

Wasco Union High School

Student/Parent

W – Book

2011-2012

Name

Address

City

Zip

Home Phone

Student ID #

Phone Numbers

Main Office (661) 758 - 7400

Principal-Extension 45052

Assistant Principal-Student Affairs-Extension 45057

Assistant Principal -Curriculum-Extension 45033

Attendance-Extension 45060

Migrant-Extension 45009

Activities / Athletics-Extension 45023

ASB Accounting-Extension 45061

HISTORY OF WASCO UNION HIGH SCHOOL

The Wasco Union High School District was formed in 1915 and presently covers 800 square miles. Our district includes students from the elementary districts of Wasco Elementary, Maple, Semi-Tropic, and Lost Hills.

District facilities are comprised of a 40-acre high school campus and a 120-acre school farm. Today, thanks to the support of tax paying citizens, Wasco Union High School students enjoy a well-kept, convenient education.

We are the TIGERS! Our school colors are Orange and Black! Below are our Fight Song and the Alma Mater:

FIGHT SONG!

And when those Wasco Tigers fall in line
We're going to win that game another time
And for the dear old school we love so well
And for the team, team, team
We'll yell, we'll yell, we'll yell
We're going to fight, fight, fight for every score
And when we round those ends we're going to roar
We're going to throw those fellows on the sod, off the sod
WASCO HIGH!

ALMA MATER

And here we have Wasco High,
winning her way to fame.
Orange and black are her colors bright,
and glory is in her name.
We'll go singing, singing of you,
ah, proudly too, all our lives through.
We'll go singing, singing of you,
Alma Mater, Dear Wasco High!

MISSION STATEMENT

The Wasco Union High School District is a learning community dedicated to ensuring that students learn, maintaining a culture of collaboration, and focusing on results so that our students graduate with the knowledge, skills, attitudes, and values essential to becoming responsible and productive members of a diverse democratic society.

It is the responsibility of the student and parent/guardian to know and to be aware of the rules and regulations contained in the Wasco High School Student/Parent W-Book

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I. GENERAL SCHOOL SERVICES and REGULATIONS

A. ATTENDANCE PROCEDURES AND REGULATIONS

The state attendance laws require regular school attendance and punctuality with both the school and the parents having a responsibility for enforcing these laws. It has been well demonstrated that regular attendance is a key factor in the success a student achieves at school.

ATTENDANCE

- Students are to follow the bell schedule for classroom attendance
- Students should arrive on campus with time to allow for opening of lockers, visiting the restroom as needed, and to be prepared to walk to class at the first passing bell.
- Students not in classes when the second passing bell rings are tardy to class.

CLEARING AN ABSENCE

- All notes for an absence are due **within 72 hours** following the return of the student to school. This verification should be in writing by the parent or legal guardian and should be submitted to the attendance office upon the student's return to school.
- A telephone call to the attendance office at 758 – 7400 ex: 45060 by the parent/legal guardian may also be a means for verification of an absence.
- Seventy-two (72) hours after the student's return, any unexcused absence will result in truancy. Parent phone calls or notes received after the seventy-two hours will be accepted as late, but **student will still be required to serve the Saturday School assignment.**
- All excuse notes are filed and phone calls are recorded for state audit purposes.

NOTIFICATION OF ABSENCES

- **AUTO-DIALER**
 - The attendance office uses an AUTO-DIALER to telephone each home when a student misses one (1) or more class periods in one day. The recorded message will ask your parent to phone the attendance office to verify the absence and to send a note to school when you return.
 - The auto-dialer contacts each home Friday afternoons to remind students and parents that students have been assigned to mandatory Saturday School due to truancy.
- **TRUANCY LETTERS**
 - The attendance office will notify parents/students by mail that student has been truant from class and assigned to Weekend and/or Afterschool Program
 - The letter identifies the date of the absence and the date of the assigned Saturday School for truancy.
- **90% SENIOR ATTENDANCE LETTERS**

The attendance office will send out reminder letters about excessive absences to seniors in danger of failing to meet 90% attendance requirements for seniors. The first letter is sent via regular mail (L1). Letters L2 and L3 are sent registered mail. The 90% attendance clerk also meets with seniors in danger of failing to maintain 90% attendance for their senior year.

TYPES OF ABSENCES

Class I (illness and jury duty)

- a. Illness (physical or emotional)
- b. Quarantine
- c. Medical, dental or optometric appointments
 - Appointments for non-emergencies should be made during non-school hours
 - Medical notes are due within ten (10) days of absence.
- d. Death in the immediate family (members of the immediate family means the mother, father, grandmother, grandfather, or a child of the student or of the spouse of the student, and the brother or sister of the student or any relative living in the immediate household of the student) (E.C. 48205 and 45194)
- e. Jury duty

Class II (personal necessity-must be requested and approved **before** the absence.)

- a. Court appearance
- b. Religious observance
- c. Employment interview

- d. Other warranted personal business (which cannot be conducted outside of the hours of a normal school day)
 - o If the student is going to be absent for reasons listed under Class II, the attendance office must be notified prior to the known absence either in writing or by telephone by the parent/legal guardian and the absence must be approved by the office **prior** to its occurrence.
 - o If prior notification and approval is not given for a Class II absence, the student will be subject to the following:
 - 1st offense - warning
 - 2nd offense – truancy

Class III (truancy - Failure to attend without a valid authorized reason)

- Parents are required to clear absences within 72 hours of their student returning to school.
- **After 72 hours the absence will be considered a truant. (Ed Code 48900)**
- **Medical notes are due within ten (10) days of absence.**
 - o For truancy/suspension, teachers **may** allow make-up assignments
 - o Seven (7) truanancies (cuts) may result in a drop/fail for the semester

TARDIES: Tardiness is unacceptable. Teachers will mark all students not in class by the late bell as tardy.

- a. Students who arrive to class late (after the tardy bell has rung) may be given a detention by the classroom teacher. Teachers will maintain a sign in sheet for tardy students.
- b. Detentions are for 30 minutes and may be served only the day of receiving the detention or the following morning. Students failing to serve their detention will be assigned a step.
- c. For each class per semester, once a student has served a maximum of three detentions for tardies, all subsequent tardies in that class will result in a step.
- d. Student's assigned step six may be dropped from the class with a failed grade and assigned to ISR for that period for the remainder of the semester.
 - Students that are habitually tardy to a class (more than 3) instances per semester may also be issued a classroom step for disruption for each subsequent tardy.
 - Parents are allowed to clear up to three (3) tardies for emergencies or other unforeseen delays, per semester by submitting a **written note** to the attendance office **at the time of the tardy**.
 - This note must be turned in to the attendance office **before the student attends class**.

HABITUAL TRUANT

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

EC Section 48263.6: Any pupil subject to compulsory full-time education or to compulsory continuation education who is absent from school without a valid excuse for ten percent or more of the school days in one school year, from the date of enrollment to the current date, is deemed a chronic truant,

- Any minor who is required to be reported as a truant may be required to attend makeup classes conducted on one day of a weekend
- The second time a truancy report is required within the same school year, the pupil may be assigned by the school to an after school or weekend study program
- The penalties for truancy for students defined in *EC* Section 48264.5 become progressively severe from the first the time a truancy report is required through the fourth time a truancy report is required.

CALENDAR AND BELL SCHEDULES

Wasco High School publishes a calendar every year that shows when school starts, when school is closed for holidays and vacations, and when each grading period begins and ends. This information can be valuable to parents and students. Important dates should be written on your calendar at home. A copy of the calendar is provided in the student/parent registration and information packet. The Packet is available from the Wasco High School Main Office, 1900 7th Street.

Bell schedules do not change much from year to year, but it is good to keep a copy at home so that you can see when classes and lunch are on a particular day. Both the calendar and the bell schedules are available on the high school website: www.wasco.k12.ca.us.

B. COUNSELOR/TEACHER SERVICES

The Counseling Department of Wasco Union High School believes that adolescents desire and need assistance in reaching their highest personal and scholastic potential. It is the responsibility of the educational counselor to provide that assistance to the best of his/her ability. Encouraging the desire of students to reach their potential is the goal of the Counseling Department. The Department seeks to provide services that will lead to the optimum intellectual, physical and social development for all students.

Every staff member at WUHS is prepared to give you assistance with your problems. Your counselors are especially trained to give you help with academic or personal problems.

COUSELOR APPOINTMENTS

Counselors are available to help you during lunch, immediately after school and by appointment. Do not expect to see a counselor during class time without an appointment.

SCHEDULING PROCESS

Scheduling for the next school year begins in early spring. Counselors meet first with the juniors, then sophomores, then freshmen to discuss their courses. During a visit to the junior high feeder schools, the counselors pass out course lists to 8th graders, on which the students mark their choices for classes. The counselors try to honor student requests as much as possible, but students are not guaranteed their first choices.

Parents are asked to participate in planning with your child and the counselors. Students benefit from their parents attending the spring counseling sessions that are held in the evening. The counselors have valuable information for parents as well as questions that parents and students need to answer together. By attending spring counseling sessions with your child, you will send the message that you care about their education and the courses they choose.

EDUCATIONAL OPTIONS

- **Vocational Education**

Wasco High School is a member of a 3-school vocational program (along with McFarland and Delano high schools) called the North Kern Vocational Training Center (NKVTC). The NKVTC office is located just west of Wasco's district office on 7th Street. Students who are in their junior or senior year of high school, who have met enough graduation requirements to have electives in their schedule, can participate in a range of courses that meet on the Wasco High or Delano High campuses. After completing a year of their chosen program, students receive a certificate that they can show to potential employers. Some examples of NKVTC courses are auto body repair, welding, construction, cosmetology, medical receptionist, and many others.

EDUCATIONAL OPTIONS/CONTINUING EDUCATION

There are five options for continuing education after high school into which most students fit:

- **Four-year colleges**—A bachelor's degree can help insure a student for a secure and rewarding career. However, this path is a challenging one, requiring more than just the minimum classes in high school. This means that your child needs to do well in their classes and should participate in some extra-curricular activities. Believe it or not, YOU, the parent, play a crucial role on your student's. Your encouragement to "GO FOR IT" is so important. Believe that your child can reach whatever goals they set for life and help them to get there in whatever ways you can. It's worth it!
- **Community Colleges**—An affordable alternative to a four-year college that presents many wonderful career opportunities is community, or junior, college. Bakersfield College is the nearest to Wasco, but there are many within a short driving distance. Students can earn a two-year degree or certification in many different career fields. Many students who begin at a community college transfer their credits and finish a four-year degree at a college or university.
- **Career and Trade Schools**—You may see many television advertisements for this kind of school. Career and trade schools provide specific, focused training on a certain skill. These programs are generally shorter and can result in immediate employment.
- **The Military**—The United States Armed Forces (Army, Navy, Air Force, Marines, and Coast Guard) are always looking for qualified recruits. They provide a good salary, benefits, and free job training. While the military is not for everyone, it can offer some excellent skills that can transfer into civilian careers, as well as money for college.
- **High school career and technology programs**—these are career training courses that high school juniors and seniors may take through North Kern Vocational Training Center. There is more information

on this program in a later section, but be aware that students who have to retake failed classes may not have room in their schedules for these elective classes. Completing one of these courses can be a direct link into a career.

