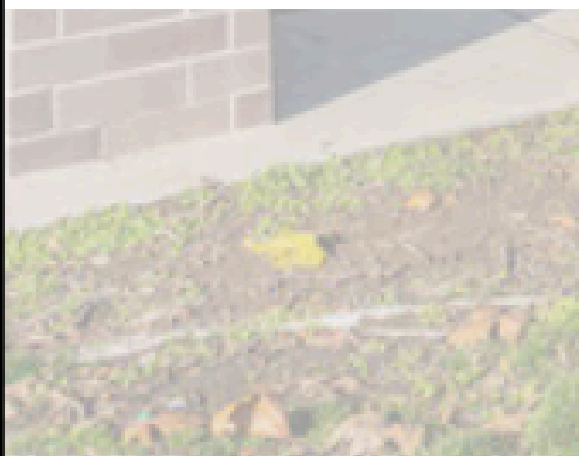




MONTEREY TRAIL HIGH SCHOOL

**STUDENT &
PARENT/GUARDIAN
HANDBOOK 2025 / 2026**



8661 Power Inn Road
Elk Grove, CA 95624

(916) 688-0050
mths.egusd.net

ELK GROVE UNIFIED SCHOOL DISTRICT

9510 Elk Grove-Florin Road, Elk Grove, CA 95624
District Phone: (916) 686-7797

BOARD OF EDUCATION

Beth Albiani
Delia Baulwin
Jennifer Ballerini
Susan Davis
Heidi Moore
Michael Vargas

DISTRICT ADMINISTRATORS

Christopher R. Hoffman, Superintendent

Mark Cerutti, Deputy Superintendent,
Education Services and Schools

Secondary Education

Chad Sweitzer, Assistant Superintendent
Zachary Cheney, Director
Shana Henry, Director
Richard Guterrez, Director
Sue Hubbard, Director, College Career Connections

MONTEREY TRAIL HIGH SCHOOL ADMINISTRATION

Principal Lara Ricks

Vice Principal Vincent Payne

Vice Principal Anahi Perez

Vice Principal Charles Thatch

Vice Principal Elizabeth Villanueva

ADMINISTRATION SUPPORT STAFF

School Secretary Buffy O'Neal

**Program Assistant - Prevention
& Intervention** Ariauna Cheney

MONTEREY TRAIL HIGH SCHOOL

8661 Power Inn Road, Elk Grove, CA 95624

Administration & Student Services Office Hours

Monday-Wednesday, & Friday: 8:00 AM - 4:15 PM
Thursdays: 9:20 AM - 4:15 PM

Mainline:
(916) 688-0050

Counseling:
(916) 688-0055

Athletics:
(916) 688-0070

Website:
mths.egusd.net

FAX #:
(916) 688-0058

SCHOOL LEADERSHIP

Craig Grivel	Activities Director	Adrianne Simon-Carlson	Advocacy Coordinator
Melinda Doss	Co-Lead Arts - Visual & Performing	Stacy Antonopoulos	Library
Rachael Yoder	Co Lead Arts - Visual & Performing	Corri Harper	Co-Lead Math
David Coronado	Athletic Director	Bao-Ngoc Tran	Co-Lead Math
Bailey Green	Avid Coordinator	Tova El-Atrache	PBIS Coordinator
Cindy Lascola	Business Technology	Rick Arcuri	Co Lead Physical Education
Perla Gaines	Career/College Coordinator	Janon Magnuson	Co Lead Physical Education
Antonio Sarabia	Digital Media	Nick Bua	Co-Lead Science
Jaime Ortega	EL Coordinator	Preet Sangha	Co-Lead Science
Kevin Williams	English	Aidan Ford	Co- Lead Social Science
Elizabeth Ng	Co-Head Counselor	Lilly Nguyen	Co-Lead Social Science
Hien Chan	Co-Head Counselor	Sylvia Brooks	Co Lead Strategies
Marissa Bland	Health	Katrina Santiago	Co Lead Strategies
Sal Lascola	Industrial Technology	Dolores Torres-Gomez	World Language

SCHOOL COUNSELING TEAM

Hien Chan
Jennifer Cooper
Perla Gaines
Elizabeth Ng
Deisy Padilla
Adrianne Simon-Carlson
Hanh Tran
Bai Zhen

ELK GROVE UNIFIED SCHOOL DISTRICT STATEMENTS

Non-Discrimination Policy Prohibition of Discrimination, Harassment, Intimidation and Bullying

District programs and activities shall be free from discrimination, including harassment, intimidation and bullying based on a student's actual or perceived disability, sex, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual, or perceived characteristics. The district has a policy of nondiscrimination in accordance with federal law and Title IX, and also prohibits sexual harassment of or by any student or by anyone in or from the district.

For a more information regarding the district's prohibition on discrimination, harassment, intimidation, and bullying or the prohibition against sexual harassment is contained in the district's Parent & Student Handbook and available on the district's website.

