

Home of Sea Hawk

Scholars and Athletes Since 1905



Mission Statement

The students, families, staff, and community of RUHS provide a safe educational environment that supports the needs and co-curricular interests of a diverse population of students in meeting high academic expectations and post-secondary goals.

Motto

Home of Scholars and Athletes

Mascot

Sea Hawk

School Colors

Red and White

Alma Mater

Hail to thee, alma mater
our fair high school by the sea.
To the highest standards loyal be,
in defeat or victory.
We cheer our athletes on the field,
in work or sport we never yield.
To any impulse false to you,
REDONDO Alma Mater true!
Our part to learn
and thine to teach us to be strong and true,
With faith and trust
that thou will lead us on to fields anew.
With courage high,
we follow onward, ever eager, ever stirred,
By thine eternal call to do,
Redondo Alma Mater true!



REDONDO UNION HIGH SCHOOL

CONTACT INFORMATION

Administration

Principal	Mr. Jens Brandt	ext. 4001
Administrative Assistant	Jennifer Melgar	ext. 4001
Assistant Principal	William Dargen	ext. 4010
Administrative Assistant	Patty Ulrich	ext. 4011
Assistant Principal	Meghan Schooler	ext. 4006
Administrative Assistant	John Islas	ext. 4003
Assistant Principal	Bryan Ines	ext. 4004
Administrative Assistant	Clara Kahan	ext. 4013
Assistant Principal	Marvin Brown	ext. 4009
Administrative Assistant	Jennifer Gabriel	ext. 4008

Counselors

Registrar	Joy Scarcliff	ext. 4007
Counselor	Kelley Goo	ext. 4012
Counselor	Deanna Johnston	ext. 4016
Counselor	Tiffany Straight	ext. 4021
Counselor	Arond Schonberg	ext. 4014
Counselor	Nicole Shlomo	ext. 4029
Counselor	Denise Holmes	ext. 4043
Counselor	Rene Regalado	ext. 4026
Counselor	Arond Schonberg	ext. 4014
EL Advisor	Jennell Tanaka	ext. 4015

Student Services

ASB Finance Office	David Stevens	ext. 4032
Activities Director	Brooke Mata	ext. 4033
Attendance Office	Nancy Hammond	ext. 4022
Attendance Office	Reign Endo	ext. 4027
Faculty Work Room	Marina Capanni	ext. 4020
Athletic Director	Andrew Saltsman	ext. 4036
Athletic Office	Lynn Flanagan	ext. 4023
College & Career Center/ The Nest	Shannon Rodriguez & Teby Wammack	ext. 4030
The Nest - Admin Asst.		ext. 4030
Health Clerk	Terri Garcia	ext. 4034
Library	Shaun Lloyd	ext. 4062
Textbook Clerk	Sandy Kallenbach	ext. 4035
Library Clerk	Virginia Okawauchi	ext. 4031
Student Support Office	Michelle Fui-Mateaki	ext. 4040
Maintenance Office	Maria Vint	ext. 1280

RUHS COUNSELING TEAM

Redondo Union High School provides counseling to help students navigate through high school and the college search and admission process. We strive to alleviate some of the stress often associated with high school, post-secondary school choices, and much more. To this end, Redondo Union High School provides a comprehensive program that aims to guide and support students and families through the high school years and beyond.

Your counselor will maintain an individual file containing information about your courses, grades, activities, standardized test scores, interests, and special interviews. All of this information enables your counselor to assist you in making the best possible choices in fulfilling your four-year educational plan. Each counselor is responsible for a group of students based on the student's last name.

Please contact, Clara Kahan at 798-8665 extension 4013 to schedule an appointment or to speak to a counselor, or email your counselor directly at the email address as shown. Appointments will be scheduled around the availability of counselor and student.

Denise Holmes
(A – Ca)

dholmes@rbusd.org
ext. 4043

Tiffany Straight
(Cb – Fi)

tstraight@rbusd.org
ext. 4021

Deanna Johnston
(Fj - Im)

djohnston@rbusd.org
ext. 4016

Nicole Shlomo
(In - Ma)

nshlomo@rbusd.org
ext. 4029

Kelley Goo
(Mb - P)

kgoo@rbusd.org
ext. 4012

Arond Schonberg
(Q - St)

aschonberg@rbusd.org
ext. 4014

Rene Regalado
(Su - Z)

rregalado@rbusd.org
ext. 4026

Shannon Rodriguez - **College Resource Counselor**
Teby Wammack - **College Resource Counselor**
Bryan Ines - **Administrator for Counselors**

srodriguez@rbusd.org
twammack@rbusd.org
bines@rbusd.org

RUHS BELL SCHEDULE

Zero (0) Period classes meet 6:55am – 7:45am - Monday through Friday

MONDAY (A) Schedule

(All periods meet on Monday)

Warning Bell -----7:45
 Period 1 -----7:55 – 8:45
 Period 2 -----8:55 – 9:45
 SNACK -----9:45 – 10:00
 Silent Study Hall *-----10:10 – 10:30
 Period 3 -----10:30 – 11:20
 Period 4 -----11:30 – 12:20
 LUNCH -----12:20 – 12:55
 Period 5 -----1:05 – 1:55
 Period 6 ----- 2:05 – 2:55

REGULAR BLOCK (B/C Schedule)

(Periods 2,4,6 meet Tuesday and Thursday, “B” Schedule)

(Periods 1,3,5 meet Wednesday and Friday, “C” Schedule)

Warning Bell -----7:45
 Period 1 (2) -----7:55 – 9:45
 SNACK -----9:45 – 10:00
 Silent Study Hall *-----10:10 – 10:30
 Period 3 (4) -----10:30 – 12:20
 LUNCH -----12:20 – 12:55
 Period 5 (6) -----1:05 – 2:55

SEMESTER EXAMS

(Exams, Day 1 – Periods 1 & 2)

(Exams, Day 2 – Periods 3 & 4)

Exams, Day 3 – Periods 5 & 6)

Warning Bell -----7:45
 First Exam -----7:55 – 9:55
 SNACK -----9:55 – 10:20
 Second Exam -----10:30 – 12:30

TEACHER COLLABORATION- Minimum Day

Warning Bell -----7:45
 Period 1 -----7:55 – 8:30
 Period 2 -----8:40 – 9:15
 Period 3 ----- 9:25 – 10:00
 SNACK ----- 10:00 – 10:15
 Period 4 ----- 10:25 – 11:00
 Period 5 ----- 11:10 – 11:45
 Period 6 ----- 11:55 – 12:30

RALLY SCHEDULE

Warning Bell -----7:45
 Period 1 (2) ----- 7:55 – 9:30
 SNACK ----- 9:30 – 9:45
 Period 3 (4) ----- 9:55 – 11:30
 Silent Study Hall *----- 11:30 – 11:40
 RALLY ----- 11:40 – 12:35
 LUNCH ----- 12:35 – 1:10
 Period 5 (6) ----- 1:20 – 2:55

MINIMUM DAY BLOCK SCHEDULE

(Periods 2,4,6 meet Tuesday and Thursday, “B” Schedule)

(Periods 1,3,5 meet Wednesday and Friday, “C” Schedule)

(Period 1(2) – additional 5 minutes for Morning
Announcements)

Warning Bell ----- 7:45
 Period 1 (2) ----- 7:55 – 9:15
 BREAK ----- 9:15 – 9:25
 Period 3 (4) ----- 9:35 – 10:50
 SNACK ----- 10:50 – 11:05
 Period 5 (6) ----- 11:15 – 12:30

* Morning Announcements will be the first 5 minutes of Silent Study Hall (SSH).

