses on school grounds, of or within, any public school, any dirk, dagger, sharpened blade fitted primarily for stabbing, knife with blade 3.5'' long or folding knife with locking-blade, razor with unguarded blade, taser or stun gun is in violation of the law.

**Smoking Or Use Of Tobacco Products On Campus:**

State law prohibits the smoking, possession or use of tobacco, or any product containing tobacco, by students or adults while on campus or while attending school sponsored activities.

**No Smoking Rule:**

This includes before and after school and is prohibited in the parking lot, in or out of cars, outside school entrances and areas adjacent to and around school property. This applies to both students and adults.

Chewing tobacco is not permitted on campus. Students using or in possession of tobacco products on campus will be subject to disciplinary action and will be required to attend mandatory tobacco education on Saturdays.

**Sexual Harassment:**

Definition: Any unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature. This is defined as uninvited behavior that makes being in school offensive, negative, unfriendly and/or intimidating and leads to a hostile environment that makes learning difficult.

**Conditions:**

Submission to the conduct is explicitly or implicitly made a term or a condition of an individual’s employment, academic status, progress, or promotion.

Submission to, or rejection of, the conduct by the individual is used as the basis for employment or academic decisions affecting the individual.

The conduct has the effect of having a negative impact upon the individual’s work or academic performance or of creating an intimidating, hostile, or offensive work or educational environment.

Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

**Flirting Vs. Sexual Harassment**

**Flirting**

- Welcome behavior
- Leaves you feeling positive
- Respectful
- Fun
- Wanted
- Flattering
- Enjoyable

**Sexual Harassment**

- Unwelcome behavior
- Leaves you feeling negative
- Disrespectful
- No fun
- Unwanted
- Unpleasant
- Illegal

**What Can Be Done?**

**ASSERT YOURSELF:** Tell the harasser to stop the behavior. Tell him or her aloud or in writing what behaviors you find offensive.

**CALL FOR HELP:** Ask for the help of someone you trust - your friends, parents or a person in authority. Tell them of your problem. Enlist friends as witnesses.

**TAKE NOTES:** Keep a detailed, written record of what was said and done to share with the person who investigates your complaint.

**INFORM AUTHORITIES:** Report the offensive behaviors to a teacher, counselor or principal. Give details and provide witnesses. This action may stop the behavior.

**OPEN A CASE:** File a complaint against the person who is harassing you. (See Uniform Complaint Policy)

**NEVER GIVE IN:** If you are not satisfied with the results of your complaint, continue to take action and get help.

Sexual harassment is based upon the impact on the victim. It is not based on the intentions of the perpetrator.

## **Escondido High School Ethics Policy:**

**Academic Honesty:** Academic honesty is a strict expectation of all students enrolled in the Escondido Union High School District. Students are to do their own work on all school assignments and tests (unless otherwise directed by the teacher). Acts of academic dishonesty, which will not be tolerated, are listed and defined below:

**Cheating on Tests:** Any intentional giving or use of external assistance relating to an examination, test or quiz, without express permission of the teacher. No cell phones will be permitted to be out during testing.

**Fabrication:** Any intentional falsification or invention of data, citation, or other authority in an academic exercise.

**Unauthorized Collaboration:** Intentional collaboration on an assignment between a student and another person, if the teacher does not expressly permit such collaboration.

**Plagiarism:** Any intentional use of another's ideas, words, or work as one's own. Plagiarism includes the misuse of published material and the work of other students.

**Theft or Alteration of Materials:** Any intentional and unauthorized taking, concealment, or alteration of student, teacher, or library materials, this includes the use of cameras and cell phones.

Failure to observe the rules relating to academic honesty will result in consequences to be determined by site administrator(s) and the instructor. At Escondido High School, we believe in strong ethical decisions and behavior. In order to promote growth in ethical areas, the following policy is enforced.

