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PRINCIPAL'S MESSAGE

Welcome to the 2008-2009 school year. Many changes are planned for this coming year. San Fernando High School will be on a traditional calendar. The first day of school is September 3, 2008. The school will be divided into six Small Learning Communities along with our Math/Science Magnet Program. Our goal is to provide more support for our students and parents. This personalization will improve our communication with all of our stakeholders.

I encourage you to review this handbook. It provides you with information regarding our school policies and procedures. Please take an active role in your student's academic and extra-curricular activities.

We are excited about the 2008-2009 school year and we are looking forward to a positive school experience for you and your student. If you need any assistance, please do not hesitate to contact the school.

Kenny Lee
Principal

Principal	Kenny Lee
Assistant Principal	Henry Fries
Assistant Principal	Debra Jelin
Assistant Principal	Norman Weiler
Assistant Principal	Kelly Welsh
Bilingual Coordinator	Julie Padilla
Diploma Project Advisor	Ligia Bobadilla
Magnet Coordinator	Diane Velarde-Hernandez
Nurse	Teri Byrne
Probation Officer	Arturo Macias
Pupil Services and Attendance Counselor	Sally Kalaghan
School Psychologist	Veronica Sarabia
School Improvement Coordinator	Brian Muller
SIS Coordinator	Ron Oster
Testing Coordinator	Christine Nelson
Technology Coordinator	Angel Ortiz
Title I Coordinator	Flora Mendoza
UTLA Chapter Chairperson	Bob Stromoski

PHONE LIST

The San Fernando High School Main Office phone number is (818) 898-7600. You can use the automated system to direct you call, or you can call directly at the numbers listed below. Numbers that are an extension can be reached by dialing (818) 898 + the extension.

Adult School-SF (Malara)	x 7920
Adult School-Kennedy	818 271-2550
Assistant Principal (Fries)	x 7606
Assistant Principal (Jelin)	x 7616
Assistant Principal (Weiler)	x 7630
Assistant Principal (Welsh)	x 7608
Athletic Director (Cloutier)	x 7688
Attendance Office	x 7617
Bilingual Office (Padilla)	x 7634
Cafeteria Manager	x 7680
Career / Technical Education (Kazdoy)	x 7638
Clinic	818 765-7517 / 818 361-8364
Continuation School (Mission)	818 361-1777
Counseling Office	x 7632
Dean's Office (Duarte)	x 7663
El Tigre Newspaper	818 361-4256
Infant Center	818 365-7344
Library	x 7686
Magnet School (Velarde-Hernandez)	818 837-8712
McAllister High School	818 365-0731
Parent Center	x 7660
Probation Officer (Macias)	x 7611
School Improvement Office (Muller)	x 7646
School Nurse (Byrne)	x 7627
School Police	x 7667
SIS Office	X7624
Technology Support Office (Ortiz)	x 7914
Testing Office (Nelson)	x 7675
Tiny Tigers (Pearson)	x 7904
Title I Office (Mendoza)	x 7658
Work Experience Office	x 7666

**SAN FERNANDO HIGH SCHOOL
EXPECTED SCHOOL-WIDE LEARNING RESULTS (ESLRS)**

The San Fernando High School Learning Community is committed to offering a rigorous and relevant standards-based curriculum, enabling our students to achieve academic excellence in a safe, supportive environment.

We expect that all students, by the time they complete their education, will become lifelong learners who are:

Academic Achievers who:

- Master the California State Standards in all subjects.
- Demonstrate competence in reading, writing, and mathematics, as measured by high school proficiency exams.
- Create intellectual, practical, and artistic products.
- Fulfill the requirements for their educational goals.

Effective Communicators who:

- Present ideas creatively and effectively, both orally and in writing.
- Work both independently and collaboratively.
- Evaluate and respond to the ideas of others.
- Conduct research and express ideas using technology.

Critical Thinkers who:

- Develop and respond to higher-order questions.
- Make sound aesthetic, intellectual, and moral judgments.
- Establish and pursue personal and professional goals.
- Analyze problems and implement plans of action.

Responsible Citizens who:

- Display respect for differences in cultural and social perspectives.
- Volunteer time and talent to improve the quality of life in the school community.
- Demonstrate character and choose ethical courses of action.
- Exercise the rights and fulfill the responsibilities of citizenship.

WHAT TO DO (AT A GLANCE)

If your student is having difficulties in a specific class,

- contact the teacher.
- contact the Counselor or Dean's Office.

If your student is having difficulties in a school-sponsored activity,

- first make contact with the sponsor of that activity.
- contact the administrator in charge of that area or call the school switchboard for the name. (See list below)

If your student is having conflicts with other students

- contact the Deans' Office or the counselor.

If your student needs academic advisement or personal counseling,

- contact the student's counselor.

If your student has concerns regarding sexual harassment issues or Title IX issues,

- contact Assistant Principal, Henry Fries.

If your student is having attendance problems

- contact the Attendance Office.

If your student is having health-related problems,

- contact the Health Office, Nurse Teri Byrne.

If your student is having problems with the district bus services

- contact the Magnet Office or Assistant Principal, Mrs. Guzman.

If your student has had personal property stolen,

- contact the School Police Office or the Deans' Office.

ADMINISTRATIVE PERSONNEL AND RESPONSIBILITIES

Principal

Kenny Lee – School Accountability Reports, SLC Reform, District Mandates, Scholastic Audit, API, School Data, Leadership Council, Community Relations, Alumni Association, Payroll.

Assistant Principals

Henry Fries – Humanitas-C, Health, Physical Education, Facilities, Discipline, Campus Security, Incident Reports, Lockers, Cafeteria.

Dagma Guzman – Social Justice Academy, ESL, Art, Bilingual Program, ID Pictures, Attendance, Tardy Policy, Early Leaves, Health Office, ISIS, Band/Drill/Cheer, Yearbook.

Debra Jelin – SLCs, Mathematics, Science, Athletics, Accreditation, Technology, New Teacher/BTSA, AVID, Testing Program, Student Store, Bulletin, Student Activities, Parent Center.

Norman Weiler – Magnet, Counseling/Guidance, College Center, Scholarships, AP Testing, Senior Awards, Career Center, Work Experience, IMPACT.

Kelly Welsh – SLCs, Budget, English-Language Arts, Professional Development, Social Studies, School Improvement, Single Plan, Uniform Complaint, Textbooks, Graduation.

COUNSELING AND GUIDANCE SERVICES

A wide variety of counseling and guidance services are provided to students upon entering San Fernando High School. In addition to those noted below, a School Psychologist is on campus several days each week to work with students who need personal counseling. Itinerant teachers for speech impaired, deaf and hard of hearing, and orthopedic handicapped students are provided for those identified as needing special services. Specific information regarding counseling services may be obtained by contacting the Counseling Office.

Counseling and Guidance Personnel

Ms. Herrera	Mr. Soo Hoo	Ms. Makhyuon
Mr. Castañeda	Ms. Hernandez	Ms. Montes De Oca
Ms. Kumar	Ms. Tran	Ms. Valdivia

Counseling Office

Upon entering San Fernando High School, each student is assigned an academic counselor who remains with the student until graduation. Counselors are assigned according to the student's assignment to a Small Learning Community. The counselor works closely with students and parents to program a course of study, discuss test results and course marks and monitor credits towards a diploma. Counselors assist students with special needs, personal counseling, educational counseling, and college and career advisement. In addition, other counseling programs are available to students, some of which are noted below.

