

**Home of the Thunderbirds**

**PARENT/STUDENT  
INFORMATION**

**2025-2026**

# ROBERT F. KENNEDY HIGH SCHOOL **THUNDERBIRDS**

Dear Parent or Guardian,

As the principal of Robert F. Kennedy High School, it is my honor to welcome all of you for an exciting school year on campus. I am confident this school year will be one of the most memorable educational experiences for you and your student.

The Robert F. Kennedy family strives to provide a welcoming and stimulating environment where all students are actively engaged in the learning process. Our staff takes pride in a professional learning community where teachers regularly collaborate, develop assessments, analyze data, and plan instruction to ensure that students meet their full potential. Our staff of highly qualified professional educators and support personnel are committed to providing our students many opportunities inside and outside of the classroom. A variety of innovative courses are available to them that will prepare them as college and career ready and challenge them to be critical thinkers.

The Robert F. Kennedy family wants and values your involvement and support in your child's education. Your active participation is key to the success of your student. I invite and encourage parents to work in partnership with us to seize opportunities to prepare **GLOBAL** students:

**Genuine** – when contributing to their community

**Legitimate** – when using technology

**Optimistic** – toward self-improvement

**Broad-minded** – when considering career opportunities

**Adaptable** – when solving problems

**Loyal** – to the legacy of RFK

The information we have provided in this packet is very important. Please take the time to carefully review the enclosed information. The Admission Packet forms need to be returned to your student's 6<sup>th</sup> period class by the end of the 1<sup>st</sup> week of school. If you have any questions, please do not hesitate to contact Robert F. Kennedy High School at 661-720-5104. Thank you for your support and cooperation.

Be prepared to be actively engaged in a place that is alive with energy, enthusiasm, and a high standard of excellence. Together, **WE RISE!**

Sincerely,

Raudel Rojas  
Principal

## DELANO JOINT UNION HIGH SCHOOL DISTRICT

### School Calendar 2025/2026

180 Days of Instruction

Board Approved: 03/11/25

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

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

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

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

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

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

JANUARY 2026						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						13

FEBRUARY 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
						18

MARCH 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						20

APRIL 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						18

MAY 2026						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						20

JUNE 2026						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						5

**HOLIDAYS**

- July 4 Independence Day
- Sept. 1 Labor Day
- Nov. 11 Veterans Day
- Nov. 27-28 Thanksgiving
- Dec. 24-25 Christmas Eve & Day (observed)
- Dec. 31-Jan. 1 New Year's Eve & Day (observed)
- Jan. 19 M. L. King Jr. Day
- Feb. 9 Lincoln's Birthday
- Feb. 16 President's Day
- April 3 Good Friday
- April 6 In lieu of Adm. Day
- May 25 Memorial Day
- June 19 Juneteenth

- Aug. 7 New Staff Orientation
- Aug. 11 & 12 Staff Dev (Mandatory)
- Aug. 13 First Day of School
- Oct. 10 End of 1st Quarter (42 days)
- Nov. 24-28 Thanksgiving Break
- Dec. 17-19 Finals (minimum days)
- Dec. 19 End of 1st Semester (44 days)
- Dec. 26 Non-School/Non-Work/Non-Duty Day
- Dec. 22-Jan. 9 Winter Break
- Jan. 12 Staff Dev (Mandatory)
- Jan. 13 Beginning of 2nd Semester
- Mar. 20 End of 3rd Quarter (46 days)

- March 27 Minimum Day
- Mar. 30-Apr. 6 Spring Break
- May 28 Adult School Graduation
- May 22 Minimum Day
- May 29 Senior Grades Due
- June 3-5 Finals (minimum days)
- June 3 VHS & RFKHS Graduation
- June 4 CCHS Graduation
- June 5 DHS Graduation
- June 5 End of 2nd Semester (48 days)
- Aug 27, Sept 10, Sept 24, Oct 8, Oct 22, Nov 5, Nov 19, Dec 3, Jan 28, Feb 11, Feb 25, Mar 11, Mar 25, Apr 8, Apr 22, May 6, May 20

**Instructional Days per month**

Legal Holiday

Local Holiday

Non-School Day

Staff Dev.

Non-School/Non-Work/Non-Duty Day



# DATES OF INTEREST

DATE	EXPLANATION	DATE	EXPLANATION
August 13, 2025	First Day of School	January 13, 2026	Beginning of 2 <sup>nd</sup> Semester
September 1, 2025	Labor Day (No School)	January 19, 2026	M.L. King Jr. Day (No School)
TBD	Back-to-School Night	February 9, 2026	Lincoln's Day (No School)
October 10, 2025	End of 1 <sup>st</sup> Quarter	February 16, 2026	President's Day (No School)
November 11, 2025	Veteran's Day (No School)	March 20, 2026	End of 3 <sup>rd</sup> Quarter
November 24-28, 2025	Thanksgiving Break (No School)	March 27, 2026	Minimum Day
December 17-19, 2025	Finals (Minimum Days)	March 30 – April 6, 2026	Spring Break (No School)
December 19, 2025	End of 1 <sup>st</sup> Semester	May 22, 2026	Minimum Day
Dec. 22, 2025 – Jan. 12, 2026	Winter Break (No School)	May 25, 2026	Memorial Day
		June 3 - 5, 2026	Finals (Minimum Days)
		June 3, 2026	RFK Graduation

# 2025-2026 Regular Bell Schedule

## Regular School Day

0 PERIOD	6:52 A.M.	7:50 A.M.
WARNING	7:50 A.M.	
1ST PERIOD	8:00 A.M.	8:58 A.M.
2ND PERIOD	9:05 A.M.	10:03 A.M.
3RD PERIOD	10:10 A.M.	11:08 A.M.
1ST LUNCH	11:08 A.M.	11:41 A.M.
4TH PERIOD/A	11:15 A.M.	12:13 P.M.
4TH PERIOD/B	11:51 A.M.	12:49 P.M.
2ND LUNCH	12:13 P.M.	12:46 P.M.
5TH PERIOD	12:56 P.M.	1:54 P.M.
6TH PERIOD	2:01 P.M.	3:00 P.M.
BUSES LEAVE		3:09 P.M.
7TH PERIOD	3:05 P.M.	3:55 P.M.
BUSES LEAVE		4:00 P.M.

(If the student has a 4th period class in the 300, 400, 500, 600 & Auditorium they need to go to 4th period and report to 2nd lunch.) Subject to change.

(If the student has a 4th period class in the 100, 200, 302, 408, 505 & Gym they need to report to 1st lunch and go to 4th period B) Subject to change.

## Wednesday 2-Hour Late Start

0 PERIOD	9:10 A.M.	9:50 A.M.
WARNING	9:50 A.M.	
1ST PERIOD	10:00 A.M.	10:40 A.M.
2ND PERIOD	10:46 A.M.	11:26 A.M.
3RD PERIOD	11:32 A.M.	12:12 P.M.
1ST LUNCH	12:12 P.M.	12:42 P.M.
4TH PERIOD/A	12:18 P.M.	12:58 P.M.
4TH PERIOD/B	12:48 P.M.	1:28 P.M.
2ND LUNCH	12:58 P.M.	1:28 P.M.
5TH PERIOD	1:34 P.M.	2:14 P.M.
6TH PERIOD	2:20 P.M.	3:00 P.M.
BUSES LEAVE		3:09 P.M.
7TH PERIOD	3:05 P.M.	3:55 P.M.
BUSES LEAVE		4:00 P.M.

DATES: August 27<sup>th</sup>, September 10<sup>th</sup> & 24<sup>th</sup>, October 8<sup>th</sup> & 22<sup>nd</sup>, November 5<sup>th</sup> & 19<sup>th</sup>, December 3<sup>rd</sup>, January 28<sup>th</sup>, February 11<sup>th</sup> & 25<sup>th</sup>, March 11<sup>th</sup> & 25<sup>th</sup>, April 8<sup>th</sup> & 22<sup>nd</sup>, May 6<sup>th</sup> & 20<sup>th</sup>

