

**SANTIAGO HIGH SCHOOL  
12342 TRASK AVENUE  
GARDEN GROVE, CA 92843  
Ph: 663-6215 Fax: 530-0764**

**INTRODUCTION**

This handbook is prepared to help acquaint you with SANTIAGO HIGH SCHOOL. It is hoped that you will find it useful and that you will keep it for future reference.

We are anxious to welcome all students and parents. We would encourage both parents and students to be involved in the various activities and organizations that are integral to Santiago's success.

The following information is to help acquaint parents and students with some policies, procedures and regulations of the Garden Grove Unified School District and Santiago High School. We welcome suggestions and greatly appreciate your cooperation.

**SCHOOL ADMINISTRATION**

Lorena Luna Sánchez, Ed.D., Principal	663-6271
Todd Nirk, Assistant Principal (A-G)	663-6274
Maria Martinez-Poulin, Assistant Principal (H-O)	663-6273
Tracy Conway, Assistant Principal (P-Z)	663-6275
School Office	663-6215
Attendance Office	663-6244

**GUIDANCE**

Maricela Romero (A-E)	663-6275
Wendy Hartman (F-Map)	663-6275
Jessie Pawling (Maq-Re)	663-6275
Cathy Adams, Department Chair (Ri-Z)	663-6275
Gabriela Escobar (Supplemental Counselor)	663-6275

**ATHLETICS**

Rocky Gray	663-6081
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**ACTIVITIES**

Cheryl Garcia	638-4681
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**ATTENDANCE**

Lupe Velazquez/Virginia Gonzalez	663-6244
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**STUDENT SERVICES**

Dorothy Parks	663-6279
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## PRINCIPAL'S MESSAGE

Welcome to Santiago High School. Please make this year count for two goals: (1) graduation, and (2) preparation for a university of your choice or a skilled career. While you take care of class business, enjoy participating in our school clubs, sports, and school activities. Volunteer to do community service too! This advice will not only make you and your family proud of what you do, it will also earn you scholarship money to further your education when you graduate.

My best wishes are with you. Remember to employ successful practices. Attend school everyday and be on time to class. Do your homework and class assignments on a daily basis. Always take pride in yourself, your family, and last but certainly not least, in Santiago High School.

I look forward to a great year working with you.

Warm Regards,  
Lorena Luna Sánchez, Ed.D.

### ALMA MATER

Hail to thee, our Alma Mater,  
Purple and white our pride.  
Victory ever is our motto,  
Courage is our guide.  
Loyal to thee, thy sons and daughters,  
Friendship is our tie.  
Hail to thee, our Alma Mater,  
Santiago High!

Written by Marsha Rubenstein

### DAILY SCHEDULE OF CLASSES

Period 0	7:00-7:55	Period 4	11:13-12:14
Period 1	8:00-8:56	Lunch	12:14-12:44
Period 2	9:01-9:57	Period 5	12:49-1:45
Break	9:57-10:07	Period 6	1:50-2:46
Period 3	10:12-11:08		

### COLLABORATION DAY SCHEDULE

Collaboration	7:30-8:50	Period 3	10:49-11:36
Period 0	8:20-8:55	Period 4	11:41-12:28
Period 1	9:00-9:47	Lunch	12:28-12:58
Period 2	9:52-10:39	Period 5	1:03-1:50
Break	10:39-10:44	Period 6	1:55-2:42

Collaboration Days: 9/24/08, 10/22/08, 11/19/08, 12/17/08, 1/14/09, 2/11/09, 2/25/08, 3/11/09, 4/22/09, 5/20/09

### MINIMUM DAY SCHEDULE

Period 0	7:05-7:55
Period 1,4	8:00-9:24
Period 2,5	9:34-10:57
Period 3,6	11:07-12:30

## EXPECTED SCHOOL WIDE LEARNING RESULTS

Santiago High School students are expected to be:

### Effective Communicators, who can:

(1) Write an effective and persuasive 5+ paragraph essay as measured by the district writing rubric, district writing test, California High School Exit Exam and California Standards Test; (2) Give oral presentations demonstrating command of academic language and effective verbal and nonverbal techniques as measured by classroom rubrics and assessments and the CELDT exam; (3) Read at grade level or above, or are making continual progress towards that goal as measured by the district reading assessment, the California High School Exit Exam and the California Standards Test; (4) Read and understand a wide variety of classic and contemporary literature, magazines, newspapers, online information and expository texts across the curriculum as measured by the district reading assessment, California High School Exit Exam, California Standards Test, Santiago Benchmark Assessments and classroom reading assignments and activities such as Reciprocal Teaching lessons. (5) Use a variety of mediums including technology to gather, interpret and disseminate information as measured by classroom assignments, projects and reports.

