



# VISTA MURRIETA HIGH SCHOOL STUDENT/PARENT HANDBOOK 2018-2019

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Website: [www.vmhs.net](http://www.vmhs.net)

Vista Murrieta High School does not discriminate on the basis of race, creed, color, national origin, gender or disability

6-year Accreditation by the Schools Commission of the Western Association of Schools and Colleges

Gold Ribbon School

## MURRIETA VALLEY UNIFIED SCHOOL DISTRICT

Board of Education: President: Paul F. Diffley III - Robin Crist - Kenneth Dickson - Kris Thomasian - Linda Lunn

Superintendent: Pat Kelley

Commented [C1]:

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### MAP OF CAMPUS

Dear Bronco Students and Parents:

Welcome to Vista Murrieta High School, *Home of the Broncos*. Since we opened our doors in August of 2003, Vista Murrieta's staff has been committed to helping your student achieve their fullest potential. We proudly offer something for everyone, and I personally invite every student to jump into Vista Murrieta High School with both feet. Students, your willingness to become involved and actively participate in our campus culture will not only enhance your high school years, it is vital to the high school experience. Those who are actively engaged in campus life, whether it is in our award winning athletics, activities, or arts programs, are on average more successful academically in school.

We test ourselves every day to live up to the standards of CLASS—Character, Leadership, Attitude, Scholarship, and Service. As you start the school year, I hope you will set goals to stretch yourself to prepare for your future. Regardless of what last year held for you, I want to encourage you to come to school with a mindset of growth—a belief that you can learn and do what you set your mind to; this positive attitude is essential for your personal growth. Regardless of your passion or pursuits, your willingness to champion self-improvement starts with being competitive in the classroom and not accepting anything less than your personal best.

Especially for our returning Broncos, I challenge you to step up and lead our campus by modeling CLASS. I also encourage you to challenge yourself; take rigorous courses, establish great study habits, make your mark as a leader in whatever you are most passionate about, and most importantly, immerse yourself in all Vista Murrieta has to offer.

On behalf of the entire Bronco staff, I welcome our new and returning students and parents to Vista Murrieta High School. I am confident you will find our staff to be highly dedicated partners in educating your students, preparing them for success in college and their careers, and providing an exceptional high school experience. Have a great year and remember to do everything with CLASS, the Bronco Way!

Sincerely,  
Mick Wager  
Principal

### VISTA MURRIETA ALMA MATER

Vista Murrieta Broncos true,  
We pledge our hearts and minds to you.  
Pursuing victory with class,  
Our pride in you will forever last.  
As we raise our colors blue and gold,  
We'll help our history to unfold.  
As we gaze across our valley wide,  
We'll blaze through life with Bronco pride.

### MISSION STATEMENT

The mission of the Vista Murrieta High School community is to inspire every student to think, learn, achieve, care and live through C.L.A.S.S. - *Character, Leadership, Attitude, Scholarship and Service*.

## **C.L.A.S.S.**

What does it mean to be a Vista Murrieta High School Bronco?

It starts with the way that we do business every day; in every classroom, at every school activity ~

And, in the way we interact with each other - doing everything with **C.L.A.S.S.**

### **CHARACTER**

#### **C = Character by...**

- Showing respect and compassion
- Acting with personal and academic integrity
- Following school behavioral expectations
- Pursuing success with honor

### **LEADERSHIP**

#### **L = Leadership by...**

- Modeling positive behavior within the school community
- Contributing to a culture of positive risk-taking
- Engaging in collaborative learning experiences
- Participating in extracurricular opportunities

### **ATTITUDE**

#### **A = Attitude by...**

- Displaying motivation for academic excellence
- Accepting rigorous challenges
- Contributing to a positive school culture
- Welcoming feedback
- Embracing the culture of life-long learning

### **SCHOLARSHIP**

#### **S = Scholarship by...**

- Demonstrating effective work habits
- Taking ownership of individual learning experiences
- Aspiring to perform at personal best
- Using communication, information and technology to enhance learning
- Implementing and completing a four-year academic and career development plan

### **SERVICE**

#### **S = Service by...**

- Contributing to the well-being of global society
- Exercising positive citizenship
- Participating in a variety of community service opportunities
- Contributing to a clean, safe and orderly school environment

## **ADMINISTRATION & SUPPORT STAFF**

### **Administrative Staff**

Mick Wager, Principal ..... Janell Cox, Site Secretary x6798

Matt Bean Assistant Principal ..... Paulina Paulson, Secretary x6778

Celeste Scallion, Assistant Principal ..... Karen Pickrahn Secretary x6777

Heather Just, Assistant Principal..... Cathy Morse, Secretary x6689  
 Steve Rausa, Assistant Principal .....Yvette Madrid, Secretary x6678  
 TBD, Athletic Director ..... Mary Kay Held .Secretary x6782  
 Greg Dowden, Activities/ASB Director ..... TBD, Secretary x6791

**Counseling Staff**

Gabriella Arizola.....x6789  
 Shonda Burrus ..... x6687  
 Dione Tyler ..... x6785  
 Aurora Padilla ..... x6776  
 Karen Candaele.....x6775  
 Claudia Gomez .....x6685  
 Eric Peterson.....x6779  
 Diana Ruiz ..... x6772

**Support Staff**

Guidance Technician A - K .....Monica Tyler x6684  
 Guidance Technician L - Z ..... Renee Weber x6774  
 Guidance Technician, College Career Center..... Debra Rausa x6589  
 Secretary West Hall Guidance .....Jackie Moran x6690  
 Secretary East Hall Guidance ..... Catherine Whitaker x6676  
 School Resource Officer/SRO .....Murrieta Police Department Officer, Robert Aberle x6753  
 Activities-ASB/Secretary & Student Store..... TBD x6791  
 Athletics Secretary ..... Mary Kay Held x6781  
 Bookkeeper..... Jolie Lindemeyer x6784  
 Assistant Bookkeeper.....Cara Finch x6795  
 Office Clerk III ..... Laura Marquez x6790  
 School Psychologist .....William Bennett x6574  
 Attendance Clerk –Grades 9/10 .....Diane Castle x6677  
 Attendance Clerk – Grades 11/12 ..... Maria Salgado-Adams x6773  
 Attendance Clerk (Front Office Window-Check-In/Out) ..... Michelle Morris x6783  
 School Nurse ..... Lucie McCarthy, R.N. x6796  
 Health Technician..... Marisa Stuppy x6793  
 Library Technician I ..... Lucille (Barney) Monterosso x6760  
 Library Technician I ..... Bonnie Cagigas x6751  
 Receptionist ..... Courtney Hansen x'0' or x6797  
 Theater Technician.....Michael Ruiz x6536  
 Locker Room Attendant - Boys' .....Gerald Rodriguez x 6709  
 Locker Room Attendant - Girls' .....Darci Conley x6714  
 Campus Security: Kaylee Howard, Melinda Howard, Danny Jaime,  
 David Jennings, Carol Lang, Chad McDonald, Cindy Jacobson .....x6583  
 Kitchen .....Chris Pasciuto, Lead x6581  
 Lead Custodian .....Ray Madrid x6740

## FREQUENTLY ASKED QUESTIONS

### MESSAGES & DELIVERIES

Students should be responsible for remembering their own work, lunches, clothing, sports equipment or other necessities; therefore, we do not accept items for drop off or for delivery to students. Students should be encouraged to accept the consequences if they neglect these responsibilities. We appreciate your assistance in helping us to reserve this function for true emergencies.

### CLOSED CAMPUS

VMHS is a closed campus. During break and lunch periods, students are to remain in the Quad area. All other areas are considered out-of-bounds and unauthorized. Unless a parent/guardian provides a written request through attendance personnel, students will remain on campus at all times. Loitering before or after school is not permitted and students who disregard this rule are assigned a Saturday School.

### SCHOOL VISITATIONS

Parents, guardians, and community members are welcome to visit the school. However, in order to maintain a safe and orderly learning environment, students' friends, visitors, or Alumni without specific school business, **ARE NOT** allowed on campus at any time between 7:00am and 3:30pm. Classroom observations or shadowing requires a 24-hour advance notice to ensure that personnel is available to accompany you as well as completing the proper documentation. Prior to entering campus, all visitors must show a current photo ID at the Reception Desk and receive a visitor badge. We highly guard students learning time; therefore, it is important not to disturb teachers and students during instruction. If your desire is to meet with an administrator, please call ahead for an appointment, as most drop-in requests are difficult to accommodate.

### PARENT/TEACHER COMMUNICATION

Often, parents want to contact a teacher and are able to do so via telephone or email. Every teacher has a telephone with voicemail, as well as an email address. All of this contact information can be found on the VMHS website at [www.vmhs.net](http://www.vmhs.net) under *Staff Directory*. You should expect messages to staff to be returned within a 48-hour time-period, which is a professionally accepted standard. We appreciate your patience in this regard, as teacher contracted work hours are from 7:30am to 2:30pm daily and most have limited time to return calls during these hours.