COMMUNICATION @ RUHS

Redondo Union High School believes that close communication between home and school is important to a student's educational success. Therefore, we value and encourage parental involvement. Should you have questions regarding your student's performance, please contact the appropriate person so your questions and concerns can be addressed in an effective and timely manner. We also promote and support students taking the opportunity to advocate for themselves. We feel that most issues or concerns can be resolved between (y)our amazing students and our dedicated teachers and staff.

Please follow the procedures listed below if you have any concerns:

1. Ask your child if he or she has spoken directly with his or her teacher before or after class.
2. Contact your child's teacher directly.
3. Contact your child's counselor directly.
4. If the problem is not resolved, please contact an Assistant Principal.
5. If the matter remains unresolved, please address your concerns to Mr. Jens Brandt, Principal.

TEACHER

Every classroom at RUHS is equipped with a telephone and voice mail, and all staff members have an email address. Contact the teacher directly with questions concerning grades, make-up work, classroom behavior and attendance. All teachers have an individual webpage where you can find homework assignments, long term projects, test information and more. Visit us at redondounion.org. Most teacher telephone numbers are simple: call (310) 798-8665 and insert a "4" in front of the teacher's room number for the direct extension. If you call during school hours, you will be transferred directly to the teacher's voice mail. Please leave a message, so they may get back to you.

INFINITE CAMPUS (IC) PORTAL

We highly recommend that all parents sign up for Infinite Campus in order to check on grades, attendance, and citizenship for your student(s). Please go to the following link to create an account: <https://ic.rbusd.org/campus/portal/redondo.jsp>

SCHOOL COUNSELOR

The school counselor is available to address concerns regarding academic placement, course selection, and overall attendance/behavior. Please contact the Guidance Secretary at 798-8665 x 4013 to make an appointment, or email the counselor directly.

PRINCIPAL/ASSISTANT PRINCIPALS

An administrator will become involved in an unresolved issue only after a parent or student has first communicated directly with the teacher and/or school counselor. EMAIL: It is often easiest to contact teachers and staff via email. All staff have an email address that is their first initial and last name@rbusd.org.

COMMUNICATION COURTESY

Please allow up to **48 hours** for staff members to return phone calls and emails. In advance, thank you for your cooperation and patience! We ask that you call to make an appointment when you wish to meet with staff members, including administrative and counseling staff.

DAILY BULLETIN

The Daily Bulletin is our most efficient means of communicating within the school community. The bulletin is read to students at the beginning of SSH and then posted in classrooms and in the administration office for review. Parents can read the daily bulletin by logging on to www.redondounion.org.

PTSA WEEKLY EMAIL

Please sign up to receive the weekly email sent out by the PTSA. This email provides a very thorough list of news and items of interest at ruhspotsa@rbusd.org

DRESS CODE

1. Clothes must be sufficient to conceal undergarments at all times. This means tops should fully cover bras and pants should fully cover underwear or boxers.
2. The following **TOPS are prohibited**:
 - Strapless tops
 - Bare midriffs
 - Off the shoulder or low cut tops
 - See-through/sheer clothing without proper undergarments (ex: tank top or camisole) are prohibited
 - Swimwear
3. **Skirts and shorts must be as long as your thumb when hands are placed to your side.** Extreme short skirts and short shorts shall not be worn.
4. No slippers.
5. Baggy pants are not to be worn without a sufficient belt. We should *not* see undergarments (i.e. boys –underwear or boxers; girls – bras or underwear).
6. Dress, grooming or accessories that are considered unsafe, dangerous, a health hazard or disruptive to the learning environment shall not be allowed. Shoes are to be worn at all times.
7. Dress, accessories and jewelry which contain obscene symbols, signs or slogans, and /or which slur or degrade on the basis of race, religion, ethnicity, sex, disability or sexual orientation and impose a threat of imminent violence or disruption to the orderly operation of the school shall not be worn.
8. Dress, grooming or accessories that contain language or symbols supporting sex, drugs, alcohol, tobacco, or gang association shall not be worn.
9. Any offensive tattoos should be covered at all times.
10. Hoods may not be worn in class. Hoods can be worn in order to hide earbuds, and we want to prioritize all students actively learning in class. Hair and head coverings are permitted at all times.
11. The principal, staff, students and parents/guardians may establish reasonable dress and grooming regulations for times when students are engaged in extra-curricular or other special school activities.
12. Students appearing on school grounds in violation of the dress code shall be counseled and given PE clothes to change into for the remainder of the school day. A student who willfully and continuously violates the dress code may be subject to disciplinary action including, but not limited to, detention and/or suspension.

PERSONAL ELECTRONIC DEVICE POLICY

I-Pods, MP3 Players, and Portable Speakers are **not allowed** on campus at any time due to the possibility of theft. Cell phones may be used before school, snack, lunch, and after school only. Cell phones must be kept in a backpack, purse, or locker during class time, and may not be seen or heard at any time during an instructional period. Teachers have the right to collect and securely store cell

phones during class time. RUHS is **NOT** responsible for electronic devices that are lost or stolen.

- Students who fail to comply with this policy will have their personal electronic device confiscated by their teacher, campus security, counselor or an administrator.

- Upon the first confiscation, the student will be warned, a notation will be made in the student's discipline file, and the student's administrator will return the device to the student after school.
- Upon the second occurrence, the device will be confiscated and will be held for 48 hours. After that time, the device will be returned during a parent conference.
- Any further occurrence violating this policy will result in confiscation and further disciplinary action, including (but not limited to) detention, and/or suspension.

Confiscation of Property: Students should not bring personal property such as radios, toys, or athletic equipment to school unless permission has been granted by the site administrator or designee. In any case, the school will not be responsible for personal

property. The replacement or repair of personal property used at school is the responsibility of the owner. When a student brings personal property to school without permission to do so or if the possession of such property results in the disruption of the educational process, such property may be confiscated. Parents are to contact the school administrator/designee to arrange for the return of confiscated property.

Additionally, students may NOT use any electronic devices to take pictures or record other students or any staff members without prior consent. Furthermore, the posting of photos/videos on any social media site without student and/or staff consent is prohibited. Failure to comply may result in suspension and/or further disciplinary action.

DISRUPTIVE & UNACCEPTABLE BEHAVIORS

When students misuse their rights to the extent they are impinging upon the right of the teacher to teach or the right of other students to learn, discipline must be imposed. Under no circumstances will vandalism, violence, destructive acts, intimidation, extortion, harassment, malicious disturbance or other violations of the law be tolerated, condoned or excused. Immediate steps will be taken to discipline any students involved in behavior that violates state law and/or District Policies or school rules.

The following enumerates typically disruptive or unacceptable behaviors. This is not intended to be an all-inclusive list.

1. Use of vulgar or profane language, gestures or the commitment of an obscene act.
2. Violation of safety procedures by running, pushing, tripping, fighting, throwing or projecting objects or engaging in any physical contact which could result in injury.
3. Defiance of the authority of any school personnel.
4. Marking or destroying any school-owned materials.
5. Bringing to school items that could cause injury, disruption or violation of school rules.
6. Attempting to take property or money from another through threat or use of force.
7. Falsifying of documents or signatures.
8. Disrupting instruction or school activity (e.g., making noise in the hallway, consistent or loud talking, rudeness).
9. Trespassing upon or vandalizing personal or public property.
10. Initiating a false bomb threat or fire alarm.
11. Offering, arranging/negotiating to sell, trade, or buy drugs, tobacco, alcohol or weapons.
12. Using or possessing drugs, tobacco, alcohol or weapons, including vape and paraphernalia.
13. Leaving the classroom and/or school site without the permission of school authorities.
14. Theft of personal or public property.
15. Engaging in antisocial behaviors (e.g., arguing, teasing, hurting other's feelings, name-calling, being tardy).
16. Engaging in derogatory comments in relation to any student's racial or ethnic background.
17. Sexual harassment.

