

# Mount Toro High School

*A Model Continuation High School*



2025 - 2026

Student Handbook



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# Bell Schedule

## Regular Day

Warning Bell	8:27
HOMEROOM	8:30 – 8:50
Period 1	8:53 – 9:48
Period 2	9:51 – 10:46
<i>BREAK</i>	<i>10:46 – 10:56</i>
Period 3	10:59 – 11:54
Period 4	11:57 – 12:52
<i>LUNCH</i>	<i>12:52 – 1:23</i>
Period 5	1:26 – 2:21
Period 6 (prep)	2:24 – 3:19

## Minimum Day

Warning Bell	8:27
Period 1	8:30 – 9:01
Period 2	9:04 – 9:35
Period 3	9:38 – 10:09
<i>BREAK</i>	<i>10:09 – 10:29</i>
Period 4	10:32 – 11:03
Period 5	11:06 – 11:37
Period 6 (prep)	11:40 – 12:10

## Wednesday Teacher

### Collaboration

Warning Bell	8:27
Period 1	8:30 – 9:20
Period 2	9:23 – 10:13
<i>BREAK</i>	<i>10:13 – 10:23</i>
Period 3	10:26 – 11:16
Period 4	11:19 – 12:09
<i>LUNCH</i>	<i>12:09 – 12:39</i>
Period 5	12:42 – 1:32
Period 6 (prep)	1:35 – 2:24
Collaboration	2:29 – 3:29



# Principal's Message

## Welcome !

Dear Students and Parents,

Welcome to Mount Toro High School: A Model Continuation High School!

We are excited to offer students great opportunities for success.

Mount Toro High School offers you an opportunity to:

- Earn credits and improve your grades
- Earn a high school diploma
- Increase Grade Point Average (GPA)
- Study in a small school setting

Whatever your needs may be, we are here to support you in your journey to earn a high school diploma.

We have teachers and staff members who are dedicated to help you. My advice to you is to set two goals: Earn all possible credits each Learning Cycle and attend school every day. Work towards these two goals and you'll realize that you are successful!

We believe that our school can offer you what you need. We also believe that you were meant to be successful at Mount Toro.

Let us help you reach your goal and get your high school diploma.

We want you to achieve and to Be M.O.R.E (Motivated, Organized, Respectful and Engaged).

Sincerely,

Gloria Chaidez  
Principal



# Mission and Vision Statements

## *MISSION STATEMENT*

**The Mission of Mount Toro Continuation High School is to provide an alternative opportunity for a student to earn a high school diploma, regardless of where the student is academically and emotionally.**

## **VISION STATEMENT**

**Mount Toro Continuation High School is committed to being a school that embraces diversity and works to inspire and support students to become productive, educated members of their society. We will achieve this by meeting the students where they are academically and emotionally, providing direct instruction, and offering positive behavior and curricular interventions.**



## Expected Student Learning Results

### **M** – *Motivated*

Motivated to make wise decisions that will lead to success and have a positive impact on ourselves, others, and our community. Mount Toro High School students will demonstrate their desire to succeed by focusing on academic achievement and graduation, arriving ready to learn, with a positive attitude.

### **O** – *Organized*

Organize time, obligations, and goal attainment through preparation and planning. Mount Toro High School students will show organization by bringing necessary materials to class, following directions, turning off and putting away electronic devices, thus being prepared to learn the skills for vocational and academic success.

### **R** – *Respectful*

Respect self, others, property and environment. Mount Toro High School students will show respectfulness by following directions, arriving on time, being patient, using technology appropriately, avoiding profanity and cleaning up after themselves.

### **E** – *Engaged*

Engaged in active learning and participation. Mount Toro High School students will be engaged by actively participating, critically thinking, listening, asking questions, and demonstrating awareness of their surroundings.



# Parent Engagement Policy

Mount Toro High School's Parent Engagement Policy seeks to provide the tools to support parents/guardians and student learning, both at home and at school. The school strives to design programs which build on the strengths of its population, seek opportunities to invite parent and community participation in school activities, and create partnerships among those involved in student success. These partnerships create relationships that contribute to student achievement and that respond to the unique needs of continuation high school students and their families.

## **1. Parents as Advocates, Advisors, Decision Makers**

- Parents are invited and encouraged to participate in school governance and advocacy committees such as the School Site Council, Title I Advisory Committee, and English Learners Advisory Committee.

## **2. School-Home Communication**

- Mount Toro High School utilizes parent letters, district communication system, personal phone-calls, flyers, school website and student handbook to disseminate vital information to students and parents.
- Report cards are mailed home quarterly.
- Home visits related to student/family needs are made by the community liaison.