### COMMUNICATIONS

In this age of information, VMHS administration has found it beneficial, timely and cost effective to use technology to communicate with parents on a regular basis. Email and phone systems are used to communicate regular and emergency information to students and parents. The **Pony Express** is the VMHS email newsletter, which is utilized in place of a traditional paper newsletter and includes distribution to parents, students, staff and community members on a weekly basis. This is a great way to find out about current and upcoming school activities, testing, important events, sports, community service opportunities and breaking news. The Bronco website is a great place to find out information about school programs and departments, testing, report card and progress report dates, PTSA and Site Council, newsletters, the student calendar, maps, student leadership, sports, clubs, event pictures, contact information for all staff and much more. Just go to [www.vmhs.net](http://www.vmhs.net). In addition to VMHS providing information, MVUSD also has a mobile app that is free and provides both school and district information. Go to the Apple or Google stores and download the Murrieta Valley USD app today. While the vast majority of families have internet access, other forms of communications which are utilized include: the Daily Bulletin which is broadcast on BNN (Bronco Network News) to students in all classrooms at the start of 3rd/4th periods, a school-to-home automated telephone system for attendance and notification on important and emergency issues as well as the Remind text system. You may always call the Reception Desk at 894-5750 x '0' to have questions answered or directed.

### SECURITY

There are staff protocol and systems in place to assure a safe environment for all students and staff. VMHS is a closed campus. All visitors are required to provide picture ID, sign in at the Reception Desk and receive a guest pass. Specially trained Campus Security Staff and administrators supervise all areas of campus and meet regularly with the local police department. A Murrieta Police Department officer (SRO-School Resource Officer) is also assigned to campus during school hours. Students and vehicles parked on school property are subject to search based upon reasonable suspicion and safety issues. **Administration reserves the right to determine the basis for reasonable cause for search. All property is subject to search and seizure while on campus.** VMHS has an extensive video-surveillance system, along with a 24-hour security patrol, as deterrents to crime. The district provides regular canine visitations to search for illegal substances. All students, staff and community members are encouraged to utilize the We-Tip hotline (7 days/week, 24 hours/day) to report suspicious campus activity or crime information at 1-800-78-CRIME. You may also report issues to

www.sprigeo.com.

### **PURCHASES**

Purchases may be made with a bookkeeper between the hours of 7:00-3:00 or via the Trading Post On-Line, which allows students/parents to easily purchase items, pay for student activities securely through the internet. Students will only be allowed to purchase from the bookkeeper before school, during break, lunch or after school. Throughout the year, all types of transactions may be necessary including purchase of P.E. clothes, yearbooks, dance, play and concert tickets and much more. Just visit [www.vmhhs.net](http://www.vmhhs.net), click on the Trading Post Online, create a secure account by clicking on the Set-Up button, complete the required fields and choose a username/password. You must have the student 9-digit permanent ID number.

### **STUDENT PARKING/DISMISSAL RULES**

Students must obtain a parking permit (from the Bookkeeper) before they can park a car in the student lot. At that time, they will receive parking regulations that require a parent signature. Students who do not follow parking regulations will be ticketed and assessed a fine or ultimately denied parking privileges. Students may park on campus in the student lot on the west side of campus (near athletic fields) or in any space that is not designated 'staff, reserved or visitor'. Students may not loiter in parking lots at any time (before, during or after school). Students with four tardies per semester will have their parking pass revoked with no refund. MVUSD is not liable for any loss, damage or theft in parking lots.

### **LATE START/EARLY RELEASE**

Some senior and junior students may have a late start or early release schedule. Late start students should not enter campus before break and early release students should be off campus before the start of last period. Student photo I.D. cards are required to leave campus early. If you have difficulty securing regular transportation, a full schedule will be provided as loitering is not permitted.

## **VMHS PARKING PROGRAM**

Vista Murrieta High School has a parking program to ensure safety and to prevent unauthorized vehicles from parking on campus. All vehicles parked in VMHS parking lots must have a permit for the current school year. (\$20 from Bookkeeper). In the event you arrive on campus without a permit, a temporary one-day permit may be obtained in the guardhouse at the main entrance of VMHS. Students may only park in the student lot (west side of campus by athletic fields) or in any space that is not marked 'staff, visitor or reserved'. Students who have four unexcused tardies per semester will have their parking permit revoked with no refund given.

- **0100 – PARKING PERMITS MUST BE VISIBLY DISPLAYED:** Every vehicle parked on the VMHS campus during school hours must have a site issued parking permit visibly displayed. (All permits can be obtained in the main school office.) A violation occurs when a vehicle is parked in one of the school lots without a temporary or permanent parking permit properly displayed in accordance with violation 0200. Fine: \$25.00
- **0200 – PARKING PERMIT NOT PROPERLY DISPLAYED:**
  - Every vehicle parked in any parking lot on the Vista Murrieta High School campus must possess a parking permit in accordance with violation 0100.
  - The parking permit must be hung from the rearview mirror or placed in the lower left hand corner of the dashboard with all numbers facing through the windshield. Fine: \$25.00
- **0300 – NOT PROPERLY PARKED IN PARKING STALL:** Each vehicle that parks in any VMHS parking area must have the front of the vehicle leading into the marked stall at most 18" from the parking curb. Each stall will be clearly marked enabling the driver to know where the vehicle is to be parked. Parking behind the senior parking or along curbs is prohibited. A violation will result if vehicles are not properly parked in the stalls. Fine: \$25.00
- **0400 – PARKED IN RESERVED STALL WITHOUT THE PROPER PERMIT:** Each vehicle parked in a marked "reserved" stall must display a permit which is designated to park in that assigned "reserved" stall. A violation will result if a vehicle is parked in a reserved stall without displaying the proper permit. Fine: \$35.00
- **0500 - VMHS parking is as follows:**
  - One student parking lot is located off of Clinton Keith Rd., through the main school parking entrance (adjacent to the track); the other is in the south lot between the tennis courts and softball field with entrance/exit from Whitewood as well.
  - Visitor parking is located off of Clinton Keith Rd., through the main school parking entrance (in front of the Gymnasium & Administration Building).
  - Two administrative/staff parking lots: one located off Clinton Keith Rd., through the main school parking entrance (in front of the Administration Building), and one off of Whitewood (east of the school complex). These lots are

exclusively designated "reserved" parking only.

- **0600 – PARKED IN VIOLATION OF THE RED CURB:** No vehicle shall park along the red curb. All vehicles must be parked in a designated painted stall. A violation will result in vehicles parked along a curb, which is painted red. Fine \$35.00.
- **0700 – PARKING IN A POSTED FIRE LANE:** Vehicles shall not park in an area that is designated by the Murrieta Fire Department, Murrieta Police Department or Vista Murrieta High School. The curbs will be painted red with the Murrieta City Municipal Code or Riverside County Code stenciled in white. Fine \$80.00.
- **0800 – PARKED IN A "NO PARKING" AREA:** No vehicle will be parked in an area that is designated as no parking. This will exclude buses and emergency vehicles. A violation will result when a car is not properly parked in a visibly marked stall. Areas where there is no properly marked stall indicating parking is allowed will be considered a 'no parking' area. Fine \$35.00.
- **0900--A HIT and RUN** is when you are driving a motor vehicle and you are involved in a traffic collision that causes damage to any property and you do not leave your correct information (name and phone number). Property can be moving vehicles, parked vehicles, and structures such as walls or fences, located on public or private property. If you fail to contact the owner, or fail to leave your information where an owner can find it, you may be charged with hit and run, a misdemeanor, which may result in a fine of up to \$1,000 and or imprisonment in county jail for up to six months. You are required to leave your contact information, vehicle information, and insurance information. If someone is hurt in the collision and you leave without providing aid or your information, you may be charged with a felony hit and run which if convicted may lead up to four years in state prison and or up to \$10,000 in fines. A student driver on our campus needs to report any damage they may have caused by the following school day to the security office. Security may follow up to insure that information was properly exchanged. Students who commit a hit and run may face disciplinary action including but not limited to the revocation of their VMHS parking permit.

- **CALIFORNIA VEHICLE CODE - C.V.C.**

- Section 22507.8(a) – PARKING IN A SPACE DESIGNATED FOR DISABLED**

- Refer to the State of California – Vehicle Code. Fine \$325.00.

- Section 22500.1 – PARKED BLOCKING WHEEL CHAIR ACCESS**

- Refer to the State of California – Vehicle Code. Fine \$325.00.

- Section 22507.8(b) – OBSTRUCT/BLOCK SPACE DESIGNATED FOR DISABLED**

- Refer to the State of California – Vehicle Code. Fine \$325.00.

- **Payment of citations/appeal process**

In the event a citation is given for a violation in which you feel you do not deserve, the appropriate information is provided at the bottom of the citation with an 800 number and instructions. For information call 1-800-989-2058.

Payment for citations must be mailed to:

**Parking Citation Service Center**, C/O Vista Murrieta High School, P.O. Box 2730, Huntington Beach, CA 92647- 2730

## HEALTH OFFICE INFORMATION

We are primarily a health office, not a health clinic, which means that we treat injuries that occur at school, and only illnesses that generally require a student being sent home (vomiting, fevers, etc.). A Health Technician is staffed in the Health Office during school hours to care for students. Health Technicians are unlicensed personnel who have CPR and First Aid Training. The Credentialed School Nurse (Registered Nurse with a bachelor's degree and post graduate credential in school nursing), Lucie McCarthy R.N., may be contacted at VMHS any time if needed @894-5750 x6796.