College Counseling

Ms. Makhyuon, College Counselor, is available in the College and Career Center to work with students in preparation for entering a college or university. A wide variety of resource materials, both in print and on-line, are located in the office. Information on student loans, scholarships, college entrance examinations and PSAT/SAT/ACT preparation is provided by the College Office staff. Students should seek out the college office as early as their freshman year to learn what will be required academically to apply when they are seniors. Extensive college information and access to college representatives are provided to parents on College Night and throughout the year. In addition, financial aid workshops are held throughout the year, in both English and Spanish.

Career Center

The Center is located next to the Library. The Center is open to students before school, after school, and at lunch. It provides information on career and work experience opportunities and serves as a resource for all students to explore various occupations through special computer programs. Students seeking jobs are encouraged to check out the "Job Board" listings from local employers. The student portfolio program of work throughout high school is also coordinated through the center. Work permits and Work Experience credit are issued from this office.

IMPACT Program

IMPACT is a program available to all San Fernando High School students on a voluntary referral basis. It is designed to assist students with personal problems. Specially trained teachers interact with students in regular weekly group meetings. Contact the IMPACT Coordinator or your student's counselor for specific information.

After School Tutoring

Credentialed teachers and Project Grad staff are available for after school tutoring to students who need academic assistance with their homework or other assignments. After school tutoring is available Monday through Thursday from 3:30 pm to 5:00 pm in English Language Arts, Math, Science and Social Studies. In addition, SAT Preparation classes are available to 11th and 12th grade students. Contact the Title I Office for additional information.

Report Cards and Progress Reports

Regular reports on student progress including grades in subject, cooperation, work habits, attendance and tardy information, and teacher comments are sent home to parents throughout the year. At the sixth and fourteenth week of each semester a Progress Report is mailed home. At the tenth week and eighteenth week of each semester, a report card is mailed home.

Parent Notification of Student Absences

It is important for students to attend school all periods every day. Any day when students are absent, the following process for parent notification will be used:

1. Automated telephone call to the home on all absences reported through any class.
2. Automated mailing of absence letters on a monthly basis for excessive absences from any class period.
3. All Progress Reports/ Report Cards will indicate the accumulated absences for each class.

SMALL LEARNING COMMUNITIES (SLCs)

San Fernando High School has six SLCs, with approximately 400 students enrolled in each. Students take a majority of their academic classes within their SLC, which focuses on a particular theme. Students also take an Advisory period (described below) from a teacher in their SLC, as a way to help them succeed in high school and prepare for the rest of their lives. SLCs help students earn better grades, do better on tests, and have an easier time graduating. SLCs can also help students feel more connected to their school, which helps create a safer and more positive environment.

Advisories

In order to encourage students to develop as both scholars and individuals, San Fernando High School has established a twenty-five minute session called an Advisory. Advisories give students an opportunity to discuss topics related to personal and academic growth. The teachers of each SLC have created a sequence of topics to be discussed during each year of the advisory. These topics are different from year-to-year, and are based on the needs of the students at each grade level.

Advisories are also designed to help students establish a sense of community at school. To support this goal, a student's Advisor will be a faculty member from their SLC. In addition, the students in an Advisory will stay together for the four years they are at SFHS, so that they can help each other do well in high school, and make wise choices about what to do after graduation.

SLC Descriptions

Communications, Arts, and Multimedia Productions	The Communications, Arts, and Multimedia Productions (CAMP) SLC offers students hands-on experience with digital media, graphic design, and digital presentations. Sample careers for students in this program include multimedia, TV production, digital audio engineering, acting, journalism, public speaking, and more.
Green Cities Academy	Students in the Green Cities Academy study how to save the Earth and make cities more ecologically friendly. Course topics include transportation, economics, land use, and the protection of clean air and water. Students in the GCA take art tours at the Getty Museum, study nanotechnology at UCSB, and help plant trees. All Green Cities Academy students graduate ready for high-paid careers in protecting the environment.

Health Careers Academy	Students in the Health Careers Academy study medicine and health-related topics, and can take classes in Biotechnology, Medical Terminology, and Health Careers. We also offer specialty courses, such as Culinary Arts and Emergency Medical Technician. HCA students view presentations by health industry professionals, take field trips to local health care sites, and have job shadowing and internship opportunities. Students who graduate from the HCA are prepared for hundreds of high-paid careers in the health field.
Humanitas Academy	The Humanitas Academy challenges students by offering them a theme-based, interdisciplinary approach to learning that emphasizes writing. Students understand the connections between their different classes and see the teachers using the same themes in their classes. In addition to a rigorous curriculum, students work together and are offered hands-on learning through class projects, and field trips too. Students are also offered courses in Auto Shop and Business that will help them prepare for the future.
Social Justice Academy	The SJA provides students with ample opportunities in the field of Social Justice. We have two SLC specific classes: Youth and Administration of Justice and Sociology. Also, the SJA has a Forensic Class being offered through Mission College, and will be adding more electives and college classes to fulfill the A-G requirements. The SJA is dedicated to empowering our students to become life-long learners in the field of Social Justice.
Teacher Career Academy	TCA provides unique activities and courses designed to help students achieve their educational and professional goals. We offer Educational Trips in science and special education. Students are eligible for summer jobs and a special college scholarship. Students have the opportunity to participate in a 3 day Science and Leadership Camp. TCA sponsors the Solar Cup Boat Team, and we provide numerous college field trips to assist students in making the best possible decisions for their future.

SPECIALIZED PROGRAMS

Honors and Advanced Placement Program

Honors and Advanced Placement classes are offered in English, Foreign Language, Mathematics, Science, and Social Studies. Students are selected on the basis of markedly above-average test scores, achievement in the subject field, and teacher recommendation. The advantage of Honors and Advanced Placement is the inclusion of material not normally covered in a regular class and the opportunity for individual study in the area of subject field. Universities recognize the rigorous training in these courses as being especially fine preparation for college.

Advanced Placement classes are college-level courses taught on our own campus by members of our teaching staff. Students not only earn high school credit for these courses, but also can meet prerequisite requirements at some universities. In addition to these opportunities for the highly qualified and motivated, senior may attend one or two classes for college credit at CSUN, UCLA, or a community college.

Project GRAD (Graduation Really Achieves Dreams)

Project GRAD Los Angeles is a non-profit organization dedicated to the belief that going to college is the key to making dreams come true. It facilitates partnerships with K-16 teachers, administrators, parents, students, community leaders and businesses to increase the number of students entering and succeeding in college. Project Grad supports teacher training to improve student achievement in reading and math, and guides students in developing self-management skills in order to succeed in school and in the future. It connects students with counselors to help with special academic and personal needs and awards merit college scholarships for high school graduates.

Project GRAD Los Angeles seeks to inspire a love of learning, create independent thinkers, and instill confidence, self-discipline, and a natural excitement for discovery. It is committed to establishing comprehensive, sustainable, and systemic change that will challenge each student to learn and to pursue higher education.

Advanced Studies Program

Program designed to improve educational options, increase professional and parent training, and support the further development of gifted and talented youth.

General Work Experience Education Program

General Work Experience Education has as its purpose the supervised part-time paid employment of students with the intent of assisting them in acquiring desirable work habits and attitudes. The student must attend work-related instruction meetings as prescribed by the Work Experience Coordinator. The student must have a job to be eligible for this program.

Math/Science Technology Magnet

Computers are very much a part of our world and will play an even larger role in the 21st century. Students at this magnet have many opportunities to use computers to enhance the learning process in all subject areas -- mathematics, science, language arts, and social studies. They also explore the various professional careers available in engineering, computer technology and other science based disciplines. Grade 10 applicants must have successfully completed Algebra I A/B.

Career-Technical Education

Several Career-Technical Education (CTE) classes are offered at SFHS through funding provided by the Perkins Program. These classes are designed to provide high school students with marketable skills to enter the work force and/or to continue their career education and training at a two-year or four-year college. We are currently offering the following CTE classes: Automotive Technology, Business and Finance, Cabinetmaking and Wood Products, Careers with Children, Culinary Arts, Drafting, Graphic Arts, Media and Design Arts, and Metalworking. Successful students in these courses are awarded Certificates of Completion.

