

El Modena High School

A California Distinguished School

2011-12

School Guidelines



3920 E. Spring Street
Orange, CA 92869

Main Office: (714) 997-6331
Activities Office: (714) 997-6241
Attendance Office: (714) 997-6110

**EL MODENA HIGH SCHOOL
#1 REGULAR SCHEDULE**

PERIOD	TIME
0	6:55 – 7:49
1	7:55 – 8:47
2	8:53 – 9:45
Nutrition	9:45 – 9:55
3	10:01 – 10:53
4	10:59 – 11:51
Reading	11:51 – 12:15
Lunch	12:15 – 12:45
5	12:51 – 1:43
6	1:49 – 2:41
7	2:47 – 3:42

#2 Late Start Schedule

Period	Time
Staff Meet	7:30 – 8:50
1	8:55 – 9:37
2	9:43 – 10:25
Nutrition	10:25 – 10:35
3	10:41 – 11:23
4	11:29 – 12:11
Reading	12:11 – 12:35
Lunch	12:35 – 1:05
5	1:11 – 1:53
6	1:59 – 2:41
7	2:47 – 3:42

#3 30-Min. Assembly

Period	Time
0	6:55 – 7:49
1	7:55 – 8:44
2	8:50 – 9:39
Nutrition	9:39 – 9:49
3	9:55 – 10:44
4	10:50 – 11:43
Assembly	11:49 – 12:21
Lunch	12:21 – 12:51
5	12:57 – 1:46
6	1:52 – 2:41
7	2:47 – 3:42

#4 45 Min. Assembly

Period	Time
0	6:55 – 7:49
1	7:55 – 8:42
2	8:48 – 9:35
Nutrition	9:35 – 9:45
3	9:51 – 10:38
4	10:44 – 11:34
Assembly	11:40 – 12:25
Lunch	12:25 – 12:55
5	1:01 – 1:48
6	1:54 – 2:41
7	2:47 – 3:42

#5 Min. Day Schedule

Period	Time
0	6:55 – 7:49
1	7:55 – 8:30
2	8:36 – 9:11
Nutrition	9:11 – 9:21
3	9:27 – 10:02
4	10:08 – 10:44
5	10:50 – 11:25
6	11:31 – 12:06
7	12:12 – 12:47

PRINCIPAL'S MESSAGE

Welcome to the 2011-12 school year at El Modena High School. We are proud of the accomplishments of the students and staff of El Modena. Our students excel in academics, athletics and school spirit. They strive to be responsible citizens of the campus and the community. Students are encouraged to be involved in school activities.

The more students are involved, the more memories they will cherish after high school. The more students are involved, the more academic success they tend to have during the high school experience. The entire staff of El Modena High School works hard to support your efforts in becoming life long learners. Have a great year!

ADMINISTRATION

Principal..... Mr. John Briquelet
Assistant PrincipalMr. Cesar Flores
Assistant Principal Mrs. Rebecca Martinez
Assistant Principal Mr. Glenn Giokaris

ALMA MATER

El Modena, Proudly we salute you!
We are loyal to the Cardinal and the Gold
Stand with strength in every endeavor.
These are the things we hold.

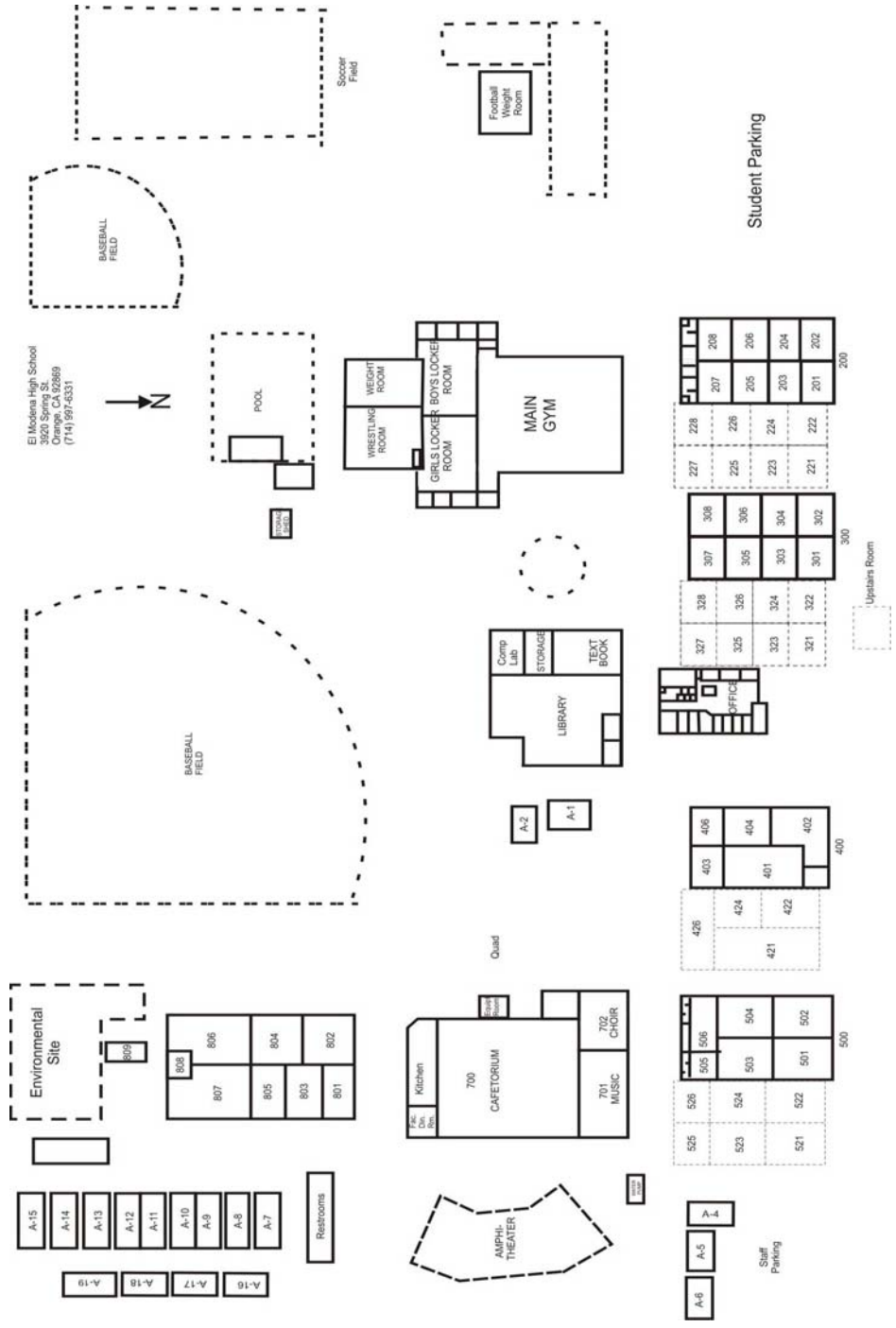
Vanguard Victories, Vanguard Memories,
Sing it to the sky!
For the honor of the Vanguards,
For El Modena High!