For additional information see the full policy and procedures on page ___ of the EGUSD Parent & Student Handbook.

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ABOUT US: MONTEREY TRAIL HIGH SCHOOL

We are MT!

OUR SCHOOL'S MISSION

The mission of Monterey Trail High School is to create a learning community that will challenge all students to realize their greatest potential, while preparing them for their future.

Established in 2004, the seventh high school in the Elk Grove Unified School District, Monterey Trail High School is named after its proximity to the historic Monterey Trail of the 19th century which was used by travelers of the time to travel to Monterey, the capital of both Spanish and Mexican California.

The school color of hunter green is based on the abundant amount of trees along the areas of Elk Grove, Laguna Creek, and Franklin. The second color of gold is based on the Monterey Trail becoming well traveled after the discovery of gold. The third school color is black. The school mascot, the Mustang, is based on the horses that travelers rode while traveling the Monterey Trail in the 19th Century.

We were founded with the Core Values that are represented on our school crest as a **Community** with **Respect**, **Integrity** and **Confidence**. Today, the four core values are our foundation throughout and beyond campus. We have reached Gold level status for our Positive Behavior Intervention and Supports (PBIS) due to our outstanding work teaching and supporting our expectations surrounding these core values and we continue to reteach and support students throughout as needed. We are a school who believes in positive relationship building and restorative practices while delivering high quality instruction as we intentionally work to continuously improve and remove barriers for all to succeed. Taking a proactive approach through community building and trying to meet our students where they are at while holding them to high expectations is what we are about at MT.

We also know and value the importance of working together as one Trail, not only as a united staff, but also with all educational partners; parents, guardians, families and community members. As the world continues to shift and change, we continue to be lifelong learners, asking for and accepting feedback to grow and improve every day to help our students to be successful.

We love our Mustangs and are excited to continue to do everything with “what’s best for our students” at the forefront of all of our actions.

CORE VALUES - We Are MT, A COMMUNITY with RESPECT, INTEGRITY and CONFIDENCE

Some of our academic goals and expectations for our students include:

Academic Proficiency

Students will:

- Meet or exceed district and California State Standards in all curricular areas.
- Demonstrate proficiency on school, district, and state standardized assessments.

Critical Thinking and Problem Solving

Students will:

- Apply a variety of strategies to solve academic challenges and prepare for real-world experiences.
- Analyze, interpret, and evaluate information in order to draw logical conclusions.

College and Career Readiness

Students will:

- Plan and prepare for life beyond high school and acquire skills for success.
- Develop knowledge and abilities that can be applied in real-world settings.

Responsible Citizenship

Students will:

- Demonstrate the Positive Learning Behaviors (PLB's)
- Contribute time, energy, and talent to improve our school and community.
- Respectfully celebrate the diverse cultures of our school community.

Effective Communication

Students will:

- Express academic and creative concepts in a variety of formats.
- Work effectively in groups using a variety of communication strategies.

Way to meet the expectations:

Positive Learning Behaviors (PLBs)

1. Be at School: 7 days or fewer absences a year.
2. Be on Time: Seated in class when the bell rings.
3. Be Prepared to Learn: Have materials and homework completed.
4. Be Respectful: to teachers, to other students, and to the learning environment.
5. Be an Active Listener: Focus attention on instruction.
6. Be a Positive Participant: Engage in class activities for the entire period .

Elk Grove Unified School District Mission & Vision

The Elk Grove Unified School District (EGUSD) is the fourth-largest school district in California located in southern Sacramento County. EGUSD covers 320 square miles and includes 68 schools: 43 elementary schools, nine middle schools, nine high schools, four alternative education schools, one charter school, a special education school, an adult school, and a (K-8) virtual academy.

Offering a multitude of educational programs, including over 60 career-themed academies and pathways within 13 industry sectors, we prepare our students for college, career and life, supporting them with the means to be creative problem solvers, self-aware, self-reliant, and self-disciplined; technically literate; effective communicators and collaborators; and engaged in the community as individuals with integrity.

