

WEST MESA HIGH SCHOOL

STUDENT HANDBOOK

2024-2025



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Welcome to West Mesa High School!

6701 Fortuna Rd NW
Albuquerque, NM 87121
Main Office Phone:
505-831-6993

West Mesa Mission:

We inspire academic achievement by building a community of lifelong learners.
We create opportunities for success through learning.

Main Office:

| | | | |
|-----------------------|--------------------|---|-------|
| Principal | Michele Torres | torres_mi@aps.edu Twitter: @MustngPrincipal Instagram: @WMMustangMomma | 57026 |
| Assistant Principal | Santino Hernández | santino.hernandez@aps.edu Instagram: @mr.hdz_wmhs | 57027 |
| Assistant Principal | Adriana Kerr | kerr_al@aps.edu Instagram: @ms_kerr_mustang_ap | 57015 |
| Assistant Principal | Paul Burrows | paul.burrows@aps.edu | 57023 |
| Principal's Secretary | Jeanette Vigil | jeanette.vigil@aps.edu | 57037 |
| Secretary | Teresa Hirt | teresa.hirt@aps.edu | 57031 |
| Secretary | Tamara Corben | tamara.corben@aps.edu | 57030 |
| Secretary | Veronica Gutierrez | veronica.gutierrez@aps.edu | 57000 |
| Registrar | Juanita García | garcia_sa@aps.edu | 57039 |
| Bookkeeper | Valarie Castillo | valarie.castillo@aps.edu | 57024 |

The Dean's Office located in Mustang Academy:

| | | | |
|------------------|------------------|--|-------|
| Dean of Students | Kirk Hartom | kirk.hartom@aps.edu | 57223 |
| Dean of Students | Jacqueline Smith | smith_jh@aps.edu Instagram: @MustangDean505 | 57405 |
| Secretary | Roberta Bennett | bennett_r@aps.edu | 57029 |

* All Visitors must sign in at the front office

** Class time will not be interrupted for deliveries. Any items brought to campus must be checked in at the front office and can be retrieved only during the passing period. Food deliveries are not permitted.



Greetings from Principal Torres:

Dear West Mesa Families,

My name is Michele Torres and I am so excited to introduce myself as the principal of West Mesa High School. Over the past 20 plus years, I have worked as a teacher and administrator, but I consider my most important job to be that of a child advocate. I will spend a considerable amount of time with your students, getting to know their personalities, learning styles, and interests. I will celebrate their successes, small and large! I will encourage them every day and let them know they are unique, valued, and have a special place in our school community.

Not only am I excited to begin working with your students, but I look forward to the work we will do together! My goal is to ensure that all students are healthy, happy, and safe, so they may learn as much as they can. This has been my philosophy since I began my teaching career with Albuquerque Public Schools (APS). I've been with APS since 1995 where I taught both 4th and 5th grades, served as an instructional coach, assistant principal, and finally principal.

My greatest achievement comes not professionally, but personally. I've been married to Mark Torres, who is a Commander with APD, for 30 years. I am the mother of two beautiful children, Marcos and Mitchell. I am also the grandmother (Honey) to Ellia! People often say I treat all children in my school as if they are my own. Please know I will work tirelessly to support all of your children so they have the best possible experiences while at West Mesa.

Once again, I am so thankful to have the opportunity to bring all that I have experienced and learned with me to your wonderful community. I look forward to getting to know you and your students. I will be working most days this summer to ensure a smooth transition and opening in August. I look forward to meeting you soon!

Warm Regards,

Michele Torres
Principal

Greetings from your Student Senate:

Welcome to another school year, Mustangs! My name is Lesly Gaytan, your 2024/25 Student Body President. This year, I hope to see all new and returning students get involved with our school, whether it's playing on an athletic team, participating in one of our many clubs or just getting involved during our school spirit events. There is truly something for everyone here at West Mesa. Make this year a time of growth, exploration, and progress for your future. You have the chance to develop new interests, lifelong skills, and meaningful memories with life long friendships.

Also, Senate needs student leaders, so if you are interested in making West Mesa a better place, we meet Monday and Wednesday from 3:30 to 4:30 in portable D1. Let's make this a great year MUSTANGS!

Lesly Gaytan
Student Body President 2024



West Mesa Campus Map



Your Class Schedule (Write it in!)

| Period | Day | Course Name | Teacher | Classroom Number |
|--------|-------|-------------|---------|------------------|
| 1 | A/B/C | | | |
| 2 | B | | | |
| 3 | A | | | |
| Adv | C | Advisory | | |
| 4 | B | | | |
| 5 | A | | | |
| 6 | B | | | |
| 7 | A | | | |



Regular Day Bell Schedules

| | A = Wednesday and Friday B = Tuesday and Thursday | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|------------------|--------|-------------|-----|--------------------|-----|---------------------|-----|----------------------|-----------------|----------------------|-----|----------------------|-----|---------------------|-------|-------------|-----|--------------------|-----|--------------------|-----|-------------|--|---------------|------------------|--------|-------------|-----|--------------------|-----------|---------------------|-----------------------------------|--|-----------|---------------------|-------|-------------|-----------|--------------------|-----|-------------|
| <p>C = usually on Monday</p> <div style="border-left: 2px solid black; border-right: 2px solid black; padding: 5px;"> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">C Day with Advisory</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Period</th> <th style="text-align: left;"><i>From – To</i></th> </tr> </thead> <tbody> <tr> <td>0 Hour</td> <td>7:40 – 8:30</td> </tr> <tr> <td>1st</td> <td style="background-color: #e0e0e0;">8:40 – 9:21</td> </tr> <tr> <td>2nd</td> <td style="background-color: #e0e0e0;">9:28 – 10:09</td> </tr> <tr> <td>3rd</td> <td style="background-color: #e0e0e0;">10:16 – 10:57</td> </tr> <tr> <td>Advisory</td> <td>11:04 – 11:31</td> </tr> <tr> <td>4th</td> <td style="background-color: #e0e0e0;">11:38 – 12:24</td> </tr> <tr> <td>5th</td> <td style="background-color: #e0e0e0;">12:31 – 1:12</td> </tr> <tr> <td>Lunch</td> <td>1:19 – 1:49</td> </tr> <tr> <td>6th</td> <td style="background-color: #e0e0e0;">1:56 – 2:37</td> </tr> <tr> <td>7th</td> <td style="background-color: #e0e0e0;">2:44 – 3:25</td> </tr> <tr> <td>8th</td> <td>3:35 – 4:35</td> </tr> </tbody> </table> </div> | Period | <i>From – To</i> | 0 Hour | 7:40 – 8:30 | 1st | 8:40 – 9:21 | 2nd | 9:28 – 10:09 | 3rd | 10:16 – 10:57 | Advisory | 11:04 – 11:31 | 4th | 11:38 – 12:24 | 5th | 12:31 – 1:12 | Lunch | 1:19 – 1:49 | 6th | 1:56 – 2:37 | 7th | 2:44 – 3:25 | 8th | 3:35 – 4:35 | <div style="border-left: 2px solid black; border-right: 2px solid black; padding: 5px;"> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">A/B Block Day</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Period</th> <th style="text-align: left;"><i>From – To</i></th> </tr> </thead> <tbody> <tr> <td>0 Hour</td> <td>7:40 – 8:30</td> </tr> <tr> <td>1st</td> <td style="background-color: #e0e0e0;">8:40 – 9:29</td> </tr> <tr> <td>2nd / 3rd</td> <td style="background-color: #e0e0e0;">9:36 – 11:14</td> </tr> <tr> <td colspan="2" style="text-align: center;"><i>Announcements in 4th / 5th</i></td> </tr> <tr> <td>4th / 5th</td> <td style="background-color: #e0e0e0;">11:21 – 1:03</td> </tr> <tr> <td>Lunch</td> <td>1:10 – 1:40</td> </tr> <tr> <td>6th / 7th</td> <td style="background-color: #e0e0e0;">1:47 – 3:25</td> </tr> <tr> <td>8th</td> <td>3:35 – 4:35</td> </tr> </tbody> </table> </div> | Period | <i>From – To</i> | 0 Hour | 7:40 – 8:30 | 1st | 8:40 – 9:29 | 2nd / 3rd | 9:36 – 11:14 | <i>Announcements in 4th / 5th</i> | | 4th / 5th | 11:21 – 1:03 | Lunch | 1:10 – 1:40 | 6th / 7th | 1:47 – 3:25 | 8th | 3:35 – 4:35 |
| Period | <i>From – To</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 0 Hour | 7:40 – 8:30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1st | 8:40 – 9:21 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2nd | 9:28 – 10:09 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3rd | 10:16 – 10:57 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Advisory | 11:04 – 11:31 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4th | 11:38 – 12:24 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5th | 12:31 – 1:12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lunch | 1:19 – 1:49 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6th | 1:56 – 2:37 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7th | 2:44 – 3:25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8th | 3:35 – 4:35 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Period | <i>From – To</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 0 Hour | 7:40 – 8:30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1st | 8:40 – 9:29 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2nd / 3rd | 9:36 – 11:14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <i>Announcements in 4th / 5th</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4th / 5th | 11:21 – 1:03 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lunch | 1:10 – 1:40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6th / 7th | 1:47 – 3:25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8th | 3:35 – 4:35 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