Consequences: Without a safe and orderly learning environment, it is difficult if not impossible, to offer a positive climate for productivity and success. When discipline problems occur in the presence of a teacher, it is the responsibility of the teacher to handle the situation until all strategies available to the teacher, according to District Policy, have been exhausted. School personnel are encouraged to employ realistic and appropriate methods of discipline. For example, cleaning desk tops is an appropriate consequence for writing on them. When determining the consequence, the following circumstances should be taken into consideration:

1. Frequency of misconduct.
2. Seriousness of particular misconduct.
3. Attitude of student.
4. Student records.
5. Any other relevant factors including, for example, students who are working under an Individualized Educational Program (IEP).

Typical consequences (consequences may not follow this order, or include all steps):

1. Student/teacher conference.
2. Teacher/parent conference.
3. Removal from class.
4. Detention after school.
5. Referral to administration for correction and control.
6. Suspension (in or out of school)
7. Confiscation of disruptive or illegal substances and/or harmful objects.
8. Referral to law enforcement agencies.
9. Expulsion.

THE FOLLOWING INFRACTIONS MAY LEAD TO SUSPENSION/EXPULSION:

GRAFFITI/ VANDALISM: Safe school plans stress the importance of having facilities free of graffiti. The District's policy is to enforce all laws related to graffiti/vandalism which includes parents' and students' responsibility for all costs of repair or cleanup. Heavy fines and intensive community service are appropriate payment for vandalism.

- **Parent Liability for Injury to Property/Person:** State law holds the parents or guardians financially liable for the willful misconduct of minor children that results in injury to persons or property. Grades, diplomas, and student transcripts may be withheld until the costs of willful property damages have been paid or voluntary work in lieu of payment has been completed.

SMOKING, DRUGS, ALCOHOL:

While under the jurisdiction of our school, a student is not permitted to use, possess, be under the influence of, or distribute tobacco, any drug (legal, illegal, prescription, over the counter) or any alcoholic beverage. This

includes the use of vaping devices or the possession of vaping devices and associated paraphernalia.

THEFT:

Theft or damage of school, staff or student property is strictly prohibited.

FIGHTING:

Fighting is defined as any aggressive physical contact. Punching, kicking, slapping, biting, pinching, etc. can all be considered fighting. Students are expected to keep their hands to themselves at all times.

BULLYING:

RUHS has a ZERO tolerance policy regarding bullying. This includes but is not limited to slurs, jokes, threats, displays of bigotry and offensive verbal, graphic, electronic, or physical conduct relating to a person's age, race, color, sex, religion, national origin, sexual orientation, citizenship or disability. Cyber-bullying (conducted via text message, cell

phone, email, Facebook/or any other social networking websites) will not be permitted regardless of when the incident takes place.

WEAPONS, EXPLOSIVES, IMITATION FIREARMS:

Imitation “toy” firearms are dangerous or distracting and are not permitted at school. 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. Bombs or bomb-making materials, knives, and firearms are strictly prohibited. If a student is found to be in possession of any explosives, weapons, or toys that are deemed dangerous, local law enforcement will be contacted.

SEXUAL HARASSMENT: RUHS prohibits sexual harassment of any student by any District employee, student or other person. Board Policy 5145.7, Sexual Harassment (Education Code 212.6). The Redondo Beach Unified School District is committed to an educational environment in which all children are treated with respect and dignity. Each child has the right to learn in an environment that promotes equal educational opportunity and is free from discriminatory practices.

MANDATORY EXPULSION

The following five violations of the Education Code mandate a recommendation for expulsion. (Education Code 48915).

1. Possession of a firearm
2. Brandishing a knife at another person
3. Sale of drugs.
4. Committing or attempting to commit a sexual assault.
5. Possession of an explosive.

CANINE CONTRABAND DETECTION

Beginning in the 2011-2012 school year, canine contraband detection, otherwise known as drug sniffing dogs have been approved by the Board of Education.

RUHS strongly condemns, opposes and prohibits sexual harassment of students whether verbal, written or physical by ANYONE in or from the District. The school shall not tolerate the sexual harassment of any student by any other student or any District employee.

Any student who is found guilty of sexual harassment shall be subject to disciplinary action.

Examples of sexual harassment include but are not limited to the following:

1. Inappropriate physical contact
2. Sexual advances
3. Requests for sexual favors
4. Offensive electronic conduct (via text message, cell phone, email or social media, etc.)
5. Sexually explicit language
6. Inappropriate jokes
7. Use of slurs relating to sexual orientation or sexual conduct
8. Any other lewd behavior that causes discomfort to students or staff members

Redondo Union High School will continue to utilize this deterrent in restrooms, common areas, locker areas, classrooms, and within the student parking lot. Searches will be

conducted during the instructional period, while students are in class. The dogs are trained and handled by the Redondo Beach Police Department and other local law enforcement agencies. The role of the RBPD officers will be to give direction to the dogs. If a dog indicates an alert, meaning it may have

found contraband; only an administrator will conduct a search of the indicated locker or common area. Canine searches will be conducted on a random basis and can happen at any time during the school year.

STUDENT ACCEPTABLE USE AGREEMENT

We are pleased to offer students of the Redondo Beach Unified School District (RBUSD) access to the District computer network and the Internet for educational purposes related to the school curriculum. To gain access to the District's technology resources, including computers and the Internet, all students under the age of 18 must obtain parental permission and sign and return the attached form to the secretary. Students 18 years of age and over may sign their own forms.

The RBUSD has adopted this **Acceptable Use Agreement**, along with Board Policy 6163.4, to provide guidelines for accessing the District's computer network and/or the Internet. This service allows students to share information, learn new concepts, research diverse subjects, and explore thousands of electronic resources over the World Wide Web. Families should be warned that, although the District takes reasonable precaution to restrict access to objectionable material, an industrious user may discover it. We firmly believe that the valuable information and interaction available on the Internet far outweighs the possibility that users may obtain unsuitable material.

In addition, **disciplinary action will be taken against users found selling or acquiring objectionable material over the Internet or E-mail.** Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the RBUSD

support and respect each family's right to decide whether or not to apply for access.

DISTRICT INTERNET RULES

Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. **General school rules for behavior and communications apply.**

The network is provided for Student users to conduct educational research and communicate with others on matters related to their studies. Students may use the school's computers and computer network for educational purposes. Access to network services is given to users who agree to act in a considerate and responsible manner. Parent permission is required. Access is a privilege, not a right. Access entails responsibility. Access may be revoked at any time for failure to follow the Acceptable Use Agreement.

Individual Student users of the District's computer network are responsible for their behavior and communications over the network. It is presumed that users will comply with District standards and will honor the agreements they have signed. However, in the event that a student is found to be inappropriately using the school computer network, then revocation of the right to use the school's computer network will occur, along with appropriate disciplinary action and/or legal action. Student users agree that

when using the District's computer resources, including the school's computer network and/or the Internet, Student users do NOT have an expectation of privacy in anything they create, store, send, or receive on the District's/School's computer resources.

By signing this Agreement, the Student allows the District's authorized representative to monitor, without advance notice or consent, all of the District's computer resources including, but not limited to, e-mail, the Internet, audio or visual material, computer transmissions, uploads, downloads, web pages or sites, and stored information. If passwords or account numbers are used to access computer files or Internet sites, they must be made known to the Superintendent/designee, so that he/she may have system access.

