



# VASQUEZ

— HIGH SCHOOL —

**PARENT/STUDENT  
HANDBOOK  
2017-2018**



# Acton-Agua Dulce

## UNIFIED SCHOOL DISTRICT

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*"Many Paths to Learning, One Standard of Excellence"*

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Ed Porter, Vice President  
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# VASQUEZ

— HIGH SCHOOL —

Welcome to Vasquez High School! With the arrival of a brand new campus, including a state of the art gymnasium and multipurpose facility, classrooms, science labs, culinary, art and music rooms, as well as a dedicated library and administration building, we have truly come home. Finally we have facilities that mirror the professionalism of our instructional program while preserving the warmth of our campus culture. In 2017, US News and World Report ranked Vasquez High School in the top 9% of all high schools in our nation, awarding our school a silver medal for college and career readiness.

Inside the classroom, our teachers have collaboratively committed to a high standard of academic rigor, the development of ethical community-centered thought, and a cultural environment that propels students to not just succeed but thrive. Professional development for the current year features a strong emphasis on essential questions and student skill development, technology, and a true K-12 collaborative synergy with our elementary and middle school partners. Our new math and ELA adoptions provide unparalleled support resources for our students.

Even amid the program challenges inherent to small school settings, Vasquez High offers a comprehensive University of California college preparatory course list with a robust array of advanced placement and honors courses. The College Board awarded Vasquez High Honor Roll status for achievement in participation and performance on AP exams, placing our AP program in the top 8% of California high schools. Our UC-approved virtual online academy serves both full-time and part-time students, permitting even more course customization in every student's four-year plan. Low teacher-to-student ratios encourage individual attention and deep mastery of subject material.

Award-winning CTE program fields include culinary arts, technology, science, and entertainment, all of which serve as culminating courses in blossoming career pathways. Targeted proactive intervention programs driven by student study teams, individualized education plans, and 504s, as well as peer tutoring and data-driven differentiated instruction collectively weave an additional net to ensure success for all students.

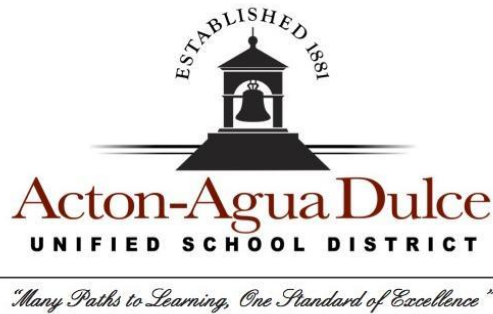
A dynamic associated student body program, heavy community support, and an active parent-teacher-student organization positively contribute to campus culture. A small-town environment, bolstered by expanding club offerings and a strong counseling department, further unify our student body. Creative student outlets include choir, theater, digital photography and design, yearbook, video production, broadcast journalism, and music theory, and VHS offers 13 California Interscholastic Federation-sanctioned athletic sports as well as dance and cheer. Our athletic teams often participate in CIF playoffs, and in the previous year our girls' softball team won the Desert Mountain League Championship, finishing the season undefeated in league play.

We are committed to student success at Vasquez High School, and look forward to an exciting year ahead together!

A handwritten signature in black ink, appearing to read 'Ty Devoe', with a large, sweeping flourish underneath.

Ty Devoe  
Principal

## DISTRICT VISION STATEMENT AND SCHOOL MISSION STATEMENT



The Acton-Agua Dulce Unified School District is committed to pursuing and maintaining educational excellence in order to achieve academic distinction at all campuses. We are committed to a vision of developing our youth into productive and creative individuals that can achieve their highest degree of potential and who will responsibly shape our future.



**VASQUEZ**  
— HIGH SCHOOL —

It is the mission of Vasquez High School to provide a rigorous and relevant core curriculum that reflects what students need to know and demonstrate in a global 21st Century environment, including critical thinking, effective communication, and the fluent use of technology. We provide a rigorous academic program through which effective educators lead students to take responsibility for learning and maximize potential. We are committed to sustaining a school in which individuals representing diverse cultures and experiences instruct one another in the meaning and value of community and the importance of lifelong learning.

## VASQUEZ HIGH SCHOOL SCHOOLWIDE LEARNING OUTCOMES

All VHS curriculum and campus culture strives to guide students into:

### CRITICAL AND CREATIVE THINKERS

- generate questions and employ creative approaches to problem solving
- identify connections in content and integrate knowledge
- analyze and comprehend the complexities of the English language and the symbolic language of mathematics and the sciences
- effectively acquire, assess, and organize information

### EFFECTIVE COMMUNICATORS

- practice empathy and cultural awareness
- articulate using academic language and an informed point of view
- employ good listening skills
- evaluate and successfully utilize forms of argument in both oral and written context

### EMPOWERED INDIVIDUALS

- take a proactive approach to their current academic pursuits and future goals
- make sound decisions about physical, emotional, and mental health
- act ethically and take personal responsibility for actions
- adapt to an increasingly complex and ever-changing world
- draw inspiration from the diversity of the environment

### TECHNOLOGICALLY PROFICIENT CITIZENS

- develop foundational skills for transition to life and career readiness
- demonstrate competency in exchanging and presenting ideas through a wide variety of technologies
- distinguish accurate information and the validity of sources

### COMMUNITY PARTICIPANTS

- apply excellence, respect, courage, and integrity in interactions with others
- take part in meaningful service within their communities
- work cooperatively with diverse populations
- use individual voice to advocate for the needs of all
- act with a global consciousness



**VASQUEZ**  
— HIGH SCHOOL —

## STUDENT SUPPORT SERVICES

**Records Clerk** - Our attendance clerk works with students to clear absences and tardies, and coordinates teachers, administration and parents to secure classwork and homework for students on short term independent study. This clerk also manages all aspects of formal student records, including enrollment, transcripts, and cum files.

**Office Clerk** - Our office clerk supports our counseling office and Dean of Students, and is our primary communication orchestrator on campus, connecting our stakeholders through both phone and email.

**Counselors** – Our counselors are the employees primarily responsible for four year plans, class schedules, tracking each student's graduation progress, and monitoring personal and academic progress. They also architect CTE program development and student support programs in the socio-emotional, organizational, and study skills domains. Counselors host a variety of college support seminars, including UC and CSU application evenings, Federal financial aid night (FAFSA), 9<sup>th</sup> and 11<sup>th</sup> grade parent support programs, and more. They support students and families directly through the use of Naviance to help link students with potential colleges and careers.

**Psychologist** - The services of a district/school psychologist are available to students in need of psychological and educational support services. Students with learning problems or other psychological concerns can contact the counseling department to schedule an appointment to meet with a school psychologist for assistance. The school psychologist also assists the Special Education department through participation in IEP meetings, assessments, and acts as a liaison for district and county assistance programs.

**Bilingual Aide/Parent Welcome Center Coordinator** – Our bilingual aide / Parent Welcome Center Coordinator works with parents and students whose home language is other than English. The Aide secures instructional resources and community agency information that can assist students and their families through the educational process.

**Teacher on Special Assignment - Athletics** – Our TOSA - Athletics assists students and parents to ensure that all appropriate athletic clearance and school district paperwork is properly prepared and on file before students participate in athletics or student activities. They are also responsible for all financial aspects of high school life, including activity and testing fiscal management.

**Communication with the School** - When a parent has a concern or question about a student's progress after viewing course marks on the Aeries Parent Portal and/or receiving a progress report or report card, they should contact the teacher first. The vast majority of student/teacher problems can be remedied with parents/guardians and the teacher working together to help students meet course requirements. If there is a problem that is not resolved satisfactorily through this line of communication, the Counselor can be contacted to help facilitate communication. If a problem still remains unresolved a meeting with the Dean of Students or site principal is available to all parents. Finally, parents that wish to seek resolution beyond site administration may seek the Assistant Superintendent at the District Office.



Please be aware that teachers are not available for phone calls during class time, but you may leave a message for a return phone call within 24 hours. Email typically serves as the most expedient and effective means of communication with teachers. Teacher emails are found on the Administration and Staff page of this handbook as well as the school website.

### **General Communication Guidelines for Parents**

Contact the teacher if you have questions about:

- Your child's progress
- Your child's social/emotional adjustment to school
- Problems with homework
- Classroom instruction
- Classroom discipline
- Volunteering in the classroom

Contact a counselor if you have questions about:

- Special program placement
- Requests for assessment or special services
- Your child's school records
- Classroom placement information

Contact the principal or dean of students if you have questions about:

- General instructional program
- General operation of the school
- School-wide activities
- School safety issues
- School discipline policies
- Discipline problems at the bus stop or on the way to/from school
- Volunteering options

Contact the transportation department (269-5999 Ext. 108) if you have questions about:

- Bus stop concerns
- Bus schedule questions
- Bus discipline problems
- Bus passes and fees

### **UNIFORM COMPLAINT PROCEDURES**

The school district has established procedures to address allegations of unlawful discrimination and complaints alleging violation of state or federal laws governing educational programs. You may contact the District Office at 269-0750 to obtain a copy of the district's complaint procedures.

# RIGHTS AND RESPONSIBILITIES

## STUDENTS

### Rights

- To remain enrolled in school until removed under due process conditions as specified in the Education Code.
- To have access to school records upon reaching the age of sixteen.
- To be informed of school rules and procedures.

### Responsibilities

- To attend class regularly and to be on time.
- To obey school rules and procedures.
- To respect the rights of school personnel and other students.
- To be prepared for class with appropriate materials and work.
- To help maintain a clean and orderly campus.

## PARENTS

### Rights

- To be informed of district policy and school rules and procedures related to their children.
- To be informed of all facts and school action related to their children.
- To inspect their child's records with the assistance of a certificated staff member.

### Responsibilities

- To visit school periodically and to participate in conferences with teachers, counselors or administrators on the academic and behavioral status of their children.
- To provide supportive action by making sure that children have enough sleep, adequate nutrition and appropriate clothing before coming to school.
- To maintain consistent and adequate control over their children.
- To be familiar with and supportive of district policies and school rules and procedures.
- To make certain their students attend school regularly.
- To model for students appropriate behavior, including working positively with school staff.
- To provide the school with accurate emergency information at all times.

## TEACHERS

### Rights

- To expect students to behave in a manner that will enhance the learning of other students.
- To have parental support related to academic and social progress of students.
- To expect students to put forth effort and participate in class in order to receive a passing grade.

### Responsibilities

- To inform parents through report cards, phone calls, emails and conferences about the academic progress, attendance and behavior of their children.
- To conduct a well-planned and effective instructional program consistent with district, school and departmental curriculum standards.
- To initiate and enforce a set of classroom regulations consistent with school and district policies, rules and procedures.

## ADMINISTRATORS

### Rights

- To hold pupils to strict accountability for any disorderly conduct during the school day, at school-sponsored events or on their way to and from school.
- To take appropriate action in dealing with students guilty of misconduct.
- To recommend suspension, exemption, exclusion or expulsion as the situation demands.