### EMERGENCY INFORMATION

**Please keep this information current.** It is the only way to locate parents in case of an emergency or if a student is ill. Students are not dismissed from school due to illness unless a parent, guardian or designated person is notified. Call 894-5750 x6793 to update emergency contact names or home, work or cell phone numbers. We need to have at least two local phone numbers that we can call in an emergency. When registering online, please make sure to complete the medication information section with any health concerns or medications for your student that we or emergency personnel should know. This is information that should be updated annually either with an updated Emergency Card or with online registration.

### IMMUNIZATIONS

A student enrolling in a California School must show proof of immunizations. For information regarding immunizations re-

quired, go to [www.shotsforschool.org/k-12/](http://www.shotsforschool.org/k-12/) For further questions regarding immunizations, contact the health office at VMHS or the Riverside County Immunization Hotline at 1-888-246-1215

## **MEDICATION**

California Education Code 49423 states: **Any student taking medication during school hours must fill out a special form in the health office and the form must be signed by the doctor and parent.** Please contact the Health Office if your student needs to take medication at school. Medication must be brought by the parent/guardian to school in the original prescription container. **Medications CANNOT be brought to school and kept in purses or pockets.** This also pertains to any over-the-counter medications (Tylenol, Advil, etc.) State Law does allow students with asthma to carry inhalers and students with severe allergies to carry epi-pens as long as the student's parents and doctor give permission, which must be on file in the Health Office. Forms are available in our Health Office, or visit the Parents/Health Services page on the district website. Also, if your student takes medication at home for a health problem, it is recommended that a three-day supply be kept at school in the event of an emergency or disaster.

## **HEALTH PROBLEMS**

If a student has any health problems we need to be aware of, such as arthritis, scoliosis, hearing loss, heart problems, diabetes, allergies etc., please notify the School Nurse, so we can work together in making necessary adjustments to ensure the student's success at VMHS.

## **ACCIDENT INSURANCE**

As a reminder, injuries frequently occur with students and your medical insurance may not cover all the costs. A low cost accident insurance policy is available for parents to purchase to help offset those costs. Please review your medical coverage and consider accident insurance if your family has a need. This information is available at the beginning of the school year in the school's main office.

# **LIBRARY INFORMATION**

## **GENERAL INFORMATION**

The library is open from **6:45am-3:30pm Tuesday through Friday and 7:45am-3:30pm on Late Start Mondays** for all students, as well as during breaks and lunches and during scheduled class time for those students with passes. A **current VMHS student ID is required to check out text/library books.** Books are checked out for a 4-week period and may be renewed, either in person or online an additional four weeks. Notices are sent to students with overdue books who are not permitted to check out any further materials until the overdue item is returned. 21 computers are available for students using Office 365 to sign on to their own account. A computer lab with 34 computers is available for class use. Textbooks are also checked out through the library. Students keep a copy of their texts at home, use a class set during class, and copies of textbooks are available for use in the library when students need to do homework. All books must be returned or paid for at the end of the school year. See the Textbook Policy for more information on textbooks. Additional information can be found at the school website.

## **MVUSD TEXTBOOK POLICY FOR GRADES 6-12**

Textbooks become the **student's responsibility** from the moment that the student checks the book out until the moment he/she checks it back in to the library. Giving a textbook to a teacher or friend does not constitute turning in a textbook. Textbooks must be returned in person to the library before the end of the school year. Leaving textbooks in classrooms or outside is not recommended. If the book is stolen or damaged, the student is still responsible for the loss or damage. It is the students' responsibility to protect textbooks from rain, moisture, and from damage by siblings or pets. Students will be fined if their textbook is returned with torn pages, underlining, or writing in or on the book. If a textbook is lost or damaged beyond use, full replacement cost (the current price of the text) will be charged. For a damaged and repairable text, a replacement cost will be charged. Students have two weeks to look over the textbooks they are initially issued and if there is damage in a text, to notify the library staff. If students do not return their textbooks at the end of the school year, they will be billed for the replacement price of the textbooks, per *Board Policy 6161.2 and Ed Code 48904.3*, and their grades, transcripts, or diploma will be withheld.

## **ADDITIONAL INFORMATION**

**TWO-HOME FAMILIES:** No additional text sets will be issued before September 21, 2018 for families with two homes. Parents wishing for a 2nd set must contact administration with details of extenuating circumstances for approval, but only if extra books are available. If school need arises, student must return 2nd set. The student is responsible for both sets.

**WILLIAMS DECISION:** Per the Williams Decision, all students are entitled to textbooks in basic core subjects for homework.



Any student who does not return textbooks, thereby denying other students access to these materials for homework, will not be issued a 2nd set, unless the 1st set is returned or paid for. Textbooks are available in the library before/after school and during lunch. There will also be textbooks available in class for in-class assignments. Arrangements can be made for other restitution, if the student is unable to pay for lost or damaged textbooks.

## SCHOOL-WIDE RULES & REGULATIONS

The goal of VMHS is to provide a safe and comfortable learning environment. VMHS rules are based on a few simple considerations: appropriateness, courtesy and safety. Students should occasionally review the rules listed below, as they will be held responsible for knowing and following them at school and school events.

Progressive discipline consequences will be assigned to students who repeatedly fail to follow these established rules which could ultimately lead to suspension from school. On-campus Intervention, or OCI, is used for students who are sent out of class for behavior reasons, non-suits in PE, tardy sweep students during the first period of the day, students with multiple tardies, those who missed a Saturday school or who violate dress code and are awaiting correction. Students are expected to follow the rules in OCI and any class work they miss may be sent to the OCI classroom. OCI is the first step of progressive discipline that can lead to suspension, with Saturday School being utilized for repeat offenders. Students may be put in OCI in lieu of suspension as an opportunity to address an infraction at the administrators' recommendation. Students in OCI or Saturday School can expect written assignments, as well as campus trash pickup duties and other campus community service activities. Removal from OCI will result in an automatic suspension.

1. Students are to exhibit acceptable standards of behavior at all times on campus and during school activities. After-school detention may be assigned to students who do not follow classroom or school rules. All students have three days to serve After-school detention. Failure to serve After-school detention results in a Saturday School.
2. To ensure student safety, VMHS is a **closed** campus. Students are not permitted to leave campus at any time. This includes break and lunch periods. Parents must check students out of school.
3. **Students MUST have their student identification card during school hours for security reasons.** Failure to carry an ID card will result in assignment to OCI. Early Release students must have their release time printed on their student ID card, or they will not be permitted to leave campus. **Students must carry ID when attending school-related activities including games and dances.**
4. Students **MUST** have a hall pass if out of class during assigned class time. Students out of class without a pass will be sent to OCI.
5. Student parking is permitted only in the student parking lots with a current parking permit. If parked in any other location, the offense will result in a citation. Reckless driving is not permitted. Any student driving recklessly on campus may be cited and/or have parking privileges revoked. No refunds will be made if student parking privileges are revoked. Parking lots are out of bounds during class time, break and lunches and between periods, and loitering on school property before or after school is not permitted.
6. Cell phones are allowed on campus and it is acceptable for students to use them during lunch or break. While in class however, cell phones must remain turned off and put away. Students will not be given permission to leave class to return or answer a cell phone call. Students may not have cell phones out during class for checking time, calculating, picture taking, text messaging, incoming/outgoing calls, or for any other reason. Absolutely no cameras or recording devices are allowed to be used on campus without prior permission. Sexting (indecent pictures or language sent via cell phone), or electronic bullying or threats will not be tolerated.

The school strongly discourages bringing other electronic devices to school that have no educational purpose. This includes any audio or video devices such as; iPods, games, etc. **If you choose to bring a cell phone or any other electronic device, you do so at your own risk. The school is not responsible for loss or theft of any electronic devices. Loss or theft of any item should be reported to the Murrieta Police Department. Confiscated items may be picked up at the Security Office after school on Wednesdays with a valid student ID.**

California Education Code Section 51512 provides for...disciplinary action to be taken if a student uses, without expressed permission from a teacher, any electronic recording or listening device:

**"The Legislature finds that the use by any person, including a pupil, of any electronic listening or recording device in any classroom of the elementary and secondary schools without the prior consent of the teacher and the principal of the school given to promote an educational purpose disrupts and impairs the teaching process and discipline in the elementary and secondary schools, and such use is prohibited. Any person other than a pupil who willfully violates this section shall be guilty of a misdemeanor. Any pupil violating this section shall be subject to appropriate disciplinary action."**

7. Food and drinks are not permitted in the classroom, offices or hallways at any time. Bottled water is permitted if

- capped and stored out of sight.
8. Skateboards, roller blades, scooters and bicycles are not to be ridden on campus at any time (day or night). These items may be locked in the bicycle rack near East Hall during school hours. If confiscated, these items may be picked up at the Security Office on Wednesdays with a valid student ID.
  9. Publications, posters and announcements may only be distributed with prior administrative approval and only in designated posting areas.
  10. Due to safety concerns, no students are allowed in hallways, during lunches or after school. Saturday School will be assigned to students who disregard this rule. As exceptions arise, such as inclement weather, students will be directed by school personnel as to hallway usage.
  11. Lost and found and confiscated items will be stored in the Security Office. Items not claimed within 30 days will be donated to charity.
  12. All Fundraising or item sales must receive prior ASB and administrative approval before selling begins. **No individual sales permitted on campus.**

### **MVUSD DRESS CODE AR 5132(A)**

The Governing Board believes that the responsibility for the dress and grooming of a student rests primarily with the student and his or her parents or guardians and that appropriate dress and grooming contribute to a productive learning environment.

