Nondiscrimination:

Education Amendments of 1972, Title IX: Nondiscrimination. The district has a policy of nondiscrimination on the basis of sex. This policy applies to all students insofar as participation in programs and activities is concerned, with few exceptions such as contact sports, in accordance with federal law. For all aspects of educational programs and activities, the school district requires non-discrimination on the basis of race, color, national original, sex, or handicap. Lack of English language acquisition will not be a barrier to admission and participation.

Complaints alleging noncompliance with this policy should be directed to the Office of the Title IX Compliance Officer, Director of Student Support Services, Lompoc Unified School District, 1301 North “A” Street, Lompoc, California 93436; (805)742-3310.
Purpose

This handbook is a guide to Cabrillo High School students and parents regarding policies, procedures, and school activities.
MESSAGE FROM ADMINISTRATION

August 2012

Dear Students of Cabrillo High School:

We want to welcome you to Cabrillo High School. As your administrators, we are excited about being here and helping you become “the best you can be!”

It is our sincere wish that you will take an active part in the life of the school and that you will become excited and eager to continue the rich traditions here at Cabrillo High School. We want you to have every opportunity to learn and participate in the many activities and programs we offer at Cabrillo.

This student handbook has been prepared to inform you of the rules and procedures by which Cabrillo High School is governed. You will find the answers to many of your questions in this booklet. It also contains information concerning the various opportunities available for you.

As a “Conquistador,” we hope you catch the school pride and ownership that comes from being involved in your school. If you are able to get this sense of family, then you will have a great experience here at Cabrillo High School.

We look forward to meeting you. So when you see us walking around campus, please don’t be shy. Please come up and introduce yourself. If there is any question you may have concerning school, don’t be bashful. Please ask us or a staff member, and we will try to get an answer for you.

We want you to have a great year at Cabrillo. We want you to enjoy learning in the classroom, and we want you to take an active part in every opportunity offered at the school. We wish you the very best.

Have a Great Year!!!

Your Administrative Team

Lore Desmond
Principal

Schel V. Brown
Assistant Principal

Jeff Wagonseller
Assistant Principal
## TABLE OF CONTENTS

Nondiscrimination Policy .................................................................................................. 2
Address and Important Numbers ...................................................................................... 3
Principal’s Message .......................................................................................................... 4
Table of Contents .............................................................................................................. 5
Cabrillo and Lompoc Unified School District Personnel .................................................. 6
The Gold Code .................................................................................................................. 8
Counseling Services .......................................................................................................... 9
Test Dates ........................................................................................................................ 14
School Services ................................................................................................................ 15
Attendance ........................................................................................................................ 16
School Policies .................................................................................................................. 18
Student Activities ............................................................................................................ 24
Athletics ............................................................................................................................ 27
C.I.F. Eligibility Rules ....................................................................................................... 29
Alma Mater ....................................................................................................................... 30
Bell Schedules .................................................................................................................. 31
School Calendar ............................................................................................................... 32
School Map ....................................................................................................................... 34
Dress Code Violations ...................................................................................................... Back Cover

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**MISSION STATEMENT**

*Lead, support and motivate the Cabrillo community to maximize individual potential.*
CABRILLO HIGH SCHOOL

Administration
7:15 AM – 3:45 PM

Principal………………………….Lore Desmond……………………………………..742-2892
Assistant Principal…………………Schel V. Brown………………………………………..742-2891
Assistant Principal…………………Jeff Wagonseller………………………………………742-2950
Director of Activities……………….Sheryl Murray………………………………………..742-2901
Director of Athletics…………………Dan Troup…………………………………………742-2905

Counseling
7:15 AM – 3:45 PM

Lead Counselor……………………Brianne Jory [A B C L Z]……………………………..742-2850
Counselor…………………………..Angelica Diaz [English Learners]……………………742-2850
Counselor…………………………..Diane McIntyre [D O P S T]…………………………742-2850
Counselor…………………………..Lauren Pressman [E F G H I J K N]………………….742-2850
Counselor…………………………..Gary West [M Q R U V W X Y]……………………..742-2850
Registrar………………………………………………………………………………………742-2886

Special Services

Health Room……………………………………………………………………………………….742-2914
Library…………………………………………………………………………………………….742-2912
Textbooks…………………………………………………………………………………………742-2931
ROP Center……………………………Sherry Dungan……………………………………742-2789
7:45 am-2:30 pm

Work Ed Office……………………………Mari Stewart………………………………………742-2785
### Lompoc Unified School District

**8:00 AM – 4:30 PM**

Superintendent: Gregory Kampf, 742-3300

### Board of Education

- Greg Doyle, President
- Steve Straight, Vice President
- Kay Eatmon, Clerk
- Ken Ostini, Member
- Sue Schuyler, Member

### Cabrillo Teachers 2012-2013
(tentative as of 6/2012)

Voicemail (742+Ext#) and E-mail

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CABRILLO HIGH SCHOOL GOLD CODE
(goals of life development)

The vision of Cabrillo High School's family of students, teachers, staff, parents, and community members is to develop the mind, character, and physical well-being of every student and provide them with the capability and knowledge to become adaptive, productive citizens. Our students will strengthen their ability to communicate, establish a pathway for future growth, and practice positive citizenship by pursuing a rigorous, standards-based education.

It is our expectation that, through the dedication and collaboration of our staff, students, and all stakeholders, all Cabrillo High School graduates will be…

RESPONSIBLE COMMUNITY MEMBERS WHO:
◊ demonstrate respect and tolerance for individual differences, cultures, and beliefs.
◊ know and follow rules of society.
◊ demonstrate responsibility for their own actions.
◊ understand and practice the habits of a healthy lifestyle.

EFFECTIVE COMMUNICATORS WHO:
◊ read with comprehension.
◊ write coherently to convey well-defined and supported points of view.
◊ articulate ideas clearly in presentations and interactions with others through a variety of media.
◊ interpret and experience verbal and nonverbal information through participation in a variety of activities, including vocational, visual, and performing arts.

CRITICAL THINKERS WHO:
◊ demonstrate effective problem-solving and decision-making skills.
◊ research, analyze and synthesize information for an original product.
◊ recognize, evaluate, and respond to various points of view.
◊ analyze, interpret, and apply mathematical concepts.

SELF-DIRECTED LEARNERS WHO:
◊ develop, monitor, and adjust plans for self-improvement.
◊ set and meet goals through productive work habits.
◊ demonstrate self-motivation and self-discipline.
◊ develop effective time-management skills.
◊ utilize technology to support learning.
Each student is assigned a counselor to help with educational, vocational, and personal planning. Your counselor will be happy to help you before or after school, during lunch, as well as during the school day.

To let your counselor know you wish to have a conference, fill out a “Request to See Counselor” card in the Counseling Office. Your counselor will call you in as soon as possible. (If the matter is urgent, indicate this to the counseling secretary.) You need a call slip or hall pass from your teacher to be in the Counseling Office during assigned class time.

CALIFORNIA HIGH SCHOOL EXIT EXAM
Students must pass the California High School Exit Exam (CAHSEE) and complete the required course of study to earn a diploma.

COMMENCEMENT: CONQ’ER ADDRESS
The staff will nominate students who have overcome a personal obstacle. These students will be invited to submit a speech to be delivered at commencement. The speech will be written by the student and delivered to the Lead Counselor by April 1. The site Principal will be responsible for selecting a team to judge the speeches. The selected student speaker(s) will be announced at the Senior Awards Night in May.

COMMENCEMENT: DRESS CODE
Following are the graduation dress code expectations:

Males: Dress shirt with collar and tie, dress slacks, socks, dress shoes. Females: Dress or dressy skirt or dress slacks and blouse, dress shoes or dress sandals. No denim jeans, shorts, tee shirts, bare midriffs, athletic shoes, or thong sandals. Students will not be allowed to carry any flowers, balloons, packages, bags, cameras, purses, etc., at graduation ceremony. Parents and friends must wait until after the graduation ceremony to present the graduates with gifts, favors, or other mementos. Caps and gowns shall be worn without alteration, without adornment, and without decoration attachments.

COMMENCEMENT: EXPECTATIONS
Only the students who meet all graduation requirements prior to the graduation ceremony will be eligible to participate in the graduation ceremony and will be granted a diploma. Students who do not wish to participate in the graduation exercises will be issued a diploma upon completion of the school term in which the graduation requirements are completed. Students will not be allowed to march in the graduation ceremony if they have not completed all requirements for graduation prior to the graduation ceremony date.

Participation in Commencement (graduation) exercises is a privilege at Cabrillo High School. The guidelines for student behavior and student dress prior to and during Commencement were developed in a collaborative effort by parents, students, and Cabrillo High School Staff. The school and the Cabrillo community expect commencement to be a positive, dignified event for all graduating seniors. The expectation statement says:

Participation in Commencement at Cabrillo High School is a privilege. Disruption of any part of Commencement and/or noncompliance with the dress code expectations listed below shall be cause for withdrawal of the privilege of participation in Commencement.

COMMENCEMENT: SCHOLAR ADDRESS
The three students with the highest GPA at the conclusion of the seventh semester will be invited to submit a speech to be delivered at Commencement. The speech will be written by the student and delivered to the Lead Counselor by April 1. The site Principal will be responsible for selecting a team to judge the speeches. The selected student speaker(s) will be announced at the Senior Awards Night in May.

CONCURRENT ENROLLMENT
In some cases, credit may be earned concurrently at the district high school and another institution such as adult school, Allan Hancock College, a university, or in a summer session completed in another district. Credits from online sources must come from an accredited institution. Such credit may be granted ONLY if approved by the principal PRIOR TO ENROLLMENT IN THE CLASS, and upon counselor recommendation. Credit will count as elective credit.

COURSE AVAILABILITY
It is very important that students complete course selection worksheets promptly, attend their counseling appointments, and make use of the information available to help them make wise choices. Student course selections determine, to a great extent, how many sections of a course are provided, or if the course is offered at all. Some elective courses may be filled before the scheduling process is completed, with the result that some students may not be enrolled in that course. Therefore, it is important that students have alternative courses planned.

COURSE SELECTION
It is the responsibility of all students to select the courses which will best meet their educational needs and will enable them to meet the graduation requirements of the Lompoc Unified School District.

