



**JOHN A. ROWLAND
HIGH SCHOOL**

California Department of Education Gold Ribbon School
2000 South Otterbein Avenue
Rowland Heights, California 91748

STUDENT HANDBOOK

2018-2019

Mitchell Brunyer
PRINCIPAL

Kim Braswell Kelli Reese Mike Ward Arian Whitley
ASSISTANT PRINCIPALS

Phone - (626) 965-3448

Fax - (626) 810-4859

Attendance Phone - (626) 965-3448, ext. 3223 or 3224
en Español - ext. 3300

Web Site – rowlandhs.org

NÀME _____

ADDRESS _____

CITY/STATE _____ ZIP CODE _____

PHONE _____ STUDENT NO. _____

Welcome to the 2018-2019 Rowland High School Year!

Rowland Unified School District Mission Statement

The mission of the Rowland Unified School District, the progressive international community united in learning, is to empower students so that each actualizes his or her unique potential and responsibly contributes to a global society, through a system distinguished by rigorous academics, innovative use of technology, creative exploration, and nurturing learning experiences.

District Core Values:

**Respect*

**Excellence*

**Responsibility with Accountability*

**Safety*

**Student-Centered Focus*

**Integrity*

Community of Caring Core Values:

**Caring*

**Family*

**Trust*

**Respect*

**Responsibility*

At Rowland High School, our mission is: We are committed to the development of all students as thinkers, communicators, and contributors, which will be accomplished through instructional practices and curriculum marked by rigor, relevance and relationships. Our students will be supported as they engage in the high school experience, graduate, and become responsible members of society.

Rowland High School Raider Goals

Thinkers Communicators Contributors

Leslie Phillips, *ASB Advisor*

Mike Ortalli, *Athletics Director*

Counselors: Lynn Cross, Steven Elder, April Escalera, Becky Hupman, Josieca Liu, and Thomas Roach

Board of Education

Cary Chen - Lynne Ebenkamp - Donna Freedman- David Malkin - Angelena Pride

Table of Contents

Absences	4
Activities, Athletics & Clubs	6
Alma Mater	7
Bell Schedule & Important Dates	8
Calendar – Athletic Home Games	9
Calendar – Testing	10
Campus Directory	11
Career Certification Program	12
College Entrance Requirements	12
Faculty	13
Financial Aid/Scholarships	14
Grades/Report Cards	14
Guidance/Counseling	14
Graduation Requirements	15
Graduation Tickets	17
Graduation Valedictorian	17
Advanced Placement	17
International Baccalaureate	17
Information – General	18-20
Campus Visitors	
Class Cuts	
Date Passes	
Electronic Devices	
Home Teaching	
Homework	
Homework Support	
I.D. Cards	
Leaving Campus	
Library	
Raider Goals	20
Regulations and Rules	21
Code of Conduct	21
Academic Honesty	21
Dance Code	22
Dress Code	23
Offenses According to State Law & District Policy	24-26
Parking Lot Rules	27
RUSD Rules	28
Responsibilities – Parent & Student	29
Student Insurance	30
Telephone Numbers	30-31
Uniform Complaint Procedure	32



Locker Regulation
Lost and Found
Messages
Parking
Perfect Attendance Awards
Schedule Changes
Student Charges
Sun Protection Policy
Tardies

ABSENCES

If a student is absent one or more periods, he/she is ineligible to participate in any school function held that day or evening. The parent is responsible for notifying the Attendance Office of all student absences. This may be done in one of two ways:

- 1. A Parent's Note** - It should contain the following information (a) the student's legal full name, (b) exact date(s) of absence, (c) periods missed, (d) reason for non-attendance, **and** (e) parent's signature with phone number. The student must present the parent's note to the attendance office *before his/her first class of the day*. An absence slip will be issued to the student. The absence slip should be shown to each teacher listed on the student's class schedule.
- 2. A Parent's Phone Call** - Call (626) 965-3448, ext. 3223 or 3224 prior to 8:00 a.m. each **day** the student will be absent. The student absence will be verified in the computer attendance file. *No parent note is required when the student returns to school after being absent.* The student reports directly to class. Attendance personnel will call the parent to verify the absence of any student if there is any question about the authenticity of a call.

NOTE: Students who forget a parent-written excuse are given a *Truant Until Cleared Admit Slip* to re-enter class. Students/parents have 3 days to clear an absence or a truancy is assigned.

CALL THE ATTENDANCE OFFICE to request homework when your student will be absent for *three days to two weeks*. Indicate the student's name, who will pick up the homework, and approximately what time it should be ready for pickup. You can also check our website for posted homework assignments from each individual teachers.

ALL DAY ABSENCES

State Law requires that *every student attend school full-time until reaching the age of 18 years or until the completion of high school*. At the age of 18 if non-attendance occurs, the student may be dropped from school and referred to Adult School or community college.

All absences and tardies are classified as being "*excused*" or "*unexcused*." Examples of *excused absences/tardies* are: illness, immediate family bereavement, doctor, or dental appointments.

Unexcused Absences/tardies include: oversleeping, missed ride to school, car didn't start, rain, vacation, visiting friends or relatives, lack of clothing, helping to care for others in the family, shopping, paying fines, caught in traffic, studying, etc. *All-day absences from school without the consent or knowledge of the parents are Truancies*. Disciplinary action will be taken. Forged notes or phone calls impersonating the parent are also truancies and disciplinary action will be taken.

All absences, other than court, medical excuses and school activities shall not exceed 10 in any class during one semester. 10 school days equal half of a six-week grading period. Administrative action will be taken when absences become excessive.

Doctor and dental excuse notes require a doctor signature, date student is excused, and time on letterhead stationery.

MEDICAL RELEASE PRIOR TO A STUDENT’S RETURN TO SCHOOL

A student attending school with sutures, splints, casts, crutches, brace(s), or a wheelchair must have a licensed health care provider’s written permission. The permission must state the date of student return and the need for the assistive device. The student must comply with any safety procedures required by the school administration and health services personnel.

PROCEDURE FOR PART-DAY ABSENCES

If the student has *missed one or more classes* due to illness, court, doctor, or dental appointment, the student should check in at the attendance office with a note or parents should make a phone call to the Attendance Office before student arrives. A “*check-in*” slip will be issued and the student will be admitted to his/her remaining classes.

LEAVING SCHOOL EARLY

If a student needs to leave school early for a dentist, doctor, or court appointment, he/she must come to the attendance office before their first class of the day with a note from the parent stating the student’s name, reason for leaving, and who will pick up the student. If the student doesn’t have a note, **THE PARENT MUST COME IN AND SIGN THE STUDENT OUT**. If a student leaves without a pass, disciplinary action will be taken (period truancy). In addition, a doctor’s note must be presented to attendance office the following day.