### Responsibilities

- To provide leadership that will establish and promote good teaching and effective learning.
- To establish, publicize and enforce school rules that facilitate effective learning and promote attitudes and habits of good citizenship among students.
- To request assistance in matters concerning serious instructional, behavioral, emotional, health or attendance problems.
- To grant access to pupil records by parent/guardian or others with proper authorization.

## GENERAL INFORMATION

**Closed Campus** - The Acton-Agua Dulce School District maintains a closed campus policy. Once students arrive at school, they must enter the campus and not leave until dismissal time or the end of their last scheduled class. The only exception is when a student is signed out through the office for a medical appointment, illness or other absence excused by education code. The student may only be signed out by an adult that is listed on the emergency card and who shows proper identification. Seniors in good standing (see next paragraph) who have reached their eighteenth birthday may sign themselves out without parent permission but such conduct is closely monitored and abuse will result in revoking such rights as well as progressive discipline for truancy. Students are not permitted to leave campus at any time during the school day unless they have confirmed enrollment in Elementary Aide.

Twelfth grade students in good standing with a total weighted GPA of 2.0 or higher on the most recent quarter report card who have completed the appropriate paperwork and have been authorized by the principal may gain the privilege of off-campus lunch. Good standing is defined as no significant recent discipline or attendance concerns as defined by administration and no more than ten credits deficient at the start of senior year and no more than five credits by the start of spring semester. Off-campus eligibility, either for lunch or Elementary Aide, is evaluated each quarter. No food deliveries from restaurants are permitted at any time.

**School Visitations** - Parents are always welcome to visit their student's classroom during the school day. For the protection of all students, it is mandatory that all visitors register in the school office prior to any campus visitation. Visitors will be given a colored "visitor badge" which must be visible throughout the visit. It is the practice of the school district that visitors who wish to tour the campus must make arrangements with the school principal at least 24 hours prior to visiting the campus. Vasquez High School students may not bring or invite visiting school age friends or relatives to campus.

**Automobiles, Parking and Parking Permits** - Upon submission of a Parking Permit Application at registration, Vasquez High School students may park in designated student parking areas. At no time may a student park in the faculty parking section. As a precautionary safety measure, all students and faculty will be required to obtain a valid parking permit and ensure it is displayed and visible at all times. Parking permits help administration and security personnel identify vehicles that do not belong to students or staff and aid in the notification of owners in the case of an emergency.

Students and parents are expected to adhere to state laws, municipal regulations, school rules and regulations when operating and parking vehicles on school property or at school related events. Any student observed driving recklessly on school grounds or parking in unauthorized locations or directions may be reported to the local law enforcement agency. Driving privileges may be suspended and a citation with a fine may be issued. These rules will be enforced during school hours and extracurricular activities.

**Student Identification Cards** - Every student is required to have a Student Identification Card in his/her possession at all times during school hours and at school events. When a student has permission to go off campus regularly (For example, athletic practice held off campus or practice later in the afternoon with no 6<sup>th</sup> period), he/she must have a specific sticker (e.g. lunch, Elementary Aide, Reduced Schedule) on the

reverse side of this card. These stickers are obtained in the main office during the third week of each semester.

**Emergency Cards** – Every student must have an emergency card on file in the office. Only those adults listed on the card have permission to release a student from school and accurate contact information is critical in an emergency situation. New cards must be filled out promptly when address or phone information changes. Only adults listed on a student’s emergency card may pick up a student for early dismissal, illness or emergency.

**Food Service and National School Lunch Program** - AADUSD takes part in the National School Lunch Program, which provides free or reduced price meals every school day in our cafeteria. Free/reduced lunch applications are confidential. Eligibility is determined based on completion of the application available in the school registration packet and in the Main Office. Snacks may be purchased from the cafeteria or ASB student store during break and lunchtime. Complete meals and a la carte items may also be purchased in the cafeteria at break and during lunch. The cafeteria and snack line are closed during class time.

**Gym Lockers** - Gym lockers are available to students enrolled in PE. Boys’ and girls’ gym lockers require locks. AADUSD is not liable for lost or stolen property.

**Out of Class Passes** - Students out of class for any reason must have a pass. Any student found out of class without a pass will be escorted back to class and assigned an unexcused tardy; repeat offenders will receive further disciplinary action including detention and/or Saturday School. To ensure uninterrupted class time, students are not to loiter in the quad area for any reason. Students, including teacher assistants, are expected to be in class on time and to follow above protocol.

**Insurance Plans for Student Health and Accidents** - AADUSD does not carry medical or dental insurance for students injured on school premises or while under school jurisdiction during school activities. Parents are offered an optional insurance program as mandated by State Education Code. Information may be obtained from the Main Office.

**Lost and Found** - The Lost and Found is located in the Main Office.

**Medication** - Authorization will be granted when the medication is in the original bottle, properly labeled with written instructions from the physician that detail the method, amount, and time schedules for ingestion. The medication is kept in a locked cabinet in the Health Office unless the medical needs of the student dictate otherwise. Appropriate parent and doctor authorization forms may be secured from the Main Office. More specific information can be obtained by contacting the school nurse.

**Messages** - So that students may learn in a classroom free from interruptions, messages may only be delivered to the classroom with administrator approval and when there is a true emergency. Parents may call or go to the Main Office to send a message to a student. Parents, please note that contacting your student directly during class time is a violation of the school’s cell phone policy. *See Cell Phones.*

**Personal Property** – Students should avoid bringing large amounts of money, expensive jewelry, or other valuables to school. The school and the school district are not responsible for lost, stolen or

missing personal property including iPods, cell phones, or any other electronic device. Our best advice is, “do not bring these items to school.”

**P.E. Uniforms** - Physical Education Uniforms are highly recommended and may be purchased in the Student Store. The cost for VHS PE uniforms is \$20. Personal garments free of logos or images may be used if they are similar in color and style.

**Press Releases and Photographs** - From time to time, students are photographed or videotaped for classroom and campus activities, such as yearbook, website, or press releases. If you do not wish for a press release made with your student's name, please put your request in writing annually to the school administrative offices.

**PTSO** - The VHS PTSO actively supports the school program. Parents/Guardians are encouraged to participate in as many PTSO sponsored events as your schedule permits. Everyone is welcome to attend the monthly PTSO meetings. For more information, please visit the school website: [vhs.aadusd.org](http://vhs.aadusd.org).

**Release of Diplomas, Transcripts and Textbooks**- Diplomas and transcripts will be released when assigned textbooks and library books have been returned to the school, outstanding library fines paid and any outstanding fees in activities or athletics are cleared.

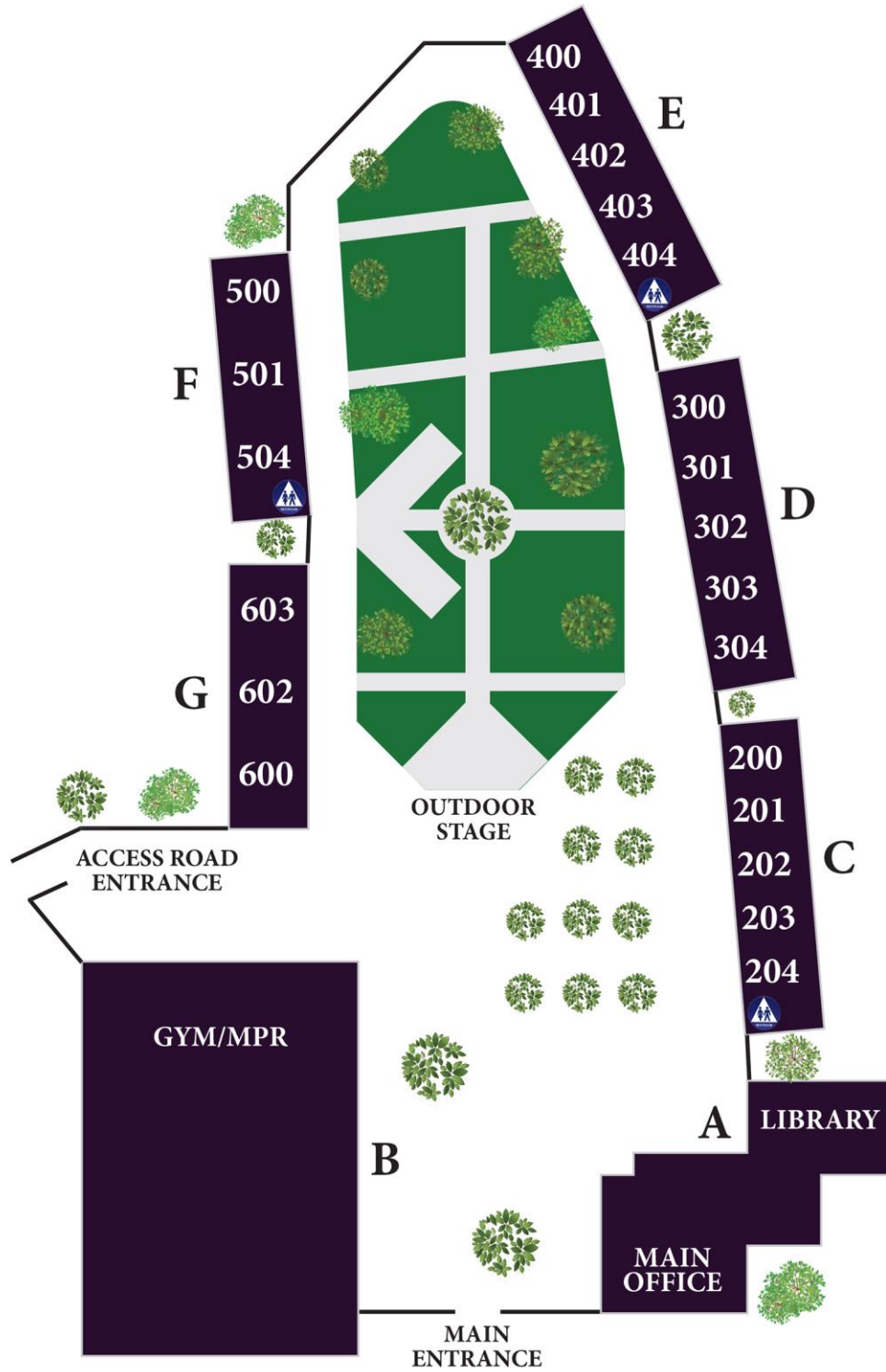
**Saturday School** – Students may be assigned Saturday School for a variety of reasons resulting from an inability to follow school rules and policies. Students who fail to attend an assigned Saturday School will accrue additional ‘bonus’ Saturday school assignments and/or school suspension, furthering our goal of a clean, aesthetically pleasing campus. Saturday school runs from 8:00 a.m. to 12:00 p.m.