Within reason, freedom of speech and access to information will be honored. During school, teachers of students will guide them toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, movies, radio and other potentially offensive media.

As outlined in Board policy and procedures on users' rights the following are not permitted:

- Using, reading, sending, or displaying lewd, offensive, or obscene messages, text, or pictures, including, but not limited to, child pornography
- Harassing, insulting or attacking others
- Damaging computers, computer systems, computer networks, or computer software, whether by vandalism, "hacking" or computer

corruption (i.e., intentionally releasing files that corrupt software, such as viruses, backdoors, logic bombs, Trojan Horses, worms, etc.)

- Violating copyright laws
- Using another's password, log-in information, or e-mail account without prior authorization
- Trespassing on another's folders, work, files or e-mail
- Intentionally wasting limited resources
- Using the network for commercial purposes
- Participating in online communication for any purpose other than an instructional purpose
- Downloading files such as applications, executables (".exe"), macros, and installations without teacher permission,
- Revealing personal information such as addresses, phone numbers, e-mail accounts, or credit card numbers
- Transmitting, receiving or downloading material that is threatening, disruptive, sexually explicit, abusive; classified by an agency of the federal government; discriminatory and/or disparaging based upon race, ethnicity, disability, age, national origin, gender, sexual orientation, religion
- Transmitting, receiving or downloading any materials promoting the use of drugs, alcohol, or tobacco
- Playing games on the computer, including, but not limited to, gambling
- Instant-messaging others
- Selling or purchasing any illegal substance

Violations may result in a loss of access as well as other disciplinary or legal action.

ATTENDANCE POLICY

Attendance and punctuality rank high on the list of priorities of the Redondo Union High School faculty and staff. It is our Goal to earn a 96.5% Average Daily Attendance Rate (ADA) for the 2018-2019 school year.

Please help meet this goal by sending your student to school daily. Every day a student is absent the school loses \$45. RUHS loses approximately \$1,000,000 each school year due to absences. Please note that attendance is

taken every period. Therefore, we receive ADA for partial-day attendance. If you have an appointment, please either send your student to school before the appointment or please drop him or her off after the appointment. Students are expected to develop a strong sense of responsibility in this area so that attendance will not become a discipline problem. We need your assistance in following these designated policies and procedures.

California State Law accepts only the following as an excused absence.

1. Illness
2. Bereavement
3. Quarantine
4. Medical appointment - A NOTE ON DOCTOR'S STATIONERY, SIGNED BY THE DOCTOR, STATING DATE AND TIME OF APPOINTMENT IS REQUIRED UPON RETURN

TO CAMPUS. THIS ABSENCE IS NOT EXCUSED UNTIL RECEIPT OF SAID NOTE.

The school will also excuse the following.

1. Court appearance
2. Religious observance
3. School business/activity

All other absences will be considered UNEXCUSED. California Education Code states that teachers do NOT have to give a student make-up work for an UNEXCUSED absence.

REPORTING ABSENCES (In the event of an absence, students must report within 5 days)

1. Parent/Guardian must call the Attendance Office at (310) 798-8675 EACH DAY to report the absence.
2. If an absence is not called in to the Attendance Office, students **must** bring a note clearing the absence to the Attendance office. This is done at the Attendance Office windows before school, at snack, at lunch, and after school ONLY.
3. If the absence is not cleared within 5 days, the absence will be permanently marked unexcused or truant.

EXTENDED ABSENCES

Please contact your student's counselor or the attendance office if your student will miss five or more days due to serious illness, hospitalization or injury. Due to the rigorous and advanced nature of high school coursework we do not recommend that students miss classes during the year. In addition, independent study options are available at teacher discretion and will not be possible for all courses.

TRUANCY OR EXCESSIVE ABSENCES

Truancy is defined as "students who are found off campus or out of bounds during class time without a valid excuse". Truant students will be cited by the Redondo Beach Police Department. Teachers and educational advisors will handle other consequences for truancies and tardiness. Excessive truancies or absences will be referred to the School Attendance Review Board (SARB)

LEAVING CAMPUS

Students needing to leave campus for a pre-arranged appointment **must notify the Attendance Office** by 8AM to receive an "Off-Grounds Permit". *Leaving school without permission from the Health and/or Attendance Office will warrant a TRUANT.* Students must be readmitted in the attendance office when returning to campus (the same day, or when returning the next school day) with the proper note/documentation.

IMPORTANT

- The attendance office will not accept calls or notes to excuse mid-day absences after a student has already left campus without an off-grounds pass. Even with a parent or medical note, these absences will remain unexcused.
- Communication will be made to parents/guardians if their student (regardless of age or grade level) leaves campus early or is absent from class.

Redondo Union High is a CLOSED CAMPUS. During the snack/lunch periods, students are to remain in designated areas on campus. Students are not permitted to be off campus at any time unless a parent/guardian provides a written request that is approved by the principal or principal's designee.

REDONDO UNION HIGH SCHOOL ATTENDANCE POLICIES

FREQUENTLY ASKED QUESTIONS (FAQ):

- **Who does my parent call if I'm going to be tardy or absent?** Call the attendance office at 798-8675 and speak to an attendance clerk, or leave a message.
- **What is an excused absence?** An absence will be excused for illness, doctor/dentist visit, bereavement, school business, court appearance, or an athletic /school activity ONLY. Parents must clear the absence within 5 days by contacting the attendance office by phone or by providing valid written documentation of the attended appointment. Absences that are not cleared within five days will result in a TRUANCY.
- **What happens if I don't clear my absence within 5 days?** Absences cannot be cleared after the 5 day grace period and will result in a TRUANCY.
- **What is an excused tardy?** There is really no such thing as an excused tardy. Late is late, and too much tardiness will certainly affect your performance in class. Nevertheless, if you are tardy due to school business, late bus, or a doctor/dentist appointment, go to the attendance office and ask for a tardy readmit to class. You are always responsible for work missed due to being late or absent.
- **Can I ever leave campus during the day?** Only if you have an off-grounds pass, or a pass to leave campus. Leaving campus during the day, at anytime without permission is TRUANCY.
- **How do I get an off-grounds pass?** You may apply for and receive an off-grounds pass from the attendance office secretaries. The application must be signed by your parent, and you may only receive an off-grounds pass that covers periods in which you have no class scheduled.
- **What's the difference between an off-grounds pass and a pass to leave campus?** An off-grounds pass is a sticker placed on the back of your student ID card, and is good for all applicable days for the entire semester. A pass to leave campus is a yellow slip issued by the office, and only applies to that one day.
- **How do I get a pass to leave campus?** You drop off your note by 7:45 am in the attendance office. At snack, you return to pick up your pass. Be sure to put a phone number on the excuse note, so we can talk to your parent/guardian. If we do not speak to someone to verify the note, you will not be given the pass. We will only issue passes to leave campus, based on a note, for excused reasons (doctor/dentist appointment, bereavement, etc.).
- **What if I don't bring a note, but my parent wants me to leave campus during the day?** Your parent may personally sign you out from the attendance at any time during the day. When you return, and if you miss class, you must bring a note explaining the absence. If you miss class due to a doctor/dentist appoint, you must bring a doctor/dentist note in order to have the absence excused.
- **Can I get an off-grounds pass for snack or lunch?** No.
- **Can't I just go over to Starbucks or McDonalds during snack or lunch?** No.
- **Can I go to my car in the parking lot during snack/lunch?** No. The parking lots are off limits the entire school day from 7:55 – 2:55. On the second offense, we will request RBPD cite you for daytime loitering.
- **What if I do go to the parking lot, Starbucks, or McDonalds during snack/lunch?** On the first offense, you will be given a warning and detention, and on the second and subsequent offenses we will ask RBPD to cite you for truancy.
- **How many absences are considered too many?** One absence is too many, but we begin to become concerned on the 5th absence. If you are going to be out for more than 5 days in a row, please contact your counselor. Schools are funded based on attendance, so any day you're out all-day hurts everyone. Satisfactory attendance for our no go list is fewer than 5 period cuts per quarter.
- **Why does the assistant principal call my house every time I'm absent?** Actually that phone call is a pre-recorded message that goes out to your home any time a teacher marks you absent in a class. If you feel like the phone call is wrong, first go to your teacher/s, and find out why they marked you absent.
- **Can being absent too much get me in trouble?** Yes, too much absenteeism can result in truancy citations, suspensions, possible program adjustment, and/or SARB.
- **What is SARB?** The School Attendance Review Board (SARB) is mandated through the L.A. County district attorney's office and consists of a panel of community professionals. The purpose of SARB is to address excessive attendance and behavioral issues through school interventions, as well as collaboration with community service providers, law enforcement, and the judicial system.