Career Education

A wide range of career training programs are available to students through the LAUSD. To help you make a wise choice in your training program, the Career Advisor is a resource person and specialist in the area of career training, placement of students, and follow-up placement.

AVID (Achievement Via Individual Determination)

The AVID program is designed to support students in the development of academic and personal skills. Students enter the program in the freshman year, and receive tutoring and mentoring through their senior year. The program also offers college visits and career guidance.

SPECIAL EDUCATION

The Special Education Department consists of the Special Day Class, the Resource Specialist Program, and the Community Based Instruction Program. All students in these programs are screened by a careful process that protects the rights of the individual and the parent. Students are placed in a special program based on an Assessment Committee decision with parent approval. Student's programs are developed on a personalized Individual Educational Program (IEP) that requires parent, teacher and administrative approval.

Special Day Class

The Special Day Class is a self-contained four-to-five hour educational support program for high school students identified as having specific educational needs. The curriculum is individualized and provides for continuous monitoring of progress and additional special services as needed.

Resource Specialist Program

The Resource Specialist teacher assists qualifying students with specific learning handicaps in reading and math.

Community Based Instruction

The Community Based Instruction Class is a self-contained five-hour educational support program for high school students identified as having specific educational needs. The program involves the students in off-campus community experiences.

COURSE DESCRIPTIONS

Life Skills for the 21st Century	No Prerequisites	9-10	Semester
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A required semester course in which the primary goals are to facilitate decision-making and to provide each individual with maximum opportunities for self-determination. This course will also provide students with the information and skills needed to make proper decisions which will affect their education, career, and personal life.

Regional Occupational Program Centers (ROPC)	Minimum Age: 16 Counselor Approval	11-12	Semester/ Annual
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Regional Occupational Program Centers' classes meet in the late afternoon and/or on Saturday. These classes are held at high schools, middle schools, city and county sites, and industrial sites throughout the city of Los Angeles.

Regional Occupations Centers (ROC)	Minimum Age: 16	9-10	Semester/ Annual
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There are five Regional Occupational Centers in the LAUSD. There are two centers located in the San Fernando Valley: West Valley Occupational Center and North Valley Occupational Center. Upon satisfactory completion of a class, a Certificate of Completion is awarded. In addition, credit toward graduation is also earned in these classes. Job placement is available to any student completing a course of training.

Puente Project	No Prerequisites	9-12	Annual
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A University of California, Office of the President program for ninth grade students combining services of a fulltime community mentor liaison, high school counselor and ninth grade English teacher to promote college awareness through counseling, home contacts and college experiences throughout high school.

Service/Tutorial Aide	Approval of office or instructor	9-12	Semester/ Annual
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Designed for students to perform a variety of services for teachers, counselors, and staff. Assignments include classrooms, offices, student store, cafeteria, and textbook room.

School Yearbook	No Prerequisites	11-12	Semester/ Annual
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Provides practical learning activities in planning, preparation and production of the school yearbook.

Student Government	Application; 2.0 GPA	10-12	Semester/ Annual
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This class plans and organizes pertinent school-wide activities at San Fernando High School, manages the Student body Budget and addresses the concerns of the Student Body. Students work collaboratively in committees and make pertinent decisions using the democratic process. Students must apply and have an interview to be in the class. There are seven school-wide elected offices. Advisory Representatives are selected by their Advisory class and aid in the communication process. Student Government members and officers must maintain a 2.0 GPA.

English As a Second Language	No Prerequisites	9-12	Annual
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Students in early stages of development of the English language are provided intensive instruction two hours daily based on state standards in listening, speaking, reading, and writing. Beginning ESL 1AB, Intermediate ESL 2AB, and Advanced ESL 3/4 are offered each semester, and students are placed according to their proficiency levels. Students receive core instruction in math, science, social studies, and health in English and/or their primary language as appropriate to their English proficiency and parent selection. Students receive credits for English 9AB upon completion of Advanced ESL 3/4.

Library Practice Senior High	No Prerequisites	10-12	Annual/Semester
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Develops working knowledge of library materials and of research techniques. Provides work experience in meeting the public and in learning technical skills. Affords the opportunity to consider being a librarian as a vocation. Encourages personal enrichment through acquisition of knowledge and use of books. No more than ten credits may be applied toward graduation.

Academic Decathlon	Application	10-12	Annual/Semester
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Provides instruction in several fields and skills such as reading, speech, and expository writing. The following humanities and their interrelationships will be covered: Art (history and concepts), Music (history), Drama, Literature, History, and Economics. Members of the class compete in the District competition.

COURSE OFFERINGS

ART

Course Title	Prerequisites	Grade	Semester or Annual
Ceramics 1 AB	None	9-12	Semester/ Annual
Ceramics 2 AB	None	9-12	Semester/ Annual
Drawing AB	None	9-12	Semester/ Annual
Painting 1 AB	Drawing A	9-12	Semester/ Annual

BUSINESS

Course Title	Prerequisites	Grade	Semester or Annual
Financial Planning	Intro to Computers	10-12	Semester/ Annual
Office Technology AB	None	10-12	Semester/ Annual

COMPUTERS

Course Title	Prerequisites	Grade	Semester or Annual
Computer Programming 1AB	Algebra 1	9-12	Annual
Introduction to Computers	None	9-12	Semester/ Annual

ENGLISH

Course Title	Prerequisites	Grade	Semester or Annual
Advanced Composition	Teacher Recommends	12	Semester
American Literature and Composition	None	11	Semester
AP English Language and Composition AB	Teacher Recommends	11-12	Annual
AP English Literature and Composition AB	AP English Lang AB	12	Annual
Contemporary Composition	None	11	Semester
English 9 AB	None	9	Annual
English 10 AB	None	10	Annual
English Literature	None	12	Semester
Expository Composition	None	12	Semester
Journalism 1 AB	None	9-12	Annual
Journalism 2 AB	None	11-12	Annual
Mexican-American Literature	None	12	Semester
Modern Literature	None	12	Semester
World Literature	None	9-12	Semester

FOREIGN LANGUAGE

Course Title	Prerequisites	Grade	Semester or Annual
AP Spanish Language AB	Teacher Recommends	11-12	Annual
AP Spanish Literature AB	Teacher Recommends	11-12	Annual
Spanish 1 AB	None	9-12	Annual
Spanish 2 AB	None	9-12	Annual
Spanish for Native Speakers 1 AB	None	9-12	Annual

Spanish for Native Speakers 2 AB	None	9-12	Annual
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HEALTH

Course Title	Prerequisites	Grade	Semester or Annual
Health	None	9-12	Semester

HOME ECONOMICS

Course Title	Prerequisites	Grade	Semester or Annual
Careers with Children (Double Per.)	Parenting/ Child Dev. or teacher approval	11-12	Annual
Culinary Arts	None	9-12	Semester
Foods and Nutrition	None	9-12	Semester
Introduction to Careers with Children	None	10-12	Semester
Parenting/Child Development	None	10-12	Semester

INDUSTRIAL EDUCATION

Course Title	Prerequisites	Grade	Semester or Annual
Auto Mechanics 1 AB	None	9-12	Annual
Auto Mechanics 2 AB	Auto Mechanics 1 AB	10-12	Annual
Auto Mechanics 3 AB	Auto Mechanics 2 AB	10-12	Annual
Architectural Drafting 1 AB	None	9-12	Annual
Architectural Drafting 2/3 AB (Double Per.)	Arch. Drafting 1 AB	11-12	Annual
General Metal 1 AB	None	9-12	Annual
General Metal 2 AB	General Metal 1 AB	10-12	Annual
General Metal 3 AB	General Metal 2 AB	11-12	Annual
Graphic Arts 1 AB	None	9-12	Annual
Technical Drafting 1 AB	None	9-12	Annual
Technical Drafting 2 AB	None	12	Annual
Wood, Industrial 1 AB	None	9-12	Annual
Wood, Industrial 2 AB	None	9-12	Annual