Students who cheat or plagiarize on any test, quiz, report, computer disk, homework, in-class assignment or any school-related test (PSAT, SAT, CAHSEE, ACT, etc.) are subject to Escondido High School Ethics Policy, which is listed below. Helping another student on an exam or assignment is also a violation of the Ethics Policy if the instructor designates students are to work on their own. Violations on a national exam (PSAT, SAT, etc.) will result in removal from any leadership position for the rest of the year.

### **1st Offense**

- Teacher contacts parent.
- "Information Only" referral to Assistant Principal.
- Parent conference with Assistant Principal, if necessary.
- Automatic "0"/failure on assignment or test.
- "U" in citizenship.
- Placed on probation in the class of infraction for the remainder of the year.
- Student aides will be dropped from the class with W/F (Withdraw/Fail) grade.
- Other disciplinary consequences may apply.
- 

### **2nd Offense**

- Teacher contacts parent.
- Referral to Assistant Principal.
- Parent conference with Assistant Principal and teacher.
- "U" in citizenship and work habits for the semester.
- Placement on probation for all classes for remainder of semester, plus the entire next semester.
- Student may be removed from any and all elected or appointed leadership positions for the remainder of the school year.
- Other disciplinary consequences may apply.
  
- NOTE: First Time Offense. Violations on a national exam (PSAT, SAT, GSE, AP, etc.) will result in removal from any leadership position for the rest of the year. Students may appeal to the Principal within 10 days from date of infraction.

## **Student Disciplinary Interventions:**

### **Warning:**

Student meets with an Assistant Principal and the A/P conferences with parent over the student conduct. This is usually for minor infractions of the student conduct code. A warning is made to the student and this is entered into the student's disciplinary record. A recommendation may be made by the assistant principal for the student to be referred to the school Student Support Team (SST) or for outside counseling.

### **Loss of Privileges:**

Failure to comply with school rules and regulations may result in a loss of privileges which may include; club/athletic participation, work permit, parking permit, early receipt of yearbook, as well as extra-curricular and other school activities

### **Attendance and Behavior Contracts:**

Any infraction of the Student Handbook can result in a student being placed on a Behavior Contract for as long as he/she is a student at EHS. Students failing to serve their Saturday Schools may be placed on an Attendance Contract, which is signed by the student, parent and administrator.

### **Classroom Corrective Actions For Disruptive Behavior and Attendance Infractions:**

- **First Referral** - Student is referred by a teacher or staff member to the Assistant Principal or Counselor due to a serious or continued violation of school or classroom rules, including three or more tardies or trancies. The teacher/staff member must contact the parents to notify them that the referral has been issued. The Assistant Principal will discuss and document the inappropriate behavior with the student and Corrective Action I may be issued.
- **Second Referral** - Student is referred by a teacher or staff member to the Assistant Principal. A parent contact is made by the teacher. The Assistant Principal sets up a parent/teacher/student conference in an attempt to resolve the issue. A behavior contract may be drawn up. Corrective Action II may be issued by Assistant Principal.
- **Third Referral** - Student is referred by a teacher or staff member to the Assistant Principal's office. The teacher/staff member must contact the parents to notify them that the referral has been issued. The Assistant Principal will meet with the student and the parent and Corrective Action III may be issued.

### **Safe Schools Contract:**

- Level I
  - Students who disrupt school activities and/or take away from the educational process may be placed on a Safe Schools Contract, Level I.
  - This contract is comprehensive and will stay in the student's discipline file for all four years.
- Level II
  - The second occurrence of a violation of school rules that disrupts school activities and/or takes away from the educational process will result in issuance of a Safe Schools Contract, Level II.
  - Administrators may issue additional disciplinary action at this time.

### **Suspended from Class:**

Students may be removed from a class for one or more days or for the semester for serious discipline infractions. When removed for a day or two, the student is expected to make up all the work missed. If the student is removed from the class for the semester, a grade of W/F (withdraw/fail) will be recorded on the student's permanent record.

