



AMERICAN CANYON HIGH SCHOOL
HOME OF THE WOLVES

Student Policy Handbook

2025-2026

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American Canyon High School is committed to providing a culture of belonging, inclusion, and well-being for all students. We cultivate a community where all students are celebrated, heard, and empowered to reach their full academic potential through equitable access to rigorous and engaging learning. Our students are encouraged to identify their passions, pursue their goals, and make a positive impact in their community.

This handbook provides the policies and resources that guide our work at ACHS. Students and families are responsible for the information in this handbook.

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At American Canyon High School, we cultivate a safe, compassionate learning community that values diversity, fosters relationships, and empowers every student to grow and succeed.

ATTENDANCE POLICIES

Daily attendance is a key factor in student success at ACHS. We expect you to be in class regularly and on time. Additionally, you must have an off-ground pass to leave campus during the school day for approved reasons - doctor’s appointments, etc. Please review the NVUSD policy on attendance

Absences

The Attendance Secretary - In front of the school in the Gymnasium box office. Please see the attendance office to clear absences and pick up off-ground passes.

Attendance Hotline for all-day absences - 707-557-8321

- Leave the student’s full name (spell out the last name), date of absence, the reason for absence, your name and your relationship to the student, and your phone number.
- Absences must be cleared within 5 school days. Any uncleared absences after 5 school days will be marked as unexcused.
- If a student needs to leave campus for appointments or other reasons during the school day, please send a note with your student in the morning and have them turn it in to the Attendance Office so we can process their Off-Grounds Pass. The student will meet you in front of the school at the requested time. Be prepared to wait 20-30 minutes if you do not send a note ahead of time and have to come to the Attendance office to sign your student out.
- For the safety of our students, you are *required* to show ID when signing out a student in the Attendance office. (BP 5142)
- Complete Attendance Policy and Procedures are available on our website at amcanhs.nvusd.org
- For additional attendance questions, please call 707-653-1425 or email amcanhsattendance@nvusd.org.

Absences - Students 18

Students who are 18 must follow California Education Code 48205 and NVUSD Board Policy/Administrative Regulation 5113 when a student wants to exercise their educational rights and their own educational rights holder. Students must have a valid reason for being absent from school or leaving campus at any time. A valid reason would be a doctor/dental/vision appointment or illness.

Tardies

When students arrive late, it impacts their ability to engage in instruction and can disrupt the learning environment for others. Being Respectful and Being Responsible means being on time. Our response to tardiness will be:

Students who arrive at class after the bell rings will be marked **TARDY** and will need a pass from the Attendance Office to enter the classroom. Students who arrive at class more than 30 minutes late will be marked **absent**, and this will be considered **unexcused**. Tardy Sweeps: Periodically administration will conduct a tardy sweep and assign all students who are tardy to class, and they will assign appropriate consequences.

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1st Violation - Tier 1	2nd Violation - Tier 2	3rd Violation - Tier 3
<p>After 3 tardies to the same period:</p> <ul style="list-style-type: none"> Teacher call/contact home to the parent/email the parent and have a student conference - to reestablish expectations. Teacher will notate this in student school record. 	<p>After 6 tardies to the same period/overall:</p> <ul style="list-style-type: none"> Students with 6 or more tardies assigned to afterschool detention. Parentsquare notification sent to families. Students engage in reflection during detention. The parent is notified via ParentSquare. 	<p>After 9 tardies in a classroom period/overall</p> <ul style="list-style-type: none"> Student may be placed on Social Probation and be ineligible for school activities. Student/Parent/Administrator Meeting Student may be identified for the district level SART process.

ACADEMIC POLICIES

Course Changes

To provide students with the best opportunity to take courses that interest them, the master schedule is built around student choices. *Staffing is based on these choices, so student schedules cannot be changed, even if they are unhappy with their selections.* Therefore, students must select courses carefully!

Student or parent/guardian-initiated changes will only be made for one of the following reasons:

1. Duplicate classes, incomplete schedule, or class already completed.
2. Students are inappropriately placed in a core or non-elective class.
3. Medical condition documented by a physician.