Therefore, the Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate.

School-directed changes to a student's attire or grooming should be the least restrictive and the least disruptive to the student's school day. Any school dress code enforcement actions should minimize the potential loss of educational time. Administration and enforcement of the dress code shall be gender neutral and consistent.

This policy applies to all individual schools. Schools may not enact more restrictive or less restrictive dress and grooming codes.

#### **Minimum Safe Attire**

Student attire and grooming must permit the student to participate in learning without posing a risk to the health or safety of any student or school district personnel.

- a) Students must wear clothing including both a shirt with pants or skirt, or the equivalent (for example dresses, leggings, or shorts) and shoes.
- b) When the body is standing straight, clothing must cover the chest, back, torso, stomach, and lower extremities from armpit to armpit to mid-thigh. Tops must have a strap and at no time may any part of a student's buttocks be exposed.
- c) Clothing must cover all undergarments. No underwear or undergarments may be visible at any time. Clothing may not be see through.
- d) Outside sports apparel and hats that are not directly related to the current school of attendance are prohibited.
- e) Clothing must be suitable for all scheduled classroom activities including physical education, science labs, shop classes, field trips and other activities where unique hazards or specialized attire or safety gear is required. Bare feet are not permitted at any time.

Attire and/or grooming depicting or advocating violence, weapons, criminal activity, gang-related activity (including clothes, accessories, or colors identified by MPD as gang-affiliated), use of tobacco, alcohol or drugs, pornography, foul language, hate speech, or clothing that could be considered dangerous or that could be used as a weapon are prohibited.

#### **Dress Code Enforcement**

No list of dress and appearance guidelines for students can be written that will anticipate all potential dress and grooming extremes. In the case of questionable dress or grooming that is not specifically covered in the list above, the administration will make the final decision. Appropriate action will be taken at that time, and when necessary, contact will be made seeking parental cooperation and assistance.

The administration retains the sole discretion to make the final determination whether clothing, jewelry, accessories and/or appearance meet acceptable standards. All school certificated and classified personnel shall be responsible for reporting violations of this dress code. When a dress code violation occurs, the students will be required to change into proper attire. Continued violations of the dress code will be considered defiance and will be referred to administration for disciplinary action.

## DEFINITION OF BULLYING

- Bullying is exposing a person to abusive actions repeatedly over time and becomes a concern when hurtful or aggressive behavior toward an individual or group appears to be unprovoked, intentional, and (usually) repeated.
- Bullying is a form of violence which involves a real or perceived imbalance of power, with the more powerful child or group attacking those who are less powerful. Bullying may be *physical* (hitting, kicking, spitting, pushing), *verbal* (taunting, malicious teasing, name calling, threatening), or *emotional* (spreading rumors, manipulating social relationships, extorting, or intimidating).
- Bullying can include any severe or pervasive physical or verbal act or conduct, including: communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student in fear of harm to himself/herself or his/her property; cause the student to experience a substantially detrimental effect on his/her physical or mental health; or cause the student to experience substantial interferences with his/her academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school.
- Bullying also includes one or more acts by a pupil or group of pupils directed against another pupil that constitutes sexual harassment, hate violence, or severe or pervasive intentional harassment, threats, or intimidation that is disruptive, causes disorder, and invades the rights of others by creating an intimidating or hostile educational environment, and includes acts that are committed personally or by means of an electronic act, as defined, that has any of the effects described above on a reasonable student.
- Electronic act means the transmission of a communication, including, but not limited to, a message, text, sound, image, or post on a social network Internet web site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager. A post on a social network Internet web site shall include, but is not limited to, the posting or creation of a burn page or the creation of a credible impersonation or false profile for the purpose of causing a reasonable student any of the effects of bullying described above.
- Reasonable student means a student, including, but not limited to, a student who has been identified as a student with a disability, who exercises average care, skill, and judgment in conduct for a person of his/her age, or for a person of his/her age with his/her disability.

## SEXUAL HARASSMENT

### WHAT IS SEXUAL HARASSMENT?

- Any unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature.
- Uninvited behavior that makes being in the school offensive, negative, unfriendly and/or intimidating and leads to a hostile environment that makes learning difficult.
- "This for That/Something for Something Else" is another form of harassment. Examples: The manager at the fast food place in which you work says that you will be fired if you do not engage in certain behaviors with him/her; someone blocking the door and refusing to let you through unless you agree to certain behaviors.

<b>FLIRTING</b>	<b>VS.</b>	<b>SEXUAL HARASSMENT</b>
Welcome behavior		Un-welcome behavior

Positive feeling	Negative feeling
Respectful	Disrespectful
Fun	Not fun
Flattering	Unpleasant
Enjoyable	Illegal

**WHAT CAN BE DONE? TAKE ACTION!**

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

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

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

**INFORM AUTHORITIES:** Report offensive behaviors to security. Give details and provide witnesses. This action may stop the behavior.

**FILE A REPORT/COMPLAINT:** File a complaint against the person who is harassing you.

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

**Sexual Harassment is based on impact to the victim, not the intentions of the perpetrator. If a student has been proven to have caused sexual harassment, he/she will be suspended and possibly recommended for expulsion.**

**SENIOR CONTRACT**

I agree to abide by the items listed in this Senior Contract for the duration of my senior year, specifically as it relates to any and all senior activities, including commencement.

1. Return or make payment for all library books, textbooks, equipment and athletic uniforms/equipment by **Friday, May 31st, 2019.**
2. Clear all outstanding discipline (detention and Saturday Schools), attendance issues, and financial debts in order to participate in **ANY** senior activities, including Winter Formal, Senior Prom and graduation ceremony.
3. Abide by all school policies, rules and regulations as stated in VMHS student handbook at ALL SENIOR ACTIVITIES on and off campus and any other school sponsored activities, including Winter Formal and Prom. I realize that failure to comply with all school rules and policies will prevent my participation in graduation commencement and senior activities.
4. Fulfill all graduation requirements including 230 credits in the required areas, complete and document 40 hours of community service by March 1, 2019 and complete the Senior Culminating Project requirements (Exit Interview Essay must be completed by 1st semester of Senior year, 6th-week progress report). Credit Recovery courses must be completed by the 12-week Progress Report date in order to be eligible for participation in senior activities. Satisfactory progress in all courses must be maintained to participate in senior activities. "F" grades on progress reports and semester grade reports as well as not completing credit recovery classes by the 12-week progress report will result in being placed on the NO-GO list for all school sponsored activities, including senior activities. I understand that under no exception will I be allowed to participate in the graduation ceremony or receive a diploma until all graduation requirements listed above, and outlined by the district, are met.
5. Attend school on a regular basis. Truancies will affect my grade and place me at risk of not graduating. Truancies will result in being placed on the NO-GO list for all school sponsored activities, including senior activities and the graduation ceremony.
6. Attend graduation practices. If I do not attend graduation practices, I know I will not be allowed to participate in the Class of 2019 Graduation Commencement on June 6, 2019.
7. Understand that Senior pranks will not be tolerated, and if I participate in a Senior prank, I jeopardize the privilege of participating in Senior activities, including the graduation ceremony.

**Each senior student must turn in a Senior Contract, signed by student and parent to the Security Office by Friday, August 31st, 2018.**

## ATTENDANCE POLICIES

Call the Attendance Line: 894-5750

(24 hours – 7 days a week)

### EXPECTED BEHAVIOR

Good attendance is a priority at VMHS and a key to academic success. Students are expected to be on time and prepared for each class. We need parental assistance in ensuring that this occurs, in following check-in/out procedures properly and reporting any absences in a timely manner.

### RE-ADMITTANCE PROCEDURES AND CALLING IN ABSENCES

Parents should call the attendance line (894-5750) on the day their student is absent. If a parent has not called, students should return to school after an absence with a signed note from a parent or guardian that includes the reason and date(s) of the absence. Students are considered truant if the parent has not called the Attendance Line or sent a note to school with the student at the time of readmission. It is important that all absences are cleared in a timely manner as California Education Code states that teachers do not have to give makeup work for unexcused absences. Parents: Please contact your student's grade level Assistant Principal if your student will miss five or more days due to serious illness, hospitalization or injury.

To report an absence, please call the attendance line at 894-5750. Press 1 for attendance; wait for the prompt then press 1 to report an absence. This is a 24-hour number with full voicemail capacity. Please contact us on or before the day of your student's absence and leave the following information: a) the student's name (spell the last name), b) date of absence, c) reason for absence, d) your name and relationship to student, and e) a contact phone number.

### CALLING IN AN OFF-CAMPUS PASS FOR STUDENT DRIVERS

To assure your student's safety and to eliminate forged notes, please call 894-5750, press 1 for attendance and wait for the prompt, then press the number based on the grade level to speak to an attendance clerk. **Please call at least 1 hour PRIOR to the time the student is required to leave. You may also call the Attendance Line the *previous day* to leave the departure information.** If you send a note with your student, you will be contacted by the attendance office to verify the note. If we are not able to contact you, the student will not be allowed to leave campus. Students are not allowed to leave with other student drivers during school hours.