### Critical Thinkers, who can:

(1) Read information, questions, problems, etc. and choose from a variety of strategies to arrive at a solution. This is measured by district quarterly math assessments, Santiago Benchmark Assessments, the California High School Exit Exam, the California Standards Test and various classroom and homework assignments across the curriculum; (2) Read, analyze and interpret graphs, maps, tables, charts and other graphical and textual information in order to answer questions, reach conclusions and support arguments. This is measured by Santiago Benchmark Assessments, the California High School Exit Exam, the California Standards Test, Advanced Placement tests and classroom assignments across the curriculum; (3) Critique history, literature, art, music and science as measured by journals, essays, classroom assignments and experiences in the elective as well as the core programs.

### Self-Disciplined Individuals, who can

(1) Meet deadlines and manage stress, conflict and change as measured by grades, graduation rates and discipline records; (2) Develop realistic college and career goals as measured by Guidance Department "One on One" meetings and career units in classrooms, College and Career Center logs, guest speakers, participation in AP courses, the AVID program, and the ROTC program, and successful completion of University requirements; and (3) Learn the elements of a positive and healthy lifestyle as measured by essays, observations, lesson plans, tests and discussions across the curriculum, but especially in the areas of Health, P.E., Adult Living, Childhood Understanding, Foods, and Science.

## Responsible Citizens, who can

(1) Respect and understand individual differences and cultural diversity as measured by widespread individual and club participation and cooperation in school events, the assessment of the social studies curriculum and standards and the atmosphere, tone and behavior of students on campus; and (2) Work together to improve the quality of life within their range of influence as measured by student participation in clubs and organizations that emphasize socially conscious projects and activities.

### **GRADUATION REQUIREMENTS**

Every class, each semester, offers five graduation credits for a passing grade. A student needs a total of at least 220 credits to graduate. Listed here are the minimum credit requirements in each area.

English	40 credits
Mathematics	30 credits
Science	20 credits
Physical Education	20 credits
World History	10 credits
U.S. History	10 credits
Civics	5 credits
Economics	5 credits
Health	5 credits
Fine or Applied Arts	10 credits
Electives	75 credits

- All students must pass the California State High School Exit Exam.
- All students must pass Algebra B or Algebra 1 in order to graduate.
- Of the 20 science credits required for graduation, 10 of them must be from a life science area and 10 of them must be from a physical science area.

### **COUNSELING AND SUPPORT SERVICES**

Your counselor and the Guidance Office staff are committed to helping you reach your full academic potential, prepare for post secondary educational and employment opportunities, investigate career pathways, and support your academic and personal growth.

Students are assigned to a counselor according to the student's last name:

A-E	Ms. Romero
F-Map	Mrs. Hartman
Maq-Re	Ms. Pawling
Ri-Z	Mrs. Adams

## **MEETING WITH YOUR COUNSELOR**

Counselors are available for drop in meetings with students before and after school. You may also request an appointment with your counselor by filling out an appointment request card in the Guidance Office. Parents are encouraged to call the counselor between the hours of 7:30 and 4:00 for information regarding their student. The phone number is 663-6275.

## **CAREER CENTER/PARENT CENTER**

The Career Center has information about careers and colleges that is available to students before, during, and after school hours. The Career Center also provides computers with internet access for students to access information about colleges, financial aid, and careers. Information about after school programs, tutoring, and parent education programs is also available.

## **REGIONAL OCCUPATION PROGRAM-ROP**

Students who are at least sixteen years old may elect to take a Regional Occupation Program (ROP) class offered at Santiago or at other sites in the community. These classes provide vocational training for many different careers. Students may also earn high school credit for ROP classes. The ROP office is located in the Career Center.