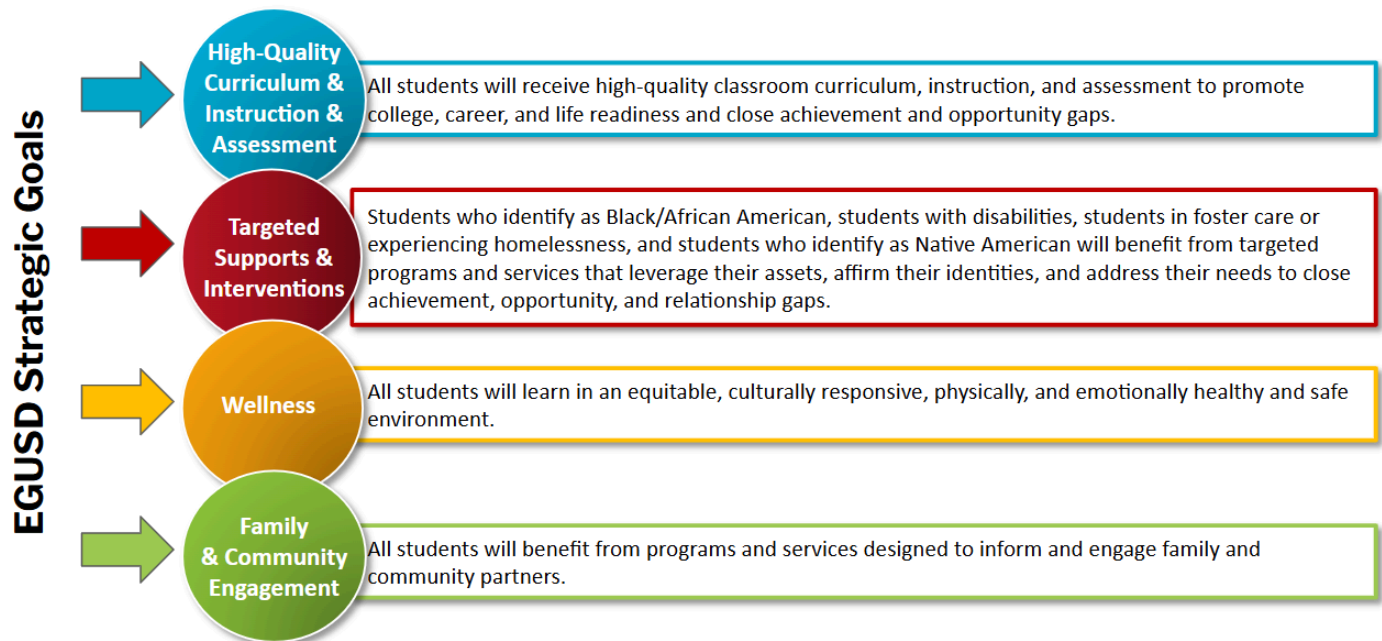
We integrate rigorous academics with career-based learning and real world workplace experiences and ensure that:

Every Student is Learning, in Every Classroom, in Every Subject, Every Day to Prepare College, Career and Life Ready Graduates.

[Learn more about Our District](#)

EGUSD Learning Vision

Every student learning in every classroom, in every subject, every day to prepare college-, career- & life-ready graduates





Monterey Trail High School 2025-2026 Bell Schedules



Regular Day

Period 1	8:30	9:53
Trail Time Mon – Per. 1 Tues – Per. 2 Wed – Per. 3/4 Fri – Per. 5	10:01	10:31
Period 2	10:41	12:07
Period 3	12:15	1:38
Lunch 2	1:38	2:08
Lunch 1	12:07	12:37
Period 4	12:45	2:08
Period 5	2:16	3:39

Late Start Thursday

Staff Work	8:15	9:40
Period 1	9:50	10:52
Advocacy	11:00	11:37
Period 2	11:47	12:49
Period 3	12:57	1:59
Lunch 2	1:59	2:29
Lunch 1	12:49	1:19
Period 4	1:27	2:29
Period 5	2:37	3:39

Reverse Minimum Day – Professional Learning

Mon. -Aug. 25, Oct. 13, March 23
Wed. April 29

Prof Learning for Staff	8:15	11:05
Lunch (all)	11:05	11:35
Period 1	11:43	12:26
Trail Time	12:34	1:04
Period 2	1:12	1:57
Period 3/4	2:05	2:48
Period 5	2:56	3:39

Rally

Fri. – Oct. 17, Feb. 13, April 10
Thurs – no late start – May 21

Period 1	8:30	9:38
Trail Time Fri. – Per 5 Advocacy Thur.	9:46	10:16
Period 2	10:26	11:34
Period 3	11:42	12:50
Lunch 2	12:50	1:20
Lunch 1	11:34	12:04
Period 4	12:12	1:20
Period 5	1:28	2:36
Rally	2:44	3:39

Finals

Thurs – Oct. 9, Dec. 18, March 12, May 28

Period 1	8:30	10:32
Period 2	10:42	12:44
Lunch (all)	12:44	1:14

Fri. – Oct. 10, Dec. 19, March 13, May 29

Period 3/4	8:30	10:32
Period 5	10:42	12:44
Lunch (all)	12:44	1:14

Reverse Minimum Day – PSAT

Wed. Oct. 29

PSAT	8:30	11:45
Lunch (all)	11:45	12:15
Period 1	12:23	1:06
Period 2	1:14	1:57
Period 3/4	2:05	2:48
Period 5	2:56	3:39

Period 3 has second lunch

Period 4 has first lunch





Monterey Trail High School

2025-2026 Bell Schedules



First Day – Kickoff Schedule

Thurs. - Aug 14

Welcome	8:30	8:52
Advocacy	9:00	10:40
Period 1	10:50	11:41
Period 2	11:49	12:41
Lunch (all)	12:41	1:41
Period 3/4	1:49	2:40
Period 5	2:48	3:39