### PICKING UP A STUDENT EARLY

Please come to the attendance window in the front office and present picture identification to the clerk and sign an Off-Campus Pass. Students will not be released to any individual not listed on the Emergency Card (filled out annually during registration), or you must make prior arrangements with the attendance office. Students will not be called out of class prior to the parent's arrival. **Please understand, if you wish to pick up your student after 2:00 pm, it may take longer due to staffing and dismissal procedures.** If you need to take your student from a PE class, please call at least 1 hour prior to the time the student is required to leave; otherwise students will be called out of class when parent or guardian arrives. Please note that retrieving a student who is in PE without prior notice may take an extended amount of time.

### TRUANCY CONSEQUENCES

Truancy is defined as: a "student who is found off campus or out of bounds during class time without a valid excuse or any student who is out of class later than ten minutes without a hall pass or readmit". The consequences for truancy include, but are not limited to: Saturday School, On Campus Intervention (OCI), parent meetings, suspension, a referral to the School Resource Officer (SRO) for consult and/or citation and referral to the School Attendance Review Board (SARB). Visit the district website at [www.murrieta.k12.ca.us](http://www.murrieta.k12.ca.us) under *Parents, Child Welfare & Attendance – SARB* for more information. *Unverified Absences* - The Murrieta Valley Unified School District Board of Education wishes to emphasize the importance of school attendance. Therefore, per Board Policy 5121, students in grades nine through twelve with excessive unverified absences (20 absences per semester) shall receive a failing grade and shall not receive credit for the class(es).

### TARDINESS AND TARDY CONSEQUENCES

Timeliness to class is an essential aspect of academic success. Students who are not in class when the bell rings, are deemed tardy. Please provide a written excuse for each tardy, or phone the attendance office prior to arrival with the reason for the late arrival (illness, doctor appointment, or personal).

**\*\*\*Please note that *traffic* is not an excuse for tardiness.** Students who are tardy to the first period of the day will be placed in a Tardy Sweep/OCI and/or receive after school detention from the OCI instructor (students in OCI during a Tardy

Sweep may be called out by parent and sent to class). Students who are tardy to a period other than the first period of the day will be assigned After School Detention by campus security. Failure to attend detentions may result in Saturday School. Failure to attend Saturday School will result in a rescheduled Saturday School or sent to OCI for the day and/or home suspension. Administration monitors attendance in OCI and students with multiple visits in one week will receive a Saturday School as well. Continued concerns with tardiness will result in a parent meeting, OCI, Saturday School and possible suspension. Students with four or more tardies will be required to serve a Saturday School or be placed in a full-day of OCI to clear them from the attendance record. Failure to do so may result in the student being placed on the No-Go List for activities. Multiple written notes clearing unexcused tardies or absences may result in Saturday School.

#### **PERSONAL BUSINESS/FAMILY TRIPS**

Students who miss school for pre-planned family trips or other personal business need to notify the office prior to the start of the absence. They must also **notify each teacher in writing five school days in advance** if they want to request work for the period of time they will be absent. These absences are **unexcused** according to state guidelines. It is the student's responsibility to turn in makeup work on the day the student returns to school. Please note that makeup work completed during personal business/family trips may not coincide with class work and academic progress may be adversely impacted. **We strongly recommend personal business/family trips be scheduled during breaks. Final exams will not be given early due to vacations or family trips.** Students must prearrange pre-planned trips and make arrangements with the teacher to take the exam when the student returns from the trip. In order to not compromise common examinations, early finals will only be given in extreme situations. See Final Policies for more information.

### **SCHOLASTIC INFORMATION**

**SCHEDULE CHANGE POLICY** To support academic success, our goal is to have all students in appropriate classes as quickly as possible. **Schedule changes are considered for the following criteria:**

1. An incomplete schedule
2. Course already completed
3. Scheduled into a duplicate class
4. Prerequisite not met (includes level changes based upon prior academic performance)
5. Movement of Early Release or Late Start period
6. Missing graduation requirement
7. Course level placement issue

**Fall semester requests for schedule changes will not be accepted after the 5th day of the semester** and must be submitted to the appropriate counselor on the **CLASS CHANGE REQUEST FORM no later than August 22nd.** Form must have a parent/guardian signature.

**Midyear requests for schedule changes are not accepted after the 5th day of the semester** and must be submitted to the appropriate counselor on the **CLASS CHANGE REQUEST FORM no later than January 22nd.** Form must have a parent/guardian signature.

#### **IMPORTANT CHANGE IN A-G COURSE WORK SCHEDULE DROPS OR LEVEL CHANGES:**

**It is the school's expectation that students will complete the A-G College and Career Readiness Path at VMHS.** If you are experiencing challenges in your coursework and are considering a schedule change, be advised the following steps need to be completed to level change or drop an A-G Course:

1. Meet with your counselor to:
  - i. Address accurate placement
  - ii. Review Academic Indicators for Success
  - iii. Review Gradebook Summary in particular class
  - iv. Get Counselor Recommendation for next steps
2. Parent Teacher Conference
3. Mandatory Intervention: Attend **Broncotrials**
4. Assistant Principal Approval for Course Change

## WITHDRAWAL FROM CLASS

A student who drops a course during the first six weeks of the semester may do so without any entry on his/her permanent record. The student must continue to be enrolled in required courses for graduation and the required number of instructional minutes per day. **A student who drops a course after the first six weeks of the semester shall receive a W/F grade on his/her permanent record, unless otherwise decided by the principal or designee because of extenuating circumstances.**

## REQUEST FOR TEACHER CHANGE

At VMHS, we believe it is in the best interest of the student to work through any difficulties that may arise in the teacher-student relationship. We realize that the rigor of high school coursework places additional demands upon our students and that they may become frustrated or despondent regarding their classroom performance. In most cases, a schedule change is not an option; however, in unique situations administration reserves the right to make changes that are in the best interest of the student and/ or teacher. In all cases, students and parents should follow these guidelines:

1<sup>st</sup>- Contact the teacher in question and work through the situation

2<sup>nd</sup>- If the problem persists, contact the student's counselor and subject specific administrator to help mediate

## GRADING SYSTEM

Most courses at VMHS are taught on a semester basis and are worth five credits per class per semester. Grades are computed on a four point scale where:

A = 4 pts.      B = 3 pts.      C = 2 pts.      D = 1 pt.      F = 0 pts.

The Advanced Placement classes use a five point grading scale where:

A = 5 pts.      B = 4 pts.      C = 3 pts.      D = 1 pt.      F = 0 pts.

Dual Enrollment: Please refer to the Dual Enrollment handbook available on the VMHS website at [www.vmhs.net](http://www.vmhs.net)

Six-week, twelve-week and semester grades are available on student and parent ABI approximately one week after grades are submitted. Refer to ABC Bell Schedule in handbook for grading periods. Students without computer access can request a printed grade report in East Hall Guidance Office. Weekly and daily progress report forms are available for students in East and West Hall Guidance Office.

**NO-GO POLICY:** Students are placed on the "No-Go" list for any of the following:

- 2 or more D's or any F's in core classes required for graduation
- GPA below 2.0
- Four or more tardies and any truancies.
- Unverified absences.
- Major discipline issues.
- Outstanding library books or outstanding debt

**Seniors who have not completed the Senior Culminating Project and Essay before January 2019 or completed Community Service Hours by March 1, 2019 will be included on the No-Go list. Additionally, seniors not on track for graduation who have not completed credit recovery courses by April 2019, will be included on the No-Go list.**

**Broncotorials** Students with grades D or F in academic core classes will be recommended to attend Broncotorials on Saturdays from 7:30am until 12pm. They will have the opportunity to meet with teachers and academic tutors. These will be offered throughout the course of the school year.

## HOMEWORK & FINALS POLICIES

### HOMEWORK

*Homework philosophy* is relevant and directly related to course objectives. The purpose of homework is one of the five examples listed below:

- |                              |  |
|------------------------------|--|
| <b>Introductory Homework</b> | Introduce a new concept of information to be used later in class                     |
| <b>Learning Homework</b>     | An assignment that adds to a student's knowledge base that can be done independently |

<b>Reinforcing Homework</b>	An assignment that strengthens a student's knowledge base
<b>Assessment Homework</b>	An assignment to be graded that then helps guide instruction
<b>Performance Homework</b>	An assignment designed to allow the student an opportunity to demonstrate understanding and learning

Although the Murrieta Valley Unified School District recognizes that quality is more important than quantity, the following guideline is suggested in our Board Policy: Grades 9-12 may have 75 – 120 minutes of homework up to four days per week. It should be noted that in grades 7 – 12, the homework time may vary according to type and number of subjects a student is taking. AP and Dual Enrollment courses may also require homework/reading beyond the four days per week. Many times AP exams are given in the time period immediately following spring break, which would require students to study and prepare during spring break.

#### **MAKE-UP HOMEWORK POLICY:**

**When a student is absent from school, it is his/her responsibility to contact teachers upon returning to school regarding make-up work.** (Teachers may also be contacted via email or telephone. In most cases, students should review a teacher's Haiku / web page prior to returning to school to get homework assignments). The time allotted for making up missed work will vary depending on the circumstances surrounding the absence, the actual time out of school, and the teacher's classroom policy. Each student will make arrangements with his/her teachers for turning in this work. If a student is absent for three (3) days or more, the parent should call and request the work. In situations such as these, teachers should be provided a 24-hour notice to prepare make up work.