## **TUTORING**

Santiago offers several tutoring opportunities for students who are struggling in their classes or would like additional assistance. Tutoring in math, science, English, and social studies is generally available before or after school, and a teacher from one of those areas is there to assist students. Students interested in tutoring should talk with their teachers or go to the Career Center to sign up.

## **LIBRARY MEDIA CENTER (LMC)**

The library/media center is open from 7-3:15. The LMC contains over 20,000 volumes and subscribes to over 40 periodicals. The LMC also houses 40 computer workstations with access to the Microsoft Office Suite, two on-line periodical databases, and access to the internet. In addition, there are ample resources for career investigation. A Santiago ID card is required to use computers and check out all books and periodicals. Students coming to the library during school hours must have a pass signed by their teacher.

## **COMPUTER LAB**

The computer lab is located in room 115 and is generally available for students to use before and after school. The lab is equipped with 36 computers that are loaded with the Microsoft Office Suite and have access to the internet. A student ID is required to use the computers.

## **STUDENT ATTENDANCE**

A student needs to attend school everyday in order to derive the maximum benefit from the educational program. In many cases, class activities missed during an absence cannot be duplicated upon the student's return. You, as parents, can help by sending your student to school every day except on days of illness. Please schedule appointments for non-school hours when possible. If an emergency arises or an appointment must be scheduled during the school day, have your student attend school for at least part of the day, even for a single period. Parents/guardians are requested to make sure that their student brings a note after every absence. The note should indicate the reason and date(s) of absence. Students who fail to verify their absence will be marked truant and assigned to Saturday School.

The following attendance definitions, established in the California Education Code, will be in effect for the coming year:

**Excused Absence**

- Personal illness
- Official quarantine by a county or city health officer
- Appointments to receive medical, dental, optometry, or quarantine services
- Attendance at the funeral of a member of the student's immediate family

**Permissive Absence**

An absence excused by the parent for personal reasons. The school must be notified by the parent or guardian prior to the absence. Examples include court appearance, family vacation, and observance of religious holidays.

**Unexcused Absence**

An absence which occurs with parent knowledge but without prior notification to the school. Examples include babysitting, helping at home, oversleeping, transportation problems, and on vacation without prior school clearance.

**Truancy Absence**

An absence which occurs without the knowledge and consent of the school/parent. Students shall not receive credit for assignments and tests missed while truant. Detention(s)/Saturday School/On-campus suspension will be assigned for all truan- cies.

<b>TRUANCY</b>		
Good attendance is essential for academic success. Excused and unexcused absences are not considered discipline violations but are part of this code in an advisory capacity. Parents and students should make productive use of the interventions provided.		
	<b>Types</b>	<b>Consequences</b>
<b>Truancy</b>	Period Absence (Student misses entire period or is more than thirty minutes late to class)	One detention for each period truant. Continued period truan- cies may result in the student being dropped from the class with an F.
	Full Day Absence	Saturday School and Parent Contact
	Repeated period or full day truancy	Detention Saturday School Parent Conference Attendance Contract Referral to SARB
	Leaving Class without teacher permission	Same as truancy
<b>Leaving campus without a pass</b>	1 <sup>st</sup> Offense	Saturday School and Parent Contact
	Additional Offenses	Saturday School or Suspension and Parent Contact. Loss of Senior Privilege

## SENIOR PRIVILEGE

A senior may have the privilege of leaving campus for lunch. The senior must have the approval of their assistant principal and their parent must come into the attendance office to sign the privilege form. Tardiness in returning from lunch or failure to return from lunch may result in the loss of the Senior Privilege.

## TARDY POLICY

Regular tardy sweeps will be conducted at the beginning of the day and between periods to motivate prompt movements to class. All students out of class without a pass during a tardy sweep will receive detention. It is the student's responsibility to have a valid pass when on campus during an assigned class.