# ROBERT F. KENNEDY HIGH SCHOOL

## BELL SCHEDULES

<b>DOUBLE LUNCH SCHEDULE</b>			<b>DOUBLE LUNCH SCHEDULE</b>		
0 PERIOD	6:52 A.M.	7:50 A.M.	<b>WEDNESDAY (Bi-weekly)</b>		
WARNING	7:50 A.M.		0 PERIOD	9:10 A.M.	9:50 A.M.
1ST PERIOD	8:00 A.M.	8:58 A.M.	WARNING	9:50 A.M.	
2ND PERIOD	9:05 A.M.	10:03 A.M.	1ST PERIOD	10:00 A.M.	10:40 A.M.
3RD PERIOD	10:10 A.M.	11:08 A.M.	2ND PERIOD	10:46 A.M.	11:26 A.M.
1ST LUNCH	11:08 A.M.	11:41 A.M.	3RD PERIOD	11:32 A.M.	12:12 P.M.
4TH PERIOD/A	11:15 A.M.	12:13 P.M.	1ST LUNCH	12:12 P.M.	12:42 P.M.
4TH PERIOD/B	11:51 A.M.	12:49 P.M.	4TH PERIOD/A	12:18 P.M.	12:58 P.M.
2ND LUNCH	12:13 P.M.	12:46 P.M.	4TH PERIOD/B	12:48 P.M.	1:28 P.M.
5TH PERIOD	12:56 P.M.	1:54 P.M.	2ND LUNCH	12:58 P.M.	1:28 P.M.
6TH PERIOD	2:01 P.M.	3:00 P.M.	5TH PERIOD	1:34 P.M.	2:14 P.M.
BUSES LEAVE		3:09 P.M.	6TH PERIOD	2:20 P.M.	3:00 P.M.
7TH PERIOD	3:05 P.M.	3:55 P.M.	BUSES LEAVE		3:10 P.M.
BUSES LEAVE		4:00 P.M.	7TH PERIOD	3:05 P.M.	3:55 P.M.
<b>MINIMUM DAY SCHEDULE</b>			BUSES LEAVE		4:00 P.M.
0 PERIOD	7:15 A.M.	7:50 A.M.	<b>FINALS SCHEDULE</b>		
WARNING	7:50 A.M.		WARNING	7:50 A.M.	
1ST PERIOD	8:00 A.M.	8:35 A.M.	1ST TEST	8:00 A.M.	10:00 A.M.
2ND PERIOD	8:42 A.M.	9:17 A.M.	BREAK	10:00 A.M.	10:10 A.M.
3RD PERIOD	9:24 A.M.	9:59 A.M.	2ND TEST	10:17 A.M.	12:17 P.M.
4TH PERIOD	10:06 A.M.	10:41 A.M.	LUNCH	12:17 P.M.	12:35 P.M.
5TH PERIOD	10:48 A.M.	11:23 A.M.	BUSES LEAVE		12:45 P.M.
6TH PERIOD	11:30 A.M.	12:05 P.M.	<b>SINGLE LUNCH SCHEDULE</b>		
LUNCH	12:05 P.M.	12:35 P.M.	0 PERIOD	6:52 A.M.	7:50 A.M.
BUSES LEAVE		12:45 P.M.	WARNING	7:50 A.M.	
<b>FOGGY DAY SCHEDULE</b>			1ST PERIOD	8:00 A.M.	8:58 A.M.
0 PERIOD	9:10 A.M.	9:50 A.M.	2ND PERIOD	9:05 A.M.	10:03 A.M.
WARNING	9:50 A.M.		3RD PERIOD	10:10 A.M.	11:08 A.M.
1ST PERIOD	10:00 A.M.	10:40 A.M.	4TH PERIOD	11:15 A.M.	12:13 P.M.
2ND PERIOD	10:46 A.M.	11:26 A.M.	LUNCH	12:13 P.M.	12:46 P.M.
3RD PERIOD	11:32 A.M.	12:12 P.M.	5TH PERIOD	12:56 P.M.	1:54 P.M.
1st LUNCH	12:12 P.M.	12:42 P.M.	6TH PERIOD	2:01 P.M.	3:00 P.M.
4TH PERIOD/A	12:18 P.M.	12:58 P.M.	BUSES LEAVE		3:10 P.M.
4TH PERIOD/B	12:48 P.M.	1:28 P.M.	7TH PERIOD	3:05 P.M.	3:55 P.M.
2nd LUNCH	12:58 P.M.	1:28 P.M.	BUSES LEAVE		4:00 P.M.
5TH PERIOD	1:34 P.M.	2:14 P.M.	<b>FOGGY DAYS:</b>		
6TH PERIOD	2:20 P.M.	3:00 P.M.	<b>FM:</b>		
BUSES LEAVE		3:10 P.M.	KGFM	101.5	Bakersfield
<b>RADIO STATIONS BROADCASTING</b>			KKXX	105.3	Bakersfield
<b>AM:</b>			KUZZ	107.9	Bakersfield
KAFY	550	Bakersfield	<b>TV STATIONS:</b>		
KFRE	940	Fresno	Channel 17		
KCHJ	1010	Bakersfield	Channel 23		
KWAC	1180	Bakersfield	Channel 29		
KGEO	1230	Bakersfield			
KERN	1410	Bakersfield			

# 2025-2026 BUS ROUTES

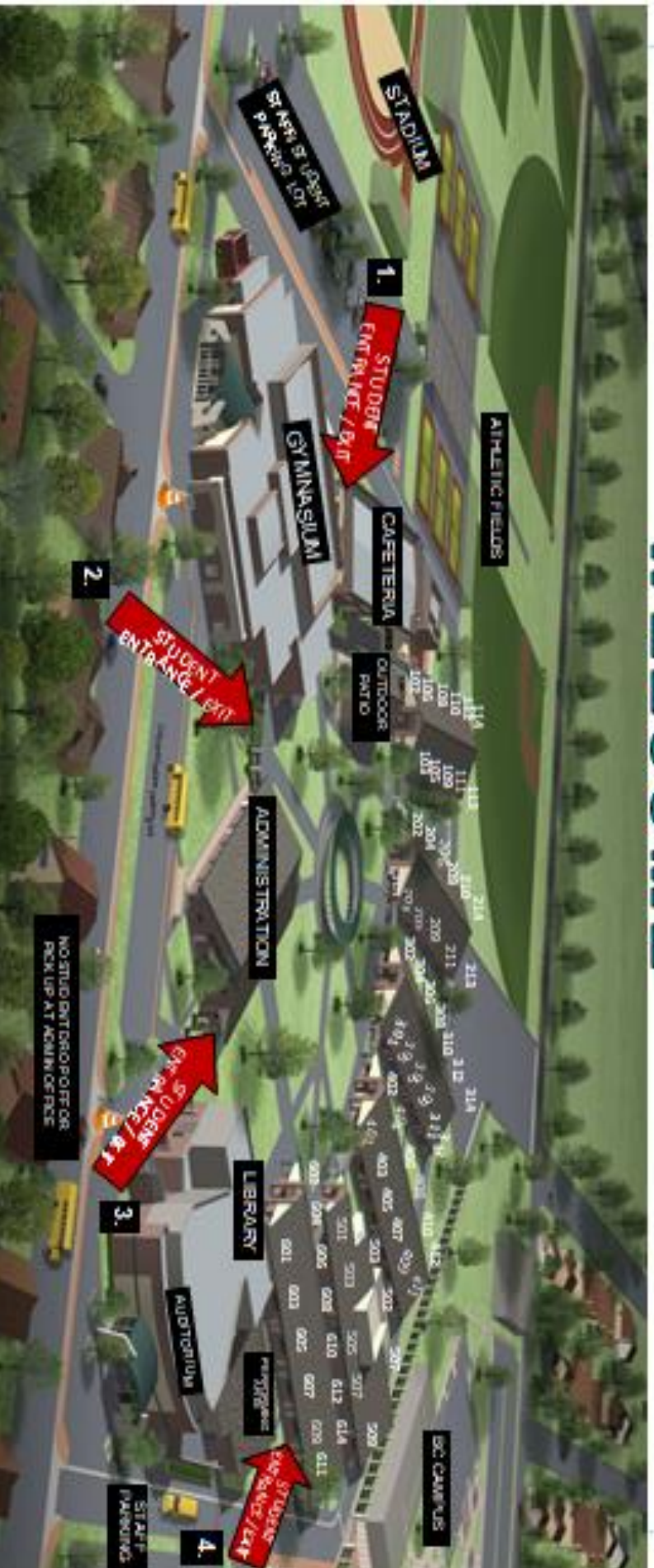
RFK	AM	RFK	PM
Route 8	Route 10 (POND/GARCES/DELANO)	Route 10 (CECIL/POND/GARCES)	Route 22 (ALLENSWORTH/TEVISTON)
Zero Period Bus	Regular Route	Regular Route	Valley Bus/ Regular Route
Kalibo Park @ 6:25am	Cecil Ave & San Jose Ave. @ 6:14am	10434 Brutton St. @ 3:08pm	Trailer Park (Ave 56) @ 3:25pm
	Cecil Ave & Lytle Ave. @ 6:15am	Mettler & Quinones @ 3:10pm	1748 Rd. 120 @ 3:28pm
	Cecil Ave & Wasco Pond @ 6:16am	Cecil Ave & San Jose Ave @ 3:12pm	Rd. 120 & Ave 72 @ 3:30pm
	29106 Cecil Ave (concrete wall) @ 6:17am	Cecil Ave & Lytle Ave @ 3:13pm	Ave 80 & Rd 126 @ 3:45pm
Route 22	28720 Garces Hwy @ 6:20am	Cecil Ave & Wasco Pond @ 3:14pm	Pink Trailer (Ave 56) @ 4:00pm
(ALLENSWORTH/COUNTRY)	Garces & Magnolia @ 6:21am	29106 Cecil Ave (concrete wall) @ 3:15pm	11562 Ave 56 @ 4:03pm
Regular Route	Magnolia & Woollomes @ 6:23am	28720 Garces Hwy @ 3:20pm	11352 Ave 56 @ 4:04pm
Trailer Park (Ave 56) @ 6:25am	28384 Garces Hwy @ 6:28am	Garces & Magnolia @ 3:22pm	10924 Ave 56 @ 4:05pm
1748 Rd. 120 @ 6:28am	Garces & Jumper @ 6:30am	Magnolia & Woollomes Ave @ 3:25pm	Dirt Lot (no house) @ 4:07pm
Rd. 120 & Ave 72 @ 6:30am	1158 Willdwood Rd @ 6:35am	28384 Garces Hwy @ 3:30pm	Allensworth School @ 4:20pm
Pink Trailer (Ave 56) @ 6:35am	28194 Pond Rd @ 6:42am	Garces & Jumper @ 3:35pm	8252 Ave 32 (yellow trailer) @ 4:22pm
11562 Ave 56 @ 6:37am	29172 Schuster Rd @ 6:48am	1158 Willdwood Rd @ 3:40pm	Rd. 84 & Ave 32 @ 4:23pm
11352 Ave 56 @ 6:39am	11851 Benner St @ 6:50am	28194 Pond Rd @ 3:50pm	Dirt Alley on Rd. 84 @ 4:24pm
10924 Ave 56 @ 6:40am	11695 Casey Ave @ 6:55am	29172 Schuster Rd. @ 3:55pm	Rd 84 (Big green water tank) @ 4:25pm
Dirt Lot (no house) @ 6:43am	29794 Schuster @ 6:57am	11851 Benner St @ 3:58pm	8494 Ave 24 @ 4:28pm
8494 Ave 24 @ 6:55am	Mettler & Quinones @ 7:10am	11695 Casey Ave @ 4:00pm	10975 Ave 16 @ 4:35pm
Rd 84 (Big green water tank) @ 6:58am	10434 Brutton St @ 7:12am	29794 Schuster @ 4:02pm	415 Ave 128 @ 4:40pm
Dirt Alley on Rd. 84 @ 7:00am	Kalibo Park @ 7:20am	4:00 PM Route	
Rd 84 & Ave 34 @ 7:02am	Castro Ave & Hielt Ave @ 7:25am	Allensworth/Tevison/North Country areas	Route 30 (DELANO)
Allensworth School @ 7:04am			Regular Route
10975 Ave 16 @ 7:15am			10275 Casey Ave (Torres Rancho) @ 3:15pm
415 Ave 128 @ 7:25am			
10025 Casey Ave @ 7:27am	Route 23 (TEVISTON)	Route 8	10259 Casey Ave @ 3:16pm
10059 Casey Ave @ 7:28am	Regular Route	4:00 PM Route	10059 Casey Ave @ 3:17pm
10259 Casey Ave @ 7:29am		Cecil/Garces/Wildwood/Pond South Country areas	10025 Casey Ave @ 3:18pm
10275 Casey Ave (Torres Rancho) @ 7:30am	Ave 80 & Rd 126 @ 6:26am		Hielt & Castro @ 3:25pm
			Kalibo Park @ 3:35pm