During the year, counselors will meet individually with all current sophomores and their parents to discuss the
student’s four-year educational plan, career and occupational goals, and current status.

In the spring, counselors will meet with next year’s seniors, freshmen, sophomores, and juniors in order to help them select next year’s courses. Counselors will also initiate individual conferences with many students, but students may request conferences at any time.

Parents who wish additional information and assistance with educational planning are urged to contact the student’s counselor to arrange for a conference (742-2850).

Remember, teachers can also furnish excellent advice regarding course selections in their subject fields.

CREDITS
Five credits (1/2 Carnegie Unit) are earned in single semester courses. Double period semester courses provide 10 credits.

CREDITS FROM ALTERNATIVE/OTHER PROGRAMS
Students returning from Maple High School to either comprehensive high school may “take back” sufficient credits to put them on track with their graduation class.

A maximum of 45 credits per semester is allowable from all sources without prior counselor approval.

DEFICIENCY NOTICES
On the six-week progress reports, deficiencies will be indicated by the phrase “is in danger of failing.” Parents are urged to follow up regarding deficiency notices by: 1) discussing the notice with your student, increasing your monitoring of homework, and ensuring that your student brings home class work for review, 2) calling the teacher via the counseling secretary to discuss any questions or concerns, and 3) making a follow-up contact with the teacher in several weeks to determine what improvement has been shown.

EARLY DEPARTURE
Lompoc Unified School District’s Administrative Regulation 8155.1 addresses the departure of students prior to the end of the second semester. Specifically, if a student leaves the school within fifteen (15) days of the end of the semester the student must complete the final examinations to receive grades in his/her classes. The finals are to be arranged on a special schedule between the student and the teacher.

If for some reason your family is departing Lompoc Unified School District within the last fifteen days of a semester, please contact your student’s counselor to notify the school of the need to arrange for examinations to be completed.

Please note that the early departure referenced above only deals with students whose families are formally being relocated to another geographical location, not for family vacations or other types of absences.

FOREIGN EXCHANGE STUDENTS
Exchange students must demonstrate English proficiency and be approved by the Superintendent’s Office. Foreign exchange students will receive a certificate of attendance and not a high school diploma.

GRADES: HONOR ROLL
All students who attain a semester grade point average of 3.0 – 3.79 will be designated as honor students.

GRADES: INCOMPLETE
An “Incomplete” is given only when a student’s work is not finished because of illness or other excused absence. An “Incomplete” mark should be changed to a letter grade within two weeks or an “F” will be recorded. “Incomplete” marks shall not be used at the end of the second semester (Board Regulation R7124.2).

GRADES: PRINCIPAL’S LIST
The Principal of Cabrillo High School will honor by certificate students who attain a 3.8 – 4.0 grade point average as a result of semester grades. A student must be enrolled in a minimum of six subjects during the semester being considered.

GRADES: REPORTS
Grade Reports are sent home about one week after the end of each grading period. The end of each grading period for the 2012-13 school year is listed below. The first, second, fourth, and fifth period grades are progress reports. Credit is not earned until the completion of each class at the end of the semester.

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All grading periods count for the purpose of determining student eligibility in the athletic/activity program at Cabrillo High School.

GRADUATION: EARLY
Students may request graduation whenever they fulfill the course, credit, and pass the California High School Exit Exam. The “Statement of Graduation Intention” should be filed with the Counseling Department one semester prior to the graduation date.
Early graduates may not participate in Senior Enrichment Day activities. However, they are eligible for other senior and graduate events and honors including Legion of Academic Merit, Honored Scholars, scholarships and other awards, Junior-Senior Prom, Commencement, Grad Night tickets and trip, and other special events to which the graduating class is invited.

GRADUATION: TIMELINE
An 18-year-old student may attend high school if the student has been a continuously enrolled student in a high school and on track to graduate within four years, or eight semesters of a high school curriculum.

One exception to the above would allow an 18-year-old student who could graduate within nine semesters of continuous high school enrollment. This must be approved by the high school principal or designee. In all cases, all credits and graduation requirements must be completed by graduation if the student is to participate in the graduation ceremony.

HOME SCHOOL
Home school students must present a transcript from an accredited agency for those credits earned outside LUSD. Only credits from an accredited high school may be posted on a student’s transcript.

INDEPENDENT STUDY – SHORT-TERM (5-10 days)
The principal may determine whether it is in the best interest of a student to participate in a short-term independent study program. This assignment requires the signed consent and agreement of the school, the parent or guardian, and the student, and must be turned in at least five school days before the absence.

1. Definition
   Short-term independent study: an alternative, individualized, short-term program of study to accommodate a pupil enrolled in a comprehensive secondary school, grades 9-12, who will be absent from school for 5 to 10 consecutive days (approval of additional days are at the principal’s discretion one time each school year).

2. Purpose
   Short-term independent study allows students to complete academic requirements during a short-term absence (as defined above) from the school site during the regular school year.
   a. Short-term independent study acts as a protective measure to enable students to continue to earn credits during short-term absences.
   b. It also provides for self-directed teaching during an extended family vacation or in other situations where a short-term absence is necessary.

3. Limitations
   A student on short-term independent study must fulfill course requirements, which are consistent with those for students enrolled in the regular school program.
   a. The contract must require and cover a study plan that represents not less than the equivalent of a minimum school day appropriate for the pupil’s grade level for every school day absent.
   b. Student must be passing ALL classes in order to qualify, otherwise requests will be automatically denied.

LEGION OF ACADEMIC MERIT & HONORED SCHOLARS
The “Legion of Academic Merit” will be awarded to graduating seniors who have, at the conclusion of the seventh semester, a GPA greater than 4.0. “Honored Scholars” will be awarded to graduating seniors who have, at the conclusion of the seventh semester, a GPA of 4.0.

ONE TIME HOMEWORK REQUEST (3-4 Days)
Once each school year a student may request an excused absence of 3-4 days (no less) if a Homework Request Agreement is filed. The agreement must be signed by the parent, principal and student, and the student must be passing ALL classes in order to be eligible. The agreement must be turned in at least five school days prior to the absence. Additionally, a junior or senior may make a one-time request in order to visit a post-secondary educational institution (absent 3 school days or less).

REPEAT COURSE CREDIT
Students may repeat a course in order to raise the previously earned grade, but no additional credit will be received. Counselor’s approval must be obtained before enrolling. However, if a student had earned a failing mark, that is a permanent mark on the transcript.

SCHEDULE CHANGES
Requests to change a class after scheduling may be considered or denied based on availability of other courses, class balance, educational reasons for the change, and potential disruption of the student’s schedule. Any change in schedule must be made by the counselor or school administrators. Few schedule changes will be made during the school year.

SCHOOL DAY
A normal school day for pupils enrolled in their last semester before graduation shall be at least five class periods. A normal school day for juniors can be six class periods. Freshman and sophomores must take all seven periods.
SENIOR STATUS
In order to participate in senior class activities and to be extended the rights and privileges accorded to students who are classified as seniors, the student must have a minimum of 160 credits at the beginning of the school year. To remain a classified senior, a student must have earned at least 190 credits by the start of the final semester.

The total number of credits needed for graduation is 230. Students must also pass the California High School Exit Exam.

STATE CERTIFICATE OF HIGH SCHOOL PROFICIENCY
Students enrolled in high school who are 15 years old or older during the second semester of the 10th grade may take the California High School Proficiency Exam in basic skills upon paying the necessary fee. If they achieve a qualifying score on the test, they will be issued a Certificate of High School Proficiency by the California State Department of Education. The Certificate of Proficiency, plus parent consent, may excuse the student from continued high school attendance if the student is 16 years old or older. The certificate is recognized by the State of California as the equivalent of a high school diploma; however, it does not fulfill the requirements for a LUSD diploma.

Students wishing to take this examination should contact their counselor regarding the dates of testing and the completion of an application.

STUDENT CLASSIFICATION
Students must have the following credits in order to be classified at that grade level and to participate in the activities of that class:

- 10th Grade: 50 credits
- 11th Grade: 100 credits
- 12th Grade: 160 credits

Promotion and retention will take place at the end of the school year. Promotions will NOT take place at the end of the fall semester. Classes taken after the start of ninth grade from accredited high schools will count toward credits earned for high school graduation.

SUMMER CLASSES (PRE GRADE 9)
Classes taken prior to the start of the ninth grade from accredited schools will not count toward credits earned for high school graduation.

WITHDRAWAL FROM CABRILLO
Forms for withdrawal or transfer may be obtained from the Counseling office. This process requires that the student clear all school debts, clear out the locker, sign out of classes and return Student ID before withdrawal from school. Parents wishing to withdraw their students must present their reasons in person or writing. Students may not hand-carry their official records. These will be sent to the receiving school upon request. An unofficial copy of the student’s transcript and immunization record may be requested from the Registrar.

