

BEHAVIOR EXPECTATIONS

ID CARDS

Students are **required** to have their ID card on a lanyard around their neck or on a clip on their shirt collar at all times on campus as proof of identification to faculty/staff. **STUDENT MAY NOT WEAR THEIR ID ON THEIR HIP, WAIST, OR FROM PANT'S POCKETS.**

IDs are also required to check out and return textbooks and library books. Students must pay a \$10.00 replacement fee for any lost ID card. Failure to have your ID card may result in disciplinary consequences.

AMOROUS BEHAVIOR POLICY

To help students develop self-discipline as well as self-respect and share the responsibility to maintain an atmosphere within the school that is conducive to wholesome learning and living, excessive displays of affection – fondling, making out, laying in each other's lap, etc. – are prohibited at Canutillo High School.

FOOD AND DRINKS

Food and drink are never allowed in the classroom during the instructional period. **NO FOOD ALLOWED IN THE STADIUM OR FIELD AREAS.**

SCHOOL NURSE

Our school nurse is available to assist you with health problems. If a student becomes ill, he/she is to **obtain a pass from the teacher** to go see the nurse. **The nurse is the only person who may excuse a student from school due to illness.** Students reporting to the nurse without a pass or leaving campus without nurse's approval will receive an unexcused absence.

LOSS OF CREDIT

A student in grades 9-12 may not be given credit for a class unless he/she is in attendance at least 90% of the days a class is offered during a semester and the student has a grade of 70 or above.

Students who accrue five absences in a course during a semester will be considered at-risk for losing credit/promotional status for the course. The principal or the principal's designee will review the attendance records of students considered at-risk of losing credit/promotional status. A letter will be mailed to the parent, guardian or adult student explaining the consequences of further absences and a telephone call or personal conference may be arranged.

If a student is not in attendance at least 90% of the days a class is offered, the principal or designee will notify in writing the student's parent, guardian or adult student that credit/promotional status for the

course is denied because of noncompliance with the attendance rule. The letter will state that within five days, the student's parent, guardian or adult student may petition the Attendance/Credit Review Committee for a hearing to reinstate credit/promotional status lost as a result of noncompliance. The letter will state that the parent, guardian or adult student must be represented at the meeting and may make an oral presentation and present documentation concerning any absence for the period of time under consideration.

The Attendance Review Committee is chaired by the principal or principal's designees, the attendance clerk, a counselor, and at least three CHS teachers.

LEAVING CAMPUS AT LUNCH

CHS is a closed campus for 9th and 10th graders during lunch they may NOT leave campus

11th and 12th graders may leave campus for lunch but must return in time to be in class. Food will not be allowed to be taken to class after lunch—it will be placed in the office and the student can pick it up after school.

All grade levels may order food for delivery to the front office ONLY.

LEAVING CAMPUS

No student at CHS is to leave the school ground before his/her school day is completed without a pass from the building. Students who become ill during the school day **must have a pass from the nurse** in order to leave the building. In cases where the parent is coming to the school for the student, the parent is requested to meet the student in the attendance office. The student must sign out in the Attendance Office when leaving campus for any reason.

ELECTRONIC/OTHER DEVICES

Cell phones and other electronic devices, including speakers and gaming devices **will not be visible or used during instructional time (class).**

Ear phones and ear buds may not be worn/used in class—only 1 may be used in your ear during transition, before school, after school, and at lunch. If they are being used or visible during class time, they will be confiscated and turned into the Business Office. The entire electronic device shall be confiscated to include phone, headphones, ear buds, game cartridge, etc.

Confiscated cell phones and electronic devices will be given to the Business Agent. The devices must be picked up by the parent/guardian regardless of the student's age. There is a \$15.00 charge, payable at the Business Office, to recover these items.

Consequences for refusing to give up cell phones/electronic devices: A student who refuses to give a cell phone or electronic device to a teacher, security guard, staff member, or administrator will face disciplinary action to include in-school or out of school suspension for one or more days. In addition, the student must also surrender the cell phone or electronic device to security or administration. If a

student repeatedly refuses to give up a phone or electronic device and has had previous disciplinary action, referral to our Alternative Education Program will be considered as a consequence.

SKATEBOARDS/BIKES/OTHER MODES OF TRANSPORTATION

Skateboards, bikes, longboards, skates, or roller blades, may not be ridden in the building. Students riding any one of these items in the building will have the item confiscated. The parent/guardian may pick up the confiscated item. **Skateboards may be used before school, at lunch or after school on the plaza. Tricks are not allowed as it may cause damage to the building or injury to the student.**

STUDENT CLASSIFICATION

Students are classified as follows:

Credits Earned Classification

0 - 5.5	Grade 9
6.0 – 11.5	Grade 10
12.0 – 17.5	Grade 11
18 – over	Grade 12

****All students must pass the End of Course exams in English I, English II, Algebra 1, U.S. History and Biology to earn a diploma.**

In order to graduate, a student must earn 26 credits as follows:

Course Credit	Course Credit
English 4.0	Physical Education 1.0
Math 4.0	Professional Comm. .5
Science 4.0	Technology Applications 1.0
Social Studies 4.0	Fine Arts 1.0
Economics .5	Foreign Language 2.0
Health .5	Electives 4.0

Canutillo High School Student Handbook

TO: The Students and Parents of Canutillo High School

FROM: Canutillo HIGH SCHOOL ADMINISTRATION

Welcome to the 2022-2023 school year! I hope everyone had a safe, restful, and enjoyable summer! The entire staff and I are looking forward to this new school year with great anticipation and high expectations.

