

Redlands High School

Agenda
2017-2018



840 E. Citrus Ave.
Redlands, CA 92374
(909) 307-5500
Fax (909) 307-5524

<http://www.rhs.redlandsusd.net/>

Student Handbook 2017-2018

(Presented by RHS ASB & RHS Administration)

Redlands High School Terriers

840 E. Citrus Ave. Redlands, CA 92374

(909) 307-5500 Fax 307-5524

THIS AGENDA BELONGS TO:

Name: _____ Stu. ID: _____

Address: _____

City: _____

State: _____

Phone: _____ Zip: _____

BELL SCHEDULE

REGULAR SCHEDULE

Warning Bell:	7:20
First Per.	7:30 - 8:25
Second Per.	8:34 - 9:29
Break	9:29 - 9:42
Third Per.	9:42 - 10:37
Fourth Per.	10:46 - 11:43
Lunch	11:43 - 12:31
Fifth Per.	12:31 - 1:26
Sixth Per.	1:35 - 2:30

LATE START TUESDAY SCHEDULE

Warning Bell:	8:20
First Per.	8:30 - 9:17
Second Per.	9:26 - 10:13
Third Per.	10:22 - 11:09
Fourth Per.	11:18 - 12:05
Lunch	12:05 - 12:47
Fifth Per.	12:47 - 1:34
Sixth Per.	1:43 - 2:30

MINIMUM DAY SCHEDULE

(Sept 7 & Oct 6 only)

Back to School Night & Homecoming Block Party

Warning Bell:	7:20
First Per.	7:30 - 8:03
Second Per.	8:12 - 8:45
Third Per.	8:54 - 9:27
Fourth Per.	9:36 - 10:09
Fifth Per.	10:18 - 10:51
Sixth Per.	11:00 - 11:33
Lunch	11:42 - 12:12

Administration

Mrs. Kate Bartells	Principal
Mrs. Gayle Dockham	Assistant Principal
Mrs. Shana Kamper	Assistant Principal
Mr. Chris Ruhm	Assistant Principal

Counselors

Mrs. Linda Davenport
Mrs. Kim Elgin
Mrs. Betty Hill
Mrs. Nancy Hoyt
Mr. Brad Scott
Mrs. Sherry Walsh

PROGRAMS

Activities Director:	Mrs. Alisa Beal x30187	English Language Learner Program Coordinator:	Mrs. Rosalba Schessler x30132
Athletic Director:	Jennifer Classen x31110	Library Media Coordinator:	Mrs. Brandy Major x30501
Coordinator of Career Programs:	Mrs. Deborah Severo x30411	Small Learning Communities Coordinator:	Mr. Chris Ruhm X31101

2017-2018 School Calendar

<p><u>August</u></p> <p>7 - 8 Staff Professional Activity Day - No School for Students</p> <p>9 School Opens: First Day for Students</p> <p><u>September</u></p> <p>4 Labor Day: No School</p> <p>7 Open House - Minimum Day</p> <p>29 Staff Professional Activity Day - No School for Students</p> <p><u>October</u></p> <p>6 End First Quarter</p> <p>11 College Night</p> <p><u>November</u></p> <p>10 Veteran's Day – No School</p> <p>20-24 Thanksgiving Recess</p> <p><u>December</u></p> <p>12-14 Final Exams</p> <p>14 End of First Semester</p> <p>15 Staff Professional Activity Day - No School for Students</p> <p>18-31 Winter Recess</p>	<p><u>January</u></p> <p>1-5 Winter Recess</p> <p>8 School Resumes End of 2nd Semester</p> <p>15 Martin Luther King Day Observance: No School</p> <p><u>February</u></p> <p>19 President's Day: No School</p> <p><u>March</u></p> <p>19-30 Spring Recess</p> <p>16 End of Third Quarter</p> <p><u>April</u></p> <p>28 Prom</p> <p><u>May</u></p> <p>28 Memorial Day: No School</p> <p>30 Senior Awards Night</p> <p><u>June</u></p> <p>1-7 Final Exams</p> <p>7 End of Second Semester (Last day For Students)</p> <p>8 RHS Graduation Day Staff Professional Activity Day - No School for Students</p>
--	---

RHS 2017–2018 STUDENT GOVERNMENT

Executive Cabinet	
Executive President	Ashley Jeon
Executive VP	Yulissa Navarro
Executive Treasurer	Isabelle Swanson
Executive Secretary	Brooke Zamora
9th Grade Class	
President	Daniella Sihombing
Vice President	Kennedy Kolbeck
Treasurer	Josephine Swanson
Secretary	Ezra Sihombing
Representative	Aidan Gonzalez
Representative	Boy Harianja
10th Grade Class	
President	Gabrielle Sy
Vice President	Jovanna Bahna
Treasurer	Rita Dementyer
Secretary	Abigail Walker
Representative	Kelsey Olarte
Representative	Pauline Renteria
11th Grade Class	
President	Connor Taylor
Vice President	Gavin Jewell
Treasurer	Owen Pearce
Secretary	Isra Ikram
Representative	Nilesh Patyal
Representative	Ava Ho
12th Grade Class	
President	Carlie Jordan
Vice President	Katalaina Love
Treasurer	Savannah Ceballos
Secretary	Vashti Elias
Representative	Mason Buckwalter
Representative	Brad Godwin
Commissioners	
Athletics	Isaiah Zamora Leah Shackelford
Club Relations	Charissa Johannes
Student Relations	Farhana Hoq Stanley Siagian
Pep	Cameron Marriott Lauren Garcia
Publicity	Annabelle Tamano
Social	*Open*