The make-up policy for missing assignments when a student is not absent is at the discretion of the individual teacher. **Please read individual teacher guidelines for their specific homework policy.** Some teachers, although not all, accept late work, which may be turned in during the unit/chapter of study or within a specific period of time, with a penalty such as a reduced grade based upon the lateness of the assignment. Assignments may be corrected/resubmitted at the discretion of the teacher. Students are encouraged to correct/resubmit assignments when the opportunity arises.

#### **FINALS POLICIES**

Each semester ends with a final exam or culminating activity in each subject area. These exams are usually scheduled for the last 3-4 days of the semester. In many classes, final exam grades are an important component of the semester grade. Make up exams are permitted for **excused absences only**. Final exams are to be taken on the day scheduled (see the current school calendar for scheduled dates). The school believes in maintaining the fidelity of the end of course final; therefore, no finals are administered prior to the first day of finals for that particular semester. On the rare occasion that a final exam needs to be taken early, it must have the approval of the Vista Murrieta High School Administration, i.e., the student is moving to another state and it is not feasible to take the final at the appointed time or due to acute medical conditions. The expectation is that all students take their final exams on the dates scheduled by district/school administration.

## **ACADEMIC ORGANIZATIONS**

#### **CALIFORNIA SCHOLARSHIP FEDERATION**

The California Scholarship Federation, or CSF, is a prestigious academic organization that is exclusive to the state of California. Its purpose is to foster high standards of scholarship, leadership, service and citizenship. The basic requirements for student members are to maintain a 3.5 academic GPA and at least a satisfactory citizenship grade. Students apply on a semester by semester basis, completing the required update of the membership form which evaluates coursework and grades to determine eligibility. The peer tutoring program, community-based service projects, and fundraising events become the focus of each semester's program.

Beginning with the second semester of the 9th grade, a student with a 3.5 academic GPA or higher may apply for membership in CSF. Once an application has been approved, the student is expected to attend regular meetings and participate in scheduled service/fundraising projects. Active members who maintain membership for four of five potential semesters are considered "life members" and are provided with a special cord for graduation, an embossed gold seal on diplomas and eligibility for regional scholarships provided specifically for CSF members. Each year the VMHS chapter of CSF provides a scholarship for eligible CSF seniors who exemplify the best in the four areas of scholarship, leadership, service and citizenship.

#### **NATIONAL HONOR SOCIETY**

The National Honor Society is the nation's premiere and prestigious organization established to recognize outstanding students. More than just an honor roll, NHS serves to honor those who have demonstrated excellence in the areas of



scholarship, leadership, service and character. Membership in NHS also challenges students to further develop skills through active involvement in school activities and community service.

Tenth and eleventh grade students with an academic GPA of 4.0 or higher will be invited once a year, in the fall, to complete an NHS application for membership consideration. Surveys are then read and evaluated to determine if the student meets the rigorous criteria in the areas of scholarship, leadership, service and character. Once a member, students are required to maintain a minimum academic GPA of 4.0, to attend all meetings, to provide evidence of individual community service and whole group community service, to engage in fundraising, to complete 40 hours of campus tutoring each year, and to pay annual membership fees. Mandatory meetings are held every Wednesday morning from 7am-7:25am.

Commitment cords will be given to graduating NHS members who have been NHS members for 10<sup>th</sup>-12<sup>th</sup> grade. All graduating members will have the official NHS seal added to their diplomas.

#### **AFTER SCHOOL TUTORING**

Free campus tutoring is available after school in Room EE15 Monday-Thursday from 2:30pm-3:30pm. Tutoring is available in all core subjects by VMHS National Honor Society Members. Students will need to come with their own textbooks.

### **SENIOR CULMINATING PROJECT**

The Senior Culminating Project is a graduation requirement established by the Murrieta Valley Unified School District which began with the graduating Class of 2013. Students obtaining a diploma shall successfully complete a presentation on personal career/life goals. This presentation emphasizes the student's potential contribution for an ever-changing world after graduation, which will help reveal how the student will be a vital asset to the chosen area of interest. The presentation will exhibit the student's creative ability, critical thinking and communication skills, while demonstrating a clear understanding of the essential activities needed to achieve the career/ life goals. The Senior Culminating Project includes: a written reflective essay; a problem based senior project - a presentation that reveals their passion and goals; and a culminating oral presentation that reflects the student's high school experiences, academic growth, passion, community service learning, level of preparation for success in the 21st century, and the student's plans for the future. Students who do not receive a successful evaluation will be given the opportunity to revise and present again, prior to graduation. If the student does not meet the Senior Culminating Project requirement, he/she will not graduate.

### **COMMUNITY SERVICE GRADUATION REQUIREMENT**

A component of the high school graduation requirements adopted by the Murrieta Valley Unified School District is that every graduate complete forty (40) hours of community service. Community service must be for nonprofit organizations [501(c)3 tax status] – no babysitting or lawn mowing allowed. Current local opportunities are listed in regular email newsletters, as well as in the College & Career Center and announced on the daily news video *BNN*. If you have questions regarding community service hours, please contact your counselor or visit the College & Career Center. Log sheets are available in East/West Hall Student Support offices and at the Reception Desk and must be signed for all hours completed. A log sheet can also be downloaded from the school website from the College Career Center page under forms.

### **ALTERNATIVE CREDITS**

Students may earn alternative credits toward graduation via non-Dual Enrollment college credits while still attending high school (Ed. Code 48800). The following three criteria must be met to earn these credits:

1. The course subject is included in the high school course of study or is approved by the high school Counselor.
2. The student must be in good academic standing at the high school with a minimum 3.0 GPA for academic courses, and a minimum 2.0 GPA for trade/vocational courses.
3. The student applies in writing for the credit. The student must complete the community college/school/parent agreement and turn it in to their Counselor, which also requires the Principal's approval/signature.
4. District board policy limits the amount of alternative credits a student may earn.

**Out-of-District Instruction** The district recognizes that students may desire to augment or accelerate their high school education in order to successfully reach various individual educational goals. As a result, the district has established procedures for students who wish to take courses in designated accredited educational institutions, local public community colleges or public universities. The following procedures apply to the acceptance of credits for Murrieta Valley Unified School District (MVUSD) students who complete coursework in other designated accredited educational institutions while enrolled in MVUSD. These procedures apply only to outside coursework completed, to be posted on the high school transcript, while a student is enrolled in a MVUSD school.

1. For credit recovery, students are allowed to earn 10 high school credits per year from a designated accredited educational

institution, local public community college or public university for repeated courses required for high school graduation if the original grade is a "D" or "F" and receive prior approval from the high school counselor. Ten high school credits per school year, with a maximum of 40 credits towards graduation, will be accepted from a student who takes courses in other designated accredited educational institutions while enrolled in a MVUSD school. The superintendent or designee may approve an additional 10 credits per year from a designated accredited educational institution, local public community college or public university.

2. For acceleration, high school students are allowed to earn 10 high school credits per year from a designated accredited educational institution, local public community college or public university to fulfill high school graduation requirements in the following areas: Visual and Performing Arts, second year of Physical Education and Electives. Incoming ninth grade students (the summer before the student enters high school) are allowed to earn 10 high school credits, which must be approved by the assigned high school counselor, from a designated accredited educational institution, local public community college or public university to fulfill high school graduation requirements in the area of Visual and Performing Arts only. The Visual and Performing Arts course must meet UC/CSU "a-g" entrance requirements. Ten high school credits per school year, with a maximum of 40 credits towards graduation, will be accepted from a student who takes courses in other designated accredited educational institutions while enrolled in a MVUSD school. The superintendent or designee may approve an additional 10 credits per year from a designated accredited educational institution, local public community college or public university.
3. The maximum of 10 credits per year noted in item number one will be accepted under the following conditions: a. Before enrolling in the course, students must first secure an "Application and Authorization Form for Outside Education Courses" document from their high school counselor, complete the form, and submit it to the principal for approval prior to enrolling in the Out-of-District course. b. Course work may only be completed at designated accredited educational institutions, local public community colleges, University of California Regents programs, and the California State University system. Under special circumstances, the principal may approve course work taken at an out-of-state accredited institution of higher learning. c. In accordance with Education Code 46145, students must be enrolled in a minimum of five district classes.

## **POST-HIGH SCHOOL PLANNING**

The VMHS counseling team offers a comprehensive guidance program addressing academic and career planning components. In conjunction with our College and Career Center and Guidance Technician, we have developed a purposeful agenda throughout the school year for each grade level. Systematically, students meet with their counselors at least twice each year developing their academic plan with a view towards post-secondary ambitions and possible pathways. Our website includes a Counseling Section, which addresses each year's tasks and resources to assist them in planning during and after high school. This guidance process includes each student taking the ICT (Career/college) course their freshman year. We seek to amplify their pathway vision by providing a variety of presentations, fairs, workshops, post -secondary planning, and counselor facilitated labs. Students are given tools which offer select web links and resources encouraging our students to investigate: College majors, AA/AS degree programs, Career Certificate programs, college and community college searches, Vocational School, Art Institutes, Apprenticeships, and the Military.

Aligned with the national career development organizations and the nation's top university models, we assist and encourage our students to learn about themselves and their developing strengths and values through career assessments, and expand their ability to explore the world of work by investigating career pathways in depth, matching education to career, and formulating career plans. There are many methods available to investigate occupations, their trends and related industries with the latest versions of software, and a multitude of resourceful websites. Our calendar of activities for each grade level includes those listed below.