## **3. Meetings held throughout the year to assist families with issues related to student attendance and achievement.**

- Parent/family orientations are held in English/Spanish on topics related to parent participation in their children's education at home and school.
- Annual Back-to-School Night where parents meet teachers and learn about opportunities to become more involved in their child's education.
- Parent/teacher conferences are scheduled and occur as needed. During conferences the progress of the student, grade level expectations, and other concerns are discussed and explained.
- Weekly and monthly parent informational meetings are held in the English Language Learning Center (ELLC).

## **4. Community Resources**

- Specialized community personnel act as resources to parents, students, principals, and teachers.



# Learning Cycles

Credits for each student will be based upon the Learning Cycle system. For each class that a student successfully completes with a “C” or better, they can earn 0-3 credits. These Learning Cycles are aligned with the progress reporting and quarter report periods as defined by the District.

Teachers maintain grades for each student in the District-wide information system. There are four Learning Cycles in each semester. Grades are calculated at the end of each Learning Cycle and recorded in District-wide information system. Each student is given a fresh start at the beginning of the new learning period. The letter grades of “A, B, C or D” for each grade term are averaged at the end of the semester to become the final semester grade. The credits earned for each Learning Cycle are determined by the teacher, but are not to exceed the maximum. Some students will be enrolled in a credit recovery class offered 6<sup>th</sup> period.

The purpose of offering a “fresh start” to each student at the beginning of each Learning Cycle is to provide incentive and motivation for students. A student who may do well in a particular Learning Cycle will be less likely to give up later in the semester. When students know they have a new beginning in the next cycle, they will be more likely to put more effort into their work. They will know that a passing grade and credits earned are still possible even during the final cycle of the year.

Learning Cycles	LC #1	LC #2	LC #3	LC #4	LC #5	LC #6	LC #7	LC #8
Dates	Aug. 5- Sept. 5	Sept. 8 - Oct. 10	Oct. 14 - Nov. 7	Nov.10 - Dec. 19	Jan. 13 - Feb. 13	Feb. 17 - Mar. 13	Mar. 16 - Apr. 24	Apr. 27- May 28
# of instructional days	23	25	19	24	23	19	24	23
# of potential credits earned/issued	2	3	2	3	3	2	3	2
# of credits student will be able to earn by May 28, 2026	100	90	75	65	50	35	25	10



# Grading and Diploma Record Card

Credits are earned at the end of each Learning Cycle. Teachers will award credits based on student achievement of an “A”, “B”, “C” or “D” letter grade. The number of credits will be determined on completion of class work, achievement on assessments and attendance.

The Learning Cycles are paired with the progress report and quarter grade reporting timeline set by the District. The number of credits in each Learning Cycle is determined by the number of days in the cycle. Students can earn the maximum number if they complete all work, attend regularly and pass all assessments. Failure to do so will result in not receiving all credits. The cycle period allows for the pacing of curriculum and time for recovery and intervention in future cycles.

Grades will be given for each class taken during the semester. Teachers will base their grades on quality and quantity of work according to the following scale:

A	90-100%	Excellent	work is complete and accurate
B	80-89%	Above Average	work is complete and mostly accurate
C	70-79%	Average	work is mostly complete and somewhat accurate
D	60-69%	Below Average	somewhat complete and somewhat accurate

Upon enrollment at Mount Toro High School, the transcript is evaluated and all credits are transferred onto a diploma record card or “credit card”. Students should keep their diploma record card or “credit card” updated so that they can measure progress each Learning Cycle.

Students will be completing assignments in class, but may also receive homework. At Mount Toro High School, homework will be extended work that reinforces class instruction.



# Attendance Policy

Mount Toro High School is very strict about our attendance policy because many of our students did not attend class regularly at their previous school. To be successful in school, daily attendance is a must. Be *responsible* and follow the procedures we require.

1. Parents must call the Attendance Office whenever a student will be out.
2. A phone call explaining an absence must be brought to the Attendance Office so the absence is **NOT** recorded as **Truant**. A planned absence, such as a court appearance, doctor, or WIC appointment, will require a note and a copy of the appointment slip from a doctor, the court, probation officer or agency.
3. Absences due to illness of the student's child or childcare issues require a phone call by the student's parent. If the absence is due to a medical or other type of appointment for the student's child, a verification of the appointment is required including a Doctors Note.
4. Phone calls to the home are made on any day a student is not in their assigned classes, if the parent has not reported the absence.
5. A doctor's note is required for long-term absences.
6. Truancy will result in parent conferences, attendance intervention/make-up class, letters sent home and notification of the District Attorney.

Students will be expected to make up attendance during 6<sup>th</sup> period, after school.

Attendance is an essential element in the learning process. The primary responsibility of school attendance rests with students and parents. Students receive 55 minutes of instruction in each class and good attendance is crucial. Based on these considerations, **students who do not maintain 85% attendance during the year will not meet the graduation requirements and therefore not earn a high school diploma.**

Students will be required to make up absences and assignments missed during their absence. Mount Toro High School is committed to the expectations outlined in the attendance policy.