**Student Transfers:**

- Transfer: Students who are chronically behind in credit, habitually tardy or truant and /or violate the school conduct code may be transferred to Valley High School.
- Inter District Transfer (Inter): Students who want to attend a school outside the EUHSD attendance boundaries may request inter-district transfers through the Student Services Office at the District Service Center or requested if you move during the school. If you live or move outside the school district's boundaries and wishes to attend or continue to attend an Escondido Union High School District school you must first obtain the written release from your current district of residence. Call the district office of your district of residence and make arrangements to pick up a signed Inter District Transfer Request Form.
- Intra-district Transfer (IDT): The location of your home in the city determines which high school your student will attend. If you want to request that your student attend a different high school.
- Complete an Intra-District Transfer Form (IDT Form). These are available as follows:
  - From the counseling offices at all three district high schools.
  - From the front desk of the District Office between 7AM and 5PM.
- Students who request to enroll in Naval Junior ROTC at Orange Glen will be granted an IDT subject to satisfactory credit accumulations.
- Students with siblings already at school of choice qualify for an IDT.
- Students who wish to continue at their school of attendance will be given an Intra- district transfer if they are making satisfactory progress towards graduation.
- Students who are not making satisfactory progress may be required to meet with a counselor, get the approval of an assistant principal or submit an academic plan to catch up credits before an IDT is granted.
- Intra-District transfers are issued one time for the duration of a student's stay in school and may be revoked due to attendance issues.
- Send the completed form to the Student Services Office at the District Service Center.
- Independent Study: Students or their parents may request to attend Independent Study as an alternative to full time attendance at a comprehensive high school. This is an independent study placement in which students meet one time each week for approximately 1 hour to review completed work and pick up new assignments. Students select one class at a time but must have demonstrated an ability to work successfully in an unstructured placement. Students must complete the equivalent of 30 hours of class work each week to remain eligible to continue in this placement. This is a voluntary placement only. Referrals to Independent Study for currently enrolled students are made through the school counselor and subject to site administrative approval before being forwarded to the Alternative Placement Committee, (APC). The APC may deny placement for cause in Independent Study.
- Home Hospital Instruction: Students who are unable to attend a school placement may request home hospital instruction. In this setting a teacher will meet with a homebound student who receives instruction in their home. Acceptance into and length of stay in this program are subject to specific criteria and require authorization of a medical doctor. For further information call the Office of the Director, Special programs, 291-3257.

### **Suspension Procedure:**

For serious disciplinary infractions, students may be suspended from school. Such home suspension means the student must remain at home during school hours and may not attend any school-sponsored activities such as sporting events, dances, or plays for a maximum of five days at any one time.

**DEFINITION:** A suspension is a temporary removal from school or regular classroom by the principal for violation of school rules.

A student may not be suspended for more than five days at a time or for more than twenty days in a school year, unless the Superintendent extends the suspension. Special Education students may be suspended for up to ten days to allow for assessments if they are being considered for a recommendation to expel.

A teacher may allow a suspended student to complete all work and tests missed during the suspension. When the makeup work is completed, it will be graded. If it is satisfactory, the student will receive full credit.

### **Authority to Suspend:**

- A teacher may suspend any student from the teacher's class for the day of the suspension and the day following. (Education Code 48910)
- A superintendent, principal, or principal's designee may suspend a student from a school for not more than five consecutive school days unless the suspension is extended pending expulsion. (Education Code 48911)
- A student found possessing, selling or otherwise furnishing a firearm or; brandishing a knife as defined pursuant to Education Code Section 48915 (g) or; selling a controlled substance while at school or at a school activity, committing or attempting to commit a sexual assault or a sexual battery, possessing an explosive shall be immediately suspended and recommended for expulsion. (Education Code 48915, 48915.7)
- Suspension may be imposed upon a first offense if the superintendent, principal or designee determines that the student violated items (a) - (e) listed in the "Grounds for Suspension and Expulsion" or for any other offense listed under "Grounds for Suspension and Expulsion if the student's presence causes a danger to persons or property or other means of correction are not feasible or have failed to bring about proper conduct.
- A student may be suspended from school for not more than 20 school days in any school year, unless for purposes of adjustment a student enrolls in or is transferred to another regular school, an opportunity school, or continuation school or class, in which case suspension shall not exceed 30 days in any school year. However, this restriction on the number of days of suspension does not apply when the suspension is extended pending an expulsion. (Education Code 48903, 48912)