COLLEGE INFORMATION

Students who begin high school with the goal of attending a college or university are already off to a great start. There are many steps involved in getting to college; this is a brief guide to get your child headed in the right direction

Preparing for College—As soon as they start high school, students should start thinking about how they want to be seen by colleges. Does he or she want to be seen as a person who just did as little as possible to get a diploma? Or did he or she try challenging classes as well as participate in extracurricular activities? Things like AP classes and participation on sports teams or in student government look great on a college application and can improve a student's chances of being accepted into a good school.

- **Applying to College**—Most students begin applying to colleges and universities in the fall of their senior year. The application is very important because that is all that a school sees of your child. Every school has a different application process, and it's important for your child to know what is required by the school he or she wants to attend. Some schools require an essay or a certain score on tests. It is OK to apply to more than one college, and it is OK if your child is not accepted into all of the school to which he or she applies. Many schools have an application fee, but many families in Wasco qualify for a fee waiver. If you need more information on fee waivers, contact your child's counselor. Be sure to remind your child to get an early start on the application process so that no deadlines are missed.

Paying for College—Many parents and students are intimidated by the cost of college. Our state and federal government have tried very hard to make it so that no one should be kept out of college just because of money. No matter who you are or how much money your family makes, there are ways to get money for college. Please do not let this be the only reason you do not encourage your child to pursue a college education. Every student will be given the opportunity to fill out the Free Application for Federal Aid (**FAFSA**) between Jan 1st and March 2nd of his/her senior year. This will help identify the many grants, scholarships and loans your student may qualify for. Please contact your child's counselor for more information

CHANGE/DROP POLICY FOR ACADEMIC COURSES

All course changes must be approved by a **School Counselor**.

- Once a student is enrolled in a course, he/she is enrolled for the duration of the course.
- Requests for changes may be submitted the first week of each semester.
- Students are not guaranteed that an alternative course selected will be open.

COURSE LEVEL CHANGE

- Students failing a course of multiple levels may be recommended for a level change by the classroom teacher.
- Only the classroom teacher may request a level change to a parallel course after the 5-day course change period.
- The progress grade from the original class will be transferred to the new class. The semester grade will be the cumulative grade at the end of the period.
- Any course change after 6 weeks will result in ISR assignment for the remainder of the semester with a failing grade.
- Students dropped from two or more courses will face probable recommendation for expulsion.

EARLY RELEASE

- Student identified as early release, have not been assigned a 6th period. Early release students are required to leave campus at the end of their assigned class day.
- Should an early release student need to return/be on campus during sixth period, the student is required to sign in as a visitor in the main office and to wear a visitor pass for accountability purposes.

TEACHER APPOINTMENTS/MEETINGS

Wasco High School's teachers are ALWAYS happy to hear from parents. They are interested in your questions and concerns as they relate to your child's education.

- All teachers can be reached by phone (758-7400) **during non-class times**, which are from 7:40-7:55 AM and after 3:10 when school is out. You can also leave a message for any teacher at the main office.
- Teachers also have email, which is checked everyday. To figure out a teacher's email, simply take the first two letters of their first name and their complete last name and add "@wasco.k12.ca.us". For example, Mr. John Smith's email would be: josmith@wasco.k12.ca.us.

- If you would like to schedule a meeting with a parent or counselor, please do not hesitate to call or visit the main office. Our friendly office staff are more than happy to assist you—in English or Spanish.

TRANSFER STUDENTS

Students will receive a grade of NC for enrollment of less than **12 weeks** attendance. This is subject to Counselor discretion **with teacher input**.

Seniors wishing to change a course at the semester may request a change if the following conditions are met:

- The course is not a graduation requirement;
- The student agrees to contact their prospective colleges to verify that the change will not affect their admission status;
- The scheduling change will not overcrowd any course.

C. GRADE/CREDIT ADVANCEMENT PROCEDURES

ACADEMIC PROGRESS REPORTS(report cards/progress reports).

- Progress reports, quarter grades and semester grades are mailed to the address of each registered student eight times over the school year. If, you have not received a progress report in the mail by the sixth week of school. Please contact Wasco High School at 758-7400 about the problem.

ACADEMIC PLACEMENT CLASSES

- AP courses offered are as difficult and challenging as a college course. AP courses are offered to everyone; however, students and parents must be aware that these courses require dedication and hard work. Students will not be allowed to transfer out of an AP course simply because it is “too hard”.
- AP courses are worth an extra point towards a student’s grade point average (GPA). For example, if a student earns a “B” in an AP U.S. History class, that is worth the same as an “A” in a regular U.S. History class. At the end of the school year, students in these courses are required to take the appropriate AP. A high score on one of these exams will often earn your child college credits that count toward a degree.

HOMEWORK REQUESTS

- **Parents may contact the attendance office at 758-7400, ext 45059/60 to request make-up work if the student will miss less than five(5) days of school due to illness.**
- **Students who will miss between 5 and 20 days of school, due to illness or other circumstances, should request SHORT TIME INDEPENDENT STUDY.**

GRADE CHANGES

- Grades changes will only be made to correct an error must be approved by the Principal.

GRADING FOR STUDENT AIDES

The grades for student aide classes are pass/fail, are not used in the calculation of GPA and are not considered an academic classes. A student may have only one student aide class assignment per grading period.

- must be a senior
- must have current 2.0 GPA
- must be enrolled in 5 periods
- must have 90% attendance.
- must participate in community service program to earn service documentation

ADVANCEMENT CREDIT FOR CLASS STANDING

Students will not advance to the next grade if they have not earned the minimum credits for that grade.

- For instance, if a freshman does not earn at least 40 credits by the end of the summer before their second year of high school, he/she can expect to repeat the 9th grade.
- Students need to average a minimum of 55 credits per year to achieve the 220 credits required to graduate.
- Twenty (20) of the forty (40) credits must be from core subject classes.

MAKE-UP/MISSING WORK FROM CLASS I OR II ABSENCES

- Students shall be required to complete all assignments and tests missed during the Class I or II absences and upon satisfactory completion shall be given full credit.
- The period of time allowed for completion of assignments will be determined by the number of days absent. For each day absent from class, the student will receive an equal number of days in which to complete the assignments.
- It is the responsibility of the student to meet with the teacher immediately upon return to class and arrange to make up work during non-scheduled class time.

MAKE-UP WORK AFTER END OF GRADING PERIOD

- Without prior coordination, students shall not be allowed to complete or turn in work after the final day of the grading period.
- Students enrolled in short term independent study will be allowed to turn in work assigned in accordance with their independent study contract and receive a grade change.

MID-TERM/FINAL EXAMINATIONS/ACES

All courses at Wasco High include a variety of assessments, including ACES (Assessment of Core Essential Standards), Mid-Terms (vary by course), and Final Examinations (accounting for 20% of each semester grade). Passing ACES (at 70%) may provide students access to leave campus at lunch. For more information or questions, please contact the Testing Coordinator or the Assistant Principal of Curriculum and Instruction.

INCOMPLETE GRADES

- A student may receive a grade of “incomplete” if he/she has missed a course’s final exam/midterm due to a Class I absence, Class II absence, or was on a Short Term Independent Study contract.
- A grade of "incomplete" is counted toward the minimum course requirement but is worth zero (0) points until the work is completed.
- Students who receive a grade of “incomplete” will be assigned a permanent grade within two weeks of returning to classes or according to the terms of their short term independent study contract.

TRANSCRIPTS

Your child’s transcript is the official record of what he/she has completed during high school. You may obtain a unofficial copy of your child’s transcript by contacting the main office at 758-. The office staff or your child’s counselor can help you read the transcript if you need assistance.

You should ask for a copy of your child’s transcript at the end of every school year so that you can see his/her progress toward graduation. The transcript can tell you:

- How many credits have been earned, and in which academic areas
 - How many credits are still needed for graduation
 - All high school grades, including any summer school or after school program grades
 - Grade point average
 - Class rank (your child’s “place” in his/her class)
 - Whether or not your child has passed the California High School Exit Exam
- **CALIFORNIA SCHOLARSHIP FEDERATION AND GOLDEN STATE SEAL MERIT DIPLOMA**

There are two other academic programs that can make your child’s transcript even more impressive to colleges and universities.

- First is a state-wide campus club called the California Scholarship Federation (CSF). Students must meet certain GPA requirements every semester to be eligible for CSF. If a student is a member for four or more semesters in the last three years of high school, they are considered a Life CSF member and have the privilege of wearing a gold cord at graduation and receiving the CSF seal on their diploma and transcript.
- A second program is the Golden State Seal program. When students participate in all-school CST’s every spring, their scores may qualify them for a golden seal on their high school diploma and official transcript. Scores from six different CST’s are considered for this honor. For more information, please visit the website at <http://www.cde.ca.gov/ta/tg/sr/meritdiploma.asp> .

D. EXTENDED STUDENT/PARENT SCHOOL SERVICES

Information regarding days and times for school tutoring, CAHSEE test preparation, and hours for the library and computer lab are posted on the WASCO HIGH SCHOOL website at www.wasco.k12.ca.us or you may contact one of the school’s counselors at 758-7400.

ABI PROGRAM

With a username and password, parents can view their child’s grades and progress on classwork, as well as their attendance, at any time. There is a computer available in the front of the main office for parent use only, or you may use your home computer. The Main Office Staff will be happy to help you complete the paperwork.

COMPUTER LABS

Students are allowed to use the Library computer lab before school, during lunch, and after school, but they must have a student ID. The lab is to be used for school related purposes only.

- Wasco High School requires all students to have a student ID and an internet password to access the internet at school.
- An internet permission slip is provided in the Student/Parent Registration Packet. It must be signed and on file for your child to have internet access.
- Students and parents are strongly encouraged to create a free, public email account (like Hotmail or Yahoo). This is to facilitate communication with teachers as well as students' use of the CollegeEd and MyRoad programs that are accessed at different times during the year.

LIBRARY

The library is open before and after school to provide additional access to library media and technology. Wasco High School's Library is open for students nearly everyday before school, during lunch, and after school. There are, however, certain guidelines for checking out books:

- Students **MUST** have an ID card to check out a book.
- Check-outs may be renewed up to three times.
- Fines of 15 cents per day will begin to add up for every day that a book is late. These are **REAL FINES** that must be paid by students before they leave Wasco High School.
- All students are made aware of these guidelines before they are asked to check out a book.

Wasco High's Library Specialist is Richard Winters, and he can be reached at 758-7400 or by email at riwinters@wasco.k12.ca.us.

LOCKERS

- All students except Seniors are assigned a textbook locker. The locker number and combination are found on the student schedule. Lockers are for the convenience of the students. The lockers and the combinations are not to be shared. Students are responsible for the contents of the locker and its condition. Any problems concerning the locker are to be reported immediately to the Main Office.