After two (2) absences in a Learning Cycle, students must attend 6<sup>th</sup> period Intervention in room 13 to make up missed work and absences in order to earn their credits. It is important that all absences are made up.

1. The student will be required to attend **three days** of 6<sup>th</sup> period intervention to make up **one day's** absence.
2. Make-up time is from 2:24-3:19 p.m. Monday, Tuesday, Thursday, and Friday and 1:35-2:24 p.m. on Wednesdays. Students must arrive on time. Anyone who arrives late will not be allowed to stay on that day to make up attendance.
3. Students will be working on make-up work from the classroom teacher, end of course review materials, or other assignments during the make-up session.
4. Students will not be allowed to sleep, be disruptive, or waste time during the make-up time session or they will be excused from class without credit for the time stayed.
5. If absences continue to accumulate, students and parents may be asked to meet with the principal, counselor, or Intervention Specialist to discuss other alternatives or consequences.



# Dress Code

To provide an environment that is safe, non-disruptive and promotes learning, Mount Toro High School students are to abide by the following dress code, based on the District policy. The following items are prohibited on the MTHS campus or any school-sponsored event:

- ✓ **No red, burgundy or blue of any shade or combination.**
- ✓ Clothing, apparel, jewelry, or accessory of any shade or combination of red, burgundy and/or blue. This includes coats, caps, beanies, hats, belts, scrounges, backpacks, purses, red/blue rosaries, and earphones. Denim Jackets are acceptable except in red. Blue jean pants are acceptable.
- ✓ Halter tops, low cut tops, spaghetti straps, visible midriff, short skirts or shorts.
- ✓ Torn jeans, jeans with holes or frayed material on the pant leg or top.
- ✓ Inappropriate slogans, advertisements, pictures or messages on jewelry, shirts, tops, sweaters, tee shirts, caps, or hats.
- ✓ Hats, caps, durags, or beanies or clothing with any logo, symbol or writing including sports logos or teams.
- ✓ Hats, caps, beanies, durags, ski masks, gator masks, and hoods are **not** to be worn on campus at all. Beanies *may* be worn outdoors during inclement weather.
- ✓ Clothing brands identified with gang identification or violence such as *Activated, Salinas, Salad Bowl, Cookies, NorCal, So.Cal, Central Cal, 831, Cali, CALI FOR NIA, Famous Stars & Straps, and Southpole.*
- ✓ Bandannas of any color.
- ✓ Lanyards, key chains or chains are not to be hanging from pockets.
- ✓ No pajamas/sleeping attire

## **Review dress code information of the District Student Behavior Manual.**

The Governing Board requires that student's clothing shall not be unsafe either for the student or those around the student (e.g., long, loose sleeves or long hair while the student is operating power machinery or working with open fire) nor be disruptive of school operations and education process in general, not to be contrary to law. (Board Policy 5132).





# Classes Offered

## English

English 9  
English 9 TR  
English 10  
English 10 TR  
English 11  
English 12  
ALL

## Math

Math 1  
Consumer Math  
Math 2

## Social Studies

World History & Geography  
U. S. History  
U.S. Government  
Economics

## Science

Chemistry of Science  
NGSS Biology

## Health Education

## Career-Technical Education (C.T.E.)

Computer Business Application (ROP)  
Business Technology 1-2  
Art in the Digital Age

## Visual and Performing Arts (VAPA)

Art 1-2

## Family

Parenting 1-8

## Other Electives

Counseling 1(Hartnell College)

## Special Program Classes

Contracted Academic Learning (CAL)  
Individual Studies  
Migrant Education Cyber High  
On-Line Learning (Edgenuity)  
ROP  
Special Education  
Work Experience

## Homeroom

Homeroom is the first twenty minutes of school Monday, Tuesday, Thursday and Friday. It is aligned with 1<sup>st</sup> period. Students remain in homeroom class for 1<sup>st</sup> period. Homeroom is an important period. It is expected that students attend their homeroom period daily. During this period the following academic and social/ emotional support will be offered:

Announcements	Setting testing goals
Schedule change initiation	Diploma record card
Testing data and transcript dissemination	Parent conference scheduling
First line of crisis intervention	Credit recovery opportunity



# Counseling

Mount Toro High School believes all students deserve a challenging, motivating and relevant education. Curriculum is focused upon essential standards and aligned to the California State Standards.

The administration and teachers meet weekly to form curriculum development teams to create and revise written curriculum documents and curriculum maps. Teachers collaborate to develop unit plans and daily lesson plans that are aligned with the Learning Cycles.