No schedule changes will be made for the purpose of requesting specific teachers or specific periods. ALL CHANGES should be completed BY THE END OF THE TENTH SCHOOL DAY OF EACH SEMESTER.

NO DROPS WILL BE PERMITTED AFTER THE 20TH INSTRUCTIONAL DAY OF EACH SEMESTER. After the 20th instructional day, an Add/Drop Form must be completed along with a student/counselor/teacher meeting. At the teacher's discretion, the teacher of the dropped class will either assign an F or NM. (BP)

Teacher-initiated course changes may be made only up to receipt of the 1st progress report of the semester, provided that the change involves no other disruption in the student's schedule and is approved by the new teacher.

Students who change classes will carry their "grade to date", attendance, and discipline records to the new class to be included in final grade computation.

AP, Honors, and CCAP Schedule Changes

Students who enroll in a yearlong Advanced Placement, Honors, and/or NVC CCAP course are expected to remain in that class for the year. The schedule that is created is based on the classes you request when you fill out the Course Selection Card, and there are only certain opportunities throughout the school year that you will be able to drop the class:

- Prior to June 1
- Within the first two weeks of school in August if they are moving to a class with lower enrollment.

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After the first two weeks of school, students who experience difficulty with the course content **MUST** complete the following steps prior to requesting a change:

- The student and parent contact the teacher to discuss the student's progress and work to create a plan to assist with student improvement. This may include requiring the student to seek additional help during Teacher Office Hours.
- If the student continues to experience difficulties after following the plan of action, the parent can then contact the counselor to discuss the possibility of a schedule change.
- All schedule changes after the first two weeks of school must have Administrative approval and must take place no later than one week after the first progress report.
- Dropping an AP, Honors, or NVC CCAP class may result in earning an NM (No Mark) or F at the discretion of the teacher.

After the first progress report, no class changes will be made until the semester, and only if the student continues to experience difficulty with the course content and has made a concerted effort to seek assistance from the Honors/AP teacher to improve. At that time, schedule changes will be made with the administration's approval.

Teacher Change Requests

We believe all of our teachers have something very positive to offer and have the best interests of students in mind. We understand, however, that certain circumstances and situations arise, such as personality conflicts and different teaching/learning styles, that may create a difficult environment for the student and/or the teacher. It is our intention to help students work through these challenges rather than avoid them. We have a formal policy regarding teacher changes, outlined by our administration, which we must follow precisely:

- First, if a student requests a teacher change, the student must agree to meet with the teacher, parent, and guidance counselor to discuss the issues that concern them. It is the goal to develop a plan to improve the situation during the initial meeting.
- If, after a fair amount of time has passed, the parent and/or student are still not satisfied with the situation, an administrator will intervene and determine the next step.

Please consult the [Course Catalog](#) for more information and resources regarding course management.

Academic Honesty Policy (see Board Policy 5131.9)

American Canyon High School is committed to encouraging students to experience the joy of accomplishment in school and in their personal lives, to discover their full potential, to value an atmosphere of trust and respect, to assume responsibility for their own ethical behavior, and to foster ethical behavior in others. Academic honesty and personal integrity are fundamental components of a student's education and character development.

In pursuit of this ideal, we acknowledge that:

- ❖ Academic honesty is a shared responsibility among students, parents, and school staff.
- ❖ The many students who do not cheat are adversely affected by those who do.
- ❖ High school students are under more pressure than ever to achieve high grades.
- ❖ Teachers must create conditions that encourage ethical behavior.
- ❖ Students need to experience rewards for good ethics and consequences for poor decisions.