Assembly Schedule

Aug. 22 and Nov. 21

Period 1	8:30	11:01
Assembly A	8:50	9:43
Assembly B	10:08	11:01
Trail Time Fri. - Per. 5	11:11	11:41
Period 2	11:49	12:51
Period 3	12:59	2:00
Lunch 2	2:00	2:30
Lunch 1	12:51	1:21
Period 4	1:29	2:30
Period 5	2:38	3:39

CAASPP – full day

Wed. Apr 8 (11th Science Test)

Period 1	8:30	9:38
Advocacy	9:48	11:18
Period 3	11:26	12:24
Lunch 2	12:34	1:05
Lunch 1	11:18	11:49
Period 4	11:57	1:05
Period 2	1:15	2:23
Period 5	2:31	3:39

CAASPP min days

Tues. April 14 per. 1, 2 -English test in advocacy

Tues. April 21 per. 3/4, 5 -Math test in advocacy

Period 1 or 3/4	8:30	9:30
Advocacy	9:40	12:39
LUNCH (all)	12:39	1:31
Period 2 or 5	1:39	2:39

Extended Advocacy

CourseSelection

Feb 5 – Feb 12 – Feb 19

Period 1	9:50	10:46
Advocacy	10:54	11:57
Period 2	12:07	1:03
Period 3	1:11	2:07
Lunch 2	2:07	2:37
Lunch 1	1:03	1:33
Period 4	1:41	2:37
Period 5	2:45	3:39

Graduation Rehearsal

May 22

Seniors - Rehearsal	8:30	1:45
Lunch (all)	11:30	12:01
Period 1	12:09	12:55
Period 2	1:03	1:51
Period 3/4	1:59	2:45
Period 5	2:53	3:39

Graduation Day

Tues. May 26

Seniors - Graduation	11:00	2:00
Period 1	8:30	9:30
Educational Activity	9:38	11:30
Lunch (all)	11:30	12:00