PUBLICITY OPT-OUT

Under Department of Education regulations, the school may release for publication certain information concerning you and/or your child(ren) without first obtaining your consent, **UNLESS** you inform us otherwise. The information, which may be released for publication includes only the student's name, class participation in officially recognized activities and sports, degrees, honors, awards, videos, photographs, and post-high school plans. Publicity opt-out forms are available in the Wasco High School Main Office.

TEXTBOOKS

- Students will be required to check out textbooks for nearly all of their classes. They must have a school ID card to do so to ensure that students don't check out books in someone else's name. Most textbooks cost around \$65 to replace, and if your child loses or misplaces a textbook, he/she/parents will be charged for the cost of the book.
- Students will be charged for any textbook not returned by July 1 of the school year in which they were issued. The school cannot afford to give credit for books returned after this date since their replacements have to be ordered in July to be in place for the next school year.
- Please remind your student that it is his or her responsibility to insure all books are returned to the library undamaged. Damaged books may not be accepted.
- Any student that owes for missing textbooks can be denied participation in extracurricular activities. All books and fees must be cleared prior to a student signing out of this high school.
- High School Diplomas will be held until all fees/fines have been paid.

TUTORING/AFTER SCHOOL CLASSES

Available after school tutoring classes are scheduled for one hour at the end of the school day (times and days are posted in the main office). For an up-to date schedule of days, subjects, times, and teachers, visit the school website or call the main office.

After school tutoring usually begins in September and runs through May. Tutoring may be offered in the subject areas of English, social science, math, English language development, science and special education. Students may be referred to After School Tutoring by a teacher, counselor or administration or students may drop in, on an as-needed basis. Contracted tutoring may be available through parent/administrative conferences for students in need of extra support for failing grades. Suspended students may not attend after school tutoring.

- **CREDIT RECOVERY PROGRAM/E2020 CLASSES**

- Seniors deficient in credits may have the opportunity to recover credits (from failed courses) by enrolling in an online, credit recovery program. Education2020 (e2020) is an online credit recovery program used by the District for students to enroll in necessary courses to recover credits and meet graduation requirements. The e2020 courses may be offered before, during, or after school. Space is limited and generally reserved for Seniors needing credits to graduate during the current school year.

EXTENDED DAY CLASSES

If available the Extended Day Class listing will be located in the main office. Suspended students may not attend extended day classes.

PASS PROGRAM

Migrant students may also participate in an after school program called PASS. This is a program designed to help students catch up on credits. Students work independently on workbooks and then take tests on the computer. For more information on PASS, contact our Migrant Coordinator, Irma Prado, at 758-7400, or email her at irprado@wasco.k12.ca.us

SHORT TERM INDEPENDENT STUDY PROGRAM

Students enrolled in Short Term Independent Study must request and be approved for a maximum of 20 days. Short Term Independent Study entails a commitment by both the parent and the student and requires both to sign a Short Term Independent Study Contract before beginning Independent Study. Complete SHORT TERM information is available from the Front Office.

SATURDAY SCHOOL ASSIST

To assist students that have fallen behind in their class assignments, students may bring extra credit assignments and/or teacher assigned make-up work to be completed during the four hours (8-12) of Saturday School.

STANDARDIZED MANDATED TESTING/TEST PREP CLASSES

State and federal law requires students in grades 2-11 to participate in mandated standardized tests each year.

California High School Exit Exam (CAHSEE)

The State of California requires that students must pass both the English Language Arts and Mathematics sections of the exam to earn a high school diploma must pass.

- The CAHSEE is given to all sophomores in March, and students who do not pass it the first time are given multiple other opportunities to take it again.
- Juniors and seniors who have not passed may take the CAHSEE in November and February.
- Seniors who have not passed and sophomores who missed the March exam may take it in May. Unfortunately, seniors taking the May exam will not be allowed to participate in the graduation ceremony because results will not be available before then.
- Parents often wonder what happens if a student still does not pass the exam by the end of their senior year. There are still opportunities to pass the exam, but students must be enrolled in school to participate. Counselors will explain options available to your child to get additional help to pass the test and earn their diploma.
- If a student meets every other graduation requirement except for the CAHSEE, he/she will be awarded a Certificate of Completion rather than a high school diploma.
- Test preparation classes for **CALIFORNIA HIGH SCHOOL EXIT EXAM (CAHSEE)** are offered throughout the school year.
 - Junior and Senior students who have not passed the CAHSEE are strongly encouraged to attend.
- For more information, contact Katie Moreno, Testing Coordinator, at 758-7400 or visit the CAHSEE website <http://www.cde.ca.gov/ta/tg/hs/> .

Standardized Testing and Reporting (STAR)/California Standards Tests (CST)

The STAR/CST process is required of all public schools in California. This is how the state determines whether or not our students are learning what they are supposed to be learning. This testing takes place in April and is spread out over several days.

- Attendance on test days is imperative.
- For more information, visit <http://www.startest.org/index.html> .
- Students participate in all-school CST's every spring may qualify them for a golden seal on their high school diploma and official transcript. Scores from six different CST's are considered for this honor. For more information, please visit the website at <http://www.cde.ca.gov/ta/tg/sr/meritdiploma.asp>.

Preliminary Standardized Achievement Test (PSAT)

The PSAT is given to all 9th-11th graders every October. Wasco High School has decided to include all of these students in this test to give them valuable experience and practice for the actual SAT test, which is required for admission to many colleges and universities. The test measures math, reading, and writing skills. Additionally, Wasco High School participates in a program called MyRoad, provided by the College Board, which gives students detailed feedback on their test results. Students are given study tips and are able to visit a website that can help them think about career and college goals. For more information, contact Katie Moreno, Testing Coordinator, at 758-7400 or visit the College Board website: <http://collegeboard.com/parents/tests/>.

WORK PERMITS

Students under the age of 18 cannot be legally employed without a work permit. (see ed.code 49141) In order to be eligible for a permit:

- the applicant must be 14-17 years old.
- have employment
- have consent of the parents and principal.

Permits must be renewed at the beginning of each quarter and before summer vacation.

Students requesting a work permit:

- must have a GPA of 2.0 or higher
 - may get a one-time probationary permit
- 90% attendance.
- Other issues with attendance, grades, discipline, and school fees may affect the issuance of a work permit.
- The Principal may waive all requirements for a first time applicant with a review at the end of the quarter.
- Valid Work Permits will be required before work experience course assignment approval.

E. ACCOUNTABILITY/SAFETY/HEALTH

STUDENT IDENTIFICATION

All students are required to carry the school provided I.D. cards during school hours.

- The ID Cards are to be used for:
 - textbook/library book check out
 - use to leave campus as assigned
 - school sponsored events and activities.
 - lunch line identification
 - Students that fail to carry ID Card for lunch line use will receive “defiance K” after second failure to carry/use ID Card
 - Scholastic ID Cards have earned “tiger paws”.
- **There is a \$2.00 charge for replacement I.D. cards.**
 - **Students must first pay for the card at the Finance/Accounting office.**
 - **This receipt is to be taken to the front office.**
 - **ID cards will not be replaced during class time.**
 - **Scholastic ID Cards will be replaced by a Basic ID Card and all “tiger paws” lost for the semester**

EMERGENCY STUDENT INFORMATION

- **Each student/parent registration information packet contains a student information sheet. Emergency contacts and phone numbers are to be written on this sheet. It is imperative that parents provide working numbers where parents or contacts can be reached during emergencies**

EMERGENCIES AND CAMPUS LOCK-DOWNS/EVACUATION DRILLS

The safety of your child is a top concern at Wasco High School. In the event of a school emergency or lock-down, please know that we have state approved safety plans in place that are designed to keep students and staff safe. The administration has carefully planned both lock-down and evacuation procedures, as well as plans for a fire or natural disaster. These are practiced annually. We ask that, in the event of an emergency or lock-down, all parents stay calm and patient as the situation is dealt with by school administration and our city/county authorities.

- While communicating with your child may be of utmost priority to you, **please understand that we cannot get students out of class during an emergency or lock-down.**
- We will try to keep parents and the public informed as to the status of any situation that may arise..

OPEN CAMPUS

Students have the flexibility to leave campus under the following restrictions:

- Students allowed to leave campus at lunch must present their WUHS ID with the appropriate sticker to gate supervision.
- Students may not leave campus during the morning nutrition break.
- Seniors using their vehicles as their locker **must park in the student parking lot** to be allowed to go to vehicle during break to get books. (No going to vehicles parked on the street.)
- Students must have an attendance office approved off-campus pass before leaving the campus for medical appointments, illness, or any other reason to miss a class during the scheduled school day.
- Students that leave campus without notification from the attendance office and an off-campus pass will be considered truant.
- School education codes, codes of conduct and discipline continue to apply to all students off campus during the regularly scheduled school day. (Ed. Code 48900p)
- For purposes of insurance and liability any student leaving the campus does so at their own risk.(Ed. Code 44808.5).

PARENTS IN CLASSROOMS

- **Parents are welcome to visit/observe any of their students classrooms.**
- **Requests are to be made in the High School Main Office.**

VISITORS

- All visitors must sign in at the main office, identify their reason to be on campus and obtain a visitors pass
- Visitor s must wear the VISITOR PASS in an easily see location for safety purposes.
- Student visitors must be pre-approved to be on campus by Administration.

CAFETERIA/FREE AND REDUCED LUNCH

- The Cafeteria participates in the School Nutrition Breakfast and Lunch Program. The High School Cafeteria offers fresh fruit, milk and a variety of nutritional snack items during nutrition morning break. A wide variety of lunch items includes a salad and fruit bar.
- The school issued student ID Card is required to receive a nutrition break or lunch meal.
- To qualify or participate in the free or reduced lunch program, applications are available from the Food Service Office or the High School Front Office.

CLEAN CAMPUS: BREAKS AND LUNCH AND CLASSROOMS

All students are expected to help maintain a clean and orderly campus. In an effort to assure this:

PLEASE PUT LITTER IN IT'S PLACE

- All food/drink from the breakfast break and lunch break will remain on the Cafeteria Quad or in the Cafeteria.
- All food items brought back to campus from off campus locations must be taken immediately to the quad or to the picnic tables on the west side of campus.
- Drinks purchased off campus may be on campus only during the lunch period.
- Students may drink from twist top bottles of water during passing breaks.
- Only bottled water may be brought into the classrooms.
- **Club/Classroom Meetings involving food requires prior approval and completion of meeting procedures and wristbands.**

Administration reserves the right to change and restrict this access if the need arises to assure a clean campus.

DRIVING AND PARKING ON CAMPUS

Safe and courteous driving on and around campus is expected.

- Students shall not park in staff parking lot off of Poplar Street, visitor parking east of main office or unmarked blacktop area behind the District Office and Ag Buildings.
- Students are not to “cruise” or drive through the Bus Loading Zone during school hours.
- Do not stop or park your vehicles in the red zones identified as no parking and painted in red. (Tickets may be written for parking in a fire lane)
- Do not park in handicapped parking spaces unless your vehicle has a clearly identifiable handicap license or placard in the window.
- Private vehicles are not allowed on campus without prior permission from administration.
- Vehicles are not to drive over the curbs on campus.
- Students driving/parking on campus must be legally licensed to drive.
- Seniors may use vehicles as lockers only when parked in the student parking lot. (All other students are assigned lockers.)