**School Grounds and Building** - VHS students demonstrate pride in their school by keeping the grounds and buildings free of litter. Students are expected to clean up their eating areas after break and lunch. It is not the custodian's responsibility to clean up trays, milk cartons, soda cans, etc. Students that are observed littering, throwing food, or defacing school property, etc. will face disciplinary actions by the school administration. This may include, but is not limited to, work details with custodians, as well as detention, Saturday School and if warranted, suspension from school. Please support the ASB recycling program by placing cans and bottles in the marked receptacles. No bikes, skateboards, or wheeled devices, except those approved by a doctor and cleared through the main office, are permitted on campus at any time.

**School Supplies and Learning** - All students are expected to be in class, on time and ready to learn. This includes having all required learning materials including books, pen/pencil, paper, and assignments. Students who leave after the bell rings to retrieve materials may receive an unexcused tardy. Teaching and learning shall take place for the entire period. Students are to work and remain in class until dismissed by the teacher.

**Vending Machines** - The vending machines on campus are for use before school, during break, at lunch and after school. They are off limits during class time. Students use the machines at their own risk. Please see the ASB Director (room 602) with any questions.

*Home of the Mustangs*





# VASQUEZ

— HIGH SCHOOL —

## BELL SCHEDULES

### Regular Day

Period	Start	End	Minutes
1	7:40	8:37	57
2	8:41	9:46	65
Break	9:46	10:01	15
3	10:05	11:02	57
4	11:06	12:03	57
Lunch	12:03	12:38	35
5	12:42	1:39	57
6	1:43	2:40	57

### Minimum Day

Period	Start	End	Minutes
1	7:40	8:16	36
2	8:20	9:05	45
3	9:09	9:45	36
Break	9:45	10:00	15
4	10:04	10:40	36
5	10:44	11:20	36
6	11:24	12:00	36
Lunch	12:00	12:30	30

### Rally Day

Period	Start	End	Minutes
1	7:40	8:33	53
2	8:37	9:38	61
Break	9:38	9:53	15
3	9:57	10:50	53
4	10:54	11:47	53
Rally	11:47	12:11	24
Lunch	12:11	12:46	35
5	12:50	1:43	53
6	1:47	2:40	53

## ATTENDANCE AND TARDY POLICIES

Irregular attendance is one of the major causes of failure and problems for high school students. Students are required to arrive to class on time to prevent disruptions. Daily punctual attendance maximizes quality learning time and student success.

**Absences** - Our district has an automated phone calling system that calls the number listed if your student has been marked absent in any period. Should you receive a call, please take a moment to leave a message with the system.

**Day of an Absence** - When your student is absent, you must call the school at 269-0451 to inform the school of the reason and day of expected return.

**Excused Absences** - Only absences due to illness, medical appointment, court appearance and death of an immediate family member are considered "Excused." All other absences are considered "Unexcused."

**Unexcused Absences** - Any student with 10 or more unexcused absences will receive a "no credit" mark for their classes on the semester report card. The only way to make up an unexcused absence is by voluntarily attending an Attendance Make-up Saturday School. Students with unexcused absences will be assigned Saturday School at the discretion of administration.

**Clearing an Absence** – Parents/Guardians must write a note when your student returns to school. Please provide any doctor notes, court documentation, or other relevant paperwork to clear absences; absences must be cleared with a written note immediately following the absences. Each day of absence will be marked as a truancy regardless of the actual reason for the absence if the Attendance Office does not receive a written note from a parent/guardian **within 3 days** of the absence.

**Absence Note Information** - Notes are to be written and signed by the parent/guardian and must include: student's name, date of absence(s) and reason for the absence.

**Leaving Campus During the School Day** – Once a student has set foot on school grounds, he/she may not leave without reporting to the Main Office.

**Illness During the School Day** - Any student who becomes ill during the school day must report to the Health Office/Main Office. A student's parent, guardian or other responsible adult listed on the emergency card must be contacted by the office to pick up the student.

**Early Dismissals** - All students who must leave campus for an appointment must present a note from a parent/guardian and must be cleared with the Attendance Office at the beginning of the school day. Students will not be dismissed to wait for a parent's/guardian's arrival, rather parents/guardians must sign the student out before the student is called to the office. Students who have a court appearance are also required to bring a note from the court stating the date and time of appearance. Only adults listed on a student's emergency card may pick up a student for early dismissal, illness or emergency.

**Extended Absences/Leaves** - Families leaving the area that require their student(s) to miss five (5) or more school days must provide a written note to the Attendance Office with as much notice as possible. The student(s) may be placed on an Independent Study contract and will get class assignments for the days to be missed. When the student returns, his/her teachers will grade the assignments. If all work is completed, the absences will then be excused. Extended leaves taken without advance paperwork and/or assignments completed may be considered unexcused absences. No IS contracts will be permitted within the final four weeks of each semester.



**Vacations** - Vacation time will not be excused, and will count towards a "no credit" mark in classes. It is very important that vacation time is planned during the summer, winter or spring breaks. Independent Study will not be utilized for vacation time.

**Late Arrival to School/Tardy** - Should a student arrive late to school he/she will need to present a note signed by his/her parent/guardian or be signed in by a parent/guardian. As stated in our absence policy, only illness, medical appointments, court appearances or funeral of an immediate family member are considered "excused" for tardiness and a note is required for that tardiness to be excused. Any other excuse will result in school detention.

**Unexcused Tardy** - Any unexcused tardy may result in an assigned lunch detention. Students who fail to attend an assigned lunch detention without a valid excuse and without informing the Main Office, will be assigned Saturday School.

**Tardy Policy** - It is a reasonable expectation that in order for a learning environment to thrive students must arrive to class on time. Students who continually do not meet this expectation are considered to be in defiance of authority. Each teacher maintains their own tardy policy to which all students must adhere. Teachers may refer students who accrue excessive tardies to administration for progressive discipline, including but not limited to lunch detention, Saturday School, and suspension. Tardies are recorded every day in every class period. Our main office assigns a lunch detention on the fifth tardy and Saturday school on the tenth and every five thereafter. Students who accrue fifteen or more tardies in a semester will be placed on an attendance contract that includes loss of school privileges and additional sanctions as determined by administration.

**Truant** - Ed. Code 48260 states, *Any pupil subject to compulsory fulltime education or to compulsory continuation education who is absent from school without a valid excuse three full days in one school year or tardy or absent for more than any thirty (30) minute period during the school day without a valid excuse on three or more occasions in one school year, or any combination thereof, is truant and shall be reported to the attendance supervisor or to the superintendent of the school district.*

## **STUDENT BEHAVIOR EXPECTATIONS**

**Standard Disciplinary Procedures** - Vasquez High School has developed a code of behavior to help students understand what is expected of them and the consequences that follow violation of the rules. Students are required to respond positively to staff requests to follow the school's code of behavior, which has been established to guarantee the rights of all students to an education in a safe and orderly environment. A positive school climate derives from an understanding among the total school community that statements and actions which degrade others will not be tolerated. Ed. Code 32051.

A standard procedure for dealing with violations of the school's behavior code has been developed to ensure fairness to students. Detailed information is found in the Vasquez High School Disciplinary Chart. For each offense there is a prescribed consequence ranging from a conference with a Dean or Principal, to suspension for serious offenses. For a serious offense, the school may make an immediate recommendation for expulsion to the Board of Education. These penalties are within the guidelines of the Acton–Agua Dulce Unified School District Regulation 5114.5 and Ca. Ed. Code Sections 48900 and 48915. This list of offenses is certainly not all inclusive. There are other actions, which could be disruptive to the educational environment. These will be handled on an individual, as needed basis.

Appropriate behavior and grooming are expected of all Vasquez students. Minor misconduct most often results in a phone call to the parent or guardian to promote cooperative problem solving or a detention. Serious offenses

will most often result in suspension, a report to the Sheriff's Department, followed by a parent conference, and/or referral to an appropriate agency, and possible recommendation for expulsion.

**Duties of Pupils** - All pupils shall comply with the regulations, pursue the required course of study, and submit to the authority of the teachers of the school. Ed. Code 48908

**Behavior Code** - Good citizenship, respect for one another and adherence to school rules are fundamental to the achievement of excellence at VHS and requires a cooperative effort from students, teachers, and parents. VHS has a behavior code with consequences such as detention, suspension, expulsion, alternative educational placement and arrest. All disciplinary cases involving the disruption of the educational process or actions (such as fighting) which jeopardize the safety of anyone will result in suspension and removal from VHS. Some examples of unacceptable behavior are listed but not limited to the following:

- Fighting / Threatening
- Harassment and /or sexual harassment of students / staff
- Possession of a dangerous object or weapon
- Possession, distribution or use of drugs, alcohol or tobacco and/or related paraphernalia
- Use or display of obscenities or vulgarities
- Thefts or damage of property
- Forging or altering school forms, records or documents
- Defiant or disruptive behavior (i.e. non-attendance of assigned Saturday School)
- Truancy
- Inappropriate dress
- Gang-type activity and/or attire
- Use of hand-held electronic games, digital music players or cell phones during class
- Bullying and /or bully behaviors

**Alternative Means of Correction** – Alternative means of correction allow students to serve an appropriate consequence for minor violations of the behavior code. All students who receive class suspensions, detentions and/or Saturday Schools will be held responsible for knowing their discipline appointments as assigned.

**Class Suspension** - A teacher may suspend any pupil from class for up to two consecutive class periods for disruptive behavior in the classroom and/or defiance to the teacher; parents will be contacted by the teacher to discuss the incident. Students will be sent to a supervised, on-campus intervention center.

**Counseling /Parent Conference** - Student(s) may be counseled after a first offense, depending on the nature of the offense and will be warned of the consequences if the offense is repeated. Parent notification or conference, in addition to a behavior contract, may be necessary.

**Detention** - Detention is held regularly during the last fifteen minutes of lunch. Detention is assigned for tardies and minor infractions. Failure to appear and serve detention usually results in assignment of a Saturday School.

**Saturday School** - Saturday School is from 8 a.m. to 12 noon on designated Saturdays as assigned throughout the school year. Students are expected to report on time. Failure to appear and serve Saturday School without a reasonable excuse will result in additional Saturday School assignments and/or suspension from school and additional sanctions as determined by administration.