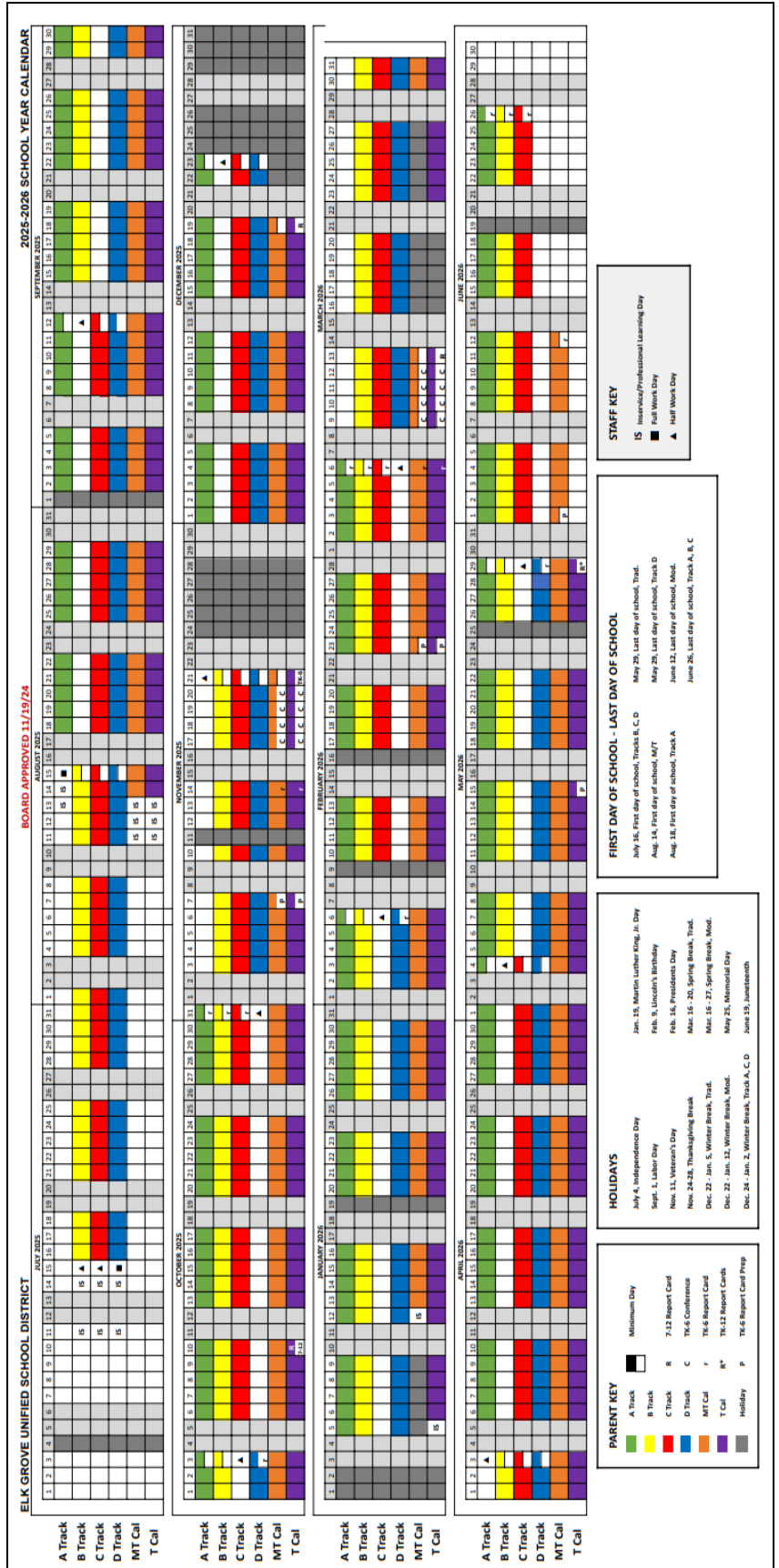
DISTRICT CALENDAR 25-26

Monterey Trail High School

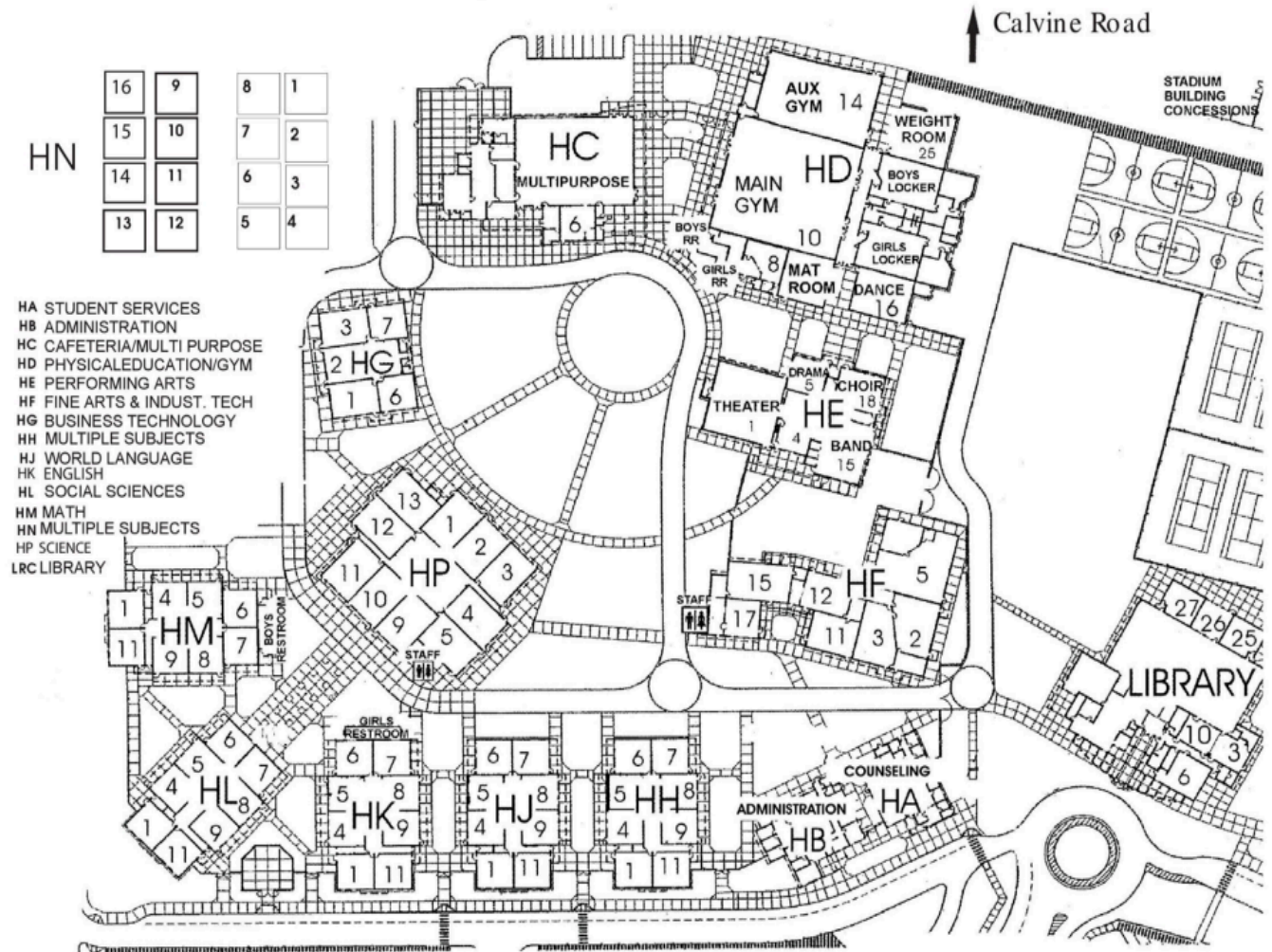
follows the “T-Cal” – Traditional Calendar