NEED HELP? YOU SHOULD GO TO...

Activities Calendar/Forms.....	Administration Office
Activities Stickers.....	Activities Office
ASB Accounting.....	Activities Office
ASB Budget	Activities Office
Athletics, Boys & Girls	Athletic Office – Mr. Bernard
Attendance.....	Attendance Office – Ms. Croce, Ms. Parker
Career/Vocation-Work Experience.....	Student Center – Room 402
Cheerleading	
Clubs and Organizations	Activities Office – Mr. Finn
Computers for Students.....	Library
Copy Machine for Student Use.....	Library
Counseling.....	Administration Office
First Aid/Illness	Health Office – Mrs. Bayliss
ID Cards.....	Activities Office – Mrs. Reta
Lockers	Administration Office – Mrs. Hurtado
Lost and Found.....	Administration Office
Lost and Found/Textbooks	Library
Need a job?	Student Center – Room 402
Off-Campus Stickers	Mrs. Hurtado/Attendance Office/Career Center
Periodicals	Library
Records/Transcripts/Grad	Administration Office – Mrs. Stringfellow
Reference Materials	Library
ROP	Career Center
Scholarships	Administration Office – Counseling
School Newspaper	Room 506 – Mr. Moeller
Student Election Sign-ups	Activities Office – Mr. Finn
Student Government	Activities Office – Mr. Finn
TA/CAT	Student Center – Room 402
Ticket Sales	Activities Office
Yearbooks.....	Mr Loya – Room 806A

ROOMS TO REMEMBER

Activities Office	Room 402
Student Center	Room 402
Detention	After School-Rm 422
Tardy/ID Card Sweep Detention.....	Room 301
Lost & Found	Room 422
School Newspaper	Room 506
Yearbook	Room 806A



EL MODENA HIGH SCHOOL

Expected School-Wide Learning Results

Each El Modena High School graduate will be...



An Effective Communicator

Our students will develop effective communication skills in reading, writing, speaking, and listening in English.



A Technology User

Our students will acquire the skills necessary to seek, organize, and process information using appropriate technologies.



A Critical Thinker

Our students will develop the critical thinking skills necessary to analyze and solve problems effectively.



A Self-Directed Learner

Our students will become self-directed, disciplined learners who develop the life skills needed to be responsible in the workplace.



A Responsible Citizen

Our students will acquire a respect for cultural diversity and will assume adult responsibilities to self, family, school, community, nation, and the world.

BEHAVIOR EXPECTATIONS

Our goal at El Modena High School is to support each student to become a positive contributor and responsible citizen. Towards that goal, we encourage all students to exhibit the **ENLIGHTENED, MOTIVATED, HONORABLE, and STRONG** behavior.

	Classroom	Campus	School Activities
Enlightened E	<ul style="list-style-type: none"> • Listen and be open minded • Use your knowledge and skills 	<ul style="list-style-type: none"> • Consider consequence of behavior • Consider your peers 	<ul style="list-style-type: none"> • Think before you act • Reflect after you act
Motivated M	<ul style="list-style-type: none"> • Come prepared • Set goals and do your personal best to achieve them 	<ul style="list-style-type: none"> • Get to class on time • Take ownership of the campus environment 	<ul style="list-style-type: none"> • Enthusiastically participate or support others in school activities • Plan ahead
Honorable H	<ul style="list-style-type: none"> • Respect self and others • Demonstrate integrity 	<ul style="list-style-type: none"> • Clean up after yourself • Dress appropriately for school and use appropriate language 	<ul style="list-style-type: none"> • Demonstrate good sportsmanship – respect players and opponent.
Strong S	<ul style="list-style-type: none"> • Be responsible • Persevere through challenges 	<ul style="list-style-type: none"> • Encourage the success of others • Do not give into negative peer pressure 	<ul style="list-style-type: none"> • Maintain poise and confidence in self and school • Be a model of Vanguard ideals

ACTIVITIES

EXTRACURRICULAR PARTICIPATION POLICY

Participation in extracurricular activities is not a right, but a privilege which is in part contingent upon compliance with all school rules and regulations. An *extracurricular activity* is defined as an event which falls outside of normal class time. This includes, but is not limited to: athletic contests, drama performances, club activities, and Associated Student Body (ASB) events, such as dances.