### **Student Suspension Procedure:**

Except for emergency circumstances, the principal or designees appointed by the principal shall meet with a student prior to suspension to:

- Present oral or written notice of the charges against the student;
- Explain the evidence;
- Give the student a chance to present the student's side of the story.

If it is decided the student has violated school rules, the student may be suspended for no more than five consecutive school days.

### **Parent Conference for Student Suspension:**

When a student is suspended, a school employee will try to contact the parent or guardian in order to explain what has happened. No student will be sent home during the day without the parent or guardian being advised. Within one school day of the beginning of the suspension, the parent or guardian will be sent a notice with the following information:

- A statement of the facts leading to the decision to suspend.
- The date and time when the student will be allowed to return to school.
- A statement that the pupil or parent has the right to request a meeting with the Superintendent or the Superintendent's designee.
- A statement of the right of the parent or the student to have a chance to see the student's record.
- A request that the parent or guardian attend a conference to discuss the student's behavior.
- A statement informing the student to remain away from school and school-sponsored activities during the period of suspension unless given written authorization by the principal to be present.

### **Suspension: Right of Appeal:**

The parent may first appeal the suspension of their child to the school principal. If the student or parent wants a further review of the case, a meeting with the Superintendent designee will be scheduled.

The Superintendent or designee will review the evidence, listen to the student or parent, and decide if there is sufficient evidence to determine that the violation occurred and whether an appropriate penalty was imposed.

### Expulsion:

An expulsion means that the student is removed from the Escondido Union High School District (EUHSD) and must seek an education in an alternative setting for a specified amount of time. Only the EUHSD Board of Education may expel a student.

### Due Process for Expulsion:

All recommendations for expulsion are made by the principal to the Superintendent when a student has been suspended for a serious violation of school rules. Following this recommendation, the student and parent are invited to a meeting whereby the student will be given an opportunity to be heard and the suspension may be extended until the Board has made a final decision.

The student is entitled to an expulsion hearing to determine whether the student should be expelled. The hearing will be conducted within 30 school days after the principal, superintendent or designee determines that on the acts listed under "Grounds for Suspension and Expulsion", Ca. Education Code 48900 has occurred.

Written notice of the expulsion hearing shall be forwarded to the student and student's parent/guardian at least 10 calendar days before the date of the hearing and will include:

- The date, time and place of the hearing
- The specific charges upon which the proposed expulsion is based
- Copies of all relevant disciplinary rules

The student is entitled to be represented by council at the hearing, obtain copies of all documents to be used at the hearing, question witnesses and present evidence on his/her behalf.

The administrative panel shall, within 3 days after the hearing, determine whether to recommend expulsion to the Board or overturn the expulsion recommendation. If the expulsion is recommended by the administrative panel, the Board will make the decision within 40 school days after the date the student

was removed from school and the action will take place at a public meeting. If the Board decides to overturn the expulsion recommendation, the student will be immediately reinstated and returned to an educational program in the district.

**Parent/Student Copy**  
**2017-2018**  
**ESCONDIDO UNION HIGH SCHOOL DISTRICT**  
**Computer / Network / On-line Services Technology Use and Responsibilities**

Every student and his/her parent/guardian must complete an ETHICAL USE POLICY CONTRACT before students can use school technology computer systems on campus. Signed forms are turned in during your students' registration appointment and are on file in the Assistant Principals office during the school year.

