

# LA QUINTA HIGH SCHOOL INFORMATION FOR PARENTS 2011 – 2012



Visit the LQHS Web page at:  
[www.laquintaHS.org](http://www.laquintaHS.org)

## FREQUENTLY CALLED TELEPHONE NUMBERS

ACTIVITIES OFFICE .....	663-6372
ASB.....	839-4830
ASSISTANT PRINCIPAL (A - K).....	663-6374
ASSISTANT PRINCIPAL (L - N).....	663-6372
ASSISTANT PRINCIPAL (O- Z).....	663-6373
ATHLETIC OFFICE.....	663-6317
ATTENDANCE OFFICE.....	663-6344
BOOKSTORE .....	663-6339
COUNSELORS/GUIDANCE OFFICE .....	663-6375
FAX .....	775-7307
INFORMATION/FRONT OFFICE.....	663-6315
LIBRARY .....	663-6193
MUSIC DEPARTMENT .....	839-5644
NURSE'S OFFICE.....	663-6375
PRINCIPAL'S OFFICE.....	663-6316
SPANISH & VIETNAMESE LIAISONS.....	663-6375

## FRESHMAN AND NEW STUDENT ORIENTATION

**Welcome to La Quinta and the Aztec Empire!** An orientation for parents, incoming freshmen, and new students will be held in our gymnasium on Wednesday, August 31, from 6:30pm to 7:30p.m. Parents are encouraged to attend this orientation to learn about La Quinta and the many services and involvement opportunities offered to students and parents! A special orientation entitled ***Freshman Early Start*** will be offered to all incoming freshmen on Wednesday, August 31, at 8:00 a.m. in our gymnasium. **ALL** freshmen are strongly encouraged to attend. This program will last until 12:00noon.

## PICK UP/DROP OFF PARKING LOT PROCEDURES

The front of the school is used by district transportation to drop off and pick up students enrolled in the Severely Handicapped Program. This area must be kept clear for these busses. Therefore, students/parents are not allowed to use the front parking lot or the faculty parking lot to drop off or pick up students.



## THE ATTENDANCE OFFICE HAS MOVED THIS YEAR! ATTENDANCE IS NOW LOCATED IN THE MAIN OFFICE BUILDING.

Telephone: 663-6344

Hours: 6:45 am – 4:00 pm



Good attendance is one of the strongest indicators of success in school and in life. Please send your student to school every day. If your student misses school, please call the office or send him/her with a written excuse the next day. The student must take the note to the Attendance Office before returning to class. Students will be penalized with a truant absence and will be assigned a Saturday School if their parent fails to call the office or a written note is not brought to the office within 2 days of the absence.

### TARDY POLICY

Students are tardy if they are not in the classroom when the bell rings. **Students leaving a note at attendance for a previous absence must be in class before the bell rings or they will be marked tardy.** Tardies are cumulative by semester. The tardy policy is listed below.

- First Tardy: Teacher counsels student.
- Second and Third Tardy: The teacher assigns student detention and contacts the parent or guardian. Failure to serve detention after the appropriate options will result in a referral.
- Fourth Tardy: the student will be referred to the counselor. The counselor will assign one hour of detention and contact the parent or guardian.
- Fifth and Sixth Tardy: The assistant principal will assign a Saturday School and contact the parent or guardian.
- Seventh Tardy: There will be a Parent/Student/Assistant Principal conference with possible referral to the Truancy Reduction Center, initiation of SARB process and an Attendance Contract.

### OFF-CAMPUS PASSES

La Quinta is a closed campus. Students may not leave the school at any time during the day, including lunchtime, without an approved pass from the Attendance Office. **All appointments should be scheduled for after school.** Students who leave without a pass will be considered truant and assigned Saturday School. Off campus lunch privileges – for lunch only – will be given only to seniors who have an approved senior privilege form on file and a valid La Quinta ID card. Students will not be permitted to leave campus without showing their LQ I.D. card.

### BREAKFAST/LUNCH PROGRAM



If your child is participating in the free, reduced, or prepaid breakfast/lunch program, a new application must be completed each school year. Applications have been included in this packet and should be turned in at registration. All students are encouraged to submit an application as this determines the school's eligibility for additional funding. For additional information, please contact the Guidance Office at 663-6375.

### LOCKERS

Lockers on campus and in P.E. are provided for the storage of books and other materials required for school. Students are required to lock their lockers at all times and should not divulge their combinations to other students. **No money or valuables should be kept in the locker at any time** as the **school district assumes no liability** for belongings left in lockers (including textbooks, athletic equipment, and uniforms). It is particularly important to empty lockers during the weekend and before all extended breaks.