# Robert F. Kennedy High School STUDENT ENTRANCE AND EXIT CAMPUS MAP

Buildings 100 – 600  
Odd Rooms are to the right  
Even Rooms are to the left

# WELCOME



## STUDENT DROP OFF LOCATIONS

1. Use Stadium parking lot
2. Walk up **ONLY** — No entrance/parking at Administration parking lot
3. Walk up **ONLY** — No entrance/parking at Administration parking lot
4. Use the entrance by the performing arts building
5. **LATE** Arrivals — Report to Attendance Office located at Administration Building

RED ARROWS INDICATE  
STUDENT ENTRY /  
EXIT POINTS

# SCHOOL DIRECTORY

## ADMINISTRATION/SUPPORT STAFF

Principal, Raudel Rojas .....	720-5117
Assistant Principal-Student Affairs, Juan José Madrigal .....	720-5103
Learning Director, Uriel Robles .....	720-5113
Assistant Principal-Student Services, Matt Grijalva .....	720-5110
Discipline Liaison, Ivan Sanchez .....	720-5108
School Psychologist, Claudia Rodriguez .....	720-4143
Head Counselor, Martha Munoz (12 <sup>th</sup> ) .....	720-5106
Counselor, Art Cantu (9 <sup>th</sup> ).....	720-5115
Counselor, Katie Carver (10 <sup>th</sup> ) .....	720-4182
Counselor, Natalie Fragoso (11 <sup>th</sup> ).....	720-5114
Activities Director, Tony Medina.....	720-5119
Director of Migrant Education, Ben DeLeon .....	720-4165
Technology Director, Cesar Ramirez .....	720-4543
Cafeteria Supervisor, Andrea Popoy .....	720-4305

## DEPARTMENTAL SUPPORT STAFF

Principal's Secretary, Kim Nasca .....	720- 5101
Print Room, Elizabeth Rios .....	720- 5118
Attendance Secretary, Maricela Lizarraga ...	720-5105, 720-5130, 720-5351, 720-5104 (Attendance, registration, work permits, surgery, severe health problems, home teaching)
Counseling Office Secretary, Anabel Jasso.....	720-5111 (Transcripts, records, schedules, graduation, counseling appointments, make-up work)
Student Affairs Office, Gloria Herrera .....	720-5112 (Problems with other students, discipline, teacher/student conflict, expulsions, suspensions, transfers)
ASB Clerk, Teresa Maldonado .....	720-5201 (Student activities, prom, student pictures, sales)
Library Office, Nereida Franco .....	720- 5109 (Student Services)
Student Health Office, Gabrielle Acuna .....	720-5296 (Student injuries/illnesses, immunizations)
Migrant Education Office, Angelita Chavez.....	720-4166 (Student Services)
Educational Services, Alicia Avalos.....	720-4126 (Student Services)
Special Education, Ana Villarreal.....	720-4146 (Student Services)

# ATTENDANCE OFFICE SERVICES

## **HOW DO I CLEAR MY SON/DAUGHTER'S ABSENCE?**

Call the Attendance Office the day of the absence with student name, ID#, and specific reason for absence and the date(s) of the absence(s). If you should get voice mail, please make sure to leave the student's name, ID#, specific reason and date(s) of the absence(s). If you would like someone to call you back, please leave your name and phone number where you can be reached.

Another option is to send a note with the student. The note should include the student's name, ID#, specific reason, date(s) of the absence(s) and parent/guardian signature. A home phone number should also be included on the note.

## **HOW DO I GET A MESSAGE TO MY SON/DAUGHTER**

Call the Attendance Office and give the message to the Attendance Clerk/Secretary. If it is an emergency, please let the person taking the message know. Otherwise, for a non-emergency, the message may be sent to the classroom by messenger. Some teachers may hold the message until the end of the period.

## **WORK PERMITS**

Work permits are issued to students who are enrolled in Robert F. Kennedy High School between the ages of 14-17 years of age. During school time, the work permit allows a student to work 4 hours per day/28 hours per week. During vacation hours, students can work up to 8 hours per day/40 hours per week. California State law requires that all students under eighteen (18) years of age who are employed or wish to be employed have a work permit. This work permit may be obtained in the Attendance Office. In order to obtain a work permit, the minor and his/her parent or guardian must provide the issuing authority with the minor's school record, evidence of age, and written statements from the prospective employer. A student may not work and attend school for a combined total of more than eight (8) hours on any school day. Students working too many hours a day or week, not having regular attendance, and/or not maintaining good grades, can have their work permits voided by the site administrator in charge of attendance.

## **QUESTIONS/COMMENTS/CONCERNS**

The following personnel will assist you with any questions, comments or concerns that you have in the areas of Attendance Office services/processes:

1. Attendance Secretary
2. Campus Discipline and Safety Liaison (for individual discipline/attendance matters)
3. Assistant Principal (Attendance)
4. Principal

## **STUDENT ATTENDANCE**

**COMPULSORY ATTENDANCE RULES:** Compulsory education law states that every person between the ages of 6 and 18 years, not exempted, must attend school full-time (ref. **EC 48200**). Robert F. Kennedy High School may submit compulsory attendance laws paperwork to the Student Attendance Review Board against parents/students whose child is not attending school on a regular basis. Parents/students may be required to appear before the Delano-McFarland District Court.

**ABSENCES - EXCUSED:** The absence of a student from school/class shall be excused for only the following reasons (code = 1) (ref. **EC 46010**):

- A. Illness or quarantine.
- B. Medical, dental, optometrical, or chiropractic services.
- C. Funeral of immediate family member, limited to one day for services in California and three days for out-of-state (mother, father, grandmother, grandfather, brother, sister, any relative living in the immediate household of the student).

- D. Jury duty.
- E. Up to five days in order to obtain proper immunization; (ref. **EC 46010.5**).

**ABSENCES - EXTENDED LEAVE:** Students who wish to leave school before the end of the semester or prior to the school's scheduled vacation period must secure administrative approval and follow all conditions set by the school. Failure to do so will result in the student being dropped from Robert F. Kennedy High School. The student would then be required to re-enroll. Extended Leave Request forms are available in the Attendance Office. See Attendance Office Clerk at least a week before you plan to leave.