Keep up-to-date on parent and student events which will provide you with essential information regarding post-high school planning and important dates by: checking the website at [www.vmhs.net](http://www.vmhs.net), listening to the morning announcements on BNN, checking the Quad Marquee and reviewing the school email newsletter.

### **SENIORS**

Senior/Junior Night (Fall)

NCAA Night (Fall)

College Placement Exams-SAT, ACT (Fall)

Transcript & Senior Timeline Reviews (Early Fall semester)

College Application Workshop (CSU - October & UC - November)

Financial Aid October-March

California Colleges Guidance Initiative – College/Career Planning (CCGI)

FAFSA Line by Line lab (January, February)

ASVAB assessment and interpretation workshop (Spring)

Cal Grant Applications-Inclusive with FAFSA online application (School submits GPA)  
 Registering for and taking the AP Testing (Spring)  
 Career Education Fair (Spring)  
 Scholarship Applications (Spring)  
 Murrieta Dollars For Scholars(Spring)  
 MSJC Applications (Fall/Spring)

**JUNIORS**

Junior/Senior Night (September)  
 NCAA Night (September)  
 Grade Level Expectations & Transcript Review (early Fall)  
 PSAT, ACT, & SAT (Fall & Spring)  
 Dual Enrollment (Fall/Spring)  
 Course Selection for senior year (Spring)  
 ASVAB assessment and interpretation workshop (Spring)  
 Career Education Fair (Spring)  
 Registering for and taking the AP Testing (Spring)  
 California Colleges Guidance Initiative – College/Career Planning (CCGI)

**SOPHOMORES**

9th/10th grade Parent Night (Oct)  
 Career Planning, Pathways and program of study  
 PSAT (Fall)  
 Course Selection for junior year (Spring)  
 Career Education Fair (Spring)  
 Registering for and taking the AP Testing (Spring)  
 California Colleges Guidance Initiative – College/Career Planning (CCGI)

**FRESHMEN**

9th/10th grade Parent Night (Oct)  
 Course Selection for sophomore year (Spring)  
 California Colleges Guidance Initiative – College/Career Planning (CCGI)

**STUDENT LEADERSHIP 2018-19**

**OUTSTANDING ACTIVITIES PROGRAM AWARDS 2005-2018**

ASB President.....Kelsey Waite  
 ASB Vice President ..... Mitchell Katona  
 ASB Secretary ..... Luke Noon  
 Speaker of Senate.....Melia Webster  
 Parliamentarian..... Connor Des Roberts  
 Secretary of Senate..... Haylee Buschhausen

**CLASS OF 2019 – SENIOR CLASS OFFICERS**

*Advisors: Mr. Cameron Larkins & Ms. Ashley Davis*

President ..... Blake Lindemeyer  
 Vice President..... Yemi Oyewole  
 Secretary/Treasurer ..... Arielle Sarabia

**CLASS OF 2020 – JUNIOR CLASS OFFICERS**

*Advisor: Ms. Kaylee Howard*

President .....Aundrea Kaiser  
 Vice President.....RJ Cardenas  
 Secretary/Treasurer .....Isaiah Haney

### CLASS OF 2021 ~ SOPHOMORE CLASS OFFICERS

*Advisors: Mrs. Kathleen Witzcak & Gillermina Kil*

President ..... Leila Lothrop  
Vice President ..... Katie Meeks  
Secretary/Treasurer ..... Graham Rowland

### CLASS OF 2022 ~ FRESHMAN CLASS OFFICERS

*Advisors: Gevin Harrison & Joe Murray*

*Freshman Elections– Officer TBA*

## **ACTIVITIES & CLUBS**

Hello Broncos!

Welcome to the Most Spirited High School in America...Vista Murrieta! Whether you're a member of the award-winning Golden Alliance Band, a leader in one of our highly-acclaimed programs such as ASB, Senate, Link Crew, PLUS, Renaissance, BBC, and JROTC, or an athlete out on our highly competitive playing fields, there is definitely something for everyone here at VMHS! We encourage each student to get involved and make the most of their experience at Vista. **CLASS** is our motto and we strive to aim high in each of these core principles: Character, Leadership, Attitude, Scholarship and Service. We encourage you to not just be a student at VMHS, but to join our Bronco family!

Our elected officers and student senators are a group of leaders whose goal is to connect all students to our campus by providing them the best quality service and genuine hospitality. Each student event is planned with care and compassion, as well as with the academic and social needs of our student body in mind. We would love to hear your input and ideas! The Activities Office is A139. Stop by to find out about upcoming events, clubs and organizations. Also make sure to visit the Trading Post (A140), our student store, which is located outside the main gym to purchase Bronco spiritwear, supplies, and snacks.

Have a great year...and do things with CLASS, the Bronco way!

*Mr. Dowden - Activities Director*

### **ASB CARDS**

ASB Cards are the main source of income for our campus activities, recognition programs and athletic events. The ASB Card is an identification card and provides a variety of discounts for Vista Murrieta High School students:

1. Free admission to all home athletic events (CIF Playoffs and tournaments are excluded).
2. A discount at social events, dances and cultural events.
3. A discount on your yearbook and/or video yearbook when purchased at registration and discounts at businesses in the community.

The ASB Card is priced at \$36. Activities supported by ASB Cards are: social events, academic recognition programs, athletic recognition programs, cultural programs, assemblies, publications, such as the yearbook and newspaper, and academic clubs and organizations. An ASB Card saves money on tickets and purchases of many items such as dances, yearbooks and recognition letters for jackets and you get FREE admission to football and basketball home games. There is a \$10 replacement charge for a lost or damaged I.D. or ASB/I.D. Cards. Students who wish to hold a school office or who are on Homecoming, Winter or Prom Courts should have a current ASB Card.

### **GENERAL POLICY FOR SCHOOL-SPONSORED EVENTS**

1. Administrators and faculty members have full authority to admit, refuse admission to, or dismiss any student /guest from any event.
2. All VMHS students bringing a guest to VMHS events are responsible for their guest's conduct.
3. Participants at events are to be courteous, friendly, and polite. School regulations apply to students and visitors at all times during the event.
4. All events will be scheduled at the discretion of the Principal, Activities Director, and Student Government.
5. At all events, all students will be asked to present a Student ID card at the ticket office and at the entrance door.
6. Guests at formal school dances will be required to obtain a guest pass before the dance, present a photo ID at the door and arrive with the VMHS student they are a guest of. Guest passes are due at the Activities Office forty-eight hours before the scheduled event. Guest passes will not be issued at the time of a dance. Vista Murrieta High School stu-

dents must bring their I.D. card when attending school dances and activities.

7. Students are not to loiter on or near campus after school events. At events at other sites, the same rule applies.
8. Students or guests who do not display appropriate behavior at a school event will be required to leave. Parents or guardians will be contacted and must pick up their student immediately. The student or guest will remain with the administrator in charge until the parent or guardian arrives.
9. Any student placed on home or in-school suspension by an administrator may not attend or participate in school events for the duration of the suspension.
10. Any student removed from an event due to poor behavior will not receive a refund if a ticket purchase was required for entry.
11. Students are responsible for keeping their academic and behavioral records in good order. If a student has **any** of the conditions listed below, he/she will be put on the No-Go List for 6 weeks and is unable to attend school dances, assemblies and other school events:
  - Outstanding fines/fees due (clubs, library, athletics, parking)
  - Overdue library or text books
  - Attendance issues (cuts, tardies, truanancies, unverified absences)
  - No-show to Saturday school/s
  - Discipline issues, no-show to Saturday School/s
  - Inappropriate dancing, No-Go List for next dance
  - Suspensions
  - SENIORS ONLY:
    - 40 Community Service Hours not completed by 3/1/19 must be cleared by counselor
    - Any class grade that is a D or F must be cleared by counselor and administrator
    - Any Senior Contract violation
  - FRESHMEN, SOPHOMORE, & JUNIOR STUDENTS:
    - Students that receive a failing grade in any course needed for graduation and/or the student falls below the 2.0 GPA, he/she will be added to the No-Go List until the next grading period or until the student is cleared by a counselor and administrator. When the student achieves a 2.0 or above, he/she will become eligible

#### PERFORMANCE GROUPS

•Marching Band •Jazz Band •Wind Ensemble •Drum line •Color Guard •Drama •Dance Team and Dance Crew  
•Concert Choir •Advanced Chorale •Chamber Choir •Synchronize Vocal Jazz •Cheerleading

#### CLUBS/ORGANIZATIONS

Vista Murrieta High School offers a large variety of clubs on campus – over 80! A Club Rush (an information day) is held at the beginning of the first and second semester of each year in the Quad where you can meet members and sign up if you are interested. New clubs can be formed at this time if they meet school and District guidelines. Contact the Activities Secretary if you wish to start a new club. Clubs must have a staff advisor as the sponsor and meet during lunches or before/after school. For details about currently active clubs, view details on the VMHS website at [www.vmhs.net](http://www.vmhs.net).

#### ACADEMIC ELIGIBILITY

All students involved in co-curricular activities must pass a minimum of four classes and earn a 2.0 (C-average) minimum GPA or he/she is ineligible to participate. Some groups may have a higher GPA requirement. In which case the GPA will be stated on the application. Student grades leaving 8th grade determine initial eligibility and eligibility is determined every 6 weeks.