If a student is ill, he/she must come to the nurse’s office to be assisted. If he/she leaves without a pass, disciplinary action will be taken (period truancy).

All students must attend school regularly and punctually and remain on school grounds for the duration of the school day. Excessive excused and unexcused absences, tardies, and habitual insubordinate or disorderly conduct at school will result in parents being required to attend a School Attendance Review Team (SART) meeting and then, if necessary, it will be reported to the School Attendance Review Board and possible citation.

Levels of consequences for Truancies

1st offense:	Lunch detention, phone call
2nd offense:	After school detention, phone call
3rd offense:	Saturday detention, parent conference, attendance contract

Activities, Athletics & Clubs

At Rowland we believe learning comes first. However, we also believe there is a place for activities. To fully appreciate high school, a student needs to take part in some activities. A 2.0 grade point average must be maintained in order to be eligible to participate in student activities.

Athletics

Rowland also offers a multi-level competitive athletic program. There is an emphasis on sportsmanship, leadership and team spirit. In addition, the highest potential of sports is achieved when competition reflects the following integrity, respect, responsibility, sportsmanship and servant leadership.

Fall Season

Cross Country
Football
Boys' Water Polo
Girls' Tennis
Girls' Volleyball
Girls' Golf

Winter Season

Boys' Basketball
Girls' Basketball
Boys' Soccer
Girls' Soccer
Girls' Water Polo
Boys' Wrestling
Girls' Wrestling

Spring Season

Baseball
Boys' Golf
Softball
Swimming
Boys' Tennis
Track

Please contact our Athletic Director, Mike Ortalli, at (626)965-3448, ext. 3346 for names of coaches.

Student Clubs

<u>Club</u>	<u>Advisor</u>	<u>Club</u>	<u>Advisor</u>
Academic Competition	Ms. Woo	French Club	Ms. Daoudi
Art Club	Ms. Bates	Interact	Ms. Rivas
AVID	Mr. Magnant	IBA	Mr. Ludlam
Auxiliary/Band	Mr. Alvo	Key Club	Ms. Luu
Best Buddies	Mr. Duldulao	Link Crew	Ms. Rodriguez
Calif. Scholarship Fed.	Mr. Wong	Math Club	Mr. Dawdy
Chess Club	Mr. Molla	Model United Nations	Mr. Cole
Dance Club	Mrs. Jansen	National Honor Society	Ms. Chu/Ms. Tan
Do Something	Mr. Girard	Pep	Mrs. Soto
Drama Club/Thespians	Mrs. DeLion	Student Government	Mrs. Phillips
FCCLA	Mrs. Taylor	Yearbook	Ms. Tan

Students interested in joining a club or trying out for a sport can contact the advisor or the Athletics Director via email. Please see page 14 for email contact instructions.

Clubs for Parents

Parents have many opportunities to participate at Rowland in ways that benefit their children and contribute to the educational and co-curricular programs. **School Site Council** directs the expenditure of school improvement funds and provides guidance on program direction. Parent booster clubs provide support for athletic teams, band and auxiliary units, and choir. By participating in these groups, parents have the opportunity to work with school personnel to enhance their children's education. The **Parent/Teacher/Student Association (PTSA)** provides the opportunity for parents to learn more about school programs and work cooperatively with school personnel to promote improvement. Studies have shown that students who have parents that participate in school activities are more successful in their educational career. We invite all parents to become involved. Listed below are our parent booster clubs.

Booster Groups

Huddle Club (Football)
PTSA
Rowland Instrumental Music
Rowland Organization of Choirs
School Site Council



“Education is not preparation for life; education is life itself.”-John Dewey

ALMA MATER

Alma Mater, hear our song;
Let all the world be told,
That we are proud to raise on high
Our colors blue and gold.
And when the years have hurled by
We'll not forget to give out thanks
Dear Rowland High, to you

Bell Schedules & Important Dates

REGULAR BELL SCHEDULE

Period 1	7:06-8:02
Period 2	8:09-9:05
Period 3	9:12-10:14
Nutrition	10:14-10:24
Period 4	10:31-11:27
Period 5	11:34-12:30
Lunch	12:30-1:04
Period 6	1:11-2:07
Period 7	2:14-3:10

LATE START BELL SCHEDULE

Period 1	8:25-9:12
Period 2	9:19-10:06
Period 3	10:13-11:02
Period 4	11:09-11:56
Period 5	12:03-12:50
Lunch	12:50-1:24
Period 6	1:31-2:18
Period 7	2:25-3:12



**(8/13,8/20,8/27,9/10,9/17,9/24,10/1,10/8
10/15,10/22,10/29,11/5,11/26,12/3,
12/10,12/17,1/14,1/28,2/4,2/11,2/25,3/4.
3/11,3/18,4/1,4/8,4/15,4/22,4/29,
5/6,5/13,5/20,6/3)**

SHORTENED DAY SCHEDULE

Period 1	7:22-8:02
Period 2	8:09-8:49
Period 3	8:56-9:38
Period 4	9:45-10:25
Nutrition	10:25-10:35
Period 5	10:42-11:22
Period 6	11:29-12:09
Period 7	12:16-12:56

FINAL SCHEDULE

Day 1

Period 1 (final)	7:08-9:11
Period 4 (final)	9:18-11:21
Lunch	11:21-11:55
Period 7 (final)	12:02-2:05

Day 2

Period 3 (final)	8:09-10:12
Period 6 (final)	10:19-12:22
Lunch	12:22-12:52

Day 3

Period 2 (final)	8:09-10:12
Period 5 (final)	10:19-12:22
Lunch	12:22-12:52

8/13	School Starts
9/03	Labor Day-No School
9/06	Back to School Night 5-8pm
9/21	Grading Period Ends
9/21	No School
10/05	Homecoming Game
10/10	PSAT Test at RHS
11/01	No School
11/02	Grading Period Ends
11/12	Veteran's Day-No School
11/19-23	Thanksgiving Break No School
	12/18-20 Final Exams
12/24-1/11	Winter Break
1/14	2 nd Semester Starts
1/21	Martin L. King Day- No School
2/15	Grading Period Ends
2/21	President's Day- No School
3/15	SADIES Dance
3/25-3/29	Spring Break
4/12	Grading Period Ends
4/20	Prom
5/6-5/17	AP Testing
5/27	Memorial Day-no school
5/29-31	Senior Finals
6/4-6	Underclassmen Finals
6/6	Graduation