**ABSENCES - RETURN:** Students should bring their notes to the Attendance Office immediately upon arriving on campus after their absence. The Attendance Office is open at 7:30 a.m. Anytime a student is absent from a class or school for any reason, it is the obligation of the student to follow through on clarifying the reason for the absence.

If a student arrives at school after first period begins, he or she needs to report to the Attendance Office to get a pass to class.

Students have three full days in order to clear their absence(s). If the absence(s) are not cleared within the three-day limit, students will be assigned Saturday School to clear the absence.

**Absences that go unaddressed for more than twenty school days after the date of absence will be changed from an unresolved status (code = A) to truant (code = 89). Parents will then be unable to excuse the absence. After the twenty-day rule is applied, absences can only be adjusted by administrative authority.** Students may be required to serve detention or Saturday School to clear any absences beyond this twenty-day limit.

**ABSENCES - UNEXCUSED:** Some examples of unexcused absences (code = 9):

- A. Any personal business that could be handled on own time.
- B. Working for an employer.
- C. Oversleeping.
- D. Missing the bus.
- E. Traffic

**ATTENDANCE SWEEPS/LOCKOUTS:** Random sweeps and lockouts will be conducted in order to address late/truant students on the Robert F. Kennedy High School campus. Any student caught during a sweep/lockout without an authorized pass may be subject to any of the following: 1) Parent contact, 2) Detention, 3) Saturday School, 4) Behavior contract, and 5) the Intervention Program. Repeat offenders will be subject to more severe consequences.

**TRUANCY:** Truancy occurs when a student is absent from any portion of class or classes without a valid excuse. The following is a list of consequences associated with being truant on an annual basis:

**All periods truant must be cleared:**

- 1 Single period → 1 Detention
- 6 Single periods → 1 Saturday School/In House Retention

In addition, the following consequences will occur:

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**TRUANT (STAGE 1): 3 DAYS TRUANT OR TOTAL OF 18 SINGLE PERIOD TRUANCIES**

Consequences may include: letter mailed home, parent contact, appropriate referrals for remediation and Saturday School/After School Detention/Work Detail assigned.

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**TRUANT (STAGE 2): 6 DAYS TRUANT OR TOTAL OF 36 SINGLE PERIOD TRUANCIES**

Consequences may include: letter mailed home, SART Meeting, Behavior Contract and Saturday School/After School Detention/Work Detail assigned.

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**TRUANT (STAGE 3): 9 DAYS TRUANT OR TOTAL OF 54 SINGLE PERIOD TRUANCIES**

Consequences may include: letter mailed home, parent contact, possible referral to the School Attendance Review Board (SARB), and Saturday School/After School Detention/Work Detail assigned. If the SARB holds a meeting, the student for example may be placed on a SARB Contract, referred to support services, involuntary transfer to an alternative education program, and/or student/parent may be cited to appear in court.

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**OFF-CAMPUS PASS:** Students are not allowed to leave campus without administrative authorization. If a student must leave the school campus during the day, the parent or guardian must contact the Attendance Office prior to the student leaving campus. Unless the school receives communication (written note or phone call) from a parent or guardian, the student will be charged with an unexcused absence. All students must stop by the Attendance Office to get an off-campus-pass for medical appointments or for any other permissible reasons. When returning to school, students are to present the off-campus pass at the Attendance Office and acquire a pass to class.

**LATE TO CLASS:** Any student late to class over thirty minutes 3 times is considered legally "Truant" pursuant EC 48260(a). More severe penalties may be assessed than for an ordinary "Late" to class. If the student is not inside the classroom when the "Late" bell begins to ring, that student is "LATE!"

("LATE" = 1 second to 29 minutes late)  
("TARDY" = 30 minutes or more late)

Students will be assigned after school detention on their 3<sup>rd</sup> unexcused late, and any late thereafter. Students who are tardy to class will receive an after school detention that is to be served on the same date as the infraction. Continued violations of the tardy policy may result in additional consequences, such as: After School Detention, Intervention Program, Parent Contact, Saturday School, referral to the District Transfer Committee, referral to the School Attendance Review board and Loss of Privileges (examples: school dances, assemblies, music, athletics, etc).

**HALL PASSES:** Students are not permitted to be outside of their assigned classroom or work station without an appropriate school authorized pass during class time.

**MAKE-UP WORK:** It is the student's responsibility to initiate arrangements for make-up work upon returning from an absence or suspension. It is understood that if a student is absent due to participation in a school related activity, he/she will be allowed to do make-up work. If a student is to be absent for a prolonged period of time due to illness, arrangements for his/her assignments may be made by contacting the Counseling Office Secretary, (661) 720-5111.

**PERFECT ATTENDANCE:** Students must be in school for a minimum of four (4) periods on a daily basis to qualify for a perfect attendance plaque upon graduation.

**EIGHTEEN-YEAR-OLD STUDENTS:** When students reach their eighteenth birthday, they assume the responsibility of following the appropriate procedures for the verification of absences. Abusing this responsibility and privilege can lead to being dropped from Robert F. Kennedy High School. Upon reaching their eighteenth birthday, each student may sign an eighteen-year-old agreement form.

**GRADING AND POINT AVERAGE**

**INCOMPLETE (I):** An Incomplete shall be given only when a student's work is not finished because of illness or other excused absence. If not made up within six weeks, the incomplete shall become an F.

**GRADE POINT AVERAGE (GPA):** For grade 9-12, grades for achievement shall be reported for each grading period as follows: A = 4.0 grade points, B = 3.0 grade points, C = 2.0 grade points, D = 1.0 grade points, and F = 0 grade points. Because of the more rigorous nature of AP, Honors, and concurrent postsecondary courses, students receiving a grade of A, B, or C in those courses shall receive extra grade weighting as follows: A = 5.0 grade points, B = 4.0 grade points, and C = 3.0 grade points. P.E. classes and courses receiving letter grades of passing (P) are not included in the GPA formula.



**LOST AND FOUND:** Students who have found articles of value on campus are to turn them into the Student Affairs Office. Any lost articles may be claimed at the Student Affairs Office.

**VISITORS:** Parents are invited to visit the school at any time. Any parent desiring to visit the school must obtain permission from the Principal at least 1 day in advance, state the reason for the visit, and sign the visitor's log. A visitor pass will be issued, which is to be worn by the visitor at all times while on campus. Student visitors or outsiders (as defined under California State law) are **NOT ALLOWED ON CAMPUS.**

**CAMPUS:** Students are not to bring out-of-town guests or other friends on campus. Students are not permitted to bring small children on campus to visit.

**PARKING:** Vehicles driven to school by students are to be parked in the student parking lot located directly south of the gymnasium and cafeteria buildings. Student vehicles parked in unauthorized areas may be cited and/or towed away at the owner's expense. A parking permit is required to park on campus and may be obtained free of charge at the Student Affairs Office.

**IDENTIFICATION CARDS:** I.D. cards are issued to all students. The I.D. card is to be **carried at all times** while the student is on campus and when the student is attending school activities, including athletic events, and dances. Replacement I.D. cards are issued in the Student Affairs Office. A student may be **required to show their I.D. cards to board the bus.** A student may be required to show their I.D. card upon demand by a teacher, administrator, security officer, secretary, or any other school employee while on campus.

**STUDENT LOCKERS:** Students enrolled in physical education classes will be assigned physical education lockers at the start of the school year. These lockers are school property, assigned to students for their use. The school reserves the right to open any locker for reasonable cause. Periodic checks of lockers may take place under the Principal's or designee's supervision.

#### **BUS TRANSPORTATION:**

Students are expected to behave in a safe and orderly manner on a Delano Joint Union High School bus at all times. The bus conduct rules are as follows:

1. Use only the bus and stop assigned to you.
2. Remain seated, facing front, when the bus is in motion.
3. Talk quietly and make no unnecessary noise.
4. Eating, drinking and gum chewing on the bus is not allowed.
5. For the safety of all students, unnecessary conversation with the driver or the creation of any disturbance is not permitted.
6. Students must conduct themselves as to contribute to the safe transportation of the whole group.
7. No live animals, birds, fish, reptiles, or insects may be carried on the bus.
8. Orderly behavior is required at bus stops.
9. Arrive at bus pick-up five to ten minutes before the bus is scheduled, no earlier.
10. Cross in front of the bus if living on the opposite side of the street.
11. Keep head, hands, and arms inside of the bus at all times.
12. Littering the bus or throwing anything out of the bus is not permitted.
13. Do not play or tamper with the bus or bus equipment.
14. Be quiet when the bus is crossing the railroad tracks.
15. Wear shoes on the bus -- no bare feet allowed. (Special Attention: track, football, soccer, baseball, or any other "specialty" athletic shoe **must not be worn on the bus as they damage the floor.**)
16. Pupils transported in a school bus shall be under the authority of and held directly responsible to the driver of the bus.
17. No balloons will be allowed on any school bus.

*Consequences:* Temporary loss of transportation privileges, detention, Saturday School, Intervention Program, suspension or possibly transfers to an alternative education program.