Academic Dishonesty may include, but is not limited to, the following:

- Claiming credit for work not one's own (copying homework, test answers, etc)

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- Allowing others to claim credit for your work (allowing others to view your homework or assignments)
- Using notes or other unauthorized material
- Unauthorized Collaboration - Collaborative work will be at the direction of the teacher and be documented according to assignment guidelines
- Unauthorized use of AI, or claiming credit for work generated with AI without proper citation, or having AI detectors flag work as having used AI for the majority of the essay.
- Being involved in unauthorized communication during a test or other assessment
- Plagiarism – copying published works on the ideas of others without proper source attribution, including down-loading of computer files, either directly or with only minor editing.
- Unauthorized submission of work for one class that has already been accepted for credit in another class or school
- Accessing or providing unauthorized material prior to assessment, including revealing test information
- Submitting work substantially done by someone else (parent, tutor, sibling, etc.)
- Unauthorized use of translation program in World Languages
- Forgery

Consequences for Violations of Academic Integrity

Students who violate the academic honesty policy will be subject to the following consequences. All violations are documented in the student discipline file.

<i>First Violation:</i>	<i>Second Violation:</i>	<i>Three or more violations:</i>
<ul style="list-style-type: none"> ➤ Teacher immediately notifies the student and the parent/guardian of the violation via email/phone call. ➤ Teacher notifies the site administrator and student’s counselor. ➤ Students may lose credit for the assignment or test with no makeup permitted. ➤ Violation is documented in the student discipline file. ➤ Student may be dropped from Academic Honor Societies and/or Clubs ➤ Student and AP review and sign Academic Integrity contract. 	<ul style="list-style-type: none"> ➤ Teacher immediately notifies the student and the parent/guardian of the violation via email/phone call. ➤ Teacher notifies the site administrator and student’s counselor. ➤ Students will lose credit for the assignment or test with no makeup permitted. ➤ Violation is documented in the student discipline file. ➤ Student will be dropped from Academic Honor Societies and/or Clubs ➤ Student may receive an "F" as the final grade. ➤ Student Parent Meeting is required to review contract. 	<ul style="list-style-type: none"> ➤ Teacher immediately notifies the student and the parent/guardian of the violation via email/phone call. ➤ Due to loss of credit, student may receive an "F" as the final grade. ➤ Site administrators will assign social probation as a disciplinary consequence that is reflected in the student’s record and parent/guardian. ➤ Site administration notifies all of the student’s current teachers about the incidents.

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Final Exams

No final shall be given early/prior to the date on the finals schedule. If a student is leaving school early before the final, they must wait until they return to school to take their final. They will be given a letter grade that reflects a zero on the final. Any student who has an “excused” absence during finals will arrange their make-up with their teacher upon return to school within 10 school days. The teacher (s) will submit a grade change request if needed when the student has made up the exam.