Calendar of Athletic Home Event

Football

8/24 vs. Alhambra
 8/31 vs. Walnut
 9/07 vs. Jurupa Valley
 10/05 vs. Wilson
 10/26 vs. Baldwin Park



Girls' Tennis

09/20 vs. Baldwin Park
 09/25 vs. Covina
 10/02 vs. San Dimas
 10/04 vs. Northview
 10/16 vs. Wilson

Boys' Waterpolo

9/24 vs. Cathedral
 9/26 vs. Wilson
 10/08 vs. Baldwin Park
 10/10 vs. Cathedral
 10/17 vs. San Dimas

Girls' Volleyball

09/11 vs. Wilson
 09/20 vs. Baldwin Park
 09/25 vs. Covina
 10/02 vs. San Dimas
 10/04 vs. Northview

Boys' Basketball

1/09 vs. Wilson
 1/16 vs. Baldwin Park
 1/18 vs. Covina
 1/25 vs. San Dimas
 1/29 vs. Northview



Girls' Basketball

1/09 vs. Wilson
 1/16 vs. Baldwin Park
 1/18 vs. Covina
 1/26 vs. San Dimas
 1/29 vs. Northview



Boys' Soccer

12/20 vs. Wilson
 01/15 vs. Baldwin Park
 01/17 vs. Covina
 01/24 vs. San Dimas
 01/29 vs. Northview



Girls' Soccer

12/18 vs. Covina
 01/07 vs. San Dimas
 01/10 vs. Northview
 01/22 vs. Wilson
 01/31 vs. Baldwin Park

Girls' Waterpolo

12/17 vs. Wilson
 1/14 vs. San Dimas
 1/16 vs. Baldwin Park
 1/23 vs. Wilson

Wrestling

12/20 vs. Wilson
 1/22 vs. Baldwin Park

Baseball

4/21 vs. Covina
 3/26 vs. Wilson
 4/11 vs. San Dimas
 4/18 vs. Northview
 4/23 vs. Baldwin Park

Softball

3/22 vs. Wilson
 4/10 vs. Baldwin Park
 4/12 vs. Covina
 4/19 vs. San Dimas
 4/22 vs. Northview

Boys Tennis

3/13 vs. Northview
 3/22 vs. Wilson
 4/10 vs. Baldwin Park
 4/12 vs. Covina
 4/19 vs. San Dimas

Swimming

3/19 vs. Wilson
 4/17 vs. Baldwin Park

Track

3/14 vs. Covina
 3/21 vs. Wilson
 4/18 vs. Baldwin Park

CALENDAR - TESTING

COLLEGE-BOUND SENIORS should take their college tests during the *last semester of the junior year or the first semester of the senior year*, especially if they intend to apply for scholarships.

Scholastic Assessment Reasoning & Subject - Schedule for 2018-2019

<u>Test Date</u>	<u>TEST FEES</u>
Oct. 6, 2018	SAT - See Your Counselor
Nov. 3, 2018	ACT - See Your Counselor
Dec. 1, 2018	
Mar. 9, 2019	PSAT - will be given at RHS
May 4, 2019	on Wed. Oct. 10, 2018
June 1, 2019	8:00am-12:00pm to juniors and sophomores who sign up and pay for the test

AMERICAN COLLEGE TESTING - Schedule for 2018-2019

<u>Test Date</u>	<u>Regular Registration Postmark Deadline</u> (regular fee)	<u>Late Registration Postmark Deadline</u> (additional fee required)
Sept. 8, 2018	August 10, 2018	Aug. 11-26, 2018
Oct. 27, 2018	Sept. 28, 2018	Sept. 29- Oct. 14, 2018
Dec. 8, 2018	Nov. 2, 2018	Nov. 3-19, 2018
Feb. 9, 2019	Jan. 11, 2019	Jan. 12-18, 2019
April 13, 2019	Mar. 8, 2019	Mar. 9-25, 2019
June 8, 2019	May 3, 2019	May 4-20, 2019

ROWLAND HIGH SCHOOL TESTING – Schedule for 2018-2019

Advanced Placement and International Baccalaureate Testing Window:
May 6 – 17, 2019

Common Core SBAC 11th Grade & 10th Grade Science

April 1-19, 2019

CAMPUS DIRECTORY

Absences/Address Changes	Attendance Office X3223
Athletics Information	Mike Ortalli, Athletics Office X3346
Auto Regist./Student Parking	ASB Office X3298
AVID Program	Jake Magnant X3336
Best Buddies	James Duldulao X3335
Bus Passes – Transportation Office	(626) 965-5719
Certification Programs Information	Counselors
Check Out of School	Irma Torres, Registrar X3216
Class Changes	Counselors
Date Passes	ASB Office X3298
Diplomas	Beatriz Valiente, Asst. Principal Secretary X3300
Discipline/Detention	Arian Whitley, Asst. Principal X3328
Early Finals	Bea Valiente, Attendance X3300
Financial Aid/Scholarships	Josieca Liu Counselor X3211
First Aid	Nurse's Office X3221
Full-Time Student Verification Ltrs.	Bea Valiente, Attendance X3300
Grades/Report Cards	Counselors
Graduation Requirements	Counselors
Graduation Program Information	Velia Rodriguez, Principal's Secretary X3201
Homework Requests	Counselors
Honor Roll	Velia Rodriguez, Principal's Secretary X3201
Honors Program	Steve Ludlam, I.B. Coordinator X3243
ID cards – Lost	ASB Office X3298
ID cards - Issue	ASB Office X 3298
Independent Study	Bea Valiente, Attendance X3300
Link Crew	Allison Rodriguez X3272
Lockers	Hope Raygoza, Asst. Principal Secretary X3221
Lost & Found	Kim Braswell, Asst. Principal X3328
Lunch – Free & Reduced Forms	District (626/965-2541)
Lunch/Off-Campus Passes	Hope Raygoza, Vice Principal Secretary X3221
PTSA & Parent Booster Clubs Info.	Velia Rodriguez, Principal's Secretary X3201
Schedule Student Activities	A.S.B. Office X3298
Senior Awards Night	Mike Ward, Asst. Principal X3220
Student Bills	ASB Office X3298
Student Leadership	ASB Office X3298
Student Insurance	Mike Ortalli, Athletic Director X3346
Student Messages	Irma Torres, Registrar X3216
Student Schedules	Counselors
Textbooks	Angie Andino, Textbook Office X 3352
Transcripts	Irma Torres, Registrar X3216
Tutoring	Claire Ruesga X3353
Work Permits	Irma Torres, Registrar X3216