NO Advisory and LONG Advisory Day Bell Schedules

| | C = usually on Monday | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|------------------------------|------------------|--------|-------------|-----|--------------------|-----|---------------------|-----|----------------------|-----------------------------|--|-----|----------------------|-----|---------------------|-------|-------------|-----|--------------------|-----|--------------------|-----|-------------|--|---------------|------------------|--------|-------------|-----|--------------------|-----|---------------------|-----|----------------------|-----------------|----------------------|-----|----------------------|-----|---------------------|-------|-------------|-----|--------------------|-----|--------------------|-----|-------------|
| <div style="border-left: 2px solid black; border-right: 2px solid black; padding: 5px;"> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">C Day with NO Advisory</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Period</th> <th style="text-align: left;"><i>From – To</i></th> </tr> </thead> <tbody> <tr> <td>0 Hour</td> <td>7:40 – 8:30</td> </tr> <tr> <td>1st</td> <td style="background-color: #e0e0e0;">8:40 – 9:26</td> </tr> <tr> <td>2nd</td> <td style="background-color: #e0e0e0;">9:33 – 10:19</td> </tr> <tr> <td>3rd</td> <td style="background-color: #e0e0e0;">10:26 – 11:12</td> </tr> <tr> <td colspan="2" style="text-align: center;"><i>Announcements in 4th</i></td> </tr> <tr> <td>4th</td> <td style="background-color: #e0e0e0;">11:19 – 12:09</td> </tr> <tr> <td>5th</td> <td style="background-color: #e0e0e0;">12:16 – 1:02</td> </tr> <tr> <td>Lunch</td> <td>1:09 – 1:39</td> </tr> <tr> <td>6th</td> <td style="background-color: #e0e0e0;">1:46 – 2:32</td> </tr> <tr> <td>7th</td> <td style="background-color: #e0e0e0;">2:39 – 3:25</td> </tr> <tr> <td>8th</td> <td>3:35 – 4:35</td> </tr> </tbody> </table> </div> | Period | <i>From – To</i> | 0 Hour | 7:40 – 8:30 | 1st | 8:40 – 9:26 | 2nd | 9:33 – 10:19 | 3rd | 10:26 – 11:12 | <i>Announcements in 4th</i> | | 4th | 11:19 – 12:09 | 5th | 12:16 – 1:02 | Lunch | 1:09 – 1:39 | 6th | 1:46 – 2:32 | 7th | 2:39 – 3:25 | 8th | 3:35 – 4:35 | <div style="border-left: 2px solid black; border-right: 2px solid black; padding: 5px;"> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">C Day with LONG Advisory</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Period</th> <th style="text-align: left;"><i>From – To</i></th> </tr> </thead> <tbody> <tr> <td>0 Hour</td> <td>7:40 – 8:30</td> </tr> <tr> <td>1st</td> <td style="background-color: #e0e0e0;">8:40 – 9:19</td> </tr> <tr> <td>2nd</td> <td style="background-color: #e0e0e0;">9:26 – 10:00</td> </tr> <tr> <td>3rd</td> <td style="background-color: #e0e0e0;">10:07 – 10:41</td> </tr> <tr> <td>Advisory</td> <td>10:48 – 11:28</td> </tr> <tr> <td>4th</td> <td style="background-color: #e0e0e0;">11:35 – 12:20</td> </tr> <tr> <td>5th</td> <td style="background-color: #e0e0e0;">12:27 – 1:06</td> </tr> <tr> <td>Lunch</td> <td>1:13 – 1:44</td> </tr> <tr> <td>6th</td> <td style="background-color: #e0e0e0;">1:51 – 2:30</td> </tr> <tr> <td>7th</td> <td style="background-color: #e0e0e0;">2:37 – 3:25</td> </tr> <tr> <td>8th</td> <td>3:35 – 4:35</td> </tr> </tbody> </table> </div> | Period | <i>From – To</i> | 0 Hour | 7:40 – 8:30 | 1st | 8:40 – 9:19 | 2nd | 9:26 – 10:00 | 3rd | 10:07 – 10:41 | Advisory | 10:48 – 11:28 | 4th | 11:35 – 12:20 | 5th | 12:27 – 1:06 | Lunch | 1:13 – 1:44 | 6th | 1:51 – 2:30 | 7th | 2:37 – 3:25 | 8th | 3:35 – 4:35 |
| Period | <i>From – To</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 0 Hour | 7:40 – 8:30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1st | 8:40 – 9:26 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2nd | 9:33 – 10:19 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3rd | 10:26 – 11:12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <i>Announcements in 4th</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4th | 11:19 – 12:09 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5th | 12:16 – 1:02 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lunch | 1:09 – 1:39 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6th | 1:46 – 2:32 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7th | 2:39 – 3:25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8th | 3:35 – 4:35 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Period | <i>From – To</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 0 Hour | 7:40 – 8:30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1st | 8:40 – 9:19 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2nd | 9:26 – 10:00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3rd | 10:07 – 10:41 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Advisory | 10:48 – 11:28 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4th | 11:35 – 12:20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5th | 12:27 – 1:06 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lunch | 1:13 – 1:44 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6th | 1:51 – 2:30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7th | 2:37 – 3:25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8th | 3:35 – 4:35 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |



Assembly and Snow Day Bell Schedules

A = Wednesday and Friday

B = Tuesday and Thursday

Assembly Schedule

| Period | From - To |
|-----------------|----------------------|
| 0 Hour | 7:40 - 8:30 |
| 1st | 8:40 - 9:20 |
| 2nd / 3rd | 9:27 - 10:47 |
| 4th / 5th | 10:54 - 12:14 |
| Assembly | 12:21 - 1:21 |
| Lunch | 1:28 - 1:58 |
| 6th / 7th | 2:05 - 3:25 |
| 8th | 3:35 - 4:35 |



C = usually on Monday

Abbreviated C Snow Day

| Period | From - To |
|---------------|----------------------|
| 0 Hour | 9:40 - 10:30 |
| 1st | 10:40 - 11:09 |
| 2nd | 11:16 - 11:45 |
| 3rd | 11:52 - 12:21 |
| 4th | 12:28 - 1:00 |
| 5th | 1:07 - 1:36 |
| Lunch | 1:43 - 2:13 |
| 6th | 2:20 - 2:49 |
| 7th | 2:56 - 3:25 |
| 8th | 3:35 - 4:35 |

A = Wednesday and Friday

B = Tuesday and Thursday

Abbreviated A/B Snow Day

| Period | From - To |
|---------------|----------------------|
| 0 Hour | 9:40 - 10:30 |
| 1st | 10:40 - 11:12 |
| 2nd / 3rd | 11:19 - 12:23 |
| 4th / 5th | 12:30 - 1:37 |
| Lunch | 1:44 - 2:14 |
| 6th / 7th | 2:21 - 3:25 |
| 8th | 3:35 - 4:35 |



2024-2025 School Calendar

2024-2025 School Year Calendar



MONTH 2024 DATE

- AUGUST** First day back for teachers & staff.....1
First day of school for 1st-12th grade students..... 7
First day of school for Pre-K & Kindergarten students..... 9
- SEPTEMBER** Holiday - Schools closed..... 2
- OCTOBER** End of 1st quarter grading term.....1
Parent/Teacher Conferences K-12 - No school for Students.....9-10
Fall Break - Schools closed.....11
Holiday - School closed.....14
- NOVEMBER** Election Day - Schools closed.....5
Holiday - Schools closed.....11
Thanksgiving Break - Schools closed.....27-29
- DECEMBER** End of 2nd quarter grading term.....20
Winter Break - Schools closed.....23-31

| JULY 2024 | | | | | | | AUGUST 2024 | | | | | | | SEPTEMBER 2024 | | | | | | |
|-----------|----|----|----|----|----|----|-------------|----|----|----|----|----|----|----------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 | | | | 1 | 2 | 3 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 28 | 29 | 30 | 31 | | | | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 29 | 30 | | | | | |

| OCTOBER 2024 | | | | | | | NOVEMBER 2024 | | | | | | | DECEMBER 2024 | | | | | | |
|--------------|----|----|----|----|----|----|---------------|----|----|----|----|----|----|---------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| | | 1 | 2 | 3 | 4 | 5 | | | | | 1 | 2 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 27 | 28 | 29 | 30 | 31 | | | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 29 | 30 | 31 | | | | |

MONTH 2025 DATE

- JANUARY** Winter Break - Schools closed..... 1-6
Professional Development Days for staff - No School for students..... 6
First day of second semester (All schools)..... 7
Holiday - Schools closed..... 20
- FEBRUARY** Holiday - Schools closed..... 17
- MARCH** End of 3rd Grading term..... 14
Spring Break - Schools closed..... 17-21
- APRIL** Parent/Teacher Conferences K-12
Asynchronous Learning Day for K-12 students..... 16-17
Holiday - Schools closed..... 18
- MAY** Holiday - Schools closed..... 26
Last day of school..... 29

| JANUARY 2025 | | | | | | | FEBRUARY 2025 | | | | | | | MARCH 2025 | | | | | | |
|--------------|----|----|----|----|----|----|---------------|----|----|----|----|----|----|------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 | | | | | | 1 | | | | | | | 1 | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 26 | 27 | 28 | 29 | 30 | 31 | | 23 | 24 | 25 | 26 | 27 | 28 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | |
| | | | | | | | | | | | | | 30 | 31 | | | | | | |

| APRIL 2025 | | | | | | | MAY 2025 | | | | | | | JUNE 2025 | | | | | | |
|------------|----|----|----|----|----|----|----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| | | 1 | 2 | 3 | 4 | 5 | | | | 1 | 2 | 3 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 27 | 28 | 29 | 30 | | | | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 29 | 30 | | | | | |

