Manual de Normativas Estudiantiles

AMERICAN CANYON HIGH SCHOOL
HOME OF THE WOLVES

Student Policy Handbook

2026-2027

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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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ATTENDANCE POLICIES

Reporting an Absence

- **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.
- Complete Attendance Policy and Procedures are available on our website at amcanhs.nvusd.org
- For additional attendance questions, please email amcanhsattendance@nvusd.org.

Definition of Excused Absence

- Personal Illness
- Medical, dental, optometry, or chiropractic appointment
- Illness of custodial child
- Quarantine under the direction of a county or city health officer
- Attendance at an educational conference on the legislative or judicial process offered by a non-profit organization.
- Employment interview or conference
- Religious holiday or ceremony
- Religious retreats, limited to 4 hours per semester
- Attendance at funeral service for a member of the immediate family, limited to 1 day in state, 3 days out of state. Immediate family is defined as mother, father, grandmother, grandfather, spouse, son/son-in-law, daughter/daughter-in-law, brother, sister or any relative living in the student's immediate household.
- Jury duty
- Court appearance
- Visit with immediate family member who is on leave for deployment, about to deploy, or returned from deployment
- Precinct board member for an election

What is an *unexcused* absence?

Any absence not identified above is unexcused. **Many parents are unaware that "going out of town" with their children during school days is an unexcused absence** and will result in a truancy letter and possibly an appearance at the School Attendance Review Board (SARB) **(Ed Code 48263)**. Please plan trips during holidays and school breaks.

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.

Leaving Campus/Off Grounds Passes

- All students must have an approved pass to leave campus during the school day. They will also need to sign back in when returning.

- 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)
- Attendance office is in the ticket booth in front of the Gymnasium.

Tardies

When students arrive late, it impacts their ability to engage in instruction and disrupts the learning environment for others. Please review the information below regarding TARDIES. 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.**

3+ Tardies	6+ Tardies	9+ Tardies
• Teacher call/contacts home to the parent/email the parent and has a student conference to reestablish expectations. • Teacher will notate this in student school record.	• **Student is required to complete** after-school detention. • ParentSquare notification sent to families. • Students engage in reflection during detention.	• Student is on Social Probation and is ineligible to participate in extracurricular activities such as field trips, athletic events, dances, or other events during the progress report period. • Work Permit Status and/or Parking Privilege may be revoked • Student/Parent may attend a meeting with administrator

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.**

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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

Advanced Placement, Honors, and/or NVC CCAP courses are YEARLONG courses and therefore students may not drop these courses. Should students experience difficulty with the course content after the first two weeks, students ***MUST*** complete the following steps before 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 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)
- 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 district-approved 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 downloading 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 before assessment, including revealing test information
- Submitting work substantially done by someone else (parent, tutor, sibling, etc.)
- Unauthorized use of a 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.

First Violation:	***Second Violation:***	***Three or more violations:***
➢ 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. ➢ Student will lose credit for the assignment/test. May be allowed to make up/retake.	➢ 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. ➢ Zero credit for the assignment or test and no makeup permitted.	➢ 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

➢ 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.	➢ Violation is documented in the student discipline file. ➢ Student will be dropped from Academic Honor Societies and/or Clubs ➢ Student Parent Meeting is required to review contract.	is reflected in the student's record and parent/guardian. ➢ Site administration notifies all of the student's current teachers about the incidents.

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.

Pack Time

Students have access to one 50-minute Intervention Period called PackTime. Students may be assigned a classroom based on academic need OR students may choose to attend one of their assigned teacher's classrooms for additional support. This assignment will be made using the Flex system. Students will access this in Clever. Students can check their assignments or make a selection the Monday before PackTime.

BEHAVIOR EXPECTATIONS FOR POSITIVE SCHOOL CULTURE

SAFE - RESPECTFUL - RESPONSIBLE

Additionally, please review the NVUSD Student Discipline Handbook - English and Spanish

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 set forth in our Behavior Matrix:

- Academic - students who have multiple D or F grades in a grading period and/or who are significantly credit deficient
- Engagement - chronic attendance - more than 15 period truancies and/or 4 whole-day truancies and/or students who have 9 or more tardies in a progress reporting period.

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- 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
- Participate in field trips.

We believe that our students are active learners and will grow over time. We acknowledge that having a system in place that allows students to actively reflect is an important component of an effective instructional program. In consultation with administration and an interventionist, students can make a Success Plan to show growth in the problem area before the next progress report period.

Graduation Ceremony

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

CAMPUS SAFETY POLICIES

All of these policies listed are in the spirit of maintaining a high level of safety and an attention to security on campus so that our students may engage fully in their academics and campus life. You have entrusted us with your child, and we believe that adhering to these guidelines helps us maintain a safe, respectful, and responsible school. Please review these policies with your student ahead of the school year.

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.

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.