## VASQUEZ HIGH SCHOOL DISCIPLINARY CHART

VIOLATIONS	Ca. Ed. Code-Penal Code	Minimum	Maximum
Academic Fraud	48900 (k)	Zero on assignment and after school detention	5-day off-campus suspension, recommendation for possible expulsion.
Assault: Caused or attempted to cause physical injury	48900 (a)(1)(2)	5-day off-campus suspension, recommendation for possible expulsion, referral to Sheriff.	Expulsion
Alcohol Possession/Use	48900 (c)	5-day off-campus suspension, successful completion of alcohol diversion plan.	5-day off-campus suspension, recommendation for possible expulsion.
Bullying/cyber-bullying	48900 (r)	3-day off-campus suspension.	5-day off-campus suspension, recommendation for possible expulsion.
Cheating: copying, talking or sharing answers on a test.	48900 (k)	Parent, teacher, student conference. Possible reduction of overall class grade. Score of "0" on assignment.	5-day off-campus suspension, recommendation for possible expulsion.
Closed Campus Violation – Truant	48262	Parent conference, after school detention and/or Citation	5-day off-campus suspension, Parent contacted. Citation.
Disrespect/Defiance – Refusal to obey	48900 (k)	After school detention	5-day off-campus suspension, recommendation for possible expulsion.
Dress and Appearance Violations	35183	Warning/parent notification, clothing change correction	5-day off-campus suspension, recommendation for possible expulsion.
Dress and Appearance Gang Attire	48900 (k)	Warning/parent notification, clothing change correction and up to 1-3 day off-campus suspension.	5-day off-campus suspension, possible alternative placement.
Driving Infractions	48900 (k)	Loss of parking privileges. Parent contact. After school detention.	Loss of parking privilege for the remainder of the year. 5 day off-campus suspension. Referral to Sheriff's Office.
Drug Paraphernalia	48900 (j)	5-day off-campus suspension, referral to substance abuse counselor. Mandatory alternative placement.	5-day off-campus suspension, recommendation for possible expulsion.

## VASQUEZ HIGH SCHOOL DISCIPLINARY CHART

VIOLATIONS	Ca. Ed. Code- Penal Code	Minimum	Maximum
Drug Possession/Use	48900 (c)	5-day off-campus suspension, referral to substance abuse counselor and Sheriff's Office. Mandatory alternative placement.	5-day off-campus suspension, referral to substance abuse counselor and Sheriff's Office. Mandatory alternative placement. Recommendation for possible expulsion.
Drugs – providing/selling	48900 (b)	5-day off-campus suspension, referral to substance abuse counselor and Sheriff's Office. Recommendation for possible expulsion.	
Explosives (including cigarette lighters, matches, firecrackers, smoke bombs, incendiary devices, etc.	48900 (b)	1-5-day off-campus suspension, possible referral to Sheriff's Office.	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion.
Extortion	48900 (e)	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion.	
Failure to possess a valid VHS Student ID Card	48900 (k)	After school detention and parent contact.	5-day off-campus suspension and parent conference
Failure to complete assigned disciplinary consequence – after school detention, Saturday School, etc.	48900 (k)	1-5-day off-campus suspension and parent contact.	5-day off-campus suspension and parent conference
False Fire Alarm	48900 (k)	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion.	
Fighting (Mutual Combat or Physical Injury	48900 (a)	5-day off-campus suspension, referral to Sheriff's Office.	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion.
Forgery/Altered Notes /Impersonation/Lying	48900 (k)	After school detention	5-day off-campus suspension, parent conference. Recommendation for possible expulsion.

## VASQUEZ HIGH SCHOOL DISCIPLINARY CHART

VIOLATIONS	Ca. Ed. Code- Penal Code	Minimum	Maximum
Gambling-Possesion of gambling material	48900 (k)	After school detention or 1-3 day off campus suspension in aggravated cases.	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion.
Graffiti/Tagging	48900 (f)	Erasable markings, personal property, must clean and restore to original condition, Saturday School, parent contact and/or referral to Sheriff's Office.	Significant damage, 5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion. Financial restitution.
Hate Violence/ Harassment, Intimidation	48900 (a)	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion.	
Inappropriate use of computer and computer technology	48900 (k)	Loss of computer privileges	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion.
Inciting student unrest (including gang activity, verbal altercation or fighting words)	48900 (k)	1-5-day off-campus suspension and parent contact.	5-day off-campus suspension, parent conference. Recommendation for possible expulsion.
Littering	48900 (k)	After school detention	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion.
Loitering, off limits area, out of class without a pass.	48262	Warning and/or after school detention	5 day off-campus suspension. Citation. Recommendation for possible expulsion.
Pornography	48900 (k)	1-day off campus suspension.	5-day off-campus suspension. Recommendation for possible expulsion.
Possession of laser pointer or shocker	48900 (k)	Items confiscated and returned to parent/guardian	5-day off-campus suspension. Recommendation for possible expulsion.
Profanity, vulgarity, obscenities	48900 (i)	Warning, after school detention and parent contact.	5-day off-campus suspension, parent conference. Recommendation for possible expulsion.

## VASQUEZ HIGH SCHOOL DISCIPLINARY CHART

VIOLATIONS	Ca. Ed. Code- Penal Code	Minimum	Maximum
Property damage	48900 (f)	1 day off-campus suspension, financials restitution, referral to Sheriff's Office	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion.
Public display of affection	48900 (k)	Warning, and/or parent contact	5-day off-campus suspension, parent conference.
Robbery	48900 (e)	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for expulsion.	
Sexual Harassment	48900 (i)	1-5-day off-campus suspension, and parent contact, referral to Sheriff's Office. Recommendation for possible expulsion alternative placement.	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion.
Smoking, possession of tobacco products	48900 (h)	1-3 day off-campus suspension, parent contact	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion.
Theft, receiving stolen property	48900(g)	1-day off-campus suspension. Referral to Sheriff. Restitution	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for possible expulsion.
Theft, receiving stolen property – Cafeteria/Snack Bar	48900 (g)	1-day off-campus suspension. Referral to Sheriff. Restitution	5-day off-campus suspension, referral to Sheriff's Office. Parent conference. Recommendation for possible expulsion.
Truant – Unexcused absence including P.E. roll no-show	48262	Saturday school, parent contact. Possible citation.	Parent contact, Saturday School, citation, referral to Community Attendance Worker, School Attendance Review Team (SART) and possible alternative placement.
Use of beeper, electronic signaling device, including cell phone during class	48900 (k)	Warning, confiscation for the day and returned to student.	5-day off-campus suspension, parent conference. Recommendation for possible expulsion.

## VASQUEZ HIGH SCHOOL DISCIPLINARY CHART

VIOLATIONS	Ca. Ed. Code- Penal Code	Minimum	Maximum
Use of radios, tape players, CD players, iPods or other media devices in class without permission	48900 (k)	Warning, confiscation for the day and returned to student.	5-day off-campus suspension, parent conference. Recommendation for possible expulsion. Items returned to parent/guardian.
Weapons, possession of (knives, firearms, replicas, clubs, or similar type items.)	48900 (b)	5-day off-campus suspension, referral to Sheriff's Office. Recommendation for expulsion.	

**Electronic Device Policy** - Students are not permitted to use electronic devices such as cell phones, iPods, MP3 players, or video games, during instructional time. Electronic devices, including calculators should only be used with the teacher's permission. "Use" is defined as having the device on, out in class, having the device go off in class including vibrating, use of text messaging, retrieval of a message, checking or entering phone numbers, or reaching for the device in a backpack or purse. Electronic devices may only be used before and/or after school, during passing periods, break, and lunch. Electronic devices must be put away before entering the classroom. All devices must be turned off and out of sight during class time. Failure to comply with this policy may result in the confiscation of cell phones or other electronic devices by school personnel. If a student fails to hand over the device to the teacher, he/she will be considered in defiance of authority and subject to disciplinary action.

Progressive discipline steps for students who violate the VHS electronic device policy:

- 1st Offense**
  - Warning
  - Electronic device held for remainder of class
  - Device returned to student at end of class
  
- 2nd Offense**
  - Electronic device held for remainder of class
  - Device returned to student at end of class
  - Parent contact
  
- 3rd Offense**
  - Electronic device held for remainder of school day
  - Device returned to student at end of school day
  - Parent contact
  
- 4th Offense**
  - Electronic device held for remainder of school day
  - Parent contact
  - Device returned to parent at end of school day
  
- 5<sup>th</sup> Offense**
  - Electronic device held for remainder of school day
  - Parent contact
  - Device returned to parent at end of school day
  - Student suspended for two days for defiance of authority

## **DRESS CODE**

**Dress Code** - All pupils who go to school without proper attention having been given to personal cleanliness or neatness of dress may be sent home to be properly prepared for school or shall be required to prepare themselves for the school room before entering. Ed Code 48906, CCR Title 5, Section 302

All students shall be required to show proper attention to personal cleanliness, neatness and standards of dress and appearance. At VHS this is interpreted to mean that a student's appearance or dress detracts from the general instructional atmosphere or creates a disturbance or is in violation of the state dress code of health and decency, he/she is inappropriately dressed or groomed. Violators will be given alternate apparel to wear and parents will be contacted; repeated offenders will receive additional consequences including detentions, loss of privileges, and/or Saturday school.

- Any clothing that allows for bare midriff is in violation of the dress code. Halter tops, strapless tops, and tops that show the midriff are not permitted.
- Undergarments may not be exposed or visible through clothing at any time.
- State law requires that footwear be worn at all times.
- Clothing, jewelry, paraphernalia or materials which are obscene, sexually explicit or which depict or suggest sexually-related or obscene gestures, pictures or text that promotes violence; the use/abuse of drugs, tobacco, or alcohol may not be worn or carried on campus.
- Symbols on clothing, possessions or body that represent gangs, racist groups, and/or groups on campus not officially sanctioned by the school are not allowed.
- Hats depicting the above mentioned inappropriate symbols, etc. are not allowed on campus, but inoffensive hats may be worn any way the student wishes (it is the teacher's discretion as to the wearing of hats in the classroom).
- Hoods may not be worn on head during class time. They must remain off the head any time a student is in class.
- Blankets/sheets may not be brought to school.

### **Specific examples of inappropriate dress:**

- Transparent clothing. (Underwear should not be visible.)
- Bare midriffs
- Belts with ends hanging down, oversized safety pins, chains, etc.
- Attire unsafe for appropriate participation in school-related activities (PE, laboratory experiences, etc.).
- Extremely baggy pants (pants must fit at the hip with no underwear showing).
- Clothing may be fitted but not skin tight.
- "Short" shorts as determined by administrator's discretion.
- Oversized tank tops (such as basketball jerseys) may be worn if a shirt with sleeves is worn underneath.
- Bandanas
- Pajama bottoms or bedroom slippers.
- Socks may not touch long shorts.
- Any other appearances that are unsafe or that violate common decency as determined by administration



## ACADEMIC EXPECTATIONS AND REQUIREMENTS

Vasquez High School strives to provide all students with a wide range of programs that ensure viable options for post-high school experiences: college, business school, vocational-technical school, certification in a variety of CTE programs, fine arts participation, full-time employment and the military. Outlined on the following pages are the Acton-Agua Dulce Unified School District graduation requirements and entry requirements for the University of California (UC), the California State University (CSU) and Community College systems. Students will be programmed into qualifying for UC/CSU admission requirements if no other specific academic program preparation is selected.