BEHAVIOR EXPECTATIONS FOR POSITIVE SCHOOL CULTURE

American Canyon High School: Wolf Pride Behavioral Expectations

AREA	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
<u>SCHOOL-WIDE</u>			
Attendance	<ul style="list-style-type: none"> Students will arrive safely and on time to class 	<ul style="list-style-type: none"> Students will enter the classroom in a quiet and orderly manner 	<ul style="list-style-type: none"> Students will be punctual Students will attend school on a daily basis unless excused by parent/guardian
Electronic Devices (Cell Phones/MP3/iPods)	<ul style="list-style-type: none"> Can use outside of class time 	<ul style="list-style-type: none"> All cellphones are put away at the start of class in the caddies provided. They will be turned off and put away during instructional time. 	<ul style="list-style-type: none"> Use school-issued Chromebooks as described in the Internet user agreement
Dress	<ul style="list-style-type: none"> Non-offensive and appropriate clothing must be worn at school 	<ul style="list-style-type: none"> Follow the school dress code 	<ul style="list-style-type: none"> Appropriate clothing will be worn at all times and at all school events
Trash	<ul style="list-style-type: none"> Students will place all garbage in trash cans 	<ul style="list-style-type: none"> Students will be responsible for picking up after themselves 	<ul style="list-style-type: none"> Trash goes in the trash can and not on the ground
Profanity	<ul style="list-style-type: none"> Language appropriate for school and a professional learning environment is used at all times 	<ul style="list-style-type: none"> Appropriate use of language will occur at all times on campus Use language that is not offensive to others 	<ul style="list-style-type: none"> Students are responsible for the proper use of language Use language that is not harassing to others
Bicycles/Skateboards & Scooters	<ul style="list-style-type: none"> Lock bikes in bike racks Riding bikes, skateboards, or scooters on campus is prohibited 	<ul style="list-style-type: none"> Respect property, yours and others 	<ul style="list-style-type: none"> Use walkways (Don't create shortcuts) Stay clear of parking lots
Personal Possessions/Property	<ul style="list-style-type: none"> When not being used, keep personal possessions in a secure location 	<ul style="list-style-type: none"> Respect property, yours and others Ask permission to use others 	<ul style="list-style-type: none"> Secure your possessions whenever possible If you find any personal property on campus, turn it into the main office
Classrooms	<ul style="list-style-type: none"> Obtain written permission to leave class from your teacher Use classroom equipment properly Follow classroom policies/instructions 	<ul style="list-style-type: none"> Show members of the classroom respect by actively listening Use appropriate voice and words 	<ul style="list-style-type: none"> Be on time and prepared Listen, follow instructions, and stay on task
<u>COMMON AREAS</u> (Walkways, Cafeteria, Gym/Lockers, Restrooms, Office, Library, Parking Lot)			
Common Areas	<ul style="list-style-type: none"> Walk at all times Enter and exit buildings in an orderly manner Move carefully in crowded areas Use equipment properly and only when instructed to do so 	<ul style="list-style-type: none"> Respect property, yours and others Place trash & recyclables in proper containers Use appropriate language and volume Use equipment as directed and return to the designated area 	<ul style="list-style-type: none"> Remind others to follow all ACHS policies Inform staff of any area that needs adult intervention Clean up after yourself Remind others to clean up after themselves as well Follow directions of all staff
<u>COMMUNITY</u>			
American Canyon High Students will “Be Safe,” “Be Respectful,” and “Be Responsible” while representing our school in the community. Remember that your actions are a reflection of everyone at American Canyon High School. Go Wolves! “We are American Canyon”			

Additionally, please review the NVUSD Student Discipline Handbook - [English](#) and [Spanish](#)

At American Canyon High School, we cultivate a safe, compassionate learning community that values diversity, fosters relationships, and empowers every student to grow and succeed.

Cell Phone Policy

The State of California has passed AB272, which has been adopted into the California Education Code. This addition to the Ed Code allows for restrictions on the use and availability of smartphones in classrooms and at all school-sponsored events. American Canyon High School has developed this Student Cell Phone Policy and Restorative Practices to align with the California Education Code. (48901.7) and [NVUSD Board Policy 5131](#) regarding student conduct prohibits:

For Grades 9-12 Schools:

- **Cell phones, smartphones, and other mobile communication devices** will be **collected at the beginning of every class period** and stored in a common phone caddy at the front of the classroom. Devices will be returned to students at the end of each class period. Students may not take cellphones during bathroom breaks during instructional time.
- **Earbuds** are **not permitted** during class periods.
- Mobile communication devices and one earbud are **permitted during lunchtimes and passing times**, with the strict exception that **use is prohibited in all locker rooms and bathrooms**.

Safety and Privacy Expectations:

- **Prohibited Content:** Students are not allowed to access or share any inappropriate content, including anything threatening, obscene, disruptive, sexually explicit, or that could be construed as harassment or disparagement of others.
- **Privacy and Respect:** Using devices in any manner that infringes on the privacy rights of others is strictly prohibited. **Taking photos or videos of classmates, peers, and staff without permission is not allowed** on school property or during school-related activities.
- **Videotaping misconduct is strictly prohibited** and may result in disciplinary action, including video taping in restrooms, locker rooms, or on school buses which is unlawful.
- Using, producing, distributing, or receiving profanity, obscenity, or material that bullies, harasses, offends, threatens, or degrades others is strictly prohibited, including the use of artificial intelligence to impersonate others.

Parent and Student Expectations:

- **Parents/guardians should not contact their student on their personal device during the school day.** For urgent messages, please contact the school office, and the staff will facilitate communication.
- Students must comply with staff directives regarding device use. Violations may result in disciplinary action.
- Students and families/guardians must read these regulations and **return a signed acknowledgement form** to the school office/classroom at the beginning of each school year during the data confirmation period.
- Students are responsible for adhering to these regulations and securing their belongings. The district will **not be responsible or liable for lost, stolen, or damaged devices** brought to school.
- Progressive disciplinary actions will be taken consistently across the district for violations, as outlined in the Napa Valley Unified School District's Parent Guide to Student Discipline.