WHERE TO GO

Absence	Attendance Office	x30120/123
Attendance Procedures	Attendance Office	x30120/123
Accident Report	Health Office	x30130
Advertising on Campus	Activities Office/Stu. Center	x30187
ASB Cards	Finance Office	x30129
Athletic Information	Athletics Office	x31110/31102
Band	Rm. 63	x30363
Buildings & Grounds	NC Office	x30410
Career/College Information	Student Center	x30411
Choir	Rm. 61	x30361
Club Information	Activities Office/Stu. Center	x30187
College Information	Counseling & Student Center	x30410/x30411
COMPACT	Club Advisor	x30412
Counseling	Counseling	x30140
Dance Information	Activities Office/Stu. Center	x30187
Disaster Preparedness	North Campus Office	X31101
Discipline Behavioral Reports	SC and NC Offices	
Election Information	Activities Office/Stu. Center	x30187
Emergency Illness	Health Office	x30130
Emergency Cards	Health Office	x30130
Employment Information	Student Center	x30411
Fee Waivers for AP Testing	SC Office Counseling	x30411
Free/Reduced Lunch Forms	South Campus Office	x30410
Graduation Information	Activities Office/Stu. Center	x30187
<i>Hobachi</i>	Rm. 425	x31425
ID Cards	Terrier Detainment	X31483
Information	Switchboard	x30000
Lost and Found	Switchboard	x30000
<i>Makio</i>	Rm. 54	x30354
Medical Appointments	Attendance Office	x30120/123
Orangewood Information	SC Office	x30104
Parking	SC Office	x31102
Personal Problems	Counseling	x30140
Pictures	NC Office	X30410
Report Cards	Counseling	x30160
RISE – Short/Long Term	Counseling	x30104
ROP	Student Center	x30412
Sales on Campus	Activities Office	x30187
SAT and ACT Information	Student Center	x30411
Schedule Changes	Counseling	x30140
Scholarships	Counseling	x30140
School Improvement Program	Principal's Office	x30102
Security	SC Office	x30110
Speech & Debate	Rm. 451	x31451
Student Government	Rm. 41	x30341
Textbook Loss/Theft	Textbook Rm.	x31301
Transcripts	Records	x30170
Transfers	Counseling	x30160
Truancy	Attendance	x30120/123
Tutoring Information	Student Center	x30411
Work Experience Education	SC Office	x30106
Work Permits (Regular)	Student Center	x30410

GRADES & REPORT CARDS

Report Cards are issued four times yearly. Progress reports and quarter grades are indicators of student performance; however semester grades and credits (December and June) are final and appear on a student's transcripts.

For this school year, grading periods are as follows. These are cut off dates for the grading period, not when students will receive grades. Progress reports and report cards will be distributed approximately one school week after these dates:

First Semester:

- Progress Report-**September 15**
- First Quarter grades-**October 17**
- Progress Report-**November 14**
- First Semester grades-**January 3**

Second Semester:

- Progress Report-**February 16**
- Third Quarter grades-**April 10**
- Progress Report-**May 11**
- Second Semester grades-**June 13**

The Aeries Browser Interface (ABI) Parent Portal is a secure and private online resource that provides you access to your student's attendance, grades, transcripts, graduation status, emergency contact information and other useful educational data.

To create a new account please visit the web site...<https://parents.redlandsusd.net>

GRADUATION REQUIREMENTS

Satisfactory completion of 225 semester units of credit from grades 9-12 with 70 semester credits maximum credited for ninth grade.

All 9th grade students will be enrolled in a year of English, science, math and physical education. All students must be enrolled in English. Physical education is strongly recommended in 10th grade. Satisfactory scores (350) on the High School Exit Exam (CAHSEE) are a prerequisite for graduation. Remaining semester credits must be earned in grades 9-12 including:

SUBJECT AREA

CREDIT REQUIREMENTS

English	40 Semester Credits in grades 9-12
Social Science	30 Semester: Including World History & Geography (10), United States History (11), American Government, Economics (12)
Science	20 Semester Credits in Grades 9-12
Mathematics	20 Semester Credits in Grades 9-12
Foreign Lang. or Fine Arts	10 Semester Credits in Grades 9-12
Physical Education	20 Semester Credits in Grades 9 -12
Health	5 Semester Credits in Grades 9 – 12

SPECIAL CONSIDERATION

Physical Education	No more than 40 credits of Physical Education may be applied toward graduation requirements in grades 9 - 12.
R.O.P.	No more than 40 credits of R.O.P. may be applied toward graduation requirements in grades 9 - 12.
T.A.	No more than 10 units of Teacher Assistant may be applied toward graduation requirements.

A-G UC AND CSU REQUIREMENTS

In order to qualify for application to a University of California or California State University school, students must complete a minimum of 15 college-preparatory courses (a-g courses), with at least 11 finished prior to the beginning of your senior year. The U. C. system refers to these requirements as the "a-g" Subject Requirements. (Source: <http://www.universityofcalifornia.edu/admissions/freshman/requirements/index.html> 2010). For a list of RHS courses that are "a-g" approved please refer to <http://rhs.redlandsusd.net>.

The 15 courses are:

- a. History/Social Science 2 years
- b. English 4 years
- c. Mathematics 3 years
- d. Laboratory Science 2 years
- e. Language other than English 2 years
- 1 year (Does not include Cantare or Varsity Choir)
- f. Visual and Performing Arts
- g. College-Preparatory Elective (chosen from the subjects listed above or another course approved by the University) 1 year

Students must also...

- Earn a grade point average (GPA) of 3.0 or better (3.4 if you're a nonresident) in these courses with no grade lower than a C.
- Meet the examination requirement by taking the ACT with Writing or the SAT Reasoning Test by December of your senior year. We don't require SAT Subject Tests, but certain programs on some campuses recommend them, and you can use subject tests to satisfy the "a-g" requirements listed above.

California students

- If you're a state resident who has met the minimum requirements and aren't admitted to any UC campus to which you apply, you'll be offered a spot at another campus if space is available, provided:
 - ✓ You rank in the top 9 percent of California high school students, according to our admissions index, or
 - ✓ You rank in the top 9 percent of your graduating class at a participating high school. We refer to this as "Eligible in the Local Context" (ELC).

ATTENDANCE PROCEDURES

1. *Redlands High School has a closed campus.*
2. *Leaving campus for lunch is not permitted.*
3. *North Campus is closed to students during lunch.*

LEAVING CAMPUS DURING SCHOOL - A student who must leave campus for medical reasons must present a note signed by a parent or legal guardian to the Attendance Office, stipulating date, hours, and reasons for the excuse, and then must sign out at the attendance office prior to leaving school.