**Four Year Plan and Academic Review** – In collaboration with the counseling department, students will develop a four-year academic program in an effort to meet graduation requirements and post-secondary goals; this plan will be updated annually through one-on-one meetings with an academic and career counselor.

**Vasquez High School Graduation Requirements** - In order to graduate with a high school diploma from Vasquez High School, a student must complete 230 semester credits of high school work equivalent to or including:

English/Language Arts		
English 9	10 credits	1 Year
English 10	10 credits	1 Year
English 11	10 credits	1 Year
English 12	10 credits	1 Year
<b>Total</b>	<b>40 credits</b>	<b>4 Years</b>
History/Social Science		
Geography (through class of 2019)	5 credits	1 Semester
World History	10 credits	1 Year
United States History	10 credits	1 Year
Government	5 credits	1 Semester
Economics	5 credits	1 Semester
<b>Total for class of 2018 and 2019</b>	<b>35 credits</b>	<b>3.5 Years</b>
<b>Total for class of 2020 and beyond</b>	<b>30 credits</b>	<b>3 Years</b>
Mathematics (must include a completed Algebra 1 course)		
Math Selection	10 credits	1 Year
Math Selection	10 credits	1 Year
Math Selection	10 credits	1 Year
<b>Total</b>	<b>30 credits</b>	<b>3 Years</b>
Health	<b>5 credits</b>	<b>1 Semester</b>
Technology Literacy	<b>5 credits</b>	<b>1 Semester</b>
(9 <sup>th</sup> grade requirement beginning with class of 2020 – replaces Geography)		
Science		
Biology (Life Science)	10 credits	1 Year
Chemistry or Earth Science (Physical Science)	10 credits	1 Year
<b>Total</b>	<b>20 credits</b>	<b>2 Years</b>
Physical Education		
Physical Education 9	10 credits	1 Year
Physical Education and/or Athletics	10 credits	1 Year
<b>Total</b>	<b>20 credits</b>	<b>2 Years</b>
World Language or Fine Arts	<b>10 credits</b>	<b>1 Year</b>
Electives	<b>70 credits</b>	
<b>Minimum Graduation Requirements</b>	<b>230 credits</b>	

## STUDENT SCHEDULES AND COURSE PLACEMENT

**Master Schedule and Student Schedules** - Vasquez High School's master schedule of classes is built each year upon student course requests. Students should consult with their parents, teachers, the VHS Program of Study and the counselor before classes are selected each spring. In order to properly assign students and teachers to courses and create the schedule in time for the fall semester, it is imperative that we finalize all fall student schedule requests in the spring through one-on-one meetings with a school counselor; student program should match Four Year Plans. Student schedules are distributed during registration in the fall semester, and on the first day of class in the spring semester.

### **Honors and Advanced Placement**

All honors and Advanced Placement courses at Vasquez High are structured to challenge each student and prepare them for college coursework, and our school received College Board AP Honor Roll for outstanding student participation and achievement: one of only 15 school districts in California to receive this distinction. Students enrolling in honors or AP courses should expect a significant increase in workload and cognitive demands, bringing discipline and integrity in preparation. Further, enrolling in an AP course carries the expectation of taking the relative exam in May, and students should plan in advance to cover the fee (\$89) for the exam. Vasquez offers payment plans and even a limited number of scholarships for these exams to students in need. Ask a counselor for more information.

**Student Placement** – It is important for students to challenge themselves by taking academically rigorous courses. Choosing the right level course depends on several factors including previous course enrollment and performance, prerequisites, results from State Standards Tests (CAASPP), teacher recommendations, student motivation and future goals. Administration and staff will place students in courses after considering all data in an effort to meet student requests and ensure students have a reasonable likelihood of academic success.

### **Curriculum and Content Standards – The Common Core**

The California State Department of Education (CDE) in conjunction with the Smarter Balanced Assessment Consortium has adopted the Common Core Framework as a base for curriculum design, and the CAASPP (California Assessment of Student Performance and Progress) as the formal state assessment. The details of Common Core State Standards can be found online at <http://www.cde.ca.gov/re/cc/>. Vasquez High School students are expected to meet these standards and to demonstrate proficiency on state assessments and on site benchmark and course final examinations.

**Dropping/Adding/Transferring Classes:** Within the first three (3) weeks of the semester, students may drop a course by meeting with their teacher and counselor to discuss the impact of such a decision. Dropping an AP or honors course requires prior parent and teacher approval. Course schedules 'lock' after three weeks and are considered permanent record. After schedule locking, any student who drops a course shall receive a Withdrawal-Fail (WF) grade on his/her permanent record, unless otherwise decided by the principal or designee because of extenuating circumstances.

Course programs are created for the year. Students are expected to remain in the courses selected and assigned. Changes to course programs within the first three weeks will be processed only in the following cases: 1) computer/school error; 2) course work completed in the summer (with administrator/counselor approval); 3) misplacement/lack of prerequisites; or 4) teacher recommendation. Course programs will not be changed for period or teacher preference. Requests for a schedule change must be turned in during the first two weeks of each semester. No changes will be made after this period; courses dropped will appear on the student's official transcript as a WF (Withdrawal Fail).

To request a class or schedule change, the student must complete a Request for Schedule Change form available in the main office. No request will be considered unless the form is filled out completely including necessary signatures. Counselors will summon students directly in the order of submission to discuss requested changes.

## **ACADEMIC PROGRESS**

**Academic Progress** - A student shall have earned no fewer than 60 credits per year, in each of the first three academic years of high school, in order to be considered as progressing satisfactorily toward meeting the minimum competency requirements for high school graduation. The following credits are necessary at the start of the school year to be considered “on track” for graduation:

**10th Grade: 60**

**11th Grade: 120**

**12th Grade: 180**

Students must attend summer school if they fail classes in order to recover credits.

**Repeated Classes** - Some classes require a “C” grade and high proficiency on the relative state assessment to proceed to the next level of a course (such as most foreign language and math classes).

Students who earn a “D” grade may repeat a course to raise the grade and the new grade will replace the original; no additional graduation credits will be awarded to students who repeat courses for grade replacement. Students may attempt to remediate a D grade only once per course. Of course, students are required to makeup credits for any failed course to meet graduation requirements.

**Summer School** – Students who fail core courses or do not receive the minimum grade necessary to advance to the next level of certain courses are strongly encouraged and may be required to attend summer school. Summer school is only for students who are taking courses for a second time, and summer courses are not UC A-G approved. Failure to attend summer school and makeup lost credits places students in grave danger of not meeting graduation requirements.

**Aeries & Online Grades** – All Vasquez High School teachers use Aeries as their online grading system. Aeries can be accessed at <https://www.accessmystudent.com/actonaguadulce>. The Aeries portal empowers parents and students to access and monitor course grades and to contact teachers directly with any discrepancies. Regular use of Aeries can help keep students focused and on-track to pass their classes and prevent failure. Teachers are expected to maintain accurate and current grades in Aeries throughout the year, ensuring the viability of this communication system.

For parents and students new to our district, step-by-step instructions for creating an Aeries account and viewing course grades are available in the Main Office.

**Grades** - When grades are given for any course of instruction taught in the school district, the grade given to each pupil shall be the grade determined by the teacher of the course. The determination of the pupil's grade by the teacher, in the absence of clerical or mechanical/technological mistake, fraud, bad faith, or incompetency, shall be final. All students are expected to take final exams; students who miss a final will receive an incomplete in the course and must make-up the exam within six weeks or the final grade will be calculated with a final exam score of zero.

**Homework Policy** - Homework presents an opportunity for students to: A) prepare for new topics, B) practice skills, C) elaborate on introduced material, and D) show progress toward mastering District and California State Standards. Homework affords the teacher an opportunity to motivate students and determine if they have a grasp of the subject being taught; it affords students an opportunity to test the depth of curricular understanding.

AADUSD encourages the assignment of homework and expects the work to be done by the students and used by the teachers as a part of the evaluation of students' academic progress and wishes parents to be aware of this philosophy along with the following guidelines and procedures.

### **Homework Responsibilities**

#### **Students will:**

- accurately record homework assignments including instructions
- ask questions when necessary to clarify assignments
- plan time for completing assignments at intended depth
- complete required hours of homework each night (additional time with AP classes)
- turn in neat, accurate, and meaningful products on time
- request and complete homework assigned while absent

#### **Parents/Guardians will:**

- provide a suitable place for study: well lit, free from distractions, adequately supplied
- actively help cultivate effective academic routines and study habits
- teach time management skills, especially for long term assignments
- demonstrate a genuine interest in homework content
- empower students to seek own solutions to challenging assignments
- avoid providing direct answers when possible
- support students in obtaining make-up work due to absences
- ensure that students have adequate school supplies (pen, pencil, paper, notebook) on a daily basis
- contact teachers by letter, phone, or email when they have a concern regarding student assignments

#### **Teachers will:**

- openly and publically state homework assignments with clear, concise directions
- allow time for student to ask clarifying questions on the nature of assignments
- remain sensitive to the availability of materials and provide alternate options when needed
- ensure that students know the make-up homework policy when absent
- maintain a clear and careful record of all graded homework done by students
- give timely and specific feedback on homework
- monitor and scaffold long-term assignments to optimize student effort and completion rate

**Progress reports** – Progress reports are issued approximately 25% and 75% through each semester and reflect a student's course achievement primarily on tests, quizzes, essays and other assessments but also include daily participation in class, homework, reports, projects and other assignments. Progress reports are distributed to students to take home, and parents will receive an all-call phone message informing them that progress reports have been distributed.

**Report Cards** – Report cards are mailed home at the halfway and end points of each semester. Final letter grades represent the degree to which a student has achieved an established set of course objectives, content mastery and performance standards. Semester grades become a part of the student's permanent record and the official calculation of the grade point average (GPA).

**Transcripts** – All classes and grades appear on student transcripts. Transcripts are the official record of a student's high school course of study and reflect every class attempted/completed during high school. If a class is repeated, both marks remain on the transcript. Students are encouraged to periodically review unofficial transcripts for

completeness and accuracy. Official transcripts are free and requested through a form from the registrar and take 48 hours to complete. Rush transcript requests may be accommodated for a fee of \$3.00.

**CAASPP** – The State of California mandates statewide testing for grades 2-11 for all students attending California public schools. These content standards tests measure and assess the student's progress in mastering state curricular content standards. The goal for students is to score at the "standard met" and "standard exceeded" levels. State assessment scores are one measure Vasquez High School administration and staff use to determine if students have the knowledge and skills required to be successful in Honors and/or Advanced Placement courses.

Content Standard Tests also provide the district with information to improve instructional services to all students. Colleges and universities may use the outcome of these assessments as a gauge to determine the quality of instruction at individual schools. It is important that high school students take these tests seriously. Embedded in these assessments is the Early Assessment Program (EAP) for 11<sup>th</sup> graders that provide students with information regarding their readiness for college level English and Mathematics instruction.