Mount Toro High School is focused on providing high quality and current textbooks and curriculum materials that are aligned to the California state standards and adopted by the Salinas Union High School District.

Using the curriculum maps, each teacher is expected to establish an environment that encourages and supports instructional consistency. Lesson plans are developed based upon a clear understanding of standards, a “big idea”, goals and objectives, effective teaching practices that focus on mastery learning, and ongoing assessment. Parents are encouraged to meet with their student’s teachers if they have specific questions about curriculum.

## Subject Credit Requirements

English	40
Mathematics	30
Science	10
Physical Science	10
World History	10
U.S. History	10
Government	05
Economics	05
Health	10
Vocational Education	20
Visual and Performing Arts	10
Electives	30

Physical Education (P.E.) is not required for graduation from Mount Toro High School. Previously earned credits will count toward the required number of elective credits.

**Credits required to graduate from MTHS**  
**190**

**Community service hours required:**  
**40**

### Grade Point Average (GPA)

Students must have a 2.0 cumulative high school grade point average to graduate.

### Attendance requirement:

Maintain 85% Attendance



# Counseling

The School Counseling Departments are dedicated to helping all students develop personal, academic, and career skills in a safe environment. School counselors will facilitate the support systems that assist students in attaining the knowledge and skills to be self-sufficient and contributing members of our global society.

All students can receive support from their counselors regarding the following: courses of study, career choices, colleges, technical schools, test preparation and results, course requirements, goal-setting through academic planning, personal concerns, and crisis intervention.

Counselors serve students in grades 9-12, and students are assigned to a counselor's caseload by the first letter of their last name as well as by student enrollment in specialized programs. Families can find the Counseling Department's contact information on the school's website to schedule an appointment. Counselors are available during school hours.

College, scholarship, and financial aid information and support are available through the Counseling Office and/or the College and Career Readiness Center. Counselors provide academic monitoring to ensure successful progress toward graduation requirements, A-G eligibility, and other post-secondary plans. Counselors also support with alternative education referrals, dual enrollment, credit recovery, and personal and academic growth.

Parents are encouraged to contact their student's counselor by calling the school for an appointment at 796-7700 ext. 1300. **Students also make appointments through their counselor or school receptionist.**

Requests for transcripts and information regarding school records may be obtained through the Registrar's Office, 796-7700 ext. 1368. College, scholarship and financial aid information is available with the counselors.

## Dropping or Transferring a Class

Students are placed in classes after a transcript has been reviewed and the courses needed are identified. Students are placed in class according to subject area. In the class, the student will work on the specific courses needed for graduation.

Once a student completes all courses in a specific subject, a schedule change will be made. There are other reasons why a student's schedule should be changed. Some changes are made to take an elective class, R.O.P., or other special courses. Schedule changes will not be allowed simply because a student wants to be with friends or does not like the teacher.

When a schedule change is necessary, the student's teacher will notify the counselor that the course work has been completed and that a schedule change must be made. Class changes will only be made by the counselor. Some changes will require authorization by the Principal.

## Testing

For information on college required exams please visit the following websites:

SAT: [www.collegeboard.org](http://www.collegeboard.org)

ACT: [www.ACT.org](http://www.ACT.org)



# Community Service

## Community Service

Every student must complete a minimum of **40** hours of community service to graduate. All student community service hours must be completed at locations listed on the district's pre-approved list of Non-Profit and Educational Entities. Any location not listed on the district's pre-approved list must receive prior approval from one of each site's Work Experience Coordinators. The following is a sample of what must be done before you start your community service activity. The following is a sample of what must be done before the community service activity.

Pick up a form from the main office and keep in mind the following:

- The community service must be with a non-profit organization (not at a business where someone could be hired to do what you are doing).
- A community service form must be filled out completely. The student and parent must sign the form and then bring the form to the Work Experience Coordinator for their signature. Once the hours are completed, the representative of the sponsoring organization must sign the form at the bottom of the page and indicate the total hours worked. The student then returns the community service form to the Career Center.
- If you volunteer as a science camp counselor during the school year, you will receive a maximum of 24 hours of credit.

## Community Service Recognition

Students can access (or pick up) the pre-approved list of places to do community service in the career center and initiate the process toward meeting their graduation requirements. If you complete over 100+ hours of community service you will be recognized at the commencement ceremony and wear a blue colored cord to represent your service to the community. At 200 + hours, you will wear a medal and a cord. At 300+ hours, you will wear a white stole, a medal and a cord; and at 500+ hours, you will wear a peacock color stole, a medal, and a cord.