FULL DAY TRUANCY -

1. For each full day truancy episode (4 or more unexcused periods per day), the Assistant Principal may assign an After School Campus Service. A student may be issued a citation by the Redlands Police Department if found loitering during class time without a pass or **off** campus during school hours.
2. Repeat violations will result in one or more additional consequences which may include:
 - (a) Additional Campus Service, and additional citation
 - (b) On Campus Suspension (OCS)
 - (c) Loss of privilege to attend and/or participate in school activities, including athletics and dances
 - (d) At Home Suspension
 - (e) Referral to School Attendance Review Team (SART)
 - (f) Referral to School Attendance Review Board (SARB)

CLASS CUTS - If a student does not report to Terrier Detainment within 10 minutes of the late bell (or to class with a valid hall pass), the absence will be recorded as a class cut or "truant". At 15 cumulative class cuts, the parent will receive an attendance warning letter indicating continuing attendance violations and the student may be assigned After School Campus Service (45 minutes). At 30 cumulative class cuts, letter #2 will be mailed and the student may be assigned additional Campus Service (2 hours). At 45 cumulative class cuts each semester from one or more of his/her classes, the student will be referred to a SART meeting.

AFTER AN ABSENCE - Upon returning to school a student must turn in a note to the Attendance Office **within 48 hours**. **Students failing to do so will be marked truant.** Excessive trancies or uncleared absences will result in ineligibility to participate in dances and some extracurricular activities.

CITATIONS - All students out of class are required to have an official pass. If a student is off campus during the school day without permission, they will be cited (ticketed) by the Redlands Police Department for "daylight loitering" under (*Redlands Municipal Code 9.24.040a-1*). Students may be required to appear in Juvenile Traffic Court for sentencing, which could involve a fine, community service or suspension of their driver's licenses.

TARDIES/TERRIER DETAINMENT - Students who are tardy are subject to the following consequences:

1. Students arriving to school late during first period must be accompanied by their parent to the attendance window to be cleared to attend first period.
2. Students who are late to class may be sent to the Terrier Detainment facility after the tardy bell rings.
3. Students found loitering on campus without a pass after the final bell may receive an after school detention or lunch detention for daytime loitering.

4. Terrier Detainment: Students will sign in and identify themselves with a Redlands High School I.D. card.
 - a. Students without proper identification will be documented in the computer.
5. Students' names will be logged into a computer that will be used for tracking repeat offenders.
6. Students will be given a copy of the "Parent Notification of Tardiness" letter to copy while they are in Terrier Detention. The student must complete the copying of the letter before being released to their next period class. Parent contact will be made and documented. If a parent contact is unable to be made, a letter will be given to the student to take home to be signed and returned.
 - a. This notification must be signed by the parent and returned to the Detention Supervisor before the start of school the following day.
 - b. If the letter is not returned by the start of school following the day in which the tardiness occurred, the student will be assigned lunch detention.
7. Students will be given the following consequences based on the number of tardies they have incurred during the current school year:
 - a. First and Second T. Detainment
 - Parental notification via phone or "Parent Notification of Tardiness" letter.
 - Student will remain in Terrier Detainment for the remainder of the period.
 - b. Third T. Detainment
 - Parental notification via phone or "Parent Notification of Tardiness" letter.
 - Student will remain in Terrier Detainment for the remainder of the period.
 - Student will be assigned lunch detention during the next possible lunch period.
 - c. Fourth T. Detainment
 - Students will be given a referral to the appropriate Assistant Principal's office where they will be disciplined for repeated violations of the Tardy Policy (Defiance).
 - If Assistant Principals are not available to see the student, the student will be returned to Terrier Detainment where his/her tardy will be logged and forwarded to the Assistant Principal for later processing.
 - The student will remain in Terrier Detainment until the end of the period.
 - Two lunch detentions or after-school detention (45 minutes) will be assigned.
 - Students who accumulate four (4) or more tardies in a single class or combination of classes **may** not be allowed to return to class until a parent/guardian contact by telephone has been made or conference held by an administrator.
 - Students accruing four (4) or more tardies may be subject to loss of privileges including co-curricular activities.
 - d. Fifth T. Detainment
 - Students will be given a referral to the appropriate Assistant Principal's office where they will be disciplined for repeated violations of the Tardy Policy (Defiance).
 - If Assistant Principals are not available to see the student, the student will be returned to Terrier Detainment where his/her tardy will be logged and forwarded to the Assistant Principal for later processing.
 - The student will remain in Terrier Detainment until the end of the period.
 - Two hours of after-school Campus Service will be assigned.
 - e. Sixth through Ninth T. Detainment
 - Students will be given a referral to the appropriate Assistant Principal.
 - Two hours of after-school Campus Service will be assigned.
 - f. Tenth T. Detainment
 - Students will be given a referral to the appropriate Assistant Principal, and the student may receive On Campus Suspension (OCS).
 - SART letter will be sent home.
 - g. Eleventh and Subsequent T. Detainment
 - Student will be given a referral to the appropriate Assistant Principal, and will receive a 1-3 day formal suspension from school.
 - Students who accumulate four (4) or more tardies in a single class or combination of classes **may** not be allowed to return to class until a parent/guardian contact by telephone has been made or conference held by an administrator.
 - A SART meeting will be scheduled.

MAKE-UP WORK - Students who are absent 1-2 days should check with individual teachers (phone call, e-mail or teacher website) for specific make-up work. If a student is absent three or more consecutive days, a parent/guardian may obtain homework from the Counseling Office by calling 307-5500. Please allow 24 hours for the work to be obtained. **Students whose absences have been marked as truant (as denoted by a "C" or "B" in their attendance record) will be granted make-up work at the teacher's discretion. (RUSD AR 6154 Instruction: Homework/Makeup Work-Students who are absent from school due to truancies from class may be required to make up all work missed due to the absence. The teacher may allow full or partial credit for the work. Such a decision shall be at the discretion of the individual teacher.)**

DANCE ATTENDANCE - If a student is suspended, for whatever reason, within 45-school days of an RHS dance, they will be excluded from attending that dance. In addition, 45 period absences (including detentions, incomplete/non-compliant Short Term Independent Study, suspensions and all truancies or Attendance Codes: A, B, C, D, S & L) will lead a student to be excluded from attending any dance during the current semester (Per RHS Attendance Policy, "Upon returning to school a student must turn in a note to the Attendance Office within 48 hours. Students failing to do so will be marked truant."). This policy will remain in effect until the day of the dance. In this situation, the student will be excluded for the dance and they will receive a reimbursement for the cost of their ticket. RHS nor RUSD is not responsible for any costs incurred in preparation for the dance (dresses, tuxedos, limousines, etc.).