WITHDRAWAL FROM A CLASS WITHOUT TRANSFER TO ANOTHER LEVEL
Withdrawal from a class after 15 school days will result in a semester grade of an F, if the student is failing a class. If the student is passing the class and decides to withdraw, the student will receive a “W” for no credit.Withdrawals after the first progress report of each semester will automatically result in an “F” semester grade regardless of progress. Students who withdraw must have counselor and parent permission.
MINIMUM HIGH SCHOOL GRADUATION REQUIREMENTS

In order to graduate from high school in the Lompoc Unified School District, a student will successfully complete the following requirements:

1. COURSE OF STUDY

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>40</td>
</tr>
<tr>
<td>Physical Education (9th grade mandatory)</td>
<td>20</td>
</tr>
<tr>
<td>Swimming proficiency (survival level) must be demonstrated by all 9th and 10th grade students during enrollment at Cabrillo.</td>
<td></td>
</tr>
<tr>
<td>Mathematics</td>
<td>30</td>
</tr>
<tr>
<td>All students must complete a minimum of three (3) years of mathematics including Algebra 1 and pass the California High School Exit Exam prior to graduation.</td>
<td></td>
</tr>
<tr>
<td>Science</td>
<td>30</td>
</tr>
<tr>
<td>Earth Science or Biology Honors (10)</td>
<td></td>
</tr>
<tr>
<td>Biology or Chemistry or Physical Science (at least 2) (20)</td>
<td></td>
</tr>
<tr>
<td>Social Science</td>
<td>30</td>
</tr>
<tr>
<td>World History, Culture, Geography (10)</td>
<td></td>
</tr>
<tr>
<td>U.S. History (10)</td>
<td></td>
</tr>
<tr>
<td>American Government</td>
<td>(5)</td>
</tr>
<tr>
<td>Economics</td>
<td>(5)</td>
</tr>
<tr>
<td>California Requirements</td>
<td>10</td>
</tr>
<tr>
<td>Health Education (5)</td>
<td></td>
</tr>
<tr>
<td>State Required Instruction (5)</td>
<td></td>
</tr>
<tr>
<td>Visual and Performing Arts or Foreign Language (10)</td>
<td></td>
</tr>
<tr>
<td>(Must be in the same visual and performing arts or foreign language area): art, music, photography, graphic arts, drama or foreign language.</td>
<td></td>
</tr>
<tr>
<td>Vocational Education or College Prep Subject Pattern</td>
<td></td>
</tr>
<tr>
<td>Those students who do not meet California State University Subject entrance requirements or University of California a-g Requirements must successfully complete a District or ROP Competency based capstone vocational education course to graduate.</td>
<td></td>
</tr>
<tr>
<td>Electives</td>
<td>60</td>
</tr>
</tbody>
</table>

2. Good conduct

3. Total credits, both required and elective subjects: 230 (23 units)

4. Successful completion of the CAHSEE.
TEST DATES (COLLEGE ENTRANCE EXAMS) 2012-2013

The following test dates are based on a test-date formula that gives a “best estimate” of test dates. Exact dates were not available in time for this printing. You should check the board in the counseling office in late August or early September to confirm the exact test dates, or go to the testing websites listed below.

**Scholastic Aptitude Test (SAT)**
[www.collegeboard.com](http://www.collegeboard.com)

<table>
<thead>
<tr>
<th>Test</th>
<th>Approx. Test Dates:</th>
<th>Deadlines</th>
<th>Approximate Fees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAT &amp; Subject Tests</td>
<td>October 6, 2012</td>
<td>Registration deadlines are</td>
<td>SAT $50</td>
</tr>
<tr>
<td>SAT &amp; Subject Tests</td>
<td>November 3, 2012</td>
<td>generally one month before</td>
<td>SAT Subject Tests $23 per subject</td>
</tr>
<tr>
<td>SAT &amp; Subject Tests</td>
<td>December 1, 2012</td>
<td>the test date (late registration</td>
<td>plus $23 registration fee</td>
</tr>
<tr>
<td>SAT &amp; Subject Tests</td>
<td>January 26, 2013</td>
<td>will cost an additional $27)</td>
<td></td>
</tr>
<tr>
<td>SAT Only</td>
<td>March 9, 2013</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SAT &amp; Subject Tests</td>
<td>May 4, 2013</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SAT &amp; Subject Tests</td>
<td>June 1, 2013</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Preliminary Scholastic Aptitude Test / National Merit Scholarship Qualifying Test (PSAT/NMSQT)**

Test Dates:          October 17, 2012  Sign up in Counseling Office  Approximate fee $15

**Advance Placement (AP Examinations)**

Tentative Test Window: May 6-17, 2013  Sign up with AP Teacher  Approximate fee $87

**American College Test (ACT)**
[www.act.org](http://www.act.org)

<table>
<thead>
<tr>
<th>Tentative Test Dates:</th>
<th></th>
<th>Approximate fee $34</th>
<th>Additional late fee $21</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 8, 2012</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>October 27, 2012</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>December 8, 2012</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>February 9, 2013</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>April 13, 2013</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June 8, 2013</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**STATE MANDATED TESTS**

**CAHSEE (California High School Exit Examination)** is a requirement for high school graduation in the state of California. The CAHSEE is divided into two main sections: English-language arts (ELA) and mathematics.

<table>
<thead>
<tr>
<th>Grade Only</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>12th Grade Only</td>
<td>October 2 &amp; 3, 2012</td>
</tr>
<tr>
<td>11th &amp; 12th Grades</td>
<td>November 6 &amp; 7, 2012</td>
</tr>
<tr>
<td>10th, 11th Grade Census &amp; 12 Grade</td>
<td>February 5 &amp; 6, 2013</td>
</tr>
<tr>
<td>10th, 11th &amp; 12th Grades</td>
<td>March 12 &amp; 13, 2013</td>
</tr>
<tr>
<td>12th Grade Only</td>
<td>May 14 &amp; 15, 2013</td>
</tr>
</tbody>
</table>

**CST (California Standardized Testing):** Each spring, California students take a battery of standardized tests that comprise the state’s STAR (Standardized Testing and Reporting) Program. The key component of the program measures students’ achievement of state academic content standards.

Tentative Testing Window  April 23 – May 10, 2013
**SCHOOL SERVICES**

**DRIVER'S TRAINING**

Students who have completed one semester of State Required Instruction may sign up for the Driver's Training Class through Adult Education. To register, call Adult Education at 742-3100.

**LIBRARY SERVICES**

The library will be open from 7:15 am to 2:45 pm each school day. Generally, library material may be borrowed for two weeks and renewed if it has not been requested during that period. Reference books must remain in the library. Student identification is required prior to checkout of materials, including computers. **NO ELECTRONIC DEVICES ARE PERMITTED IN THE LIBRARY AT ANY TIME.** All students must sign in between 7:45am and 2:30pm, unless accompanied by a teacher.

Students who fail to return overdue materials will not be permitted to check out additional books or materials. Failure to return or pay for lost books and materials will result in the withholding of grades, credits, graduation diploma, and the transfer of records to other institutions (Education Code 48904).

**LOCKERS (Athletic/PE & Street)**

Lockers are the property of the Lompoc Unified School District. They are provided for the convenience of students. Lockers are subject to random inspections by authorized school personnel. Lockers may be searched if reasonable suspicion exists that the locker contains something dangerous or harmful to the health of students or something that could disrupt the process of educating students. **LOMPOC UNIFIED SCHOOL DISTRICT IS NOT RESPONSIBLE FOR LOSS, THEFT, OR DESTRUCTION OF PERSONAL PROPERTY LEFT IN LOCKERS.** This includes cell phones, IPODs, electronic games, CDs, money, shoes, etc. It is the responsibility of the student to notify the office if a locker is defective or insecure. **The student must not give the locker combination to others and must make sure the locker is locked each time. Disciplinary action will be taken for students who share lockers.**

**LOST AND FOUND**

Any item lost should be reported to the Textbook Room and a report filed. Items found on campus will also be turned in to the Textbook Room.

**LUNCH & BREAKFAST PROGRAM**

The student lunch and breakfast program is handled by the Lompoc Unified School District. Under certain circumstances, reduced prices or free lunches may be obtained by submitting a request to the Lompoc Unified School District. Forms are included in the First Day Packet.

The LUSD Food Services Department now has an online payment system for school meals. It is a simple and convenient way to assure your students always have money in their meal accounts.

To access these services:
1. Go to the district website at [www.lusd.org](http://www.lusd.org)
2. On the left (under shortcuts), click on the MyNutrikids.com icon. From this site you will create your account and add money to your student’s meal account.

**ROP OFFICE**

ROP information may be found at the ROP office located in B-5, which is open from 7:45 am to 2:30 pm.

**TEXTBOOKS**

Students who fail to return textbooks will be placed on the debt list. Failure to return or pay for lost textbooks will result in the withholding of grades, credits, graduation diploma, and the transfer of records to other institutions (Education Code 48904). There will be a $5 processing fee for each book refund request resulting from lost books that are later returned.

**WORK PERMITS**

California State Law requires that students under 18 be issued a Work Permit in order to be employed. Employers who hire students who do not have such permits are subject to heavy penalties. Work Permits are issued by the student’s high school.

Work Permits will NOT be issued to students who are frequently absent from school. Once issued, Work Permits will be revoked if the student is dropped from any class because of excessive absences. Work Permits are issued by the Work Experience Coordinator during the school day. The number of hours a student may work while in high school is strictly regulated. The Work Experience Coordinator may be contacted for additional information.
ATTENDANCE

An item of particular concern to the faculty and administration is that of attendance. If a student has excessive absences, this undoubtedly will affect his/her grades and every effort should be made to attend school each day. A call is required for each day that the student is absent from school. Notes must be sent in advance and brought in to the attendance office for all off-campus passes. Students are NOT ALLOWED to leave campus without an off-campus pass. They could be cited by law enforcement for daytime curfew violation ($100 fine).

When absent, it is the student’s responsibility to see that assignments are made up. There are, however, many classes that cannot be made up due to discussion, lecture, or laboratory presentations and, if the absence pattern continues, it will have an adverse effect on the student’s grade.

California State Law (EC 48200) requires that every student attend school full time until they are 18 years of age or until completion of high school. It is suggested that parents monitor their students’ attendance on the Student Connect feature in Zangle or contact the attendance office periodically to check on their student’s attendance.

ABSENCE CLEARANCE
A parent or guardian MUST CALL the Cabrillo High School Attendance Office (at 742-2800) to report their student as being absent. An automatic answering service is also provided for 24-hour coverage of absence reporting, 742-2801. Messages can be left in English or Spanish. Absences must be cleared by a parent/guardian through a phone call, note or e-mail within five days. Eighteen (18) periods of accumulated unexcused absence may lead to referral to the Truancy Program.

When students stay with someone other than parents or legal guardians, a note MUST be sent to the school prior to the date informing the Attendance Office. The note should contain:

1) Date the student will be in the other home.
2) The name and phone number of person responsible for the student.
3) Signature of parent or guardian.

ABSENCE CLASSIFICATIONS
1) Excused Absence
   a) Student illness including emotional illness.
   b) Quarantine under direction of county or city health officer.
   c) Medical, dental, optometric, or chiropractic appointments.
   d) Attending a funeral service.
   e) Student’s lack of immunizations.
   f) Serve on a jury. (Student)
   g) Appearance in court. (Student)
   h) Absence due to religious reasons (holidays, ceremonies, retreat) - limited to 5 periods per semester.
   i) Employment conference. (Student)
   j) Student who is the parent of a child who is ill or has a medical appointment during school hours.
   k) Maternity/Paternity leave.
   l) Take a child to work day.