**GUESTS ON CAMPUS:** Non-students are not allowed to come on campus during the school day. All visitors, regardless of the reason for being on campus, must obtain proper authorization from the Principal prior to visiting the campus.

# DISCIPLINE/EXPULSION INFORMATION

## **DISCIPLINE**

The Principal may recommend a pupil's suspension or expulsion for any of the acts enumerated in Section 48900 of the Education Code. Upon recommendation by the Principal or by a hearing officer or by administrative panel appointed pursuant to subdivision (d) of Section 48918 of the Education Code, the Governing Board may order a pupil expelled upon finding that the pupil violated Section 48900, and that other means of correction have repeatedly failed to bring about proper conduct or due to the nature of the violation the presence of the pupil causes a continuing danger to the physical safety of the pupil or others and that other means of correction are not feasible (**EC 48915**).

Expelled students shall be excluded from all school-related extracurricular activities during the period of expulsion (**BP 5144.1(a)**). A student may be expelled only by the Board. The Board shall expel, as required by law, any student found to have committed certain offenses listed below under "Mandatory Recommendation and Mandatory Expulsion" (**EC 48915**). The student is entitled to a hearing to determine whether the student should be expelled. The hearing shall be held within thirty (30) school days after the Principal or designee determines that one of the acts listed under grounds for suspension and expulsion has occurred (**EC 48918 (a)**).

## **JURISDICTION (EC 48900):**

A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following:

1. While on school grounds,
2. While coming to or going from school,
3. During the lunch period whether on or off the campus.
4. During, or while going to or coming from, a school sponsored activity.

**MANDATORY RECOMMENDATION OF EXPULSION (EC 48915)** The principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts:

- (c1) Possessing, selling, or otherwise furnishing a firearm.
- (c2) Brandishing a knife at another person.
- (c3) Unlawfully selling a controlled substance.
- (c4) Committing or attempting to commit a sexual assault or committing a sexual battery.
- (c5) Possession of an explosive (Any explosive, incendiary, poison gas, projectile, etc.).
- (a1) Causing serious physical injury to another person.
- (a2) Possession of any knife or other dangerous object.
- (a3) Unlawful possession of any controlled substance as defined by the Health and Safety Code.
- (a4) Robbery or extortion.
- (a5) Assault or battery upon any school employee.

**SUSPENSION:** Suspension from school means removal of a student from ongoing instruction for adjustment purposes (**EC 48925**). A suspended student may be removed from school for up to five days at a time. While a student is under Out-of-School Suspension, he or she is expected to be at home and is not allowed to be on the school grounds or the area surrounding the school at any time during school hours. Students are not allowed to attend or participate in school activities while under Out-of-School Suspension.

## **GROUND FORS SUSPENSION OR EXPULSION (EC 48900):**

**Violation of Ed Code 48900 Sections (A-R) and 48900.2-48900.7**

**FIGHTING (48900 Section A):** (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person; or (2) Willfully used force or violence upon the person of another, except in self-defense.

*Consequences:*

1<sup>st</sup> offense: suspended from school from 1-5 days.

2<sup>nd</sup> offense: suspended for 1-5 days and possible referral to an alternative education program.

Students who commit an assault, battery, or cause severe injury are subject to arrest and/or referral to the Governing Board for expulsion. In addition, Education Code 48902 requires the Principal of a school to notify the appropriate law enforcement authorities of any acts of assault by a student which may be a violation of Section 245 of the Penal Code.

**DANGEROUS OBJECTS (48900 Section B):** Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object unless the pupil had obtained written permission to possess the item from a certificated school employee, with concurrence by the Principal or designee. *Consequences:*

The consequences range from the Intervention Program or Suspension to a possible referral to the Governing Board for expulsion on the first offense. In addition, law enforcement may be contacted.

**CONTROLLED SUBSTANCES (48900 Sections C, D, &H):**

*Consequences:*

Alcohol, Tobacco, and Other Controlled Substances: Students who possess, use, furnish, or are under the influence of any controlled substance will be assigned consequences that range from the Intervention Program, Drug Intervention and Prevention Agreement, Suspension, to an involuntary transfer to an alternative education program. The student will also be referred to the appropriate intervention service.

Students found selling a controlled substance shall be referred to the Governing Board for expulsion on the first offense (selling is a mandatory recommendation). In addition, law enforcement may be contacted.

**ROBBERY (48900 Section E):** Students may not commit or attempt to commit robbery or extortion.

This includes the theft of any property not belonging to the student or any attempt made to force or create fear in others while attempting to steal or while stealing another's property.

*Consequences:*

The consequences for robbery or extortion will range from Intervention Programs, to suspension or a referral to the Governing Board for expulsion. The student and/or parent will be responsible for returning the stolen property or for full payment. In addition, law enforcement may be contacted.

**DAMAGE TO PROPERTY (48900 Section F):**

*Consequences:*

The consequences for attempting to cause or causing damage to other's property will range from after school detention, Intervention Program, to suspension or a referral to the Governing Board for expulsion. The student and/or parent will be responsible for payment for the damage. In addition, law enforcement may be contacted.

**THEFT (48900 Section G):** Students may not commit or attempt to commit theft.

*Consequences:*

The consequences for committing or attempting to commit theft will range from suspension to referral to the Governing Board for expulsion. The student and/or parent will be responsible for returning the stolen property or for full payment of the property. In addition, law enforcement may be contacted.

**OBSCENITY, PROFANITY AND VULGARITY (48900 Section I):**

Consequences: Students who engage in obscene acts or engage in habitual profanity or vulgarity will receive consequences ranging from after school detention, Intervention Program, to suspension or a referral to the Governing Board for expulsion.

**PARAPHERNALIA (48900 Section J):**

*Consequences:*

Students who possess, offer, arrange or negotiate to sell drug paraphernalia will receive consequences ranging from after school detention, Intervention Program, to suspension or a referral to the Governing Board for expulsion.

**DEFIANCE AND DISRUPTION (48900 Section K):**

*Consequences:*

Students who defy the directions of a school employee or disrupt the orderly operation of any school-related activity will receive consequences ranging from after school detention, Intervention Program, to suspension or a referral to the Governing Board for expulsion. In addition, students who run from or attempt to evade a school official may be referred to alternative education on the first offense.

**RECEIVING STOLEN PROPERTY (48900 Section L):**

*Consequences:*

Students who knowingly receive stolen property will receive consequences ranging from after school detention, Intervention Program, to suspension or a referral to the Governing Board for Expulsion. In addition, law enforcement may be contacted.

**POSSESSED AN IMITATION FIREARM (48900 Section M):**

*Consequences:* Students who lead a reasonable person to conclude that the replica is a firearm will receive consequences ranging from after school detention, Intervention Program, to suspension or a referral to the Governing Board for expulsion.

**COMMITTED OR ATTEMPTED TO COMMIT A SEXUAL ASSAULT OR SEXUAL BATTERY (48900 Section N):** Committed or attempted to commit sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.

*Consequences:* Mandatory expulsion.

**HARASSED, THREATENED OR INTIMIDATED A WITNESS (Section O):**

*Consequences:*

Students who harass, threaten or intimidate a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness or both, may be suspended or referred to the Governing Board for expulsion.

**OFFERED, ARRANGED TO SELL, NEGOTIATED TO SELL, OR SOLD THE PRESCRIPTION DRUG SOMA. (48900 Section P):**

Consequences for students, who unlawfully offer, arranged to sell, negotiated to sell, or sold the prescription drug Soma may range from suspension through a referral to the Governing Board for expulsion. In addition, law enforcement may be contacted.

**ENGAGED IN, OR ATTEMPTED TO ENGAGE IN, HAZING (48900 Section Q):**

Consequences for students who engaged in, or attempted to engage in, hazing may range from after school detention, Intervention Program, to suspension or a referral to the Governing Board for expulsion on the first offense. In addition, law enforcement may be contacted.

**BULLYING (48900 Section R):** Any student who engages in an act of bullying, including, but not limited to, bullying committed by means of an electronic act (cyber bullying) directed specifically toward a pupil or school personnel will receive consequences ranging from detention, suspension through referral to the Governing Board for expulsion.

**SEXUAL HARASSMENT (48900.2):** Students may not engage in conduct constituting sexual harassment such as, but not limited to, unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature or severe enough to

have a negative impact upon another student's academic performance or to create an intimidating, hostile, or offensive educational environment. Any student wishing to make a complaint of sexual harassment should immediately report it to an administrator.

*Consequences:*

The consequences for sexual harassment may range from after school detention, Intervention Program, to suspension or a referral to the Governing Board for expulsion. The consequences for sexual battery will range from suspension through referral to the Governing Board for expulsion. In addition, law enforcement may be contacted.

**HATE VIOLENCE (48900.3):** This includes, but is not limited to, any violent behavior associated with anger toward other persons based upon race, gender, ethnicity, or religious preference.

*Consequences:*

The consequences for hate violence will range from after school detention, Intervention Program, to suspension or a referral to the Governing Board for expulsion.