REDONDO UNION HIGH SCHOOL

Citizenship Rubric

	BEHAVIOR	ATTENDANCE
O OUTSTANDING	<p style="text-align: center;"><i>Consistently...</i></p> <ul style="list-style-type: none"> ▪ Obeys school and class rules ▪ Demonstrates a positive, cooperative attitude ▪ Shows respect to people and property ▪ Demonstrates integrity ▪ Uses appropriate language ▪ Practices self-control 	<p style="text-align: center;"><i>Consistently...</i></p> <ul style="list-style-type: none"> ▪ Attends class (no truancies or unverified absences) ▪ Arrives on time (no more than 2 tardies per quarter) ▪ Clears absences in a timely manner
S SATISFACTORY	<p style="text-align: center;"><i>Usually...</i></p> <ul style="list-style-type: none"> ▪ Obeys school and class rules ▪ Demonstrates a positive, cooperative attitude ▪ Shows respect to people/property ▪ Demonstrates integrity ▪ Uses appropriate language ▪ Practices self-control 	<p style="text-align: center;"><i>Usually...</i></p> <ul style="list-style-type: none"> ▪ Attends class (no truancies or unverified absences) ▪ Arrives on time (no more than 2 tardies per quarter) ▪ Clears absences in a timely manner
N NEEDS IMPROVEMENT	<p style="text-align: center;"><i>Inconsistently...</i></p> <ul style="list-style-type: none"> ▪ Obeys school and class rules ▪ Demonstrates a positive, cooperative attitude ▪ Shows respect to people and property ▪ Demonstrates integrity ▪ Uses appropriate language ▪ Practices self-control <p style="text-align: center;">Fails to serve detention.</p>	<p style="text-align: center;"><i>Inconsistently...</i></p> <ul style="list-style-type: none"> ▪ Attends class (one truancy/unverified absence) ▪ Arrives on time (3 or more tardies per quarter) <p style="text-align: center;">Fails to clear absences on time.</p>
U UNSATISFACTORY	<p style="text-align: center;"><i>Seldom...</i></p> <ul style="list-style-type: none"> ▪ Obeys school and class rules ▪ Demonstrates a positive, cooperative attitude ▪ Shows respect to people and property ▪ Demonstrates integrity ▪ Uses appropriate language ▪ Practices self-control <p style="text-align: center;">Fails to serve detention. Shows no effort to improve.</p>	<p style="text-align: center;"><i>Seldom...</i></p> <ul style="list-style-type: none"> ▪ Attends class (2 or more truancies/unverified absences) ▪ Arrives on time (4 or more tardies per quarter) <p style="text-align: center;">Fails to clear absences on time.</p>

This rubric may change. Please check the RUHS website for updated information.



SCHOLASTIC INFORMATION

GRADING SYSTEM

Most courses at Redondo Union High School are taught on a year-long basis and are worth five credits per semester. Grades are computed on a four-point scale:

A = 4 point B = 3 points C = 2 points
D = 1 point F = 0 points

Advanced Placement classes are weighted at RUHS. Class ranking reflects the student's total weighted grade point average.

REPORT TO PARENTS

- **Progress Reports** are mailed (during the fifth week of each quarter) only to those parents/guardians of students who are in danger of failing.
- **Quarter Report Cards** are mailed during the tenth week of each semester and reflect grades in all classes. No credit is assigned.
- **Semester Report Cards** are mailed approximately one week after final exams are completed. Grades in all classes are reported and these grades are reflected on the student's school transcript. Semester passing grades receive credit while failing grades receive no credit.

ENROLLMENT REQUIREMENTS

Students in grades 9-11, must be enrolled in a minimum of 6 semester courses for both semester terms. 12th grade students must be enrolled in a minimum of 5 semester courses during both semester terms.

NO-GO LIST

The **NO-GO LIST** identifies those students who do not meet the eligibility requirements for extracurricular activities, including athletics, band, dances, drama, etc. Students **MUST** have **AT LEAST a 2.0, no more than one U** on each quarter and semester report card, and satisfactory attendance in the preceding quarter. If a student does not maintain these standards, he/she will be placed on the **NO-GO LIST** for all extracurricular activities.

IMPORTANT TO KNOW

In order to meet the University of California (UC) *university eligibility requirements*, students must pass all "A-G" courses with a grade of "C" or better. Student who earn lower than a "C" grade must repeat the course in order to meet eligibility requirements. (See your school counselor for exceptions.) Although a "D" grade does not meet university eligibility requirements, it does earn credit toward high school graduation.

Before enrolling in a course outside of RUHS for high school credit, students must file a permission form with the school counselor first. **Without prior permission, no high school credit will be granted.**

Students will be permitted to earn a maximum of 40 units of A-G credits from online or extended learning courses.

SCHOLASTIC INFORMATION (Continued)

HOMework

Homework is an integral part of the educational process. In addition to reinforcing specific subjects in the classroom curriculum, it can and is used to develop quality study habits, to encourage growth of individual students to their full potential, to exercise communication skills, responsibility and to provide each individual student an opportunity to develop independent judgment and to logically connect or challenge facts and ideas. Emphasis shall be placed on the quality of the experience and address the academic standards rather than the quantity of work.

From grades 9-12 there is to be a progressive increase in the amount of time necessary to complete quality homework assignments. Students enrolled in Advanced Placement (AP) and accelerated classes may expect to spend additional time on homework.

Military Families

If you are a military family, your child may qualify to be exempted from local graduation coursework requirements that are beyond the California state requirements. Please make an appointment with the school counselor to review your child's options for graduation. All coursework that was completed at another school outside of the Redondo Beach Unified School District will be issued full or partial credit. You may reach the counselor at (310) 798-8665 ext. 4013.

TESTING

Redondo Union High School administers various tests annually, with results providing different kinds of important information about student achievement and/or our instructional program. These include:

PSAT Exam: Students in grades 10 and 11 take the PSAT 10 (Grade 10) and PSAT NMSCQ (Grade 11) in mid-October. The exam is currently sponsored by the Redondo Beach Education Foundation.

Advanced Placement Examination: All students who participate in AP classes are encouraged to take the Advanced Placement Exams in May.

SBAC & CAST Testing Program: The purpose of the SBAC & CAST testing program is to help measure how well students are learning the state adopted curriculum. All students in grade 11, take the designated ELA & math SBAC tests. Student exam scores may also be used to qualify students for the Early Academic Placement program at California State Universities and many California Community Colleges. Students will take the CAST Science exam at the end of their final science course, usually in 11th or 12th grade.