- = No school for students
- = Asynchronous learning day



AVID Critical Reading Strategy

AVID MARKING THE TEXT

This AVID Critical Reading strategy has four distinct marks:

1. **Number** the paragraphs
 - Write the number in the indentation at the beginning of the paragraph.
 - When reading a word problem or poem, number the lines.
2. **Circle** key terms, cited authors, and other essential words or numbers.
 - In order to identify a key term, consider if the word or phrase is
 - Repeated
 - Defined by the author
 - Used in an original or unique way
 - A central concept or idea
 - **Relevant to one's reading purpose**
 - For Math- action words (multiply, simplify, divide, solve), units, values, variables
 - For Fiction- vivid language, names of characters or places, diction, vocabulary
 - For Science- names, theories, properties, elements, units of measure, variables, percentages, values
 - For Social Studies- names of people, places, ideas, and events, dates, numbers, words that signal relationships
3. **Underline** the author's claim. **A claim is an arguable statement or assertion made by the author.**
 - For Math- Underline verbal models, processes, descriptions, definitions.
 - For Fiction- Underline descriptions, figurative language, or other information relevant to the reading purpose, dialogue, literary devices, context clues.
 - For Science- Underline concerns, data, definitions, evidence, examples, explanations, processes, hypotheses, "if-then" statements.
 - For Social Studies- details relating to a theology, philosophy, or ideology; facts about a person, place, thing, idea, or event; descriptions of a person, place, thing, idea, or event; cause and effect relationships.
4. For math or when Marking the Text for an exam draw a **box** around the question.



Credit Requirements

Credits needed to promote to the next grade:

| | | |
|-----------------------------|-----------|----------------|
| Sophomore (10th grade) | 6 | Credits |
| Junior (11th grade) | 13 | Credits |
| Senior (12th grade) | 19 | Credits |
| To graduate you need | 25 | Credits |

| Course Content | Required Credits | |
|---|------------------|--|
| English (9-12) | 4 | Credits |
| Math | 4 | Credits one of which must be Algebra 2 or higher |
| Science | 3 | Credits (Biology, Chemistry and Physics) |
| Social Studies | 3.5 | Credits |
| Health | 0.5 | Credit |
| Physical Education | 1 | Credit |
| Career/Workplace Readiness OR Language other than English i.e Modern, Classical, Native (World) Languages (MCNL) | 1 | Credit |
| Electives | 8 | Credits |

* Students must take one honors, AP, or Distance Education class to graduate.

** Academic Letter and Honor Roll is earned by students who maintain a 3.5 G.P.A. or higher.

***Please remember to check your StudentVue to keep up to date with your grades and credits for graduation as well as to look at your transcript.

Academic Letter:

Be a West Mesa Scholar! Strive for excellence and a letter in academics. You can earn an academic letter for the current year by maintaining a 3.5 or better for two consecutive semesters during a single school year. These awards are given the following year at the honors night. See Mr. Cordova, the Activities Director, if you have any questions.



Credit Requirements, continued

Honor Roll:

Students who do very well academically are honored each year. First Honors certificates are awarded to those students whose grade point average (G.P.A.) is 3.50 or better. Second Honors certificates are given to those students with grade point averages falling within the 3.0 to 3.49 range.

National Honor Society:

Membership in the West Mesa Chapter of the National Honor Society is open to sophomores, juniors, and seniors who have a 3.5 cumulative GPA or better. Applicants must also meet requirements of character, leadership, and service.

Important Reminders:

No schedule changes will be made for 1st or 2nd semester except for the following circumstances:

1. Seniors who need a class to graduate
2. College entrance requirement
3. Duplicate credit (registered for a class you have already received credit)
4. Failure to have a prerequisite needed for a class
5. Medical reason (Doctor's note is required)

Students dropping single courses after the ten days of each semester will receive a "Withdraw/Fail" in that class unless very special circumstances are verified by an administrator.

Good attendance and punctuality are an important part of your high school record. West Mesa places a high priority on attendance and punctuality.

Report cards are issued every nine weeks. The final report card of the school year will be available within two weeks after the grading period ends. Grades and attendance can be viewed on ParentVUE and/or StudentVUE.



West Mesa High School Expectations for Students

1. If I am aware of any dangerous situation, I will notify the people necessary to take action. **If I see or hear something, I WILL SAY SOMETHING.**
2. I will respect the rights of others to learn.
3. I will take responsibility for my school work and behavior.
4. I will have good school attendance, be on time for class, and be ready to work every day.
5. I will ask for help from my parents and teachers when I don't understand.
6. I will complete all homework assignments and read daily.
7. I will meet with my academic counselor to review my transcripts and evaluate my progress towards graduation.
8. I have read and reviewed the 2023-2024 APS Handbook for Student Success.
9. I have read and reviewed this 2023-2024 West Mesa Student Handbook.

Expectativas para estudiantes de West Mesa

1. En caso de tener conocimiento de alguna situación de peligro, avisaré a las personas necesarias para que se puedan tomar medidas. **Si veo o escucho algo, DIRE ALGO.**
2. Respetaré el derecho de los demás de aprender.
3. Me haré responsable de mi propio trabajo escolar y de mi comportamiento.
4. Tendré buena asistencia escolar, llegaré a tiempo y estaré listo para trabajar todos los días.
5. Le pediré ayuda a mis padres y a mis maestros cuando no entienda algo.
6. Completaré todos los trabajos escolares y leeré diariamente.
7. Me reuniré con mi consejero académico para repasar mis expedientes académicos (*transcripts*) y para evaluar mi progreso hacia la graduación.
8. He leído y repasado el **Manual para el éxito del estudiante de APS de 2023-2024.**
9. He leído y repasado este **Manual del estudiante de West Mesa de 2023-2024.**



Counseling Office

Counseling Mission:

The counseling mission is to graduate highly motivated and knowledgeable students who will enter into society and become productive, successful citizens affecting positive change in our world. To achieve this, the counseling program provides comprehensive guidance that includes academic, career and personal/social development for all students regardless of individual differences. We assist students in acquiring the skills, knowledge and attitudes needed to become effective students, responsible citizens and productive workers.

West Mesa High School has a Zero Tolerance Policy for any form of bullying including:

1. **Physical bullying** such as hitting, kicking, tripping, pinching, and pushing or damaging property.
2. **Verbal bullying** such as name calling, insults, teasing, intimidation, homophobic or racist remarks, or verbal abuse.
3. **Social bullying**, sometimes referred to as covert bullying, is often harder to recognize and can be carried out behind the bullied person's back. This can include:
 - a. Lying or spreading rumors
 - b. Negative facial or physical gestures, menacing or contemptuous looks
 - c. Playing jokes to embarrass or humiliate, mimicking unkindly
 - d. Encouraging others to socially exclude someone or damaging someone's social reputation or social acceptance
4. **Cyber bullying** is the intentional and repeated harm inflicted through the use of computers, phones, and other electronic devices. Cyber bullying can be overt or covert bullying behaviors using digital technologies including hardware such as computers and smartphones, and software such as social media, instant messaging, texts, websites and other online platforms. Cyber bullying can happen at any time. It can be in public or in private and sometimes only known to the target and the person bullying. Cyber bullying includes:
 - a. Abusive or hurtful texts, emails or posts, images or videos
 - b. Deliberately excluding others online
 - c. Nasty gossip or rumors
 - d. Imitating others online or using their log-in
5. **Hazing** (performing a humiliating task as part of program initiation) will not be permitted as a requirement for becoming a member of any group.



Counseling, Summer School and Ecademy Credit Recovery

The school counseling department provides a safe space for students to come and disclose any possible harassment or bullying. There is **0** tolerance for bullying behavior, therefore counselors direct disciplinary action to the Deans of Students. Counselors support student's emotional needs.

Summer School and Ecademy Credit Recovery:

Courses in summer school provide opportunities to regain credits needed for graduation and to work ahead in the areas of specific interest. Summer School courses are offered at a variety of high schools around the city. eCademy offers online credit recovery in the summer. Summer School begins after the close of the regular school year and two sessions are offered. Each session lasts three weeks. Consult your West Mesa counselor for more information. Please use the following QR Code System to register for an appointment or ask your teacher for a pass if you are in need of immediate assistance.

Scan the appropriate QR-code to check in with your counselor:

Mrs. Bernadette August (A-Ch)

Ext. 57003 • bernadette.august@aps.edu



Mrs. Michele Hardwick (Mo-Rod)

Ext. 57033 • michele.hardwick@aps.edu



Ms. Olivia Harney (Ci-G)

Ext. 57120 • kyle.harney@aps.edu



Mrs. Meagan Labuhn (Roe-Z)

Ext. 57043 • meagan.delaney@aps.edu



Mrs. Estefania Bryant (H-Mn)

Ext. 57011 • estefania.bryant@aps.edu



Mr. Tyler Hartom (College and Career)

Ext. 57021 • D-2 • tyler.hartom@aps.edu



Crossroads Counselor

Located in the Counseling Office

Daniel Bryant ext. 57009

daniel.bryant@aps.edu

Crossroads Counselor is a resource, educator, and private counselor for students, families and staff at West Mesa regarding student and/or family alcohol or drug use. The services are kept confidential. It is essential that students and parents know that they are safe when looking for help for themselves, their child, a friend, or just seeking general information regarding substance abuse. The Crossroads Counselor also conducts classroom presentations on drugs and alcohol and runs a mandatory program in the evening referred to as PIP (Parent Involvement Program) for students who have been caught violating the rules regarding the schools substance abuse policies. In the instances of an Administrative referral to PIP, attendance is reported back to the referring administrator.