CAREER CERTIFICATION PROGRAM

Students have the opportunity to enroll in the Career Certification Program which provides hands-on learning experiences in concert with classroom instruction, job shadowing activities, an internship and interaction with business professionals. After completion, students receive a Certificate of Completion Award with their high school diploma. The program is ideal for college-bound students who want to explore career interests and sample the work environment within chosen career pathways. The pathways are:

- Arts, Media & Entertainment
- Computer Science
- Education & Child Development
- Engineering/Construction/Transportation
- Finance & Marketing
- Health Science & Medical Technology
- Hospitality
- Public Services

COLLEGE ENTRANCE REQUIREMENTS

CALIFORNIA STATE UNIVERSITY*

- A. U.S. History and Social Science (2 yrs. required)
- B. English: College Prep (4 yrs. required)
- C. Math: Algebra I, Geometry and Algebra II (3 yrs. required)
- D. Science: Biology and Chemistry, or Physics (2 yrs. required)
- E. Foreign Language: Spanish, French, Chinese, Korean (2 yrs. of the same language required)
- F. Visual & Performing Arts (1 year-long course)
- G. College Prep. Electives: (1 year required)

UNIVERSITY OF CALIFORNIA*

- A. World History and U.S. History/Government (2 yrs. required)
- B. English: College Prep (4 yrs. required)
- C. Math: Algebra I, Geometry and Algebra II (3 yrs. required; 4 yrs. recommended)
- D. Science: Biology and Chemistry, or Physics (2 yrs. required; 3 yrs. recommended)
- E. Foreign Language: Spanish, French, Chinese, Korean (2 yrs. of the same language required; 3 yrs. recommended)
- F. Visual & Performing Arts (1 year-long course)
- G. College Prep. Electives: (1 year required)

* Many universities and colleges have different, more flexible requirements. See your counselor for specific information. It is possible to take a wide variety of electives and also qualify for admission to a college or university.

FACULTY

To contact a teacher via e-mail use the first initial of the first name and full last name. For example: jadams@rowlandschools.org. Exceptions are: amrodriguez , jurbina (for Jessica Peterson), nswong

(Note: * indicates the teacher is a Department Chairperson.)

Adams, Jim	Science	Lamar, Emily	English
Aguilar, Felipe	Social Science	Le, Michael	Math
Alvo, Jason	Instrumental Music	Ludlam, Steve	Social Science
Bates, Chablis	Art	Luera, Larry	Science
Boyd, Bruce	English	Luna, Dan	Business Education
Bryant, Christine	Science*	Luu, Kate	Math
Burch, Susie	Social Science*	Magnant, Jake	Special Education
Canfield, Dave	Science	Manookian, Caroline	Math
Cao, Thao	Math	Miranda-Arauz, K	ELD *
Carr, Quinten	Physical Education	Molla, John	Math
Chiang, Julie	Science	Nunez, Patrick	Photo
Chu, Andrea	English	Ocaranza, Miriam	Spanish
Co, Pascale	Math	Okawa, June	Special Education
Cody, Mike	Science	Ortalli, Mike	Physical Education
Cole, Matt	Social Science	Ortiz, Rosemary	Special Education
Cooper, Ron	Science	Petersen, Jessica	Spanish*
Crues, Lourdes	Special Education	Petersen, John	Social Science
Daoudi, Rola	French	Phillips, Leslie	ASB Director
Dawdy, Jeff	Math	Poulter, Clint	Math
De Lion, Patricia	Theatre Arts*	Ramirez, Chris	English
Duldalao, James	Special Education	Robles, Alicia	Spanish
Falk, Matthew	English*	Rodriguez, Allison	English
Fisler, James	Social Science	Rivas, Teffany	Science
Frausto, Michael	Industrial Tech	Ruesga, Claire	Librarian
Girard, Arthur	Math*	Sabbagh, Mason	English
Hakim, Pat	Fam. & Con. Sciences	Smith, Leslie	English/Social Science
Harris, Brandon	Choir	Soto, Melissa	English
Hicks, William	Amination	Stella, Kathy	Fam. & Con. Sciences
Hier, Laura	Science	Tan, Jennifer	English
Hiett, Jonathan	English	*Taylor, Tracy	Fam. & Con. Sciences
Hsiao, Howard	English/Social Science	Urbien, Aimee	Social Science
Hu, Bing	Math	Urena, Amalia	Spanish
Hunter, Karen	Science	Valera, Ana	Spanish
Jacobson, Ryan	Special Education	Vasey, Tammy	English
Jansen, Michaela	Physical Education	Vazquez, Michael	Special Education
Kim, Anna	English	Villanueva, Jason	Social Science
Kim, John	Math	Wong, Nick	Math
Kim, Marie	Korean	Woo, Kimberly	Social Science
Kuo, Grace	Chinese	Young, Sue	Special Education*

FINANCIAL AID/SCHOLARSHIPS

A variety of scholarships and other financial aid are available. See your counselor for more information. In addition, scholarship opportunities are listed on our web site.



GRADES/REPORT CARDS

Progress grades are issued during the week of: 9/20/18, 11/2/18, 2/15/19, and 4/12/19

Final Grades are issued on 12/20/18 and 6/6/19

A – Excellent
B – Above Average
C – Average
D – Below Average/Barely Passing
F – Failing *No Credit for "F" received at end of semester*
W/F – Withdrawal/Failing
I – Incomplete (must make up by the following 6 weeks)
NM – No Mark



Guidance – Counselors

Rowland High School's guidance team strongly supports the academic performance, career development and personal growth of each student. Our goal is to assist students in their pursuits and to support them in the decision-making process. We are committed to creating an atmosphere of encouragement so that each student is empowered to set and pursue goals as they prepare for their futures. Counselors are available before school, during lunch and after school.

Counselors

A – Da	Lynn Cross	lmcross@rowlandschools.org
De – J	April Escalera	april.escalera@rowlandschools.org
K - Mel	Steven Elder	selder@rowlandschools.org
Men - Se	Rebecca Hupman	rhupman@rowlandschools.org
Sh -Z	Josieca Liu	jliu@rowlandschools.org
AVID & RSP	Thomas Roach	troach@rowlandschools.org
<u>AVID</u>	Jake Magnant	jmagnant@rowlandschools.org

GRADUATION REQUIREMENTS

- I. A minimum of 225 credits are required for graduation.