Physical Fitness Testing: Physical Fitness Testing is administered to all students in grade 9. Students who do not pass the test in 9th grade will be required to retest until a passing score is achieved.

ELPAC Testing: This test is called the English Language Proficiency Assessments for California (ELPAC). This test identifies new students who are English learners in kindergarten through grade 12. It also helps the teachers monitor a child's progress toward English proficiency.

SCHOLASTIC INFORMATION (Continued)

INDEPENDENT STUDIES PHYSICAL EDUCATION

RUHS only offers OCIS-PE in sports which are NOT offered on our campus. For example: ice skating, hockey, martial arts. Students cannot take OCIS-PE in sports such as tennis, soccer, volleyball, or any other sport or activity offered at RUHS with a varsity level of performance

Freshman are still required to carry 6 periods of classes even while enrolled in the Independent Study PE Program (in other words, the regular PE class must be replaced by an elective or core class)

If OCIS-PE is granted to a freshman, the freshman student must pass the Physical Fitness Test (at the beginning of the school year); otherwise OCIS-PE will not be granted until the test is passed

Any 10th, 11th, or 12th grade student who has not passed the test will not be approved for OCIS-PE until the test is passed

Students in grades 10, 11, and 12 may be eligible to take five classes on campus and have Off-Campus P.E. as their sixth class if they meet the following criteria:

- Successfully passed the Physical Fitness Test (PFT) in 9th grade – a passing score means they passed at least 5 out of 6 PFT exams (per state requirements)
- The student is on track to successfully complete the A-G requirements at the time of the request
- The student has a minimum 2.5 GPA
- The student has no significant attendance and/or behavior issues
- If student participated in Off-Campus P.E. the previous year, he or she

successfully completed all requirements to earn 10 P.E. credits.

A request for independent study in physical education allows the student advanced study in activities not normally available in the District physical education program. **Independent physical education must be a significantly different program that involves an activity in which the applicant has become highly competitive at a state, regional, or national level.** A major factor in determining acceptance or rejection of this request will be the difference between a recreational and a competitive program.

The nature of the activity must provide a training and weekly practice schedule minimum of 300 minutes per week for high school that indicates the applicant is a serious participant. Documentation of competition and/or performance at the Regional (Northern, Central, or Southern California), State or National level must be submitted to the school site, attached to the form entitled *Documentation of Competition/Performance* located on page 10. Examples of documentation may include:

- Videotape of performance
- Award/place/participation certificates
- Meet/event participant lists
- Newspaper listing stating participant's name

SCHOLASTIC INFORMATION (Continued)

REQUESTING TRANSCRIPTS

Official Transcript requests can be made by contacting the RUHS Registrar, Joy Scarcliff. Transcript requests can be made in person from the hours of 7:45 to 3:30 p.m. Transcript requests will be processed within 72 hours of the request. **Unofficial Transcripts can be printed directly from the Parent-Student Portal on Infinite Campus.**

Students requesting transcripts sent to 4-year universities, must submit university request forms to the registrar. All senior mid-year reports should be requested prior to the winter holiday to allow time for processing and timely delivery to colleges and universities.

REQUESTING WORK PERMITS

Work permits can be requested after a student has been hired by an employer. Work permits can be filled out in the office of Secretary, John Islas. After the form has been completed, signed, and submitted, please allow 1-week to process the work permit. During the summer months, work permits can be secured by contacting the Summer School Secretary. Summer work permits will be processed within 1-week. All students requesting a work or entertainment permit are required to have a 2.0 GPA or higher.

NON-RBUSD COURSES

Students may request to take non-RBUSD courses during the school year or summer months by filing an Outside Course Approval Form with his/her counselor. Students may not take courses that are offered by Redondo Union High School during the time period for which the student requests to take the course. Please refer to the RUHS website for updated policies regarding credit recovery and maximum number of units that students can earn through non-RBUSD entities.

ONLINE COURSES

Redondo Union High School offers online courses throughout the school day. Students may not concurrently take outside courses offered by RUHS or Cyber High. All online courses must be UC approved. Students may not enroll in online schools requesting dual enrollment status. Please note: University of California requires online courses to have pacing plans that often take students 8-weeks to complete a 1-semester course. For prospective division I & 2 athletes, most online providers are not NCAA approved.

Students must complete summer online courses prior to registration dates. Students must present an official transcript of the completed course to the registrar. In cases of credit recovery, students will be placed in prerequisite courses until RUHS receives proof of successful completion.

NON-RBUSD HIGH SCHOOL COURSES

Students taking summer courses at high schools other than RUHS must provide an official transcript upon completion of the course to the registrar. Students taking math courses over the summer will be subject to a placement test upon return to school. Placement in math will be conditional on exam performance.

COMMUNITY COLLEGE COURSE

Students requesting courses at community colleges, must provide the counselor with a concurrent enrollment application prior to signing up for the course. Students can request courses based on availability at local community colleges. Students must return the concurrent enrollment application to the community college to enroll in courses.

Please note: Students may not advance in English or Math courses with community college courses; however, they may take these courses for elective credit.

ACADEMIC HONESTY PLEDGE

Redondo Union High School expects students to do their own homework, to test without using unauthorized help, and to submit original work for all assignments. We expect students will not cheat. Students are to deny all requests to copy class work, homework and tests. Students shall not misrepresent test materials, research information, class work, and/or homework assignments as their own.

Academic dishonesty includes but is not limited to the following:

- Turning in any work, or part thereof, that is not the student's own work
- Using electronic devices to cheat, including but not limited to looking up, photographing, recording or texting information
- Copying another student's or author's work or class assignment
- Allowing another student to copy your work or your assignment
- Putting your name on another student's paper/project/work
- Using a "cheat sheet" or any unauthorized piece of writing on a quiz/test
- Giving another student help on an individual quiz/test
- Using any material from the internet without proper citation and appropriate credit
- Tampering with the teacher's grade records or tests (this offense is suspendable or expellable)
- Stealing and/or selling quizzes or exams (this offense is suspendable or expellable)

The classroom teacher is responsible for determining if cheating has occurred.

First offense

- Zero on assignment/test
- Teacher to contact parent
- Referral to counselor for entry into student record
- Cheating on test/essay equals automatic U

Second Offense

- Zero on assignment/test and U in citizenship given by the teacher
- After-School Detention
- Referral to administration and entry into student record

Third or any other subsequent offense

- Zero on assignment/test and U in citizenship given by the teacher
- Saturday School and/or in-school suspension
- Parent meeting with administration

SENIOR ACTIVITIES ELIGIBILITY (Senior Contract)

Seniors should abide by all school rules, maintain a 2.0 grade point average or higher, and have an excellent attendance record to participate in all senior year activities. In order for seniors to participate in Senior Activities, such as Prom and Senior Excursion, students must maintain the following standard during fall and spring semesters:

- Maintain 2.0 GPA or higher (with No More than 2 Ds or 1 Fail)
 - No more than 1 U in citizenship marks
 - No more than 10 period cuts per semester, or excessive tardiness
 - *90% overall attendance rate*
- * Senior records will be reviewed after Quarter 3 marks are posted for late spring senior activities. Seniors added to the no go list after quarter 3 will be ineligible for Prom.*

Failing to abide by one or more senior expectations will result in placement on the "NO GO" list.