### **English Learner Program**

Students who have a home language other than English are initially assessed using a state-designated, norm-referenced assessment of English proficiency. Students who do not show English mastery qualify for supplementary services through the English Learner (EL) Program. These students receive daily instruction in English Language Development using state and district adopted materials. They learn to understand, speak, read, and write English. Their progress is monitored and tracked to assure good progress in learning English. When the English proficiency assessment along with grades and teacher and parent observations confirms that they have mastered English at a level that will allow them to be successful in English listening, speaking, reading, and writing, they are reclassified as Fluent English Proficient. Their progress continues to be monitored for two years.

## UNIVERSITY OF CALIFORNIA ADMISSION REQUIREMENTS

**Subject Requirement ("A-G" Coursework)** - To be considered eligible for admission to the University of California students must satisfy the A-G Subject Requirement. You must complete no less than fifteen of the year-long high school courses listed below; these courses are also known as the "A-G" subjects. At least seven of the fifteen year-long courses must be taken in your last two years of high school, and you must complete eleven of the fifteen "A-G" courses by the end of your junior year.

**California High School Students** - The courses you take to fulfill the Subject Requirement must be certified by the University as meeting the requirement and must be included on Vasquez High School's UC-certified course list. To view the VHS UC-certified course list, go to <https://hs-articulation.ucop.edu> and type in Vasquez High School in the Institution Search field.

### Honors Courses and the University of California

The University of California assigns extra grade points for up to eight semesters of University certified honors level and advanced placement courses taken in the last three years of high school: A=5 points, B=4 points, C=3 points. No more than two of certified honors level courses taken in the 10<sup>th</sup> grade may be counted for extra points. All College Board Advanced Placement courses as well as college courses recorded on your high school transcript that are transferable to the university are acceptable as honors courses.

Required "A-G" Courses
<b>a   History/Social Science – 2 YEARS REQUIRED</b> Two years of history/social science, including one year of world history, cultures and geography; and one year of U.S. history or one-half year of U.S. history and one-half year of civics or American government.
<b>b   English – 4 YEARS REQUIRED</b> Four years of college-preparatory English that include frequent and regular writing, and reading of classic and modern literature. No more than one year of ESL-type courses can be used to meet this requirement.
<b>c   Mathematics – 3 YEARS REQUIRED, 4 YEARS RECOMMENDED</b> Three years of college-preparatory mathematics that include the topics covered in elementary and advanced algebra and two- and three-dimensional geometry. Approved integrated math courses may be used to fulfill part or all of this requirement, as may math courses taken in the seventh and eighth grades that your high school accepts as equivalent to its own math courses.
<b>d   Laboratory Science – 2 YEARS REQUIRED, 3 YEARS RECOMMENDED</b> Two years of laboratory science providing fundamental knowledge in at least two of these three foundational subjects: biology, chemistry and physics. Advanced laboratory science classes that have biology, chemistry or physics as prerequisites and offer substantial additional material may be used to fulfill this requirement, as may approved engineering courses or the final two years of an approved three-year integrated science program that provides rigorous coverage of at least two of the three foundational subjects.
<b>e   Language Other than English – 2 YEARS REQUIRED, 3 YEARS RECOMMENDED</b> Two years of the same language other than English. Courses should emphasize speaking and understanding, and include instruction in grammar, vocabulary, reading, composition and culture. Courses in languages other than English taken in the seventh and eighth grades may be used to fulfill part of this requirement if your high school accepts them as equivalent to its own courses.
<b>f   Visual and Performing Arts (VPA) – 1 YEAR REQUIRED</b> A single yearlong approved arts course from a single VPA discipline: dance, drama/theater, music or visual art.
<b>g   College-Preparatory Electives – 1 YEAR REQUIRED</b> One year (two semesters), in addition to those required in "a-f" above, chosen from the following areas: engineering, technology, visual and performing arts (non-introductory level courses), history, social science, English, advanced mathematics, laboratory science and language other than English (a third year in the language used for the "e" requirement or two years of another language).

## UNIVERSITY ADMISSIONS COMPARISON TABLE

	<b>CALIFORNIA STATE UNIVERSITY SYSTEM (CSU)</b>	<b>UNIVERSITY OF CALIFORNIA SYSTEM (UC)</b>	<b>PRIVATE COLLEGES &amp; UNIVERSITIES</b>
<b>High School Academics</b> (minimum requirements)	<b>"A-G" subjects</b> (a) History (2 yrs) (b) English (4 yrs) (c) Math (3 yrs - to Alg2) (d) Lab Science (2 yrs) (e) Foreign Lang (2 yrs) (f) VPA (1 yr) (g) Elective (1 yr)  <b>2.0 GPA</b> (10 & 11 gr.)	<b>"A-G" subjects</b> (a) History (2 yrs) (b) English (4 yrs) (c) Math (3 yrs to Alg2) (d) Lab Science (2 yrs) (e) Foreign Lang (2yrs) (f) VPA(1 yr) (g) Elective (1 yr)  <b>3.0 GPA</b> (10 & 11 gr.)	<b>College Prep Classes</b> History (2-3 yrs) English (4 yrs) Math (4 yrs) Science (3-4 yrs) Foreign Language (3-4 yrs)  <b>Grades from 9th thru 12th grades</b> are considered, but there is no minimum GPA requirement
<b>Standardized Tests</b>	<b>SAT Reasoning Test</b>  <b>SAT Subject Tests</b> are not required and will not be considered	<b>SAT Reasoning Test* or ACT plus writing</b>  <b>SAT Subject Tests</b> are not required, but will be considered  <b>AP/IB Tests</b> are not required, but will be considered  <b>SAT Reasoning Test or ACT</b>	<b>SAT Subject Tests</b> (at least 2 tests)  <b>AP/IB Tests</b> are not required, but will be considered
<b>Extracurricular Activities</b> (leadership, special talents and achievement)	Not important	Important	Very important
<b>Letters of Recommendation</b>	Not considered	Not considered	2 high school teachers 1 guidance counselor
<b>Application Deadline</b>	<b>11/30*</b> (Application period opens 10/1). *Some CSUs extend this deadline based on the number of applications received.	<b>11/ 30</b> (Application period opens 8/1)	Varies by university

Students applying to the University of California need to meet the minimum test score requirements in order to qualify for admission.

The University of California system guarantees admission to California students if:

- The student ranks in the top 9 percent of California high school students according to the Admissions Index below. (This is called "Eligible in the Statewide Context.")
- The student ranks in the top 9 percent of graduating class at the student's high school based on the grade point average (GPA) obtained on 11 of the 15 "a-g" courses required for UC admissions by the end of 11th grade. (This is called "Eligible in the Local Context.")

Guaranteed admission means the student will be offered admission to a UC campus. However, it does not guarantee acceptance to the student's campus of choice.

For more information, visit the UC online admissions calculator

at: <http://admission.universityofcalifornia.edu/freshman/california-residents/admissions-index/index.html>

## CALIFORNIA STATE UNIVERSITY SYSTEM

Students who are considering attending one of the 23 campuses in the California State University (CSU) system should become familiar with the <http://www.csumentor.edu/> website. CSUMentor is a website designed to help students and their families learn about the California State University (CSU) system, comprised of 23 campuses. It assists students in planning for college, selecting the appropriate CSU campus to attend, planning how to finance their education, and applying for admission.

### Freshman Admission Requirements

To establish eligibility for admission as a first-time freshman, and applicant is required to:

1. Be a high school graduate
2. Have completed, with grades of “C” or better, each of the courses in the comprehensive pattern of college preparatory subject requirements; and
3. Have a qualified eligibility index.

### Eligibility Index

A table showing the Eligibility Index may be found on the Admissions Application.

Students with grade point averages of 3.00 and above may establish eligibility for admission without submitting test scores. However, applicants are encouraged to take the SAT I or ACT as test scores may be included among the supplementary criteria used to determine admission to impacted campuses (impacted campuses are those that have many more qualified applicants than open spaces) and programs.

## CALIFORNIA COMMUNITY COLLEGE SYSTEM

Some VHS students are eligible to apply for “Special Admit” status during high school enrollment. Concurrent Antelope Valley College and College of the Canyon course work shall be for elective credit only, unless, specifically authorized by the Acton-Agua Dulce Unified School District.

Title 5 of the State Educational Code (48800.5) and 76001 (a), (b) and (h) indicates that minor students may take college classes that are for “advanced scholastic or vocational education and for which they have demonstrated adequate preparation in the discipline to be studied and have availed themselves of all opportunities to enroll in an equivalent course at their school of attendance.” The intent is to provide educational enrichment opportunities for eligible minor students. Students who enroll in college level classes will find them challenging. As a result, interested students must demonstrate to VHS administration that they meet the academic prerequisites and possess a strong enough work ethic to receive permission to enroll in college courses.

Application and program information for community colleges is available in the College and Career Center. To find out more about applying to either Antelope Valley College or College of the Canyon, go to the following websites:



**Antelope Valley Community College-**  
<http://www.avc.edu/prospective/>



**College of the Canyons -**  
<http://www.canyons.edu/offices/Admissions/highschoolstudents.asp>



## **NCAA FRESHMAN-ELIGIBILITY STANDARDS**

**NCAA** – Student athletes who plan to register with the NCAA must meet certain criteria to be eligible for Division I or Division II consideration. See the link below for the breakdown for Division I and Division II, 16 core-course requirements respectively.

NCAA Division I requires 10 core courses to be completed prior to the seventh semester (seven of the 10 must be a combination of English, math or natural or physical science that meet the distribution requirements below). These 10 courses become "locked in" at the start of the seventh semester and cannot be retaken for grade improvement. Beginning August 1, 2018, Division II will use a sliding scale to match test scores and core-course grade-point averages (GPA).

### **Test Scores**

Division I has a sliding scale for test score and grade-point average. The sliding scale for those requirements is shown on the NCAA website: [http://fs.ncaa.org/Docs/eligibility\\_center/Quick\\_Reference\\_Sheet.pdf](http://fs.ncaa.org/Docs/eligibility_center/Quick_Reference_Sheet.pdf)

Division II has a minimum SAT score requirement of 820 or an ACT sum score of 68.

The SAT score used for NCAA purposes includes only the critical reading and math sections. The writing section of the SAT is not used.

The ACT score used for NCAA purposes is a sum of the four sections on the ACT: English, mathematics, reading and science.

All SAT and ACT scores must be reported directly to the NCAA Eligibility Center by the testing agency. Test scores that appear on transcripts will not be used. When registering for the SAT or ACT, use the Eligibility Center code of 9999 to make sure the score is reported to the Eligibility Center.

### **Grade-Point Average**

Only core courses are used in the calculation of the grade-point average.

Be sure to look at your high school's list of NCAA-approved core courses on the Eligibility Center's Web site to make certain that courses being taken have been approved as core courses. The Web site is [www.eligibilitycenter.org](http://www.eligibilitycenter.org).