The Extracurricular Activities Participation Policy is not intended to replace standards of clubs and/or teams that have written regulations more specific than those contained in the policy. **Students may not participate in extracurricular activities if they have more than two (2) detentions.** Furthermore, the privilege to participate may be denied or revoked by the administration.

ID CARDS AND ASB STICKERS

Each student receives an identification card **FREE** at the beginning of the school year. **Students must carry this ID at all times.** There is a **\$5 replacement** charge for lost cards. ID cards are needed for:

- Presentation upon request for identification
- Off campus passes
- Distribution of textbooks
- Use of media center materials
- Purchasing tickets for school activities
- Admission to all school dances
- Admission to detention

Students also can purchase ASB Activities Stickers for \$48 at Registration in August and from ASB Accounting in the Activities Office at any time during the school year. This sticker can save you over \$75 in admission costs to school events throughout the year by entitling you to either free or discounted admission to all home and away athletic events, as well as dances. You also receive a discount on the price of a Yearbook at Registration.

DANCES

TICKETS

A current student identification card must be presented to purchase tickets. Tickets can be purchased by using the envelope system through the Activities Office. In most cases, tickets must be purchased prior to the dance. Major dances include:

Homecoming Dance..... Oct 22
Winter Formal/Coronation..... Feb 4
Junior/Senior Prom May, TBA

DANCE RULES

- Students must have no more than 2 detentions to attend a dance.
- Student identification must be presented for entry into a dance.
- Appropriate dancing will be expected from all our students and their guest. If behavior is inappropriate, the student or guest will be removed from the dance.
- All school rules are in effect throughout the duration of the dance and to and from any school activity.
- Violation of any school rule during the time of the dance will result in removal from the dance and/or other disciplinary action.
- A breathalyzer will be used at our dances to encourage students to refrain from using alcohol prior to attending these events.

GUESTS

- Students who have 0 detentions and would like to bring a guest must have a Dance Guest Pass approved by an administrator prior to purchasing tickets for those dances that allow guests.
- Guest must have a picture ID to be admitted, and all school rules apply to the guest.

STUDENT GOVERNMENT

Student Government at EMHS is organized under the El Modena Student Body Constitution and consists of the ASB Cabinet (student body officers), a two-house Congress made up of the Senate (club presidents), the House of Representatives (a representative from each second period class), and the class officers. The student leadership class is conducted during fourth period in the Activities Office. All students with any concerns are always welcome.

2010/2011 ASSOCIATED STUDENT BODY POSITIONS

ASB President.....	Yara Azar
ASB Vice President.....	Dustin Holtz
ASB Secretary.....	Celina Caovan
ASB Treasurer/ASB Bookkeeper Assistant.....	Michael Ragazzo
Service & Control Officer/International Education Coord.....	Bre Espero
Communications Commissioner.....	Candace Sakimoto
SACBE Representative.....	Veronica Bui
Boys' Sports Commissioner.....	Robert Sanchez
Girls' Sports Commissioner.....	Hannah Goldie
Senior Class President.....	Rachel Golden
Junior Class President.....	George Will
Sophomore Class President.....	Danny Johnson
Freshmen Class President.....	(TBD)
Academic Excellence Officers.....	Chris Ibrahim/Sanum Mavandadi-Pur
Community Service Officer.....	Elle Gault
Lights/Sound Technology Officer.....	Sean Atkinson
Publicity Officers.....	Matt Nguyen/Catherine Bailey
Construction Officer.....	Thomas Flansburg
Historian/Photographer.....	Kyndal Jenkins
Special Events.....	Marisol Baltazar, Kendall Rasmussen, Morgan Ross
Commissioner-at-Large.....	Allison Jensen

Performing Arts Commissioner.....Iese Wilson
 Girls' League President.....Kyley Chelwick
 Men's League President.....David Trotter
 Pep Commissioner.....Alecks Carbayo
 V2 and Yearbook DVD Manager.....Courtney Nguyen
 Assistant to the Activities Director.....Kelsey Glastetter
 Yearbook Editor.....Riley Levy
 Frontline Newspaper Editor.....Madison Elms