Important Days - please watch for other special schedules in emails:

- Aug. 14th - 1st Day of School
- Sept. 1st - Labor Day (No School)
- Oct. 9th-10th - Finals/End of Term 1
- Oct. 11th - Reverse Minimum Day/Term 2
- Nov. 11th - Veterans Day (No School)
- Nov. 24th-28th - Thanksgiving Break
- Dec. 18th-19th - Finals/End of Term 2
- Dec. 22nd - Jan. 5th - Winter Break
- Jan. 6th - Reverse Minimum Day/Term 3
- Jan. 19th - Martin Luther King Jr. Day
- Feb. 9th - Lincoln’s Birthday
- Feb. 16th - President’s Day
- Mar. 12th-13th - Finals/End of Term 3
- Mar. 16th-20th - Spring Break
- Mar. 23rd - Reverse Minimum Day/ Term 4
- May 25th - Memorial Day (No School)
- May 26th - Graduation Day
- May 28th-29th - Finals/End of Term 4



MTHS - CAMPUS MAP



PARENT/FAMILY ENGAGEMENT

Monterey Trail High School values the partnership between parents, staff, and students to ensure that every student learns to the best of their ability and is prepared for college and career choices after high school. In order to support our strong relationship in supporting MTHS students there are a number of opportunities to collaborate, communicate, participate and learn. We strongly encourage you to join us. Here are many of the ways to partner with us:

ParentVUE

Monterey Trail High School is proud to offer ParentVue to our families. This is an excellent grade and communication system where parents can communicate with teachers, administrators and counselors. ParentVue gives instant access to grades and class assignments when posted. Parents and students each sign up for their own account. To register for ParentVue, please contact MTHS front office to obtain your registration/activation code and instructions. Make sure you are in the Loop!

- Register for ParentVue by contacting MTHS front office (if you do not have an EGUSD ParentVue already)
- Check grades.
- Communicate directly with teachers, coaches, counselors, and administrators.
- Have access to assignments, lessons and tutoring links provided by teachers.

SCHOOL SITE COUNCIL

Be nominated and voted in as a parent representative on the Site Council to collaborate on budget and educational goals for the whole school. The council typically meets on a Thursday of each month (excluding August, November, December, and May) from 6:00pm to 7:00pm. Public non-elected members can come and speak at the public comment time for a specific time limit. They are welcome to remain for the rest of the meeting following the bylaws and protocols.

BOOSTER CLUBS

Contact the teacher or coach of your student's favorite program (Band, Athletics, Cheer etc.) and volunteer to assist or join their Booster organization. This is a great way to be involved directly in a favorite activity.

VOLUNTEER/Meaningful Impact and Involvement

We are looking for help in a variety of roles from help at events, lunches, on committees, guest speakers, career presentations, and more. If you would like to volunteer in any role please contact our Family, School and Community Liaison or Vice Principal Dr. Villanueva, at evillanu@egusd.net, to get started. All volunteers must be fingerprinted and fill out specific paperwork to be a volunteer that goes through an approval process. Each type of volunteer may have other forms to fill out (ex. Guest speakers - must read and acknowledge they have read and understand specific district policies to be able to speak at our school)

Note: Volunteers must have been approved and are only permitted to volunteer at the specific activity or function/role that they were approved to do for that specific date or set of dates. They still must enter the front office and be given approval to go to another location on campus. Visits to a classroom observation do not require fingerprinting but do require 24 hour notice and approval with a check in at the front office to be allowed on campus. Please see the visitor section in the handbook for more information (page 43)

ELAC/DELAC

Parents and families are invited to be a part of our current ELAC (English Learner Advisory Committee) and DELAC (District English Learner Advisory Committee) meetings to help improve the outcomes for our English Learners on campus and throughout EGUSD. Email Vice Principal, Ms. Perez, availlalp@egusd.net for more information.

DONATE

We are always looking for ways to help our programs with community support. You may donate supplies or money to a department or program. Call the office at (916)-688-0050 for details.

SUPERINTENDENT'S PARENT ADVISORY COMMITTEE

Actively engage in collaborative discussions with the superintendent in effort to achieve the district's mission and learning vision. Email Vice Principal Dr. Villanueva, at evillanu@egusd.net for more information or to volunteer.

WEBSITE

If at any time a student or parent would like additional information about Monterey Trail High School, visit our website at: mths.egusd.net. This website provides information about events and activities at Monterey Trail High School. Parent newsletters and a monthly calendar of events are posted and links are provided to Monterey Trail High School's academic departments. In addition, teachers' email addresses and students' e-grades are available by logging into ParentVue from the school website.

SUGGESTION BOX

Visit our website mths.egusd.net and give us your input. We value your voice and while we may not be able to do everything that is suggested, we do want to hear and consider what we can do to continuously improve your experience at MT.