The above reasons can be cleared only by the parent, guardian or emergency contact as listed on the emergency care card and then only in person or by phone. Physician verification in writing can be required for excessive illness absences. The principal has the final authority to determine the appropriate category when there is an appeal.

2) School Activities and Field Trip Absences
   Students are not considered absent when attending school-related activities. Work will be allowed to be made up if possible.

3) Unexcused Absences
   All other absences are unexcused. Some examples of unexcused absences are listed below:
   a) Suspensions.
   b) Leaving campus during the school day without advance permission from a school authority or an off campus pass. (An OFF-CAMPUS PASS is required to leave campus during the day).
   c) Family trips, unless prearranged (at least 5 days in advance) with a valid Independent Study or one-time homework request contract.

4) Truancy (Cut)
   Students who are absent without a valid excuse are considered to be truant. Students who accrue the equivalent of three days of unexcused absences in a year (24 single periods) will be referred to the Truancy Intervention and Parent Accountability Program.
Steps In The Truancy Process
The school works with probation, law enforcement and various community organizations to improve attendance through the goals of the Truancy Intervention and Parent Accountability Program which are: 1) improve school attendance through parent and school accountability; 2) reduce juvenile delinquency, future adult criminality and joblessness; and 3) create a climate of zero tolerance for habitual truancy. This program consists of several steps, which will take place based on the number of unexcused absences that a student accumulates. Those steps consist of the following:

Step 1 – Informing parents and truant children of their obligations under the Education Code with respect to compulsory education laws and advising them that they may be prosecuted by the District Attorney for failing to comply with these laws.

Step 2 – A group meeting focusing on parent and child accountability, legal responsibility and consequences, as well as information regarding available local resources (After School Meeting).

Step 3 – Early intervention through a multi-agency mandatory Truancy Mediation Team meeting with parent and child to identify possible solutions to improving the child’s attendance (Truancy Mediation Team Meeting).

Step 4 – Required attendance at the School Attendance Review Board (SARB) and possible placement on probation.

Step 5 – Referral to the courts for intervention.

Students who are found to be truant risk losing their driver’s license for a year, being placed on probation, paying fines and doing community service. In addition, students may be referred to an alternative program.

PERFECT ATTENDANCE AWARD
Students having perfect attendance at the end of each semester will be awarded a perfect attendance award.

STUDENT ABSENCE
1) Students arriving less than 30 minutes late should report straight to class.

2) Any student arriving 30 minutes or more late MUST check in through the Attendance office for a pass to class (excused or unexcused). This will be counted as an absence.

3) Students who are off campus during school hours without a valid reason or off-campus pass are subject to law enforcement citation under the daytime curfew ordinance ($100 fine for first offense).

4) Students who turn 18 during the school year can excuse their own absences ONLY if the parents give prior written consent.

ZANGLE (Attendance Reporting System)
Cabrillo uses an attendance system called ZANGLE Student Connect, which allows parents to privately check student attendance online. The system provides parents with accurate information about tardies, cuts, absences, etc. for their student. Contact the Principal’s secretary at 742-2892 to obtain your student’s Zangle Password.
EXPECTATIONS FOR STUDENTS

One of the major objectives of formal education is that of teaching citizenship and responsibility for one’s actions. We believe this to be of primary importance in today’s society. It has been the custom for students at Cabrillo High School to recognize the appropriate conduct for a given situation and to conduct themselves accordingly. It is expected that this custom will continue and that students will exhibit the courtesy that has brought many compliments to our school.

At Cabrillo High School:
- Everyone has the right to learn (and no one has the right to interfere).
- We believe that everyone’s dignity, welfare and material possessions should be respected.
- Everyone is expected to attend ALL scheduled classes on time.
- Individual teachers may have additional expectations for appropriate behaviors.

The purpose of the rules and regulations on a school campus is to assure students of the opportunity to obtain an education. Cooperation is essential in maintaining a harmonious society. Everyone must be willing to accept responsibility for promoting order.

The Assistant Principal, Attendance/Discipline, as the Principal’s designee, is assigned responsibility for maintaining campus order and for administering school discipline for the welfare, safety, protection and health of all students.

ACADEMIC HONESTY POLICY

Cabrillo High School believes that academic honesty and personal integrity are fundamental components of a student’s education and character development. We expect that students will not cheat, lie, plagiarize or commit other acts of academic dishonesty.

Examples of cheating include, but are not limited to, cheat sheets, answers on hands or other body parts, copied tests, copying from another student’s test, passing notes or answers during tests or quizzes, copying homework or class assignments, and plagiarism (to take ideas, writing, answers from another and pass them off as one’s own. This includes books, magazines, and Internet sources as well as other copyrighted materials).

“Students, parents/guardians, staff and administrators shall be responsible for creating and maintaining a positive school climate that encourages honesty. Students found to have committed an act of academic dishonesty (cheating) shall be subject to school-site and district discipline rules. (BP 5131.9, Oct 2008).

Consequences may include but are not limited to any or all of the following:
- Parent contact
- Zero on assignment
- Referral to administration
- Removal from class with failing grade

BICYCLES – SKATEBOARDS

Skateboards and roller skates are not permitted on campus. Bicycles are to be kept in bicycle parking areas. The school is not responsible for security of bicycles.

BUSES

School Buses

Bus transportation is a privilege provided to the students who live outside of a two-mile radius of the school. Bus stops are established by the Board of Education at the start of each year and cannot be moved without Board action. All students are under the direct supervision of the driver. Transportation privileges may be withdrawn in the event of failure to follow bus regulations (BP 5131.1, AR5131.1). Regulations ban all radios, stereo-type equipment, and headphones from the bus.

Bus Passes

All students are required to have their student I.D. card in their possession at all times. Students will not be allowed on a LUSD bus without a valid stamped student I.D. card. A student will be given one temporary bus pass per semester in case an I.D. card is lost or stolen. If a student requires additional temporary bus passes throughout the semester, a disciplinary action of noon restriction or AC will be assigned. Students may pick up a temporary bus pass at lunchtime or after 7th period, but not during instructional periods.

CAMPUS BEAUTIFICATION

Students are expected to dispose of personal trash while on the campus (cafeteria, patio, classrooms, etc.). Disciplinary action will result in failure to throw away personal trash.

Students are expected to respect the garden areas by not trespassing or littering in these designated areas.

CARS

All students who drive a car to school MUST:

1) Register it with the Assistant Principal, in the Attendance Office, and display parking pass at all times when parked on campus.
2) Park in properly designated areas.
3) Refrain from lottering around cars during the school day or at lunch time.
4) Refrain from parking in the faculty or visitors’ parking lot at any time during school hours. “Fire lanes” are to be clear at all times; they are for passage of emergency vehicles. Any unattended vehicle in such a lane will be cited for illegal parking.

Students improperly parked will receive a warning the first time, a referral the second time and have their car towed the third time.

Paying of privately owned vehicles is at the owner’s risk. The Lompoc Unified School District assumes no responsibility for the damage or loss of private property while a vehicle is on campus at any time, including non-school hours.

Operation of private vehicles on campus is governed by the California Vehicle Code. Operation is also monitored by school employees, and unsafe or improper operation will be corrected on the spot or referred to the proper authority for appropriate action. Parking on campus is a privilege which may be withdrawn.

Cars not registered and without parking passes may be cited, parents called, and parking privileges revoked.

CELL PHONES/ELECTRONIC DEVICES
Cell phones or electronic devices that are brought to school/class and cause a disruption are not allowed. The school assumes no responsibility for these devices to include loss or theft. If a student uses a cell phone or electronic device during school, a parent will be required to retrieve the item and the student will receive disciplinary action. [EC 51512, BP 5131.2]

CHAPARRAL
The chaparral is off limits for Cabrillo High students during the school day. This means no students are allowed to walk into the chaparral area during school hours including lunchtime, before and after school. Classroom field labs with a teacher escort are exempt.

CLOSED CAMPUS
Cabrillo High School is a closed campus for 9th graders. 9th graders must remain on campus during lunch hours. Off campus lunch for all other grades can be revoked for excessive absences and tardies. Off campus lunch is a privilege. [BP5112.5, AR5112.5]

CONDUCT: BULLYING PREVENTION
At Cabrillo High School we believe that all students have a right to a safe, healthy and nurturing learning environment. The Cabrillo High School community recognizes schools must be physically and emotionally safe for all students in order to promote and support academic achievement, citizenship, student attendance and engagement.

Cabrillo High School will not tolerate behavior that infringes on the safety and emotional wellbeing of any student or adult. The school does not tolerate any acts of bullying, intimidation or harassment of any person through words and actions.

“Bullying”, as legally defined by California education code 48900(r), is any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act. These acts can be reasonably perceived as being dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear of physical harm or emotional distress and may be motivated either by bias or prejudice based upon any actual or perceived characteristic, such as race, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression; or a mental, physical or sensory disability or impairment; or by any other distinguishing characteristic. An “electronic act” means the transmission of a communication, including, but not limited to, a message, text, sound, or image, or a post on a social network internet web site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer, or pager. A “reasonable pupil” means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

Reporting Harassing and Bullying Behavior: Any student who believes that he or she has been harassed or bullied in violation of the school policy should report such behavior immediately to a teacher, counselor or administrator. All complaints of harassing or bullying behavior made by students will be promptly and thoroughly investigated by the school administration.

CONDUCT: GENERAL RULES
Students who defy directives and/or refuse to cooperate with members of the school staff are subject to disciplinary action and parent conference. This applies to both the regular school day and to extracurricular activities at any school event [Ed. Code 48900K.]

We expect our students to have a high regard for one another and treat each other with courtesy at all times.

Student use of profanity and/or obscenity in class or in the conversation with members of the staff will not be tolerated [Ed. Code 48900l.]

Students are expected to continue to learn how to solve problems by being proactive, not reactive. Fighting (on school grounds, while going to or coming from school, during the lunch period, whether on or off the campus,
During, or while going to or coming from a school sponsored activity, will result in suspension from school and/or a citation from the school resource officer [Ed. Code 48900A, Penal Code 415] and/or recommendation for expulsion.