- II. Course requirements:
 - A. 40 credits of English
 - B. 30 credits of Social Studies
(10-World History, 10-U.S. History, 10-American Government/Econ.)
 - C. 20 credits of Science (Biology & 1 physical science)
 - D. 20 credits of Math
 - E. 10 credits of *either* Foreign Language *or* Fine Arts
 - F. 20 credits of Physical Education
 - G. 5 credits of Health Education
 - H. 20 credits Career Pathway (same pathway)
 - Arts & Communications
 - Business
 - Family & Consumer Sciences
 - Health/Medical Services
 - Public & Human Services
 - Technology
 - I. 60 credits of electives
 - J. 60 hours of the Community Activity Requirement
(15 hours per year - See Counselor)
 - K. Demonstrate technology proficiency (See Counselor)



***A class meeting one hour per day, five days per week for one school year is worth ten credits.** Students should choose a sequence of courses, called a career path, which leads to post-high school educational and work options related to the student's interests and aptitudes.

“Education is the most powerful weapon which you can use to change the world.”
Nelson Mandela

GRADUATION REQUIREMENTS (Number of credits needed in parentheses)

English (40)	5	5	5	5	5	5	5	5	
Math (20) (Includes Algebra1)	5	5	5	5					
World History (10)	5	5							
US History (10)	5	5							
Economics (5)/Gov't (5)	5	5							
PE (20)	5	5	5	5					
Science (20) (Includes Biology & 1 physical science)	5	5	5	5					
Foreign Language/Fine Art (10)	5	5	or	5	5				
Health (5)	5								
Career Path (20)	5	5	5	5					
Electives (60)	5	5	5	5	5	5	5	5	5
TOTAL 225									
Community Activity Requirement (60 Hours)	1	15	15	15					
Technology Proficiency	P								

One semester = 5 credits per class

One year = 10 credits per class

9th Grade Status: 0 - 49 credits

10th Grade Status: 50 - 99 credits

11th Grade Status: 100 - 159 credits

12th Grade Status: 160 or more credits

Career Pathways

Arts, Media & Entertainment

Computer Science

Education & Child Development

Engineering/Construction/Transportation

Finance & Marketing

Health Science & Medical Technology

Hospitality

Public Services

GRADUATION TICKETS

Graduates will receive two free tickets for parents/guardians if they attend all days of senior activities. These will be on graduation day. An additional four tickets may be purchased for a total of six (6) tickets per graduate. Tickets will be sold at the ASB office starting in February. Tickets are sold on a first come, first served basis.



GRADUATION VALEDICTORIAN

Valedictorian - To be eligible, students must have attended Rowland High for at least three years, met all A-G requirements and have the highest GPA in the class. All eight semesters are counted. Grades are calculated on a weighted system (Advanced Placement and International Baccalaureate courses are weighted).

ADVANCED PLACEMENT EXAMS

Students enrolled in AP classes will register for the respective AP exams during 2nd semester. Registration dates and fees will be shared with the students via their AP teachers.

RHS students NOT enrolled in an AP class who wish to take an exam must petition to do so with the Assistant Principal in charge of Instruction no later than October 1st. Students will seek approval from the department chair and show progress on practice AP exams in order to be granted permission to register for and take the exam.

INTERNATIONAL BACCALAUREATE PROGRAM

IB provides students of different linguistic, cultural, and educational backgrounds with the intellectual, social, and cultural perspectives necessary for the adult world that lies ahead of them. The intent is that students should learn how to learn; how to analyze; how to reach considered conclusions about people; their languages and literature; their ways in society; and the scientific forces of the environment. Students enroll in courses in six prescribed IB subjects (English, Math, Foreign Language, Science, Social Science, Fine Arts) offered along with three additional components: Theory of Knowledge, Extended Essay & Creativity, and Action & Service (CAS). Students will be awarded an IB Diploma after successful completion of all courses and passing scores on IB exams.

IB ADVANTAGES

- ❖ Internationally recognized academic program
- ❖ Promotes academic preparedness and creates well-rounded students
- ❖ Promotes global and cultural awareness
- ❖ Raises standards of the whole school
- ❖ Intellectual rigor and high academic standards
- ❖ Cohesive, standardized, and diverse curriculum



INFORMATION

Campus Visitors – Only persons having official business on the Rowland High School campus are permitted. Visitor passes must be secured in the front office.

Class Cuts – A class cut results when the student is absent without permission. Action taken: detention, Saturday school, SART, SARB.

Date Pass – These are available to students who wish to bring a non-student to a dance. These are strictly date passes and are not to be used to bring another member of the family to a dance.

Electronic Devices – iPods, MP3, and CD players are not allowed at school. Please make sure your child keeps such devices at home. These items are subject to confiscation. The school assumes NO liability for electronic devices brought on school grounds. Students may not wear earbuds anytime on campus.

Home Teaching - Short-Term Independent Study – If a student will be absent and under medical care for two weeks or more, obtain a Short-Term Independent Study Application from the Attendance Office. Have the doctor sign the form and return it to the Attendance Office.

Homework – It is an essential part of the educational process, and there is a direct relationship between achievement and completion of homework. Students and parents both have responsibilities to see that homework is taken seriously and accomplished regularly. Utilize the school website to view homework posted by teachers at rowlandhs.org. Parents: be sure there is adequate lighting provided in a quiet place without interruptions. Discuss assignments and school progress with your teen. Have them show you their work products.

Homework Support – Free homework assistance for students throughout the school year is available in the library. Assistance is offered in a variety of subjects by Rowland students. Hours of operation: 2:00-4:00 p.m. Monday -Thursday for more information, please contact Claire Ruesga at 626/965-3448, ext. 3353. Students can get help with science and math from Harvey Mudd College's Homework Hotline: 877-8ASK-HMC.

I.D. Cards – Students must have an Identification Card with them at all times when attending school or school functions. This card will be required to make use of the library services and food services. Students will present their I.D. Card when requested by a staff member. Cards are not transferable. Replacement cards are available for a fee of \$5.00 from the A.S.B. Office.

Leaving Campus – Students may not leave campus at any time during the school day except by special permission or at lunchtime with an off-campus lunch privilege pass (available to seniors who meet certain grades, attendance, and behavior standards and who have parent permission). During the school day, students must check out with the

Attendance Office before leaving the campus. Failure to follow this procedure will result in a cut being assigned. If your student has a doctor or dentist appointment during the school day, please send a note to school with him/her before the appointment so that a "Request to be Excused from School" form may be issued.

Library – The library opens at 7:00 a.m. daily and closes at 4:00 p.m. Monday-Thursday, and at 2:00 p.m. on Friday. Students may check out books and other circulating materials and use the computers or printers.

Locker Regulation – Lockers are to be used for storage of books and school supplies. **The school is not responsible for thefts.** Parents are financially responsible for the loss of and/or damage to school property issued to their children. Students are not to share lockers.