**HARASSMENT, THREATS, AND INTIMIDATION (48900.4):** Students may not intentionally engage in harassment, threats, or intimidation directed against any other student(s), that is severe enough to disrupt class work, create disorder, and invade the rights of the other student(s) by creating an intimidating or hostile educational environment.

*Consequences:*

The consequences for harassing, threatening, or intimidating behavior will range from after school detention, Intervention Program, to suspension or a referral to the Governing Board for expulsion.

**TERRORISTIC THREAT (48900.7):** A pupil may be suspended or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both. "Terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety.

**ELECTRONIC DEVICES (EC 48901.5, 51512):** To ensure the safety of all students, to protect personal property, and to ensure the educational process is not disrupted, except with prior consent for health reasons, students shall not possess or use on school campus personal electronic signaling devices including, but not limited to, pagers and cellular/digital telephones as well as other mobile communications devices including, but not limited to, digital media players, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, and laptop computers.

*Consequences:*

Items will be confiscated. **First Offense:** Confiscated items will be released by the Assistant Principal after school hours to the parent or guardian. **Second Offense:** Students will receive a disciplinary referral for the infraction and the confiscated item will be released to the parent or guardian. **Third Offense:** Students will receive a disciplinary referral for the infraction, will be assigned after school detention, and the confiscated item will be released to the parent or guardian.

**NOTE: DJUHSD, Robert F. Kennedy High School or its personnel are not responsible for lost, stolen, or damaged electronic devices whether in the possession of the student or site personnel.**

**EXCESSIVE DISPLAYS OF AFFECTION:**

*Consequences:*

Students who continue to engage in excessive displays of affection after being warned may be assigned detention, Saturday School, Intervention Program or referral to an alternative school program. In addition, parents may be contacted about the infraction(s).

**FORGERY:** The act of falsely or fraudulently making or altering a document.

*Consequences:*

**First Offense:** Parent contact and penalties ranging from detention to suspension. **Second Offense:** Possible transfer to an alternative educational program.

**GAMBLING:** The use and/or possession of gambling paraphernalia is not permitted on campus at anytime. This includes playing cards, dice, pongs, or tossing coins.

*Consequences:*

The paraphernalia will be confiscated, only to be released to the parent/guardian. The penalty will range from detention to suspension.

**GANG-RELATED ACTIVITIES:** Gang related activities will not be tolerated on the campus or in the immediate vicinity of the campus.

*Consequences:*

The consequences range from detention to recommendation for transfer to an alternative education program.

**BULLYING:** Robert F. Kennedy High School is committed to keeping all students and staff safe at school. In order to provide a safe environment, RFKHS has adopted an antibullying policy, together with procedures to prevent and stop bullying.

All staff is trained in recognizing and stopping bullying behaviors. The school has an incident report application (StopIt) available for staff, parents/guardians, and students at the Robert F. Kennedy High School's web site (<https://www.djuhsd.org/Domain/10>).

Reports of bullying are addressed in a confidential manner. All bullying reports are documented and investigated. Students who are involved in bullying acts will receive consequences and follow up meetings with staff. Consequences for bullying behaviors are developmentally appropriate and dependent upon frequency and severity of the incident.

Additional information regarding bullying, Anti-Bullying forms, and related topics are available through the Robert F. Kennedy High School Student Affairs Office 661-720-5112.

**BICYCLES, SKATEBOARDS, SCOOTERS, AND ROLLER SKATES:** To ensure the safety of all students, bicycles, skates and skateboards are not to be ridden on campus. All bicycles, skateboards, scooters, or skates must be placed on the skateboard racks at the front of the school outside of the Student Affairs office.

*Consequences:*

Students who refuse to cooperate may have their bicycle, skates, scooter, or skateboard confiscated and held until a parent can claim them. Continued non-cooperation may result in detention, Saturday School, Intervention Program, suspension, or possibly transfer to an alternative education program.

**BOMB THREAT, FALSE FIRE ALARM, AND FALSE 911 CALLS:**

*Consequences:*

Students may be suspended and law enforcement may be contacted. Depending on the circumstances, students may be recommended for transfer to an alternative school program or expulsion from the Delano Joint Union High School District.

**CHEATING:** Acts of academic dishonesty, which will not be tolerated at Robert F. Kennedy High School are listed below:

1. Cheating on tests.
2. Fabrication (any intentional falsification or invention of date, citation, or other authority in an academic exercise).
3. Unauthorized collaboration.
4. Plagiarism.
5. Theft or alteration of materials.

*Consequences:*

**First Offense:** The student may lose all credit for the assignment or test with no make-up permitted. The student will be referred to the Student Affairs Office and the parent will be contacted. Detention, Saturday School, Intervention Program or suspension may be

assigned. **Second Offense:** The student will be referred to the Student Affairs Office and the parent will be contacted. Suspension and/or transfer to an alternative education program may occur.

**CLASSROOM BEHAVIOR:** Unacceptable classroom behavior is not tolerated at Robert F. Kennedy High School. Students are expected to do the following:

1. To behave in a safe and orderly manner.
2. To treat all members of the school community with respect.
3. To follow all school and classroom rules.

*Consequences:* Students will be referred by the teacher to the Student Affairs Office for discipline. The penalties for unacceptable behavior range from after school detention, Intervention Program, to suspension or a recommendation to the Governing Board for expulsion.

**CLEAN CAMPUS:** Students are expected to participate in maintaining a clean campus. Trash should be deposited in receptacles. No gum will be allowed on campus. Students caught chewing gum will be subject to disciplinary consequences.

*Consequences:* Students observed throwing trash on the grounds or in possession of gum on school grounds may receive detention, Intervention, out of school suspension, or work detail.

**COMPUTER/INTERNET ETHICS:** Students are expected to use the Internet to acquire resources and to pursue intellectual activities. The Internet may not be used for any purpose which conflicts with the goals of the Internet policy of the Delano Joint Union High School District or for illegal or unethical purposes (**BP 6163.4(a)**).

You must not:

1. Use the system without signing the Internet User Agreement.
2. Send or receive messages that are likely to be obscene, pornographic, racist, sexist, illegal, unethical or inappropriate in language for the school environment. The district reserves the right to determine according to district standards whether any message is in violation.
3. Send a message with someone else's name as author or send a message that is inconsistent with the school's code of conduct or practices.
4. Send any material in violation of any federal or state law or regulation. This includes non-exclusively copyrighted material, threatening or obscene material, or material protected by secret.
5. Impair or damage district system operations or disrupt the use of the system by another user.
6. Share your individual account and/or password.

*Consequences:*

Any violations may include, but are not limited to, suspension/revocation of Internet access, suspension, or referral to the Governing Board for expulsion.

## DRESS CODE POLICY

1. The top of pants must be worn around the waist and belts need to be secured in the belt loops. Shirts worn on the outside may not exceed below the normal pocket line. All clothing should be appropriately sized to the body. Pants and shorts must fit at the waist, hips, crotch, and thighs.
2. Sweatshirts or t-shirts of a neutral color that depict college logos or professional sports teams may be worn if not affiliated with any gangs and if pockets are not concealed. Administration reserves the right to ban any apparel that can be depicted as gang related.
3. Jerseys and replicas are prohibited unless approved by site administration for a specific school activity.
4. Sunglasses may be worn outside of classrooms.
5. Any clothing worn as pants or bottoms that are of inappropriate size or length that pose a disruption to the educational environment are prohibited.
6. Hair shall be clean and neatly groomed. Haircuts or hairstyles that draw undue attention to the student or detract from the educational process are not acceptable.

7. Attire, which advocates, advertises, denotes, pose a danger to any student, or is recognized as affiliated with a gang, criminal activity, alcohol, and/or drugs are not allowed. This may include any of the following apparel such as jackets, jerseys, T-Shirts, etc.
8. Attire that can be used as a weapon, such as steel-toed shoes or boots, multi-finger rings, or items that have spikes or studs, and wallet chains are prohibited.
9. Standard ear piercings are permitted. Other ear and body piercings shall be prohibited if it is a safety concern.
10. Footwear must be appropriate for normal school activities. Open-toe footwear is prohibited; footwear must have straps.
11. Clothing, jewelry, and personal items (backpacks, fanny packs, gym bags, water bottles, etc.) shall be free of writing, pictures of any insignia which are crude, vulgar, profane or sexually suggestive, which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice.
12. Students may wear sun-protective clothing such as hats with school logo for outdoor use during the school day
13. Any see-through apparel or attire that does not conceal undergarments is prohibited.

Site Administration at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

**Student Dress or Grooming Practices Which Are Unacceptable:**

1. Present a hazard to the health or safety of the student or others in the school.
2. Materially interfere with schoolwork, create disorder, or disrupt/distract the educational program.
3. Cause excessive wear or damage to school property.
4. Prevent a student from achieving their own educational objectives because of blocked vision or restricted movement.

**In Addition, The Following Also Applies to The School Dress Code:**

1. No grade of a student participating in a physical education class shall be adversely affected because a student does not wear standardized physical education apparel when the failure to wear such clothing items arises from circumstances beyond the student's control. (Education Code 49066)
2. Site administration reserves the right to ban any apparel that can be depicted as dangerous and/or creates a distraction to the general learning environment.
3. Exceptions to the dress code may be made for special days or special events with administrative approval. The dress code shall be in effect at all school-related activities.