(Title I, Part A School-Level Parent and Family Engagement Policy)

(updated in September each year)

Monterey Trail High School

Title I, Part A School-Level Parent and Family Engagement Policy

The school-level parent and family engagement policy shall describe the means for how each school shall carry out the following requirements. (20 U.S.C. Section 6318[b][1])

Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents and family members of their school's participation in the Title I, Part A program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. Section 6318[c][1])

Information is shared at both the Parent Orientation meeting on Saturday and the weekday evening Back to School Night. In addition, information is sent out via the newsletter and on the school website.

Offer a flexible number of meetings, such as meetings in the morning or evening, and the school may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parental involvement. (20 U.S.C. Section 6318[c][2])

Information is shared at both the Parent Orientation meeting on Saturday and the weekday evening Back to School Night. In addition, information is sent out via the newsletter and on the school website.

Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. Section 6318[c][3])

School Site Council, Governance meetings, surveys and ParentVue email communications are examples of ways that parents may be involved and give input into the development of the Title I program and schoolwide improvement of student outcomes.

Provide parents of participating children with timely information about the Title I programs. (20 U.S.C. Section 6318[c][4][A])

Summer newsletter, weekly newsletter and the visible LCAP plan are some of the ways parents can stay informed along with reviewing the SARC, attending events and using website resources.

A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards. (20 U.S.C. Section 6318[c][4][B])

Curriculum is adopted and available for review. Standards are included in the syllabi for each class and information is communicated via synergy ParentVue. Achievement levels are reviewed at ELAC, DAC, School Site Council and Governance meetings as well.

If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. (20 U.S.C. Section 6318[c][4][C])

Surveys, governance meetings, School Site Council meetings, Synergy ParentVue communication and individual or group meetings with administrators are some of the ways families can formulate suggestions in addition to the suggestion box on the website.

If the Title I schoolwide plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the district. (20 U.S.C. Section 6318[c][5])

This School-Level Parent and Family Engagement Policy has been developed jointly with, updated periodically, and agreed on with parents of children participating in Title I, Part A programs. This policy was adopted by the Monterey Trail High School, School Site Council on September 19, 2024 and will be in effect for the period of one full calendar year until the review in the Fall of the 2025-2026 school year at the School Site Council Meeting.

The school will distribute the policy to all parents of students participating in the Title I, Part A program on, or before: October 4, 2024.



Signature of Administrator

9/19/24

Date



Signature of Parent, SSC Representative

9/19/24

Date

MTHS SCHOOL-PARENT COMPACT

(updated after each Back to School Night for that year)

Monterey Trail High School

School-Parent Compact

As a component of the school-level parent and family engagement policy, each school served under Title I, Part A shall jointly develop with parents for all children served under this part a school-parent compact. The compact outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The school-parent compact shall carry out the following requirements. (20 U.S.C. Section 6318[d])

Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under Title I, Part A to meet the challenging state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. (20 U.S.C. Section 6318[d][1])

Responsibilities of the School:

In carrying out the parent and family engagement requirements of Title I, Part A, districts and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under Section 1111 of the ESEA, as amended by the ESSA, in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. Section 6318[f])

We host quarterly English Language Advisory Council meetings each year. All meetings are translated into Spanish and requested languages whenever possible including ASL. Interpreting and translation services are requested and provided for daily meetings and phone calls with families. A bilingual teaching assistant is available 3 days a week for Spanish speaking and various staff members assist whenever needed if the language is available. A binder of translated documents is available and provided for office staff to assist with families including enrollment services. In addition, the newcomer center is open on the MTHS campus for migrant families and those new to EGUSD.

Provide assistance to parents of children served by the school or district, as appropriate, in understanding such topics as the challenging state academic standards, state and local academic assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. Section 6318[e][1])

Families are invited to various opportunities such as: Family Orientation at the start of the year, Back to School Night, Parent University with Affinity group meetings, Cash 4 College, College & Career events and are given resources via informational newsletters. In addition,

communication of progress is provided in Synergy via ParentVUE in addition to grade reporting. Parents are invited to attend Governance committees to help give input and learn about the school-wide goals and work to improve the student outcomes.

Provide materials and training to help parents to work with their children to improve their children's achievement, as appropriate, to foster parental involvement. (20 U.S.C. Section 6318[e][2])

Families are invited to various opportunities such as: Family Orientation at the start of the year, Back to School Night, Parent University with Affinity group meetings, Cash 4 College, College & Career events and are given resources via informational newsletters.

Educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. (20 U.S.C. Section 6318[e][3])

Throughout the year, MTHS staff are educated in staff and faculty meetings including topics such as Making Connections, Positive Phone calls, involving families to partner together and creating opportunities to carryout Home Visits. In addition, via Curriculum Professional Learning in EGUSD, the staff has other identified opportunities to be able to grow in understanding the importance of partnering with families. One governance committee specifically works to meet our goals of Parent/Family/Community involvement to help improve the partnerships.