# General Rules & Guidelines

In addition to their effort and attendance, good behavior and character are key for student success. Mount Toro High School expects our students to demonstrate good character. We expect students to treat each other, and all adults, with consideration and thoughtfulness. The following are Mount Toro High School's rules:

## **Technology Use Policy (cellphone use)**

Students may only use cell phones in classrooms for educational purposes as directed by the classroom teacher. Cell phones are to not be used in the office. Cell phones are to be turned off and turned in to the teacher during any testing. Cell phones may be used outside of class before school, during lunch or after school. If a student must use a phone, they may go to the main office.

At the beginning of each and every class, teacher will announce that all phones, iPods and other technology need to be put on silent and put away; all headphones need to be put away. This means that the teacher cannot see or hear them. All backpacks and purses must be put away. If the teacher sees a phone and confiscates the phone, the student will give the phone to the teacher and the phone will be turned in to the office. The student will be able to pick up the phone from the office after school.

Unauthorized use or possession of electronic signaling and media devices and other portable electronic or communication devices disrupt instructional programs and distract the learning environment. Therefore, unauthorized use or possession of such devices may be grounds for disciplinary action per board policy 5131.8

## **Punctuality**

Classes at Mount Toro High School start at 8:30 a.m. It is important that students arrive to school early. Tardiness to any class disrupts learning. Students also miss out on reliable instruction and information presented at the start of class. The first class is homeroom and it is expected that students attend that class as well.

## **Non-Negotiable Policies for All Students**

Credits = Attendance (no more than two absences) + Completion and positive participation in class + Assessments with a passing grade

- 0-2 absences = all credits possible during the learning cycle
- 3-4 absences = one less credit (-1)
- 5-6 absences = two less credits (-2)
- More than six absences = zero credits for the learning cycle

1. Dress Code – District and school policy
2. Electronic Devices in classrooms for educational purposes only.
3. Make-up attendance and work will be completed during the period.
  - Attendance make-up requires three 6<sup>th</sup> periods = 1 day attendance make-up.

Student must sign up and reserve a seat for their attendance make-up.

## **Food**

At MTHS, we do not allow outside food from DoorDash, Uber EATS, GrubHub. Food can be delivered by a parent/guardian only.



# General Rules & Guidelines

## ID Cards

All students are automatically members of the Salinas Union High School District and will receive a free photo ID card when they pick up their schedule or register as a new student. There is a \$5.00 fee for ID card replacement.

## Lost Books & Debts

Students who have not cleared debts or returned books may not participate in the graduation ceremony. Books are expensive and valuable. Should a student lose a textbook, it is expected that the student will pay the cost of replacement. Students who owe books or have debts from other schools are to turn in the books or clear their debts at the home school or at MTHS.

## Chromebooks

Technical issues, damaged, lost, or stolen chromebooks should be reported to the teacher. If a chromebook is recovered, notify the teacher immediately. Please follow and be aware of these rules/procedures:

1. Maintain chromebook fully charged and power down correctly.
2. Practice proper use, visit websites directly linked to the assigned work only.
3. Do not let others use your chromebook, you will be responsible for any damage.
4. Handle with care. Do not use the case to store any other items except the chromebook when not in use.
5. Parents/students are responsible for the replacement cost should the chromebook be lost, stolen or damaged. This includes any damage or loss that occurs on campus.

The school requires that all students must have a school photo I.D. to check out any resources (ex. Chromebook, textbook, calculator, etc.). Lost or damaged Chromebooks will result in a fine of up to \$300.00. Students with fines will be ineligible for extracurricular activities until the fine has been paid.

## School Parking Lot

The parking lot is part of the campus and all school rules apply. Vehicles may be searched. Students are not allowed to gather in the parking lot, or to sit in the cars, before school, during school or after school. The parking lot is provided by the District as a convenience. The District or school are not responsible for thefts, accidents, etc., which may occur in the parking lot. Students are expected to drive safely in the parking lot.

**Parking permits are issued in the front office. Students must present his/her valid driver's license and vehicle insurance for issuance of a parking permit.** Permits are for the school year and will be revoked if the student violates the Parking Lot Rules.



# General Rules & Guidelines

## Graduation Focus

Mount Toro High School believes all students deserve a challenging, motivating and relevant education. Curriculum is focused upon essential standards and aligned to the California State Standards.

The administration and teachers meet weekly to form curriculum development teams to create and revise written curriculum documents and curriculum maps. Teachers collaborate to develop unit plans and daily lesson plans that are aligned with the Learning Cycles.

Mount Toro High School is focused on providing high quality and current textbooks and curriculum materials that are aligned to the California state standards and adopted by the Salinas Union High School District.

Using the curriculum maps, each teacher is expected to establish an environment that encourages and supports instructional consistency. Lesson plans are developed based upon a clear understanding of standards, a “big idea”, goals and objectives, effective teaching practices that focus on mastery learning, and ongoing assessment. Parents are encouraged to meet with their student’s teachers if they have specific questions about curriculum.