## PHYSICAL EDUCATION

P.E. uniforms are available in the Bookstore and on our School Website. Shorts are \$8 and T-shirts are \$4.00 each. All students must wear a different set of clothes and shoes for P.E. other than what they wear to classes. P.E. locks must be purchased from the P.E. Department for \$11.00. P.E. apparel will be sold during registration week, Freshmen Orientation, and during the first week of school. Checks should be made payable to La Quinta High School.

## 10<sup>TH</sup> GRADE PARENTS

### HEALTH EDUCATION COURSE/FAMILY LIFE UNIT

The restricted materials used in the Family Life Unit (offered to all 10<sup>th</sup> graders enrolled in Health Education) **will be displayed in the District Office Annex Conference Room on Monday, September 12, 4:00 - 8:00 PM, in the District Annex conference room.** The District Office is located at 10331 Stanford Avenue in Garden Grove. Students must have a signed permission slip on file with the school office to participate in this unit. This form will be sent home with each student for your approval and signature before the class begins.

### DELIVERIES

Deliveries of items such as flowers, gifts, cakes and balloons are discouraged. Although the student will be notified of the delivery, items will not be allowed on campus until after school. Class will not be interpreted for delivery.



### VISITORS

La Quinta High School is a closed campus. Students are not permitted to have friends or relatives with them at any time during the school day, including assemblies. All visitors must check in through the front office and if approved to come on campus during the school day, will be issued a *Visitor's Pass*.

## RULES AND REGULATIONS

### IT IS RECOMMENDED THAT STUDENTS NOT BRING ELECTRONIC DEVICES TO SCHOOL

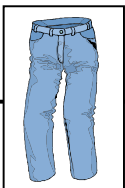
#### ELECTRONIC DEVICES SUCH AS, CELL PHONES AND LASER POINTERS

**Ipods/MP3/CD players, cameras, radios, video game players, and cell phones must remain off and put away during school hours.** Electronic devices **that are visible** will be confiscated and returned only to a parent or guardian. Devices that are confiscated a second time will be kept in the Attendance Office until the end of the semester. Laser pointers are prohibited at school. The school assumes no responsibility or liability for confiscated, lost or stolen electronic devices. The school will not investigate reports of lost or stolen electronic devices. Students and parents will be encouraged to file a police report.



#### DRESS EXPECTATIONS

Students at La Quinta should dress according to school guidelines. Clothing must not jeopardize the health or safety of the wearers or others or cause distraction to the educational process of the school. Clothing must be clean and cover all undergarments. Strapless clothing, bare midriffs and backs are not appropriate for school. Clothing needs to be modest in terms of length and coverage and not be distracting to the learning environment. Any clothing that suggests alcohol, drug or tobacco use, weapons or violence, racial or general intolerance, gang involvement or sexual content is forbidden. **Students will be asked to change their attire or they will be sent home.** Footwear must be worn at all times. **Only LA QUINTA hats** will be permitted at school and hoods are not permitted.



Bandanas and wallet chains are prohibited.

Questionable attire will be left to the discretion of the staff.

# OPPORTUNITIES FOR PARENTS TO GET INVOLVED



## LA QUINTA PARENT ASSOCIATION

The LQPA consists of three major parent groups that meet to provide resources and support to the school. The parent groups are:

**Padres Unidos** - Meetings are conducted in Spanish,  
**Hội Phụ Huynh Học Sinh Việt Nam La Quinta** - Meetings are conducted in Vietnamese,  
**PTSSO** – Meetings are conducted in English

All three groups will tentatively meet on the 3<sup>rd</sup> Tuesday of each month, at 6:30 pm and the specific dates will be posted on the website. Parents are encouraged to join the group that best meets their needs and to be an active participant in supporting activities and projects at La Quinta.

## ELAC

The purpose of ELAC is to provide parents of English Learners opportunities to: Learn more about programs offered to their students

- Advise the principal and school staff on the most positive and effective actions to improve learning of English Learners
- Advise the school principal and staff on the development of the School Plan and Parent Involvement Policy
- Send information to D.E.L.A.C (District English Learner Advisory Committee)
- Advise and make recommendations on Economic Impact Aide (EIA) funding

La Quinta's ELAC group will meet four times a year. If you are a parent of an English Learner you are eligible to become a member.