CALENDAR

August	15-18	Registration
	25	"Welcome Back!" Assembly (ASB)
	26	"Welcome Back!" Dance (ASB)
September	5	LABOR DAY
	9	Club Rush (ASB)
	12	Freshmen Election Campaigns
	14	Back to School Night
	16	Freshmen Elections Assembly (ASB)
	19	Girls' League Wii Shall Support Tournament
	23	Train w/ Bill Breast Cancer Research (GIRLS' LEAGUE)
	24-25	PTSA SAT Boot Camp
October	30	Fall Sports Assembly (ASB)
	5	Late Start Day
	21	Homecoming Assembly and FB Game(ASB)
	22	Homecoming Dance (ASB)
	24	Red Ribbon Week Begins (CLUBS/ASB)
November	28	END of QUARTER ONE – MIN. DAY
	1-2	CASHEE (Jr. & Sr.)
	2	Late Start Day
	11	VETERANS' DAY
	17	Date Dad (GIRLS' LEAGUE)
December	21-25	THANKSGIVING BREAK
	16	Holiday Assembly (ASB)
	19-31	WINTER BREAK
January	1-6	WINTER BREAK continues
	16	Martin Luther King Day
	20	Winter Sports Assembly – Winter Formal Court (ASB)
February	26-27	END of FALL SEMESTER – MIN. DAYS (Finals)
	1	Late Start Day
	4	Winter Formal – Coronation Dance (GIRLS' LEAGUE)
	16	Mr. Vanguard Pageant (MEN'S LEAGUE)
March	17-20	PRESIDENTS' DAYS
	5-9	Spirit Week (CLASS OFFICERS)
	9	Spirit Week Assembly (ASB/CLASS OFFICERS)
	13-14	CAHSEE (Soph. & Sr.)
	21	Late Start Day
April	23	MORP Dance and Talent Show (MEN'S LEAGUE)
	28	END of QUARTER THREE – MIN. DAY
	2-13	SPRING BREAK
	18	Late Start Day
	20	Spring Sports Assembly (ASB)

May	23-30	STAR TESTING
	TBA	Prom
	1-4	STAR TESTING
	7-11	International Week (CLUBS/ASB)
	7-18	AP Testing
	8-9	CAHSEE (Jr. & Sr.)
	11	International Day Assembly & MECHA Dance (ASB/MECHA)
	14-18	ASB Election Campaigns
	16	Open House
	18	ASB Election Assembly/Voting (ASB)
	21-25	Class Elections Campaigns (ASB)
	23	Underclassmen Awards Ceremony (ADMIN)
	25	Class Election/Sr. Information Assemblies (ASB/ADMIN)
	28	MEMORIAL DAY
	29-31	ASB Appointment Interviews
June	1	Goodbye Assembly (ASB)
	7-8	Senior Finals
	10	Baccalaureate and Senior Awards (ADMIN/ASB)
	11	Senior Honors Day @ Magic Mountain
	12	Senior Brunch @ the Santa Ana Elks Club
	13-14	END of SPRING SEMESTER - MIN. DAYS (Finals)
	14	GRADUATION @ Fred Kelly Stadium

EL MODENA CLUBS AND ORGANIZATIONS

Altered Book Club.....	Mrs. Werner
Anime Club	Mr. Miles
Art Council	Mrs. Werner
AVID	Ms. Chapman
Biking Irish Club.....	
California Scholarship Federation (CSF).....	Mrs. Lissner
Christian Club	Mr. Pongco
Color Guard	Mr. Ames
D & D Graphic Design	Mr. Loya
Drama Club.....	Mrs. Chertock
FASE-Philipino/Asian	Mrs. Acantilado
Girls' League.....	Mrs. Pedroza/Mrs. Rivera
GSA	Mrs. Mull
Harry Potter Club.....	Mr. Othmer
Hockey Club	
Interact.....	Ms. Lamphier
Journalism	Mr. Moeller
Key Club	Mrs. Solis
Literary Magazine	Mrs. Jansen
LULAC	Mr. Spanner
Make A Wish.....	Mrs. Chertock
M.E.A.T.....	Mr. Benner
Men's League	Mr. Stiles
MECHA.....	Ms. Gomez
Mock Trial	TBA
Modern Language Club.....	Mrs. Jansen
(Includes Spanish, French, Italian, German)	
National Art Honor Society	Mr. Beaman
National Honor Society.....	Mrs. Lissner

Pep Squad.....	Mr. Wood
Project Give and Grow	Mr. Benner
Red Cross.....	Mr. Miles
Science Olympiad.....	Mrs. Gyswyt
Speech and Debate.....	Mrs. Chertock
Travelers' Club.....	Mr. Benner/Mrs. Pedroza
Vanguard Percussion Ensemble (VPE)	Mr. Ames
Vocal Music	Mrs. Solis
Yearbook	Mr. Loya

ATHLETICS

FALL – Men's

- *Football
- *Cross Country
- *Water Polo

WINTER - Men's

- *Basketball
- *Soccer
- *Wrestling

SPRING – Men's

- *Baseball
- *Golf
- *Tennis
- *Track and Field
- *Volleyball

FALL – Women's

- *Cross Country
- *Tennis
- *Volleyball
- *Water Polo
- *Golf

WINTER – Women's

- *Basketball
- *Soccer

SPRING – Women's

- *Softball
- *Swimming
- *Track and Field

Athletic schedules are available on the El Modena Sports web page at elmodenasports.org. Participating athletes must complete an athletic packet that includes a physical examination. You can pick up a packet in the health office.

For athletic schedules and information go to www.elmodenasports.org

ACADEMICS

GRADUATION REQUIREMENTS

SEMESTER CREDITS

A minimum of 230 semester credits must be earned in a high school program including the following minimum credits in specific subject areas. A student earns 5 credits per passed class per semester.