MATHEMATICS

Course Title	Prerequisites	Grade	Semester or Annual
AP Calculus AB	Math Analysis	10-12	Annual
AP Calculus BC	Calculus AB	11-12	Annual
AP Statistics	None	10-12	Annual
Algebra 1 AB	None	10-12	Annual
Algebra 2 AB	Geometry	9-12	Annual
Geometry AB	Algebra 1	11-12	Annual
Math Analysis	Trigonometry	9-12	Semester
Trigonometry	Algebra 2	10-12	Semester

MUSIC

Course Title	Prerequisites	Grade	Semester or Annual
Advanced Band / Marching Band	None	9-12	Semester/ Annual
Chorus / Choir AB	None	9-12	Semester/ Annual
Guitar AB	None	9-12	Semester/ Annual
Instruments AB	None	9-12	Semester/ Annual
Mariachi AB	None	9-12	Semester/ Annual
Piano (Keyboard 1 AB)	None	9-12	Semester/ Annual

PHYSICAL EDUCATION

Course Title	Prerequisites	Grade	Semester or Annual
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Adapted Physical Education	None	11-12	Semester/ Annual
Physical Education	None	9-12	Semester/ Annual

SCIENCE

Course Title	Prerequisites	Grade	Semester or Annual
AP Biology AB	Teacher Approval	10-12	Annual
AP Chemistry AB	Geom AB, Biology AB	11-12	Annual
AP Environmental Science AB	Teacher Approval	11-12	Annual
AP Physics AB	Teacher Approval	11-12	Annual
Biology AB	None	10-12	Annual
Chemistry AB	None	11-12	Annual
Integrated Coordinated Science AB	None	9	Annual
Marine Biology AB	None	10-12	Annual
Physics AB	Teacher Approval	11-12	Annual

SOCIAL STUDIES

Course Title	Prerequisites	Grade	Semester or Annual
AP American Government AB	Teacher Approval	12	Annual
AP European History AB	Teacher Approval	10-11	Annual
AP U.S. History AB	Teacher Approval	11	Annual
Economics	None	12	Semester
Mexican-American Studies	None	9-12	Semester
Principles of American Democracy	None	12	Semester
Psychology	None	9-12	Semester
U.S. History AB	None	11	Annual
World History AB	None	10	Annual
Sociology	None	11-12	Semester

GRADUATION REQUIREMENTS

Subject Area	LAUSD Graduation Requirements	UC/CSU Entrance Requirements	Private University Requirements
A – Social Science	30 credits	2 years	2-3 years
B – English	40 credits	4 years	4 years
C – Mathematics	20 credits	3 years	3-4 years
D – Lab Science	20 credits	2 years	2-4 years
E – Foreign Language	N/A	2 years	2-4 years
F – Visual / Performing Arts	10 credits	1 year	Varies by College
G - Electives	70 credits	1 year of adv. courses	In areas of interest
Applied Technology	10 credits	N/A	N/A
Life Skills and Health	10 credits	N/A	N/A
CAHSEE Examination	Passed	N/A	N/A
Service Learning	Passed	N/A	N/A

Required Credits for Each Grade Level

10 th Grade: 55 credits	11 th Grade: 110 credits	12 th Grade: 170 credits	Graduation: 230 credits
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CLUBS AND ORGANIZATIONS

To make the most of their high school experience, all San Fernando students are encouraged to participate in extra-curricular activities. Joining one of our many student clubs or service organizations provide these opportunities. Specific information may be obtained by inquiring in room 626. Following is a list of current active organizations:

- Academic Decathlon

- AfricanAmerican
HispanicUnity
Association
- Anime
- Band
- Bible Club
- CaliforniaScholarship
Foundation
- Cheerleading
- Color Guard/Drill Team
- ESL Club
- Folklorico
- Junior Achievement
- Junior Council
- Marine Biology Club
- Physics Club
- Pep Squad
- School Newspaper
- School Yearbook
- Spanish Club
- AssociatedStudentBody
- Social Justice Club
- Students Run LA

ATHLETICS

For those students interested in competitive activities, we offer many teams as part of the California Inter-Scholastic Federation (C.I.F.). Information on the following can be obtained by contacting the Athletic Director :

Baseball	Basketball	Cross Country
Football	Golf	Soccer
Softball	Tennis	Track and Field
Volleyball	Wrestling	

ACTIVITIES

In addition to our regular clubs and organizations, San Fernando students have opportunities to become involved in a variety of activities each year. These include:

"AAA" Raffles	Career Day	College Fair
Entertainment on the Quad	Holiday Canned Food Drive	Homecoming Week
Music Concerts	Pep Rallies	Red Cross Blood Drive
Talent Shows	Tiger Fest	Alter School programs

SENIOR ACTIVITIES

San Fernando seniors have additional activities that are specific to students in their academic year:

Dances/Prom	El Torito Family Night	Fashion Show
Grad Night	Pizza Night	Senior Awards
Senior Breakfast	Senior Panorama Picture	Skate Night

AWARDS

San Fernando students are encouraged to seek recognition from their school and the community. In addition to honors and awards received throughout the year, seniors are honored in the spring at the annual Senior Awards Night. Some of these achievement opportunities include:

Angelo and Mary Solis Scholarships	Attendance Awards
Band Organization Awards	Bank of America Awards
California Community Foundation Scholarships	California Scholarship Federation
Christopher Special Needs Grant	CSF Awards and Scholarships
Daughters of the American Revolution	Emblem Club
Emma Hoffman Memorial Scholarship	Evelyn Bryant Journalism Scholarship
High Temp Scholarship	LAUSD Silver and Gold Seal Bearers
Lisa Ann Rosales Scholarship	Nina Brown Award
Ofre Martinez Scholarship	Philip Salazar Memorial Scholarship
President's Education Awards	Richard Johnson Memorial Scholarship
San Fernando Alumni Association Scholarship	San Fernando High School Bookler Club Scholarships
San Fernando Women's Club Burger King Scholarships	Sheila Hutchins Memorial Scholarship
U.S. Army Scholar-Athlete Awards	U.S. Marine Corp Outstanding Student Awards
Valedictorian/Salutatorian Award	William H. Hannon Foundation Scholarships

STUDENT DRESS CODE

In order to maintain an appropriate educational atmosphere and insure safety and security for students, the following Dress Code items will be strictly enforced:

1. Approved San Fernando High School head gear and hooded sweatshirts are permitted to be worn outside only, not inside of classrooms. No other headgear or hats are permitted.
2. No hairnets.
3. No belt buckles with initials.
4. No handkerchiefs ("rags"), and no red/blue shoelaces.
5. No baggy pants (pants must fit at the waist: width of pant leg may not be excessive, as determined by administrative staff); no pants that are cut-off, split at seams, or stapled; no overalls with straps; no see-through or mesh type shirts, or any item of clothing that becomes associated with an off campus group or gang.
6. No bathing-suit type tops; no blouses or shirts that expose the midriff and cleavage; no tank tops.
7. No tee-shirts, no item of clothing with profanity, with messages that may be inappropriate or offensive, or which promote/advertise the use of controlled substances are permitted.
8. Audio or video devices such as CD players, MP 3 players, PSPs, or iPods are to left at home. Any audio or video device out during the school day will be confiscated.
9. Cell phones must be turned off throughout the school day. If they are visible, are used, or ring during the school day, they will be confiscated.
10. The administration is not responsible for the loss or theft of illegal items that are confiscated
11. No item or clothing/accessory that could be used as a weapon or could pose a safety threat will be allowed (including but not limited to: long waist chains, overly large rings, belt with large buckles, etc.)