Over the last 58 years, a tradition of excellence has been established at Canutillo High School. Our students' accomplishments have been recognized in the classroom, on the playing fields, and in all academic and fine art competitions. We challenge each of you to honor this legacy. Every student has a talent, an ambition - find yours, use yours - show your Eagle Pride!

Reputations, however, are not built on victories alone. It is the daily interaction of our students, faculty, and staff that is the key to our success. It is your responsibility to see that our school policies are followed and our traditions are honored. Remember, that wherever you go, whatever you do, you are representing Canutillo High School.

In this handbook, we have carefully explained our policies. It is your responsibility to read and study it carefully. Keep this handbook as a reference during the school year. If you have any questions or concerns, please contact Principal Clapsaddle at: tclapsaddle@canutillo-isd.org

The administration, the faculty and the entire staff, wish you a very successful year!

SUPPORT STAFF

ADMINISTRATION

Teresa Clapsaddle-Tarango - Principal

Candice Marrufo - Assistant Principal of Curriculum and Instruction

Donna Gray - Assistant Principal

Vacancy - Assistant Principal

J. Sonya Patino - Assistant Principal

COUNSELING STAFF/ REGISTRAR

Cyndi Arteaga - 9th

10th - 12th Grade by Alpha Order

Megan Flores – A-F

Veronica Vasquez -- G-M

Amanda Blake – N-Z

Dixie Lee- Graduation Coach

Becky Quintana- Registrar

Alice Rodriguez- Data Entry Clerk

Laura Melendez- Counseling Secretary

OFFICE STAFF

Jennifer Romero- Principal's Secretary

Patsy Cereceres- Business Agent

Cathy Cano- Data Entry Clerk

Stella Le- Receptionist

Maira Frausto- Attendance Clerk

Karen Jacobo - Attendance Clerk

Christina Anilles- 504 Clerk

INTERVENTION SPECIALIST

Kaitlin Hernandez- Intervention Specialist

BOOKROOM

Priscilla Mendiola- Bookroom Clerk

LIBRARIAN

Anna Guerra Weaver- Head Librarian

Michelle Carrasco- Library Aide

Campus Main Phone Number— (915) 877-7801

CANUTILLO HIGH SCHOOL DRESS CODE 2022-2023

Taking advantage of the educational opportunities available at Canutillo High School requires commitment on the part of students, teachers, parents, and administrators. We all strive to make learning a pleasant experience, but going to school is also serious business. This dress code applies to BOTH boys and girls.

***IDs will be worn on a lanyard or clipped on your shirt collar (non-negotiable)**

Tops

- Low cut shirts/tops may not be worn.
- See-through and revealing shirts/tops may not be worn.
- Midriff shirts/Crop tops/ Bralettes may not be worn-- all midsections must be covered.
- Halter/Strapless tops or dresses may not be worn.
- Off the shoulder blouses and dresses may not be worn
- You may wear tank tops and spaghetti strap shirts with a jacket or sweater over it
- All jackets and sweaters must be worn unzipped or unbuttoned
- If you can see your midsections when you raise your arms- it may not be worn

Bottoms/Workout Clothes/Dresses

- Shorts, skirts, dresses and spandex/workout clothes worn at Canutillo High School may NOT be more than 5 inches above the top of the knee and all the way around the leg—**no slits** (except for school sanctioned uniforms at practices ONLY).
- Jeans/pants with tears, holes, or ripped in anyway (including patches under the holes) will NOT be allowed—to include at the waist, all pockets, belt loops.
- Short rompers may not be worn.
- All pants/jeans must be worn at the waist. Underwear or skin may not be showing
- Spandex/workout pants must be worn with a full-sized t-shirt or hoodie.
- Dresses that are tight fitting and move up when you walk may not be worn
- Pajama pants may not be worn, unless a special day is declared by the Student Council.

Shoes

- Shoes must be worn at all times at Canutillo High School.
- Flip-flops, slides, sandals are allowed to be worn
- No slippers are allowed as shoes, unless a special day is declared by the Student Council.

Head coverings

- Head coverings, hoods, caps, and beanies of any kind may NOT be worn inside the building. This applies to both girls and boys. (Head coverings based on religious beliefs will be allowed.)

Miscellaneous

- Revealing or excessively tight-fitting garments are prohibited.
- Sunglasses may not be worn inside the building.
- Any clothing or jewelry displaying words or pictures that are lewd, vulgar, obscene, profane or offensive may not be worn.
- Any clothing, jewelry, or tattoos that advertise or promote illegal drugs, alcohol, tobacco products, violence, gang affiliation, or racist ideas may not be worn.
- Bandanas may not be worn or showing at any time.
- Clothing, piercings, and/or general appearance which might constitute a health or safety hazard are prohibited.

THE CANUTILLO ADMINISTRATION RESERVES THE RIGHT TO PROHIBIT OTHER ITEMS OR DRESS NOT SPECIFICALLY LISTED IN THE CODE IF THESE ITEMS ARE CONSIDERED INAPPROPRIATE OR DETRIMENTAL TO THE EDUCATION PROCESS.

Dress code checks will be done regularly by administration, staff, security, and teachers.

Consequences for violations of dress code policy:

If a student needs to change their shirt or pants, we can provide a clean change of clothing. We will keep his or her clothing until the end of the day.

If a student refuses to change clothes, the administration will take the appropriate disciplinary action, which will include spending a minimum of one day in ISS.

UPDATED: JULY, 2022