HEALTH SERVICES - Students who are ill may go home with the consent of the Health Technician if they have turned in an Emergency Release Card and after the Technician has contacted a parent or guardian listed on the Emergency Release Card. Parent contact will be made from the Health Office. No calls will be made from classrooms. When leaving school because of illness, students are required to obtain an Absence Permit

from the Health Tech and to sign out in the Health Office or they will be charged with truancy from class. Students should return their Absence Permit upon their return to school to the Attendance Office within 48 hours.

MEDICATIONS - Any student who is required to take medication during school hours must have the following information on file in the Health Office:

1. Parent Note
2. Doctor's note on the RUSD form.
3. Labeled medication.

INJURIES - All injuries, no matter how slight, should be reported to the Health Technician. The Technician will assess the injury, give first aid, and decide what further steps should be taken.

OFFICE HOURS - The Health Office is open from 7:00 am until 2:30 p.m.

RULES AND REGULATIONS

STUDENT VEHICLES - A student parking area for registered student vehicles is provided on South Campus in the Terrier Gym parking lot. However, the school assumes no responsibility for any theft or vandalism that may occur. You park your cars in the parking areas at your own risk. All student cars must be registered and must display a school parking tag. To obtain a tag, you must first pay \$2.00 at the Finance Office. Then, bring your receipt, your driver's license and vehicle information to the North Campus Office where you will fill out a vehicle registration card and receive your parking tag. Students MAY NOT park in Faculty Parking Areas, Visitor Parking Areas, or fire lanes. Violators are subject to towing or booting. On-campus supervisors and/or Redlands Police Department will ticket parking violators. All vehicles are subject to search.

STUDENT VISITORS - NO student visitors are allowed during the day on the RHS campus.

DELIVERIES - Messages and deliveries (such as flowers, homework, lunch money, transportation appointments, or balloons) are not sent to students in their classrooms, as this disrupts the learning environment and creates liability on the part of school personnel. All RUSD schools have closed campuses. The spirit of the closed campus is that no items, including food items, may be delivered. Should a gift or florist shop deliver to the school, **the delivery will be refused.**

SMOKING - School Board policy prohibits the use of tobacco in any form on or near the RHS campus. Violation of this rule can result in suspension and/or Smokeless Saturday School and will result in a citation from the Redlands Police Department.

DISCIPLINE - The policy set by the Board of Education of the Redlands Unified School District, in support of the aims of public education, states that the behavior of pupils attending public schools shall reflect the citizenship demanded of members in a democratic society. Self-discipline (responsibility for one's actions) is one of the important goals of education. The Board of Education believes education is a right of American youth; however, the right of education is dependent upon the pupil's willingness to perform those duties required upon attendance in public schools. The Redlands Police Department will issue citations for smoking, fighting, closed campus violations, and daylight loitering.

SUSPENSION - Students may be suspended for up to five (5) days for the following reasons:

1. Caused, attempted to cause, or threatened to cause physical injury to another person.
2. Willfully used force upon another person.
3. Possessed, sold, or otherwise furnished any weapon.
4. Unlawfully possessed, used, or sold a controlled substance.
5. 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 then either sold, delivered. Or otherwise furnished to any person another liquid, substance, or material and represented the liquid as a controlled substance, alcoholic beverage, or intoxicant.
6. Committed or attempted to commit robbery or extortion.
7. Caused or attempted to cause damage to school property or private property.
8. Stole or attempted to steal school property or private property.
9. Possessed or used tobacco, or any products containing tobacco or nicotine products.
10. Committed an obscene act or engaged in habitual profanity or vulgarity.
11. Had unlawful possession of, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code
12. Disrupted school activities or otherwise willfully defied the valid authority, of supervisors, teachers, school officials, or other school personnel engaged in performance of their duties.
13. Knowingly received stolen school or private property.
14. Possession of an imitation firearm.
15. Committed or attempted to commit a sexual assault as defined in Sections 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.
16. Harassed, threatened, or intimidated a pupil who is a complaining witness in a school disciplinary proceeding.
17. Possession or use of any electronic signaling device that operates through the transmission or receipt of radio waves, including, but not limited to, paging and signaling equipment.
18. Sexual Harassment as defined in Section 212.5 of the Education Code.
19. Caused, threatened to cause, or participated in an act of hate violence as defined in Section 233 of the Education Code.
20. Intentionally engaged in harassment, threats, or intimidation against a pupil or group of pupils.
21. Terrorist threats against school and/or school property or both.

22. The Principal or the Superintendent shall recommend a student's expulsion for any of the following acts committed at school or at a school activity off grounds, unless the principal or superintendent determines the expulsion is inappropriate, due to the particular circumstances.
 - a) Causing serious physical injury to another person, except in self-defense.
 - b) Possession of any knife, explosive or other dangerous object of no reasonable use to the pupil at school.
 - c) Unlawful possession of any controlled substance listed in Chapter 2, Section 11053, of Division 10 of the Health and Safety Code except for the first offense for the possession of not more than one ounce of marijuana.
 - d) Robbery or extortion.
 - e) Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon a school employee.
23. The Principal or Superintendent of Schools shall immediately suspend, pursuant to EC48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following at school or a school activity off school grounds.
 - a) Possession, selling, or otherwise furnishing a firearm.
 - b) Brandishing a knife at another person.
 - c) Unlawfully selling a controlled substance.
 - d) Committing or attempted to commit a sexual assault or sexual battery as defined in subdivision (n) of 48900.

MANDATORY EXPULSION RECOMMENDATION WILL RESULT FROM THE FOLLOWING:

1. Causing serious physical injury or aiding and abetting or attempting physical injury to another person.
2. Possession of any firearm, knife, explosive, or other dangerous object of no reasonable use to the pupil at school or at a school activity off school grounds.
3. Unlawful sale of any controlled substance.
4. Robbery or extortion.