## SCHOOL SITE COUNCIL

The School Site Council is a decision-making committee composed of parents, teachers, students, and the principal. The council oversees special funding that the school receives. Council members serve a two-year term. The council meets at school four times a year.

If you would like more information about any of these groups, please contact the school office at 663-6315.

## COMPREHENSIVE GUIDANCE PROGRAM

The counselors at La Quinta High School are committed to providing a comprehensive guidance program. Each student and parent can expect guaranteed services as a result of the program design. The three major areas are:

- College advisement in grades 9 through 12
- Responsive services providing assistance with personal situations requiring individualized help
- Individual and small group career and educational planning

Counselors will see students at any time they are available and by appointment. Counseling appointments may be made by signing the counselor's appointment sheet in the Guidance Office. Counselors are assigned according to student's last name:

Ms. Sherri Grelle  
A – Hoa

Mrs. Adriana Esquivel  
Hob – Nguyen D.

Mr. Huy Tran  
Nguyen E. – Q

Ms. Lucy FitzRandolph  
R – Z



## FREE DAYPLANNER CALENDAR

Students are provided with a free day planner at the beginning of each school year and are **required to carry it daily**. The day planner contains a comprehensive list of information about La Quinta rules, expectations, activities, and opportunities. *Please read and discuss this information with your student.*

We also encourage parents to reinforce the use of the planner to record assignments, deadlines, and events. Time management is an important skill that young people need to learn.

## PSAT EXAM

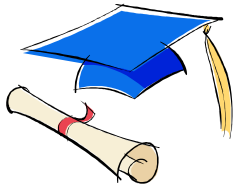
(Preliminary SAT)

The PSAT test will be given on **Wednesday, October 12th** to all tenth grade students free of charge. Eleventh graders may also take the PSAT by purchasing a ticket in the bookstore for \$13.00.

## COMPUTER LABS

La Quinta is a Digital High School, which means that every classroom is equipped with at least one Internet-linked computer. We also have three computer labs, including the library. Students are encouraged to use these labs to write papers, complete projects and do research on the Internet. The library is open before school, lunch, and after school most days.





## SENIOR INFORMATION

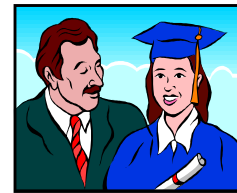
### SENIOR NEWS

Your senior year is already here! Graduating from high school is a significant milestone, and all of us here at LQHS are ready and willing to partner with you to ensure that all of our seniors successfully earn their high school diploma. Senior students need parent help now, more than ever, to keep them focused on the goal of graduating. Parents, please check progress regularly, monitor homework and attendance, ask questions about classes, and contact the school immediately when you have concerns. This is a team effort – students’ effort and commitment to excellence combined with the support and encouragement of parents and LQHS staff will yield that coveted result – a high school diploma.

One final thought – college is accessible to all of our students. Our guidance counselors can guide your senior through the various steps necessary to choose a college, be admitted, and secure financial aid and scholarships. We are committed at La Quinta to make sure all students take the courses they need to meet entrance requirements so all of our students have the opportunity to pursue a college degree.

### SENIOR CALENDAR

<b>Senior Registration</b>	<b>August 29</b>
<b>Classes Begin</b>	<b>September 8</b>
<b>Homecoming Assembly</b>	<b>October 27</b>
<b>GGUSD College Fair at Bolsa</b>	<b>October 10</b>
<b>Homecoming Game</b>	<b>October 27</b>
<b>Homecoming Dance</b>	<b>October 28</b>
<b>Graduation Announcement and Cap and Gown Orders</b>	<b>TBD</b>
<b>Financial Aid (FAFSA) meeting</b>	<b>TBD</b>
<b>Advanced Placement Exams</b>	<b>May 7-17</b>
<b>Senior Awards Night</b>	<b>May 23</b>
<b>Senior Final Exams</b>	<b>June 14,15</b>
<b>Cap and Gown Distribution</b>	<b>TBD</b>
<b>Barbecue and Pool Party</b>	<b>June 15</b>
<b>Baccalaureate Ceremony</b>	<b>June 16</b>
<b>Senior Breakfast and Graduation Rehearsal</b>	<b>June 18</b>
<b>Graduation</b>	<b>June 19</b>
<b>Grad Night</b>	<b>TBD</b>



### PAYING FOR EDUCATION AFTER HIGH SCHOOL

Financial aid programs provide help in meeting college costs – both direct educational costs and personal living expenses. Whether your senior is planning to attend a community college or four-year university, we encourage you to apply for financial aid, regardless of your grade point average or family income. It is important that students complete the FAFSA form (Free Application for Federal Students Aid) which is the single document that determines their eligibility for most government funding. These forms are available in the guidance office in late December. A very important informational meeting will be held in January. The counselors will provide information on completing the FAFSA form. Please plan to attend with your student.