HEALTH EXAMINATIONS

IMMUNIZATIONS

- All 7th through 12th grade students must provide proof of Tdap Immunization to attend school.
- All students must present documentation of full immunization.

SELF-ADMINISTRATION of PRESCRIPTION MEDICATION

- Before a student is allowed to carry and self-administer prescription medication, the district shall have an annually provided written statement from the parent and physician in accordance with law, Board Policy and administrative regulation.

SPORTS MEDICAL EXAMINATION

- Students who participate as cheerleaders, song leaders, or athletes in organized sports shall undergo and file a current medical examination.
- Students cannot practice or play without the Athletic Department having your physical/parent emergency card on hand.
- Student and **parent must sign the CIF Code of Ethics Agreement** before being able to participate in high school sports. You may pick up the form during registration. The form must be signed and returned to the ASB/Athletic Office by the second day of school. You may not play in any games without this agreement signed and returned.
- Students may be required to have another examination before further participation after an injury or illness.

INSURANCE

FOOTBALL INSURANCE COVERAGE

- Wasco High School regular student insurance **does not** cover tackle football. **Students must do the following to be allowed to practice/play football.**
- If you have private insurance coverage, you must turn in an insurance form that states football coverage, along with a policy number and company name.
- Wasco High will purchase insurance for those athletes that fall under the free/reduced lunch program. There will be an application for that on registration day. Proof of the lunch program will be checked.
- If your policy does not cover tackle football, you may purchase a policy through Wasco High/Blue Cross for **\$60.00**.
- You may purchase the Wasco/Blue Cross policy in addition to your own insurance coverage in order to have double coverage. This has proven to be the best choice, as the policy would help cover the costs that your insurance does not cover.

PRESCRIBED MEDICATIONS

Students who need to take prescribed medications during the school day may be assisted by designated school personnel or allowed to self-administer certain medications as long as the district receives written statements from the student's physician and parent/guardian.

- Before any student is allowed to carry and self-administer prescription auto-injectable epinephrine or prescription inhaled asthma medication during school hours, the district shall have a written statement from the student's physician and the student's parent/guardian.
- physicians medical statements and parent/guardian medical statements must be renewed annually
- Students may carry upon completion of signed physicians and parent statements, only properly labeled, original medical containers.

TOBACCO FREE CAMPUS

Wasco High School is a smoke/tobacco free zone, 24 hours a day and 365 days of the year.

- Smoking of any kind is not permitted at any time on campus.
- Tobacco products of any kind are not permitted on campus. (See Discipline)

F. GRADUATION REQUIREMENTS

CREDIT COMPLETION

- Students must complete a minimum of two hundred and twenty (220) credits, have passed the **STATE OF CALIFORNIA HIGH SCHOOL EXIT EXAM (CAHSEE)** and an **approved Algebra course** to receive a Wasco High School Diploma.
- The student must receive instruction in all areas specified in the Education Code and Title V. This includes instruction at the appropriate grade level and subject areas in personal and public safety and accident prevention, including first aide; fire prevention; protection and conservation of resources,

including the necessity for protection of the environment; and health, including the effects of alcohol, narcotics, drugs and tobacco upon the human body.

- The student must pay all bills or debts to the school district. Grades, Diploma, and Transcripts may be withheld pursuant to Ed Code 48904.3
- The student must complete the following number of credits and course selections.

| | | | |
|-----------------|------------|----------------------------|---|
| • English | 40 credits | • American Gov/Economics | 10 credits |
| • Mathematics | 30 credits | • Fine Arts | 10 credits |
| • Science | 20 credits | • Physical Education | 20 credits |
| • U.S. History | 10 credits | • Freshman Requirements | 10 credits (includes Health & Computers) |
| • World History | 10 credits | • Career Cluster/Electives | 60 credits |

VALEDICTORIAN/SALUTATORIAN

- To be eligible for valedictorian or salutatorian, student must complete a minimum of one hundred (100) credits on the Wasco High School campus

GRADUATION CEREMONY

To participate in graduation ceremonies, a senior must also complete the following:

- A. Maintained 90% attendance of the days enrolled in the Wasco Union High School District during the senior year. Exceptions to this requirement:
1. Illness verified with a doctor's note.
 - a. If the illness is of a long-term nature, a doctor's excuse must be renewed each quarter, or upon request.
 - b. For long term illnesses, a parent/doctor note must still clear each absence.
 - c. All doctor notes shall be submitted to the attendance office within ten school days of visiting the doctor.
 2. Quarantine directed by a county or city health officer.
 3. Subpoena/Jury Duty--would be on a daily basis.
 4. Attending funeral service of a member of the pupil's immediate family (see Class I absence).
 - a. Three (3) days if within 250 miles one way.
 - b. Five (5) days if travel of more than 250 miles one way is required.
 5. School activity absences, limited to ten (10) day/periods per class, per semester, excluding athletics.
 - a. County/State or National competition shall not count in the total.
 - b. The following shall not count in the total: one (1) day each for Rose Queen participants, 4-H fair showing, military, religious, college visitation, and any previously approved school activity.
 - c. A student must miss more than 29 minutes of the class period to be considered an absence.

ATTENDANCE FORMAT FOR SENIOR 90%

- With a 6 period school day and a 180 day school year the percentage would be:
180 days x 6 periods = 1080 periods
10% absence = 108 periods per year
- With a 5 period school day and a 180 day school year the percentage would be:
180 days x 5 periods = 900 periods
10% absence = 90 periods per year
 - Periods 0-6 will count for attendance, period 7 does not count for attendance
 - Seniors that are not assigned Saturday School may use the four hours to make-up class hours for 90%, but must bring 4 hours of class work and may not participate in Saturday campus clean up. E.C. 37223

Students that meet all graduation requirements to receive a diploma, but fail to meet graduation ceremony requirements shall receive their high school diploma from the high school principal on the day following graduation ceremonies. Pupils in grade 12 shall be enrolled in at least five courses each semester, which may include ROP, work experience. E.C. 46145

- B. No more than one out-of-school suspension (**any length of time for E.C. 48900**) during the senior year for any item enumerated in the Code Violations and Consequences of Inappropriate Behavior sections A – V.
- C. No time on expulsion during the senior year.
- D. Transfer policy to or from an alternative program (a program which also grants a diploma).

1. A student who is enrolled for a complete year (180 days) or more at an alternative program, a portion of which is during the senior year, shall graduate from that program.
 2. A senior who transfers into alternative education at the beginning of their senior year will have the option to return to the main campus at the semester break, if all requirements for transfer are met.
- E. Earned 50 units in the senior year. (If mid-term graduate, earned 25 units during fall semester). Education Code 46145 (minimum of five courses for senior year)
- F. Maintained enrollment in all (five or more) classes in each semester attended during the senior year. (No unscheduled time while on campus).
- G. Final decisions may be appealed to the Superintendent.

II. CODE OF CONDUCT & DISCIPLINE

A. CODE OF CONDUCT AND DISCIPLINE

This copy of the CODE OF CONDUCT & DISCIPLINE is given to all students and parents. Students, parents, and staff must understand that school regulations governing conduct and discipline are based on written rules.

The Code of Conduct clearly spells out unacceptable behaviors of students.

The Board of Trustees of the Wasco Union High School District believes that the conduct of students attending the high school must represent high standards of positive behavior and good citizenship. It is these qualities that establish a climate conducive for the furtherance of the educational opportunities for youth and the promotion of learning.

The Board of Trustees insist that student's treat all persons at school with dignity and respect, respect school property, refrain from illegal acts, follow attendance policies, and practice positive classroom behavior.

ZERO TOLERANCE STATEMENT

Wasco Union High School District's "zero tolerance" policy calls for severe and appropriate discipline for those students who committed any of the following acts during school time or activities. The consequences of specific offences are outlined in the Wasco High School and Independence High School Discipline Codes and Consequences of Inappropriate Behavior.

- Causing serious physical injury to another person, except in self-defense
- Possessing fire arms, knives, explosives, or other dangerous objects of no reasonable use to the student
- Theft, Robbery or Extortion
- Unlawfully possessing a controlled substance (drugs or alcohol)
- Selling or distributing any controlled substance (drugs or alcohol)
- Being under the influence of controlled substance (drugs or alcohol)
- Possessing any drug paraphernalia

LOSS OF PRIVILEGES

- Any student transferring to an alternative education program or voluntarily enrolling in the Independent Study Program in lieu of an alternative education program for violation of campus and school activity code of conduct and discipline will lose all privileges associated with regular attendance at Wasco High. This includes, but is not limited to:
 - Loss of participation in all extra-curricular and athletic activities (sports, dances, proms, competitions).
 - Loss of the ability to attend any and all extra-curricular and athletic activities either as a guest or spectator (games, events, dances, proms, competitions).
 - This loss of privileges goes into effect on the day of the offense leading to a transfer.
- Any student who is academically ineligible shall not be allowed to participate in any performance or activity that causes him/her to miss class time during the regular instructional day.
- In order to participate in an extra/co-curricular activity, a student must be in **full attendance** on the day of activity, unless, **pre-approval** or clearance by the Assistant Principal-Student Affairs Office or Attendance Office.
- In order to participate in an extra/ co-curricular activity on a weekend (Saturday), student must be in full attendance on the previously scheduled school day, unless pre-approval or clearance by the Attendance Office/Assistant Principal-Student Affairs Office.
- In order to participate in any school sponsored activity, student must not owe fees or fines or must be current with their signed payment plan through ASB Accounting Clerk office.
- Lost Scholastic ID Cards will be replaced with Basic ID Cards and all scholastic "tiger paws" revoked until next semester.

DISRUPTIVE AND DANGEROUS ITEMS

Students are not to bring or use the following items on campus:

- Expensive jewelry
- Large sums of money
- Chains
- Mace/pepper-spray
- Lasers
- Lighters
- Toy guns/weapons (clearly not a replica weapon)
- Water guns, water propulsion devices, and water balloons
- Anything that could be used to injure someone or has been modified to injure someone.
- Bouquets of flowers, balloons, stuffed animals, delivery items such as pizza and cakes are not allowed on campus and will not be accepted for delivery to classrooms due to distractions and limited space

- **CELL PHONES**

- Cell phones may be carried on campus, but must remain off and out of sight during class.
- Cell phones may be used only during breakfast break and lunch.
- **Phones are not to be used during passing periods.**
- Inappropriate cell phone picture and/or audio use is prohibited.
- Cell phone restrictions are enforced between the first and last bells of the day.
- Athletes and early release are not exempted from this restriction.

- **Cyber bullying/Bullying**

- Bullying or peer abuse in any form will not be tolerated: physical, emotional, or verbal. Bullying behavior includes but is not limited to:
 - name calling
 - verbal or written abuse
 - acts leading to social exclusion/isolation
 - physical abuse
 - coercion
 - gossip/rumor spreading
 - staring
 - mocking
- Students should report bullying behaviors immediately to an adult. This information will be given to school administration who will perform an investigation and notify the parents of both victim and perpetrator. The findings of the investigation will be used to decide the best course of action which may include but is not limited to parent conference, mediation, disciplinary action (including suspension and possible expulsion), and/or notification of local law enforcement.) Perpetrators may also be subject to the discrimination and harassment policy depending upon the findings of the investigation.
- Information regarding bullying or cyber bullying that is occurring to students off of school-grounds will be reported to local law enforcement.