West Mesa High School actively promotes a drug, tobacco and alcohol free campus meaning under no circumstance should these items be brought to or used on campus or the surrounding areas this is to include marijuana in all forms and paraphernalia related to its use or distribution. If you are found to be under the influence of any illegal substance you will be referred directly to the Dean of Students for prompt refer to the Crossroad Counselor or outside resource for assistance.

School Based Violence Intervention Program (SBVIP)

The School-Based Violence Intervention Program (SBVIP) program is the program we are piloting at WMHS in collaboration with Albuquerque Public Schools (APS) and WMHS. It is a violence reduction public health initiative based at a school campus that focuses on youth at highest risk for engaging in violence cycles, including gun violence.

Program Components include:

- Intervention Specialists - Assertive outreach and case management approach
- Engagement with young person and their family
- Collaborating with community-based partners for services, training and other connections for the young person and their family



Family Resource Center

Located in Portable D8

Office Hours: 7:30 a.m.- 3:00 p.m. M-F
 Leena Villegas, Family Liaison: Ext. 57432
 Emily Bird, Community School Coordinator

The **Family Resource Center (FRC)** is a warm and welcoming place in the school where any member of the community can go in times of need. It is a place where people can meet, get information, and support. The FRC is an important part of our community school initiative and offers:

- **Mustang Clothing Bank:** New and used clothing; available to students, families and the community members. Call to make an appointment; Students have access during school hours.
- **APS Clothing Bank Orders:** Available to APS students.
- **School Supplies:** Available in the FRC office.
- **Roadrunner Mobile Food Pantry:** Every third Thursday of each month food is distributed at West Mesa. Not available during the summer break. Dates and location are posted on the FRC page of the West Mesa High School website.
- **Volunteer Opportunities** for students are available.
- **Snack Packs:** available to students every Friday (the first 100).

There are community school meetings once a month. Check with the Community School Coordinator for scheduled dates. Students, staff, and community members are welcome and encouraged to attend. Additional resources are provided by local communities. Check out our Family Resource Center Bulletin Board for additional resources. If you have additional questions or needs, please contact our office or visit us.



Nursing Services: Health Office

Pam Garcia Arnold, School Nurse
 Office Hours: 8:25am - 3:25pm
 Phone Number: 505-831-6993 Extension 57041 or Option 3
 Fax Number: 505-836-7756

West Mesa High School Health Office

The school nurse oversees the administration of necessary medications and treatments students may need during the school day. APS nurses are also available as a valuable resource to families, staff and school members to guide and plan best practices for healthy students. If you have a student with a medical or health need please call and discuss your student's needs with the school nurse. The school nurse then can help arrange the support needed for your child. Healthy students make better learners. Nursing Services supports the Whole Child!

APS - Sick Day Guidelines for Parents and Guardians: Unsure if your child should stay home? Refer to the [Sick Day Guidelines for Parents and Guardians](#) on the APS website.

- Keep your student at home if they exhibit any of the following symptoms: active vomiting, active diarrhea, the beginning of an airway infection, extreme tiredness and/or lack of appetite; fever with headache, body aches, earache, sore throat.
- Your child may return to school when he or she is well enough to take part in school and has had no fever for 24 hours with medication (acetaminophen, Tylenol, etc.).

In the event of student injury or illness, priority shall be given to the immediate care of the student, and the following actions shall be taken:

- The school nurse, if available, shall evaluate the student's condition and provide appropriate medical care.
- If the school nurse is not available, the health assistant or principal's designee shall provide first aid. First aid guidelines in the [New Mexico School Health Manual](#) shall be followed. (Reference: New Mexico Department of Health - School Health Manual)
- Attempts shall be made to verbally notify the parent/legal guardians of a student accident or illness.

*Note: These actions also apply to suspected drug or alcohol overdose.

In any situation requiring medical care beyond first aid:

- The Emergency Medical Service or paramedics, 911 shall be called immediately for such conditions as profuse bleeding, cessation or obstruction of breathing, deep shock, head injury with deep unconsciousness, electric shock, heart attack or any other life threatening conditions. (APS Board Policy reference: [JL3 - Emergency Medical Services and Do Not Resuscitate Orders](#))



Library

Hours: 8:25 a.m. - 3:25 p.m.

Librarian: Monica Oglesby

monica.oglesby@aps.edu

West Mesa is proud to have a well-equipped library/media center space for all of the community to use. Students are encouraged to take advantage of opportunities to read, study, meet, and conduct research. Library books must be returned on time so that other students have the opportunity to read the book as well. Book check-outs may be renewed if needed for a longer period. The library is open from 8:40-3:25 daily. During class hours students must have a pass or a late arrival or early dismissal time on their schedule. All students must sign-in to use the library.

Student Devices- Chromebooks:

Students will be issued a Chromebook and charger at the beginning of the school year in the library. Students should bring their charged device to school everyday. It is the student's responsibility to care for the device and to keep it from getting damaged or lost. A recommendation sheet is provided on how to properly care for the device. APS charges fees for damaged Chromebooks, lost Chromebooks or chargers and will be assessed and added to the student's StudentVue account. Chromebooks and chargers are collected at the end of the school year. If you are having issues with your device during the school year, please bring it to the library to resolve the issue.

Albuquerque Public Schools shall provide computer-related technology resources to its students for educational purposes. The goal of providing these resources is to promote educational excellence. The use of Albuquerque Public Schools technology resources shall be granted to students for the enhancement of education-related functions. Individuals who use the Albuquerque Public Schools network shall consent to be monitored.

Bookroom

Sheyla Lofties

sheyla.lofties@aps.edu

The bookroom is located across from the Special Education Offices in the main building.

Student and Parent/Guardian Responsibilities

Each student, parent and/or guardian is responsible for all textbooks that are checked-out to the student from the bookroom. Do not leave your textbook in the classroom, due to unforeseen incidents. (Loss, stolen, or damaged). Stolen books must be reported to the bookkeeper and campus security within 7 days. Students will be financially responsible if a report is not filed. You can now pay fines online with a debit or credit card. Access your student's fines through ParentVUE, using this link: <https://www.aps.edu/students-parents/parentvue-studentvue>



Bookroom, continued

All books are linked to each student's name by barcode. Any charges for unreturned textbooks, damages, lost, stolen or overdue will be billed to your student account.

Returning Textbooks:

Each student is expected to return all checked-out textbooks in good condition to the bookroom when not in use, at the end of each semester, prior to withdrawal from West Mesa High School and/or at end of school year

The return of student's textbooks by another student or staff is not encouraged, but can be done. However, the person who checked out the textbook is still responsible. Please check with the bookroom to make sure the book(s) were in fact returned. Teachers are not responsible for returning student textbooks.

Cafeteria

All students at West Mesa qualify for free breakfast and lunch.

Breakfast begins at 8:00 a.m. Students are welcome to stay in the cafeteria to eat their breakfast until the first bell rings.

There are two options available to students for **lunch**: free lunch provided in the cafeteria by showing or entering your student ID number, or students can opt to purchase their lunch from the DECA snack bar with their own money.

You are not required to stay in the cafeteria to eat your breakfast or lunch. Please remember to clean-up after yourself and throw trash away in the trash cans when you are finished. It is much appreciated by our custodial staff and keeps our campus clean for the enjoyment of others.

*Remember West Mesa is a **closed campus**. No one is allowed to go off campus during school hours for anything unless you have approval from the front office.

**Seniors and CEC students with off campus privileges will not be authorized to return to campus during school hours at will. Exceptions are for extracurricular activities.



Activities Office

Activities Director: Joseph Cordova

joseph.cordova@aps.edu

Located on the west side of the main office building

Student Organizations:

We want to provide students with the opportunity to develop their potential by enhancing their physical, mental, personal and social skills. Students will gain respect for self and others while learning to value diligence, achievement, and excellence. All students participating in a sport or activity are required to sign the APS code of conduct. All students should be aware of the Board of Education policy concerning “hazing” as it pertains to initiation into an organization.

“Hazing” will not be permitted as a condition of membership in any group or organization connected with Albuquerque Public Schools.

Hazing is defined as follows:

- To harass by exacting unnecessary, disagreeable or degrading tasks or activities which may result in harm or bodily injury to an individual.
- To play abusive and humiliating tricks on an individual by way of initiation.
- Being a member of a club, activity or sport at WMHS is a privilege, not a right. All members are expected to represent themselves in a positive manner for their school, their family and the entire WMHS community. We hold all members to higher standards and thus their behavior, on campus and off campus must reflect those higher standards.

Student Government:

Student Senators for each grade level are elected each year to represent their classes. These are key people in the life of each class. However, they need the assistance of their fellow classmates. Make the most of this school year by getting involved in the affairs of your class. Contact your elected representatives if you can assist or have ideas for improvement. The sponsor of each class will assist the Activities Director in all class activities. Student Senate acts in an advisory capacity to the administration in many areas, including activities, curriculum, attendance, etc. It is a member of the National Association of Student Councils, the New Mexico Association of Student Councils and the Central District Student Council. Information regarding the filling of existing vacant positions will be announced. Interested students should contact the Activities Office. Student Senate meets Tuesdays and Thursdays, after school, in D1.