**ETHICAL USE POLICY and STUDENT / PARENT/GUARDIAN CONTRACT**

Before using computer / network / on-line services, the student and parent/guardian shall sign the district's user contract indicating that the student understands and agrees to abide by specified user obligations and responsibilities. Please read this document carefully. When signed/initialed by you and your parent/guardian, it becomes legally binding.

- Personal Responsibility: The student in whose name an account is issued is responsible for its proper use at all times. Users shall maintain privacy of account names/numbers, passwords, and personal information. They shall use the system only under the assigned account.
- Acceptable Use: The use of the account must be in support of education and research and consistent with the educational objectives of the Escondido Union High School District.
- Users shall not publish, display, transmit, or receive any material which they know or have reason to know is defamatory, inaccurate, abusive, obscene, profane, sexually oriented, potentially offensive to others, or disrupts the educational process.
- Neither the school's network nor the broader Internet, whether accessed on campus or off campus, either during or after school hours, may be used for the purpose of harassment often called cyberbullying. All forms of cyberbullying are unacceptable.
- Use of other organizations' networks or computing resources must comply with the rules appropriate to that network.
- Transmission, receiving, or downloading of any material in violation of any U.S. or state regulations is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret.
- Use for product advertisement, political lobbying, or partisan political activities, except as an approved part of a course to teach students about the American political system in accordance with EUHSD-approved curriculum, is also prohibited.
- Privileges: The use of the information system is a privilege, not a right, and inappropriate use will result in a cancellation of this privilege. Staff will determine whether a use is inappropriate under this Ethical Use Policy and Contract and the decision is final. The administration has the authority to deny, revoke, or suspend specific user accounts for violation of this Ethical Use Policy and Contract. An administrator may close an account at any time and for any duration as deemed necessary for violation of this Ethical Use Policy and Contract.

Network Etiquette: You are expected to abide by accepted rules of network etiquette.

- These rules include (but are not limited to) the following:
- Be polite. Never send or encourage others to send abusive messages.
- Use appropriate language. Never swear; never use vulgarities or any other inappropriate language.
- Do not reveal your or any other person's home address, phone number, or similar information of a personal nature.
- Electronic mail is not guaranteed to be private. Messages relating to or in support of illegal activities must be reported to school authorities, or law enforcement agencies.
- All activities may be monitored. The network is not private; there is no confidentiality.
- Do not use the network in any way that would disrupt the use of the network by others.
- Security: Security on any computer system is a high priority, especially when the system involves many users. If you identify a security problem notify, immediately, the teacher or adult in charge. Never demonstrate the problem to other users. Never use someone else's account and never give out your password to anyone. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network system.
- Services: Escondido Union High School District will not be responsible for any damages consequential, incidental, or otherwise that you may suffer arising from use of the information system, including damages arising as a result of the negligent or intentional action of EUHSD. This includes loss of data for any reason. Use of any information obtained via the network is at your own risk. Students and parents of students who are minors understand that EUHSD does not have control of the information content that resides on the network and on-line services. Some systems may contain inaccurate, defamatory, abusive, obscene, profane, sexually oriented, or illegal material, and EUHSD does not condone or permit the use of such material in the school environment. EUHSD specifically denies any responsibility for the accuracy or quality of information obtained through the network and on-line services.
- Vandalism: Users, or parents of users who are minors, will be held responsible for damage to hardware and/or software, pursuant to State law. Vandalism includes, but is not limited to, damage to or theft of system hardware or software; the altering of system software; the placing of unlawful information, computer viruses or harmful programs on or through the computer system in either public or private files or messages. Escondido Union High School District reserves the right to remove files, limit or deny access, or to pursue legal remedies for loss sustained, including but not limited to, replacement of hardware and/or software and related labor charges (currently billed at \$95.00 per hour), fines, or imprisonment, as applicable.
- Materials: Escondido Union High School District reserves right of access to any material stored in files that are accessible by others and may in accordance with law, remove any material that is obscene, defamatory or otherwise unlawful. Users will not use their account or access privileges to obtain, view, download, or otherwise gain access to such materials.
- Account/Password: The Escondido Union High School District network system is intended for the exclusive use of its registered users, who are responsible for the use of their account/password. Any problems that arise from the user's account are the responsibility of the account holder. Misuse of the account or use of the account by someone other than the registered holder will be grounds for loss of privilege.
- Updating: Escondido Union High School District may occasionally require new registration and account information from you to continue the service. You must notify the teacher or adult in charge of any changes in your account information. Please be aware that the above rules and regulations may change as deemed necessary. The account holder will be informed about subsequent changes.