Schools are authorized to suspend or expel student/s who bully via the internet, text messaging, or other electronic means "to intimidate, harass or bully another person at school" (E.C. 48900 (r)).

- **ELECTRONIC MUSIC DEVICES**

- These devices may be used during breakfast break, passing periods and lunch.
- Personal music players will not be used in the classroom unless specifically authorized by the teacher. If these devices are permitted by the teacher, classroom rules must be clearly posted explaining when and how they may be used in the classroom.
- Teachers will not allow these devices to be used or be visible outside the classroom during class time.
- Inappropriate music and disturbing volume levels will not be tolerated.
- These devices may not be used during testing and will be confiscated if observed.

- **Confiscated cell phones and/or electronic music devices will require parent conference and parent/guardian pick-up.**
- **Cell phones, electronic musical devices and other expensive items are not to be taken and/or stored in P.E. locker rooms/lockers**

- **SKATEBOARDS, ROLLERBLADES AND BICYCLES**

- Children are required to wear approved helmets while using skateboards, rollerblades and bicycles as per California Law.
- Students are to use the “U” drive to enter the campus for lock up.
- They may not ride or skate through the campus to lock up.
- Skateboards, rollerblades and bicycles must be secured immediately in an approved location during the school day and **are not allowed in classrooms or gym.**
 - Students are to exit via the nearest parking lot.
 - Failure to wear an approved helmet may result in a confiscation of the skateboard, rollerblade or bicycle. The item will not be returned until a parent conference is held

Misuse of the above devices/items will result in U5 Code violation

Confiscated items not picked up by parents within 72 hours may be discarded. The school and staff are not responsible if these devices are lost, stolen or damaged.

This is only a partial list of disruptive or dangerous objects that are not allowed on the campus and will be confiscated. Confiscated items may require a parent conference and parent pick-up. Items identified as a dangerous object will result in consequence under **B1** of Code Violations.

IN-SCHOOL RETENTION

In-School Retention (ISR) has been developed as an alternative to suspension or detention. Students may be assigned to ISR for either a period or for an entire day. In most cases, students will be assigned to ISR for violations of school or classroom rules.

- By keeping students on campus:
 - they can remain involved in their school assignments
 - the consequence is immediate
 - the district will not create a Class II absence.
- Students who are assigned to ISR:
 - may obtain assignments from their teachers or additional work will be assigned to them.
 - will work quietly in the room.
 - will not be allowed to leave the room except during the restroom break.
 - all day referrals are ineligible to participate in extra-curricular activities for that afternoon and evening.
 - will have a separate lunch break and must be prepared to buy a cafeteria lunch (not snack bar items), bring a lunch from home, or carry ID Card for use/eligibility for a free lunch.
 - that refuse to serve an assignment and/or violate rules of ISR will result in a one (1) day suspension and parent contact and conference will be held.
 - permanently for one course will be placed on a contract. If the student violates the contract an alternative form of education may be considered.
 - **for a second course may face probable recommendation for expulsion.**
 - will lose credit for that class for the semester.
 - and suspended from ISR more than four (4) days may be recommended for expulsion.

MAXIMUM DAYS IN-SCHOOL RETENTION

There is a twenty (20) day limit for full days of ISR per semester. Any students assigned to ISR for violations of the Code of Conduct for twenty (20) full days in a single semester may be recommended for **expulsion.**

SATURDAY SCHOOL TRUANCY PROGRAM

Saturday School is assigned for a student being an all day truant.

- Saturday School is held from 8:00am to 12:00 noon.
- **Students assigned to Saturday School are to bring paper, pencils and class assignments for the four hours.** All students are required to **bring a library or class reading book.**
- Failure to attend, bring four (4) hours of class work, books, tardiness, or any misbehavior, including dress code violations, will be grounds for violation of Ed. Code 48900(K)- and assignment to Mrs. Rissi’s lunch/tutoring class.
- If at anytime during a semester, a student runs out of Saturday School opportunities (the student is scheduled for all remaining Saturday School sessions in the semester) the additional Saturday School Truancy assignment may be considered grounds for a recommendation for **expulsion.**

- Students that have failed to pass their EXIT EXAM TEST and have been assigned to Saturday School will complete EXIT EXAM class work in preparation for next testing date. All students are required to bring 4 hours of class work, books and etc.

SUSPENSION

Suspension is the removal of a student from ongoing instruction for adjustment purposes (E.C. 48925 d). When students are suspended, it is, to protect the physical safety of other or to insure that **classroom instruction is continued without interference**. A suspension must be approved by a site administrator. Parents or guardians will be contacted by phone and are notified by mail stating the specific acts for which the suspension was ordered. The parents will be invited to the school to discuss the matter.

Suspension shall be imposed only when other means of correction fail to bring about proper conduct. It should be understood that a pupil may be suspended for any of the reasons enumerated in Section 48900 (a-e) upon a first offense or whenever the student's presence causes a danger to persons or property or threatens to disrupt the instructional process. If the Superintendent or Principal determines that the pupil's presence causes a danger to persons or property or is a threat to disrupting the instructional process, the student may be suspended for violation of Section (f-q).

The Superintendent or Principal may recommend a pupil's expulsion for any of the acts enumerated in Section 48900. **A student may be suspended or expelled for acts that are enumerated in the section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following: (1) While on school grounds. (2) While going to or coming from school. (3) During the lunch period whether on or off campus. (4) During, going to, or coming from a school sponsored activity.**

During any suspension period, the pupil is to remain away from the campus and all school sponsored activities at all times unless authorized to be there by Superintendent Designee.

MAXIMUM DAYS SUSPENSION

There is a twenty (20) day limit for days of suspension. Any students suspended for violations of the Code of Conduct for a total of twenty (20) days in any school year may be recommended for **expulsion**.

B. CODE VIOLATIONS AND CONSEQUENCES OF INAPPROPRIATE BEHAVIOR

Wasco High School code violations are based on, but not limited to, the 48900 California Education Codes (e.c. 48900). A pupil may not be suspended from school or recommended for expulsion, unless the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to any of subdivisions (a) to (q), inclusive:

- The Administration reserves the right to apply a modified penalty depending upon the facts of the case for any offense outlined in the Consequences of Inappropriate Behavior Section of the Discipline Code. Suspension and/or expulsion of a student will be governed by California Education Code 48900 inclusive.
- All recommendations for expulsion involving Special Education students require a Pre-Expulsion Manifestation Determination IEP meeting prior to the expulsion hearing.
- The administration reserves the right to offer a voluntary transfer to opportunity or continuation school in lieu of expulsion if deemed appropriate.

(A) Caused, attempted to cause, or threatened to cause physical injury to another person. Willfully used force or violence upon the person of another, except in self-defense.

1.) BATTERY / FIGHTING is causing a physical injury to another person or willfully using force or violence upon the person of another (E.C. 48900 a)

1st offense - 3 day suspension

2nd offense - conference held, probable recommendation for expulsion

Note: If serious injury is caused, except in self-defense, the Superintendent or Principal will recommend expulsion (E.C. 48915 a-i) and contact law enforcement agency.

2) VIOLENT GROUP or GANG ACTIVITY is Two or more persons commit assault and battery on one or more persons (E.C. 48900 a)

1st offense - 3 day suspension

2nd offense - conference held, probable recommendation for expulsion

Note: If serious injury is caused, except in self-defense, the Superintendent or Principal will recommend expulsion (E.C. 48915 a-i) and contact law enforcement agency.

3) SCUFFLING/ROUGH PLAY is horse playing roughly (E.C. 48900 k)

1st offense - 1 day ISR

- 2nd offense - 2 days ISR
- 3rd offense – 2 days suspension
- 4th offense-conference held, probable recommendation for expulsion

4) VERBAL OR PHYSICAL THREATS TO STUDENTS: Threats are intentions to inflict injury or damage to people or things. Verbal threats are saying you will hurt someone in any way (E.C.48900 a) (E. C. 48900.4)

- 1st offense- 1 day suspension
- 2nd offense- 2 day suspension
- 3rd offense- 3 day suspension
- 4th offense- conference held, probable recommendation for expulsion

5) VERBAL OR PHYSICAL THREATS TO SCHOOL PERSONNEL: Threats are intentions to inflict injury or damage to people or things. Verbal threats are saying you will hurt someone in any way (E.C. 48900 a) (P.C. Sec. 71).

- 1st offense - 5 day suspension, probable recommendation for expulsion, and contact law enforcement agency (E.C. 48900.4) (P.C. Sec. 71) (48900.5)

Every person who, with intent to cause, attempts to cause, or causes, any officer or employee of any public or private educational institution or any public officer or employee to do, or refrain from doing, any act in the performance of his duties, by means of a threat, directly communicated to such person, to inflict an unlawful injury upon any person or property, and it reasonably appears to the recipient of the threat that such threat could be carried out, is guilty of a public offense punishable as follows:

- (1) Upon a first conviction, such person is punishable by a fine not exceeding ten thousand dollars (\$10,000), or by imprisonment in the state prison, or in a county jail not exceeding one year, or by both such fine and imprisonment.
- (2) If such person has been previously convicted of a violation of this section, such previous conviction shall be charged in the accusatory pleading, and if such previous conviction is found to be true by the jury, upon a jury trial, or by the court, upon a court trial, or is admitted by the defendant, he is punishable by imprisonment in the state prison. As used in this section, "directly communicated" includes, but is not limited to, a communication to the recipient of the threat by telephone, telegraph, or letter.

(B) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.

- 1) FIREARMS, AMMUNITION, EXPLOSIVES, KNIVES, or other DANGEROUS OBJECTS (E.C. 48900 b, (m) 48915 a,c,g)
 - 1st offense -- conference held, 5 day suspension and probable recommendation for expulsion
- 2) POSSESSION of ILLEGAL FIREWORKS
 - 1st offense - conference held, 5 day suspension, probable recommendation for expulsion
- 3) POSSESSION of LEGAL FIREWORKS, RAZOR BLADE, POCKET KNIVES (E.C. 48900 b)
 - 1st offense - 2 days ISR
 - 2nd offense- 1 day suspension
 - 3rd offense- 3 day suspension
 - 4th offense - conference held, 5 day suspension, probable recommendation for expulsion

(C) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.

- 1) ALCOHOL is beer, wine, and all other liquors (E.C. 48900 c, d)
 - 1st offense - conference held, 5 day suspension, probable recommendation for expulsion (E.C. 48900 c)
- 2) POSSESSION of ANY CONTROLLED SUBSTANCES**(E.C. 48900 c, 48915a)
 - 1st offense - conference held, 5 day suspension and probable recommendation for expulsion
- 3) POSSESSION of PRESCRIPTION DRUGS/OTC DRUGS (drugs of any kind are not to be carried on campus, signed medication paperwork must be on file and required medication locked in main office.)
 - 1st offense-conference held, 1 day suspension

(D) Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.