**Consequences**

Progressive discipline model will be followed to address dress code violation infractions. Progressive discipline model seeks concurrent accountability and behavior change. Parents and/or guardians will be expected to be active participants in this process.

**Detention, Saturday School, Intervention, and Work Detail**

**DETENTION:** Pupils may be detained in school for discipline or other reasons. Detention shall consist of at least a thirty-sixty minute period.

It is the student's responsibility to serve detention. He or she must provide his or her own transportation when necessary. Failure to report to detention will result in further penalties up to and including Intervention, suspension, or transfer to an alternative education program/site.

Sample causes for detention being assigned include, but are not limited to, late to class, class cut, failure to bring necessary materials for class participation, and continued disruptive classroom behavior. If students cannot serve detention as assigned, it is their responsibility to contact the Student Affairs to make other arrangements prior to the serving date assigned.

If detention is not served when scheduled or is not cleared ahead of time with an Assistant Principal, one or more of the actions will result:

1. Detention will be doubled.
2. Intervention will be assigned.

3. Saturday School will be assigned.
4. A parent/guardian conference will be held and an Out-of-School Suspension assigned.
5. Transfer to an Alternative Education Program/Site.

Detention minutes are assigned for various violations of behavior standards as listed in Education Code 48900 and the Delano Joint Union High School District rules and regulations.

**DETENTION RULES:**

1. Detention may be served in the room(s) assigned for that purpose Monday through Friday.
2. Individuals earning detention must begin serving them within the assigned dates or further penalties may be assessed.
3. Each student must sign in with the Detention Supervisor when entering the room. This list will be checked by the Detention Supervisor and immediately submitted to the Student Affairs office by that supervisor at the completion of that detention segment.
4. Each student will be assigned a seat and will remain in the assigned seat for the entire detention period.
5. Restroom breaks will not be permitted except in rare emergencies.
6. There will be no talking.
7. Each student must check out before leaving the detention room.

**SATURDAY SCHOOL:** Saturday School is mandatory for any student deemed truant pursuant to **EC 37223 and EC 48260**. Saturday School is an educational program, and the student shall be subject to the following rules in order to receive appropriate credit:

**SATURDAY SCHOOL RULES:**

1. Saturday School is from 7:45 a.m. until 12:00 noon.
2. All school rules apply.
3. Any student who does not attend on the assigned day and has not made prior arrangement will be assigned Intervention or have other disciplinary action will be imposed.
4. When you enter the assigned room you will be assigned a seat by the instructor. You will be expected to sit in that seat for the entire period, unless you are permitted to move by the instructor.
5. You are expected to bring your books, paper, and writing implements (pen, pencil, etc.).
6. If you are late, you may be referred back to the Student Affairs Office for further disciplinary action.
7. Talking, sunglasses, radios, foods, caps, or drinks, will NOT be permitted.
8. Only one person will be allowed to go to the bathroom at any given time. Time limits may be placed on bathroom usage.
9. Insubordination, fighting, or aggressive behavior of any kind will not be tolerated and will result in your being immediately dismissed from Saturday School. A report will be made and further disciplinary action may be taken.

**INTERVENTION:** The Intervention Program is a means the administration will use to discipline students who have violated school behavior standards and is an alternative to Out-of-School Suspension. Therefore, the students will be under school supervision during their "Intervention", rather than being sent home. This program will also include a referral to the Intervention Counselor for behavior interventions and support. Suspension of a student from school is used only as a last resort to enforce existing rules and policy.

The Intervention teacher will have the daily responsibility to supervise students in a classroom setting, from a single period up to five (5) consecutive days, normally during 8:00 a.m. until 3:00 p.m. Students assigned full days to this disciplinary program will only be provided a 30-minute lunch break and will not be permitted to leave the campus. Students may bring a sack lunch to be eaten in the cafeteria or eat cafeteria food. Students will not be allowed to eat food, chew gum, or bring drinks to the class during their retention time.

The Intervention teacher shall instruct students on individual assignments from their regular classes and provide assistance to students completing various basic skills remediation tasks. While attending the Intervention Center, students will find their time and method of working to be highly structured and strictly enforced. These rules may be adjusted to meet the needs of certain students. Upon completion of the time assigned to Intervention, and the demonstration by the student of his ability to control his behavior and to complete work assignments, the student may be returned to the regular school program.

**ADDITIONAL DISCIPLINARY TOPICS**

**SEARCH AND SEIZURE (BP & AR 5145.12):**



The guidance department provides a very important service to the total school population. Guidance and counseling involves the process of consulting, providing information and coordinating services for all students. Students, parents, and teachers are encouraged to use the services provided by the counselors. Counselors work with students to:

Provide information or point out sources of information; sort out what decisions need to be made or identify what problems need a decision while exploring various alternatives. Students often want to see their counselor about their current classes, test interpretations, school, peer, or family problems, educational planning, and vocational information. Robert F. Kennedy High students consult with counselors about:

**School or Educational Issues**---grades, attendance, course selection; schedule changes, test scores, graduation requirements, various school programs, progress reports, teachers, study habits, conferences, and progress toward graduation.

**Career Planning**---job market, vocational aptitude results, ASVAB scores, SAT/ACT scores, making choices, interest, four-year plan, college majors, college entrance requirements (exams, grades, etc.) cost of college, trade schools, military, which schools are best.

**Personal matters**---self-image, drugs/alcohol/physical abuse, fear/hopes, peer problems, family changes, pregnancy, motivation, depression, gang affiliation, drop-out prevention, grief, community resources, values and conflicts.

A student needing to see his/her counselor should fill out a "Request to See Counselor" form. These forms are available in Mrs. Jasso's workstation located across from the counseling offices. The counselors are all available before and after school and during lunchtime.

#### **Counselors (Administration Building):**

The guidance counselors will continue to develop the potential of each students "unique" educational, career, personal/social needs.

Head Counselor	Mrs. Munoz	720-5106
Counselor	Mrs. Fragoso	720-5114
Counselor	Mrs. Carver	720-4182
Counselor	Mr. Cantu	720-5115

#### **Course Placement:**

Students are given various achievement tests to determine current level of academic ability. This is used in addition to teacher recommendations when considering course selection. The student's individual career plan and personal needs are also considered.

#### **Sophomore Counseling:**

The counselors set up appointments with the 9<sup>th</sup> and 10<sup>th</sup> grade parents and students to work on a four-year high school plan. At this conference, counselors explain educational options after high school, academic progress toward graduation, and proficiency results. A career goal is also explored.

#### **Testing Information:**

**PLAN test** – This test was formerly called the P-ACT. It was preliminary ACT test for college admissions. All college prep sophomores are encouraged to take this test. It is administered only once a year in October. The sophomore counselor has the information and practice test. There will be a fee.

**PSAT** – This is the preliminary test for the SAT. It's a short version of the S.A.T. designed for juniors. Also, the PSAT qualifies students to be considered for various scholarships, such as the National Merit Scholarship program. The test will be administered by the junior counselor in October. It is only given once a year. There will be a fee. We encourage all college prep juniors to take the test. Practice tests are available in the career center.

**ASVAB** – The Armed Services Vocational Aptitude Battery is for Juniors and Seniors. The ASVAB is not only for those thinking of entering the military, but it's an excellent assessment of a regular student's vocational skills. There is no fee, and the test is usually administered on campus by military personnel. The sign-up sheet is in the Counseling Office with Mrs. Jasso (661-720-5111). The test lasts all morning.

**California Assessment of Student Performance & Progress (CAASPP)** – This test is given every spring to juniors. It is a state test measuring academic achievement in core content areas (English, Math, & Science). The results of these tests are put on the student's transcript. The district compiles individual and group data to affect change in curriculum and instruction. All students are tested over a 6 to 8 day period at no charge. Students are encouraged to do their best since the scores go on their permanent record and are used for placement in some courses.

**Advanced Placement** – The A.P. program offers courses which are college-level subjects in which students can earn both high school and college credits. Four-year colleges and universities give special consideration to students who enroll in A.P. courses by awarding an extra point to the G.P.A. for grades of C or higher. The A.P. program is nationally recognized. Students are expected to take the A.P. exam in the late spring. Scores of 3 or higher result in college credit at most institutions. Check with the senior counselor for the various A.P. exams that are offered.

### **LIBRARY POLICIES & PROCEDURES (720-5109)**

The Robert F. Kennedy High School Library is committed to ensuring that all staff and students are effective thinkers and creators of ideas and information

#### **Library General Information:**

- Library Hours are as follows unless otherwise noted: Open 7:30am to 4:00pm most school days.
- Students are allowed access to the library during class time only with a signed pass from their teacher. Before school, at lunch and after school, all students have access to the library
- The library is staffed by one full-time librarian
- The library may be closed when reserved by classes, testing, or for any other official school business. If this is the case signs will be posted
- Library will be open during both lunches most school days.