ACHS Cellphone Expectations and Consequences

At American Canyon High School, we cultivate a safe, compassionate learning community that values diversity, fosters relationships, and empowers every student to grow and succeed.

<ul style="list-style-type: none"> Cell phones, smartphones, and other mobile communication devices will be collected at the beginning of every class period and stored in a common phone caddy at the front of the classroom. Devices will be returned to students at the end of each class period. Students will not be permitted to take devices to bathroom during instructional time. Earbuds are not permitted during class periods. Mobile communication devices and one earbud are permitted during lunchtimes and passing times, with the strict exception that use is prohibited in all locker rooms and bathrooms. 		
1st Violation - Tier 1	2nd Violation - Tier 2	3rd Violation - Tier 3
<ul style="list-style-type: none"> Student must walk cellphone to administration. Student may retrieve this at end of day. Teacher will send a ParentSquare Notification to parent/guardian or contact via phone regarding the violation. 	<ul style="list-style-type: none"> Student must walk cellphone to administration. Parent must come to retrieve this at end of day. Teacher will send a ParentSquare Notification to parent/guardian Student will need to meet with their administrator. 	<ul style="list-style-type: none"> Student is sent to the administrator's office to turn in the phone. The cell phone remains in the administrator's office for the day and only the Parent/Guardian can pick up the device. A mandatory caregiver/student/administrator conference will be held. Student may be required to turn in phone to front office at the start of each day. The student is placed on Social Probation.

STUDENT IN GOOD STANDING

We expect our students to contribute in positive ways to the *AC Way - Being Safe, Respectful, Responsible, and Kind*. This means:

- Engaging in their academics - Demonstrating academic success by maintaining a 2.0 Grade Point Average on the most recent grading period, and by meeting their graduation requirements at each grade level.
- Attending school regularly and on time.
- Maintaining positive behavior on school grounds at all times.

Students become *INELIGIBLE* and may be placed on Social Probation for extracurricular activities when they fail to uphold the agreements and expectations of the AC Way:

- Engagement - chronic attendance - more than 15-period truancies and/or 4 whole-day truancies and/or students who average three or more tardies a week (9 or more in a grading period)
- Behavior - suspended or has three or more referrals for disruption, defiance, or violation of any school rules, including cellphones.

The Ineligibility period is the duration of a grading period - 6 weeks - During this time, you will be on social probation and may not:

- Participate in extracurricular activities such as after-school club events, dances, and activities.
- May lose privilege to participate in athletics or arts/school after-school events/performances

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Restorative Practice - Eligibility

We believe that our students are active learners and will continue to develop. We believe that having a system in place that allows students to restore their eligibility is an important component of an effective restorative school program. The matrix below outlines how students may earn back their eligibility and pay retribution to our school community by acknowledging and demonstrating social learning as it relates to the rule infraction committed.

Criteria	Eligible	Ineligible	Steps to Earn Eligibility
Attendance	Less than 3 days of unexcused absences. 8 or fewer tardies during the current grading period.	4 or more days of unexcused absences. 9 or more total tardies in a grading period.	<ul style="list-style-type: none"> Attend detention afterschool - 1 session = 1 absence <p>Tardy Only</p> <ul style="list-style-type: none"> Parent Meeting to discuss tardies Submit reflection and improvement plan.
Behavior	Students must have no suspensions less than three school-based referrals for Disrespect/Defiance or violation of school rules.	3 or more suspensions 3 or more school-based referrals to administration	<ul style="list-style-type: none"> For some violations, students will work with administrators and counselors to develop a behavioral plan or safety plan. The minimum two weeks of non-participation in any school-based activities.(BP NVUSD 5131.6/AR 6145/BP6145)

Restorative Practices Program - Behavior Based

The American Canyon High School Administration will restore Eligibility and suspend the remaining days of the Social Probation period for **first-time offenders** upon successful completion of the program below. Subsequent offenses will be discussed with the student and administrator and aligned to the NVUSD Discipline Matrix.