Theft of, or damage to, school/individual property is considered a serious offense which will result in suspension and/or a citation from the school resource officer [Ed. Code 48900 F&G] and/or recommendation for expulsion.

Any items brought on to the school grounds are subject to being searched at any time by school staff or law enforcement. [Penal Code 6265.10, Ed. Code 49050, 49051]

All hats are to be removed inside classroom and office buildings [CA Ed. Code 35183.5]

Finally, students are encouraged to make use of all available staff, programs and resources at Cabrillo High School. Remember, we are here to assist YOU!

DRESS CODE

The general atmosphere of a school must be conducive to learning. If a student’s general attire or appearance represents a danger to their health or welfare, or attracts undue attention to the extent that it becomes a disruptive factor in the school, the principal, their designee or a teacher will ask the student to make the necessary changes. If the change does not take place in the time allowed, the principal or the principal’s designee will prescribe the necessary action to be taken by the school under the rules and regulations proscribed by the State Education Codes 35183, 35183.5, 35294.1 and School Board Policies 5132. In addition, it is recognized that the school shares a responsibility with parents for teaching its youth appropriateness of dress. In the interest of health, safety, cleanliness, decency and decorum among students the following regulations have been adopted by Cabrillo High School:

1) Shoes must be worn at all times. Slippers/house shoes are not permitted.
2) Clothing, jewelry and tattoos shall be free of writing, pictures, or any other insignia which are crude, vulgar, profane or sexually suggestive or which advocate racial or ethnic prejudice, or the use of drugs or alcohol.
3) Messages which represent any group or philosophy which advocates violence or disrupts the objectives of school instruction programs are prohibited.
4) Clothing accessories and tattoos that glorify gang activity are prohibited. (Rags, bandanas, do-rags, hairnets and skull caps must not be worn or brought to school.)
5) Clothing must not be inappropriately revealing. Some examples of inappropriate clothing include strapless, see-through or low-cut tops, bare midriffs, short shorts, extremely short skirts or sagging pants. Clothing shall be sufficient to conceal undergarments at all times.
6) Hats and/or hoods are not to be worn inside buildings and classrooms
7) To ensure student safety, students are prohibited from wearing rival high school attire during school hours.
8) Sleepwear and blankets are not to be worn at school.

Exceptions may be made by the principal, particularly for special days, special events, or activities. Any violation of the district or school dress code(s) will be considered a violation of the Ed. Code section 48900(k) – disruption of school activities and/or willful defiance of valid school personnel authority. Final determination of what constitutes appropriate dress will be made by the school administration. Please refer to the back cover of this handbook for a visual presentation of dress code violations.

Dress Code Consequences:

- On the first offense, students will be given alternative clothing in exchange for the inappropriate clothing.
- Additional offenses will result in referrals, noon restriction or suspension, as determined by administration.
- At Dances – If a student is found in violation of the dance dress code, that student will not be allowed in the dance until they have changed into suitable attire.
- At Senior Enrichment Day – if the clothing or bathing suit of a student is found inappropriate, the student will be allowed to call his or her parent in order for them to bring a suitable change of clothing. If a student is unable to get substitute clothing, then the student cannot go.

EATING AREA

Students may only eat breakfast and lunch in the cafeteria, patio or administration approved areas. Students are not allowed to eat or have food behind the cafeteria, gym or pool area and field areas.

ELECTRONIC DEVICES

Electronic Devices such as cell phones, iPods, etc. can be a safety problem and a distraction to the educational process. It is strongly advised that these devices not be brought to school. The school assumes no responsibility for these devices to include loss, theft or damage. If brought to school they may only be used before school, during lunch and after school. They should be placed out of sight except during lunch and after school (this includes the ear phones portion of the device). Failure to abide by these rules will result in the electronic device being confiscated.
• First violation: Student may pick up device from Discipline Office at the end of his/her school day.
• Subsequent violations: Device will be turned over to parent/guardian by administrative personnel.

EXCESSIVE CUTS
Students with “cuts” or unexcused absences will be assigned detention and Alternative Classroom and will be referred to the School Attendance Review Board and the Truancy Intervention Program.

FREE PERIOD
All students’ schedules shall consist of classes scheduled consecutively, period 1-7, 1-6, or 2-7. Students who are authorized by their counselor or assistant principal to have a free period during the day must be in the library or using library resources or off-campus during that free period from the time the tardy bell rings at the beginning of the period until the passing bell rings at the end of the period.

Each student who is authorized a free period during the school day needs to get a sticker from the discipline office that indicates the period that they have free. This card is to be presented to any school staff member or law enforcement person who inquires as to why that student is not in class.

HALL PASSES
Out-of-classroom passes, used by students for trips to the restroom, nurse’s office, etc., may not be used during the first and last 10 minutes of class time.

I.D. CARDS
It is expected that all students will have their student I.D. cards in their possession at all times. I.D. cards must be shown when requested by any staff member.

INTERNET – PROHIBITED INTERNET ACTIVITIES
The Internet may not be used for any purpose which conflicts with the goals or the Internet Policy (P8161.61) of the Lompoc Unified School District or for illegal or unethical purposes.

You must NOT:

a) Use the system without signing the Internet user Agreement or publish on the school site home page without signing the “Permission Slip for Student Participation on the Internet through the School Site Home Page.”

b) Send or receive messages that are likely to be obscene, pornographic, racist, sexist, illegal, unethical or inappropriate in language for the school environment. The district reserves the right to determine according to District standards whether any message violates this prohibition.

c) Send a message with your name or photographic image or send a message that is inconsistent with the school’s code of conduct or practices.

d) Send any material in violation of any federal or state law or regulation. This includes non-exclusively copyrighted material, threatening or obscene material, or material protected by trade secret.

e) Impair or damage District system operations or disrupt the use of the system by another user.

f) Share your individual account and/or password.

Users are to understand that any violations of the provisions of this policy may result in disciplinary action, the revoking of user privilege, suspension from school, expulsion from the district, and/or appropriate legal action.

LEAVING CAMPUS
During the school day, students are NOT allowed to leave campus without securing an OFF-CAMPUS PERMIT. Off-campus Permits are issued by the Attendance Office only after permission is obtained from parents or guardians. Notes should be sent in advance for off campus appointments such as doctor or dentist and should contain:

1. Date of appointment and destination
2. Dismissal time from school
3. Signature of parent or guardian

If you do not send a note, please call the Attendance Office at 742-2800 to arrange for an Off-Campus Permit. If a student leaves campus without an off-campus pass, it will be considered a truancy. WITH THE EXCEPTION OF LUNCH TIME (grades 10-12 only), STUDENTS ARE NOT PERMITTED TO LEAVE CAMPUS DURING THE SCHOOL DAY WITHOUT SECURING AN OFF-CAMPUS PERMIT.

Parents shall be notified at the beginning of the school year that the Lompoc Unified School District Board of Education has designated Cabrillo High School a closed campus for 9th grade students, but open for grades 10-12. This designation specifically refers to lunch when students in grades 10-12 only are allowed to leave campus. However, at lunch time students are not permitted in the chaparral, bleachers, on the track, softball or baseball fields. During lunch, the behavior of the student is the responsibility of the student and parents. Students who are off campus during school hours without a valid reason are subject to citation by law enforcement.

LOITERING (SECTION 653G OF THE PENAL CODE)
Every person who loiters about any school or public place at or near which children attend or normally congregate is a vagrant and is punishable by a fine not exceeding five hundred dollars ($500) or by
imprisonment in the county jail not exceeding six months, or by both such fine and imprisonment.

As used in this section, “loiter” means to delay, to linger, or to idle about any school or public place without a lawful purpose for being present.

Students are not permitted on or near other school campuses during school hours.

LOMPOC UNIFIED SCHOOL DISTRICT DRUG POLICY
The Board of Education of the Lompoc Unified School District recognizes that the unsanctioned use of controlled substances, including alcohol, is illegal. The use of such substances is detrimental to individual development and undermines effective education and is associated with other youth problems such as suicide, dropouts, teen pregnancy, and juvenile crime. The misuse and abuse of controlled substances often leads to chemical dependency, an illness requiring intervention and treatment. In order to ensure the highest standards for learning in the classroom, the District recognizes these issues as legitimate concerns of the schools and wishes to address these needs as part of a comprehensive assistance program involving parents, community agencies, groups, and churches.

This program is based on maintaining a caring environment for each student. Prevention is instituted by promoting skills in decision-making, by nurturing successful interpersonal relations, by providing accurate information, and by setting clear institutional limits. Preference is to intervene by assisting the harmfully involved individual and the student “at risk” for abuse in seeking supportive and rehabilitative services without fear of penalty. However, drug/alcohol use or possession at the school site cannot be tolerated and must receive immediate disciplinary action.

LOSS OF PRIVILEGES DEFINED
Students who are on “Loss of Privileges” for tardies will not be permitted to participate in any school sponsored activities – including CIF sports (Varsity, JV, Frosh), cheerleading, school competitions, Senior Enrichment Day, school performances (drama, music, etc.), school dances (including homecoming and prom activities), nomination for ASB representative, nomination for homecoming/prom court, etc.

PARENT ESCORT
Cabrillo supports parents escorting their students to class. We ask that parents follow these guidelines: 1) Parents are welcome on campus. 2) Visits must be cleared with teachers at least one day prior to any classroom visit and should be scheduled in advance through the student’s counselor. 3) Parents (or any visitor) must sign in at the front desk in the administration building so that a visitor pass can be issued.

PHYSICAL EDUCATION UNIFORMS/LOCKERS
P.E. uniforms are required for all physical education classes as a matter of safety and as a safeguard against theft. Students in athletics will also be required to use P.E. uniforms for athletic practice unless specialized gear is necessary for the sport. P.E. uniforms are available for sale on the Cabrillo campus in the Textbook Room before and after school, and during lunch. Students are prohibited from entering the locker room if they are not dressing out.

SCHOOL-OF-CHOICE, TRANSFER GUIDELINES
Transfer forms for students to attend either high school in the District are available in the Counseling Office. Transportation is the responsibility of the parent. A student cannot transfer from one school to another, and then transfer back to the original school within the same year. The student must wait until the following year.

