



Duncan Polytechnical High School

Senior Expectations Handbook 2026

Fresno Unified School District

Duncan Polytechnical High School

4330 East Garland Ave.

Fresno, CA. 93726

Duncan Polytechnical High School Senior Expectations Handbook

This handbook has been designed to provide information regarding the activities and procedures to be followed at the close of the 2025-2026 school year. Our Duncan staff proudly anticipates these senior activities that highlight our students' experiences as part of the Duncan family.

The students and staff have been devoted to planning and organizing these events and compiling this very important information for students and parents. These Duncan-sponsored activities are created to honor the ceremonial traditions of graduation for our 21st Century students. We strongly encourage the participation of our students and parents during these memorable events.

If you have any questions regarding any of these activities or procedures, please call Mr. York at 559-248-7080.



NOTIFICATION OF NON-GRADUATION STATUS

Non-grad students and their parents will be notified prior to

Senior Checkout on Thursday May 28, 2026

DUNCAN DRESS CODE REQUIRED AT ALL SENIOR ACTIVITIES

SENIOR ACTIVITIES

DUNCAN JUNIOR/SENIOR PROM

Saturday May 16, 2026

6:30 - 11:00 PM

Wolf Lakes

SENIOR BBQ/Senior Sunset

June 5th

Time: 5:30-8:30

SENIOR CHECKOUT & SENIOR SURVEY

Thursday, May 28, 2026 at 2:15 pm

GRAD NIGHT @ Universal Studios Hollywood

Friday, May 29, 2026

Leave Duncan @ 5:00 AM Return Saturday, June 1 @ 4:30 AM

SENIOR GRADUATION LINEUP

Tuesday June 9, 2026 @ 8:00 A.M. **BE ON TIME**

East Field

GRADUATION REHEARSAL @ McLane Stadium

Wednesday June 10, 2026 at 8:00 A.M. **BE ON TIME**

McLane Stadium

GRADUATION CEREMONY

Wednesday June 10, 2026 at 8:00 P.M.

McLane Stadium

ALL GRADUATES ARRIVE AT 7:00 PM

FORMAL DRESS CODE REQUIRED

SOBER GRADUATION @ John's Incredible Pizza

TBD

GRADUATION ATTIRE

1. Men- Dress shirt, dress slacks, tie, dress shoes.
 - **NOTE: NO ATHLETIC SHOES, TENNIS SHOES, SANDAL FOOT-WEAR. NO JEANS OR SHORTS ARE TO BE WORN UNDER GOWNS.**
2. Women- Dress or dress skirt with blouse, dressy pant suits and dress shoes.
 - **NOTE: NO ATHLETIC SHOES, TENNIS SHOES, SANDAL FOOT-WEAR. NO JEANS OR SHORTS ARE TO BE WORN UNDER GOWNS.**
3. If there is a need for semi-formal attire please see your counselor.
4. Caps are to be worn flat on the head with one point aimed straight ahead.
5. The only permissible additions to the gowns are the following (Also see Grad. Regalia Guide on the next three pages):
 - a. CSF Honor Cords
 - b. Valedictorian stole and medallion
 - c. Certification Cords (CNA, NTEF, etc.)
 - d. Seal of Bi-literacy Medal
5. Appropriate cap decorations will be allowed. Prior approval needed from administration.
6. No flower sprays, bouquets, money leis, or corsages are to be carried or worn during graduation ceremony.
7. All students will be checked prior to the ceremony.
8. A student may wear religious, military, and/or ceremonial adornments at school graduation ceremonies provided that it is worn under the school's graduation stole and/or cap., with administrative approval and verification prior to senior check-out on May 28th, 2026

NOTE: STUDENTS IN VIOLATION OF THE DRESS CODE WILL NOT PARTICIPATE IN THE CEREMONY.

Duncan Poly Graduation Regalia Requirements and Information

(Last Updated: 5/20/2025)

Medals

Top Stallions

Requirement: Top 10% of graduation class by Total 9-12 weighted GPA.(POC: DPHS Head Counselor, Awarded at Top Stallion Award Ceremony)

Top Academic Scholars

Requirement: Top two total 9-12 weighted GPAs calculated to the thousandths without rounding including all transferable coursework completed during high school (POC: DPHS Head Counselor, Awarded at Top Stallion Award Ceremony)

Fresno State Bulldog Bound Recipients

Requirement: Be awarded admittance to Fresno State university through the guaranteed admission program of Bulldog Bound.(POC: DPHS Head Counselor/Counseling Team, Awarded at Fresno State Annual Celebration)