California Education code states that a student may be excused from school for the following reasons only: illness, religion, or court appearance. Please note that teachers are not required to give make-up work for unexcused absences. **Students who are habitually absent or who have more than 10 unexcused period absences may be excluded from school activities.**

At any time during the school year, any senior found in possession of and/or under the influence of alcohol, any controlled substance or any look-alike substance while on school grounds, or during school hours, or while attending or participating in a school-sponsored activity; involved in any type of fighting, theft, vandalism or defiance of valid authority, or suspended off campus for any reason are be subject to the following consequences (District Board Policy, Administrative Regulation 5131.7):

1. Exclusion from the activity and referral to the appropriate authority
2. Suspension or expulsion from school or district, with all due process provided for under California Education Code, Sec. 48900.
3. Exclusion from school activities, which may include but are not limited to: Homecoming, Sadie Hawkins, Junior/Senior Prom, Senior Picnic(s), Senior Excursion, Senior Breakfast, Commencement** (Graduation)

*** Students must have 230 credits completed to participate in graduation*

In the event of student misconduct, the principal or the principal's designee will immediately attempt to notify the parent(s) or guardian about the nature of the infraction and the consequences. Appropriate disciplinary action shall be taken on the school day following the activity if the incident occurs during non-school hours. All due process provisions provided for in Education Code Sec. 48900 will be in effect.

COURSE SELECTION & SCHEDULE CHANGES

Selection of courses occurs in February/March of the preceding school year. Student schedules are based on prerequisites and graduation requirements listed in the future sections of the parent student handbook. Course availability is determined by student requests. Changes in schedules after May are only possible when space is available in desired course and requests will not be processed until the beginning of the fall semester. Please choose your classes wisely!

Enrollment in a zero or seventh period class is contingent on satisfactory attendance.

Students may make changes according to the following timeline.

REGISTRATION: Students may submit requests for errors in schedules, and/or desired changes based on course availability.

WEEK 1: No schedule changes processed. Exceptions: A student is missing a period, has duplicate courses in the schedule, or is in the wrong core class (i.e. 10th grader in English 9)

WEEK 2-3: Students may change or drop a class and receive no indication of the original class on their transcript. The change from the original class to the new class is subject to space and subject constraints. Students will enter the new class without a transfer grade and be responsible for previous work in the new class.

WEEK 3 - 6: Dropping a class will result in a 'W' (withdrawal) on the student's transcript. There will be a notation in the comment box on student's transcript that displays the name & date of the course dropped. Students may only pick up a Peer Tutor position at this time, if a Peer Tutor space is available. The "W" is not calculated into GPA. However, checkout grade from withdrawn course transfers to Peer Tutor/TA course.

Transferring from an AP or honors course to a regular level course or vice versa is allowed; however, current grades will transfer to the new course. The change from the original class to the new class is subject to space availability.

WEEK 7 - 20: Students may not drop or change a class until the next semester, unless legally agreed upon in a student's IEP. *Exception: Seniors can elect to take a Drop/Fail for a course not needed for graduation credit purposes provided they maintain enrollment in 5 courses. Transcripts for seniors electing to drop a class will display course title that was dropped and a Fail grade (WF) will be assigned. Fail is calculated into GPA.*

Please note: RUHS courses are year-long, unless otherwise stated. Students may not join a year-long course mid-year, unless they have completed the equivalent first semester course. Exceptions to this policy will be made only in the event that a student requests, at the semester break, to move out of an AP or Honors course into a CP course (if space permits).

EL CAMINO COLLEGE CONCURRENT ENROLLMENT AGREEMENT

ALL EL CAMINO CLASSES

Based on the El Camino College (ECC) Concurrent Enrollment Agreement, students who successfully complete a 3, 4 or 5 unit ECC course will also be awarded 5 credits to the official RUHS high school transcript.

ECC completed courses will be assigned UC/CSU "A-G" credit on the RUHS high school transcript based on the UC/CSU approved ECC course list assignments. Refer to www.assist.org for courses that meet the UC/CSU Transfer Course Agreement.

An extra grade point (weighted grade) will be awarded for completed ECC coursework if:

- the student earns a grade of "C" or better in the course.
- the course is not required for RUHS diploma credit.
- the course value is 3, 4 or 5 units.
- the course is a UC/CSU approved ECC course for the eligible year.

ECC COURSES TAKEN ON THE RUHS CAMPUS:

ECC 3, 4 or 5 unit courses passed with a D or better will receive 5 credits on the RUHS high school transcript for each semester. Units earned at ECC will vary by course and are determined by ECC administration.

A RUHS student may not withdraw from an ECC course at a date later than the RUHS deadline for schedule changes.

RUHS will receive grades directly from El Camino College and will be added to the RUHS high school transcript. No exceptions.

The ECC instructor will determine grading standards and expectations for course completion.

ECC course registration is dependent upon meeting prerequisite requirements that may include ECC placement testing.

RIGHTS OF PARENTS & STUDENTS ELIGIBLE UNDER SECTION 504

The Redondo Beach Unified School District is committed to providing equal opportunities for students in all educational programs and activities which it conducts. For students this means that educational programs and activities must be free from policies and practices which unlawfully discriminate on the basis of race, language spoken, color, gender, religion, disability, national origin, age, socioeconomic status, sexual orientation, immigration status, or political belief with regard to admission or access to and treatment in such programs and activities. It is the intent of the Redondo Beach Unified School District to ensure that students who are identified, evaluated, and provided with appropriate educational services within the definition of Section 504 of the Rehabilitation act of 1973 are provided with reasonable accommodations to allow these students "equally effective" opportunities to participate in school and school-related activities. Below is a summary of your rights and procedural safeguards provided by federal laws and regulations.

If you have questions about these rights and procedures, please call your child's counselor.

• *Please refer to the RBUSD website under Educational Services for more information regarding Section 504*

I. You have the right to:

1. Have your child take part in, and receive benefits from public education programs without discrimination because of his/her handicapping conditions.
2. Have the school district advise you of your rights under federal law.
3. Receive notice with respect to identification, evaluation, or placement of your child.
4. Have your child receive a free appropriate public education. This includes the right to be educated with non-disabled students to the maximum extent appropriate. It also includes the right to have the school district make reasonable accommodations to allow your child an equal opportunity to participate in school and school-related activities.

5. Have your child educated in facilities and receive services comparable to those provided non-disabled students.
6. Have evaluation, educational, and placement decisions made based upon a variety of information sources, and by persons who know the student, the evaluation data, and placement options.
7. Have your child be given an equal opportunity to participate in nonacademic and extracurricular activities offered by the district.
8. Examine all relevant records relating to decisions regarding your child's identification, evaluation, educational program and placement.
9. Be provided written notice of your rights in language easily understood by the general public and in your primary language or other mode of communication used by you, unless to do so is clearly not feasible.

II. Procedures:

- In order to request an SST or 504 please contact your child's counselor.
- Renewal 504 meetings will be arranged on an annual basis if needed. Students and parents will receive a letter each fall to determine the need for a 504 meeting based on student performance and/or needed amendments to the 504 plan.

III. Rights and Procedures Related to Complaints:

Should your son/daughter not be receiving appropriate accommodations based on the 504 plan, please contact:

- a. Student's counselor and/or Assistant Principal over counseling
- b. RBUSD Director of Special Education Services

You have the right to:

1. File a complaint over alleged violation of Section 504 regulations direct to the:
U.S. Department of Education
Office for Civil Rights
50 Beale St, Suite 7200 San Francisco, CA 94105

COLLEGE AND CAREER CENTER: THE NEST

The Nest, College and Career Center, is open Monday through Friday from 8:00 a.m. to 3:30 p.m. Students may visit the Nest at snack, lunch, after the last period, and by appointment. We are located on the second floor of the RUHS Administration Building at One Sea Hawk Way, Redondo Beach, CA 90277.