Language Arts	40
History (Social Science)	30
Freshman Seminar	5
Health	5
Mathematics	20 (10 of 20 math credits must be from Algebra)
Science	
Life	10
Physical	10
Fine Arts/Foreign Language	10
Physical Education	20
Electives	<u>80</u>
TOTAL	230

***El Modena High requires 30 credits of math and 30 credits of science.**

Proficiency Requirements – High School Exit Exam

Students must pass the California High School Exit Exam (CAHSEE) in English and Math to receive a diploma.

Admission Requirements for the UC and CSU System

- a. **History/Social Science** – 2 YEARS REQUIRED
- b. **English** – 4 YEARS REQUIRED
- c. **Mathematics** – 3 YEARS REQUIRED (ALG I, GEOMETRY, ALG II), 4 YEARS RECOMMENDED
- d. **Laboratory Science** – 2 YEARS REQUIRED, 3 YEARS RECOMMENDED (BIOLOGY, PHYSIOLOGY, CHEMISTRY, PHYSICS)
- e. **Language Other than English** – 2 YEARS REQUIRED, 3 YEARS RECOMMENDED (OF THE SAME LANGUAGE)
- f. **Visual or Performing Arts (VPA)** – 1 YEAR REQUIRED
- g. **College Preparatory Electives** – 1 YEAR REQUIRED

The counseling staff at El Modena High School highly encourages students to make all the A's and B's they can due to the competitive standards of university admission. The counseling staff offers 4-Year Planning Workshops, a College Fair, College Workshop Services, and College Admission Test Preparation Services each year.

“I READ, I SUCCEED”

El Modena has a school wide focus on literacy and improving student's reading comprehension called “I Read, I Succeed”. Students participate in a 20 minute free reading break each day since research has shown that reading comprehension improves when students read for pleasure. In addition, a reading

class is mandatory for students needing assistance, and there is a school wide effort to teach specific reading strategies to students.

GRADES AND PROGRESS REPORTS

Students are issued grades four times a year. At the end of the second and fourth quarter grading periods, they are given semester grades. Only semester grades are recorded on a student's transcript and credits for classes passed are awarded at this time.

GPA REQUIREMENT FOR PARTICIPATION

- 2.00 overall GPA for participation in **Athletics**
- 2.00 overall GPA for **Pep Squad** participation (no D's or F's)
- 2.00 academic GPA to serve as a **class officer** other than president or vice-president
- 2.50 non-weighted academic accumulative GPA to be a member of ASB enrolled in the 2nd period leadership class, no F's in previous semester, no more than 1 U in previous semester and have no serious honesty policy infractions or disciplinary actions
- 2.50 non-weighted academic accumulative GPA to be ASB president - No F's in previous semester, no more than 1 "U" in previous semester, have no honesty policy infractions or disciplinary actions and have 1 year ASB experience.
- 3.5 overall Academic GPA for National Honor Society

ACADEMIC GRADES GIVEN

A = Outstanding

B = Above Average

C = Average

D = Below Average

F = Fail/No credit given

INC = Incomplete (may be given only in case of extended illness) Citizenship grades given include:

O = Outstanding

S = Satisfactory

N = Needs Improvement

U = Unsatisfactory

Report cards are mailed home at the end of each quarter to each student. Official progress reports are mailed home if a student is in danger of failing at the midpoint of each quarter. Parents can also check quarter and semester grades on the Parent Portal.

ACADEMIC HONESTY POLICY

Academic honesty is vital to foster an environment of learning, personal responsibility, and respect for others. Academic honesty means the performance of all academic work without cheating, lying, stealing, or receiving/proving assistance from/to any other person or using any source of information not appropriately authorized or attributed.

A less serious infraction occurs if a student:

1. Looks on another student's paper or talks during examinations.
2. Helps another student cheat.
3. Uses unauthorized notes during an examination or student assignment.
4. Copies another student's homework or classwork.
5. Plagiarism involving limited text.

Consequences for a less serious infraction, first occurrence:

1. Reprimand of student and immediate notification of parent by teacher.
2. Automatic "O" (zero) on assignment or test.
3. Referral for discipline file.
4. "U" (unsatisfactory) in citizenship for the quarter.

Consequences for a less serious infraction, second occurrence:

1. Student incurs a more serious consequence.

A more serious infraction occurs if a student:

1. Repeats a less serious infraction
2. Cheats on an examination or assignment by preconceived acts, such as stealing an examination or plagiarism.
3. Furnished an examination and/or answers from an earlier class period to students taking the examination at another time.
4. Conspires to cheat on an examination or helps other students cheat on an examination or assignment.
5. Changes a grade on any academic record.

Consequences for a more serious infraction, first occurrence:

1. Referral to the discipline file.
2. Parent conference with counselor, principal and/or assistant principal and teacher.
3. Withdrawal with an "F/U" grade penalty from any class in which the offense occurs.
4. Student placed on discipline contract for academic honesty in all classes.
5. Student removed from all elected or appointed leadership positions.

Consequences for a more serious infraction, second occurrence:

1. Student transferred to another high school if offense happens within the same year.

ACADEMIC ASSISTANCE

El Modena offers free after-hours prescriptive tutoring in English Language, English 9, and Algebra 1 to El Modena 9th graders several days each week. We also offer tutoring/homework and academic assistance to all El Modena students on Wednesday evenings in the library from 5-8PM.

SHORTENED DAY STUDENTS

Students with an open first or sixth period are required to go to the Attendance Office to receive a sticker which designates that the student does not have class at that time.