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 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

Attire/Dress Guidelines

- ❖ Dress for an academic environment
- ❖ For student safety, shoes must be worn at all times.
- ❖ 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. Excessive bareness is not permitted.
- ❖ 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

Cellphone Use

Cellphones are not permitted to be used during instructional time. Please review these policies. This is in accordance with California Education Code. (48901.7) and the California Assembly Bill 3216 and NVUSD Mobile Communication Device Policy 5131.8 and Administrative Regulation 5131.8 that outline limits to cellphone usage on all NVUSD campuses.

For Grades 9-12 Schools:

- **Cell phones, smartphones, and other mobile communication devices** will be placed by students into a common caddy **at the beginning of every class period**. Students may retrieve their devices 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 videotaping 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 are responsible for adhering to these regulations and securing their belongings. The district will **not be responsible or liable for lost, stolen, or damaged phones or other 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		
• Students will store cell phones, smartphones, and other mobile communication devices in a common phone caddy at the front of the classroom. • Students will not be permitted to take devices to the 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**
• Student must walk cellphone to administration. • Teacher will send a ParentSquare Notification to parent/guardian or contact via phone regarding the violation. • Student will retrieve phone at the end of the day.	• Student must walk the cellphone to administration • Teacher will send a ParentSquare Notification to parent/guardian • Student will need to meet with their administrator. • Parent must come to retrieve this at the end of the day.	• 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.

Closed Campus

➢ ACHS is a closed campus for ALL grades. Any students found off campus, or who 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.

Food on Campus

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

Food Delivery

- In order to ensure student safety at all times, **FOOD DELIVERY SUCH AS DOORDASH AND UBER EATS IS NOT ALLOWED ON CAMPUS**. This also includes food delivery from parents that occurs during the school day.

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 discrimination complaint 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.

Restroom Use

Restrooms on the high school campus are reserved only for students to wash or relieve themselves of biological waste. These spaces must be safe and accessible to all students. Having clean, safe restrooms is humane and vital to a sense of safety and well-being.

Students will use the Pass System when requesting to travel to the bathroom:

- ➔ Students will request a digital hall pass from Clever. The teacher will approve.
- ➔ Students will not leave class during the first 5 minutes or last 5 minutes of class.
- ➔ One student at a time leaves 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

Please Note:

- ➔ In order to ensure a safe environment for all students, we monitor bathrooms for any suspicious activities such as vaping, etc. This includes observing multiple people in a stall, lingering smoke or smell in the air. Students may

be brought in to discuss this with an administrator if they are identified in the bathroom during these activities.

- ➔ Vandalism will be addressed according to district policy. Suspension and/or restitution are possible consequences for 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.

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 that includes guidelines for what to do if your district-issued Chromebook needs repair or replacement.
- ❖ No other personal devices will be supported on campus. Please keep all personal laptops or tablets home.
- ❖ Students using their own devices will be issued a technology violation and parents notified.

Safety Plan

Coming Soon

Student Identification Cards

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.

As a matter of safety, we require all students to have their current school ID card when on campus, attending classes or when attending or participating in any school function or events. Students need the ID card for the library, cafeteria and testing check in. Students without their current school ID will be refused entrance or not allowed to participate.

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 Parking

- ❖ Parking on the school campus will be permit-parking only. Students will need to apply for a permit each year. All students applying for permits must present a valid driver's license in order to receive the permit. A Google doc will need to be completed as a first step of the process.

- ❖ All students must drive safely and 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.

Visitor to Campus

- Visitors to campus must check in at the front office and be entered into our Centegix 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)

- Parents/Guardians who are picking up their student must show a valid identification card in order to verify their authorization to have the student released.

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 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.

- Link Crew – All Freshmen will meet with a Link Leader regularly throughout the year. This group of upperclassmen is 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

- 8:00 am to first bell
- Lunchtime
- Afterschool for 30 minutes

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.

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

Athletics

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

Bell Schedules

★ 26-27 Bell Schedule

Bus Routes

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

Counselors

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

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. For 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 the Aeries parent portal. Teacher email/contact information is available on the ACHS website.

Library

When to Visit: Hours: 8 AM – 4 PM

We are open and ready to welcome you before school, during lunch, and after school until 4:00 PM.

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.

Resources & Tech Support

Our team is dedicated to keeping you connected and prepared. Come see us for:

- Tech Help: Chromebook distribution, quick repairs, and password resets.
- Reading: Check out up to two books at a time for two weeks.
- Printing: You can print up to 10 pages of school-related materials during free time (before/after school or lunch).
- Textbooks: These are distributed through your teachers to ensure everyone gets exactly what they need for class.

A Productive Space

To keep the library a comfortable and clean environment for everyone, we ask that you:

- Bring your ID: Please have your physical Student ID ready for all check-outs and services.
- Keep it clean: To protect our books and computers, please enjoy your food and drinks outside before you head in.
- Stay focused: Help us maintain a peaceful atmosphere perfect for tutoring and deep study.

For more details, see: Library Services & Technology Policy

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.

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