Activities Office, continued

Student Clubs & Activities - Get involved!

| Activity (Class or Club) | Teacher | Meeting Place and Time |
|---------------------------------|---|--|
| Athletic Training | Luisa Storey | Room 119 New Main Gym |
| Band | Brian Weller | Register for Class |
| Baile Folklorico/Mariachi | Juan Aragon | Register for Class |
| Bible Club | TBD | FA3 |
| Book Club | | Every other Thursday in Library |
| Chess Club | Ken Brooks | Tuesday during lunch MA-Lobby |
| DECA | Shirley Nesbitt | Meets at lunch D-101 |
| Drama | Christian Dimick | Register for Class |
| Gay Straight Alliance (GSA) | Kaili Petties | Meets Tuesday during lunch in activities |
| Gardening Club | Mitch Rekow | Every other Thursday in S-10 |
| Hooked on Yarn Club | | MA123 during lunch |
| Junior Mentorship Program (JMP) | Veronica Vazquez Juan Aragon, Allycia Summers | Information available in MA-107 |
| Math Club | Ron Yoder | Meets Thursday during lunch in MA-412 |
| M.E.S.A. | Luisa Castillo | Meets Wednesday after school E-113 |
| Mustang Amigos | Stephanie Davy | Meets in room E-115 |
| National Honor Society | Joseph Bauer | D-207 |
| NJROTC | Major Hendricks | D-32 |
| Orchestra | Natalie Phillips-Perkoff | C-08 |
| Student Senate | Joseph Cordova | Tuesday and Thursday after school in D-1 |
| Yearbook | Eric Brugger | Need to register for class E-213 |



Activities Office, continued

Assemblies:

All students are required to attend assemblies in order to develop a strong sense of Mustang Pride. Appropriate behavior is expected of all students. During the assembly the fight song is played by the West Mesa Band. The lyrics are as follows:

Fight (School) Song:

Go on, you Mustangs, you will win if you will fight!
 Go on, you Mustangs, for the blue and red and white (Fight! Fight!)
 Fight on, you Mustangs, we're behind you all the way!
 Go on, West Mesa Mustangs, Fight, Go Win today!

Dances:

Student Senate hosts two dances: Homecoming (Semester 1) and Prom (Semester 2).

Activities: Student Parking and School Buses

Student Parking:

All students who drive a vehicle to school must follow campus parking procedures. Students who want to park on campus need to pick up and fill out a blue form from the Activities Office.

The cost of the permit is \$20.00. A parking sticker will be issued to you and must be adhered to the top of the windshield on the driver's side of your vehicle (do not obstruct your field of vision). No vehicle will be allowed to park on West Mesa's campus without a current student parking permit. **Students are not allowed to park in the staff parking lot, West Mesa Pool parking lot, or surrounding side streets. Unauthorized parking could result in the car being towed at the owner's expense.** Although APS provides security, APS will not be responsible for damages or losses to personal vehicles. Vehicles are subject to search while on school grounds. Students are not allowed to go to their cars during passing periods, activity breaks, lunch, or class time. Vehicles are not to be used as lockers or areas in which to lounge. The speed limit in the parking lot is 5 mph.

* Senior painted parking spots are available to official members of the senior class and can be attained in the activities office for \$20. Seniors with this privilege may paint their parking spot in an appropriate manner deemed by administration. You must follow all guidelines. During school hours, this is a reserved spot for that senior. For athletic or activity events, or outside school hours that parking is open to the public, the reservation does not apply. Other students or staff may not park in a reserved senior parking spot during the school day hours or you may lose your parking pass privileges.



Activities: Student Parking and School Buses, continued

Transportation via School Bus:

School buses are available for all students, based on eligibility.. Information concerning bus schedules and eligibility may be obtained from [APS transportation services website](#) or by (505) 880-3989. Bus drop off and pick-up are on the west side of campus. All students are encouraged to display appropriate behavior while on the bus. Any inappropriate behavior on the bus is reported to the office and disciplinary action, if necessary, will be taken by the school administration.

Activities: Graduation Information for Seniors

Congratulations Class of 2025! If you have completed all of the credit requirements for graduation please read the following:

Senior Portraits:

Senior portraits for the yearbook must be taken by the school's contracted photography school:

Kenneth Brown Photography
207 Candelaria Road NE
Albuquerque, NM 87107
(800) 657-2785

www.kennethbrownphotography.com

Seniors are encouraged to take their senior portraits during the summer between their junior and senior year when they have less time constraints and are relaxed and rested, although they will have the opportunity to take their portraits up until Winter Break of their senior year. If a senior does not take their senior portrait by that deadline, they will not appear in the yearbook.

Orders: Orders for graduation announcements and cap and gown will be taken during the fall. Students will need a deposit to place their order for cap, gown, and announcements. Check the calendar for dates. Caps, gowns, and announcement orders are handled by Campus Specialties.

Campus Specialties

3107 Eubank NE #5

(505) 275-9357



Activities: Graduation Information for Seniors, continued

Graduation Apparel: All graduates must wear FORMAL/CLASSY CLOTHING under their cap and gown during graduation. This means dress pants and button ups, suit or dress. No tennis shoes or sandals. No high heels. Everyone must wear a cap and gown that has been purchased through West Mesa's contracted vendor which is Campus Specialties. You may not alter your cap or gown in any way. If you do, you will need to purchase another one to participate in the graduation ceremony. Please write your name on the inside of your cap prior to graduation. All Caps must be worn parallel to the floor and no caps on the back of the head. Tassel should be set on the left side. If you are not sure of the attire, please ask in the activities office. **YOU MAY NOT DECORATE YOUR CAP OR GOWN WHATSOEVER.**

Graduation Ceremony: Participation in commencement exercises is optional and a privilege. Seniors who do not wish to participate in the ceremony should notify the Activities Office by April 1st. An official cap and gown, attendance at practice sessions, and agreements to follow basic rules are required. Seniors who do not attend the Honors Assembly rehearsal and the assembly itself may not be allowed to walk the line. All WMHS Policies directly follow APS District Policies as stated in the District Behavior Handbook. Any disciplinary action taken during the second semester of the 2024-2025, school year and especially, during senior closed week may result in forfeiting the privilege of participating in any of the graduation ceremonies. Discipline history, school attendance, grades and past consequences will all be taken into consideration to determine whether a senior will be granted graduation ceremony privileges. This will be determined at the discretion of the administrative team. Graduates are to show up wearing their cap and gown to the commencement ceremony. You may not carry personal items with you through the graduation line and there is not a place to check them in. Bags (including purses), chewing gum, sunglasses, balloons, beach balls, etc. are not allowed at the Honors Assembly or graduation. If you purchase a cap and gown and do not meet all the graduation requirements, you will not be allowed to pick up your cap and gown until after the graduation ceremony. If you do not plan to participate in the graduation ceremony, please discuss this with your family and make sure they are aware of your choice. Also, let the Curriculum Assistant and the Activities Director know of your decision. Any seniors not participating in the ceremony may pick up their diploma at West Mesa High School from the registrar during the first week of June. If you have questions about graduation, contact the Activities Director, Joseph Cordova.

Graduation is held at Tingley Coliseum, 300 San Pedro Dr. NE



Activities: Graduation Information for Seniors, continued

Seniors are encouraged throughout the school year to keep track of their credits and grades through StudentVue and consistently check emails for information. They are also encouraged to keep in contact with their counselors, advisors, and teachers to remain on track for graduation. Any disciplinary action taken during the second semester of the school year may result in forfeiture to participate in any of the graduation activities and ceremony. Participation is determined at the discretion of the administrative team.

Senior Final Exams at the end of the school year will always happen two weeks prior to underclassmen exams. Once seniors are finished with their exams they are not permitted to return to campus for the remainder of the school year.

The days leading up to graduation day are filled with activities to prepare you for your big day. There is a Senior BBQ and mandatory graduation practices. Please make sure to settle any unpaid fines/fees listed on StudentVue. You can pay through StudentVue or with the bookkeeper in the main office.

Activities: Field Trips, Lost and Found, Posters and Flyers

Field Trips:

Any student participating in a field trip must have a Parent Permission Form completed and signed by both the student, parent/guardian and field trip sponsor. Field trip permission slips will be distributed to students via the field trip sponsor (WM Staff Member). Field trip packets must be submitted by the sponsor to the activities office no later than:

- 5 days before in district field trips
- 10 days before out of district field trips
- 15 days before out of state field trip

It is the students responsibility to submit permission forms to the field trip sponsor in a timely manner so that everyone involved in the planning process has their time honored. Once a field trip packet has been completed and submitted, permission forms can no longer be accepted.

West Mesa Specific Field Trip Rules:

Field trips, after May 1st, will only be permitted for school sponsored events, and must first be approved by Administration.

Lost and Found:

All lost and found articles, except books, should be turned in promptly to the Activities Office. Library books should be returned to the library and textbooks to the Bookroom. Articles not claimed in a reasonable amount of time will be donated at the conclusion of each school year.



Activities: Field Trips, Lost and Found, Posters and Flyers, continued

Posters and Flyers:

Posters and advertisements must promote school or school-related activities, clubs and/or events. Any postings that are unrelated to West Mesa High School or found to be harmful to the West Mesa community will be removed. Seek approval from the sponsoring teacher prior to posting. Postings should preferably be displayed on bulletin boards. Take down and discard any posters and flyers once they are no longer valid.