- Students earn a high school diploma when the requirements are met.
- Upon earning the required credits to be on track for graduation, students may petition to return to their original school.
- Assistance is provided with enrollment at Hartnell College or Graduation Plus, if needed to accelerate credit progress.
- Enrollment in an ROP class in order to help learn a work skill or get career exposure.
- Work experience credits are offered to students who have a job.
- Schedules changes are allowed as needed to maximize the student’s potential credit earning.
- If needed, infant care is offered while the student continues with his/her education.
- A homeroom teacher is assigned to help guide the student towards meeting educational goals.
- Once the student is at MTHS, the student is not allowed to return to the comprehensive school site.
- MTHS students will be graduating from MTHS unless the student signs a Petition to Return to the Comprehensive School Site second semester.



# General Rules & Guidelines

## Assemblies

Several times a year we have short assemblies. At these times, we may have guest speakers or recognize students for their efforts in an atmosphere of courtesy and respect. Good behavior is expected at all times.

1. All students are required to attend assemblies.
2. Students will wait for the bell or the official dismissal before leaving for the assembly.
3. All participants will be courteous at all times. Everyone has a right to be heard.
4. If you are one of those honored with an award, accept your award when called.  
Be proud of your achievement!!!

## Assessment

Students participate in several forms of academic assessment. These assessments are designed to provide immediate information about a student's skill levels, as well as their ongoing skill development. Students participate in District developed assessments. Students will take a test referred to as the Smarter Balanced Assessment (SBAC). A large portion of the test will be completed online using Google Chrome Books. All students whose first language is not English will also be tested in the California English Language Development Test (CELDT)

## Free Breakfast and Lunch

Breakfast, Lunch, and Snacks are available to all enrolled students at no cost regardless of income under the Community Eligibility Provision. Students will receive one serving per meal, any second meal will be charged to the student's account. **Any water bottle or beverage brought onto campus should be sealed.**

## Common Core

Educational standards describe what students should know and be able to do in each subject in each grade. The California State Board of Education decides on the standards for all students, from kindergarten through high school. California joined with most other states in the country to adopt the same standards called the Common Core State Standards (CCSS). Having the same standards helps all students receive a strong and proper education, even if they change schools or move to a different state. The CCSS are intended to prepare students for success in college and the workplace.

## Field Trips

Field trips provide students with an alternative learning experience, an extension to learning in the classroom, and an incentive to achieve.

1. Students will complete all necessary forms prior to departure and must meet eligibility Requirements.
2. During the trip, students will follow directions and cooperate with staff and other students.
3. All school and district rules will be in effect, including dress code.
4. Vehicle safety rules must be observed.
5. All students will travel and return by transportation provided by the school.



# General Rules & Guidelines

## Graduation

Mount Toro High School is a fully accredited high school. However, we do not have the same credit requirements for graduation as the comprehensive high schools. We have a full graduation ceremony that take place on the last day of school.

## ParentVUE

ParentVUE allows you to see your student's grades, assignments, attendance, and discipline, in real-time using the internet. To access ParentVUE, you will need to:

- Go to the Mt. Toro High School website at:
- [https://ca-suhd-psv.edupoint.com/PXP2\\_Login.aspx](https://ca-suhd-psv.edupoint.com/PXP2_Login.aspx)
- Click on "I am a parent"
- You will need to enter your username and password. Usernames and passwords are unique to each parent. Your personal information will be given to you at the beginning of the school year.

We are excited to offer our parents the opportunity to follow their students' progress at Mt. Toro.

## PBIS

As part of our district initiative, we work with students to promote positive behavior school-wide. Students have the opportunity to earn incentives and specific praise for their positive behaviors. Teachers and staff are always on the lookout to acknowledge students positively for appropriate behaviors.

PBIS is a proactive approach to establishing the behavioral support and social culture needed for all students in a school to achieve social, emotional, and academic success.

PBIS emphasizes teaching behavioral expectations in the same manner as any core curriculum subject. It focuses on preventing inappropriate behavior through clear expectations, teaching, and positive reinforcement. The goal of PBIS is to create a positive school climate where all students can thrive and succeed.

PBIS is a framework or approach for assisting school personnel in adopting and organizing evidence-based behavioral interventions into an integrated continuum that enhances academic and social behavior outcomes for all students. The purpose of PBIS is to promote a positive school climate while encouraging our students to display our expected behaviors. Students are expected to Be M.O.R.E., an acronym which exemplifies the three behavioral expectations: Motivated, Organized, Respectful & Engaged. Working with the students, staff and community at large, we have developed an approach to reduce serious problem behavior through teaching-oriented, positive, preventive strategies that are emphasized for all students.