Requirements

The suspending administrator or designee will create a Safety Plan with the student, in alignment with the offense. Student must uphold this plan, and complete a written reflection of the events and actions that led to the student being placed on Social Probation. The reflection should also include ways in which the student will avoid such actions or events in the future.and assign a four-part assignment at the beginning of the social probation term.

Attendance at Athletic Events

- All students must have a student ID to attend ACHS Football Games (student ID is required at all athletic games) - Home and Away
- All students who DO NOT have a student ID, must have a PARENT PRESENT in order to attend any ACHS Football Games/ACHS Athletic Events (NO EXCEPTIONS)
- NO FOOD, NO DRINKS & NO BACKPACKS will be allowed into our Wolf Den Stadium or Gym
- ALL SCHOOL RULES APPLY

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Graduation Ceremony

In accordance with [School Board Policy 5127](#), all senior students must abide by school-wide behavior expectations in order to participate in senior activities and the graduation ceremony.

CAMPUS POLICIES

Technology Use

All students must use a school issued chromebook on campus. The district will provide every student in grades 9-12 a Chromebook *at no cost* to use at home and in school. Students who do not already have a district-issued Chromebook will be able to pick one up from the school library at the beginning of the school year. During the data confirmation process, parents and guardians sign a data confirmation form, which contains an acceptable use policy which includes guidelines for what to do if your district-issued Chromebook needs repair or replacement. We understand that some students may have personal preferences or attachments to their own devices. We invite those students to keep their personal devices at home and use them as parents and guardians see fit. The full support from all of our NVUSD high school families keeps our students safe and engaged in learning.

Closed Campus

ACHS is a closed campus for ALL grades. Any students found off campus, or to have left campus without a Permission to Leave Campus slip, will be referred to the administration for detention and/or social probation.

Students must have a valid off-campus pass from the attendance office in order to leave campus during the school day. Students with a FREE period must leave campus or go to the school library. No students are allowed to hang around campus during their free period.

Visitors to campus must check in at the front office and be entered into our Envoy system. Guest speakers or visitors to the classroom must have pre-approval and be escorted while on campus with a staff member. (Board Policy 1250)

Student Parking

Parking on the school campus will be permit-parking only. Permits will be awarded on a yearly basis. All students applying for permits must have a valid driver's license. Parking Passes are \$10 and are good from the day purchased until the student graduates as long as the student remains in good standing.

All students are expected to drive safely and to follow parking rules at all times. Students driving unsafely will have parking privileges revoked and unsafe driving incidents will be referred to the police. Additionally, students may face disciplinary action. ACHS Parking Permits are only valid on campus.

Parking facilities for all types of vehicles are provided for students, parents, staff members, and visitors solely as a convenience. The school district assumes no liability for damages.

Assisted Device Use

The Napa Valley Unified School District recognizes that students may need to use assistive devices such as crutches, wheelchairs, walking boots, elevators, etc. Students requesting an elevator key must bring in a doctor's note stating the reason and the length of time expected to be excused from physical education or the amount of time the elevator key is needed.

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Elevator keys issued to students are required to sign a form stating they acknowledge receipt of an elevator key, and if the key is lost or stolen, there is a \$50.00 replacement fee. Elevator keys must be returned by the specified date on the doctor's note or the date indicated on the acknowledgment receipt.

Attire/Dress Guidelines

Be Responsible.

- Dress for an academic environment

Be Safe.

- Shoes must be worn at all times.

Be Respectful.

- Excessive bareness is not permitted.
- Clothing that is profane, obscene, degrading to others, gang-related, and features weapons, drugs, alcohol, or tobacco are not permitted.
- Underwear may not be exposed.
- Follow classroom and athletic/gym dress guidelines during class and break times.

*Failure to comply with the ACHS dress code will include being given appropriate attire or may lead to detention and/or social probation

Restroom Use

Restrooms on the high school campus are reserved only for students to wash or relieve themselves of biological waste. Our expectation is that we cultivate a safe, compassionate learning community focused on growth and achievement. This means that all spaces on campus should be safe and allow for students to use them for their intended purposes. Having clean, safe restrooms are humane and vital to a sense of safety and wellbeing.