CTE Ambassador Medals

Requirement: Selected and participated as a Duncan CTE Ambassador and be in good academic and behavioral standing through graduation. (POC: Pathway Coordinator, awarded at the end of the Spring Semester)

Seal of Bilingual

Requirement: High school graduates who have attained a high level of proficiency in speaking, reading, and writing one or more languages in addition to English. (POC: DPHS Head Counselor)

State/National Achievement Medals/Stoles/Cords

Requirement: Students may wear any medals, stole, or cord earned at state or National level competitions as part of DPHS sponsored curricular, co-curricular or extracurricular program. Including by not limited to Skills USA, HOSA and Robotics (POC: Pathway Coordinators)

Reclassification Medals

Requirement: Pass the ELPAC Assessment along with competency assessments passed and teacher recommendation/parent notification: (POC: VPs, Awarded at Reclassification Ceremony)

Honor Cords

CSF/Gold

Requirement: 4 of 6 semester membership, grades 10-12 (POC: CSFAdvisor, Awarded at CSF Awards Ceremony)

A-G On Track/ Purple

Requirement: Completion of the A-G requirements with a C grade or better in 15 or more CSU/UC approved college prep courses (POC: DPHS Counselors)

Dual Enrollment/ Black & Red

Requirement: Student must pass 6 or more college units from FUSD Community College partners (POC: DPHS AP and Pathway Coordinators)

AFJROTC/ Red, White & Blue

Requirement: Complete 3 or more years of Aerospace curriculum in the DPHS program with a grade of B or better in all course work completed (POC: AFJROTC Instructors)

AP Course Completers/ Green

Requirement: Complete 4 or more AP courses with a C or better and receive a qualifying score of 3 or better in two or more AP

exams (POC: CSFAdvisor)

Automotive Technology/Gold & Royal Blue

Requirement: Master Technician status for Automotive Service Excellence (ASE) Entry-Level Certification. Student must pass all eight (8) entry-level ASE certification tests. (POC: IDATA Pathway Coordinator)

Automotive Technology/Silver & Royal Blue

Requirement: Student must pass at least four out of eight of the Automotive Service Excellence Entry-Level (ASE) certification tests. (POC: IDATA Pathway Coordinator)

Medium/Heavy Truck Technology/Red & Royal Blue

Requirement: Student must pass at least three out of five of the Automotive Service Excellence Entry-Level (ASE) certification tests for Medium/Heavy Truck. (POC: IDATA Pathway Coordinator)

Welding Fabrication/Black & Royal Blue

Requirement: Student must demonstrate eligibility to receive one or more certifications from the American Welding Society (AWS). (POC: IDATA Pathway Coordinator)

Duncan Poly Graduation Regalia Requirements and Information

(Last Updated: 5/20/2025)

Nursing Services/Antique Gold & Royal Blue

Requirement: Student must pass the state Certified Nursing (CAN)

Exam (POC: MASH Pathway Coordinator)

Rehab Therapy/White & Royal Blue

Requirement: Student must pass the Functional Movement Screen (FMS) Certification or Certified Personal Trainer Certification

(CPT) (POC: MASH Pathway Coordinator)

Pharmacy Tech/White & Baby Blue

Requirement: Student must pass the Pharmacy Technician Board

Exam (PTCE) (POC: MASH Pathway Coordinator)

Construction/Green & Royal Blue

Requirement: Student must pass/qualify for at least two of the following: GRID Solar Installation Certification, Multi-Craft Core (MC3) Certification, and Carpenters/Electrician Pre-Apprenticeship.

(POC: MASH Pathway Coordinator)

Principal's Advisory/ Orange & White

Requirement: Student must have served on the Principal's Advisory Committee for a minimum of two years (POC: Principal)

Other Approved Recognition/Regalia

Military Enlistment Stoles

Requirement: Graduating Seniors who have official enlisted in the military service. (POC: DPHS Administration, Awarded by Military Recruiter)

AB 1248 and FUSD AR 5127

Requirement: Student may wear items in accordance with AB 1248, AR 5127, and EC 35183.1. All items must be pre-approved by site (POC: Vice Principals)

Duncan Poly Graduation Regalia Requirements and Information

(Last Updated: 5/20/2025)

New Regalia Request

Guidelines and Requirements for regalia:

- Must have Site Administration Approval prior to January 1st of the current graduation year.
- Purchase of cords will be done on an annual basis using school site funds for approved cord regalia. Students should not be required to purchase their own regalia. Many website sell honor cords and pin but here are two suggestions.
Honor Cords - <https://www.honorsgraduation.com/> or <http://www.thehonorsprogram.com>
Pins - <http://www.pinmart.com/custom-lapel-pins/>
- **Honor Cords** will be for curricular programs and **Pins** will be for extracurricular programs or other special recognitions for non-curricular achievement (attendance, behavior, growth) with the exceptions of CSF, and other CTE certifications/awards.
- Honor Cords and Pins need to be distributed after May 1st and before graduation each year.
- Minimum Requirements
 - Pins requirements for clubs and organizations must have 2 or more years of participation including senior year and with greater than 80% attendance to club activities and meetings as measured through the 5 Star Student System. Achievement Pins must have a clear measurable objective(s).
 - Honor Cord requirements must include measurable achievement above and beyond the normal graduation requirements and a measurable demonstration of excellence in coursework or program.