The Nest serves as an essential resource for information and guidance on post-secondary opportunities. The emphasis is on helping students identify their paths and finding the best educational 'FIT' (location, academics, finances). Information and services provided include:

- College application timing and process
- Financial Aid information
- Workshops for students including Common App, UC/CSU Applications, Community College Applications, Financial Aid, Resumes and Scholarship
- College Testing Information (ACT/SAT/Subject Tests)
- Educational Enrichment Activities

In addition, the Nest hosts a variety of outside organizations and speakers to share information with our students:

- College Admissions Counselors
- Community College Outreach Counselors
- Southern California Regional Occupational Center (SCROC)
- Armed Forces Representatives
- Foreign Study Programs

Information and activities for the Nest are announced through a variety of school communications, including the bulletin, morning announcements, REMIND text, and the RUHS Counseling web site under 'News from the Nest.'

Graduation Ceremony Recognition Requirements

Valedictorian

The Redondo Union High School Valedictorian is a senior who has:

- attended Redondo Union High School all four years (eight semesters).
- earned the highest weighted 9-12 A-G GPA based on 7 semesters (through Fall of 12th grade) and the 3rd Quarter Grade Report. If the difference between the top students is .005 or less, the top students will be considered EQUAL and will be "Co-Valedictorians."
- maintained satisfactory citizenship.

Salutatorian

The Redondo Union High Salutatorian is a senior who has:

- attended Redondo Union High School all four years (eight semesters).
- earned the 2nd highest weighted 9-12 A-G GPA based on 7 semesters (through Fall of 12th grade) and the 3rd Quarter Grade Report. If the

difference between the second-highest students is .005 or less, the second-highest students will be considered EQUAL and will be "Co-Salutatorians."

- maintained satisfactory citizenship.

Mantlebearer

The Redondo Union High School Mantlebearer is a junior who has:

- attended Redondo Union High School all three years (six semesters).
- earned the highest weighted 9-12 A-G GPA based on 5 semesters (through Fall of 11th grade). If the difference between the top two students is .005 or less, the top two students will be considered EQUAL and will be "Co-Mantlebearers."
- maintained satisfactory citizenship.



REDONDO UNION HIGH SCHOOL

FOUR YEAR EDUCATIONAL PLAN GRADUATION REQUIREMENTS

<u>COURSE REQUIREMENTS</u>	<u>YEARS</u>	<u>CREDITS</u>
English	4	40
Mathematics	2	20
❖ Must pass Algebra 1		
Science	2	20
❖ One year of a Physical Science and		
❖ One year of a Biological Science		
Social Science	3	30
❖ Modern World History		
❖ U.S. History		
❖ Government/Economics		
Health	½	5
Physical Education	2	20
Foreign Language OR Visual Performing Arts	1	10
Electives		85
TOTAL CREDITS REQUIRED		<u>230</u>

A-G ADMISSIONS REQUIREMENTS

The UC and CSU programs require completion of the following “a-g” coursework for ELIGIBILITY:

- | | |
|--|-----------|
| ✘ Social Science
(World History, U.S. History/Government) | 2 years |
| ✘ English | 4 years |
| ✘ Mathematics
(Algebra 1, Geometry, Algebra 2 or Intermediate Algebra) | 3 years * |
| ✘ Science (must include a laboratory)
CSU = (one physical and one biological science)
UC = (Biology, Chemistry and/or Physics) | 2 years * |
| ✘ Foreign Language
(2 years of the <i>same language</i>) | 2 years * |
| ✘ Visual and Performing Arts | 1 year |
| ✘ College Preparatory Elective
(one additional course in any of the subject areas listed above) | 1 year |

* An additional year is recommended.

For UC/CSU eligibility, semester grades of D and F are not acceptable.

**Exceptions are made for some courses due to the validation rule-see counselor for details*

REDONDO UNION HIGH SCHOOL ATHLETICS

FALL

Cross Country – COED
Football
Girls' Tennis
Girls' Volleyball
Girls' Water Polo
Girls' Golf
Boys' Water Polo
Surfing – COED
Pep Squad
Boys Beach Volleyball

WINTER

Boys' Basketball
Girls' Basketball
Boys' Wrestling
Girls' Wrestling
Boys' Soccer
Girls' Soccer
Pep Squad
Rugby

SPRING

Baseball
Boys' Golf
Softball
Swimming – COED
Boys' Tennis
Boys' Volleyball
Track – COED
Pep Squad
Lacrosse – Girls
Lacrosse – Boys
Girls Beach Volleyball
Ice Hockey

ELIGIBILITY REQUIREMENTS

- Maintain a 2.0 Grade Point Average on all Quarter/Semester report cards
- Receive no more than 1 U in citizenship
- Completed online athletic packet and physical
- Be a member of the Associated Student Body (Purchase of ASB Card)

- **Fourth quarter** eligibility will be determined by the quarter grades received on the April report card.

The quarter grades that determine academic eligibility will become effective on the Monday following the mailing of the grade report.

ACADEMIC ELIGIBILITY DETERMINATION:

- **First quarter** eligibility will be determined by the semester grades received on the June report card. Summer school credits and grades for new course work will be counted toward making up credit and/or GPA deficiencies incurred during the grading period ending in June.
- **Second quarter** eligibility will be determined by quarter grades received on the November report card.
- **Third quarter** eligibility will be determined by the semester grades received on the February report card.

VICTORY WITH HONOR

Redondo Union High School athletes adhere to the philosophy of VICTORY WITH HONOR. The Sea Hawk athletic programs have enjoyed a tradition of success for over 100 years! The caring coaching staff and dedicated athletes make RUHS a leader in the CIF Southern Section. RUHS athletics are characterized by winning and sportsmanship. The six pillars of Character Counts are:

TRUST
RESPONSIBILITY
CARING

RESPECT
FAIRNESS
GOOD CITIZENSHIP

ACTIVITIES & CLUBS

The Associated Student Body (ASB) is the leadership group comprised of student representatives from each class that coordinates events and activities for the student population. You are encouraged to join in the fun as we develop programs and activities that contribute to making our school year enjoyable.

ASB CARDS

School Pride!

The Associated Student Body Finance Office funds campus events and activities, including athletics. The main source of income for all activities and athletic events is the ASB sticker. The sticker is purchased each year and is placed on your ASB identification card (which is to be carried at all times). The sticker provides a variety of discounts and savings including:

- Free entrance into all regularly scheduled home and away athletic events (excluding CIF playoffs and tournament entrance fees)
- Discounted tickets for dances
- Discount on the price of the yearbook when purchased with the ASB sticker

Generally, students purchase the ASB sticker during summer registration when I.D. cards are issued to all students.

There is a \$10.00 replacement charge for lost or damaged I.D. /ASB cards.

ACTIVITIES

Red and White

Announcements of all upcoming events can be found in the daily bulletin or on the RUHS website at www.redondounion.org throughout the year. Look for information about Homecoming festivities, lunchtime activities, pep rallies, club membership and more.

CLUBS

One of the best ways to get involved and make new friends is to become active in a club. Redondo Union High has over 30 clubs that vary from service to special interest. Information about these clubs can be found in the ASB classroom. Students also have the opportunity to establish new clubs based on students' interests. Watch the Daily Bulletin for information on Club Sign-Up Day and find one or more ways to get involved and to show your Sea Hawk pride.

Here are a few examples of the clubs offered at RUHS: Best Buddies, California Scholarship Federation, Cervantes, Chess Club, Drama Club, Ecology Club, Fellowship of Christian Athletes, French Club, Gay-Straight Alliance, Honors Art Club, Improv Club, Interact Club, Math Club, New Life Club, Semper Comites, Spanish Club, Spirit Hawks ... and more.