## Proactive K-9's

To provide a safe and secure environment that is conducive to learning, Mount Toro High School uses a canine intervention program for the detection of illegal drugs, ammunition, weapons, and alcohol. Random and regular searches of classrooms, parking lots, vehicles, and other personal belongings of students are performed in conjunction with the school safety team.



# General Rules & Guidelines

## **Restorative Justice**

Restorative Practices creates a school climate that is centered around accountability, respect, integrity, and engagement with one another. Our goal is teach students to understand where they have caused harm, how it affects their school climate, and ultimately gives them the opportunity to repair the harm and learn stronger personal self-management skills. Restorative Practices is indented to turn discipline and behavior management into learning opportunities for students. The following is a partial list of recommended restorative practices that may be used when appropriate:

1. Mediation
2. Restitution
3. School Community Activities
4. Restore Relationships
5. Student Reflection and Goal Setting.

Our commitment is to help students maintain a positive attitude and learn to respect others with our intervention & Restorative Practices curriculum, Learn from Their Challenging Behaviors, offer alternatives to punitive measures (detention & suspension) by turning challenging and disruptive behaviors into learning opportunities.

## **Restrooms**

Mount Toro High School provides restrooms that are clean and intended for student use.

- Students going to the restroom during class time must use 5 Star for passes
- Please be mindful of students that might be waiting
- Make sure to keep restroom clean and wash your hands before exiting

## **Returning to the Home School**

Students may petition to return to their home school at the start of the school year or at the start of second semester. Students should not request to transfer back to their home school once a semester has started. Students must be on track for graduation from their home school. To graduate from their home school students must enroll in, and attend, the second semester at their home school. Petitions may be obtained from their counselor.

## **Scholarships and Financial Aid**

Scholarships are available to graduating seniors who plan to continue their education. Students can also apply for state and federal grants. Questions about college scholarships and financial aid should be directed to their counselor. Staff may assist students to identify scholarships and complete applications for scholarships and financial aid.



# General Rules & Guidelines

## Student Involvement

Student involvement in extracurricular activities promotes school success. Students are encouraged to participate in many of the activities that occur on campus, such as helping with assemblies, serving as board representatives, assisting with barbeques, and helping to organize other student activities.

## Students of the Month Selection

**English Language Learner (EL):** Teachers nominate an EL student each month that demonstrates Be M.O.R.E. The students and parents are presented with an award and gift at a monthly ELAC meeting.

**PBIS Be M.O.R.E.:** The Be M.O.R.E. (Motivated, Organized, Respectful and Engaged) student of the month is based solely on our Positive Behavior Intervention & Support (PBIS) tenets. These students receive a free pizza at the end of the month and a Be M.O.R.E. certificate.

**Salinas Rotary Club:** The teaching staff selects a Student of the Month. The basis for selection of this honor is generally that the student shows strong character development, is working hard in class and is an overall model student. The student receives a recognition plaque and a check for \$50 at a luncheon sponsored by the Salinas Rotary Club, a local community organization. At the end of the academic year, the Salinas Rotary Club selects two students as Students of the Year and each are given a \$1,000 scholarship.

## Substance Abuse

Drug counselor is available to help students develop the skills needed to keep them from letting drugs or alcohol interfere in their lives. Students are encouraged to participate in group sessions voluntarily. Students who break school rules regarding drugs or alcohol may be assigned to participate in a counseling program.

## Transportation

Students can use the Salinas Union High School District yellow school buses, as long as they adhere to all school and bus rules. Students must listen to the driver's instructions and directives. Any issues may result in the loss of privilege of riding the school bus.

## Visitors

Mount Toro High School is a closed campus. All visitors must check-in in the Main Office.

## Work Permits & Work Experience

California law requires that all persons under 18 years of age who are employed must have a work permit. Work permit applications are available in the main office. Students must have 85% attendance and a 2.0 Grade Point Average (GPA) to obtain a work permit. A permit will be revoked if a student is not meeting these requirements. Students with a job may sign up for Work Experience. Students can earn up to 20 credits per year for working.



# General Rules & Guidelines

The Salinas Union High School District has other educational options offered through the Salinas Education Center. The Salinas Education Center is comprised of the Salinas Adult School, Mount Toro High School and El Puente School. These programs offer academic courses that are required for graduation, but on an individualized basis with variable credit available.

## **Mount Toro High School (Continuation School)**

Mount Toro High School is a continuation school where students may earn a high school diploma. Students attend for 5½ hours daily. Upon earning the required credits to be on track for graduation, students may petition to return to their original school. To graduate from their original school, students must enroll at the start of the second semester and have the minimum number of credits required at the comprehensive high school to be considered on track.

## **Teen Parent Program**

The program is open to teen parents and prenatal students. All students will be enrolled in the academic program at MTHS or EPS. The program requirements include obtaining a Doctor's note and immunizations to be able to enroll the infant/toddler into the Child Development Center located on the MTHS campus. The El Puente Teen Parents will also sign in at the Mount Toro Main office to ensure safety protocols are followed.