Honor Cords Approval Request

Program/Department:	
DPHS Requestor:	
Cord Color(s): <i>(please make sure color is not already taken)</i>	
Single or Double Strand(s): <i>(Honor Cords should be 60-72". No Triple Cords)</i>	
Requirements for recognition:	

Co/Extracurricular Pin/Stole Approval Request

Program/Club/Organization:	
DPHS Requestor:	
Please attach a color print out of the pin design to be used. The pin may not be larger than 1.25 inch by 1.25 inch. The pin will be attached to a white 1.5 inch neck ribbon provided by Associated Student Body. Pins may also be worn on the neck ribbon of approved medal.	
Requirements for recognition:	

Requestor's Signature:		Date:	
Site Administration Signature:		Date:	

SENIOR EXPECTATIONS

Graduation is one of the most memorable events in your lives. Historically and by years of tradition, it is intended to be a solemn and formal ceremony. During this time, the formality of this event should never be violated. Your behavior and those of your guests are a reflection of you, your family, and your school. Therefore, all graduates are expected to behave in a manner consistent with this formality. Remember: GRADUATION PARTICIPATION IS A PRIVILEGE, NOT A RIGHT. Any behavior that draws undue attention is not acceptable. Violators will be immediately removed from the ceremony.

AUDIENCE DECORUM

It is expected that friends and family of Duncan graduates maintain the same dignity and respect as those they are honoring. Guests need to refrain from bringing noisemakers or exhibiting distractive behavior that undermines the decorum of the ceremony as they will not be allowed in the venue. Every family deserves to hear their son's or daughter's name announced as they receive his/her diploma.

NO BALLOONS, BALLOON BOUQUETS, AND NO SIGNS OF ANY KIND ARE ALLOWED. WE DO NOT WANT TO OBSTRUCT THE VISION OF ANY MEMBERS IN ATTENDANCE.

SENIOR GUIDELINES

Financial Obligations

***ALL SENIOR BILLS MUST BE PAID IN FULL IN ORDER TO PARTICIPATE IN ANY SENIOR ACTIVITY
by May 27, 2026.**

Bills must be paid in cash or money order.

No checks will be accepted.

ADMINISTRATION

PRINCIPAL	
Eric Martinez	rene.martinez@fresnounified.org
VICE PRINCIPALS	
Monica Madrigal 9 th -12 th , MASH Academy	559-248-7080 monica.madrigal@fresnounified.org
Johny York 9 th —12 th , IDATA Academy	559-248-7080 johny.york@fresnounified.org
COUNSELORS	
Thomas Yang Head Counselor	559-248-7095 thomas.yang@fresnounified.org
Neng Yang IDATA Academy M—Z	559-248-7513 neng.yang2@fresnounified.org
Karen Gallardo IDATA Academy A—L	559-248-2251 karen.gallardo@fresnounified.org
Rosalinda Garcia A—L, MASH Academy	559-248-7512 rosalinda.garcia@fresnounified.org
Michele Jimenez Lundy M—Z MASH Academy	559-248-2250 michele.lundy@fresnounified.org
FRONT OFFICE	
Chris Orosco Office Manager	559-248-7081 chris.orosco@fresnounified.org
Penh Vang Attendance Secretary	559-248-7092 penh.vang@fresnounified.org
Maribel Zapien Registrar	559-248-5151 Maribel.zapien@fresnounified.org
Corina Aguirre Finance Secretary	559-248-7091 corina.aguirre@fresnounified.org
Gloria Gomez School Office Assistant	559-248-7089 gloria.gomez@fresnounified.org