#### BRONCO DANCES

VMHS hosts a variety of dances throughout the year which include the Back to School Dance, Homecoming Dance, WinterFest, Prom and MORP. Students must have I.D. cards to attend any school dance. Students must attend school on the day they attend a dance. The cost of a dance varies with the length of the dance, and in most cases, ASB cardholders enjoy a savings. When your date for the semiformal/formal dance is not a student of Vista Murrieta High School, you must obtain a guest pass from the Activities Secretary and a signed approval form from an administrator.

**NO Go Policy:** Students that receive a Failing grade in any course needed for graduation and/or the student falls below the 2.0 GPA, he/she will be added to the No-Go List until the next grading period or until the student is cleared by a counselor and administrator. When the student achieves a 2.0 or above, he/she will become eligible

**REMINDER:** All Vista Murrieta High School students are responsible for the actions and behavior of their guests.

**All guests must be a high school student or under the age of 21. A student who leaves the dance may not return. VMHS ADMINISTRATION has the right to refuse any guest pass.**

The Bronco Dance Policy positively impacts student behavior and addresses safety issues at school and district-wide dances by clearly describing dance rules/regulations and the consequences for rule violation. This policy ensures consistency across MVUSD high school sites for the handling of consequences for inappropriate dance behavior, and reduces disruption of dance activities due to the actions of some students.

To prevent inappropriate dancing and ensure student safety, students are expected to understand the dance rules and are required to sign the Dance Policy portion of the Acceptable Use contract during registration each year. Please review and familiarize yourself with the following dance policy.

### **BRONCO DANCE POLICY & BEHAVIOR RULES : VIOLATIONS WILL RESULT IN REMOVAL FROM THE DANCE FLOOR/EVENT**

#### **Must be Standing Up**

- No laying on the floor
- No dancing/standing/moving on all four legs/arms
- Both feet must be on the ground

#### **No Gropping or Inappropriate Touching**

- No touching someone below the waist
- Touching the waist is ok

#### **No Bending Over**

- No bending in a 90° angle, no hands on the floor, no head below the waist

#### **No Hurting Others** (dancing that could potentially hurt others)

- No jumping on other people
- No mosh pits (no pushing, crowding or smashing other dancers)

**STUDENTS WHO MAKE THE DECISION TO USE ALCOHOL, ANY ILLEGAL SUBSTANCE OR NOT MEET DRESS CODE REQUIREMENTS DURING THE DANCE WILL BE ASKED TO LEAVE THE EVENT. IF A STUDENT IS ASKED TO LEAVE FOR INAPPROPRIATE BEHAVIOR, THERE ARE NO REFUNDS OR ATTENDING FUTURE DANCES.**

Student Informational Assemblies/Activities will occur at the beginning of each school year to ensure that all students understand the dance rules and consequences and the process required to participate in school-sponsored dances.

ASB Cards may be used for discounts for advanced purchase of dance tickets.

Violation of Dance Rules will result in student removal from the dance and notification of the parent. Repeat violations, which are considered defiance, at subsequent dances (3rd time violators) will result in the loss of privilege to attend school-sponsored dances for the remainder of the current school year.

Regular Reviews of Dance Rules/Regulations by administration will occur through meetings during the school year with input from students, staff, and/or the community.

## **P.E. / ATHLETICS**

### **P.E. CLOTHING**

Success for a physical education student begins with attendance and preparation for class. All students are expected to "dress out" each class meeting in appropriate clothing. Clothing utilized must be different than that worn to a classroom for hygienic and movement purposes. A student's choice in a PE uniform must take into account the environmental conditions as well as lesson for the day. PE specific clothing or "uniforms" consisting of a grey VMHS T-shirt (\$15) and navy gym shorts (\$15) can be purchased from the school bookkeeper and then obtained from the physical education staff. Appropriate student footwear includes shoes and socks and must be closed toed, non-marring, laced, rubber soled athletic type shoes. UGG boots or work type boots are not athletic shoes. Dress or casual pants, jeans, jackets and flannels are not allowed. Unsuited students will be sent to the security office for appropriate discipline and possible Saturday school assignment. Students may wear VMHS sweats (bought through the bookkeeper) on inclement weather days. All other sweats must be of a single color; navy, black, gray or white, and may not be cutoffs or have any lettering or design other than VMHS logos/designs. Navy blue sweatpants (\$18) and hooded matching sweat-shirts (\$30) are available for purchase through the bookkeeper. Waterproof backpacks can be purchased for \$17 or save \$8 when you buy a PE package for \$45 (Includes PE shorts, shirt, lock and backpack). Appropriate attire is expected to be worn for any class utilizing the pool, as well as dance classes (individual teachers will cover these specific requirements). The PE staff will not accept half-shirts, torn or altered shirts or inappropriate sized tops. A student's name should be permanently written on all clothing to

help prevent theft or loss. Borrowing or sharing uniforms is prohibited. Head wear or hoods are allowed when worn appropriately for sun protection or from extreme cold/wet weather. A limited supply of clean loaner clothes is available on a single period basis for students with a picture ID. Please see your coach for assistance with loaners or any economic concerns regarding PE clothing. All school dress code expectations are applicable in PE also.

**P.E. attire may be purchased from bookkeepers at break/lunches (no personal checks accepted) or from the VMHS website [www.vmps.net](http://www.vmps.net) at the Trading Post On-Line**

### **LOCKS/LOCKERS**

P.E. students may choose to be assigned a small locker when a lock is purchased from the bookkeeper (\$6) to store P.E. clothing and personal items during the semester. Each student is responsible for transferring and securing their own belongings. Sharing of locks/lockers is not allowed and students should not give their combination to others for any reason. Larger street lockers are available for a single period only for storage of backpacks and street clothes. These lockers must be cleared out at the end of the period for utilization by the next period classes. Items that won't fit in the street lockers such as band instruments can be placed in the coaches' office for the period with permission. Unfortunately, theft is a reality and students must purchase a lock in order to utilize the VMHS locker room and lockers. The PE staff has the ability to retrieve items from lockers in case of injury or for security reasons with master keys cut for these locks. Assigned lockers are the property of VMHS and are on loan to students. Each student assumes the responsibility for the care and security of his/her assigned locker. Only VMHS locks, purchased through VMHS can be used if a student chooses to utilize the locker rooms. The PE staff reserves the right to remove by key or cutting device, unauthorized locks not being used in compliance with school policies. The school accepts no liability for lost and or stolen clothing or belongings. Students are responsible daily for locking their belongings. Taking home clothing to wash will be encouraged! The locker room is a privilege, not a right.

### **ATHLETIC PROGRAM ELIGIBILITY REQUIREMENTS**

To participate in competitive athletics at Vista Murrieta High School a student must:

1. Have earned a minimum 2.0 or "C" grade point average on a 4.0 scale. (See Board Policy 6145 A&B) Students first entering high school from the eighth grade and not meeting initial eligibility requirements due to a grade point average below 2.0 will be allowed one probationary period to remain eligible to participate in interscholastic athletics. The probationary period shall not exceed the Fall progress report period or be allowed for any other time other than the period from the start of the school year to the first 30-day progress report.
2. Complete the following paperwork (forms are available on school website on Athletics page under forms):
  - a. Physical completed by a doctor
  - b. Consent/Release form
  - c. Insurance policy/group/ID number (all athletes are required to possess insurance)

### **SPORTS PHYSICALS**

A physical examination is required by CIF for each student prior to the beginning of the school year. Any student planning to participate in a sport (including spirit groups) must have a sports physical. The athletic department will notify students and parents in the spring regarding athletic physical clinics for the coming year held on the Vista Murrieta campus.

### **PARENT NIGHT SPORT MEETING DATES**

All sports will have a pre-season Parent Meeting that will be publicized in advance.

### **SOUTHWESTERN LEAGUE TEAMS AND TRAVEL DIRECTIONS:**

**Chaparral Pumas:** 27215 Nicholas Rd, Temecula. I15 south, exit Winchester Rd, east to Nicholas Rd, left to school.

**Great Oak Wolfpack:** 32555 Deer Hollow, Temecula. I15 south, exit Hwy 79, south toward Indio, turn right on Pechanga Parkway, left on Deer Hollow.

**Murrieta Mesa Rams:** 24801 Monroe Ave, Murrieta. Exit I15 Cal Oaks, go east to Monroe, and turn right to school.

**Murrieta Valley Nighthawks:** 24105 Washington Ave, Murrieta. West on Clinton Keith Rd, left on Palomar (turns into Washington), right on Nighthawk Way to school entrance.

**Temecula Valley Bears:** 31555 Rancho Vista Rd, Temecula. I15 south to Rancho California Rd, left on Rancho California, right on Ynez, left on Rancho Vista.

<b>FALL</b>	<b>WINTER</b>	<b>SPRING</b>
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<u>August-November</u>	<u>November-February</u>	<u>February-March</u>
Football	Boys' Basketball	Softball
Girls' Volleyball	Girls' Basketball	Baseball
Co-ed Cross Country	Girls' Water Polo	Co-ed Track&Field
Girls' Golf	Boys' Soccer	Boys' Tennis
Girls' Tennis	Girls' Soccer	Boys' Golf
Boys' Water Polo	Boys Wrestling	Co-ed Swimming
	Girls Wrestling	Boys Lacrosse
		Girls Lacrosse
		Boys Volleyball