Students are reminded that excessive tardies and truancy, in addition to unsatisfactory behavior, are grounds for revocation of school of choice (AR 5116.11).

SHOW OF AFFECTION
Display of affection shall be conducted in a manner that is not offensive to the student population, staff and/or visitors. Public display of inappropriate embracing, kissing and fondling are not considered to be in good taste.

STATE LAWS-DUTIES OF PUPILS
All pupils shall comply with the regulations, pursue the required course of study, and submit to the authority of the teachers of the school (Ed. Code 48908).

SUSPENSION / EXPULSION
The principal or superintendent shall recommend a pupil's expulsion if the pupil possesses, sells or furnishes a firearm, brandishes a knife at another person, sells controlled substances, or commits or attempts to commit a sexual assault at school or a school activity off school grounds. Only due to the following particular circumstances, according to Ed. Code 48915(a), when the Principal or Superintendent finds expulsion inappropriate, shall a recommendation not be made for these offenses: (1) Causing serious physical injury to another person, except in self defense; (2) Possession of any knife, explosive, or other dangerous object of no reasonable use to the pupil; (3) Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the health and Safety code, except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis; robbery or extortion; Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee. The Principal or Superintendent may
recommend a pupil’s expulsion for violation of any section in Ed. Code 48900, Sections (2) to (o), (r), (s) and Ed. Code 48900.2, 48900.3, 48900.4 and 48900.7.

Suspension or expulsion for the acts listed above will occur when the acts are related to school activity or attendance. Such acts may occur at any time, including, but not limited to (1) while on school grounds, (2) while going to or coming from school, (3) during the lunch period whether on or off campus, and (4) during, or while going to or from, a school sponsored activity.

All students will be given due process for any and all disciplinary actions. Parents will be notified in a timely manner. A student shall not be suspended for being truant, tardy or otherwise absent from an assigned school activity.

TARDY POLICY
The academic focus at Cabrillo is on learning and student achievement in all classes. The teachers at Cabrillo are committed to providing students with the highest quality educational programs. It is important that students attend class on time to receive instruction. Tardies disrupt classes and reduce learning time, not only for the student who is tardy, but for the entire class.

Individual classroom teachers will provide consequences for students who receive tardies in their classes. Consequences may include lunch detention, after school detention, and morning detention. Teachers will provide parents with a 24-hour notification of detention. Teachers will communicate their tardy policies at Back-to-School Night in a written and verbal format.

Tardy Consequences (each class):
- 1-4 - Teacher consequences
- 5 - Office referral, parent notification, two lunch restrictions
- 6-9 - Teacher consequences
- 10 - Office referral, parent notification, full day AC (Alternative Classroom)
- Students who accumulate 20 or more school-wide tardies per semester, will be subject to "Loss of Privileges". See LOSS OF PRIVILEGES DEFINED for specifics on forfeited activities.

Students who fail to show for a detention will be placed in the Alternative Classroom.

TOBACCO-FREE ENVIRONMENT
The Lompoc Unified School District is a smoke-free environment. Students are prohibited from smoking, chewing or possessing tobacco or nicotine products at any time on school property, at school-sponsored events, or when under the supervision of District employees. Students who violate this policy shall be subject to disciplinary procedure which may result in suspension from school. (LUSD Policy P7131.61).

VISITORS ON CAMPUS
Students are NOT permitted to have guests at school, no exceptions. Parents and other adults in the community are encouraged to make an appointment to visit the campus. All individuals not enrolled at Cabrillo High School are required to sign in at the Front Desk of the Administration Office upon their arrival on campus.

ZERO TOLERANCE
Across the nation and specifically in the State of California there has been a growing effort by lawmakers to treat violence, and acts that contribute to violence at school, with less tolerance. The District is moving in accordance with the law to demonstrate that violence in its schools will not be tolerated. Effective January 1997, AB 2720 provides for a “zero tolerance” procedure that school administrators are required to follow.

The principal or superintendent of schools shall immediately suspend from school, and shall recommend expulsion from the school district, a student who commits certain acts at school or a school sponsored activity off school grounds. The Board of Education MUST treat the following activities with “zero tolerance,” and WILL expel any student who commits them:
1. Possessing, selling, or otherwise furnishing any firearm (until it is determined to be an imitation firearm).
2. Brandishing or pointing a knife at another person.
3. Unlawfully selling a controlled substance.
4. Committing or attempting to commit a sexual assault.

Near Zero Tolerance
There are “near zero tolerance” offenses as listed below for which a principal at his or her discretion may recommend expulsion. These acts may be committed at school or at a school activity off grounds.
1. Causing serious physical injury to another person, except in self defense.
2. Possession of any knife, explosive, or other dangerous object.
3. Unlawful possession of any controlled substance, including drug paraphernalia containing residue, an alcoholic beverage, or an intoxicant of any kind.
4. Robbery or extortion.
5. Assault or battery upon any school employee.

Special Note: The extensive list of drugs includes prescription and over-the-counter substances. Students in violation of “zero & near-zero” tolerance offenses regarding controlled substances, as noted above, may be subject to suspension and/or expulsion.
STUDENT ACTIVITIES

ACADEMIC LETTER – CABRILLO “C”
This letter is awarded to students who qualify in one or more of the following:

1. Life members of CSF
2.Received a 4.0 GPA for 2 semesters or received a 3.8 GPA for 3 semesters.

An Academic/Athletic patch is available for students who have lettered in academics or athletics.

Cabrillo teachers must give grades for at least 2 semesters for students to be eligible.

Students may purchase an All School jacket after they qualify for the “Cabrillo C.”

ACTIVITIES OFFICE
The Student Activities Office is located in Library 2B. The Director of Activities is in the office to assist students with extracurricular activities. Dance tickets, ASB stickers, replacement ID cards, etc., may be purchased through this office.

ASSOCIATED STUDENT BODY STICKERS
Associated Student Body (ASB) stickers are placed on sale at the beginning of each school year. Fee per year is $30.

Students participating on athletic teams, members of the marching band and its units, all club members, spirit leaders, members of the vocal units, officers and council members of the Associated Student Body are highly encouraged to purchase an ASB sticker at the beginning of the year to participate in these activities.

The Associated Student Body sticker entitles the owner to free admittance to all home athletic events with the exception of all C.I.F. play-off games where admission is charged.

Other specials offered to the Associated Student Body sticker owners are reductions in the costs of some dances and designated non-athletic events.

CLUBS
High School is More Than Just Books and Homework! Cabrillo High School offers a wide variety of student organizations in which students can get involved. These clubs sponsor all of the dances, assemblies, fundraisers, and other events that help make Cabrillo a fun and exciting place to attend school. The following information provides a glimpse into each organization and its many activities.

Aquarium Club
There’s always something going on in the Aquarium, whether it’s giving tours, taking care of fish, or adding to the aquarium. This club meets at lunch and after school. Besides taking care of tanks, they sponsor activities during the year.

Associated Student Body (ASB)
ASB is the elected and appointed members of the student government. The elections are held in April for the upcoming school year. You don’t have to be elected to be in ASB, as there are also appointed jobs. ASB loves all the support it can get! ASB sponsors many activities on campus such as spirit days, dances, fundraisers, pep assemblies, music on the patio, the Student Store, and much more. Meetings are held at 7:00 am every Tuesday. Information is available in the Activities Office.

Auxiliary Team
The Auxiliary Team is a performing organization that performs at pep assemblies, football games, parades, and competition events. Try-outs are in the spring of the previous year and members attend an away summer dance camp. Practices are at 7:00 am daily.

Conqs for Christ
Conqs for Christ is a non-denominational Christian club aimed to lift up the name of Jesus Christ. All students are welcomed and encouraged to attend meetings every Thursday and prayer meetings on every Monday and Friday. Activities include Bible studies, prayer, singing, pizza parties, and guest speakers. No dues are required.

California Scholarship Federation (CSF)
This club meets at noon monthly. To be eligible to join you must earn a 3.5 GPA or better and sign up before the publicized deadline. CSF sponsors service days, game nights and a life membership dessert in the spring. Service to school is decided upon annually by club members.

Choir
The Vocal Music Department has a place for anyone who loves music: Concert Choir for grades 10-12 and Freshmen Choir for 9th graders. The organization conducts fundraisers, attends competition in the spring, and puts on local shows. It is also a class for credit.

Design Associates
This club meets at lunch on Wednesdays twice a month for those students interested in a career in the Graphic Arts. Events include a field trip in the fall to Santa Barbara print shops and design studios and an
overnight spring field trip to Los Angeles with a stop at Disneyland. Any student in photo, yearbook or graphics may join.

Drama Club
This club is a charter member of the International Thespian Association. During the course of the school year, two full-length plays are chosen, rehearsed and presented. The club meets during lunch. They invite all students who are interested in any aspect of drama to join.

French Club
Any student interested in the French Language, France, or the people and their customs is invited to join. The club usually meets on Tuesdays during lunch. They have fundraising events to raise money for films, speakers, and meals.

Interact Club
Interact Club is affiliated with the Rotary International. This group is for students who would like to help the community while having fun. The club meets at lunch once a month. The club helps with the “Great American Smoke Out,” assists the Santa Barbara County Sheriff’s Department, holds a Christmas party, and attends the spring conference for all District Interact members.

National Honor Society (NHS)
Students need a 3.5 GPA or higher to be invited and must also participate in community service and have strong school involvement such as sports, clubs, ASB, band, choir, etc.

Ornamental Horticulture Club
Learn about plants as you grow them in the Art Patio and sell them at the Farmers Market. Ornamental Horticulture is not only a club but also an ROP class. Go see your counselor for more details on how to enroll.

School Musical
The school musical is a winter production. Tryouts are usually in November, and practice is held every day after school for several months. Even if you don’t want to recite the lines, there is always backstage work to be done. The show is put on the last weekend in February and the first weekend in March.

Spanish Club
This club stays busy with in- and out-of-school activities. They meet weekly during lunchtime. Activities of this club include having monthly potlucks, attending numerous plays, musical events and tours of missions. They also sponsor the annual Cinco de Mayo celebration.