Division I grade-point-average requirements are listed in detail on the NCAA website: [www.ncaa.org](http://www.ncaa.org). The Division II grade-point-average requirement is a minimum of 2.000. Division II core GPA required to be eligible for competition on or after August 1, 2018, is 2.200. The minimum Division II core GPA required to receive athletics aid and practice as a partial qualifier on or after August 1, 2018, is 2.000.

## 2017-2018 PRE-COLLEGIATE TESTING INFORMATION

**PSAT/NMSQT** - the Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT) is a program co-sponsored by the College Board and [National Merit Scholarship Corporation \(NMSC\)](#). It's a standardized test that provides firsthand practice for the SAT®. It also gives you a chance to enter NMSC scholarship programs and gain access to college and career planning tools.

The PSAT/NMSQT measures:

- Critical reading skills
- Math problem-solving skills
- Writing skills

**Test Date: Wednesday, October 11, 2017**

**SAT** – The Scholastic Aptitude Test (SAT) provides a trusted, nationally recognized indicator of your academic readiness for college. The SAT tests the reading, writing and math skills that students learn in school and that are critical for success in college and beyond. It gives both students and colleges a sense of how they'll be able to apply the thinking, writing and study skills required for college course work. More information on the SAT can be found at <http://sat.collegeboard.org>.

In a way, the SAT is the bridge between the hard work students have already done and the college that is the best fit for the future students are about to create. The SAT also provides the opportunity for students to connect to scholarship opportunities, place out of certain college courses and learn more about your academic strengths.

**SAT Subject Tests** - Subject tests are hour-long, content-based tests that allow students to showcase achievement in specific subject areas in which they excel. These are the only national admission tests where students choose the tests that best demonstrate their achievements and interests. There are 20 SAT Subject Tests in five general subject areas: English, history, languages, mathematics and science.

SAT subject tests allow students to differentiate themselves in the college admission process or send a strong message regarding your readiness to study specific majors or programs in college. In conjunction with other admission credentials (student high school records, SAT scores, teacher recommendations, etc.), they provide a more complete picture of student academic background and interests.

Some colleges also use subject tests to place students into the appropriate courses. Based on student performance on the test(s), they could potentially fulfill basic requirements or receive credit for introductory-level courses.

### SAT Test Dates 2017-18 (U.S.)

Test Date	Normal Deadline	Late Registration*	Online Score Release
August 26, 2017	July 28, 2017	August 15, 2017	September 14, 2017
October 7, 2017	September 8, 2017	September 22, 2017	October 27, 2017
November 4, 2017	October 6, 2017	October 20, 2017	November 23, 2017
December 2, 2017	November 3, 2017	November 17, 2017	December 21, 2017
March 10, 2018**	February 9, 2018	February 23, 2018	March 29, 2018
May 5, 2018	April 6, 2018	April 20, 2018	May 24, 2018
June 2, 2018	May 4, 2018	May 18, 2018	June 21, 2018

\*The late registration deadline is one week earlier if you are registering by mail.

## 2017-2018 PRE-COLLEGIATE TESTING INFORMATION CONTINUED

**ACT** - The ACT, originally the American College Testing program, is universally accepted for college admission. The ACT is comprised of curriculum-based tests. The questions on the ACT are directly related to what students have learned in high school courses in English, mathematics and science. Because the ACT tests are based on what is taught in the high school curriculum, students are generally more comfortable with the ACT than they are with traditional aptitude tests or tests with narrower content.

The ACT also provides test takers with a unique interest inventory that provides valuable information for career and educational planning and a student profile section that provides a comprehensive profile of a student's work in high school and his or her future plans.

### ACT Test Dates 2017-18

Test Date	Deadline	Late Deadline	Score Release*
Sept 9, 2017	July 28, 2017	Aug 11, 2017	Sept 10; Oct 3, 2017
Oct 28, 2017	Sept 22, 2017	Oct 6, 2017	Nov 7; Nov 21, 2017
Dec 9, 2017	Nov 3, 2017	Nov 17, 2017	Dec 19; Jan 2, 2018
Feb 10, 2018	Jan 5, 2018	Jan 19, 2018	Feb 20; Mar 6, 2018
Apr 14, 2018	Mar 9, 2018	Mar 23, 2018	Apr 24; May 8, 2018
June 9, 2018	May 4, 2018	May 18, 2018	June 19; July 3, 2018
July 14, 2018	June 8, 2018	June 22, 2018	July 24; August 7, 2018

*\*= Refers to online score release. The first date is when multiple choice scores come out, and the second one is when complete scores are available.*

## INTERSCHOLASTIC ATHLETICS

Interscholastic athletics is a voluntary program. Students are not obligated to participate and participation is not required for graduation. Thus, competition in high school athletics is a privilege and not a right. Accompanying this privilege is the responsibility to conform to standards established for the high school athletic program. This privilege may be revoked if the athlete fails or refuses to comply with the rules.

**Philosophy** – We believe at Vasquez High School that being involved in athletics provides our students with opportunities to develop athleticism, good sportsmanship, develop leadership skills and the ideals of fair play and ethical behavior that are necessary for competition and cooperation in our society. It should also provide our students with unique opportunities for self-discipline, self-sacrifice, and loyalty to the community, the school and the team. We encourage all students to participate in athletics by offering a well-rounded program of interscholastic athletics for young men and women.

**Desert Mountain League** – For most of our sports, VHS competes in the Southern Section of the California Interscholastic Federation (CIF).

**Sports and Seasons** – VHS fields boys and girls teams each season. CIF teams at Vasquez High School are listed below. Cheer is an upcoming CIF sport with details of competition and season of sport undetermined at the time of publication.

### **Fall Sports: Aug - Nov**

Football  
Girls Volleyball  
Co-Ed Cross-country  
Girls Tennis

### **Winter Sports: Nov – Feb**

Boys & Girls Basketball  
Boys & Girls Soccer

### **Spring Sports: Feb- May**

Baseball  
Softball  
Co-Ed Swim  
Boys Volleyball  
Co-Ed Track  
Boys Tennis

**Multi-Sport Athletes** - A student athlete must complete the full season and any post-season games before trying out for the next season's team. All multi-sport athletes will have an opportunity to try out for a team in a subsequent season, even if the season has started. In addition, an athlete cannot leave a team during the season to join another team; they must wait until that team has completed its regular season. That includes being dismissed from a team for any reason. No athlete can participate in more than one team sport in any season.

**Off-Season Workouts** - Off-season workouts are voluntary for the student athletes. Coaches may not require students to participate in off-season workouts because doing so turns the workouts into practices and violates league rules. Coaches may explain the benefits of pre-season workouts and suggest conditioning regimens. The choice of attendance is up to the student athlete.

**Uniforms and Equipment** – When student athletes are issued uniforms and equipment belonging to Vasquez High School, all equipment and uniforms must be returned to the head coach or athletic director within 7 days of the last game. A student will be charged for the replacement cost of uniforms and grades/schedules will not be released until all obligations are met.

**Illegal and Performance Enhancing Substances** - Any athlete found to be in possession of or involved in the use of alcohol, tobacco, smokeless tobacco or narcotics during the season, while attending school or at any VHS sponsored activity, will be suspended from athletics for a period of time determined by the VHS Administration.

Performance enhancing substances are strictly prohibited. The Board recognizes that the use of androgenic/anabolic steroids (“steroids”) and other performance-enhancing supplements presents a

serious health and safety hazard. As part of the District's drug prevention and intervention efforts, the Superintendent or designee and staff shall make every effort to ensure that students do not begin or continue the use of steroids or other performance-enhancing supplements. Students in grades 7-12 shall receive a lesson on the effects of steroids as part of their health, physical education or drug education program.

Before participating in interscholastic athletics, a student athlete and his/her parent/guardian shall sign an agreement that the student athlete shall not use steroids, unless the student has a written prescription from a fully licensed physician, as recognized by the American Medical Association, to treat a medical condition.

A student athlete who is found to have violated the agreement or this policy shall be restricted from participating in athletics and shall be subject to disciplinary procedures including, but not limited to, suspension or expulsion in accordance with law, board policies and administrative regulations.

**Team Transportation** – All team members and student managers are required to ride with the team to all athletic contests. At this time busses or school vans are arranged for all Vasquez teams competing in authorized competitions. Only school employees with (proper paperwork filed) may drive the school vans. For emergencies only and with prior written approval from the school administration, parents may drive athletes using their own cars. All appropriate District required paperwork, must be provided to the Athletic Director/Principal no less than three days before the scheduled athletic event. Additionally, all Vasquez student athletes are expected to come home with their team and coaches following athletic competitions using district supplied transportation. Only in unusual and unique circumstances may athletes request permission to be released from using the required transportation provided to the team by the school and district. In such unique cases, parents must complete all appropriate District required paperwork and have the approval of the principal no less than three days before the scheduled athletic event.

**ASB Activities Card Sticker**– Students participating in athletics are highly encouraged to purchase an ASB Card Sticker to affix to their student ID card. Stickers can be purchased during registration or in the main office for \$45. ASB funds support all athletic programs by paying the fees for referees and officials. The sticker provides students with valuable discounts in excess of \$100 at various school athletic events and other school activities.

**Additional Team Member Costs** - Other costs may be incurred for personal items required for each sport. The level of this expense primarily depends on the market price and quality of items. Every effort is made to keep the expense to a minimum. Student athletes are expected to help raise funds to defer the cost of additional items and to help build their individual team program.

**Eligibility Requirements** - All participating athletes are required to abide by the CIF eligibility requirements as well as the VHS Athletic Code. Students may obtain a copy from the Athletics/Activities Office. A mandatory physical is required each year along with proper athletic forms.

In order to emphasize the importance of academic achievement the following constitutes the minimum requirements for student participation in athletics and student activities:

1. A grade point average of “C” (2.0) in all classes.
2. Attendance in all periods of school on days of competition
3. May not have more than one “F” grade.
4. May not receive more than one “F, NM, NC” in citizenship in a grading period.
5. In addition to the above eligibility requirements students must demonstrate progress toward graduation through the accumulation of credits:
  - 60 credits by the beginning of the sophomore year
  - 120 credits by the beginning of the junior year
  - 180 credits by the beginning of the senior year
6. Eligibility will be checked each quarter. Should an individual fall below the above requirements the student will not be eligible for participation in athletics or activities during the next nine-week grading period.

7. All transfer students outside the district must also meet eligibility requirements as well as CIF requirements in order to participate.
8. Students are not declared “re-eligible” until the computer printout is issued (approximately one week after each grading period). Athletes become eligible and ineligible on the Monday after grades are officially posted.
9. It is the responsibility of the student to see the counselor at the beginning of the fall semester if he/she feels that their summer grades have affected their eligibility.
10. The Athletic Director/ Administrator will clear all students involved in athletics after meeting the eligibility requirements. NOTE: Summer school grades may not necessarily improve eligibility. The following factors are to be considered:
  - A summer class can replace a failed spring semester class only when the class is an exact duplicate.
  - A summer class will be added to spring semester classes if it is not a duplicate. This will affect GPA because you would divide total grade points by seven instead of six.
  - Summer school proficiency classes do not count toward the GPA.