Athletics Office

Athletics Director: Shonn Schroer

Email: schroer_s@aps.edu

Head Trainer: Luisa Storey

Email: luisa.storey@aps.edu

To try out or participate in athletics, students must:

1. Create a [DragonFly Max account](#).
2. Have a semester GPA of 2.0 or higher with no F's in order to compete.
3. Complete a [NMAA/APS physical](#) for this school year prior to the start of the season.
4. Complete the [APS Participation Consent form](#).
5. Complete the [Athletic and Activity Code of Conduct](#).

If you are interested in participating in a sport, please contact the coach listed below to find out more:

| Fall Sports | Winter Sports | Spring Sports |
|--|---|---|
| Cross Country: Mike Martindale coachmarty9@gmail.com | Boys Basketball: Shonn Schroer schroer_s@aps.edu | Boys/Girls Golf: Tyler Hartom tyler.hartom@aps.edu |
| Football: Landrick Brody landrick.brody@aps.edu | Girls Basketball: Manny Otero otero_da@aps.edu | Baseball: Paul Chavez popepaulabq@aol.com |
| Boys Soccer: Mario Matute mario.matute@aps.edu | Boys/Girls Swim: Theresa Illgen theresa.illgen@aps.edu | Boys Tennis: Leo Ural leo.ural@aps.edu |
| Girls Soccer: Mark Trujillo mark.trujillo@aps.edu | Cheer: Alyssa Vallez alyssa.vallez@aps.edu | Girls Tennis: Manny Otero otero_da@aps.edu |
| Volleyball: Jeremy Garcia abqj24@gmail.com | Dance and Drill: Carlos Orozco carlos.orozco@aps.edu | Boys Track: Mike Martindale coachmarty9@gmail.com |
| | Girls Wrestling: Art Simoni artsimoni@yahoo.com | Girls Track: Stephanie Davy stephanie.davy@aps.edu |
| | Boys Wrestling: Tyler Hartom tyler.hartom@aps.edu | Softball: Art Contreras arthur.contreras@aps.edu |



General Information

Address Changes:

Student's legal guardian should notify the grade level secretary/data processing if there is a change of address or telephone number. In case of emergency, it is to your advantage to have the correct information on file so that your parents may be notified. Please update contact phone numbers as they change.

Announcements:

Announcements will usually be made over the intercom system each day. Announcements must be emailed to: wmannounce@aps.edu 24 hours prior to the announcement date(s). In your email include all pertinent information. Please be brief and concise. Include the date(s), place, time and your name. Every effort will be made to minimize the number of classroom instruction interruptions due to announcements.

Deliveries:

Deliveries to students result in disruption to the office and classroom. Therefore, deliveries of such items as balloons, flowers, telegrams, etc. will not be made until after school. **CLASS TIME WILL NOT BE INTERRUPTED.** Food deliveries are prohibited and will be turned away.

Fundraising:

Groups wishing to sponsor activities must request approval from the Activities Director. Advanced planning is encouraged and will help facilitate getting a request honored. All fundraising activities must have prior approval by the activities director and/or administration. This helps coordinate sales and avoid unnecessary conflicts or problems. The policy applies also to off-campus activities. There are no in person food sales (exemption: identified nutritional exemptions days)

Publications:

Orders for EL ESPIRITU (yearbook) will be taken during a subscription drive. Yearbook delivery will occur in May at a date to be announced.

The WMHS parent newsletter is distributed periodically during the year. Other APS publications can be obtained upon request.



General Information, continued

Student Insurance:

Insurance is available at the beginning of the school year. All students are urged to take the information home so that their parents may have the opportunity to take advantage of this fine, low cost policy. Contact the nurse's office for applications and information. This school does not have an insurance policy to protect students while attending school. Students must purchase their own insurance policy.

Visitors:

All visitors must report to the main office and obtain permission to visit any part of the campus. Students may not bring children, brothers, sisters, relatives, or friends to school for any reason. Pets are also prohibited on campus.

Volunteers:

All volunteers must have a current APS background check and must be cleared by West Mesa Administration.

Campus Security

West Mesa strives to provide and maintain a safe and secure campus. Everyone has a role to play in this. To increase school safety, students are encouraged to use "If you see something, say something." That is, if you see or hear something such as bullying or a student in possession of drugs or weapons, including on social media, you should report it to a trusted adult on campus, or contact APS Police or APD. There are QR codes posted across campus that link you directly to APD's Crime Stoppers program, which may also be reached by dialing 505-843-7867.

Security Resource Officer: Sgt. Augie Sena
 Campus Security Assistant: Robert Rodgers
 Campus Security Assistant: Timothy Jackson
 Campus Security Assistant: Cathy Chavez
 Campus Security Assistant: Crystal Goodson
 Campus Security Assistant: Stephani Melaro

EN WEST MESA NOS CUIDAMOS ENTRE TODOS AT WEST MESA WE TAKE CARE OF EACH OTHER

¿Ves algo inseguro? See something unsafe?

ALBUQUERQUE METRO CRIME STOPPERS TIP HOTLINE: 505-843-STOP (7867)

ALBUQUERQUE METRO CRIME STOPPERS TIP HOTLINE: 505-843-STOP (7867)

¡Di algo! Say something! (7867) TIP HOTLINE: 505-843-STOP



School Safety Drills

State law dictates the types and number of drills schools are required to conduct each year. During the first four weeks of school, an emergency drill will take place once a week in the form of a shelter in place drill (active shooter drill), one off-site evacuation drill and two fire drills. Schools are required to conduct four additional drills during the rest of the school: two fire drills and two emergency drills by the school.

West Mesa Fire Drill Protocol:

The fire alarm will start sounding in the form of 3 loud beeps that run continuously until the drill is complete. Evacuation procedures are posted in the classroom and will be reviewed at the beginning of the year in each students' class. Students' are expected to follow the teachers' instructions, and assemble at the specific area assigned to the teacher indicated by a room number painted on the ground. The teacher will then take attendance and if their entire class is present hold up their green check mark card. Once administration has acknowledged that all teachers have their students accounted for, three long rings of the school bell will sound and students are free to return back to class.

Lockdowns vs. Shelter in Place:

In the case of a threat the best course of action will be determined based on the best information obtained by administration. Violent attacks at school, like those seen in the media, are extremely rare. Still, it's important that students and staff be informed and prepared.

Shelter in Place:

If there is a potentially dangerous situation near campus – a police investigation, reports of gunfire, a suspicious-looking individual, even a bear – APS will place schools in a "shelter in place." The school building is locked during a shelter in place, and no one may leave or enter, but instruction may continue inside the classroom.

Lockdown:

ALICE protocol will be initiated if there is a direct threat on campus. When a school activates ALICE, new procedures may call for staff to barricade and fortify their location or evacuate the campus with their students.



School Safety Drills, continued

ALICE stands for:

| | |
|-------------------|---|
| A lert: | Students and staff are made aware of a threat via the intercom. |
| L ockdown: | Barricade the room, prepare to evacuate or counter if needed. |
| I nform: | Communicate the violent intruders location and direction in real time. |
| C ounter: | Create noise, movement, distance and distraction with the intent of reducing the shooter's ability to shoot accurately. This is not fighting. |
| E vacuate: | When safe to do so remove yourself from the danger zone. |

In the case of an emergency, family notifications will be made through robocalls and emails. Please make sure your contact information is up-to-date. [Update your contact information anytime using ParentVUE](#). If you need help updating your contact information please contact the school.

For reports or threats that aren't credible (including most social media threats) or shelters in place that involve potentially dangerous situations near but not on campus such as police activity nearby, reports of gunfire, a suspicious-looking individual, the school will send a letter to families explaining what happened once we have more information, usually at the end of the day.

We're growing a safe learning culture at West Mesa.



West Mesa Dress Code

Albuquerque Public Schools shall prohibit student dress that may present a health or safety hazard, violate municipal or state law or present a potential disruption to the instructional program. The APS Board of Education shall not allow for the imposition of punishment, discrimination or disparate treatment against a student based on the student's racial identity, sex, gender identity or expression, sexual orientation, cultural or religious identity and observances, household income, body size/type or body maturity or because of the student's use of protective hairstyles or cultural or religious headdresses. You can read more here: [APS Dress Code](#)

Guidelines

West Mesa's Dress Code:

Every student must carry and keep available their current West Mesa High School ID while on campus.

Prohibited clothing and accessories include, but is not limited to:

- obscene or violent language or images
- depictions of alcohol or drugs or other illegal item or activity
- racist content, hate speech, profanity or pornography
- accessories that could be considered dangerous or used as a weapon
- underclothing worn as primary clothing items
- sheer or see through clothing
- swimwear
- clothing without all sides in the garment
- no trench coats are allowed on campus and hoodies are considered outside apparel only.
- hooded masks and ski masks are not allowed on campus

Hair color, length, style, including hair coverings or styles related to an individual's personal, cultural or religious beliefs cannot be considered for disciplinary action.

*If you need help with clothing, including weather-appropriate clothing, washing machines, or have other hygiene concerns, please reach out to counselors and the Family Resource Center.



Attendance and Make-up Work

Attendance positively correlates to student success and should not be treated as a disciplinary issue, but rather lead to conversations with students and families to improve attendance.

Attendance means students who are in class or in a school-approved activity. Students are provided no more than fifteen (15) days per semester for interscholastic extracurricular activities.

Absence means a student who is not in attendance for a class or school day for any reason, whether excused or not.