Tierra Royal Yearbook
Called Yearbook Production, this organization is an elective class for credit for tenth through twelfth graders (and ninth graders with very strong references). Members of this class create a record of the whole year and learn how to publish it in book form. If you have skill in interviewing and writing, keyboarding, computers, photography or art, you will be able to build on these skills like never before. You need to be inventive and reliable, conscientious about deadlines, and able to accept responsibility. Applications are available in February and must be completed before pre-registration for the fall semester.

Other Interest Clubs
Several other interest clubs have been formed in the past few years. These include: Campus Motor Sports, Chess, Club One, Friday Night Live/SADD, Future Business Leaders of America (FBLA), Gay-Straight Alliance (GSA), Lumberjack, Medical Interests, National Art Honor Society, National Honor Society of Sports Medicine, Red Cross, Save the Oceans, and Writers. Listen for announcements about meetings and activities.

CLUBS AND FRATERNITIES: OFF CAMPUS
Clubs and fraternities that are not school sponsored are not allowed on campus. Students are not to wear clothing or symbols designating any affiliation to such clubs or fraternities.

DANCES
School dances are organized by the Student Government throughout the year. The following rules will apply to all dances. Special clarification may be obtained from the Director of Activities.

1. Dances are planned for students enrolled at Cabrillo High School. Students with dates who do not attend CHS must have a guest pass approved from the Discipline Office prior to purchasing a guest ticket. See dance permission slips for specific dates. There are some dances where guest passes will not be issued. Middle school students and guests over 20 years of age are not permitted at high school dances.

2. All students must meet the following qualifications before being allowed to purchase a ticket or guest pass for Homecoming or Prom: debt free (textbooks, cafeteria, etc.), student shall have no more than 15 tardies in the prior 6-week grading period, Discipline Office approval (suspension during the week of the event will revoke ticket). Specific to Prom: no freshmen will be sold tickets and CHS sophomores must have guest passes filled out and approved in advance.

3. Chaperones will have full authority at all dances.
4. Doors will close for admittance at 10:00 pm for Homecoming and Prom.
5. Parents who will be picking up their teenager(s) after a dance are strongly urged to be at the venue as the activity ends.
6. School rules apply to all school-related activities including dances, field trips and sports events.
7. The shorts, skirts, dress and pant rules of school hours apply at all dances.
8. Homecoming and Prom are formal events.

ELIGIBILITY
Students in grades 9-12 are required to have a previous marking period grade point average of at least “C” (2.0) in order to be eligible for participation in the co-curricular and/or extracurricular programs, including dances and Senior Enrichment day. Marking periods are every six weeks. Students must be in good standing to attend or buy an event ticket. Tickets that are purchased may be revoked or attendance may be refused.

ENRICHMENT DAY (SENIORS ONLY)
Seniors who have debts or are in danger of not graduating will NOT be sold a ticket (must have passing grade on Orange Slip).

FIELD & INSTRUCTIONAL TRIPS
Students must use school transportation BOTH TO AND FROM the destination on all field trips unless written parent request is received and approved in ADVANCE of the trip and approved by the Athletic or Activities Office in ADVANCE.

Because of the seriousness and importance of the State’s standardized testing program, students are not to be scheduled into or allowed to take field trips during the testing period.

FINANCIAL OBLIGATIONS (Ed. Code 48904)
State law requires that students/parents be financially responsible for lost books, supplies, items from fundraisers, class fees, and equipment which have been loaned to the student. Unless such obligations are cleared, student will not receive grades, diplomas, or transcripts and student records will not be sent to new schools or colleges.

Students owing money will not be sold tickets to attend Homecoming, Prom, Grad Night or Senior Enrichment Day.

FUNDRAISERS
All Cabrillo fundraisers must be approved by the Director of Activities and Cabrillo’s ASB. Non-school sponsored fundraisers are NOT permitted on campus.

PICTURES, RINGS AND YEARBOOKS
Purchase of pictures, rings, graduation announcements and yearbooks are not mandatory.

RENAISSANCE
The Renaissance Program is really a concept and an attitude. It ultimately is a comprehensive package of “neat ideas” that in its entirety can have a tremendous impact on student achievement. Renaissance is a recognition and incentive program with three major goals:

1. To focus on and emphasize academics and excellence
2. To recognize and reward student achievement
3. To recognize and reward staff achievement based upon the philosophy of the Renaissance Program.
“Home of the Conquistadores”

Commitment ♦ Achievement ♦ Responsibility ♦ Excellence

“We CARE at Cabrillo High School”

The Cabrillo High School Athletic Department provides a wide variety of athletic programs for student participation. Twenty one sports are available to our student/athletes. Each of these sports offers a high level of varsity competition as well as lower level of competition for student/athletes to build on their individual levels of skill, strength and conditioning. Participation in athletics provides students an opportunity to build lifelong friendships and real-life skills by developing sportsmanship, teamwork, responsibility, punctuality and commitment. Athletes are encouraged to participate in more than one sport season.

Cabrillo High School has three seasons of sports. Listed below are the sports by season. Varsity (V), Junior Varsity (JV), and Freshman (F) levels vary by sport:

**FALL SEASON**
- Boys Cross Country (V/JV)
- Girls Cross Country (V/JV)
- Football (V/JV/F)
- Girls Tennis (V/JV)
- Girls Volleyball (V/JV/F)
- Boys Water Polo (V/JV)
- Girls Golf (V/JV)
- Cheer (V/JV/F)

**WINTER SEASON**
- Boys Basketball (V/JV/F)
- Girls Basketball (V/JV/F)
- Boys Soccer (V/JV)
- Girls Soccer (V/JV)
- Girls Water Polo (V/JV)
- Wrestling (V/JV)
- Cheer (V/JV/F)

**SPRING SEASON**
- Baseball (V/JV/F)
- Boys Golf (V/JV)
- Softball (V/JV)
- Boys Swimming (V/JV)
- Girls Swimming (V/JV)
- Boys Tennis (V/JV)
- Boys Track & Field (V/JV)
- Girls Track & Field (V/JV)

**WHAT YOU NEED TO PARTICIPATE**
- 2.0 or better GPA
- Sports physical
- ASB card
- Good sportsmanship
- Desire
- Good work ethic

**GENERAL INFORMATION**
The following information may answer questions you have regarding the Athletic Programs at Cabrillo High School:

- All participants are student/athletes. This means they must maintain a 2.0 GPA or better for each grading period to be eligible during the next grading period. Students may apply for probationary eligibility twice during their high school career. Call the Cabrillo Athletic Office for more information on Academic Probation.
- Student/athletes must have a current (yearly) physical card on file in the Athletic Office to be eligible to participate. The Cabrillo Athletic Department sponsors once yearly sports physicals at Valley Medical Group of Lompoc in late May. A charge of $5 is payable at that time (monies collected go to the Athletic Trainer for athletic training items needed throughout the school year). Student/athletes may also elect to go to their own physician for sports physicals. District Forms should be used and are available in the Athletic Office.
- All athletes are asked to contribute to defray the costs of athletic transportation. The amount will be determined each school year.
- Student/athletes are required to abide by all CIF, school, department and team policies and regulations. Varsity coaches will hold an orientation meeting, which will be held at the beginning of the sport season.
- Most sports have a summer program to prepare athletes for the coming season.
- Fall sports normally require athletes to begin conditioning and/or practice before the opening day of school.
- Winter sports normally have practice and/or games and tournaments over Thanksgiving and Christmas vacations.
Spring sports normally have practice and/or games and tournaments over the Spring Break.

Athletic PE classes are available only to varsity level athletes. Freshmen will not be registered for this class without the permission of the Athletic Director.

Athletes are encouraged to participate in more than one sport.

School District transportation is the norm, but volunteer parent transportation is sometimes used.

TRYOUTS
In general, all sports are given a tryout period for freshman or new athletes to the program. Returning athletes cannot attend tryouts until the first day of regular practice. A physical must be on file to try out.

- **Fall Sports** generally have tryouts during the first week of the school year.
- **Winter sports** generally have tryouts at the end of the Fall Season or during the first week of the Winter Season.
- **Spring Sports** generally have tryouts at the end of the Winter Season or during the first week of the Spring Season.

ATHLETIC TRIPS
All team members must use school transportation BOTH TO AND FROM the destination on all athletic trips unless written parent request is received in ADVANCE of the trip and approved in ADVANCE by the Athletics Office or the Principal’s Office.

LETTER JACKETS
Students may purchase an all-school jacket if they meet the requirements spelled out in the ASB constitution.

Students may only wear authorized patches, emblems, and medals on the jacket.

ATHLETIC DRESS & GROOMING GUIDE
For reasons of safety, health, discipline, and public expectancy, rules governing athletic grooming and dress have been established. When competing in any athletic event, the athlete must wear only the uniform established of black, gold and white. Special additions of colors or uniform parts are prohibited.

ATHLETIC EQUIPMENT
The Lompoc Unified School District and the Associated Student Body provide athletes with uniforms and equipment under Division 9, chapter I, Section 10606 of the California Educational Code, both the parents and athlete are responsible for the replacement of lost or damaged equipment loaned to the athlete. Guard this equipment carefully since it is your responsibility to return it after you have completed the seasonal sport. We would rather have the equipment than your money. Education Code 48904 further authorizes schools to withhold all grades, credits, diplomas, transcripts, and records until such financial obligations have been satisfied. The Equipment Manager’s office is located on the back side of the gymnasium through the entrance door next to the boy’s locker room.

ATHLETIC LEGION OF CHAMPIONS
The Athletic Legion of Champions display, located in the gym lobby, is designed to recognize Cabrillo Athletes and Coaches who have brought exemplary contributions to Cabrillo High School through participation in the athletic program. An individual picture, a Championship League Plaque, or a C.I.F. Championship Plaque will be displayed in the gym lobby for those individuals and teams.

LOS PADRES ATHLETIC LEAGUE
Cabrillo, Lompoc, Morro Bay, Nipomo, Santa Maria, Santa Ynez, and Templeton are the member high schools of the Los Padres League.