SEXUAL HARASSMENT - The RHS administration and staff are committed to maintaining a learning environment free of harassment. Sexual harassment is defined as unwelcome sexual behavior (physical, verbal, or nonverbal) that makes the student uncomfortable. **Students and Staff are encouraged to report an observed instance of sexual harassment even where the victim of the harassment has not complained.** It's probably sexual harassment if the person feels angry, offended, uncomfortable, or threatened as a result of the action. It does not matter what the harasser intended. A pupil may be suspended from school or recommended for expulsion if it is determined that the pupil has committed sexual harassment. Additionally, public displays of affection must be appropriate at all times. Prolonged hugging, kissing, sitting on laps, etc. will result in warnings and, if continued, disciplinary action. If you have any concerns about sexual harassment see a counselor or an administrator.

DAMAGE TO SCHOOL PROPERTY - Parents or guardians of students who willfully deface or damage school property will be held liable for all damages. Eighteen-year-old students will be held liable as adults. This applies to textbooks and other materials issued to the students. Students are expected to pay fees for damaged or lost books or materials before the end of school; if fines are not paid, the diploma will be withheld. Students and parents who refuse to pay fines will be referred to the Superintendent of Schools for legal action.

CAFETERIA - The cafeteria will be open each school day for hot lunches or snacks. Students are reminded that a clean cafeteria is not only necessary for health reasons, but it is also a reflection on the school and our students. Students who fail to observe guidelines for campus cleanliness may not be permitted to use the cafeteria and may be subject to disciplinary consequences.

CAMPUS - Areas of the campus may also be restricted because of health and safety issues or problems if noise is distracting from educational services.

LIBRARY MEDIA CENTER - The library is located on South Campus and is open from 7AM-3:00 every school day. Before/after school and at lunch, students may come in on their own to study, research, read, or use the computers. During class time, students may be scheduled to come in with their class or they may come in on a valid pass from their teacher. Students must have their ID card to use the computers and to check out materials. For more information, please check out the RHS Library Media Center webpage at <http://www.rhs.redlandsusd.net>. Online library resources available 24/7 with valid usernames / passwords: 1) Worldbook: redlands1 / terriers 2) eLibrary, History Study Center, Proquest Learning Literature: 26-17579 / bigchalk 3) eBooks: red47512 4) Rand McNally: 2redlands / student. Students may also transfer files between home and school computers by logging in to the school webpage using their RHS Username (first 6 letters of last name first 2 letters of first name 6 digit birthday) and RHS Password (last 5 digits of student's long ID # located on ID card).

TEXTBOOKS - The textbook room is located by the North Campus faculty parking lot and is open from 7AM-3:30 every school day. Parents and students may view both textbooks and library books checked out to students, book fines, and textbook guidelines online @ <http://Library.redlandsusd.net>. Click on "Redlands High School" / Click on "Login" in the upper right-hand corner / Type in student's RHS Username (first 6 letters of last name first 2 letters of first name 6 digit birthday) / Type in student's RHS Password (last 5 digits of student's long ID # located on ID card) / Click on the "My Info" tab at the top of the screen.

INTERNET - Use of the Internet or the RHS local area network on the RHS campus requires the submission of a signed Emergency Release Card. Students who submit a signed card will receive an "Internet" label to be attached to their student ID card. Students must show their ID card with the "Internet" label in order to make use of campus computers. Violations of the agreement will result in disciplinary action and loss of Internet and/or local network privileges as outlined in the AUP.

WEB SITE GUIDELINES - Officially recognized RHS clubs, organizations, and departments who wish to create and publish sites on the WWW must first have ALL content approved by the Principal. In addition, all web sites intended to reflect officially recognized RHS clubs, organizations, and departments MUST be part of the official RHS domain (<http://www.rhs.redlandsusd.net>). **Strictly Prohibited:** Any advertisements and/or opportunities to e-mail partners from school or District sites without the express written permission of the parent/guardian of the student(s) involved. Copies of the RUSD Release for Publication Form are available from the RUSD Technology Coordinator and in both the North and South Campus offices.

RULES ON CAMPUS - The California Education Code states that all students shall comply with the regulations, pursue the required course of study, and submit to the authority of the teachers. Continued disobedience or open and persistent defiance of a teacher will result in suspension or expulsion from school.

GUIDELINES FOR STUDENT DRESS - The Board of Education has determined that a student may not remain at school dressed in a manner which (1) creates a safety hazard for said student or for other students at school, and/or (2) when the dress constitutes a serious and unnecessary distraction to the learning process or tends to disrupt campus order. When the site administrator/designee determines that a student's attire is in violation of this policy, the student will be required to modify his/her clothing and/or apparel in such a manner that it no longer violates this policy. If necessary, the student may be taken or sent home with parental permission to modify unacceptable dress and return to school. Refusal to take steps as described in this policy shall be cause for disciplinary action (defiance) against the student.

Student dress guidelines

1. Shoes must be worn at all times. A substantial sole is required and enclosed toes and heel footwear is highly encouraged. No slippers or house shoes are allowed
2. Clothing will completely cover all undergarments, back, and abdominal area at all times. Sleeveless tops must be of sufficient width to completely cover undergarments. A jacket or cover-up to conceal brief clothing that reveals bras or bare midriffs is **not acceptable**. Extremely brief garments that are distracting to the educational environment are not appropriate. Inappropriate items include but are not limited to the following:
 - Tube tops; Halter-tops; Muscle shirts;
 - Spaghetti straps less than inch
 - Bare midriff tops
 - Backless, strapless or open back tops
 - See-through garments
 - Low cut garments showing cleavage
 - Off the shoulder apparel
 - Any clothing that reveals undergarments (example: sagging or low-rise pants)
 - Any tank tops considered to be gang or gang-like attire (example: white ribbed undershirts)
 - Do-rags, masks, face paint or head coverings; no headwear may be covered by a hood.
 - Pajamas, slippers

**Tank tops are allowed, but the strap must be wide enough to cover undergarments AND straps must be a minimum of one inch in width. And a reminder: two spaghetti straps do not equal a one – inch strap!