	1 <sup>st</sup> and 2 <sup>nd</sup> Occurrence	Teacher/student conference and possible detention assignment or similar consequence
	3 <sup>rd</sup> Occurrence	Excessive Tardy notification letter sent to the parent (carried by the student) and detention
<b>Tardy to Class</b>	4 <sup>th</sup> Occurrence	Student referred to their Counselor and assigned detention
	5 <sup>th</sup> Occurrence	Student referred to their Assistant Principal, parent contacted, and assigned Saturday School
	6 <sup>th</sup> Occurrence	Student referred to their Assistant Principal, parent contacted, Saturday School assigned. Student may be dropped from the class with an F with future tardy occurrences.

**After four tardies, single period trancies may be counted if it is determined that the student was truant to class in order to avoid another tardy.**

## DISCIPLINE CODE

Students are expected to demonstrate appropriate behavior at all times while at school and while attending school events. The discipline code is established to provide students and parents with information on behavioral expectations and the potential consequences of violating this code.

Discipline will be handled in a progressive and confidential manner. Inquiries concerning discipline should be directed to the assistant principal assigned to the student alphabetically based on the last name. Administrators and counselors are available to assist students and parents with problems that might arise while at school. Students are encouraged to seek out one of these individuals if they have concerns for their safety while at school.

Students should carry their school identification card (I.D.) with them at all times. It must be presented when requested by a staff member.

## CLASS AND/OR CAMPUS DISTURBANCE

For any offense depending on severity, the student may be assigned to detention, Saturday School, or suspended from school. A parent conference may be held. Repeated incidents may result in a referral to the G.G.U.S.D. discipline committee.

## **CONTROLLED SUBSTANCE/DRUG PARAPHERNALIA, ALCOHOL**

For possession and/or use of alcoholic beverages, controlled substances, and/or drug paraphernalia (including but not limited to pipes, rolling papers, lighters, and matches) at school or at school events, the student will be suspended from school and referred to counseling. The police may be involved. A referral to the G.G.U.S.D. Discipline Committee may be made.

## **POSSESSION/USE OF TOBACCO PRODUCTS**

In accordance with state regulations and the policies of the Garden Grove Unified School District, possession/use of tobacco products is prohibited at all times on school property and at all school related events. This rule applies to all students, staff, and visitors. Students violating this policy may be assigned to Saturday School, suspended, referred to counseling, and referred to the G.G.U.S.D. Discipline Committee.

## **DEFIANCE/DISRESPECT TO SCHOOL STAFF**

All students are expected to be polite, courteous, and respectful to school staff at all times. Defiance/disrespect will not be tolerated. Students who are defiant or disrespectful may be assigned to Saturday School, suspended, or referred to the G.G.U.S.D. Discipline Committee. If the offense occurred in a classroom, the student may be dropped from that class with an F.

## **FAILURE TO SERVE DETENTION/SATURDAY SCHOOL**

Students who fail to attend detention for any reason will be assigned to attend Saturday School.

Students who fail to attend Saturday School may be assigned to attend In-House Suspension or may be suspended from school.

## **ELECTRONIC DEVICES**

Electronic devices (including but not limited to phones, portable radios, IPOD's, CD players, and video game machines) should not be brought to school and are not allowed to be used during school hours. If a student is seen using an electronic device during school hours, the device may be confiscated and will only be returned to a parent or guardian. Because these devices are not allowed on campus, administration may not investigate loss or theft of any electronic devices. Santiago High School is not responsible for any item that is confiscated.

## **FIGHTING**

Students are expected to solve their problems peacefully. Any student who is involved with a fight (this includes participants, spectators, or those who aide and abet) at school, on the way to or from school, or at a school event will be suspended from school for a period of 1-5 days. A second occurrence will result in a 5 day suspension. Further incidents will result in a referral to the G.G.U.S.D. Discipline Committee.

Students involved in a fight may, if appropriate, have their schedules changed in order to prevent them from coming into contact with other students who were a part of the fight.

## **THREATS/HARASSMENT**

Any student who threatens to harm or harasses another student in any way may be assigned to detention, Saturday School, or suspended from school. Depending upon the nature of the threat or harassment, the police may be contacted. Repeated violations of this policy may result in a referral to the G.G.U.S.D. Discipline Committee.