- Discipline: Students found to be in violation of the computer Ethical Use Policy are subject to school disciplinary measures. Refer to document: “Technology Infractions” in the student handbook.

**EUHSD Examples of Technology Infractions / Contract  
2017-2018 School Year**

- Improper use of the network
- Unauthorized downloading
- MP3s
- Movies
- Applications
- IM or “chatting”
- Peer to peer applications
- Hacking
- Stealing of passwords
- Building backdoors
- Launching DOS attacks
- Intentional spread of viruses
- Attacking external sites
- Accessing network equipment
- Intentionally bypassing network software or hardware configuration
- Deleting or modifying items or aspects of the network
- Any form of Harassment / Threats / Slander
- Using district property to view or disseminate inappropriate material (i.e. porn, hate crimes, violent material, etc.)
- All forms of cyberbullying are unacceptable.
- Unauthorized use of (other) student accounts
- Unauthorized and / or unsupervised use of teacher computer station
- Physical Theft / Vandalism
- Attaching unauthorized devices to the network
- Using school computers after privileges have been suspended
- Negligence
- Virus distribution
- Distribution of passwords
- Installing unauthorized software

**Cyberbullying**

Neither the school's network nor the broader Internet, whether accessed on campus or off campus, either during or after school hours, may be used for the purpose of harassment.

All forms of harassment in cyberspace, often called cyberbullying, are unacceptable.

Cyberbullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate and hurtful email messages, instant messages, text messages, digital pictures or images, or Website postings (including blogs). Often the author (sender or poster) of the inappropriate material is disguised (logged on) as someone else.

Community members who feel that they have been the victims of such misuses of technology should not erase the offending material from the system. They should print a copy of the material and immediately

report the incident to a school administrator.

All reports of cyberbullying will be investigated fully. Sanctions may include, but are not limited to the loss of computer privileges, detentions, suspensions, expulsion from school, fines, imprisonment and further legal action.

## 2016-2017 Library Media Center Information

School	Contact	Hours	Phone #	Email
Escondido High School	Linda Pollak	M-F 7:00 am – 3:30 pm	(760)291-4070	lpollak@euhsd.org
Orange Glen High School	Kerri Silverwood	M-F 7:00 am – 3:30 pm	(760)291-5070	ksilverwood@euhsd.org
San Pasqual High School	Janett Roberts	M-F 7:00 am – 3:30 pm	(760)291-6071	jvroberts@euhsd.org
Del Lago Academy	Lora Beatty	M-F 8:00 am – 2:30 pm	(760)291-2570	lbeatty@euhsd.org

The Library is a great place to read, do homework, projects and get tutoring. Please don't hesitate to ask one of our staff members for assistance.

### ID CARDS

- Students should show their **current ID card** when checking out items from the Library. Lost ID cards and ID cards for new students are issued in the library. The replacement cost for a lost ID card is \$5.00 and is to be paid to the cashier.

### CHECKING OUT INSTRUCTIONAL MATERIALS

- Students may check out up to three (3) library books at a time. Checkout period is 3 weeks. At the end of the three weeks, students may renew their book for an additional 3 weeks.
- Students are responsible for examining all items issued to them, checking for any damage that is NOT stamped "Damage Noted." If student finds damage that has **not** been stamped, they have two weeks, from date of issue, to report it to library staff. If it is not reported within the two-week grace period, we will assume that the damage was done while the item was issued to the student and a fine will be assessed.
- Students are responsible for the proper care of all items checked out to them including items left in classrooms, on campus or other various places, stolen, damaged or lost.