- SELLING or DISTRIBUTING ANY CONTROLLED SUBSTANCES (E.C. 48900 c,d;p, 48915 a,c)
 - 1st offense - conference held, 5 day suspension and recommendation for expulsion

(E) Committed or attempted to commit robbery or extortion, which are the acts of getting something that belongs to someone else by means of threats to injure that person or property or with the use of force (E.C. 48900 e).

1st offense - conference held, 5 day suspension and probable recommendation for expulsion

(F) Caused or attempted to cause damage to school property or private property.

1.) DEFACING or DAMAGING SCHOOL PROPERTY (VANDALISM) is doing damage or writing on any property belonging to others or to the school. School property means anything belonging to the school; such as desks, books, tables, walls, or floors (E.C. 48900 f).

1. MINOR (LESS THAN \$100.00)

- 1st offense - 1 day ISR
- 2nd offense- 1 day suspension
- 3rd offense- 3 day suspension
- 4th offense- conference held, probable recommendation for expulsion

2. MAJOR (OVER \$100.00)

- 1st offense - 3 day suspension
- 2nd offense- conference held, probable recommendation for expulsion

Note: Students and/or parents will be held responsible for full restitution related to damage costs (E.C. 48904).

2.) GANG ACTIVITY NON-VIOLENT (gang related slogans, signs, graffiti) on any district property or student property, group activity and identification through dress or any other means that is determined to be gang related by the school administration.

- 1st offense - 1 day ISR
- 2nd offense – 2 day ISR
- 3rd offense- 3 days suspension
- 4th offense- conference held, probable recommendation for expulsion

(G) Stolen or attempted to steal school property or private property. (E.C. 48900 g)

1. Minor (less than \$100.00)

- 1st offense - 2 days ISR
- 2nd offense - 1 day suspension
- 3rd offense - conference held, 5 day suspension, probable recommendation for expulsion

2. MAJOR (OVER \$100.00)

- 1st offense - 3 day suspension
- 2nd offense - conference held, 5 day suspension, probable recommendation for expulsion

Note: Students and/or parents will be held responsible for full restitution of funds and/or property. (E.C. 48904).

(H) Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her, own prescription products.

Tobacco, cigarettes, cigars, pipes, chewing tobacco, snuff (E.C.48900 h)

- 1st offense- 2 days ISR
- 2nd offense- 2 day suspension
- 3rd offense- Parent conference and involuntary transfer to Alternative Education site(AR 5131.62)

(I) Committed an OBSCENE ACT, engaged in HABITUAL PROFANITY, VULGARITY. Profanity is the use of improper language, hand signals, pornographic books or magazines, or indecent touching (E.C. 48900 i).

1)PROFANITY ON CAMPUS

- 1st offense- 1 day ISR
- 2nd offense- 1 day suspension
- 3rd offense- 2 days suspension

2) PROFANITY DIRECTED TOWARDS A STUDENT (E.C.48900)

- 1st offense-1 day ISR
- 2nd offense-2 days ISR
- 3rd offense-3 days ISR
- 4th offense- conference held, 1 day suspension, probable recommendation for expulsion

3) PROFANITY DIRECTED TOWARDS SCHOOL PERSONNEL (E.C.48900)

- 1st offense- 3 day suspension
- 2nd offense- 5 day suspension
- 3rd offense- conference held, 5 day suspension, probable recommendation for expulsion

4) SEXUAL HARRASSMENT (E.C.. 48900.2)

- 1st offense- 3 day suspension
- 2nd offense- 5 day suspension
- 3rd offense- conference held, probable recommendation for expulsion

(J) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.

DRUG PARAPHERNALIA (E.C. 48900 j)

1st Offense- Conference held, 5 day suspension, probable recommendation for expulsion

(K) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

DEFIANCE is refusing to do what someone in authority tells you to do that is within reason and possible for you to do. It is willfully defying the valid authority of supervisors, teachers, or administrators (E.C.48900 k).

- 1st offense - 1 day ISR
- 2nd offense- 2 day ISR
- 3rd offense- 1 day suspension
- 4th offense-3 day suspension

(L) Knowingly received stolen school property or private property.

1. Minor (less than \$100.00)

- 1st offense- 1 day suspension
- 2nd offense- 3 day suspension
- 3rd offense- conference held, probable recommendation for expulsion

2. MAJOR (OVER \$100.00)

- 1st offense- 3 day suspension
- 2nd offense- conference held, 5 day suspension, probable recommendation for expulsion

Note: Students and/or parents will be held responsible for full restitution of funds and/or property (E.C. 48904).

(M) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.

1st offense -- 5 day suspension, parent conference and probable recommendation for expulsion

(N) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.

1st offense -- 5 day suspension, parent conference and probable recommendation for expulsion

(O) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.

1st offense -- 5 day suspension, conference and probable recommendation for expulsion

(P) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.

1st offense -- 5 day suspension, conference and probable recommendation for expulsion

(Q) Engaged in, or attempted to engage in, hazing as defined in Section 32050.

1st offense -- 5 day suspension, conference and probable recommendation for expulsion

(R) CYBERBULLYING- Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel. Schools are authorized to suspend or expel student who bully via the internet, text messaging or other electronic means "to intimidate, harass or bully another person at school"(E.C. 48900(r))

(S) TRUANCY: Absence (missing more than 29 minutes or over one half (1/2) of the scheduled time, whichever is less) from any class period without a valid excuse.

- Students who are truant absence will be given a step by the classroom teacher.
- Students who are first all day truant will be assigned Saturday School. Students with a second truancy may be assigned to an afterschool or weekend program

- Student with third truancy shall be classified as habitual truant. E.C. 48264.5(first through fourth truancy)

(U) CAMPUS MISCONDUCT: Is any disruptive behavior on campus including but not limited to: forgery, gambling, lying, cheating, plagiarism, inappropriate public displays of affection, cafeteria misconduct, loitering, rude or other inappropriate behavior or non-violent gang identification.

1) FORGERY is forging notes, signatures, excuses, or other school documents.

- 1st offense - 1 day ISR
- 2nd offense - 2 days ISR
- 3rd offense - 3 days ISR
- 4th offense -conference held, probable recommendation for expulsion

2) GAMBLING is the act of playing games of chance

- 1st offense - 1 days ISR
- 2nd offense- 2 days ISR
- 3rd offense- conference held, probable recommendation for expulsion

3) LYING to adults, PLAGIARISM, or CHEATING on exams

- 1st offense - 1 day ISR
- 2nd offense - 2 days ISR
- 3rd offense - 3 days ISR
- 4th offense -conference held, 1 day suspension, probable recommendation for expulsion

4) THROWING HAZARDOUS OBJECTS is the act of throwing or playing with anything that might injure or harm someone.

- 1st offense - 1 day ISR
- 2nd offense- 2 days ISR
- 3rd offense- 3 days ISR
- 4th offense - conference held, probable recommendation for expulsion

5) INAPPROPRIATE BEHAVIOR, INAPPROPRIATE PUBLIC DISPLAYS OF AFFECTION (KISSING,GROPING)MISCONDUCT ON CAMPUS/MISUSE OF PHONES/ELECTRONIC DEVICES, OUT OF CLASS W/O PASS

- 1st offense - Warning – Parent Contact
- 2nd offense - 1 day ISR and Parent Contact
- 3rd offense - 1 day ISR and Parent Conference
- 4th offense - 2 day ISR and Parent Conference
- 5th offense – 3 day ISR and Parent Conference
- 6th offense - conference held, probable recommendation for expulsion.

(V) IN SCHOOL RETENTION (ISR) SUSPENSION - A teacher may suspend any pupil from the teacher's class for any act or the acts enumerated in E.C. 48900 for the day of the suspension and the day following. The teacher shall ask for a parent conference as soon as possible (E.C. 48910). Students shall be assigned to ISR for that period.

DISCIPLINE CODE APPEAL PROCESS

The appeal process for any implementation or interpretation of the Discipline Code, except expulsion, shall be as follows.

Assistant Principal

Principal

Discipline Appeals Committee

Note: The Discipline Appeals Committee shall be comprised of the Principal, Assistant Principal, and three certificated staff members chosen by the superintendent. The Principal shall moderate and the Assistant Principal presents the district’s case during the hearing. The meeting will be requested in writing and held at a time mutually agreeable to the district and the party requesting the appeal.

C. CLASSROOM CODE OF CONDUCT

A policy to deal with classroom disruptions has been developed at Wasco High School based upon the principle that the teacher has a right to teach and the student has a right to learn.

With assertive discipline there are some basic responsibilities that the student must follow:

1. I will come to class on time and be prepared to work and study.
2. I will not disrupt the class.
3. I will respect other people and their property.

4. I will follow directions the first time given.

Assertive discipline is based on the knowledge that students are responsible for their behavior. While in the classroom or on campus students make a choice as to how they will behave. This plan is designed to help students learn to accept responsibility for their own behavior. When this is done, Wasco High School will become an even more positive learning environment for all students.

CONSEQUENCES OF INAPPROPRIATE CLASSROOM BEHAVIOR

STEP 1 *Verbal Warning/Parent contact*

- Disruption or classroom misconduct while in class
- Student's name is entered on step sheet.
- Student remains in class.
- In severe cases student is sent to ISR.
- Teacher required to send step sheet to ISR for documentation.
- **Teacher contacts parents**

STEP 2 *Assistant Principal-Student Affairs/student conferences*

- Disruption or classroom misconduct while in class.
- Student's name is entered on next step of step sheet.
- Student is sent to ISR with the step sheet.
- Assistant Principal meets with students.
- **Member of Assistant Principal's staff will contact parent.**
- Teacher keeps back copy.
- ISR supervisor provides student with a classroom contract to complete.
- Step sheet is returned to Assistant Principal-Student Affairs secretary to be copied, is attached to contract and returned to teacher.
- Contract is approved by teacher, signed and placed in attached envelope with step sheet copy, placed in outgoing mail in main office by teacher.
- Step sheet is returned to teacher from AP-SA office.

STEP 3 *Counselor/student conference*

- Disruption or classroom misconduct while in class
- Student is sent to ISR with the step sheet
- Teacher keeps back copy.
- ISR supervisor sends student to Counselor.
- **Counselor meets with student and contacts parents**
- Student writes classroom contract if not approved by teacher from step 2.
- Step sheet is returned to Assistant Principal-Student Affairs secretary to be copied, is attached to contract and returned to teacher.
- Contract is again approved by teacher, signed and placed in attached envelope with step sheet copy, placed in outgoing mail in main office by teacher.
- Step sheet is returned to teacher from AP-SA office.

STEP 4 *Assistant Principal-Student Affairs/Parent conference*

- Disruption or classroom misconduct while in class
- Student is sent to ISR with the step sheet
- Teacher keeps the back copy
- ISR supervisor schedules an appointment with the Assistant Principal.
- **Assistant Principal calls parents**
- A copy of the step sheet and red alert card sent home.
- Step sheet is returned to teacher from AP-SA office.