Any student who threatens or harasses a staff member will be suspended from school. Depending upon the nature of the threat or harassment, the police may be contacted, and a referral to the G.G.U.S.D. Discipline Committee may be made. A second offense will result in a referral to the G.G.U.S.D. Discipline Committee.

## **FORGERY/UNAUTHORIZED POSSESSION OR USE OF SCHOOL DOCUMENTS**

Any student who forges a signature or possesses/uses school documents without permission may be assigned to detention, Saturday School, or suspended from school. If necessary, police contact may be made, and the student may be referred to the G.G.U.S.D. Discipline Committee.

## **THEFT**

A student who is found to be in possession of property that is stolen may be suspended from school, required to pay restitution, and referred to the G.G.U.S.D. Discipline Committee. Likewise, the police may be contacted if necessary.

## **WEAPONS/EXPLOSIVES**

Weapons of any kind (including but not limited to knives, switchblades, brass knuckles, clubs, guns, or related items) are strictly prohibited on school property or at school events. Students caught with such items will be suspended, subject to police arrest, and referred to the G.G.U.S.D. Discipline Committee for expulsion.

Likewise, a student caught on school property or at school functions with an explosive device or items that may act as an explosive device when used in a certain way will be suspended, subject to police arrest, and referred to the G.G.U.S.D. Discipline Committee for expulsion.

Finally, items that are made to look like a weapon or an explosive device (e.g. toy guns, toy knives) are prohibited on school property or at school events. Students caught with such items will be suspended, subject to police arrest, and referred to the G.G.U.S.D. Discipline Committee for expulsion.

## **PROFANITY/OBSCENITY/VULGARITY**

Any student who uses profanity or acts in an obscene or vulgar manner may be assigned to detention, Saturday School, or suspended from school. Repeated incidents may result in a referral to the G.G.U.S.D. Discipline Committee.

If such behavior is directed toward a staff member or peer, the student, in addition to the above consequences, may dropped with an F from any classes that the student has with that staff member or peer.

## **GRAFFITI/DEFACING OF SCHOOL PROPERTY**

Any student who defaces school property in any way (including graffiti) will be suspended from school, and the police will be contacted if necessary. The student may be required to pay restitution for the damaged property. Repeated incidents will result in a referral to the G.G.U.S.D. Discipline Committee.

Students are not allowed to have graffiti on their notebooks, papers, or clothes.

Likewise, markers, spray cans, and other devices that may be used to deface school property are not allowed at school. Any student who possesses such items may have the items confiscated and may be suspended from school. The police will be contacted if necessary.

## **BICYCLES, SKATEBOARDS, SCOOTERS, ROLLER SKATES**

Bicycles are not to be ridden on campus at any time. Skateboards, scooters, and roller skates are not allowed on campus at any time and may be confiscated by staff.

## **INTERNET USE**

Any student who uses their internet access privileges in an inappropriate manner (including but not limited to visiting inappropriate websites or sending inappropriate e-mails or instant

messages) may be assigned to detention, Saturday School, or suspended. In addition, the student may have his internet access privileges revoked.

### **PUBLIC DISPLAYS OF AFFECTION**

Students are expected to avoid public displays of affection that are inappropriate for a school campus. Students violating this policy will be asked to stop their behavior and may be assigned to serve detention or Saturday School or suspended from school.

### **CHEATING POLICY**

Cheating is defined as “using any form of improper aids in completing a teacher’s assigned school work and/or tests.” These improper aids are defined as, but not limited to:

1. Copying papers or homework assignments that belong to another student and turning them in as the student’s own work, or giving or loaning assigned work to another student for the purpose of unauthorized copying.
2. Giving or receiving verbal or written aids during a test, or disclosing or receiving information as to the content of a test to any other student who has not yet taken the test.

### Consequences for Cheating

1. Any student caught cheating will receive an F or its equivalent for that assignment or assessment and will not be allowed to make it up. Those violating #2 above may be suspended pending a parent conference and will return to class on a “last chance” contract.
2. Any student stealing, taking, or illegally obtaining an examination will be suspended from school. The student will be dropped from that class with an F.
3. Any student caught altering or attempting to alter a teacher’s grade book or who is caught cheating on a semester final exam will be dropped from the class with an F. In addition, the student may be suspended from school.
4. Any student making notes on a desk, using cheat sheets with full or partial information relative to the test, using course materials such as a textbook or workbook, homework or class work, or any other premeditated means of cheating will be suspended from the class pending a parent conference and will be dropped from the class with an F.