****No shorts, skirt, pant or shirt should be so short (hem must reach the tip of the middle finger when the arms are relaxed at the sides) as to show undergarments while seated or standing by exposing bare skin which is distracting to the classroom/learning environment****

3. Clothing or accessories shall be free of writing, pictures or any other insignia or logo which are crude, violent, obscene or sexually suggestive or which advocate racial, ethnic or religious prejudice or slogans or pictures depicting or promoting drugs, alcohol, tobacco or controlled substances are not appropriate. Specifically, no clothing that might incite hatred or unrest between students is allowed.
4. Earrings, jewelry, or accessories, which present a safety hazard to the wearer or others, are not suitable for school wear. Spiked/sharp accessories of any kind will not be allowed.
5. Only prescription sunglasses (**medical documentation required**) may be worn in class. Other types of sunglasses may be worn on campus outside of class.
6. Identified gang attire such as bandannas, hairnets, or hair rollers or any gang paraphernalia is prohibited. For the safety of all RHS students and staff, the administration has the right to bar any clothing style that indicates gang affiliation.
7. Caps other than approved unaltered school caps may not be worn on campus without the express permission of the principal/designee. Students are allowed to wear sun-protective clothing, including hats, while outdoors during the school day. The hat must be white, tan or khaki, foldable, and have a full circumference brim that measures 2" to 5" in width. The brim may not be folded or molded in any way. No manufacturer or team logos. Hats shall be unadorned with no markings, pins or other attachments. The hat must be inscribed with the student's name for identification purposes. No hats may be worn on belt loops, held by hand, or be visible in any manner.
 - A. Only authorized headwear will be allowed to be worn on any secondary school campus. School caps/hats or head wear that is part of a uniform worn for athletic events may be worn on the field or area of play but may **NOT** be worn on campus when the event is not in progress. Headwear guidelines shall apply equally to male and female students.

The intent of this policy is clearly to prevent the display of unauthorized caps/hats on campus; thus, "worn" is interpreted in the broadest sense. Any student who displays an unauthorized cap/hat either by wearing it on the head or carrying it is in violation of this policy.
 - B. Metal reinforced footwear such as Doc Martin boots, chains of any form such as wallet safeguards, or chokers, safety pins worn on the outside of clothing, and excessively long belts (sized belts must be worn through the belt loops) violate the intent of the gang attire policy and/or safety provisions and are subject to dress code violation penalties

NOTE: The following steps are taken to uniformly interpret and enforce the provisions of the dress code among RUSD secondary schools.

Referral steps/consequences following student/parent contact by phone or in person:

1st Offense: Counselor/Designee

1. Verbal warning.
2. Correct situation (change into an RHS dress code t-shirt, or send home if necessary)
3. Counsel regarding consequences of future violations

Repeated Offense (Defiance): Assistant Principal/Designee

2nd Offense: Correct situation (change into an RHS dress code t-shirt, or call parent to bring appropriate garment or send home if necessary); assign lunch detention.

3rd Offense: Correct situation (change into an RHS dress code t-shirt, or call parent to bring appropriate garment or send home if necessary); assign two lunch detentions

4th Offense: Correct situation (change into an RHS dress code t-shirt, or call parent to bring appropriate garment or send home if necessary); assign three lunch detention or suspension if appropriate.

5th Offense: Correct situation (change into an RHS dress code t-shirt, or call parent to bring appropriate garment or send home if necessary); assign On-Campus Suspension (OCS) if appropriate.

(NOTE: Any item(s) taken from a student will be sent to his/her Assistant Principal's office.)

Other Prohibitions – Gambling, including the playing of cards or rolling of dice, and other actions prohibited by state law and city ordinance are not allowed on campus. Water balloons, water pistols, skateboards, Frisbees, etc., are not permitted. **Students found to be in possession of or participating in an activity with any of the aforementioned items will be subject to disciplinary action, up to and including suspension from school.**

Return of "Blue" Dress Code Shirts: Students will be given every opportunity to exchange the blue dress code shirt for their own article of clothing. Students who do not return the blue dress code shirt within a reasonable amount of time, will be assigned a detention for defiance, and will have to pay an \$8.00 fee to cover the cost of replacing the shirt.

Any unclaimed articles of clothing remaining at the end of the school year will be donated to charity.

COMPUTERS & ELECTRONIC DEVICES - iPods and other devices deemed to be distracting to the educational environment by the RHS Administration are prohibited on campus. The school cannot be held responsible for the loss or theft of students' private property. Students are strongly encouraged not to bring such devices to school. The use of cell phones and similar devices **during instructional or class time (this includes when you are outside of class with permission with a pass for the office, restroom etc.)**, is prohibited at Redlands High School. During class time phones should not be used for any purpose (outgoing/incoming calls, text-messaging, calculating, picture taking, etc.). If a staff member sees or hears a phone in student possession during class, it will be confiscated and taken to the nearest office. **Students may use their phones before & after school and during passing periods and lunch. RHS Administration reserves the right to amend this policy at any time.**

CONSEQUENCES:

1st Offense: Assistant Principal

Confiscate device, verbal warning and phone returned **at the end of the school day.**

2nd Offense: Assistant Principal

Confiscate device, lunch detention assigned and phone returned **at the end of the school day.**

3rd Offense: Assistant Principal

Confiscate device, two lunch detentions assigned and **phone must be picked up by a parent.**

Laser Pointers are not allowed on campus or at school activities. There is a potential health hazard associated with the improper use of such laser pointer devices. The beam can damage vision if pointed directly into the eye. Serious injuries resulting in irreparable damage to the eye tissue may occur.

Teachers are asked to confiscate the laser and turn it into the Security Office. Parents must come to pick up the item. A second offense will result in a 1 – 3 day suspension. A student who is pointing the beam directly into another person's eye will be suspended on the first offense. A second offense of this nature will result in a 5 – day suspension and a pre – expulsion hearing.