#### **Basic Library Rules:**

- Speak quietly and behave in a manner consistent with study
- During class time students are required to have a pass from their assigned teacher and must sign in on the daily log before entering the study area
- No food, candy, gum, or drinks are allowed in the Library
- Pass through the security system in a quiet orderly manner
- Be responsible and respectful to items that you are checking out
- All items taken from the Library must be checked out

#### **Library Policies and Procedures:**

- Students may check out two (2) books at a time for a three-week period and are allowed to renew the book as long as another student has not requested it.
- Students who owe an overdue book will not be allowed to check out any new library materials until all overdue books are returned
- There is a \$.25 cents/a day fee for all overdue library books
- Current magazines on display may not be checked out
- Reference books are for use in library and may not be checked out
- All lost items must be paid for. There may be a replacements cost, service charges, and fines.

#### **What services are Available:**

- Provide instruction and assistance in the use of library information, materials and equipment through a library orientation
- Provide a quiet, safe, clean, and orderly place that nurtures learning
- Provide basic and essential support for all RFKHS students' personal and academic growth
- Provide recreational books, information, and materials
- Promote literacy and enable students to achieve academic standards and become lifelong learners.
- A photocopy machine is available at no charge to students.
- 2-computer printers are available to students for printing documents, less than ten pages, and relating to school assignments.
- 28 computer workstations
- Our Library catalog is accessible from any computer workstation on campus that is connected to the network. Launch the Internet Explorer Icon and find the Library system link in your favorites and click on Robert F. Kennedy High School.

#### **Computer Policies and Procedures**

- To use a computer, students must sign in on the daily computer log. Log in with user name (6digit UID number) and password. Students may not use another student's log-in or log on for another student, or allow student to use the keyboard/mouse under their log-in.
- Students with school related work have priority use. Students using the computers for recreational purposes or personal interest may be asked to log off so that students with school work may log on.
- Students with school related work may use the printers without cost for one copy of any document less than 10 pages. If there is a question or a problem, please bring it to the attention of the Library staff before pressing the print command
- Only one student may use/view a workstation at a time. Exceptions may be made with Library staff when students have evidence of group projects or written request from the teaching staff
- Students must log off when they are finished with their workstation

- Students must not attempt to alter system folders, icons, or make any changes on the system.
- Students must follow the Internet Student Code of Conduct for the Delano Joint Union High School District.
- If there is a password problem, bring it to the attention of the Library staff.

## ADDITIONAL SERVICES

**Homework Assignments during prolonged illness/injury** – If a student is absent for **a week or more**, it is possible to have the student’s assignments picked up by a family member from Erica Ledesma, Educational Services Office Secretary. You may call 661-720-5128 to make the necessary arrangements. Please allow the secretary at least 2 days to receive the homework from the teachers. If the student will be absent for *less than a week*, please contact Anabel Jasso, Counseling Secretary at 661-720-5111 to request the missing assignments. Please give the Counseling Secretary at least-two days to gather the assignments from teachers.

**Home Teaching** – (661) 720-5105 – Maricela Lizarraga – if a student is seriously injured or ill and knows he will be out for a long length of time, he may request home schooling. A doctor must confirm the extent of the illness/injury. The home teacher that is assigned to the student picks up assignments/tests from the teachers the student has and brings them to the student. The home teacher administers tests, helps tutor, and brings the assignments and test back to the regular teacher.

**Summer School** – (661) 720-5111 - Grade level counselor in Administration Building – summer school is a six-week program available to students who wish to take courses for enrichment, re-mediation of basic skills (proficiency classes) or make-up credits from course failure. Areas of instruction includes: math, social studies, science, keyboarding/computer literacy, health, driver’s ed/first aide, and SAT prep. The summer school enrollment forms are available in the counseling offices in late spring.

**Scicon Counselor** – Selected juniors and seniors may spend a week at Scicon as counselors for the sixth graders. Robert F. Kennedy High will offer counselor training in the fall. Leadership, responsibility and communications skills can be increased. The student must have teacher permission for the trip. The forms are in the Counseling Office Career Center.

**Credit Recovery** – Counselors - Administration Building – Students that are behind on credits may transfer to this academy if space permits.

**Delano Adult School** – (661) 720-4171 - Adult education classes are open to adults 18 or older. Juniors and seniors can be concurrently enrolled in high school and the adult school. See your counselor for course offerings and times.

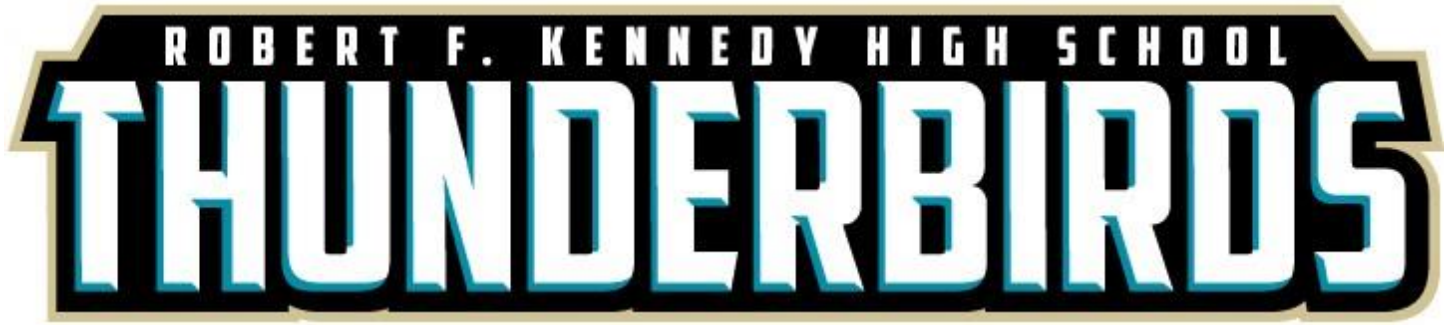
**Bakersfield College (Delano Center)** – (661) 725-8020 -Students may enroll in classes with permission from their counselor and parent/guardian. The schedule of classes changes every semester.

**Valley High School** – (661) 720-4181 – Valley High is the district’s continuation alternative high school. It provides an effective, challenging, pragmatic, and realistic alternative educational environment that’s characterized by flexibility, creativity, and concern for the student. Opportunities are provided for positive change, development, and success. The staff is committed to personalizing each student’s program of instruction. Students must be referred by an Administrator.

**Community Connections** – 1842 Norwalk Street, 721-7036 - The Delano Community Connections Center is the clearinghouse for services to families in Delano. A resource network has been established so that services can be better coordinated to avoid duplication. Services they assist with are: immunizations, health screening, pregnancy testing, HIV testing, sports physicals, parenting skills, drug awareness counseling, child and family counseling, medi-cal eligibility information, Americorps tutoring, food and clothing.

STOPit is an online reporting tool designed to deter and mitigate bullying, cyber abuse, and other inappropriate behaviors, consisting of an app and a back-end incident management system for school administrators. Our students will have access to the STOPit mobile app or can click on the STOPit reporting tab on the RFKHS website to report.





**RE: TEACHER QUALIFICATION and MILITARY RECRUITERS – PARENT NOTIFICATION REQUIREMENT**

Dear Parent(s)/Guardian(s):

In January, 2002, a new federal law, the No Child Left Behind Act of 2001, was passed by Congress. The purpose of this letter is to inform you about a provision in this new law that requires all districts to notify parents regarding qualifications of their student's classroom teacher and military recruiters. Every district that receives Title I funds must ensure that all teachers teaching in "core academic subjects" are highly qualified.

This means that any teacher who was hired to teach prior to the first day of the 2002-03 school year, has four years to obtain the necessary credential. This letter is to inform you that, according to federal law, parents have the right to request information regarding the professional qualifications to their child's teacher, including:

- **Whether the teacher has met state credential or license criteria for grade level and subject matter taught.**
- **Whether the teacher is teaching under emergency or other provisional status.**
- **The baccalaureate degree major of the teacher and any other graduate certification or degree held.**
- **Whether the child is provided services by paraprofessionals, and, if so, their qualifications.**

Parents must also be notified if their child is taught by a teacher who is not "highly qualified" for four (4) consecutive weeks. One of the most important goals of the Robert F. Kennedy High School Faculty/Staff is to achieve academic success for **each and every student**. Our school program is composed of dedicated, professional, men and women with the same common goal to do what is best for the students.

The following regarding military recruiting is an additional item that is part of the "Annual Notice to Parents" regarding the No Child Left Behind Act of 2001. **Federal law permits military recruiters access to names, addresses, and telephone numbers of secondary school students.**

Parents may request that this information not be released without prior written parental consent. A request that this information not be released without prior written parent consent must be submitted, in writing, to the Delano Joint Union High School District Office, 1720 Norwalk Street, Delano, CA 93215.

If you have any questions, concerning the education and instruction your child is receiving from any one of our staff members, please do not hesitate to contact Jeanne Bumatay at (661) 720-4103 or Elsa Jauregui at (661) 720-4101 at the District Personnel Office.

Sincerely,

Raudel Rojas  
Principal