Any student having an open period must do one of the following:

- Students with an open period may not loiter on campus; students must leave campus immediately (if the student has a special sticker designating he/she is authorized to be off campus)
- If the student remains on campus he or she must report to the library or to a specific staff member

BEHAVIOR EXPECTATIONS and CONSEQUENCES

All school rules are in effect while students are on campus during the school day (7:00AM – 4:00PM), during school sponsored activities, and on the way to and returning from school and school sponsored activities.

BEHAVIOR INTERVENTIONS

HONOR CARDS

As recognition for students who are positively contributing to the El Modena campus, faculty may acknowledge the students good work with an HONOR CARD. Students can turn these cards in to the Assistant Principal to be entered into a prize drawing.

DETENTIONS

Detentions may be assigned when a student does not comply with the school guidelines. Detentions are served in room 422 from 2:47-3:42

SATURDAY SCHOOL

Saturday School is an alternative to suspension. Counselors and administration assign students to this program for a variety of reasons. Students remain at school under the supervision of a teacher and work on school work or assigned activities such as campus beautification. Students may also attend Saturday School to serve detentions. Saturday School is served in room 422 from 8AM – 12noon. Students must bring their ID cards and school work.

7th PERIOD DETENTION TUTORIAL

Student are assigned a 7th period detention tutorial for failure to serve detentions or Saturday schools or as assigned by an administrator. Students must serve 20 days of 7th period with other disciplinary or attendance infractions to be released from 7th period.

TARDY / ID CARD SWEEPS

Sweeps are in effect on random days. On days that a tardy or ID card sweep is in effect, students late to class or not wearing their ID card around their neck will be assigned a 30 minute detention. Tardy Sweep detentions are held in room 301 from 2:45-3:15p.m. the day of the sweep or 7:15-7:45a.m. the morning immediately following the sweep. Failure to serve the 30 minute detention will result in the assignment of a two hour detention

GROUNDS FOR SUSPENSION AND EXPULSION

The following information contains the California Education Code Sections stating the grounds for a student's suspension and/or expulsion.

Students may be recommended for a suspension or an expulsion when the student violates any of the provisions of Section 48900, 48900.2, 48900.4, 48900.4, 48900.7 or 48915 as follows:

E.C. 48900—GROUNDS FOR SUSPENSION AND EXPULSION OF A PUPIL

- (A) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
(2) Wilfully used force or violence upon the person of another, except in self-defense.
- (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.
- (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.
- (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 then 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.
- (E) Committed or attempted to commit robbery or extortion.
- (F) Caused or attempted to cause damage to school property or private property.
- (G) Stolen or attempted to steal school property or private property.
- (H) Possessed or used tobacco or any products containing tobacco or nicotine products including, but 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.
- (I) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (J) 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.
- (K) Disrupted school activities or otherwise wilfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- (L) Knowingly received stolen property or private property.
- (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.

- (N) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 288, 288a, 289 of the Penal Code or committed a sexual battery as defined in Penal Code
- (O) Harassed, threatened or intimidated a pupil who is a complaining witness or 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.
- (P) A pupil may not be suspended or expelled for any of the acts enumerated that act is related to school activity or attendance or school attendance occurring within a school under the jurisdiction of the superintendent or principal or occurring within any other school district. A pupil may be suspended or expelled for acts which are enumerated in this section and related to school activity or attendance which 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 the campus
 - 4. During or while going to or coming from a school sponsored activity.

ADDITIONAL GROUNDS FOR SUSPENSION OR EXPULSION

SECTION 48900.2 SEXUAL HARASSMENT

In addition to the reasons specified in Section 48900, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5. For the purpose of this chapter, the conduct described in Section 212.5 must be considered to be a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive education environment. This section shall not apply to pupils enrolled in Kindergarten and grades 1 to 3 inclusive. (Added by Stats 1992. Ch 99 Sec 2)

SECTION 48900.3 HATE VIOLENCE

In addition to the reasons specified in Sections 48900 and 48902.2 a pupil in any one of grades 4 to 12 inclusive may be suspended from school or recommended to expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participate in an act of hate, violence, as defined in subdivision (e) of Section 33032.5.

SECTION 48900.4 HARASSMENT, THREATS, OR INTIMIDATION

In addition to the grounds specified in Section 48900 and 48900.2 a pupil enrolled in any of grades 4-12 inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation directed against a pupil or group of pupils that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder,

and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment.

SECTION 48900.7 TERRORISTIC THREATS AGAINST SCHOOL OFFICIALS OR SCHOOL PROPERTY, OR BOTH

In addition to the reasons specified in Sections 48900, 48900.2, 48900.3, and 48900.4, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terrorist threats against school officials or school property, or both. For the purpose of this section, "terrorist threats" shall include any statement whether written or oral, by a person who wilfully threatens to commit a crime which will result in death, great bodily injury to another person, or property, or property damage in excess of one thousand dollars (\$1,000) with the specific intent that the statement to be taken as a threat even if there is no intent of actually carrying it out which on its face and under the circumstances in which it is made is so unequivocal, unconditional immediate and specific as to convey to the person threatened a gravity of purpose and an immediate prospect of execution of the threat and thereby causes that person reasonably to be sustained fear for his or her own safety, or for his or her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family. (Added Stats 1997 Ch 405 Sec 1)

MANDATORY EXPULSION

The **Board shall expel** any student who violates E.C. 48915 (c) as follows:

1. Possessing, selling, or otherwise furnishing a firearm or explosive.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.
4. Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.