### SCHOLARSHIPS

Last year the graduates of La Quinta earned over \$147,000 in scholarships and aid to continue their education. Their success is due to their diligence in applying for the multitude of available scholarships. Ms. Grelle is responsible for all scholarship applications. She will, upon request, provide assistance to all students to locate information about appropriate scholarships and other sources of financial assistance. She also distributes a monthly senior newsletter to all seniors that lists available scholarships. Parents can view the monthly newsletter on the LQHS web page at [www.laquintags.org](http://www.laquintags.org). The link is located on the guidance page.

## LA QUINTA HIGH SCHOOL DISCIPLINE GUIDELINES

The following guidelines are used in determining consequences for student offenses. Please review these with your son/daughter so they are aware of the consequences of inappropriate behavior at school.



### CONTROLLED SUBSTANCES

Garden Grove Unified School District Board of Education prohibits the possession and/or use of tobacco, alcoholic beverages, drugs, and drug-related paraphernalia on school property. This prohibition also includes all activities sponsored by La Quinta High School that extend beyond the school day. Possession and/or use of any form of alcohol, drug, or controlled substance will result in the following:

#### 1. Tobacco Products

The TUPE Referral Protocol has been created to provide education and program support to students who commit a tobacco-related offense (“use of or possession of tobacco-related products.”)

##### a. Use / Possession

- First Offense: Parent contact and TUPE referral.
- Second Offense: Parent contact, referral to Tobacco-Free Thursday Alternative Suspension Class. Possible Saturday School and restriction from extra-curricular activities.
- Third Offense: Attend a Smokeless Saturday Class. May be referred to District Discipline Committee and be restricted from extra-curricular activities.

#### 2. Drug Paraphernalia (possession or sale)

- First Offense: Suspend 3 days, parent and possible police contact.
- Second Offense: Suspend 5 days, referral to District Discipline Committee. Possible police contact.

#### 3. Drugs, Alcohol, and Marijuana

##### a. Possession and/or use

- First Offense: Suspend 3-5 days, referral to drug counseling, parent and police contact, possible referral to District Discipline Committee
- Second Offense: Suspend 5 days, parent, police contact, referral to Discipline Committee

##### b. Sale – Suspend 5 days, parent and police contact, referral to Discipline Committee with recommendation for expulsion

##### c. Furnishing – Suspend 3-5 days, parent, police contact, possible referral to Discipline Committee

#### 4. “Look alike” Substance – Suspend 3-5 days, parent and police contact, possible referral to District Discipline Committee

### DANGEROUS OBJECTS

#### 1. Possession of weapons and explosive devices such as knives, guns, clubs, imitation firearms, bombs, M-80 type explosive) – Suspend 5 days, parent and police contact, referral to District Discipline Committee with recommendation for expulsion

#### 2. Fire or Fireworks

##### a. Arson – Suspend 3-5 days, police, fire department and parent contact, possible referral to District Discipline Committee

##### b. Possession/use of fireworks – Suspend 1-3 days, parent contact

##### c. Use of lighter/matches in class – Saturday School

### ENDANGERING THE SAFETY OF OTHERS

#### 1. Fighting/mutual combat (on or off campus during school hours or in route to and from school or at any school-sponsored event) per school year

- First Offense – Suspend 1-5 days, parent conference, and referral to anger management class
- Second Offense – Suspend 5 days, parent conference, implementation of behavior plan, referral to anger