How:

- Students will request a digital hall pass from Clever. Teacher will approve.
- Students will not leave class during the first 5 minutes or last 5 minutes of class.
- One student at a time leave the classroom for a reasonable amount of time
- Phones or digital devices remain in the classroom pouches
- Students should use the restroom closest to their building
- No loitering or congregating in the bathroom - toilet, sink, mirror, keep it moving
- Please take care of the facility, clean up after yourself and throw trash away

Consequences:

- Students may be searched by administration if they are in the bathroom with any suspicious activities taking place in the bathroom. This includes being in a stall with multiple people, lingering smoke or smell in the air.
- Vandalism will be addressed according to district policy. Suspension and/or restitution are possible consequences to inappropriate behavior and/or vandalism of school property.
- Students may be put on a "monitor" list and require adult supervision when requesting to leave class to use the restroom.

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Food on Campus

Selling food of ANY kind, outside of an ASB-approved fundraiser, is strictly prohibited.

Food Delivery

FOOD DELIVERY SUCH AS DOORDASH AND UBER EATS ARE NOT ALLOWED ON CAMPUS. This includes food delivery from parents.

Student Item Drop-Off

ACHS does not hold items for students. Please leave items for students on our drop-off shelf outside of the A building office. Items are not supervised and left at your own risk.

Student Identification Cards

All students are required to have in their possession their current school ID when on campus, attending classes or when attending or participating in any school functions or events. All students must have student ID cards visible at ALL times. Students may wear them on a lanyard, or they may clip them to their belt or backpack, but they must always be visible to staff. Students are expected to have their ID cards at all times when they are on campus. Students without their current school ID will be refused entrance or not allowed to participate.

Each year students are issued a student ID card. The first one is free. Replacement IDs can be requested at the Activities Office and cost \$5.00. New students starting at ACHS after the Picture Retake Day may get their Student ID at the Activities Office.

Non-Discrimination Policies

The Board of Education desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic, extracurricular, and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, targeted at any student by anyone, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics. Any complaint regarding discrimination must be filed in accordance with the district's Uniform Complaint Procedures. BP 5145.3, BP 1312.3.

Nondiscrimination in District Programs and Activities

The Napa Valley School District is committed to equal opportunity for all individuals and does not allow discrimination, intimidation, harassment, including sexual harassment, or bullying based on a person's actual or perceived race, color, ancestry, nationality/national origin, immigration status, ethnic group identification/ethnicity, age, religion, marital status/pregnancy/ parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, genetic information, medical information or association with a person or group with one or more of these actual or perceived characteristics. For questions or complaints, contact our District Equity Compliance Officer and Title IX Compliance Officer for Adults: Assistant Superintendent Human Resources, 2425 Jefferson St., Napa CA 94558, 707-253-3571, HR@nvusd.org; and/or our Title IX Compliance Officer for Students: Director of Student Services, 2425 Jefferson St., Napa CA 94558, studentservices@nvusd.org, 707-253-3815.

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CAMPUS LIFE: SUPPORT - INFORMATION - RESOURCES

Academic Support

- ❖ Wolf Packademics - Meets every Tuesday and Thursday after school in the library to help students with any or all assignments/homework.
- ❖ Aeries Web Portal – Both [students](#) and [parents](#) have access to the Aeries. This web portal allows one to see grades, attendance, assignments, and more.
- ❖ Weekly Appraisal – Not just for athletes. When parents and students want to have the most up-to-date grade status from a teacher, we encourage students to get a weekly appraisal from any office. The student has each teacher sign and write down the most current grade in a class. This weekly appraisal is then shared with the parent or coach.
- ❖ [Mu Alpha Theta Math Tutoring](#) – Mu Alpha Theta, the math honors society on campus, provides free tutoring services to our students. To access tutoring, students should first ask their math teacher to view the availability calendar. Once they have found a date and time that works, they then will fill out the tutoring request form (available on Echo). Mu Alpha Theta will contact the student within 48 hours to set up an appointment.
- ❖ Link Crew – will have several freshman events throughout the year. This group of upperclassmen are trained to mentor freshmen and help them transition into high school.
- ❖ Counseling Support – Parents and students can meet individually with their counselor for academic guidance and behavior support. An appointment is highly recommended. To schedule you may email your counselor. For more information, see the [ACHS counseling website](#).
- ❖ Wellness Center

Activities

Hours: The Activities Office is open to students and parents 30 minutes before school, at lunch, and 30 minutes after school for students with questions.