Go Conquistadores!
Students, to protect your athletic eligibility you must:

- Be under nineteen (19) years of age prior to June 15 to be eligible the following year.
- Have reached the ninth grade.
- Participate in no more than four seasons of the same sport after enrolling in the ninth grade.
- Be scholastically eligible.
- A student must have passed four classes of new work (including P.E.), and must also be currently enrolled in a minimum of four classes of new work, only one of which may be P.E.
- File an application for residential eligibility if you have transferred from another school without a corresponding bona fide change of residence by your parents/guardians.
- Meet citizenship requirements.
- Maintain amateur standing.
- Not have participated in any tryout for a professional team.
- A student MUST have an annual physical exam and MUST have returned:
  - a signed Physical Examination Card
  - a signed Emergency Care Card
  - a signed Standard Athletic Agreement

Your eligibility is subject to special rules. Questions regarding these rules should be directed to your Director of Athletics or coach.

- Competition with an outside team during your high school season in the same sport is prohibited.
- Participation on the Varsity Football team is prohibited until you have reached your 15th birthday (a special application is needed if you are 14).
- If you transfer from one school to another without a bona fide change of residence by your parents, your eligibility is subject to special rules, which may include non-participation at the Varsity level.
- Students may participate in All-Star competition, with the exception of football, between conclusion of the Southern Section season of the sport and September 1.

RESIDENTIAL ELIGIBILITY

All student/athletes must reside in the Cabrillo High School attendance area. Any student transferring to Cabrillo High School after the first day of school their freshman year, must meet residential eligibility transfer requirements. All new students to Cabrillo High School should check in the Athletic Office for residential eligibility requirements.

Special Note:

These rules and regulations represent only a summary of all State CIF and Southern Section rules and regulations. You are urged to check with your principal, Director of Athletics, or coach if you have questions regarding your eligibility. Competing for your school team when you are not eligible could subject your team to forfeiture. If you are in doubt as to your eligibility status, check it out.
CABRILLO HIGH SCHOOL
“HOME of the Conquistadores”

ALMA MATER

Cabrillo High Conquistadores,
We will always stand by you.
Cabrillo High Conquistadores,
We will be forever true.
White and gold and black are shining;
In our hearts the message binding,
“With our spirit we conquer all;
Yes, our spirit can conquer all.”

Our school stands high upon a hill.
We strive to win and win we will.
Our goals and standards we hold high;
Our faith in them will never die.
Light of wisdom we see burning,
For its knowledge we are yearning,
Hail to you, Alma Mater Dear!
We are with you, never fear.
### Regular Bell Schedule

**Cabrillo High School**

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>7:45am - 8:32am</td>
</tr>
<tr>
<td>2</td>
<td>8:37am - 9:32am</td>
</tr>
<tr>
<td>3</td>
<td>9:37am - 10:24am</td>
</tr>
<tr>
<td>4</td>
<td>10:29am - 11:16am</td>
</tr>
<tr>
<td><strong>LUNCH</strong></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>11:59am - 12:46pm</td>
</tr>
<tr>
<td>6</td>
<td>12:51pm - 1:38pm</td>
</tr>
<tr>
<td>7</td>
<td>1:43pm - 2:30pm</td>
</tr>
</tbody>
</table>

### Collaboration Bell Schedule

**Cabrillo High School**

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>7:45am - 8:23am</td>
</tr>
<tr>
<td>2</td>
<td>8:28am - 9:10am</td>
</tr>
<tr>
<td>3</td>
<td>9:15am - 9:53am</td>
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<tr>
<td>4</td>
<td>9:58am - 10:36am</td>
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<tr>
<td>5</td>
<td>10:41am - 11:19am</td>
</tr>
<tr>
<td><strong>LUNCH</strong></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>12:04pm - 12:42pm</td>
</tr>
<tr>
<td>7</td>
<td>12:47pm - 1:25pm</td>
</tr>
</tbody>
</table>

### Collaboration Dates

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>08/27/12</td>
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</tr>
<tr>
<td>09/10/12</td>
<td>02/04/13</td>
</tr>
<tr>
<td>09/24/12</td>
<td>02/25/13</td>
</tr>
<tr>
<td>10/22/12</td>
<td>03/25/13</td>
</tr>
<tr>
<td>11/26/12</td>
<td>04/22/13</td>
</tr>
<tr>
<td>12/17/12</td>
<td>05/20/13</td>
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</table>

### 20 Minute Assembly Schedule

**Cabrillo High School**

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>7:45am - 8:26am</td>
</tr>
<tr>
<td>2</td>
<td>8:31am - 9:17am</td>
</tr>
<tr>
<td>3</td>
<td>9:22am - 10:03am</td>
</tr>
<tr>
<td>4</td>
<td>10:08am - 10:49am</td>
</tr>
<tr>
<td><strong>Assembly</strong></td>
<td>10:54am - 11:14am</td>
</tr>
<tr>
<td><strong>LUNCH</strong></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>11:59am - 12:46pm</td>
</tr>
<tr>
<td>6</td>
<td>12:51pm - 1:38pm</td>
</tr>
<tr>
<td>7</td>
<td>1:43pm - 2:30pm</td>
</tr>
</tbody>
</table>

### 30 Minute Assembly Schedule

**Cabrillo High School**

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>7:45am - 8:24am</td>
</tr>
<tr>
<td>2</td>
<td>8:29am - 9:11am</td>
</tr>
<tr>
<td>3</td>
<td>9:16am - 9:55am</td>
</tr>
<tr>
<td>4</td>
<td>10:00am - 10:39am</td>
</tr>
<tr>
<td><strong>Assembly</strong></td>
<td>10:44am - 11:14am</td>
</tr>
<tr>
<td><strong>LUNCH</strong></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>11:59am - 12:46pm</td>
</tr>
<tr>
<td>6</td>
<td>12:51pm - 1:38pm</td>
</tr>
<tr>
<td>7</td>
<td>1:43pm - 2:30pm</td>
</tr>
</tbody>
</table>

### 45 Minute Assembly Schedule

**Cabrillo High School**

<table>
<thead>
<tr>
<th>Period</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>7:45am - 8:24am</td>
</tr>
<tr>
<td>2</td>
<td>8:29am - 9:12am</td>
</tr>
<tr>
<td>3</td>
<td>9:17am - 9:56am</td>
</tr>
<tr>
<td>4</td>
<td>10:01am - 10:40am</td>
</tr>
<tr>
<td><strong>Assembly</strong></td>
<td>10:45am - 11:30am</td>
</tr>
<tr>
<td><strong>LUNCH</strong></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>12:15pm - 12:54pm</td>
</tr>
<tr>
<td>6</td>
<td>12:59pm - 1:38pm</td>
</tr>
<tr>
<td>7</td>
<td>1:43pm - 2:30pm</td>
</tr>
</tbody>
</table>
SCHOOL CALENDAR

ACADEMIC YEAR 2012-2013
(Tentative)

Opening Day of School .................................................. Wednesday, August 22, 2012
Collaboration Day ................................................................ Monday, August 27, 2012
Labor Day (School Closed) ................................................. Monday, September 3, 2012
BACK-TO-SCHOOL NIGHT .............................................. Thursday, September 6, 2012
Collaboration Day .............................................................. Monday, September 10, 2012
Collaboration Day .............................................................. Monday, September 24, 2012
Six-Week Progress Period #1 ........................................... Friday, September 28, 2012
California High School Exit Exam (Grade 12 only) .............. Tuesday-Wednesday, October 2-3, 2012
Preliminary Scholastic Aptitude Test (PSAT) ............................. Wednesday, October 17, 2012
Collaboration Day .............................................................. Monday, October 22, 2012
California High School Exit Exam (Grades 11 & 12) ............ Tuesday-Wednesday, November 6-7, 2012
Six-Week Progress Period #2 ........................................... Friday, November 9, 2012
Veterans’ Day (School Closed) .......................................... Monday, November 12, 2012
Thanksgiving Break (School Closed) ................................ Monday-Friday, November 19–23, 2012
Collaboration Day .............................................................. Monday, November 26, 2012
Collaboration Day .............................................................. Monday, December 17, 2012
Final Exams ........................................................................ Monday-Friday, December 17-21, 2012
Minimum Day (End of First Semester) ................................. Friday, December 21, 2012
Winter Recess (School Closed) ......................................... Monday, December 24, 2012-Friday, January 11, 2013
School Resumes............................................................... Monday, January 14, 2013
Martin Luther King, Jr. Day (School Closed) ......................... Monday, January 21, 2013
Collaboration Day .............................................................. Monday, January 28, 2013
Collaboration Day .............................................................. Monday, February 4, 2013
California High School Exit Exam (Grades 10 & 12) ............ Tuesday-Wednesday, February 5-6, 2013
Lincoln Day Observance (School Closed) .......................... Monday, February 11, 2013
Presidents’ Day (School Closed) ....................................... Monday, February 18, 2013
Six-Week Progress Period #4 .......................................... Friday, February 22, 2013
Collaboration Day .............................................................. Monday, February 25, 2013
California High School Exit Exam (Grades 10, 11 & 12) ........ Tuesday-Wednesday, March 12-13, 2013
Collaboration Day .............................................................. Monday, March 25, 2013
Spring Recess (School Closed) ....................................... Friday, March 29 – Friday, April 5, 2013
School Resumes............................................................... Monday, April 8, 2013
Six-Week Progress Period #5 .......................................... Friday, April 19, 2013
Collaboration Day .............................................................. Monday, April 22, 2013
CST Testing Window ..................................................... April 23- May 10, 2013
Advanced Placement (AP) Exams .................................. May 6-17, 2013
California High School Exit Exam (Grade 12 only) .............. Tuesday-Wednesday, May 14-15, 2013
Collaboration Day ................................................................. Monday, May 20, 2013
OPEN HOUSE .............................................................................. Wednesday, May 15, 2013
Senior Projects Presentation/Judging Day ....................................... Thursday, May 16, 2013
Memorial Day (School Closed) ........................................................... Monday, May 27, 2013
Final Exams ................................................................................... Friday, May 31 - Wednesday, June 5, 2013
Minimum Day ............................................................................... Wednesday, June 5, 2013
Last Day of School - Minimum Day (End of Second Semester) ....... Thursday, June 6, 2013
Graduation - 2:30 PM ................................................................. Thursday, June 6, 2013
All visitors must check in with the secretary in the front office of the Administration Building.