Chronic absenteeism means a student who has been absent for ten (10) percent or more school days for any reason, excused or not, when enrolled for more than ten days in school. Ten percent is eighteen (18) days.

Excessive absenteeism means a student who has been absent for twenty (20) percent or more school days for any reason, whether excused or not, when enrolled for more than ten days. Twenty percent is 36 days.

The school will provide interventions to students who may be absent, chronically absent, or excessively absent, which includes assessing student and family needs and may include matching those needs with appropriate providers.

Parents and Legal guardians are responsible for their students' attendance. If you need to report an absence it can be done in the following ways:

1. Document the absence through the ParentVue.
2. Come into the school to speak to the attendance clerk.
3. Call the school's attendance line at (505) 831-6993 x57032.
4. Provide the school with a written explanation, upon the student's return to school.

Make-up Work

When a student is absent from school due to an absence (not long-term suspension or expulsion) that student shall be allowed to make up missed work. No student shall be refused permission to make up work missed during an absence, with the exception of those with long-term suspensions or expulsions. If the student is or will be absent, the parent/legal guardian may call the school and request make-up work. Teachers shall be granted at least twenty-four (24) hours from the time of request to compile the assignments.

It is the student's responsibility to request make-up assignments upon return to school. The student shall have the opportunity to complete the work in a period of time equal to the number of days absent unless this creates an undue hardship for the student.



West Mesa Tardy Policy

Tardy is when a student arrives to any class period during the school day after the scheduled start time. A tardy shall not be recorded as an absence, unless the student attends less than half of the class period.

Although your tardies are being recorded in the front office the following measures will be taken:

- 1st Tardy:** Teacher will talk to student.
- 2nd Tardy:** Teacher will talk to student and call parent/guardian.
- 3rd Tardy:** Teachers will talk to student, call parent/guardian, and notate contact in Synergy.
- 4th Tardy:** Refer student to Dean and call parent/guardian.
- 5th Tardy:** Refer student to Dean and Attendance Contract will be completed with Dean.
- 6th Tardy:** Refer student to Dean and Parent/Teacher/Student conference.
- 7th Tardy:** Refer student to Dean and Administration/Dean will work with student and family.

Throughout the school day tardy sweeps usher students to class. Keep in mind that each teacher will have their own method for recording tardies.

Electronic Devices

District Policy: Student Acceptable use of Personal Electronic Devices

Student Acceptable Use of Personal Electronic Devices

Student Rights and Responsibilities:

1. A student with a personal electronic device is solely responsible for its care.
2. Student possession of personal electronic devices on all school campuses, including athletic fields, and school buses, at school-sponsored activities and while the student is under the supervision and control of school district employees shall be permitted. All students may use these devices on campus before school begins and after school ends. In addition, students in high school grades 9-12 may use such devices during their lunch period as determined by the school administration.
3. These devices shall be kept out of sight and powered off or silenced during the school day and during any school-sponsored activity, meeting or practice held on Albuquerque Public Schools property. The requirement that personal electronic devices be turned off



Electronic Devices, continued

may not apply in the following circumstances when the student obtains prior approval from the principal or their designee:

- A. The student or a family member has a special medical circumstance.
 - B. The student is using the device for an educational or instructional purpose with the teacher's permission and supervision.
4. Student use of personal electronic devices is prohibited in areas including, but not limited to, locker rooms, classrooms, bathrooms, and swimming pool areas.
 5. Students shall not use personal electronic devices on school property or at a school-sponsored activity to access and/or view internet websites that are otherwise blocked to students at school. Blocked sites include, but are not limited to, social networking sites.
 6. **Student use of personal electronic devices that disrupt the instructional day may result in disciplinary action and/or confiscation of the personal electronic device.** When a personal electronic device is confiscated, it shall only be released and/or returned to the student's parent/legal guardian. It is the student's parent/legal guardian's responsibility to retrieve the device according to school procedures.

To ensure an effective learning environment, personal electronic devices are limited in the classrooms. Use of any of these devices is up to the discretion of the teacher as stated in their syllabus. Any rules a teacher has about electronic devices in their classroom must be followed out of respect for our teachers. Any disciplinary action will begin with a verbal warning and will progress with possibility of a referral.



Student Code of Conduct

School Authority and Student Discipline Practices:

West Mesa High School and Albuquerque Public Schools shall strive to provide and maintain a safe, fair, affirmative, and appropriately challenging environment that promotes learning and positive personal growth. District staff will work with students, families and communities to understand and address root causes of behavior. The District approach to student discipline is based on using progressive discipline, social emotional learning, and restorative practices in all school settings. The Board of Education shall not allow for the imposition of discipline, discrimination or disparate treatment against a student based on the student's race, religion, culture or because of the student's use of protective hairstyles or cultural or religious headdresses.

The district approach to student success reflects the Board of Education's desire to work with students and school communities to understand and address root causes of behavior, resolve conflicts, repair harm done, restore relationships and successfully sustain and reintegrate students into the school community. It is the responsibility of school and district staff to foster an equitable and equal learning environment that builds trust and fosters physical, psychological, and social/emotional safety.

West Mesa High School and Albuquerque Public Schools encourage parent/legal guardian involvement in matters of school discipline. Parents/legal guardians shall be advised of disciplinary and restorative measures taken to elicit their understanding and support. Schools shall maintain a record of disciplinary and restorative actions taken.

Student code of conduct informs students of unacceptable behavior and possible consequences. Schools can use levels of intervention and consequence categories to redirect student behavior, prior to moving to a long-term suspension or expulsion. Please note, out-of-school suspension also includes suspension of all school-related activities.



West Mesa High School Disciplinary Matrix

| West Mesa HS Discipline | # = Suspensions may be Out-of-School or In-School at the discretion of the Administrator as well as Restorative Justice Practices. | | | |
|--|--|---|---|--|
| Offense | 1 st Offense Consequence | Restorative Justice Practices | 2 nd Offense Consequence | Additional Consequences |
| Arson - Severity of Suspension, Long-Term Suspension, or Expulsion based on Dollar Amount of Damage ranging from \$1-\$10,000 | 3-day suspension 5 day suspension Long-Term Suspension Expulsion | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Contract | 3-day suspension 5 day suspension Long-Term Suspension Expulsion | 3-day suspension 5 day suspension Long-Term Suspension Expulsion |
| Bullying | 1st Violation - Up to 1 day Suspension | Community Building Questioning Motivational Interview Relationship Building Parent Contact Behavior Contract | 2nd Violation - Up to 3 day Suspension | 3rd Violation - Up to 5 days Suspension & Contract 4th Violation - Up to Long-term Suspension Hearing |
| Cyber Bullying | 1st Violation - Up to 1 day Suspension | Community Building Questioning Motivational Interview Relationship Building Parent Contact Behavior Contract | 2nd Violation - Up to 3 day Suspension | 3rd Violation - Up to 5 days Suspension & Contract 4th Violation - Up to Long-term Suspension Hearing |
| Audio/Video Recording or Photographs | 1st Violation - Up to 3 day Suspension | Community Building Questioning Motivational Interview Relationship Building Parent Contact Behavior Contract | 2nd Violation - Up to 5 days Suspension & Contract | 3rd Violation - Up to Long-term Suspension Hearing |
| Assault/Intimidation | 1st Violation - Up to 3 day Suspension | Community Building Questioning Motivational Interview Parent Contact Behavior Contract | 2nd Violation - Up to 5 days Suspension & Contract | 3rd Violation - Up to Long-term Suspension Hearing |
| Fighting/Public Affray | 1st Violation - Up to 3 day Suspension | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Contract | 2nd Violation - Up to 5 days Suspension & Contract | 3rd Violation - Up to Long-term Suspension Hearing |
| Battery | 1st Violation - Up to 3 day Suspension | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Contract | 2nd Violation - Up to 5 days Suspension & Contract | 3rd Violation - Up to Long-term Suspension Hearing |
| Assault/Battery, Aggravated I | 1st Violation Up to Long-term Suspension Hearing | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Contract | | |



West Mesa High School Disciplinary Matrix, continued

| | | | | |
|--|---|---|--|---|
| Assault/Battery, Aggravated II | 1st Violation Up to Expulsion Hearing | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Contract | | |
| Battery/Sexual | Consequences determined after outcome of investigation* If charges substantiated - Up to Expulsion Hearing | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Contract | | |
| Bus Disruption/ Bus Vandalism | 1st Violation - Written Warning | Parent Contact | 2nd Violation - Up to 5 days Suspension from the bus | 3rd Violation - Up to 10 days Suspension from the bus 4th Violation - Suspension from the Bus Up to End of the Semester 5th Violation - Suspension from the Bus Up to the Remainder of the Year |
| Bus-Severe Disruption | 1st Violation - Up to 10 days Suspension from the bus | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Contract | 2nd Violation - Suspension from the Bus Up to End of the Semester | 3rd Violation - Suspension from the Bus Up to the Remainder of the Year |
| Cheating/Plagiarism | Loss of assignment points/Teacher contacts parents and administrator | <i>Mediation with Teacher</i> Relationship Building <i>Parent Contact</i> <i>Written Apology</i> | Possible loss of credit for the class/Parent meeting with Administration/ Possible suspension | |
| Closed Campus Violation | Warning | Community Building Questioning Motivational Interview Parent Contact Behavior Contract | *Referral for General Disruptive Conduct | Behavior Meeting with Student/ Parent at School. |
| Controlled Substance, Use or Under the Influence (Suspension will be shortened by 2 days with the referral to PIP, signed by the parent with agreement to attend.) | 1st Violation - Up to 3 days Suspension with PIP referral* | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Contract | 2nd Violation - Up to 5 days Suspension Suspension with PIP referral* | 3rd Violation - Up to Long-term Suspension Hearing. (Less Consequences if family attended PIP)* |
| Controlled Substance, Possession, Paraphernalia Possession (Suspension will be shortened by 2 days with the referral to PIP, signed by the parent) | 1st Violation - Up to 3 days Suspension with PIP referral* | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Contract | 2nd Violation - Up to 5 days Suspension Suspension with PIP referral* | 3rd Violation - Up to Long-term Suspension Hearing. (Less Consequences if family attended PIP)* |