**Please Note: Any student caught cheating for the second time in his/her high school career will be dropped from that class with an F.**

### **DRESS CODE**

Inappropriate clothing at school can be distracting, disruptive, and sometimes dangerous. Below, you will see a summary of Santiago’s dress code. Students who violate the dress code will be required to take appropriate steps to remedy the violation. Students who refuse to follow the dress code or repeatedly violate it may be assigned to Saturday school, detention, or suspended.

1. Clothing that is inappropriately revealing may not be worn at school. This includes tank tops, halter and tube tops, open or bare backs or midriffs (stomach area), and short shorts, skirts, or dresses. If a lady’s shirt will not stay down to the beltline on its own, it is not allowed. Tying shirts up in the back is not allowed.

2. Underwear (bras, under shorts, boxers, etc.) must always be completely covered by one's clothing. Pants worn in a manner that exposes underwear are not allowed.
3. Clothing or accessories which are unsafe, dangerous, or a health hazard including chains attached to belts or wallets, safety pins in clothing or backpacks, items with pointed studs, or anything that might be construed or used as a weapon are not to be worn or carried at school.
4. Clothing with offensive, obscene, or profane signs, symbols, or wording may not be worn at school. This includes death symbols such as skulls, crossbones, blood, or anything depicting human or animal violence and/or suffering. Clothing with language, symbols, or images degrading any individual or group, or that advocates or advertises hate, violence, alcohol, tobacco, drugs, or drug paraphernalia may not be worn at school.
5. Grooming, accessories, headwear, or clothing which local law enforcement or other community agencies currently consider to be gang-related are prohibited. These may include but are not limited to: items with gang names, initials, monikers, gang-related jewelry, visible gang-related tattoos or scars, hair nets, skull caps, bandanas, trench coats, and any manner of grooming or dress which by its color, arrangement, trademark, or other attribute is gang-related.
6. Caps, hats, or any head coverings (including headbands) of any type are not allowed. Students who need to wear a hat for skin protection may wear a Santiago hat only. Students who cover their heads for religious reasons will be allowed to do so.
7. All other clothing or accessories deemed inappropriate by the school administration shall be prohibited, and students shall be given a warning not to wear the items in the future.

### **ADDRESSES AND PHONE NUMBERS**

In the interest of student safety, it is important that the school have the student's current address and telephone number(s). If you are sick or injured at school, school staff must be able to make emergency contact with your parents. If your home address/phone numbers or parents' work phone numbers have changed, the attendance office must be notified immediately.

### **AUTOMOBILES/MOTORCYCLES**

Student use of a vehicle on campus is contingent upon safe and courteous operation and abiding by campus parking regulations. Violators may be ticketed, may have their vehicle towed away at their expense, and may have their opportunity to bring a vehicle on campus revoked.

All vehicles/motorcycles must be parked in the student parking lot. The student parking lot is to be used by permit only. Parking permit applications are available in the front office. Vehicles/motorcycles parked on school grounds without proper permits or parked in unauthorized areas may be ticketed and/or towed away at the owner's expense. Vehicles/motorcycles are parked at the owner's risk. Santiago High School assumes no responsibility for vehicles that are broken into, damaged, or stolen.

## **BICYCLES**

Bicycle riders are reminded that California law requires the use of a helmet. Bicycles should also be licensed by your city of residence, and you should maintain a record of your bicycle's serial number. Bicycles must be walked on school grounds and all sidewalks surrounding the campus. The school does not accept responsibility for damage to or the loss of a bicycle. There is a designated bicycle parking area on campus. Bicycles are not allowed to be parked in any other location on campus. Students should secure their bikes with a strong chain and lock.

## **CLOSED CAMPUS/VISITORS**

Santiago is a closed campus. Only students of the school and school/district employees doing school business are permitted on campus. Others having business on the campus must check in with the receptionist in the main office. School age visitors, toddlers, or infants are not permitted on campus unless they are accompanied by a parent who has checked in with the main office receptionist.