IN AND AROUND CAMPUS

ELECTRONIC DEVICE POLICY USE POLICY (MP3 PLAYERS & CELL PHONES, GAMING SYSTEMS)

In line with current law, El Modena High School has established the following rules regarding student possession/use of electronic signalling devices, including cell phones, during school hours (7:00 – 4:00) on campus:

- Electronic devices **MAY** be used before school, at nutrition, at lunch or after school.
- Unless otherwise specified by the teacher, **students may not use electronic devices during instructional time, which includes in the classroom, in detention, in the office, in assemblies, or in locations such as the Library or Computer Labs and must be switched off.** There is a phone available in the front office for student use.
- Students who violate the electronic device policy will be assigned a detention and Saturday School for repeat consequences. If a student has three or more electronic device infractions, a parent conference will be held to place the student on an electronic device behavior contract and to discuss the

possibility of NOT allowing the student to bring electronic devices to school and the student will be

THEFT/VANDALISM

EI Modena is not responsible for any lost / stolen / damaged personal belongings. Students are advised not to bring their valuables to school. If an item is lost / stolen / damaged, a student /parent may fill out a Lost/Stolen/Damaged Report form located in Mr Giokaris' office.

IDENTIFICATION CARD POLICY

To ensure the safety and security of the EI Modena students and campus, students are required to visibly wear their EI Modena Identification Cards (ID) around their neck at all times (during class, passing period, lunch, nutrition, and before/after school) during the school day. Students who are not wearing their ID cards will be subject to progressive discipline beginning with a detention and continuing progressing to parent conference and Saturday School. Students will be provided their initial ID card. Replacement ID cards can be bought for \$5 from the Activities Office (room 402).

DRESS CODE

Students must wear clothing that upholds the educational environment and fosters an environment that is safe and free from disruption. Students may not wear:

- Clothing which is considered unsafe (chains), containing offensive/obscene language and/or symbols, promoting violence, sex, drugs, alcohol, or tobacco.
- Clothing which is disruptive to the educational process including (but not limited to):
 - Strapless Dresses and tops
 - exposing bare midriffs
 - exposing underwear/lingerie
 - short shorts
 - Clothing that is tight and/or revealing
- Clothing which is gang related including, but not limited to:
 - Significantly baggy cloths
 - High white tube socks covering the calf
 - Black gloves
- Only EI Modena Hats may be worn during school hours. (Hats/head coverings worn for medical or religious purposes will be allowed with special permission from the Assistant Principal.)

HALL PASSES

Students are required to be in classes at all times. Whenever it is necessary for a student to be out of class, he or she is required to visibly display a hall pass provided by his/her teacher. Any student found to be out of class without a pass will be considered truant from that class and detentions will be assigned.

Students have ample time to use the bathroom facilities before and after school, between classes, at nutrition, and at lunch. Class time should not be used to go to the bathroom except in emergencies. Teachers have the discretion whether to allow students to go to the bathroom during class time and will provide a signed planner to those students having permission. **Cell phones may not be used while out of class during instructional time.**

SHORTENED DAYS

When a student has an open 1st or 6th period, the student must obtain a special sticker for his or her identification card from the attendance office that signifies the student's open period. He or she must remain off campus during that open period. If the student remains on campus, he or she must report to the quad or library by the time the tardy bell rings. Detentions will be assigned if the student is not in these designated areas. I.D. cards must have a sticker, and the student must leave campus and not loiter.

HEALTH OFFICE EXCUSES

If a student is ill, he/she must request permission from the teacher to report to the health clerk. Upon examination and parent contact, the health clerk will issue an off campus pass. If the health office is closed, then the student must sign in with the counselling office and parent contact will be made. Students are not allowed to call parents on their cell phones. They must report their illness to the health clerk first.

CAMPUS BOUNDARIES

During nutrition and lunch, students must remain in the quad or grassy areas only. The pool, tennis courts, locker rooms, softball/baseball/football fields, second floors, and parking lots are off limits during these times. Detentions will be assigned if the student is off limits/out of bounds.

BIKES, SCOOTERS, SKATEBOARDS

Riding of bikes, scooters, and skateboards is prohibited on campus. During instructional time all bikes, scooters, or skateboards must be stored at the bike rack or classroom

LOCKERS

- Lockers are used at students' own risk; the school or district is not responsible for loss, theft, or damage of property contained in school lockers.
- The locker may be opened by the school or district at any time deemed necessary by the administration.
- The locker and combination are to be used for the assigned student only and are not to be shared with other students or friends.
- Lockers must be cleaned out by the last day of school or when the student checks out midyear. Any items left in the locker after the last day of school will be considered unwanted and disposed of.

PARKING & LOTS

Parking on campus is a privilege, not a right and the privilege may be revoked at the discretion of the administration at any time. Parking is by permit only. Any car parked on the campus without an El Modena permit or administrative approval, may be ticketed and/or towed at the owner's expense and detentions issued. If space is limited, parking privileges will be provided based on seniority. In order to receive a parking permit, a student must provide and abide by the following:

- Maintain no more than 2 detentions.
- Possess a valid driver's license **and** current car registration
- signed student parking permit
- Pay the processing fee of \$75 for 2 semesters, or \$50 for one semester
- A valid parking tag must be displayed from the vehicle's rear view mirror.
- **Lost permits must purchase a new permit at full price.**

- Students are not to park at any time in staff parking or handicapped parking without a permit or car may be ticketed and/or towed at the owner's expense and detentions issued. Additionally, detentions will
- The school is not responsible for damage to vehicles, or lost or stolen articles taken from cars before, during or after school hours.
- No loitering is to take place in the parking lots during nutrition or lunch time or class time.
- Car noise or music should not be audible to others on campus.
- All persons driving on campus are required to drive safely and follow all traffic laws.