West Mesa High School Disciplinary Matrix, continued

| | | | | |
|---|--|--|---|---|
| Controlled Substance, Sale or Distribution of (including paraphernalia) and/or Alcohol | 1st Violation Long-term Suspension Hearing | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Contract | 2nd Violation Same School Year - Up to Expulsion | |
| Dress Code Violation | Non-compliance with specific school dress codes. Students are expected to follow the district and school dress code. Students are expected to follow the school handbook. | Community Building Questioning Motivational Interview | | |
| Dress Code Violation Schools shall not impose punishment related to student dress and dress code enforcement should not result in barriers to student attendance or participation, unless related to safety. Student dress choices should respect the district's intent to sustain an inclusive community. Student attire shall not interfere with students' health or safety, nor contribute to a hostile or intimidating learning environment. All students and staff are responsible for managing their own distractions without regulating another student's dress. | While each individual school may adopt its own dress code, no student in any APS setting may wear clothing that contains: *obscene or violent language or images *depictions of alcohol or drugs or other illegal item or activity *racist content, hate speech, profanity or pornography. *accessories that could be considered dangerous or used as a weapon | | | |
| Electronic Devices (*Be aware once you confiscate phone you are responsible for that phone until it is returned) | Teacher may Confiscate and return to Student at the end of the period. | Community Building Questioning Motivational Interview <i>Electronic Device Agreement</i> | Referral for General Misconduct and Phone Call to Parent. | Teacher may confiscate and turn in to office. Phone will not be allowed at school for a week. |
| Extortion | 1st Violation - Up to 5 days Suspension & Contract | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | 2nd Violation - Up to Long-term Suspension Hearing | |
| False Accusation | 1st Violation - Up to 1 day Suspension | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | 2nd Violation - Up to 3 day Suspension | 3rd Violation - Up to 5 days Suspension & Contract |
| False Alarm/Fire Alarm | 1st Violation - Up to 3 day Suspension | | 2nd Violation - Up to 5 days Suspension & Contract | 3rd Violation - Up to Long-term Suspension Hearing |



West Mesa High School Disciplinary Matrix, continued

| | | | | |
|--|--|--|--|---|
| Gang Related Activity | 1st Violation - Up to 3 day Suspension | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | 2nd Violation - Up to 5 day Suspension/Contract | 3th Violation - Up to Long-term Suspension Hearing |
| General Disruptive Conduct / Defiance of School Personnel/Refusal to Obey | 1st Violation - Up to 1 day Suspension | Community Building Questioning Motivational Interview Parent Contact Behavior Contract | 2nd Violation - Up to 2 day Suspension | 3rd Violation - Up to 3 days Suspension |
| Harassment | 1st Violation - Up to 1 day Suspension | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | 2nd Violation - Up to 3 day Suspension | 3rd Violation - Up to 5 days Suspension & Contract 4th Violation - Up to Long-term Suspension Hearing |
| Hate Incident/Racialized Aggression | 1st Violation - Up to Long-term Suspension Hearing | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | | |
| Material/Image Obscene | 1st Violation - Up to 1 day Suspension | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | 2nd Violation - Up to 3 day Suspension | 3rd Violation - Up to 5 days Suspension & Contract. 4th Violation - Up to Long-term Suspension Hearing |
| Profane Abusive Language toward staff member | 1st Violation - Up to 1 day Suspension | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | 2nd Violation - Up to 2 day Suspension | 3rd Violation - Up to 3 day Suspension |
| Parking Permit Violation | Warning Parent Contact | | 2 nd Warning-Referral General Misconduct | Loss of Parking Permit for Semester |
| Theft | 1st Violation - Up to 3 day Suspension | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | 2nd Violation - Up to 5 days Suspension & Contract | 3rd Violation - Up to Long-term Suspension Hearing |
| Robbery | 1st Violation - Up to 5 days Suspension & Contract | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | 2nd Violation - Up to Long-term Suspension Hearing | |
| Trespassing/ Unauthorized Presence | 1st Violation - Up to 1 day Suspension | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | 2nd Violation - Up to 3 day Suspension | 3rd Violation - Up to 5 days Suspension |



West Mesa High School Disciplinary Matrix, continued

| | | | | |
|--|---|--|---|--|
| Tobacco/Nicotine: Possession, Paraphernalia, Use | 1st Violation - Refer for Tobacco Intervention* | Community Building Questioning Motivational Interview Parent Contact Behavior Contract PIP Crossroads Intervention | 2nd & On-going Violation - Up to 1 day Suspension | On-going Violation - Up to 1 day Suspension |
| Tuancy/ Ditching/ Tardiness **APS Policy dictates that schools shall not utilize out-of-school suspension or expulsion as punishment for absences. Absenteeism is not considered a student discipline issue. In-school suspension, out-of-school suspension and expulsion are prohibited as punishment for absences. | Teacher Warning Teacher Phone Call Home | Community Building Questioning Motivational Interview Parent Contact Behavior Contract | Teacher 2 nd Warning. Referral for Ditching. Admin Call Home. EWI Referral. | Referral Attendance Contract Attendance Meeting with Parent/Student/ Admin |
| Vandalism I/Graffiti Less than \$200 | 1st Violation - Up to 1 day Suspension | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | 2nd Violation - Up to 3 day Suspension | |
| Vandalism II/Graffiti \$200 to \$999 | 1st Violation - Up to 3 day Suspension | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | 2nd Violation - Up to 5 days Suspension & Contract | 3rd Violation - Up to 5 days Suspension & Contract 4th Violation - Up to Long-term Suspension Hearing |
| Vandalism III/Graffiti Up to \$1,000 or over | 1st Violation - Up to 5 days Suspension Contract | <i>Student Mediation</i> Parent Conference <i>School Counselor</i> Restorative Reflection Agreement Behavior Agreement | 2nd Violation - Up to Long-term Suspension Hearing | 3rd Violation - Up to Long-term Suspension Hearing |
| Weapon Possession | 1st Violation - Up to 5 day Suspension & Contract | | 2nd Violation - Up to Long-term Suspension Hearing | |
| Firearm, Possession | Permanent Expulsion Hearing | | | |
| Firearm, Use | Permanent Expulsion Hearing | | | |



Acknowledgement

A Special Thanks to all students and staff who contributed to the West Mesa Student Handbook. Thank you for being SUPER!!!

| | | |
|--------------------------|------------------------|------------------------|
| Ace Acosta | Pam Garcia Arnold | Aries Ramirez |
| Ricardo Acosta | Yazmin Garcia | Yoselin Ramos |
| Laith Alhamad | Kole Leanos Gonzales | Arianna Rios |
| Juan Amaya | Antonio González | Barbara Roughsurface |
| Elijah Andrew | Yarely Gutierrez | Eric Romero |
| Analise Aragon | Kirk Hartom | Leeann Romero |
| Juliana Armijo | Davonte Harvey | Aaron Ruiz |
| Jabari Baca | Amanda Hernandez | Jacob Sanchez |
| Anthony Baldonado | Meagan Labuhn | Shonn Schroer |
| Veronica Baraza | Sheyla Lofties | Augie Sena |
| Evan Barrios | Ashley Lopez | Jeremy Sena |
| Adreanna Bonilla | Gene Lopez | Mary Louise Sena |
| Zoey Brashears | Nevaeh Lopez | Jorge Serrano |
| Erich Brugger | Jazmin Luna | Jacqueline Smith |
| Mercedes Brito | Stevie Maestas | Alana Tercero |
| Jalen Calabaza | April Martinez | Amber Torivio |
| Dion Carrol | Aaliyah Marquez | Michele Torres |
| Alicia Charlie | Lanae McConnell | Ariana Torrez |
| Charlie Collazo | Margaret Mendez | Jaden Trujillo |
| Jayden Cople | Jerold Mexicano Jr. | Shermilo Umed |
| Isaiah Cordova | Elijah Montgomery | Larissa Valles |
| Joseph Cordova | Gilbert Morales Sapien | Laura Vickers |
| Aven Covarrubias Aguilar | Jasmin Morales | Jeanette Vigil |
| Brayden Crocker | Fernando Munoz | Aaliyah Wells |
| Anisa Cruz | Tinomudaishe Mugwagwa | Amara Welsh |
| Jasiah Daniels | Michael Nieto Jr. | Carise Yazzie Gonzalez |
| Roman De Leon | Monica Oglesby | Ron Yoder |
| Maxwell Divine | Christina Ortiz | Shahuliynah Valley |
| Kaleb Dominguez | Alyssa Otero | Hope Varoz |
| Aaron Duran | Jazmin Patel | Kai Valentino |
| Kaleb Gallegos | Llewyn Platero Jr | Jeanette Vigil |
| Jose Garcia | Maximiliano Porras | Jacob White |