Purchases are all completed through the web store and online ONLY. All classroom donations, PE clothes, club donations and sales items are all done on the [Web Store available on our website](#). (please set up an account in the Summer)

Administrative Support

Each administrator supports a designated grade level.. They are your point of contact if you are unable to resolve a concern with a teacher. They are part of your student's support team along with the grade level counselor.

Grade Level	Administrator	Email
9th	Dean Gor	dean_gor@nvusd.org

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10th	Lauren Lahey	lauren_lahey@nvusd.org
11th	Lesley Campoy	lcampoy@nvusd.org
12th	Karin Hatton	khatton@nvusd.org

Athletics

For information visit <https://amcanhs.nvusd.org/athletics> and follow us @ACHSWolves

Bell Schedules and Calendars

[25-26 Bell Schedules](#)

Student Calendar

[LINK to NVUSD Student Calendar for 2025/2026 in English](#)

[Link to NVUSD Student Calendar for 2025/2026 in Spanish](#)

Bus Routes

Bus Routes & Schedules can be found on the Vine website, www.ridethevine.com

Counselors

Class	Counselor	Email	Phone Number
9th	Mr. Vanna Som	vsom@nvusd.org	707-653-1430
10th	Mr. Troy Lenning	troy_lenning@nvusd.org	707-227-3871 ex. 4208
11th	Ms. Tricia Hernandez	tricia_hernandez@nvusd.org	707-653-1406
12th	Ms. Wendy Sommers	wendy_sommers@nvusd.org	707-653-1432

Communication with Teachers

Use email when communicating with teachers. Teacher / Staff email directory is on the website

Grade Reporting

ACHS has six grading periods. Each semester has two progress reports. The first progress report parents are notified of the grades in the Aeries portal. The second progress report is mailed home. The final semester report card is mailed home. Parents are encouraged to follow their student's progress through your [Aeries parent portal](#). Teacher email/contact information is available on the [ACHS website](#).

Library

Hours: 8 AM – 4 PM

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Chromebooks will be checked out through the library. Textbooks can be checked out through the Library Media Specialist, Ruth Rodriguez, ruth_rodriguez@nvusd.org ACHS Student ID can also be used as a Napa County Library card. The ACHS Student ID card is required to check out Chromebooks, Textbooks, and library books.

Parent Communication Tools and Resources

Parent Liaison

Karina Servente, kservente@nvusd.org

Parent Portal - Grades and Attendance

[Aeries Parent Portal](#): Aeries Parent Portal is available for parents to follow their student's progress. Aeries allows you to see your student's grades, attendance, and transcript.

Parent Square - School-to-Home Communication

[Parent Square](#) is the system that allows the school, teachers, and district to send phone calls, emails, and text messages to parents and students. Should you have the Parent Square app on your smartphone you may manage your account settings. This includes choosing to receive all emails and text messages in an evening digest. Parents can receive, send, and respond to messages in their preferred language.

School Lunch

NVUSD provides school lunches for all students. For school lunch menus: see the food services home page on the NVUSD website: <https://nvusdk12caus-25-us-west1-01.preview.finalsitedn.com/nosh>

Safety Plan

Coming Soon

[Wellness Center](#)

Located in D120. Students and families may get social, emotional, and mental health support from a counselor or teacher referral. Family members are required to check in at the Administrative Building Office and be registered prior to coming on campus. For information on Free Mental Health Support, see the NVUSD LINK to [Care Solace](#).

Work Permits

Students requesting a work permit can send an email to achsworkpermits@nvusd.org

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