Ed Code 48901.5 Electronic signaling device; possession or use prohibited; exception:

- A. No school shall permit the possession or use of any electronic signaling device that operates through the transmission or receipt of radio waves, including, but not limited to, paging and signaling equipment, by pupils of the school while the pupils are on campus, while attending school-sponsored activities, or while under the supervision and control of school district employees, without prior consent of the principal or his or her designee. No pupil shall be prohibited from possession or using an electronic signaling device that is determined by a licensed physician or surgeon to be essential for the health of the pupil and use of which is limited for purposes related to the health of the pupil.
- B. The governing board of each school district shall take all steps it deems practical within existing resources to discourage pupils from possessing or using electronic signaling devices, except where the use of an electronic signaling device is essential for the health of a pupil.

BULLYING - The district has a network use policy that states that computers and the school network will be used appropriately on campus, including any time on the internet. However, it needs to be noted that your communications off campus can also become a problem at school. If you inappropriately use computers at home to threaten, bully, sexually harass, or explicitly text, otherwise known as "sexting," other students and it becomes a disruption on campus, you will be disciplined at school. Before you post, text, or comment, be sure to read the following guidelines, as these "innocent" statements can affect you well into the future. Consider the following:

- You can be suspended, expelled, and/or arrested for your comments.
- IF sexual in nature, you and your "friends" can be prosecuted for child pornography, requiring registration as a "sex offender" for the rest of your life.
- Once something is on the internet, or in cyberspace, there is no way to really destroy it.
- Is this something you would want your parents or future employer to see?
- Many students who are harassed, become seriously depressed and often commit suicide.

Redlands High School takes this very seriously. If you are being bullied, harassed, or threatened either in person, or in cyberspace, immediately contact RHS Security and/or an administrator.

LOCKER ROOMS - Only use school issued locks on lockers. All non-school locks will be cut off. Locks left on more than one period will be cut off. Keep all belongings locked in your assigned basket. During P.E. class, you may use a long locker for your backpacks and other belongings. **Do not** share baskets or lockers. All book bags are to be locked up during the period. Locker rooms are open 5 minutes at the beginning and end of the period only. Locker rooms will not be opened during the period.

CONSEQUENCES: The first time belongings are not locked up they will be confiscated and you will be issued a written warning which you must sign and date for belongings to be returned to you. Additional infractions could result in OCS with the possibility of a grade drop. Your parents and counselor will be notified and the teacher will follow-up with RHS discipline and attendance policies.

COUNSELING SERVICES

COUNSELORS - Upon entering RHS each student is assigned to a guidance counselor. Your counselor, who usually remains with you throughout your stay at RHS, has one major goal—to help you derive the most benefit possible from your years at RHS. To do this, your counselor will offer assistance to you as you make decisions about such matters as programs of study, specific courses, and further education after high school, or job training. An important part of your experience at RHS will involve relations with people—friends, teachers, administrators, and parents. Your counselor will help you as you live with these people on a daily basis and handle some of the issues that arise naturally in human relations.

APPOINTMENTS - Meeting with your counselor is easy. Come to the Counseling Center before school, at lunch, or after school to make an appointment. Walk-in appointments available during most lunch periods. You may also e-mail or phone your counselor.

PROGRAM CHANGES - It is assumed that when a student is scheduled he/she is getting into classes of his/her choice; therefore, the need for program changes should be reduced greatly. Changes will be made only for an ability level change, the adding of a required course, or reasons that may be in the best interest of the student/school. In the event that a student must withdrawal from a class during a semester, the following RUSD administrative regulation applies (does not apply to level changes within a core content area) **Withdrawal from Classes (AR 5121)**: A student who drops a course during the first 20 days of the semester may do so without any entry on his/her permanent report card. A student who drops a course after 20 days but before 41 days shall receive a "W" grade on his/her permanent record but the "W" will not count in the determination of the cumulative grade point average. A student who drops a course after the first 40 days of the semester shall receive a "WF" on his/her permanent record, unless otherwise decided by the principal/designee because of extenuating circumstances.

TRANSFERRING TO ANOTHER SCHOOL - You must go through a checkout procedure that can be initiated in the Attendance Office. All books must be turned in and any fees or fines must be paid or your transcript will not be sent to your new school. A record is kept in your permanent file and is removed only after payment. The transcript is the official legal document that indicates credits earned in any school and is the tool used to transfer such credit. It is also used to prove that you graduated or were in attendance in any school for any period of time.

ATHLETICS & CO-CURRICULAR ACTIVITIES

ASSOCIATED STUDENT BODY (ASB) STICKER - Available for purchase at the Finance Office, this sticker, when applied to the RHS ID Card, admits the holder to all home football, basketball and wrestling contests free of charge. Students who have purchased an ASB sticker and have fulfilled all requirements for participation will receive free athletic, activity, and academic letters. The sticker also signals eligibility for student discounts at other athletic contests, at most student activities, on the *Makio*, and in the Student Store. Students can save over \$150.00 depending on the degree of participation in the school activity program. A \$5.00 fee will be charged for a replacement ASB sticker.

PARTICIPATION & ELIGIBILITY:

1. Participating in a sport or activity is a privilege; students who commit the following offenses may lose the privilege to represent RHS; the duration is to be not less than one quarter and not more than one semester. This is to be determined by the principal and the administrative staff.
 - a. Providing, possessing or using dangerous drugs, alcohol, narcotics or other injurious substances
 - b. Habitual truancy (habitual as defined by law)
 - c. Extortion of money, food, etc., from other students
 - d. Theft
 - e. Forging passes, attendance slips, or changing the marks on a report
 - f. Fighting
 - g. Misbehavior in the educational setting which the principal and the administrative staff feel may bring discredit on the school and district.
2. **Eligibility Requirements:**
 - a. In order to participate in extra/co-curricular activities, students in grades 6 through 12 must demonstrate satisfactory educational progress in meeting the requirements for graduation.

Satisfactory educational progress includes, but is not limited to, the following:

(cf. 6146.1 High School Graduation Requirements/Proficiency)

- (i) Student must be enrolled in and pass at least four semester classes or the equivalent of twenty (20) semester hours and maintain a "C" average on a 4-point scale.
- (ii) Grades shall be counted in the following manner: A=4 points, B=3 points, C=2 points, D=1 point, and F=0 points.
- (iii) No additional points may be counted for plus (+) or minus (-) grades.
- (iv) In Pass-Fail classes a pass grade shall be counted as a "C" grade for the purpose of determining eligibility.