All school personnel have the right to confiscate inappropriate items (hats, walkman radios, cell phones, etc.) if they are brought to school. These items must be sent to the Deans Office where they may be released to the student's parent/guardian. A first-time student offender may claim the confiscated item on Friday after school. Students who refuse to surrender inappropriate items will be subject to disciplinary procedures for defiance.

Students whose clothing is in violation of the Dress Code will be sent to the Counselors/Deans where their parents will be contacted and requested to bring suitable clothing. Students will be detained in the office if they are in violation of the Dress Code. Students who continually violate the Dress Code will be subject to disciplinary procedures for defiance.

If you have any questions regarding the Dress Code, please contact Kenny Lee, Principal.

SKATEBOARD POLICY

In order to insure the safety of students and to prevent damage of school property, the following items will be enforced:

- Skateboards are to be stored and not carried during school hours. Skateboards may be stored in student lockers or be voluntarily surrendered to the Deans' Office for safe keeping during the school day.
- No riding skateboards at any time (before, after, and during school hours or weekends) on school grounds.

Any violation of the skateboard policy will result in the skateboard being confiscated.

BICYCLE POLICY

In order to insure the safety of students and to prevent damage of school property, the following items will be enforced:

- Bicycles are not to be ridden on campus.
- Students must walk along side the bike while on campus
- Bikes are to be stored and secured in the bicycle parking area during school hours.

Any violation of the skateboard policy will result in the skateboard being confiscated.

ZERO TOLERANCE POLICY

The Los Angeles Unified School District will enforce the State of California Education Code and RECOMMEND EXPULSION from the School District for any student who commits the acts listed below (while on school grounds, on the way to or from school, or at a school activity):

1. Possession of a firearm
2. Brandishing of knives
3. Sale of drugs
4. Sexual Assault

RANDOM SCREENING FOR WEAPONS

As a result of several serious incidents of violence involving deadly weapons on and around school campuses in our city, the Los Angeles Unified School District instituted a policy whereby daily random screenings for weapons, using metal detectors, occurred at every school in the District. School staff that has been trained by District personnel in the proper and legal methods of using metal detectors will search students who have been randomly selected. Students who have participated in the random search process will be given a notice to inform you of the search. Student lockers will also be randomly searched, as part of the District's program to try to keep our schools as safe and secure as possible. If you have any questions or concerns about this matter, please contact Principal, Mr. Lee.

STUDENT HEALTH POLICIES

Emergency Cards

A current LAUSD Emergency Information Card must be on file with the school so that parents/guardians can be notified promptly in case of accident or illness involving their child. Emergency cards are included in the student pack mailed home before the start of the semester; they can also be obtained from the Attendance Office. Please contact the school to update these numbers if they change during the school year.

Immunizations

New students will not be admitted to school unless a written immunization record provided by a physician or the SFHS Health Office is presented at the time of enrollment and immunizations are up to date.

Students who require additional vaccine doses or who lack a written record are no longer allowed a grace period. All students new to the District or transfer students within the District must show that they have received all currently required immunizations in order to be enrolled.

The immunization status of all students will be reviewed periodically. Those students who do not meet the State guidelines must be excluded from school until the requirements are met. Students who have been exposed to a communicable disease for which they have not been immunized must be excluded at the discretion of the SFHS Health Office.

Tuberculosis Clearance

All new students entering grades 6-12 who have never attended any school in California must present documentation of the results of a Mantoux skin test conducted in the state of California. Students entering grades 6-12 from any other California school (public, private or parochial) are exempt from the requirement.

Returning to School

A student returning to school following a serious or prolonged illness, injury, surgery, or other hospitalization must have written permission from the health care provider, including any recommendations on physical activity. Similarly, any student returning to school with sutures, casts, crutches, braces, or a wheelchair must:

1. have a physician's written permission to attend school,
2. clear through the Attendance Office,
3. check in with Health Office staff, and
4. comply with safety procedures required by school administrators or Health Services personnel.

Physical Education

An excuse from a physical education class may be granted to a student who is unable to participate in a regular or modified curriculum due to illness or injury. A parent's written request for an excuse will be accepted for up to five days; thereafter, a written request is needed from the student's health care provider. Requests for exemption beyond 10 weeks are referred to the School Nurse.

Communicable Disease Inspections

Communicable disease inspections will be conducted periodically. A student suspected of having a communicable disease would be excluded from school until guidelines for readmission are met. An effort will be made to notify parents/guardians about school exposure to chicken pox. The parent/guardian for whom chicken pox presents a particular hazard should contact the school to facilitate notification. Students at risk include those with deficient immune systems and those receiving certain drugs for the treatment of leukemia or organ transplants.

HIV/AIDS Prevention Program

As part of District policy, the school follows the HIV/AIDS prevention program which allows for the distribution of HIV/AIDS prevention information and education, as well as the distribution of condoms. If you do not wish to have your child participate in this program, you must notify the school in writing.

Medications at School

Students may not carry or use medications on campus without written consent. A student who needs to take medication during school hours must have a statement to this effect on file at the school, signed by the prescribing physician and the parent/guardian. Self-administration of medication (including asthma inhalers and Epi-Pens) may be permissible by special arrangement with the school administrator and nurse. The required forms are available from the school nurse or administrator. School health personnel do not prescribe or give advice regarding medications.

Physical Examinations

Physical examinations as required for Special Education programs may be done by licensed school physicians. If parents/guardians do not wish to have their child examined at school, they must file an annual written statement to that effect with the administrator.

Each student in grades 9 through 12 planning to participate in interscholastic athletic competition must pass a physical examination yearly by a licensed physician and surgeon to comply with District policy. Examinations for interscholastic athletics are no longer available from school personnel, athletes will receive instructions for meeting the requirement from the coach or Athletic Director.

Blood Donations

Blood donation drives in cooperation with the Red Cross may be held on a senior high school campus. Efforts will be made to notify parents/guardians of planned blood donor drives; however, the written consent of the parent/guardian is no longer required for participation by students 17 years or older.

ENROLLMENT AND ATTENDANCE INFORMATION

Parents interested in enrolling their student at San Fernando High School should contact the Attendance Office for specific information. San Fernando High School's Leadership Council has a strict attendance policy which is outlined in the section "School Policies." It is the responsibility of all students to maintain prompt, regular attendance to all classes. Please review with your student the procedures to follow in the event of an absence or early leaves from school.

Returning to School from Absence

Students must report to the Attendance Office **between 7:30-7:50 a.m.** to drop off a note with specific information: student's hyphenated last names, first names, birth date, grade, number of days absent, dates of absence, reason, parent signature, "today's" date. The State of California recognizes only a verified illness of the student or bereavement of a family member as a reason for an excused

absence. Students will be given the opportunity to make up any work missed due to an excused absence. Failure to bring an absence note between 7:30-7:50 a.m. may result in a truancy and/or detention. It is not acceptable for students to clear their absence during any other time, except before first period.

Students should also be aware that attendance impacts their ability to participate in their Senior Prom and Graduation Ceremony. See the following pages for information on these policies.

Parent Notification of Student Absence

When a student is absent from class or tardy to class, our ISIS computer dialing system will send a recorded message to the home between the hours of 10:30 a.m. and 3:30 p.m. On a monthly basis, attendance letters with the number of excessive absences will be mailed home. Parents seeking to verify their student's attendance should contact the Attendance Office.