STEP 5 *Assistant Principal-Student Affairs/Parent/Student conference*

- Disruption or classroom misconduct while in class
- Student is sent to ISR with the step sheet
- Teacher keeps the back copy

- ISR supervisor schedules an appointment with the Assistant Principal.
- **Assistant Principal schedules conference with parents.**
- A copy of the step sheet is mailed home.
- Step sheet is returned to teacher from AP-SA office.

STEP 6 *Administrative Actions*

- Disruption or classroom misconduct while in class
- Student is sent to ISR with the step sheet
- Teacher keeps the back copy
- ISR supervisor schedules an appointment with the Assistant Principal.
- **Assistant Principal Office contacts parent** verifying drop from class period.
- The Assistant Principal drops the student from the class with a grade of 'F' and student is assigned to ISR.
- White (top sheet) of step sheet mailed home, pink copy returned to teacher, yellow copy filed with drop slip in Assistant Principal Office.
 - Students that reached step 5 in the first semester and continue inappropriate behavior in the second semester may be placed on step two at teacher discretion.
 - Students may only receive one step per class period.

D. DRESS & GROOMING CODE OF CONDUCT

The Wasco Union High School District subscribes to the philosophy that students will be provided with a quality education in a safe, wholesome environment. In this regard, the Board feels that the presence of certain types of clothing and attire can cause a substantial disruption of or material interference with institutional and other school activities. Specifically, the Board feels that it is necessary to establish a dress and grooming policy designed to prohibit the wearing or display of clothing, attire, jewelry, or materials that evidence membership in or affiliation with any gang; which are obscene, sexually explicit or suggestive; or which promote the use/abuse of drugs and/or alcohol, or disrupts the learning environment.

In recognition of the instructional responsibilities and goals of the Wasco Union High School District, the District hereby adopts the following rules relative to the dress and appearance of students, which will be strictly enforced under dress code X4.

- Pupils are to be clean upon entering school campus.
- All clothing must be neat, clean and in good condition. No holes or tears in garment above 4 inch inseam.
- Proper footwear shall be worn at all times.
- Pants, shorts or skirts are to be worn at or around the waist
- Under garments shall be worn and must not be visible at any time. This includes , but is not limited to boxer shorts, underwear, bras and bra straps, panties, slips, spaghetti strap camisoles (**including any clothing items under pants**) Display of cleavage and midriff is not permitted, strapless and spaghetti strap top clothing is not allowed.
- Length of skirts or shorts, when standing, must be at least as long as your extended fingertips.
- Only plain headgear without any type of design or emblem may be worn on campus. **The only exceptions are WUHS approved hats and beanies.** All headgear must be worn in the manner intended (bill forward) and removed whenever indoors.
- Large brimmed caps, such as cowboy hats requiring extra storage space in the classroom are prohibited.
- Hoods are to be pushed completely off the head and neck when in the classroom.
- Sun glasses may not be worn in the classroom or school offices.
- Clothing, jewelry or any item which depicts or suggests sexually-related or obscene gestures, pictures, or wording; which promotes the use/abuse of drugs/alcohol or contains numbers, letters, symbols identified as gang or hate related or violent (to include, but not limited to knives, guns, weapons) in nature shall not be worn on campus or at school activities.
- No student shall wear articles of clothing, jewelry, or accessories which, in the opinion of the school administration, pose a threat to the physical well-being, health and safety of the student or others (e.g. spiked collars, spiked wristbands, spikes on backpacks, spike earrings).
- No clothing or articles of clothing (including but not limited to wearing gloves during warm weather, knee socks with long shorts, bandannas, doo rags, shoestrings, wristbands, and jewelry) related to a group or gang which may provoke others to violence shall be worn on campus or at any school activity.

- Gang-related clothing may vary from school to school, and may change from year to year. Consequently, prior to allowing the wearing or display of the aforementioned clothing, the procedures outlined in administrative regulations shall be strictly adhered to.
- **All body piercing**, other than ears, **must be removed during the school day**. Body piercing that poses a hazard or danger to others is prohibited. Parents accept liability for accidental injury.
- **Tattoos are to be covered at all times**. (It is against California law for a child under the age of 16 to receive a tattoo without signed parental permission.)
- Confiscated items not picked up by parents within 72 hours may be discarded.
- Dress code is enforced between 7:30 to 3:30pm. Athletes and early release are not exempted from dress code.
- The dress code remains in effect for Extended Day and Tutoring classes after school.

Offense Parent(s) will be notified and the student will be required to change non-dress code item(s). Habitual offenders will be cited for **X4** dress code violation.

1st offense- The student will be sent home to change clothes and given appropriate time to return to school. 3 detentions will be assigned

2nd offense- 1 day in ISR

3rd offense- 3 days suspension

4th offense- conference held, involuntary transfer to alternative education site. (AR 5132(b))

III. EXTRA/CO-CURRICULAR CODE OF CONDUCT

The Wasco Union High School District recognizes the educational values inherent in its extra-curricular and co-curricular programs. The purpose in providing such programs lies in the positive emotional, social, and physical development of the student. The programs addressed in this code are voluntary, and therefore, it is a privilege to represent the district when associated with any of these activities. Since a student is representing the district, he/she should demonstrate the highest standards of conduct. Thus, each student involved in an extra/co-curricular activity in an identifiable and representational manner will be subject to this code.

It is the responsibility of the student and parent/guardian to know and to be aware of the rules and regulations contained in the Wasco High School District Extra/Co-Curricular Code of Conduct.

A. EXTRA CURRICULAR ACTIVITIES/ASB

CLUBS/ACTIVITIES

For the purposes of this code all activities that involve performance on or away from campus, competition on or away from campus, or the representation of a school organization on/off school grounds shall be subject to this code. This includes activities such as athletics, performing arts, ASB, club activities, and any organization activities affiliated with the school. Students violating the extra/co-curricular code may practice but may not dress in uniform, travel, play, or participate in any event.

A student's grade or credits earned by participation in a co-curricular activity (an activity that is part of a class) will not be penalized for failure to uphold the extra/co-curricular code. The student will be provided an appropriate alternate assignment or activity to earn that portion of a grade or credits that were forfeited by ineligibility to participate in a co-curricular activity.

Clubs and activities include but are not limited to:

| | |
|-------------------------------------|----------------------------------|
| Athletic Teams | Powder Puff Football Teams |
| Forensics | Marching, Concert, and Jazz Band |
| Student Body Officers | Athletic Stat Aides |
| Lions Club Speech Contest | Auxiliary Team |
| Freedom Foundation Representative | Camp Keep Counselors |
| Class Offices | Choir |
| Boys and Girls State Representative | Drama |
| Student Council Representatives | HOBY |
| Other Academic Competitions | RYLA |
| Academic Decathlon | FHA Showings and Competitions |
| School King and Queen Contests | Club Competitions |
| Future Farmers Of America (FFA) | Wasco/Shafter Rally |
| | Mock Trial |

B. EXTRA CURRICULAR ACTIVITIES/ASB

GRADNITE

- Only graduating WUHS seniors, who qualified to participate in the graduation ceremony, may attend GRADNITE

GUESTS

- **Guests** for extra-curricular events and activities **must be preapproved**, must be a **student** in good standing from another high school district (all dances), show an ID at the time of ticket purchase and provide ID at the event or activity.

FIELD TRIPS

- Signed parent permission slip must be turned in prior to bus departure
- Students will not be allowed to bring ice chests, drinks or liquid containers.
- All items, to include bags and purses are subject to inspection at anytime.
- Any student who is academically ineligible shall not be allowed to participate in any performance or activity that causes him/her to miss class time during the regular instructional day without signed teacher permission.
- All school rules and Discipline are enforced during school sponsored activities.

FUND RAISING

Need info from Lucas

WASCO/SHAFTER RALLY

- Students without a 2.0 gpa at the time of the Wasco/Shafter Rally will not be allowed to attend the Wasco/Shafter rally. Students who do not qualify to attend the rally will be assigned to a study hall and are expected to have school related materials to work on.

C. PROVISIONS TO THE EXTRA/CO-CURRICULAR CODE OF CONDUCT

GRADE POINT AVERAGE AND MINIMUM CLASSES

- Students must be enrolled in and pass four (4) academic subjects (20 semester periods of work). (P.E., Work experience/Co-Op, and Student Aide are not academic classes.)
- Students must maintain a "C" average or 2.00 GPA on the preceding grading period.
- Students assigned two physical education classes may use only one P.E. class when computing GPA.
- Associated Student Body officers (executive board) are required to maintain a 2.5 GPA.
- First and third quarter grades and fall and spring semester grades will be used for the determination of GPA and eligibility.
- Students must progress toward graduation.
- Summer School grades of non-repeated classes are counted with the Spring Semester grades.
- The Activities/Athletics office will notify coaches of changes in student eligibility.

STUDENTS ELIGIBLE FOR DIFFERENTIAL STANDARDS

- Students enrolled in Special Education classes pursuant to EC Part 30 (commencing at 56000) are included in this policy consistent with that subdivision.
- No person shall classify a pupil as eligible for Special Education classes pursuant to EC Part 30 (commencing at 56000) for the purpose of circumventing the intent of this policy.
- Students who are enrolled in Special Education classes pursuant to EC Part 30 (commencing at 56000) may be allowed the differential standard of using a minimum of four classes when computing their GPA. Students assigned two Physical Education classes may use only one P.E. class when computing GPA. All other requirements listed in Section of this section remain in effect.

DRUGS, ALCOHOL, TOBACCO, WEAPONS, AND CRIMINAL OFFENSES

- Students may not be found in possession of or under the influence of drugs or alcohol.
- Students may not be found in a vehicle of a person under 21 years of age where drugs and/or an alcoholic container (open or close) are observed. All persons in said vehicle are considered to have possession.
- Students may not be found in possession of or observed using tobacco products.
- Students may not be found in possession of a weapon or dangerous object without a sanctioned use.
- Students may not be involved in **any** criminal offense.
- Students are accountable for adhering to the Extra/Co-Curricular Code of Conduct, both at school and away from school, 24 hours a day on a year-round basis. Students found in violation of the extra/co-curricular code of conduct during the summer shall be held accountable during the regular school year.

INSTRUCTIONAL TIME

- Any student who is academically ineligible shall not be allowed to participate in any performance or activity that causes him/her to miss class time during the regular instructional day.
- In order to participate in an extra/co-curricular activity, a student must be in **full attendance** on the day of activity, unless, **pre-approval** or clearance by the Attendance Office/Assistant Principal-Student Affairs Office. In order to participate in an extra/ co-curricular activity on a weekend (Saturday), student must be in full attendance on the previously scheduled school day, unless pre-approval or clearance by the Attendance Office/Assistant Principal-Student Affairs Office.
- In order to participate in an extra/ co-curricular activity or event on the weekend (Saturday), a student assigned Saturday school must attend and complete the four hour assignment for truancy, unless, pre-approval or clearance by the Assistant Principal-Student Affairs Office..