- management, possible referral to Discipline Committee
  - Third Offense - Suspend 5 days, parent, police contact, and referral to Discipline Committee
2. Assault/battery – Any willful and unlawful use of force or violence upon another person
    - First Offense – Suspend 5 days, parent and police contact, and possible referral to District Discipline Committee
    - Second Offense - Suspend 5 days, parent and police contact, and referral to District Discipline Committee
  3. Aides or abets in the infliction or attempted infliction of physical injury to another student
    - First Offense – Suspend 1-5 days, parent contact, possible police contact
    - Second Offense – Suspend 3-5 days, parent contact, implementation of behavior plan, possible police contact
    - Third Offense – Suspend 5 days, parent contact and referral to District Discipline Committee, police contact
  4. Bullying, intimidation, threats, verbal assault and/or harassment including cyber bullying and texting.(toward peers)
    - First Offense – Suspend 1-3 days, parent contact, possible police contact
    - Second Offense – Suspend 3-5 days, parent contact, possible police contact
    - Third Offense – Suspend 5 days, parent contact and referral to District Discipline Committee and police contact
  5. Witness Intimidation/Threat – Suspend 5 days, parent and police contact, possible referral to District Discipline Committee
  6. Hate Violence
    - First Offense –Suspend 3-5 days, parent and possible police contact
    - Second Offense – Suspend 5 days, parent, police contact, and referral to Discipline Committee
  7. Gang Activity (inappropriate clothing, use of symbols, flashing signs, group confrontation)
    - Warning, parent conference, behavior contract
    - Suspend 2-5 days, possible referral to District Discipline Committee
  8. Terrorist threat against school official or property – Suspend 5 days, parent and police contact, referral to District Discipline Committee and recommendation for expulsion
  9. Assault or Battery on school employee – Suspend 5 days, parent and police contact, referral to District Discipline Committee and recommendation for expulsion
  10. Engaged in, or attempted to engage in hazing as defined in subdivision (b) of Section 245.6 of the Penal Code
    - First Offense – Suspend 1-3 days, parent contact
    - Second Offense – Suspend 5 days, parent contact, possible police contact, referral to District Discipline Committee

**FAILURE TO SERVE**

1. Detention
  - First Offense- Saturday School, parent contact
2. Saturday School
  - First Offense- On-campus suspension, parent contact.
  - Second Offense – Suspend 1 day with referral to Alternative Suspension Classroom, parent contact
  - Continued Offenses – 2-5 day suspension, possible referral to District Discipline Committee

### **FORGERY/POSSESSION OF SCHOOL DOCUMENTS**

In House Suspension or 1 to 3 days off campus suspension, parent contact

### **GAMBLING**

Playing cards, dice and other gambling paraphernalia are not permitted on campus - Confiscation of item and release only to parent.

### **MISBEHAVIOR/ INSUBORDINATION** (at school and school functions, on or off campus)

Progressive discipline pending severity of incident: referral to counselor or assistant principal, detention, parent contact, Saturday School, 1-5 days suspension, removal from activity, possible police contact, and possible referral to District Discipline Committee

### **PROFANITY, OBSCENITY, VULGARITY**

1. Directed toward peers or non-directed
  - First Offense: Saturday School, parent contact.
  - Second Offense: Suspend 1 to 3 days, parent conference.
2. Directed toward a staff member
  - First Offense: Suspend 1 to 5 days, parent contact, referral to anger management class
  - Second Offense: Suspend 3 to 5 days, parent conference; possible removal from class and referral to Discipline Committee
3. Sexual Harassment
  - First Offense: Conference with administrator, parent contact, possible 1-5 day suspension, possible police contact
  - Second Offense: Suspend 3-5 days, parent contact, possible police contact
  - Third Offense: Suspend 5 days, referral to discipline committee, police contact
4. Sexual Assault and/or Battery – Suspend 5 days, parent and police contact, referral to District Discipline Committee

### **THEFT/ROBBERY/EXTORTION**

1. Theft or knowingly receiving stolen school or personal property
  - Less than \$50.00 value, no breaking and entering, first offense - Suspend 1-3 days, restitution, parent contact
  - More than \$50.00 value and/or breaking and entering and/or second offense – Suspend 3-5 days, restitution, parent and police contact, possible referral to District Discipline Committee.
2. Robbery or extortion - Suspend 5 days, restitution, parent and police contact, possible referral to District Discipline Committee.

### **UNAUTHORIZED ITEMS**

1. Use of items such as: skateboards, bicycles, cell phone, electronic games, music player, wallet chain, non-LQ hats, laser pointers, or playing cards on campus during school time – Confiscation of item, released only to parent
2. Riding of skateboards, bicycles and scooters are prohibited on campus. Bicycles need to be locked in the bike racks during the school day. The school is not responsible for lost or stolen items.

### **VANDALISM / GRAFFITI**

Restitution, detention, Saturday School, suspend 1-5 days, parent contact, possible police contact and/or referral to District Discipline Committee.

1. Possession of permanent markers and liquid whiteout is prohibited.
2. Students may not write gang-related writing on their papers, folders, books, or backpacks. Items will be confiscated and made available to the police and parents will be notified