Early Release from School

If your student needs to leave early during the regular school day, the student must present a signed note to the office between 7:30-7:50 a.m. The note must include all information requested from an absence note including: first and last names, birth date, grade/track, date, time to leave, reason, parent signature and finally, the telephone number where we can reach you during the day to verify the release. We cannot release any student early without parent verification by telephone. All students must have a completed, current Emergency Card on file in the Attendance Office in order to receive an early leave. Students must report to the Attendance office at nutrition or lunch or between classes to pick up the permit to leave campus; we do not summon students to the office for their early leaves. Parents or guardians who request to pick up students in an emergency must provide acceptable identification. Any student leaving school without first clearing through the Attendance Office will be considered truant and subject to disciplinary action.

Eighteen Year Old Students

Students who are 18 years of age or older must still have parent permission to leave early from school and must bring a note signed by a parent or guardian when returning from an absence. An exception to this is made only if the parent/guardian gives permission in writing for the student to write his or her own notes. It is the student's responsibility to follow all rules when requesting an early leave. (This privilege can be revoked.)

Messages to Students

It is the school's policy to not interrupt the classroom during instruction; therefore we are unable to send messages to students unless it is a medical emergency which affects your child. Changes in schedules, the weather or problems with transportation do not constitute an emergency. Student requests to leave school early must be handled through the Attendance Office before school (see above).

Emergency/Disaster Release from School

In the event of an emergency/disaster when it becomes necessary for students to be released from school before the end of the regular school day, students must have a current Emergency Information Card on file in the Attendance Office. In an emergency, students will be kept at the school under the supervision of school personnel until a parent or person authorized by the parent on the Emergency Card appears in person at the school. Emergency supplies and provisions are kept at the school for these circumstances.

Change of Address or Guardianship

It is extremely important that San Fernando High School be informed as soon as possible of any change in a student's address or guardianship. This is for the student's safety and protection. If an emergency situation should occur, the nurse or an administrator must be able to contact the parent or guardian. A new Emergency Card must also be completed. Any change of residence must be verified by presenting a gas/electric bill.

TARDY POLICY

Tardiness will not be tolerated at SFHS. Tardiness is defined as students not sitting in their seats before the tardy bell rings.

Tardy Sweeps

Tardy sweeps will be conducted during the periods after lunch. Students caught in a tardy sweep will be sent to the lunch area to do paper pick-up. Students should return to class with a paper pick-up slip.

Students who are tardy unexcused during period 1 will receive detention. Students who are tardy to period 1 with no I.D. will receive double detention.

Tardy Lock-Outs

Tardy Lock-Outs will occur on various days during the period after lunch where teachers are reminded to lock their doors. Campus security sweeps students to the covered lunch area to receive paper pick-up, detention and a letter gets sent home.

Consequences for Tardiness (The "3-5-7" Plan)

When a student is tardy to any class period, the following procedure will be followed. After a seventh tardy, the process begins anew.

- Tardy #3: Teacher notifies the parent, either by note or phone call.
- Tardy #5: Teacher refers student to the Deans, who gives the student a parent conference letter.
- Tardy #7: Teacher refers student to the Deans Office for a parent conference.
- All intermediary tardies, the teacher counsels the student about being on time.
- A student who is subject to a second parent conference for tardies will meet with an administrator instead of the Dean.

TRUANCY

Truancy is defined in section 48260 of the Education Code as absence from school without valid excuse or tardy to school in excess of 30 minutes without valid excuse. "Without valid excuse" means that the parent was not aware of or did not approve of the absence. Truancy must be verified by the parent/guardian. A habitual truant is a student who has had three or more consecutive days of truancy within one school year. Habitual Truants may be referred to the Pupil Services and Attendance Counselor (PSAC) who will conduct School Attendance Review Team (SART) meetings with the family and if need be, issue a truancy ticket. Students caught leaving campus during school time without permission will be referred to the Deans' Office to be cited by School Police.

ATTENDANCE POLICY

To participate in graduation ceremonies, all students in grades 9-11 must have a record of good attendance during each school year. Students who fail to meet the attendance criteria outlined below will not be allowed to participate in the graduation ceremony.

The awarding of a high school diploma is a right earned by all students who meet State and District graduation requirements. However, the presentation of that diploma at the graduation ceremony is a privilege over which the school has jurisdiction. Good attendance is the single most important factor in achieving school success. Too often students are absent for trivial reasons. Please encourage your son/daughter to be here daily and make every effort to schedule their appointments after school hours. In addition, every effort should be made to plan family vacations so that they coincide with school holidays and/or Spring/Winter breaks.

Please read the discuss the information thoroughly with your student. If you have questions or concerns about the policy discussed below, please call the Attendance office.

Student Policy Grades 9-11

Any student who accumulates a total of more than 15 days of absence during any school year, regardless of the reason, will not participate in his/her graduation ceremony. If any 9th, 10th, or 11th grade student becomes ineligible for graduation due to more than 15 days of absence, he/she will be placed on Graduation ceremony probation. A student will be given **one opportunity to be removed from Graduation Probation** by having the next school year with no more than 5 days of absence (called the "payback year"). **Any student who has two years with more than 15 days of absence per year will not participate in his/her Graduation ceremony.**

Attendance Policy Scenarios

	Grade	Absences	Result	Reason
Student 1	9	8	O.K. for Graduation ceremony	15 or fewer absences
	10	16	On Graduation probation	More than 15 absences
	11	4	Off Graduation probation	5 or fewer absences (Payback year)
	12	17	No Graduation ceremony!	More than 15 absences

	Grade	Absences	Result	Reason
Student 2	9	18	On Graduation probation	More than 15 absences
	10	7	On Graduation probation	No payback year
	11	6	On Graduation probation	No payback year
	12	8	No Graduation ceremony!	No payback year

	Grade	Absences	Result	Reason
Student 3	9	16	O.K. for Graduation ceremony	More than 15 absences
	10	17	On Graduation probation	More than 15 absences
	11	2	No Graduation ceremony!	Two years with more than 15 absences
	12	1	No Graduation ceremony!	Two years with more than 15 absences

	Grade	Absences	Result	Reason
Student 4	9	15	O.K. for Graduation ceremony	15 or fewer absences
	10	9	O.K. for Graduation ceremony	15 or fewer absences
	11	7	O.K. for Graduation ceremony	15 or fewer absences
	12	16	No Graduation ceremony!	More than 15 absences

	Grade	Absences	Result	Reason
St ud	9	4	O.K. for Graduation ceremony	15 or fewer absences
	10	9	O.K. for Graduation ceremony	15 or fewer absences

11	7	O.K. for Graduation ceremony	15 or fewer absences
12	1	O.K. for Graduation ceremony	15 or fewer absences

SENIOR PARTICIPATION IN PROM

In order for students to participate in Prom or the Graduation Ceremony in their senior year, they must maintain good attendance in all of their classes. Furthermore, participation in the Graduation Ceremony requires students to clear all of their financial obligations to the school.

Senior Attendance Policy – Fall Semester

A senior who wishes to participate in Prom must be absent for no more than 8 total school days or in any one class period during the Fall Semester. If a student violated the original attendance policy of having more than 15 days absent from a previous year and the senior year owes a “pay back” year, then that student may not be absent more than 5 days for the entire school year. All absences can be “made up” by performing pre-approved volunteer work.

If a student experiences a long-term illness, he/she may have those dates waived by Attendance Office staff members, provided the student submits doctors’ notes for the illness immediately upon their return and receives clearance from the Nurse. If an absence is due to death of an immediate family member, a note from the parent must be written stating whether the service was in California or out-of-California, in which case one or three days will be waived. Students have two weeks to submit documentation.