Lost & Found – Inquiries about lost articles and books should be made at the Mr. Whitley'

Medication –School board Policy relating to student medication use of campus requires all medication to be stored in the health office and administered only when signed physician and parent authorization forms are on file. This practice provides for the safety of all students on campus (should the medication be lost) and protects the affected student in the event the medication is not used properly, or it does not provide the desired relief, necessitating further care.

Messages – With over 2100 students and limited staff, we can only deliver messages for serious emergencies. Forgotten lunches, keys, etc., are not emergencies.

Parking – Only authorized cars may park in the parking lot. Unauthorized cars will be cited and possibly towed at the owners' expense. Student parking permits may be obtained in the A.S.B. Office. Parking is enforced 6:30 a.m. to 3:00 p.m. Monday -Friday.

Perfect Attendance Awards – These awards are presented to those students who have attended every class, every school day for the entire school year. When a student is on a field trip, under the supervision of a teacher, the student is counted present. Should a student have a doctor or dentist appointment during the school day, the student is counted absent and is not eligible for this award.

Schedule Changes--During pre-registration, students and parents are provided information and counseling to help them make decisions regarding course selection. Requests for changes based on likes or dislikes of teacher or class members will not be honored. Classes chosen during registration affect teacher assignments, room allocation, and textbook purchases. Counselors have worked hard to give students their 1st choice electives but sometimes students will have to accept their 2nd, 3rd, or even 4th choice elective. Thank you for your understanding.

Student Charges – Students are required to return all textbooks and other equipment issued to them. Lost books and other bills should be paid before the new semester begins.

Students may not receive diplomas until all obligations are paid. Students may obtain a list of their charges in the A.S.B. Office

Sun Protection Policy – Students may only wear Rowland High School hats and visors while on campus. During P.E. class students will be allowed to wear protective clothing if they desire. If a student cannot afford to purchase these items, alternative arrangements can be made through their counselor.

Tardies – An unexcused tardy results when the student is not in his/her assigned classroom seat when the tardy bell stops ringing.



Raider Goals

REGULATIONS AND RULES

Code of Conduct

The Code of Conduct for the secondary schools in the Rowland Unified School District states: "It is the responsibility of both home and school to teach students to develop a respect of law and rules in order to provide the best environment possible for effective learning and to live in a democratic society." Students in the high schools are expected to assume greater responsibility for their own behavior as they become increasingly more responsible in the determination of their own progress and affairs.

We like our teenagers and we think most of them use good judgment, but, remember, they are not adults. The law states they are not supposed to drink, smoke, gamble, have knives, guns, narcotics and cigarettes; be profane, immoral, or truant; or loiter after curfew. The school is required to enforce these regulations. Students who do not conform are referred to the office. Appropriate action is then taken and parents are notified.

Academic Honesty

Rowland is committed to maintaining academic honesty. Honesty is the essence on which all human relationships are founded. Academic dishonesty is almost always an attempt by a student to show possession of a level of knowledge or skill which he or she does not possess. Academic dishonesty (cheating) is the deliberate attempt by a student to represent someone else's work or ideas as the student's own. This inauthentic work provides an unfair advantage to the student and affects the integrity of the course and student grades..

The following action will be taken for academic dishonesty:

1st offense:	Referral to Vice Principal, contact parent, "0" on assignment
2nd offense:	Referral to Vice Principal, parent conference, suspension from school, may be W/F from class

Examples of cheating include:

- Using dishonest, deceptive, or fraudulent means to obtain or attempt to obtain credit for academic work.
- Using notes, aids, or other student's assistance to complete a test, a project, or other assignment in a way other than expressly permitted by the teacher.
- Looking at another student's test, answer sheet, or other materials.

- Talking during a test. The teacher cannot be expected to determine the content of a private conversation between students; therefore, all talking during tests is considered cheating.
- Copying from or allowing another student to copy a test, homework, or other course work which is not intended to be collaborative in nature.
- Plagiarizing materials - that is, taking the specific or general substance of another person's work and offering it as one's own work without giving credit to the original author.
- Assisting another student to break any of the previous examples.
- Any use of cell phone during a quiz, test, or exam will be considered cheating and the device will be confiscated and searched by an administrator.

Dance Code

1. Students may take a guest from another school or an older guest who is a non-student with a valid date pass.
2. Rowland students must have a valid school ID; guests must have a valid school ID or valid driver's license in order to attend the dance.
3. Dance attendees must clear all bills through ASB before buying a ticket.
4. All students and guests: No alcoholic beverages, drugs, weapons, or tobacco are permitted. Students and guests may not be under the influence.
5. Administration, faculty, and campus peace officers will be in attendance to ensure that proper conduct is maintained, along with facility security. Inappropriate dancing that emulates/insinuates sexual activity (i.e., freaking, etc.) is prohibited.
6. No student/guest will be permitted into the dance after one and half hours after the beginning of the dance and no student/guest will be signed out before a half of hour before the dance ends. Once you leave the building, you have permanently left the dance.
7. All students and guests must observe all Rowland High School rules and regulations and dress code.
8. Appropriate attire is required at dances. Females should wear appropriate dresses. Bare feet, flip flops, and slippers are not acceptable footwear. Students dressed inappropriately will not be allowed to enter the dance and will not receive a refund.
9. Date changes must be reported to ASB no later than 3 days before the dance. Only those names on the official list will be permitted.
10. All students will have to sign a Dance contract.

There will be a service charge of \$5 to change date names or refund tickets.

Dress Code

IT IS OUR BELIEF THAT STUDENS WHO ARE APPROPRIATELY DESSED FOR SCHOOL ARE ALSO READY TO PARTICIPATE IN THE EDUCATIONAL PROCESS.

The following dress code is enforced. In addition, school principals shall designate other rules or specific definitions of their code for the campus and their students.

The following items are prohibited:

- A. Clothing which has been deemed by local law enforcement to be gang, tagger, or crew related such as:
 - a. unhemmed shorts below the knee
 - b. extra long T-shirts worn on the outside
 - c. Pendleton type shirts worn loose, untucked, and buttoned at the neck
 - d. cloth or webbed belts with metal buckles that may have initials stamped on or through them
 - e. long belts with the end hanging down in front
 - f. knee socks worn with shorts below the knee
 - g. pants which are slit or frayed at the cuff line
 - h. pants worn below the waist (sagging)
 - i. bandannas hanging from pockets or clothing
 - j. pants which do not fit without a belt
 - k. pants which have been altered to fit around the waist
 - l. cut off pants – These usually are cut off below the knee
- B. Clothing with inappropriate messages (e.g., alcohol, cigarette, drug, or profane
- C. messages or symbols).
- D. Undergarments without appropriate outer clothing. Outer clothing which exposed underclothing, midriff area, and other areas deemed to be private.
- E. Swimming attire and clothing which does not cover backs, shoulders or midriffs.
- F. Any tank top for both sexes.
- G. Attention-diverting attire.
- H. Inappropriate or dangerous footwear such as steel-toed shoes.
- I. Clothing that is worn on the head (headbands across the forehead, beanies, scarves, hair nets, bandannas, non-RHS hats, etc.).
- J. Non-prescriptive dark glasses worn in the classroom.