DEBTS TO ASSOCIATED STUDENT BODY and Wasco Union High School District

- A student will not be issued sports equipment until all prior sports equipment has been turned in. If the equipment has not been turned in within two weeks of the end of the sport, it shall be considered a debt to the school.
- Students with outstanding debts in an Associated Student Body or Club sponsored account shall not be allowed to purchase tickets to an ASB event (other than athletic contests) or participate in subsequent ASB, school, or club sponsored activities or fund-raisers until the prior debt is cleared **or payment plan** is established and current
- Students owing for missing textbooks shall not be allowed to purchase tickets to any ASB events (other than athletic contests), checkout athletic equipment or participate in ASB, school, club or fund-raiser until the debt is paid or a payment plan is established and current.
- All textbooks must be paid for or returned to District before July 1st of the current school year. (letter in annual parent notification packet) Diplomas will be withheld until all debts cleared.

IMPLEMENTATION GUIDELINES (CIF BYLAW 204)

- Eligibility will be determined as of the dates of issuance of school records. (Eligibility and ineligibility will begin and end one week after the end of the grading period.)
- Eligibility will be verified through the Athletic Director or the Athletics Coordinator. Coaches are not authorized to determine eligibility.
- Students who are ineligible in the fall as a result of spring semester grades may, at their written request, include courses taken through Adult Ed Program in the summer session in the calculation of their eligibility along with the spring semester grades.
- If a student attends summer school and takes a course or courses that are not repeats of spring semester classes, then the summer school grade is figured into the spring semester GPA, but no spring semester grades will be removed from the spring GPA.
- Eligibility for a freshman will be determined at the end of the student's first grading period in high school.
- A student from another school district is eligible for participation in extra/co-curricular activities if he/she was eligible at the school previously attended (other than incoming eighth graders).
- A grade of "incomplete" is counted toward the minimum course requirement but is worth zero (0) points until the work is completed. All grades of incomplete will be assigned a permanent grade within two weeks of a students return to classes.
- A grade of "No Mark" is disregarded and shall not serve to meet the minimum number of courses required.
- A grade of "Pass" or "Fail" shall not be computed in the GPA. If a student earns a "Pass" grade, the course shall count in meeting the minimum course requirement. If a student receives a "Fail" grade, the course shall not count toward meeting the minimum course requirement.

CONCURRENT ENROLLMENT AT BAKERSFIELD COLLEGE

- Students taking any Bakersfield College course that has been approved by the local administrator for concurrent enrollment may count the units and grade(s) for eligibility at the high school campus.
- For mid-term (quarter) eligibility checks, the college teacher will be asked to give an approximate grade on a form developed by the District for this purpose.
- The athletic/activity director is responsible for verifying the eligibility of concurrently enrolled students and is to be provided with a list of such students by the administration.

GRADE CHANGE

- If a teacher changes a grade, then the new grade will be used to determine eligibility. All grade changes must be approved by the Principal.

REPEATED CLASSES (CIF BYLAW 205)

- Students repeating and passing a class in summer school that was failed the previous semester may use the new grade to apply toward eligibility. (Previous grade is replaced by new grade for GPA purposes)
- Students who have passed a class in the spring semester and repeated that class in summer school may use the improved summer grade for eligibility (Previous grade is not replaced by new grade but is an additional grade for GPA purposes).
- Adult classes taken in order to make up academic deficiencies cannot be used to gain athletic eligibility.
- Students receiving an "incomplete" grade(s) (I) are ineligible until the grade is changed from "I" to the mark determined by the teacher(s) and a change of eligibility status is verified by the Superintendent. (Official grade change forms are available from the registrar.)

D. CONSEQUENCES FOR VIOLATION OF EXTRA/CO-CURRICULAR CODE OF CONDUCT

GRADE POINT AVERAGE/FOUR CLASS MINIMUM

- GPA of 2.0 or better as defined in the previous grade point average and minimum classes section.
- 1st and Subsequent Offenses: Forfeiture of all extra/co-curricular activities for the following quarter.
 - **WASCO/SHAFTER RALLY**
Students on the tutoring list at the time of the Wasco/Shafter Rally will not be allowed to attend the Wasco/Shafter rally. Students who do not qualify to attend the rally will be assigned to a study hall and are expected to have school related materials to work on.

ALCOHOL

The use, possession, or sale of alcoholic beverages by a student is prohibited.

- 1st Offense: Forfeiture of extra/co-curricular activities for a period of six weeks (30 school days).
- 2nd Offense: Forfeiture of extra/co-curricular activities for a period of eighteen weeks (90 school days).
- 3rd Offense: Forfeiture of extra/co-curricular activities for a period of thirty-six weeks (180 school days).

TOBACCO

The use, possession, or sale of tobacco in any form by a student is prohibited.

- 1st Offense: Forfeiture of extra/co-curricular activities for a period of three weeks (15 school days).
- 2nd Offense: Forfeiture of extra/co-curricular activities for a period of six weeks (30 school days).
- 3rd Offense: Forfeiture of extra/co-curricular activities for a period of twelve weeks (60 school days).
- 4th Offense: Forfeiture of extra/co-curricular activities for a period of eighteen weeks (90 school days).

DRUGS, NARCOTICS

The use, possession, sale or distribution of illegal drugs, including marijuana or any other controlled substance, by a student is prohibited.

- 1st Offense: Forfeiture of extra/co-curricular activities for a period of twelve weeks (60 school days).
- 2nd Offense: Forfeiture of extra/co-curricular activities for a period of eighteen weeks (90 school days).
- 3rd Offense: Forfeiture of extra/co-curricular activities for a period of thirty-six weeks (180 school days).

DANGEROUS WEAPONS

The use, possession, distribution or sale of dangerous weapons by a student is prohibited.

- 1st Offense: Forfeiture of extra/co-curricular activities for a period of twelve weeks (60 school days).
- 2nd Offense: Forfeiture of extra/co-curricular activities for a period of eighteen weeks (90 school days).
- 3rd Offense: Forfeiture of extra/co-curricular activities for a period of thirty-six weeks (180 school days).

CRIMINAL OFFENSE

Involvement in an offense classified as a criminal offense is prohibited.

- 1st Offense Misdemeanor: Forfeiture of extra/co-curricular activities for a period of six weeks (30 school days).
- 2nd Offense Misdemeanor: Forfeiture of extra/co-curricular activities for a period of nine weeks (45 school days).

- 3rd Offense Misdemeanor: Forfeiture of extra/co-curricular activities for a period of eighteen weeks (90 school days).
- 1st Offense Felony: Forfeiture of extra/co-curricular activities for a period of twelve weeks (60 school days).
- 2nd Offense Felony: Forfeiture of extra/co-curricular activities for a period of eighteen weeks (90 school days).
- 3rd Offense Felony: Forfeiture of extra/co-curricular activities for a period of thirty-six weeks (180 school days).

If time served is not completed before the end of the school year, the remaining penalty days will be assigned beginning with the first day of school in the fall. The student may practice and attend meetings, but cannot perform, play, or represent the school. All students representing Wasco Union High School during the summer months shall be functioning under the Extra/Co-Curricular Code. If a student violates the Extra/Co-Curricular code during the summer while representing Wasco High School, the student shall be suspended from that activity for the remainder of that summer activity. The days of extra/co-curricular suspension shall begin with the first day of school in the fall.

E. REPORTING ENFORCEMENT AND APPEALS PROCEDURES

REPORTING

The determination and reporting of violations of the Extra/Co-Curricular Code are as follows:

Observation by Wasco High School personnel

Reports by law enforcement officers

Reports by Probation Department

Confirmation by parent, guardian, or student

All alleged violations of the Extra/Co-Curricular Code of Conduct shall be referred to the Principal, Assistant Principal, or the Athletic Director in **writing** with the reporting party's identification and signature.

If, after investigation, it is found that a violation has occurred, the student shall immediately forfeit the privilege of participation in extra/co-curricular activities.

ENFORCEMENT AND APPEALS PROCESS

Upon receipt of information that a student may have violated the Extra/Co-Curricular Code of Conduct, the Principal, Assistant Principal and the Athletic Director shall conduct an immediate investigation. The opportunity to respond to the allegations or explain the circumstances will be provided to the party in question. Failure to cooperate in this investigation shall be independent grounds for the student to forfeit participation privileges. If, after investigation, the administrator finds that the Extra-Curricular Code has been violated, the student shall forfeit the privilege of participating in extra/co-curricular activities immediately, pending a parental conference. The administrator next will arrange for a parent conference to inform the parents of the action that was taken. The administrator shall within 24 hours of the declaration of forfeiture of extra-curricular privileges, send to the student and his/her parents/guardians a written notification of violation and the opportunity for the parents/guardians to request an appeal to the Extra/Co-Curricular Review Board.

The request for an appeal to be heard by the Extra/Co-Curricular Review Board shall be made in writing to the Superintendent. The request for appeal must be made within three days of the written notification of violation. The forfeiture of extra-curricular privileges will remain in effect while the decision is on appeal. The purpose of the Extra-Curricular Review Board is to determine if the student did violate the Extra/Co-Curricular Code of Conduct. The Extra/Co-Curricular Review Board is to consist of the following staff appointed by the Superintendent: a member of the Student Body Executive Board, the designee of the Superintendent, three (3) varsity coaches, if the violation is athletic, or three (3) certificated staff advisors if the incidence is non athletic. Each member has one vote. The vote is by secret ballot. The student's advisor or coach shall not be a member of the Extra/Co-Curricular Review Board. The Board will be chaired by the appropriate administrator, who keeps all records and votes in case of a tie only. The accused student may request additional witnesses are allowed to speak on his/her behalf. At the conclusion of the Extra/Co-Curricular Review Board vote, the chairperson shall, within 24 hours, send to the student and his/her parents/guardians a written notification of the results of the Extra/Co-Curricular Review Board decision. The decision of the Extra/Co-Curricular Review Board may be appealed in writing to the Superintendent.

The appeal must take place within three (3) school days of the notification letter. Pending a decision on the appeal, the forfeiture of the privileges ordered by the Extra/Co-curricular Review Board shall remain in effect. The Superintendent shall schedule a conference with the Chairperson of the Appeal Board, the parents/guardians, and the student within five (5) school days of the request, at which time the evidence will be reviewed and a decision rendered. The decision will be submitted in writing to the parents within 24 hours of the conclusion of the decision. Pending decision of the appeal, the forfeiture of extra/co-curricular privileges ordered by the

Superintendent shall remain in effect. The decision of the Superintendent may be appealed to the Wasco Union High School Board of Trustees within three (3) school days of the decision of the Superintendent. The appeal must be requested in writing. Within ten (10) days after receiving the request for a hearing the Superintendent shall arrange for the Wasco Union High School Board of Trustees review. The hearing shall be conducted under the procedures for hearing established under the School Code of Conduct. Within 24 hours following the hearing the written decision of the Wasco Union High School Board of Trustees shall be communicated to the student and his/her parents/guardians. The decision of the Wasco Union High School Board of Trustees shall be final. Pending decision of the appeal, the forfeiture of extra/co-curricular privileges ordered by the Superintendent shall remain in effect.

If, at any point in the process, it is established that no violation has occurred the student shall immediately be restored his/her extra/co-curricular privileges. The student's record shall then be corrected accordingly.

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