If a student participates in school related activities, school functions, college visits or any other educationally-related activity, he/she may have those dates waived, provided that the student gives written proof of participation to the Attendance Office immediately upon his/her return.

A senior who exceeds 8 absences (either complete days or in any one class period) may have the additional absences cleared by attending Saturday school or by completing a college course.

Senior Detention Policy – Fall Semester

A senior who receives detention for any reason must serve each detention prior to March 1 following the Fall Semester. Detentions may be served by reporting to the Deans’ Office during Lunch. Failure to serve detention may result in Saturday school detention. Should a senior fail to serve Saturday school detention, he/she will not be eligible for Prom privileges.

SENIOR PARTICIPATION IN GRADUATION

Senior Attendance Policy – Spring Semester

A senior who wishes to participate in the Graduation ceremony must not have more than 8 days absent, including more than 8 absences in any one class period during the spring semester. All absences must be “made up” two weeks before Graduation day.

All rules regarding this policy are the same as for Prom Participation (see previous section.)

Senior Detention Policy – Spring Semester

A senior who receives detention for any reason must have each detention served during the Spring Semester. Detentions may be served by reporting to the Deans’ Office during Lunch. Failure to serve a regular detention may result in Saturday school detention. Should a senior fail to serve Saturday school detention, he/she will not be eligible for Graduation ceremony.

Additional Graduation Requirements

A Senior must pay all debts (textbooks, candy, etc.) owed to San Fernando High School. A senior must also fulfill all components (California High School Exit Exam, pass all required classes, earn a minimum of 230 credits and complete service learning) to earn a high school diploma.

School Administration also reserves the right to restrict any student from Graduation Ceremony for defiance of school rules.

STUDENT SERVICES INFORMATION

I.D. Cards

All students must take a San Fernando High School picture I.D. Card at the beginning of each school year or upon enrollment at the school. I.D. cards must be carried at all times and presented upon request by any school personnel. I.D. Cards are required for purchases paid by check in the Student Store, for entering and exiting campus, and for entrance to all school events. If an I.D. Card is lost or stolen, the student must purchase a duplicate card at lunch in the Attendance Office.

On-Campus Parking

On-campus parking is provided for the convenience of student drivers, near the football field. Students may not park in areas designated for staff parking only, and they may not stay in parked cars at any time during the school day. Students should not store valuables in their cars and should lock their cars at all times. Neither the school nor the district is responsible for loss or damages. Students are expected to follow safe driving and parking procedures at all times, and those who violate them will be cited by School Police.

Lunch and Short Day Passes

San Fernando High School is a closed campus and no student is permitted to leave campus at lunch time or to remain in cars parked on campus. Students programmed for four classes or fewer for Work Experience or ROP/ROC classes will be issued a Short Day sticker by their Counselor which is to be placed on their San Fernando High School I.D. Card. Students on shortened day schedules must exit the campus immediately after their last regularly scheduled class of the day and they must present the I.D. at the gate.

Class Fees

Under the law, no student may be charged a fee for projects or activities that are REQUIRED to earn credit in the class. Occasionally, a fee may be incurred for extra-credit projects or extracurricular school activities. Students or parents should contact the teacher or activity sponsor directly regarding specific questions.

Senior Class Fees

We encourage our senior students to participate in a variety of activities especially planned for students who are in good academic standing and have no outstanding detentions or delinquencies. The Class Sponsors and Steering Committee hold fund raisers throughout their four years to help defray expenses for voluntary activities such as Grad Night, the Senior Breakfast and the Senior Prom. Students and parents wishing specific information should contact the Senior Class Sponsor at the school.

Work Experience/Work Permits

A student under the age of 18 who is employed must, by law, hold a valid work permit. Applications are available from the Work Experience Coordinator, Mr. Cloutier. Students who wish to earn credits for working while in high school may enroll in the Work Experience Program if the job offers a training experience and meets certain qualifications. Students are required to attend special on-campus classes each week as part of this program. Contact Mr. Cloutier for more information.

Bus Transportation

District-operated buses provide transportation to San Fernando High School only for those students in the Magnet Program, or the specific Special Education Programs. Students involved in these programs may contact the Bus Coordinator at the school for information as to routes and late buses. Several public MTA buses depart from stops close to the San Fernando High School campus at various times each day. Information on low-cost monthly passes to students, locations of stops, and departure times may be obtained by contacting MTA directly at 1-800-266-6883.

Student Store

The SFHS Student Store is located on campus and is open at lunch each day to provide a variety of items for students. Payment may be made in cash only. We do not accept checks or credit cards. Binders, book covers, chips, computer diskettes, dividers, erasers, folders, pens, pencils, paper, notebooks, index cards, rulers, and protractors may be purchased. Tee shirts for Physical Education classes are also sold here. Contact the Student Store for current prices.

Campus Security/Lost and Found

The Board of Education maintains one full-time police officer stationed on campus for the protection of students and staff at each high school and Campus Aides who assist with security. Our School Police Officer investigates crimes, prevents intruders from entering the campus, recovers stolen property and may make arrests. While lost and found items are turned in to the Textbook Room, students missing valuable items should report the loss immediately to the School Police. Questions or concerns regarding safety and security should be addressed to the Deans' Office.

Safety Plan

The school maintains a Safety Plan, which provides for safe, personal, physical, social, and cultural environments. The plan identifies the staff members accountable for identified responsibilities. Included in the plan are the addendum for emergency procedures which address earthquake and fire drills and the established policies; e.g. zero tolerance, attendance, and discipline. The Safety Plan is updated regularly and available for review in the Main Office during regular business hours.

Library

The San Fernando High School Library is open daily for unlimited student use before school at 7:30 a.m., after school until 3:30 p.m. and at lunch. In addition, students may request a pass from their classroom teacher to use the Library during the school day. A full-time Librarian assists students with state-of-the-art computer services such as SIRS and the Internet. Several on-line database resources are available. In addition, a full and complete library of books, magazines, reference materials, and filmstrips are available. Under the supervision of the Librarian and with the permission of their parent or guardian, students may sign up for Internet access. Students may also use the copy machine located in the Library for a nominal fee.

Health Office

The Student Health Office, staffed by a full-time nurse and clerical staff, is open at all times during the school day. If your student becomes ill or has an accident during the day, you will be contacted by Health Office personnel. It is important that you complete a new Emergency Card annually and information must be current and complete to avoid delays in reaching you in case of an accident at school. Efforts will be made to notify parents about school exposure to chicken pox. Parents should contact the School Nurse if chicken pox presents a particular hazard to their student. Students returning to school with sutures, casts, or crutches must have a physician's written permission to attend school and must comply with all safety procedures required by the school. Students returning to school following a prolonged illness, surgery, or hospitalization must also have written permission by the healthcare provider to attend school, including any recommendation regarding physical activity. No student will be admitted to school unless an immunization record is presented and all immunizations are up-to-date. The Health Office provides access to a variety of health services and some testing.

Hall Lockers

Lockers will be issued to all students and kept for the student's entire stay at San Fernando High School. Combinations are issued by the school and should not be shared or given out to other students. Lockers are for the storage of books only and at no time should students leave money or valuables in their locker. Gym lockers are issued each semester to students who have PE classes or who are involved in athletic programs. For added security, a padlock may be used on the PE locker only. Neither the school district nor the school is responsible for losses. Students with a locker problem should go to the Dean's Office for assistance. Students have access to lockers only between 7:30 a.m. and 3:30 p.m. as halls are locked during the evenings. Hallways are closed during lunch.

Textbooks

All students will be issued textbooks and these are the responsibility of the student. Students will be charged for damage, loss, or theft of books or other school property. The student's name should be entered in the front, inside cover of the book upon issue. All books must be covered.