### RETURNING INSTRUCTIONAL MATERIALS

- Each student or their parents/legal guardian is responsible for items not returned by the student.
- Students shall return all items issued to them at the time they leave the school, drop/change a class or at the end of the school year, whichever one occurs first. For one-semester courses, items are due back on or before the last day of the semester. Class novels should be returned as soon as the class has finished the book. A \$5.00 late fine will be assessed for **each** item not returned by the due date.
- If a student leaves the current school to attend another school, they **MUST** return all items on or before the last day at their current school before an official transcript will be released.
- Students are responsible for the *exact item(s)* issued to them (each item has its own unique barcode number). If a student returns an item with a barcode different from the one that was issued to them, they will still be responsible for the original item.
- Students will be held responsible for erasing any pencil markings in the book and removing all post-it notes prior to returning the book.

### REFUNDS

- If a lost item is paid for, then found, (in the same condition as when it was issued) a refund will be issued. Please allow 4-6 weeks to receive your refund by mail.

### EUHSD FINES

Fines will be assessed in accordance with BP 6161.2 and AR 5125.2 of the Escondido Union High School District and California State Educational Code Section 48904. Unresolved debts will be attached to the student's permanent record and the district may withhold grades, diploma or transcripts from the student and parent/guardian until reparation is made. Fine amounts for damage to instructional materials varies depending on the type and severity of the damage. Fines range from \$5.00 up to the full replacement cost of the item. **All Instructional Material replacements must be ordered through the library.**

Type of Damage	Library	Textbooks/Equipment
<b>Lost</b>	Full replacement cost (ranges from \$5 to \$50)	Full replacement cost (ranges from \$50 to \$250)
<b>Damaged Beyond Repair</b> (including, but not limited to: excessive liquid damage, mold, excessive writing in book, etc.)	Full replacement cost (ranges from \$5 to \$50)	Full replacement cost (ranges from \$50 to \$250)
<b>Damage to Cover or Spine</b>	\$16.85 Bindery cost or cost of book (whichever is less)	\$15.95-\$35.00 (Bindery cost)
<b>Damaged: In House Repair</b> (including, but not limited to: torn/missing pages, damage to binding, corner or edges of book, partial liquid damage, etc.)	\$5.00 Repair cost	\$5.00 Repair cost
<b>Writing in Book</b>	\$5.00 and referral to Assistant Principal's Office	\$5.00 and referral to Assistant Principal's Office
<b>Overdue/Late</b>	\$0.10 per day/\$5.00 max	\$5.00 <b>per</b> item

Revised 6/14/16

**ESCONDIDO HIGH SCHOOL MISSION STATEMENT  
AND  
EXPECTED SCHOOL-WIDE LEARNING RESULTS**

The Escondido High School community of students, staff, and parents is a partnership committed to developing in all students an academic foundation based on the California State Standards, as identified in the Escondido Union High School District curriculum, to become proficient in the three (3) following identified areas.

**Communicators**

- All students will effectively receive, interpret, and use information. They will choose the best form of communication for their intended purposes and audiences. They will become media literate and technologically literate and will be able to effectively
- Read Speak Debate Write Listen
- Express ideas non-linguistically & artistically

**Problem Solvers**

- All students will be able to think critically and creatively to draw conclusions and solve problems. They will be positive team members who work well with others. They will be able to
- Ask questions
- Complete computations
- Apply principles & connect learning
- Comprehend reading passages
- Resolve conflicts
- Debate/defend positions
- Analyze issues/propose solutions
- Identify resources and strategies
- Predict/hypothesize

**Community Contributors**

- All students will be responsible, respectful, informed citizens who participate in the community.
- They will be able to set and meet realistic, achievable goals.
- They will make healthy choices and informed decisions.