(v) Incomplete grades shall not be counted in determining eligibility unless the class constitutes part of the twenty [20] semester units needed for eligibility. In the event the incomplete grade is a part of the twenty [20] semester units, the incomplete grade shall be counted as an "F".

b. The determination of student eligibility shall be made at the time of the distribution of the official quarterly progress reports and semester report cards. Eligibility must be reestablished for each of the four grading periods during the school year. In the event a student finds that he/she is academically ineligible to participate in co-curricular activities for the upcoming school year, he/she may request in writing that current summer school grades be used to determine eligibility for the first grading period for the upcoming school year.

c. Each student shall be entitled to petition for a one-time waiver of the eligibility requirements at the beginning of his/her ninth [9th] year. The principal/designee shall determine if a waiver is granted; and, if granted, an academic remediation and assistance plan shall be developed to ensure continued eligibility.

This policy shall not preclude other school-sponsored organizations from requiring eligibility standards. Organizations may require a higher standard than those specified herein.

SPECTATOR BEHAVIOR - CIF and Citrus Belt League guidelines mandate that schools promote conduct and behavior that reflect the positive spirit of athletic participation and competition. Spectator behavior is of special concern. Spectator conduct that is antagonistic toward visiting fans, demonstrates poor sportsmanship, demeans student athletes, coaches, officials or cheerleaders does not promote CIF, Citrus Belt League or Redlands High School philosophy regarding positive behavior.

All spectators are expected to comply with the following guidelines:

- Fans are to remain in the stands and off the gym floor/playing field at all times. This includes after the game is over.
- Cheer for your team and not against the opponent. No booing/negative cheers.
- Support the good play of all student athletes participating.
- No comments or gestures directed at opposing players, coaches, cheerleaders or fans.
- No mechanical noisemakers such as air horns, bells or megaphones.

- Be supportive of the officials and their decisions.
- Please display appropriate respect during the National Anthem.

Failure to abide by these reasonable guidelines may result in removal from the event.

DANCE ATTENDANCE & GUESTS – Students bringing guests to any Redlands High School dance must complete the Guest Pass form, which includes providing a photo ID of the guest. The administration reserves the right to refuse permission for a guest to attend any extra curricular event based upon that individual's previous behavior. Students who have been expelled and have not met the requirements for readmission to RUSD will not be approved as guests to attend RHS dances. **All adult guests must be under the age of 21. All student guests must be currently enrolled in the 9th-12th grades. It is the responsibility of the RHS student to obtain an approved guest pass *in advance* of the dance. No exceptions. Please refer to DANCE ATTENDANCE in this planner for more information.**

DANCE POLICIES - **To enter a RHS dance**, each person MUST present an ID along with their dance ticket, which indicates his or her name. All RHS students must present his/her **RHS ID card** along with the numbered dance ticket. If the guest is not an RHS student, he/she must present a **Guest Pass plus Photo ID**. RHS students and their guests must enter the dance **at the same time**. **Once students/guests leave** the dance, re-entry to the dance is not permitted. Students may not enter the dance after 10:00 p.m. **Dance tickets are nontransferable and nonrefundable**. This means the person buying the ticket is the person who attends the dance and brings photo ID. No refunds will be given if a student is directed to leave before the end of the dance. **School District and Insurance Policy** mandates that students arriving at school functions, such as the dance, under the influence of a controlled substance may not be admitted. Such students will be isolated immediately until custody can be arranged with the individual's parents or local authorities. A 5-day suspension will result from students violating this policy. **No smoking** at the dance or on the premises where the dance is held. **Inappropriate dress** for an RHS activity (as determined by RHS administration) may result in non-admittance to the dance. Extremely brief garments are not appropriate. No dress, skirt, pant or shirt should be so short (hem must reach the tip of the middle finger when the arms are relaxed at the sides) as to show undergarments while seated or standing by exposing bare skin. Inappropriate items include, but are not limited to the following: bare midriff tops, see-through garments, low cut garments showing cleavage or lower back, any clothing that reveals undergarments.

The RHS Administration reserves the right to search students and their possessions prior to entering the venue. Items that do not violate RHS policies will be returned at the end of the dance. **Dancing must be respectful at all times**. Dancing in a suggestive or explicit manner will not be tolerated. Dancing styles that involve intimate touching of your dance partner or that resemble sexual activity are NOT allowed. When dancing back to front, all dancers must remain upright--no squatting or bending is allowed. Students dancing inappropriately (see above) will be directed to leave the dance floor immediately. If inappropriate dancing (as determined by RHS administration) continues, students may be asked to leave the dance and their parent or guardian will be notified. **Information regarding mandatory dance contracts and dance dress code will be sent home in the summer mailer in July 2015. Also, it will be available on the RHS website as it becomes available.**

DANCE COURT ELIGIBILITY - Students who are candidates for any court associated with any activity, such as dances, should be good students and exhibit good citizenship. Candidates shall have a grade point average of 2.0 for the prior grading period. Both the student and a parent/guardian must sign a Court Contract, which implies compliance with the Redlands High School and District Dress Code and Code of Conduct guidelines. A student who sets an example of poor citizenship prior to or during the candidacy shall be ineligible to run. Poor citizenship shall be defined as a violation of Redlands District policy, Redlands High School policy, or the California Education Code that resulted in a suspension during the semester of or the semester prior to the event. A candidate will be disqualified if there has been a violation during the previous semester or during the semester of the activity, even if the violation occurs the day of the activity.

ALMA MATER

**Where the purple snow-capped mountains
Reach the clear blue sky.
Lies our cherished Alma Mater
Our dear Redlands High.
Alma Mater, Alma Mater
Deep graven in each heart,
Our loyalty unwavering true,
When'er from you we part.**

REDLANDS TERRIER FIGHT SONG

**Fight, Fight for Redlands High.
Go, go you Terriers.
Win, win for blue and white.
We're with you tonight . . .
You Terriers.
Fight, fight to victory.
Team, Team it's your game.
Score, Score, Score and then score some more
for Redlands High.**

By C. Arthur Anderson, M.D.