## **El Puente School**

El Puente is an independent study school. It serves as one of the District's educational options for students whose needs are not being met in the comprehensive school program. At El Puente School, students work independently on their studies in class, and continue their studies at home. El Puente School offers on-line learning classes and HiSET. preparation. El Puente School students may earn a regular diploma or a HiSET.

Students enrolled at El Puente School must possess the academic skills and learning styles that would enable them to work successfully in an individualized learning environment at either the middle school or high school level.



# Educational Options

## **HiSET Preparation (BEL or BSL/ROP)**

Students who choose to obtain a HiSET certificate may enroll at El Puente School or the Salinas Adult School. The HiSET is a series of five tests in core subjects: Math, Science, Social Studies, Writing and Interpreting Literature and the Arts. Passing the tests confirms that the student has high school level academic skills and is able to pass the tests that are given to high school diploma graduates in California. Students who pass all tests with the required scores will be issued a certificate by the State of California, which is considered equivalent to a high school diploma.

To enroll in the El Puente HiSET program, students must be 17 1/2 years old. To enroll in the Salinas Adult School HiSET program, students must be at least 18 years old, must have an official government identification card with a picture on it: California Driver's License, California I.D., military I.D. or Matricula Consular. There is a fee for taking each test. Testing is done at the Salinas Education Center.

## **Edgenuity**

The Edgenuity course is available to full time high school students. This course may be scheduled during school hours and after school which provides on-line make-up courses for high school credits in an individualized, competency-based curriculum. Students must have first failed the course in order to be eligible for Edgenuity. Priority is given to seniors and juniors.

## **Migrant Education**

Students enrolled in the Migrant Education Program may receive additional counseling support and classes through the Migrant counselor and program.



# Educational Options

## **Mission Trails Regional Occupational Program (ROP)**

The ROP is a vocational training program. Courses are held year round, both part-time and full-time courses are offered during the day or in the evenings. Courses are free of charge and are open to high school students, out-of-school youth over 16 year of age and to adults. High school students under 16 years of age may be admitted with the approval of the school Principal.

ROP training develops marketable skills, abilities, attitudes and work habits so students may secure jobs, work part-time, prepare for advanced training, or upgrade and enhance vocational skills. Credits applicable toward high school graduation will be awarded by the ROP each semester. Normally 10 credits per semester are awarded for each two-hour daily class. ROP courses meet the District's graduation requirement for vocational education.

We encourage Mount Toro High School students to enroll in ROP courses to learn valuable job skills and to earn additional credits toward graduation.

Students may take training in a number of professions: Construction Technology, Cosmetology, Home Care, Computer Hardware and Software, Computer Business Applications, Graphic Design, Grocery Checker, Bank Teller, Dental Assistant, Nurse's Aide or Orderly, Restaurant Sales Management, Retail Merchandising, Body-Fender, Floriculture, Metal Fabrication, and Computer Assisted Drafting. See the ROP Vocational Evaluator for details.

## **California High School Proficiency Exam (CHSPE)**

The CHSPE is a test for students who are 16 year of age or older or over to demonstrate knowledge needed to be successful in life without further high school courses. To be eligible to take the CHSPE, the student must be at least 16 years old, or have been enrolled in the tenth grade for one academic year or longer, or will complete one academic year of enrollment in the tenth grade at the end of the semester during which the next regular administration will be conducted. Regular administrations are the fall and spring administration each school year.

Students interested in this test, should see our counselor or review the CHSPE website at <https://www.chspe.net/default.aspx>



# General Information

## Important Phone Numbers

**Phone (831) 796-7700**

**Fax (831) 796-7705**

Main Office	Ext 1300
Principal	Ext 1301
Principal's Secretary	Ext 1302
Attendance	Ext 1306
Counseling	Ext 1308 & 1406
Intervention Specialist	Ext 1410
Registrar	Ext 1368
Teen Parent Program	Ext 1321
Community Liaison	Ext 1401
English Learner Student Support	Ext 1310
English Learner Specialist	Ext 1311
Probation	Ext 1303

### If You Want:

To clear an absence

A work permit application

A schedule change

A transfer to another school

To check for a lost item(s)

Information for free lunch

To suggest a school activity

An ROP class

To discuss a school problem of any kind

To discuss a personal problem

To sign up for Work Experience credits

Transcript

### Go To:

Attendance office

Main Office

Counselor

Principal

Main Office

Main Office

Any student representative or any staff member

Counselor or ROP Vocational Evaluator

Principal or Counselor

Counselor, Teacher or staff

Counselor or ROP Vocational Evaluator

Registrar