SUPPORT SERVICES

TUTORING	
Library: Monday - Thursday 4:00 pm - 5:00 pm / Virtual: TUTOR.COM through Clever App.	
CAREER RESOURCE SPECIALIST	
Robert Mendoza III - Room 4	559-248-2294 - Robert.mendozaiii@fresnounified.org
SOCIAL WORKER	
Alexis Mendoza Arizaga - Room 15	559-248-7514 - Alexis.mendozaarizaga@fresnounified.org
SCHOOL PSYCHOLOGIST	
Elizabeth Nixon - Room 31	559-248-2231 - Elizabeth.nixon@fresnounified.org
PATHWAY COORDINATOR	
Karen Burrington - MASH Building	559-248-7518 - karen.burrington@fresnounified.org
Cara Jurado - DATA North Building	559-248-7087 - cara.jurado@fresnounified.org
COMMUNITY/SCHOOL LIAISON (PARENT CENTER)	
Merry Lopez: Spanish - Room 4	559-248-5198 merry.lopez@fresnounified.org
Consuelo Soto	Consuelo.soto@fresnounified.org
FRESNO POLICE DEPARTMENT SCHOOL RESOURCE OFFICER	
Cynthia Jacobo - Room 15	559-248-7080 - v-Cynthia.Jacobo@fresnounified.org

GRADES

2 ND SEMESTER	
3 RD Quarter Progress Report	Friday, February 20
3 RD Quarter Report Card	Monday March 23
4 TH Quarter Progress Report	Friday, May 8
Senior Grades DUE	Wednesday, May 27

GRADUATION & A-G REQUIREMENTS

GRADUATION

A total of 230 units of credit must be earned in specific subject areas for high school graduation. The following table illustrates the minimum graduation requirements of the Fresno Unified School District. Five (5) units are granted for successfully completing each semester of each course in which the student receives a "D" or better.

GRADE 9		GRADE 10	
COURSE	UNITS	COURSE	UNITS
Physical Education	10	Physical Education	10
English	10	English	10
Mathematics	10	Mathematics	10
Science	10	Science	10
Elective	10	Modern World History	10
Elective	10	Elective**	10
TOTAL CREDITS	60	TOTAL CREDITS	60

GRADE 11		GRADE 12	
COURSE	UNITS	COURSE	UNITS
English	10	English	10
Mathematics	10	Am. Government	5
Science	10	Economics	5
U. S. History	10	Elective	10
Elective	10	Elective	10
Elective	10	Elective	10
TOTAL CREDITS	60	TOTAL CREDITS	50

A-G: CSU/UC REQUIREMENTS

Admissions to the universities as a freshman takes into account the specific courses you completed in high school, your grades in those classes, your test scores on the ACT or SAT, and graduating from high school.

A-G	SUBJECT TO TAKE IN HIGH SCHOOL	YEAR(S) REQUIRED
A	HISTORY/SOCIAL SCIENCE Modern World History, US History, Am. Gov/Econ	3
B	ENGLISH English I, II, III, Expository Reading Writing	4
C	MATHEMATICS Algebra I, Geometry, Algebra II	3 req. 4 rec.
D	LABORATORY SCIENCE Biology, Chemistry, Physics	2 req. 3 rec.
E	LANGUAGE OTHER THAN ENGLISH Same Language	2 req. 3 rec.
F	VISUAL AND PERFORMING ARTS	1
G	COLLEGE PREPARATORY ELECTIVE	1
Take SAT and/or ACT Exams		

GRADUATION CEREMONY
Wednesday, June 5, 2024 at 7:30 PM

McLane Stadium

Graduation is one of lifetime's most important events for Duncan graduates. Most importantly, this is a time that Fresno Unified School District honors this accomplishment.

At no time should the formality of the graduation be violated or compromised. Your behavior is a direct reflection on you, your family, and your school. Therefore, all graduates are expected to behave in a manner that respects this formality. If your behavior is disruptive to the graduation program and/or those around you, you will be removed from the graduation ceremony.

DUNCAN IS UNDER NO OBLIGATION TO ALLOW ANYONE WHO VIOLATES THE RULES AND PROCEDURES IN THIS HANDBOOK, OR ANY OTHER SCHOOL OR DISTRICT POLICY, TO PARTICIPATE IN THE GRADUATION CEREMONY OR ANY OTHER SENIOR ACTIVITIES

1. Graduation practices are a part of a school day. Therefore, the school dress code will be enforced at this time
2. *Graduation practices are for students and staff only. Visitors are not permitted.*
3. Rehearsal participation is **mandatory** for participation in the graduation ceremony.

(PLEASE DETACH HERE)

I HAVE READ AND REVIEWED THE SENIOR EXPECTATIONS HANDBOOK WITH MY PARENTS/GUARDIANS AND
UNDERSTAND THE PROCEDURES AND EXPECTATIONS.

Student: _____
(PRINT NAME)

ID#: _____

Student Signature: _____ Date: _____

Legal Parent/Guardians Name: _____
(PLEASE PRINT)

Legal Parent/Guardians Signature: _____ Date: _____