## **LEAVING CAMPUS (OFF-CAMPUS PERMITS)**

Students who need to leave campus before the end of their school day for any reason must check out through the attendance office. Students must have an office issued pass in their possession any time they wish to leave campus, including lunchtime. Students who leave campus without office clearance will be assigned to Saturday School.

## **LOCKERS**

Lockers are provided as a convenience and may be opened by school staff at any time. The school can assume no responsibility for security of lockers in the hallways or in the P.E. locker rooms. Items of value should never be stored in lockers. Schoolbooks, lost, stolen, or damaged are the responsibility of the student. The students and their parents or guardians assume all risks and bear the financial responsibility for any loss or damage to the contents of a locker.

All hall lockers must use a lock purchased from Santiago High School. Locks may be purchased from Student Services. Students must use only the locker assigned to them. Any locks placed on incorrect or unassigned lockers will be removed. Likewise, the student will be responsible for purchasing or obtaining a school lock.

A locker may be searched by school personnel if there is a reasonable suspicion that it contains items that are prohibited on school grounds or is being used for inappropriate purposes. A locker may be searched with or without the consent of the person(s) assigned to it.

## **TEXTBOOKS**

Proper care and use of textbooks is the student's responsibility. Books should be covered at all times. Students will be fined for damaged books. Students are financially responsible for lost, stolen, or damaged textbooks. Students are not permitted to write in their textbooks.

## **DELIVERIES**

School personnel will not deliver any personal items to a student during school hours. This includes but is not limited to balloons, flowers, money, lunches, or clothes.

## PHYSICAL EDUCATION UNIFORMS AND LOCKS

All students who are enrolled in a physical education course must purchase a uniform. In addition, it is recommended that they purchase a lock in order to properly store clothes and valuables. PE locks and uniforms may be purchased through the physical education department.

## STUDENT IDENTIFICATION CARD

All students must bring their student identification card with them to school each day. They must be prepared to present it when asked by any school personnel. The first card is provided to each student for free. Lost or stolen cards must be replaced immediately and paid for by the student.

## ATHLETICS

Santiago High School Athletics has a proud tradition of excellence. Cavalier coaches emphasize the importance of teamwork, sportsmanship, and personal development. They teach responsibility to oneself and team, follow through on commitment, physical fitness, and the skills and strategies of each sport. Every student, regardless of ability, is able to participate in at least one of the sixteen sports in the Cavalier athletic program. You are encouraged to participate on an athletic team during high school.

### Fall Season

Cross Country  
Football  
Girls' Tennis  
Girls' Volleyball

### Winter Season

Basketball  
Soccer  
Wrestling

### Spring Season

Baseball  
Softball  
Swimming  
Boys' Tennis  
Track  
Boys' Volleyball  
Badminton

In addition to the above sports, Santiago has a cheerleading and drill program that performs and competes throughout the year.

## CLEARANCE PROCEDURES

Cavalier student-athletes must have earned a minimum 2.0 GPA in the most recent grading period and earned at least 15 credits. Students must also meet CIF age and residency requirements.

Student-athletes must also complete and return a clearance packet to the secretary for athletics. The following is a description of the forms and requirements in the athletic clearance packet.

1. A current (completed not earlier than June of the previous school year) physical exam must be on file
2. The athletic code and eligibility requirements must be read and agreed to by the student-athlete and parent.
3. The CIF Code of Conduct must be read and agreed to by the student-athlete and parent.
4. An athletic emergency card must be completed and returned.
5. Proof of medical/hospitalization insurance must be provided.
6. The student-athlete and at least one parent must sign an "Acknowledgement of Risk in Athletics" form in the presence of a school official. This requirement needs to only be

done once in an athlete's years at Santiago High School. This form may not be taken home.

## **OUTSIDE COMPETITION**

A student on a high school team becomes ineligible if the student competes for an "outside" team, in the same sport, during the student's high school season of sport.

## **PRACTICES**

Sport team practices may be held before or after school. Team participants are expected to attend all practices and games.