Visitors Policy

All campus visitors must:

- Present a picture ID and sign in at the front gate. An ID is required to conduct business at SFHS.
- Complete a visitor's permit and obtain the Principal/designee's approval before proceeding to the designated location on campus.
- Keep the classroom observation time and frequency reasonable.
- Follow San Fernando High School's established procedures for scheduling an appointment with the teacher and/or appropriate staff member.
- Enter and leave the classroom as quietly as possible.
- Not converse with the students, teacher, and/or other staff members during the visitation.
- Not interfere with any school activity during the visitation.
- Return the visitor's permit to the front gate and sign out before leaving the campus.

PARENT ORGANIZATIONS

The San Fernando High School community has long encouraged Tiger Parents to volunteer, and the school supports that philosophy with a service learning requirement for its graduates. Beside those listed here, other parent groups support specific campus programs such as music, Academic Decathlon, and band.

Parent Center

The Parent Center provides an avenue for school involvement for parents and the community as a means to achieve academic success for all of our students. The Parent Center facilitates workshops in various topics, including basic computer classes, literacy/cultural heritage, and parenting skills. We make parent phone calls requested by teachers and provide updated information to all parents at Open House, Teacher Parent Conferences, and other such meetings. Please contact the Parent Center at (818) if you have any concerns.

Parent Publications

The school newsletter *Tiger Family News* is sent to every parent/guardian on a bi-monthly basis. Information regarding upcoming events, college/career opportunities, on-campus resources for students, and a monthly calendar are included. *Tiger Family News* is published during the first week of every other month.

Title I Advisory Committee

San Fernando High School is a school-wide Title I School, which enables us to receive Federal and State funds. Such funds are used for supplementary teaching materials and relevant professional services necessary to help raise the academic achievement level of our students. A coordinator and an Advisory Committee (comprised of parents, school staff, community members and a student) support the Title I program. Committee members make recommendations to the School Site Council on the development of an effective educational program.

School Site Council

The School Improvement Office staff administers the School and Library Improvement Program's budget and supports the instructional program by providing supplementary items and information to enrich the instructional program. A coordinator and an Advisory Council, which is

composed of teachers, students, parents, classified employees and community members, support the School Improvement Program.

San Fernando High School Leadership Council

The Leadership Council consists of elected parents, students, teachers, administrators and staff. Its role is to establish school policies, oversee budgets, and schedule activities. Parent representatives are elected at the beginning of each year. Meetings are held on the first Tuesday of each month at 5:00 p.m., in the Social Hall. These meetings are open to anyone wishing to attend.

San Fernando High School Booster Club

The Booster Club has taken a leadership role in support of many athletic and academic programs. Thousands of dollars have been raised by the club and donated, including scholarship monies to various school groups. In addition, the Booster Club built and operates the snack bars located on the football field. Parents who would like to join or volunteer in the snack bar for athletic events are encouraged to call the school.

English Learners Advisory Committee

The English Learners Advisory Committee (ELAC) is an integral part of the English Learners (EL) Program. ELAC allows parents/guardians of EL students, community members, and school staff to meet and discuss topics related to the instruction and assessments of ELs, requirements for reclassification, and other items of interest and importance. ELAC provides recommendations to the school's administration and School Site Council (SSC) for the design of programs and budget expenditures. Parent-friendly meetings are held monthly and are open to anyone interested in attending.

CHILD ABUSE REPORTS

All District employees are mandated Child Abuse Reporters and must, by law, report to the proper authorities any known or suspected abuse of a child by another person. Child Abuse Reports are investigated by either the Department of Children's Services or the police agency servicing the area in which the child resides.

INTERNET POLICY

Every student using the Internet at San Fernando High school who is under 18 years of age must turn in an Internet Acceptable Use Policy signed by a parent and by the student. This policy states that students will not use the Internet to view pornography, advocate violence, use obscenity, promote hatred, and will not use e-mail, chat rooms, or newsgroups for these purposes either. The Internet is mainly used for academic research at San Fernando High School but some access for personal use is allowed after school hours. Parents have the right and the responsibility to approve their child's use of the Internet since the Internet is not risk-free. Please look for the Acceptable Use Policy in your registration packet and return it to the school if you will grant your child permission to be on the Internet.

ALMA MATER

San Fernando High, we pledge to thee
Our honor and fidelity
Both now and in the years to be
A never-failing loyalty.

San Fernando High, the name shall be
Written high in victory;
Now, together we unite our pledge
To San Fernando High.

FIGHT SONG

On Fernando, on Fernando

Fight on for your fame,
 Take the ball from that team,
 Touchdown every time RAH! RAH! RAH!

On Fernando, on Fernando
 Fight on for your fame,
 Fight fellas, fight, fight, fight,
 To win this game!

MASCOT
 The Tigre

YEARBOOK
 Orangeblossom

SCHOOL COLORS
 Black and Gold

STUDENT NEWSPAPER
 El Tigre

2008-2009 BELL SCHEDULES

Regular Schedule	385	Minimum Day	251
Period 1 8:00 8:53 (53)		Period 1 8:00 8:36	(36)
Period 2 9:00 9:53 (53)		Period 2 8:43 9:19	(36)
Advisory 10:00 10:25 (25)		Period 3 9:26 10:02	(36)
Period 3 10:32 11:25 (53)		Brunch 10:02 10:25	(23)
Lunch 11:25 12:00 (35)		Period 4 10:32 11:08	(36)
Period 4 12:07 1:00 (53)		Period 5 11:15 11:51	(36)
Period 5 1:07 2:00 (53)		Period 6 11:58 12:34	(36)
Period 6 2:07 3:00 (53)			
PDD Schedule	311	Shortened Day	317
Period 1 8:00 8:46 (46)		Period 1 8:00 8:47	(47)
Period 2 8:53 9:39 (46)		Period 2 8:54 9:41	(47)
Period 3 9:46 10:32 (46)		Period 3 9:48 10:35	(47)
Period 4 10:39 11:25 (46)		Period 4 10:42 11:29	(47)
Lunch 11:25 12:00 (35)		Lunch 11:29 12:04	(35)
Period 5 12:07 12:53 (46)		Period 5 12:11 12:58	(47)
Period 6 1:00 1:46 (46)		Period 6 1:05 1:52	(47)
Collaboration 1:46 3:00 (74)			
Regular Schedule –Advisory First	385	Reverse Minimum Day – Advisory First	251
Advisory 8:00 8:49 (49)		Advisory 10:14 10:43	(29)
Period 1 8:56 9:45 (49)		Period 1 10:50 11:20	(30)
Period 2 9:52 10:41 (49)		Period 2 11:27 11:57	(30)
Period 3 10:48 11:37 (49)		Period 3 11:04 12:34	(30)
Lunch 11:37 12:12 (35)		Lunch 12:34 1:09	(35)
Period 4 12:19 1:08 (49)		Period 4 1:16 1:46	(30)

Period 5 1:15 2:04 (49)
 Period 6 2:11 3:00 (49)

Reverse Minimum Day 251

Period 1 10:14 10:50 (36)
 Period 2 10:57 11:33 (36)
 Period 3 11:40 12:16 (36)
 Lunch 12:16 12:51 (35)
 Period 4 12:58 1:34 (36)
 Period 5 1:41 2:17 (36)
 Period 6 2:24 3:00 (36)

Period 5 1:53 2:23 (30)
 Period 6 2:30 3:00 (30)

Minimum Day/Advisory First 251

Advisory 8:00 8:29 (29)
 Period 1 8:36 9:06 (30)
 Period 2 9:13 9:43 (30)
 Period 3 9:50 10:20 (30)
 Brunch 10:20 10:43 (23)
 Period 4 10:50 11:20 (30)
 Period 5 11:27 11:57 (30)
 Period 6 12:04 12:34 (30)