This standard applies to athletic managers as well as incoming freshman fall sport athletes, including but not limited to football, girls volleyball, girls tennis, cheer, or cross country.

Co-curricular eligibility is also based on maintaining a minimum total weighted GPA of 2.0 at each quarter, although co-curricular students may regain eligibility at the next five week reporting period if the GPA deficit is recovered to a 2.0 or above. Eligibility in this context refers to participation in course or club-specific extracurricular activities outside of the school day. Co-curricular groups at Vasquez are ASB, yearbook/journalism, dance, The Heard advanced vocal group, theater arts, video production, broadcast journalism, and rodeo.

During an ineligibility period, students may not travel with the group or be dismissed from class for contest or performances. The ineligible student’s level of involvement with the group during practice is at the discretion of each coach/advisor.

Acton Agua Dulce Unified School District’s policy requires that students attend all classes on the day of contests or performances, except for medical or dental appointments that are unable to be scheduled at another time. Parents must contact the attendance office to seek administrative approval no later than the day prior to the appointment to secure eligibility for the contest or performance scheduled for the day of the medical or dental appointment.

**CIF Code of Ethics** – Students must sign the CIF Code of Ethics. Athletics is an integral part of the school’s total educational program. All school activities, curricular and extracurricular, in the classroom and on the playing field, must be congruent with the school’s stated goals and objectives established for the intellectual, physical, social and moral development of its students. It is within this context that the following Code of Ethics is presented.

As an athlete, I understand that it is my responsibility to:

1. Place academic achievement as the highest priority.
2. Show respect for teammates, opponents, officials and coaches.
3. Respect the integrity and judgment of game officials.
4. Exhibit fair play, sportsmanship and proper conduct on and off the playing field.
5. Maintain a high level of safety awareness.
6. Refrain from the use of profanity, vulgarity and other offensive language and gestures.
7. Adhere to the established rules and standards of the game to be played.
8. Respect all equipment and use it safely and appropriately.
9. Refrain from the use of alcohol, tobacco, illegal and non-prescriptive drugs, anabolic steroids or any substance to increase physical development or performance that is not approved by the United States Food and Drug Administration, Surgeon General of the United States or American Medical Association.
10. Know and follow all state, section and school athletic rules and regulations as they pertain to eligibility and sports participation.
11. Win with character, lose with dignity.

**Age Requirement** – No student, whose 19<sup>th</sup> birthday is attained prior to June 15, shall participate or practice on any team in the following school year. A student, whose 19<sup>th</sup> birthday is on or before June 14, is ineligible. A student may not compete on a freshman team after he or she has reached his or her 16<sup>th</sup> birthday on or before June 15 preceding the start of the academic year. A student may not compete on a sophomore or frosh-soph team after he or she has reached his or her 17<sup>th</sup> birthday on or before June 15 preceding the start of the academic year. Students attending high school for more than eight semesters are ineligible for interscholastic athletics.

**Insurance** - A prospective athlete must have parental consent, a physical examination, and specific insurance coverage in order to participate in tryouts. All student athletes must be cleared before being allowed to try out.

California law prescribes that students participating in inter-scholastic sports must carry a minimum of \$1,500 accident/health insurance. Supplying and verifying coverage is a parental responsibility, not a school responsibility. Before you may participate in a VHS sport activity, your parents will need to examine (or have your insurance agent examine with you) your insurance policies and certify on the Parental Consent and Athletic Eligibility Card the type of policy, the company's registered number of the policy, if any, and the limits of coverage. This certification process should be started well in advance of the first day of tryouts.

If you do not already have the necessary coverage under your parent's insurance, voluntary minimum insurance may be purchased through a variety of vendors. The school provides information in the Main Office regarding student insurance policies at no profit to the school. This policy covers approximately 80% of medical expenses. The state no longer requires a student to have life insurance before participating in school athletics. Student insurance will offer an optional life insurance policy for those who wish to purchase life insurance. The Parental Consent and Athletic Eligibility Card is available in the Main Office. With parent signature, the card indicates certification of the required insurance coverage and approval of a student's participation. It must be filed in the Athletic Office before students begin tryouts or practice.

**Conflicts With Other School Events** - Athletes may request to miss a practice or game in order to participate in another academic or extra-curricular school activity such as college nights, various school activities or performances. Athletes must recognize that missed practices or games may result in reduced playing time in future contests.

### **Scholar Athlete Awards**

Student athletes are awarded a scholar athlete award if they achieve a 3.5 or higher total weighted GPA during the season of sport. A season of sport is defined as the quarter in which the majority of league games are played. Full-time virtual students qualify for scholar athlete by achieving a 3.5 or higher total GPA while completing at least six courses (five for seniors) during the semester of sport.

## STUDENT LIFE

**Clubs and Organizations** - To make high school more meaningful and beneficial, students are encouraged to participate in some type of school activity. In addition to the athletic program, there are many fine clubs and organizations that welcome participation. ASB can provide further information on the following activities:

**AADUSD Core Values Program** - The Acton Agua Dulce Unified School District has adopted a K-12 Core Values Program. Students will use the Medal of Honor Character Development curriculum to learn about and connect to the ideas of courage, commitment, citizenship, sacrifice, patriotism, integrity, respect, and excellence. Students will also be participating in a wide variety of community service projects and participating in panel discussions with guest speakers.

**ASB** – Associated Student Body (ASB) coordinates all student activities, clubs, organizations, rallies and dances as well as monitors all club and organizational funds. Student Body Officers lead ASB and conduct the business meetings of the school. Running for an executive council position in ASB (president, vice-president, treasurer, or secretary) carries the expectation of enrolling in the ASB course. Further, a representative from elected class officers must also enroll in the ASB course to strengthen communication and support.

**California Scholarship Federation** – Students have the opportunity to receive recognition for academic success. Students can qualify each semester in grades 10, 11, 12, and are responsible for meeting all deadlines each semester. See the counselor for more information.

**Cheer** – Cheerleaders rally students and raise school spirit while supporting all athletic teams. Cheerleaders also perform at school rallies, football games, basketball games, and other school events. Cheer is in the process of becoming a CIF sport.

**Musical Theater** – Especially designed for students interested in theater, this course undertakes various productions during the year and is responsible for dramatic performance at Vasquez High School.

**National Honor Society** – Designed to create enthusiasm for scholarship, promote leadership and develop character. Interested students should contact the current advisor.

**Service Club** – Members support Vasquez High School and students in a variety of events and activities, but mostly through voluntary service.

**Spanish Club** – Hosts lunch time events emphasizing Latin foods, culture, art and language.



## ANNUAL ACTIVITIES AND EVENTS

**ASB and Class Elections** - Students from each grade may run for class office. Students can run for ASB positions in the spring of each year to serve in office the following year. Enrollment in the ASB course is a requirement to hold most elected positions.

**Athletic Banquets** - Seasonal banquets held at the close of each sport for awards and special recognitions.

**Back to School Night** – A fall event that gives parents an opportunity to meet the teachers and understand expectations.

**Blood Drives** - Three blood drives sponsored by ASB are hosted on campus each year in conjunction with Cedars Sinai Hospital; students, parents, and community members are encouraged to donate.

**College Application and Awareness Nights** - Informational events held throughout the year for students and families to learn about various colleges and universities, military branches and the requirements needed to enter these institutions.

**Every 15 Minutes** – A bi-annual alcohol awareness and prevention program sponsored by the Los Angeles County Sheriff Department. A simulated alcohol-related accident using students and staff helps this dramatization drive home an important message. The next event will be in the spring of the 2018-19 school year.

**Graduation** – The commencement ceremony held in June honoring students who have met all state and local requirements to complete high school and receive a diploma.

**Homecoming Dance** –The student body nominates candidates for the Homecoming Court. Winners are crowned at the football game followed the next day by a semi-formal gala. The King, Queen and Court reign over the Homecoming Dance and Homecoming festivities.

**Homecoming Parade and Football Game** – A parade at a home football game showcases the Homecoming Court.

**Junior/Senior Prom** - A spectacular ball hosted by the senior class each spring at a discreet location.

**Pep Rallies** - School assemblies organized throughout the year to increase school spirit, encourage involvement, support athletic teams and celebrate various school wide accomplishments

**Night of the Stars** – A special evening in the spring to honor student recipients of scholarships and awards.

**Spirit Weeks** - Fun-filled weeks of dress-up days and lunchtime activities. Festivities are enjoyed periodically throughout the year.

These are just some of the more popular activities hosted by VHS clubs, organizations and classes. Get involved and make school fun and exciting for yourself and others!

**Press Releases and Photographs** - From time to time, students are photographed or videotaped for classroom and campus activities, such as yearbook, the website, or Press Releases.

Student's photographs will also appear in community publications and possibly on the Acton-Agua Dulce Unified School District, Vasquez High School or Vasquez High School PTSO website, especially when students are being recognized for excellence and various awards or scholarships.

**If you do not wish to have your son/daughter's photograph and name published as part of a press release or as part of the general reporting of school events and activities please put your request in writing annually to the school administrative offices.**



# VASQUEZ

— HIGH SCHOOL —

## SIGNATURE PAGE

Directions: Student and parent/guardian please read the following statements and the *Vasquez High School Student/Parent Handbook for 2017-2018* located on the VHS website, [www.aadusd.k12.ca.us/Domain/10](http://www.aadusd.k12.ca.us/Domain/10), under both the Student Life and Parents sections. Hard copies of the handbook are available in the main office upon request. Students and parents both need to read the handbook, then sign and date this Signature Page and return it to the main office during the first week of school.

### **STUDENT**

I received the *Vasquez High School Student/Parent Handbook for 2017-2018* or read it completely on the VHS website.

I have read and I understand the contents of this handbook.

I understand my responsibilities as a student enrolled and attending Vasquez High School.

I accept the responsibility to conduct myself in an appropriate, educationally productive and studious manner.

I understand that if I have any questions concerning the contents of my handbook, or anything else associated with my education, I will ask a school official for clarification.

I have presented or shown this handbook to my parent/guardian for review.

PRINT STUDENT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_

### **PARENT/GUARDIAN**

I have read the Vasquez High School Student Handbook for 2017-2018 and I understand the contents of this handbook.

I understand that my son/daughter attending Vasquez High School is responsible for complying with the policies, procedures, rules and responsibilities stated in *Vasquez High School Student/Parent Handbook for 2017-2018*.

DATE: \_\_\_\_\_

PRINT PARENT/GUARDIAN NAME: \_\_\_\_\_

PARENT/GUARDIAN SIGNATURE: \_\_\_\_\_