DRESS CODE VIOLATION

1st offense:	Change clothing, phone call
2nd offense:	Change clothing, lunch detention, phone call
3rd offense:	Change clothing, after school detention, phone call
4th offense:	Change clothing, Saturday detention, parent conference, behavior contract

Offenses According To State Law & District Policy

The Education Code of California enumerates specific offenses as serious enough to warrant suspension. The District will not tolerate these offenses and considers them serious enough to warrant an involuntary transfer, arrest by law enforcement agencies, and/or expulsion from school. A student may be suspended or expelled for any of the acts listed below if the act is related to school activity or school attendance occurring at any district school or within any other school district, including but not limited to the following circumstances:

- While on school grounds
 - While going to or coming from school
 - During the lunch period, whether on or off the school campus
 - During, going to, or coming from a school-sponsored activity
- A. (1) Caused, attempted to cause, or threatened to cause physical injury to another person. (2) Willfully used force or violence upon the person of another, except in self-defense.
- B. Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- C. Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- D. Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- E. Committed or attempted to commit robbery or extortion.
- F. Caused or attempted to cause damage to school property or private property.

- G. Stolen or attempted to steal school property or private property.
- H. Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.
- I. Committed an obscene act or engaged in habitual profanity or vulgarity.
- J. Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- K. Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- L. Knowingly received stolen school property or private property.
- M. Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- N. Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- O. Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- P. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- Q. Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- R. Engaged in an act of bullying, including but not limited to bullying committed by means of an electronic act directed at a pupil or staff member.
- S. A pupil who aids or abets the infliction or attempted infliction of physical injury to another person.
- T. Knowingly received stolen school property or private property, but is not limited to, electronic files and databases.
 - (.2) Committed sexual harassment. (Grades 4-12 only) (Penal Code 212.5)
 - (.3) Caused attempted to cause, threatened to cause, or participated in an act of hate violence.

- (.4) Engaged in harassment, threats, or intimidation, directed against a pupil or group of pupils. (Grades 4-12 only)
- (.7) Made terrorist threats against school official or school property, or both.

The 12 Reasons for Expulsion or Hearing Referral: ED CODE 48915

7 Possible Discretionary or Suspended Expulsions:

- (a)(1) Causing serious physical injury to another person except in self defense. C.R.
- (a)(2) Possession of any kind of knife, explosive, or dangerous object of no reasonable use to the pupil. C.R.
- (a)(3) Unlawful possession of any controlled substance, except for the first offense _
for the possession of not more than 28.5 grams of Marijuana, other than cannabis C.
R.
 - (i) The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
 - (ii) The possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.
- (a)(4) Robbery or extortion; C.R.
- (a)(5) Assault or battery upon any school employee. C.R.
- (b)(1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
- (b)(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

5 MANDATORY EXPULSION RECOMMENDATIONS:

- (c)(1) Possessing, selling or otherwise furnishing a firearm. C.R.
- (c)(2) Brandishing a knife at another person. C.R.
- (c)(3) Unlawfully selling a controlled substance. C.R.
- (c)(4) Committing or attempting to commit a sexual assault. C.R.
- (c)(5) Possession of an explosive; a destructive device. C.R.

In addition to the reasons specified in Section 48900, a pupil may be suspended from school or recommended for expulsion if the Superintendent or the Principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment; caused, attempted to cause, threatened to cause or participated in an act of hate violence; intentionally engaged in harassment threats, or intimidation, directed toward a pupil or group of pupils; and/or made terrorist threats against school officials or school property or both.

Please Note: Possession of a dangerous object, including a knife or other potential weapon, is a serious violation of the Ed. Code. If you accidentally bring such an item to school, turn it in to an administrator or Campus Peace Officer immediately.



Parking Lot Rules & Regulations



The following regulations will be enforced pursuant to the provisions of Vehicle Code 21113 of the State of California.

1. A student driver must obtain a parking contract form from the ASB Office. This contract must be taken home, read and signed by the student and the parent/guardian, and returned to the ASB office at lunch.
2. Upon receipt of the signed contract, the student's car will be registered and he/she will be issued a numbered hanger permit to be placed on the rear view mirror facing out. This hanger must be displayed while parked on campus.
3. There is a fee of \$15 for regular parking and \$25 for a special senior permit.
4. Permits are required from 6:30 a.m. to 3:00 p.m. Monday – Friday.
5. The lot will be checked daily for cars not having current hanging permits. The Highway Patrol, Sheriff's Department, or Campus Peace Officers may issue citations to owners of those vehicles parked in violation of the California Vehicle Code Section 21113 or other laws governing parking.
6. A hanger and registration must be obtained for every car that the student brings to school; hangers are not transferable between cars.
7. Reckless driving and excessive speed in the parking lot or in the vicinity of the school will not be tolerated and will draw immediate loss of parking privileges. The speed limit in the parking lot is 5 MPH.
8. Once a car is driven onto the lot it must be parked. Cruising in and out of the lot or in front of the school is not permitted.
9. Students are to leave the parking lot area as soon as their cars have been parked. The lot is off limits during the school day. **Students are not allowed to eat lunch in their cars or work on them during this time.**
10. Student drivers who must leave during the school day for medical or family business must bring a note from their parents and follow regular attendance procedures.
11. Students are not permitted to park in Faculty, Staff, Visitor, Reserved, or Handicapped (unless displaying the appropriate placard) parking stalls or behind the shops of the M building.
12. Cars should be locked at all times while parked at school.
13. Any violation of the Vehicle Code or other laws governing parking will be cited. All vehicles must head into stalls, take only one stall, not park in restricted parking zones, not park along red or yellow curbs, not block other vehicles, and have the hanging parking permit displayed.

The RUSD, RHS, district officers and employees are not legally responsible for nor do they assume any liability for theft or damage to automobiles and/or their drivers while such automobiles are parked and/or driving on campus; regardless of whether the damage occurs as a result of negligence, willful conduct, accident or other acts including, but not limited to fire, flood, earthquake, excessive heat or cold. All such legal responsibility and/or liability are expressly assumed by the student and/or legal guardian signatory on the parking contract.