## **EQUIPMENT**

Student-athletes are responsible for all athletic equipment issued to them, and will provide for its proper cleaning and care, safe storage, maintenance, and return. The student-athlete will be fined for equipment that is damaged or lost. In addition, a student-athlete will not be allowed to participate in any other athletic events until the equipment is returned in satisfactory condition or paid for.

## **ATTENDANCE AT SCHOOL**

If an athlete does not attend school on a given day, the athlete may not take part in a sport practice or game that day. Athletes must be at school to participate in competition or practice. The only exceptions are appointments with doctors or dentists. An athlete must attend school for a minimum of the last three periods in order to compete the day of a contest.

## **TRANSPORTATION**

Athletes must travel to athletic events on district provided transportation. If any athlete rides the bus to an event, he/she must return on the bus unless released directly to their parents (written release required).

## **ASSOCIATED STUDENT BODY MEMBERSHIP**

All students are members of the student body, but to be an active member of the Associated Student Body (ASB), a student must purchase an ASB sticker. By becoming an active ASB member, a student will save money through reduced rates to activities such as football, volleyball, and basketball games and school dances. The money raised through the sales of ASB cards supports many of the activities and events that take place on campus.

The Activities Director, Mrs. Garcia, is the faculty advisor to the ASB Cabinet, which is the legislative and supervisory body of the Associated Students and is responsible for planning the extracurricular activities program.

## **ASB CARDS**

An ASB card is your passport to the world of student activities. It provides discounted admission to every dance and athletic contest (except CIF Playoffs).

## **STUDENT GOVERNMENT**

The ASB Executive Officers are selected in January of each year. Each job requires hard work and dedication throughout the school year. Responsible, mature, and spirited individuals who are also good students and role models are wanted for ASB. Those selected for ASB are required to enroll in the student leadership class.

The student leadership class affords practical daily experiences in democratic leadership through planning and management of student activities. It provides opportunities to study the meaning and applications of state laws, ASB finances, human behavior, and group processes. Student leadership provides for self evaluation of the individual, group, and student activities. ASB requires a great deal of time and effort. You will be called upon to give up some time on weekends, after school, and at night to participate in activities and events that are ASB sponsored. School spirit, dedication, and a desire to help your fellow students are a must.

Each year, class officers are elected to represent their graduating class. Officers learn and employ leadership skills in organizing class activities and school events. Elected positions include President, Vice President, Secretary, and Treasurer.

## **SCHOOL CLUBS AND ORGANIZATIONS**

Santiago High School offers a variety of clubs and organizations to foster student involvement, interests, and community service. All clubs have a faculty advisor and meet regularly.

Academic Decathlon  
Art Club  
ASB  
AVID  
Band/Colorguard  
CSF  
Chess Club  
Choir  
CLOC  
Class of 2009  
Class of 2010  
Class of 2011  
Class of 2012  
Cooking  
Craft Club  
Dance Club  
Drama Club  
Drill Team  
Environmental Club  
Exploring Art Media  
FCA  
GSA

International Club  
French Club  
German Club  
Girls League  
Biology Club  
Voice Your Culture  
JROTC  
Key Club  
Library Club  
NHS  
Pacific Islanders Club  
Pepsters  
African American Culture Club  
Splinter Club  
Sports Club  
Band of the Boards  
Technology Education  
United Cause  
Vietnamese Club  
Yearbook  
Film and Video Club  
Women of Worth

## **DANCES**

Santiago High School sponsors several dances during the school year. School photo ID cards are required to enter all dances. Students who owe the school money, have outstanding Saturday schools or detentions, or are discipline problems may be prohibited from attending a dance. In some cases, guest passes for non-Santiago students may be granted with prior administrative approval. No guests over the age of 20 will be permitted to attend a Santiago High School dance. All school rules will be enforced at all school dances. Appropriate dress and behavior is expected at all school dances – students who are dressed inappropriately or engage in unacceptable behavior will be sent home immediately. Inappropriate dancing (including but not limited to “freak dancing,” “battle dancing,” or dancing that is considered to be a public display of affection) will not be permitted at any dance – violators of this policy will be sent home immediately. Finally, students must be picked up from a school dance within 30 minutes after its conclusion. Students who are not picked up within 30 minutes after the conclusion of the dance may not be permitted to attend future school dances.