LUNCH POLICY

El Modena is a closed campus. Students must bring their lunch or lunch money with them when they come to school. Students are not permitted to leave campus on their own for lunch. **Furthermore, parents are not permitted to drop off lunches or lunch money for students.**

VISITORS ON CAMPUS

All visitors, regardless of their reasons for being on campus, must report to the administration building, receive permission to be on campus, and sign in with the receptionist. No visitors are permitted in classrooms without administrative approval. Student visitors are not allowed on campus or in classes. Loiterers will be subject to arrest.

ATTENDANCE

NOTIFICATION OF ABSENCES

Parents must call the attendance office at 997-6110 on the day of the absence. The parent will need to provide the attendance office with the length and reason for the absence. If a student returns from an absence and phone contact has not previously been made, the student must bring a note (*written in pen*) on the day of return to the attendance window, before school, with the following information:

- Student's full name
- Current date
- Specific reason for absence
- Date(s) missed
- Signature of parent or guardian and contact phone number (signature should match the signature on the emergency card)

The student will then receive a re-admit slip to go to class. All absences must be resolved within three school days, or they will become truanancies, and a detention for each class period missed will be assigned. If the absence is cleared by a parent after three days, truanancies will be cleared but detentions will remain. If the student has been absent excessively, a doctor's note may be required for each new absence or the student may be placed on an attendance contract.

TRUANCY POLICY

Students who are truant from any class **MUST** report to the Attendance Office **BEFORE** returning to the missed class. Students are assigned detention(s) for the missed. One detention will be assigned per period missed. 4 or more period truanancies in a single day will result in a Saturday School assignment. In addition, the following consequences apply as truanancies are accumulated per period:

Third Truancy	Teacher contacts parents
Fourth Truancy	Referral to counselor; Parent notified Saturday School assigned
Fifth Truancy	Saturday School assigned
Sixth Truancy	Parent attends class
Seventh Truancy	Saturday School assigned
Eighth Truancy	Parent Conference with Administrator
Ninth truancy	Student is reported to SARB (School Attendance Review Board)

TARDIES

Promptness is an important component of personal success and good character. Furthermore, it demonstrates respect for others. Tardiness disrupts the learning process and infringes on the right of those who are prompt to class.

CONSEQUENCES:

First Tardy	Teacher Consequences
Second Tardy	Teacher Consequences; parent notified
Third Tardy	Teacher assigns school detention; Parent notified
Fourth Tardy	Referral to counselor; Parent notified; (one) contract submitted
Fifth Tardy	Saturday School assigned
Sixth Tardy	Parent attends class
Seventh Tardy	Saturday School
Eighth Tardy	Parent conference with Administrator
Ninth Tardy	Student is reported SARB (School Attendance Review Board)

REQUESTING CLASSWORK WHEN ABSENT

Classwork will not be collected by the office until the student has been absent for three consecutive days. Please contact the counselling office if you need this support service. Twenty-four hour advance notice is needed for assignments to be effectively gathered from teachers. For shorter absences, it is suggested students contact other students in the class.

LEAVING CAMPUS

El Modena High School is a closed campus. Students must have parent/guardian permission to leave during school hours. Students will only be released to individuals listed on the emergency card. To obtain permission to leave campus, a student must bring a note from the parent/guardian with the following information:

- Explanation of the need for the student to leave campus
- The time the student is to be off campus
- The date the student is to be off campus
- A parent signature (which must match the signature on the emergency card)

The note must be received in the attendance office prior to the student leaving campus. If the student is going to leave during class time, a pass will be issued to the student to present to the teacher. If the student is going to be leaving during a passing period, nutrition, or lunch, the off campus pass must be picked up at the attendance office prior to the student leaving campus.

If a student leaves campus without prior permission from the office, the absence will be unexcused. **If the parent chooses to clear the absence after the fact, the absence will be cleared in the computer but two detentions will be assigned for leaving campus without permission.**

GENERAL INFORMATION

HOME ADDRESS INFORMATION

Parents are to update the registration/emergency address and phone number information when it changes by completing a Change of Information Form. An address change must be accompanied by a utility bill for address verification.

PARENT COMMUNICATION

A monthly newsletter is mailed home, alternating an Academic Bulletin with a more traditional newsletter, The Vanguard Voice. Parents and community members can also receive these electronically by registering for EI Modena's List Serve. Go to the OUSD website (orangeusd.org), click on Quick Find, then OUSD listServ and follow directions. Information regarding EI Modena, including athletic schedules, is also included on the EI Modena High School Web Page (orangeusd.org), click on Schools and select EI Modena. There is also an EI Modena Alumni Web Page – (www.elmodenalumns.org).

Parents are also encouraged to register for and use the Parent Portal which gives them access to student attendance, grades, test scores, etc. Teachers can also be contacted via e-mail at first initial, last name @ orangeusd.org (example: jdoe@.....).