RUSD Rules

In addition to those behaviors prohibited by state laws, the following behaviors are deemed as inappropriate in the schools in the Rowland USD:

- A. Gambling, cheating, fraudulent activities, falsification of any type
- B. Riding bicycles, skateboards, or any unauthorized vehicles on campus
- C. Parking without permit in regulated areas
- D. Visiting on campus without an office pass
- E. Eating outside of designated lunch areas
- F. Bringing unsafe or inappropriate devices to school such as glass containers, cellular phones, pagers, transistor devices (iPod's, MP3, walkman, CD players) radios and tape players, etc.
- G. Displaying physical affection in ways other than holding hands
- H. Leaving the instructional area of campus or loitering on or near the campus, in the restrooms, in the parking lot, or at another school.

Cell Phone & Electronic Signaling Devices - R 5-5139.5 states:

Such devices shall be deactivated and their use strictly prohibited on campus during the regular school day except during an emergency affecting the school or community. Students will be subject to school discipline for failure to comply with this policy. Phones that ring during class will be confiscated. No students will be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician/surgeon to be essential for the health of the pupil. In permitting student possession of such devices, the district assumes no liability for the loss of the device or its misuse by another person.

CELL PHONE / EARBUD VIOLATION

1st offense:	Lunch detention, phone call
2nd offense:	After school detention, phone call
3rd offense:	Saturday detention, parent conference, behavior contract

Parent Responsibilities

1. Support the school in requiring students to observe all school rules/regulations and accept responsibility for any willful misbehavior on their part. Send students to school with proper attention having been given to health, personal cleanliness, and neatness of dress.
2. Maintain an active interest in the student's daily work. Make it possible for her/him to complete assigned homework, particularly by providing a quiet place and suitable encouragement and conditions for study.
3. Comply with the school's requests, including reading carefully all communications and signing and returning them as requested.
4. Cooperate with the school in attending conferences set up for exchanging information on the student's progress and for planning for continued maintenance and improvement.

“The great aim of education is not knowledge but action.” Herbert Spencer

Student Responsibilities

(From State Law and District Policy)

All pupils shall comply with the regulations, pursue the required course of study, and submit to the authority of the teachers of the school.

Attendance - Students shall be regular and punctual in attendance. In cases of an absence, a satisfactory written or telephoned explanation from a parent or guardian shall be provided to the school. Students shall remain on the school grounds during the entire school day unless permission to leave has been granted.

Personal Standards - Students shall dress appropriately; meet standards of health and cleanliness; be honest, courteous, and moral; use only acceptable language; and refrain entirely from profanity and obscenity.

Quality of Work - Students shall, to the best of their ability, complete assigned lessons each day, including homework and assignments missed because of absences.

Relation to Others - Good citizenship in school, as well as elsewhere, includes respect for the rights and privileges of each person in the school. This includes respect for the property of individuals and of the school.

School Rules - Each student shall conform to school rules and regulations and accept the leadership of teachers, school officials, and others who have been assigned leadership responsibility. Students must also conform to school rules at all times when they are on their way to and from school.

**Student Accident & Health Insurance Programs for the
2018-2019 School Year (Voluntary Participation)**

Accident Plan Rates (One-Time Payment per Student for Entire School Year)

Coverage Options	Low-Option	Mid-Option	High Option
24-Hour	\$165	\$219	\$317
School Time	\$39	\$ 63	\$ 77
Intersch. Tackle Football	\$180	\$235	\$338
Dental	\$16.00 purchased separately \$12.00 when added to any Plan(s) purchased		

Rowland Telephone Numbers

Switchboard	(626) 965-3448
Attendance 24-Hour Line	(626) 965-3448 ext. 3223 or 3224 en Español - ext. 3300
Adult Education	(626) 965-5975
District Office	(626) 965-2541
ELD Office	(626) 965-2789
Regional ROP Office	(626) 810-3300
Transportation Office	(626) 965-5719



Telephone Numbers

C & L Lettering (714) 828-6900 - Letterman Jackets

Jostens (800)-567-8367- Class rings and graduation products

South Coast Photography 714) 630-8584 or

www.southcoastphotographic.com

Senior portraits, yearbook photos, and graduation photos

Student Hotline Telephone Numbers

Alanon/Alateen (M-F, 9-5)	(818) 760-7122
CA Youth Crisis Line	(800) 843-5200
Child Abuse Hotline	(800) 540-4000
Cri-Help Hotline (Drug Rehabilitation, 24 hours)	(818) 985-8323
Drug Abuse Hotline	(800) 662-4357
Graffiti Hotline	(800) 675-4357
Missing Children Hotline	(800) 843-5678
Project Sister Sexual Assault Crisis Service Hotline	(909) 626-4357
Runaway Hotline	(800) 621-4000
Suicide Prevention	(310) 391-1253
Teen Serving Teens	(626) 919-4333
We Tip	(800) 782-7463
WINGS - Battered Women Helpline	(626) 967-0658

Uniform Complaint Procedure

Uniform Complaint procedures are governed by State law and Rowland Unified School District Board Policy and Regulations 6-6124. Any individual, public agency, or organization may file a written complaint regarding a specific program with the coordinator of Special Projects on Rowland Unified District form #802. Investigation of the written complaint includes opportunities for complainant to present evidence. Complainants will receive a written report of the investigation which will include the complainant's right to and procedures for appeal of the local decision with the California Department of Education. Both Rowland Unified School District and the California Department of Education provide administrative remedies only. Civil law remedies may be pursued through legal agencies. A list of agencies available to assist individuals in filing a complaint or pursuing civil action will be provided upon request from the Special Projects Office 626/854-8390. Sexual Harassment of or by any employee or student shall not be tolerated. The governing board considers sexual harassment to be a major offense, which can result in disciplinary action of the offending employee or suspension or expulsion of students. Sexual harassment is defined in Education Code section 212.5 and the legal requirements affecting students are found in sections 48900 and 489002 E.C.



The Rowland Unified School District does not discriminate on the basis of race, color, national origin, ancestry, religion, age, marital status, gender, sex, sexual orientation, physical or mental disability, medical condition, and political belief or affiliation in admission or access to, or treatment or employment in its programs and activities including adult and vocation education. Inquiries related to this statement should be forwarded as follows: Students - contact the Director of Pupil Services or Coordinator of Special Projects, (626) 965-2541; Employees - contact the Assistant Superintendent of Human Resources, (626) 854-8336.