To the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. (20 U.S.C. Section 6318[e][4])

Families are invited to various opportunities such as: Family Orientation at the start of the year, Back to School Night, Parent University with Affinity group meetings, Cash 4 College, College & Career events and are given resources via informational newsletters. MTHS is working in collaboration with Innovation Bridge and 8 regional schools to identify additional resources including working with community partners to establish a community schools approach within the region.

Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. Section 6318[e][5])

All newsletters are published and emailed with an automatic translation button at the top to allow for all families to access the information. In addition, surveys and letters are either translated already or available for translation as needed/requested.

Provide such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. Section 6318[e][14])

Parents and families are able to request additional supports via email, phone or our comment box online. In addition, we offer opportunities to engage in activities after school and at family lunch events during the school day throughout the school year.

Responsibilities of the Parents:

The Parents/Guardians agree to the following responsibilities to increase their student's academic success:

- Monitor attendance
- Make sure homework is completed
- Become a supportive partner with the school
- Participate in decisions relating to their children's education
- Stay informed about their child's education and communicate with the school by reading all notices from the school or the district and responding when requested
- Serve, when possible, on parent advisory groups such as the School Site Council, English Language Advisory Committee, and district level committees.

Responsibilities of the Teachers:

The school shall address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the following (20 U.S.C. Section 6318[d][2]):

Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement. (20 U.S.C. Section 6318[d][2][A])

Attend Conferences when requested generally after communication by email or phone is not appropriate to answer the questions or provide accurate information.

Frequent reports to parents on their children's progress. (20 U.S.C. Section 6318[d][2][B])

Reports will take place on 8 scheduled reporting periods including a progress report and final grade report for each of the 4 terms via Synergy ParentVUE. In addition, teachers are asked to update grades via Synergy as able which will be accessible to families/educational rights holders via ParentVUE.

Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. (20 U.S.C. Section 6318[d][2][C])

Parents/educational rights holders may request to observe a class minimally 24 hours ahead of the requested visit. Volunteer opportunities are available outside of the classroom and are ever changing and require fingerprinting clearance. Those wishing to volunteer are able to email the Family School Community Liaison or any Administrator to learn the process. Opportunities and contacts are listed in the weekly newsletter.

Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand. (20 U.S.C. Section 6318[d][2][D])

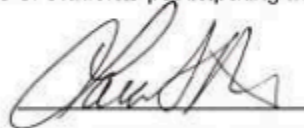
MTHS staff utilize Talking Points to translate messages to families in their home language. As needed, translation is available for phone or in person communication and every effort is made to communicate in the home language whenever needed and possible.

This compact was adopted by the Monterey Trail High School, School Site Council on September 19, 2024 and will be in effect for the period of one full calendar year until the review in the Fall of the 2025-2026 school year at the School Site Council Meeting

The school will distribute the compact to all parents of students participating in the Title I, Part A program on, or before: October 4, 2024.

Lara S Ricks

Administrator Name

 9/19/24

Administrator Signature Date

Nicole Coronado

Parent Name

 9/19/24

Parent Signature Date

Elk Grove Unified School District Mission & Vision

The Elk Grove Unified School District (EGUSD) is the fourth-largest school district in California located in southern Sacramento County. EGUSD covers 320 square miles and includes 68 schools: 43 elementary schools, nine middle schools, nine high schools, four alternative education schools, one charter school, a special education school, an adult school, and a (K-8) virtual academy.

Offering a multitude of educational programs, including over 60 career-themed academies and pathways within 13 industry sectors, we prepare our students for college, career and life, supporting them with the means to be creative problem solvers, self-aware, self-reliant, and self-disciplined; technically literate; effective communicators and collaborators; and engaged in the community as individuals with integrity.

We integrate rigorous academics with career-based learning and real world workplace experiences and ensure that:

Every Student is Learning, in Every Classroom, in Every Subject, Every Day to Prepare College, Career and Life Ready Graduates.

[Learn more about Our District](#) (Click to go to link)

MONTEREY TRAIL HIGH SCHOOL MISSION:

The mission of Monterey Trail High School is to create a learning community that will challenge all students to realize their greatest potential, while preparing them for their future.

SCHOOLWIDE GOALS for 2025-2026 (Click for Slides)

Our goals are written in alignment with the EGUSD strategic goals. They are based on data, input from all educational partners, areas of need and our WASC accreditation reports. Action plans are developed around these goals in our yearly LCAP plan.

GRADUATION PROFILE

The Graduate Profile is a set of student outcomes that define what all Elk Grove Unified School District graduates should know and be able to do in order to be prepared for post-secondary education, career and civic participation. The Graduate Profile was developed with input from educators, students, parents and over 100 community members. An Elk Grove Unified School District graduate demonstrates readiness to succeed in college, career, and life through:

Creative Problem-Solving (Think)

- Analyzes problems by exercising critical thinking to formulate and ask pertinent questions
- Develops solutions using innovative, inventive, and intuitive ideas and approaches
- Utilizes resources and processes necessary to solve problems

Self-Awareness, Self-Reliance, Self Discipline (Plan)

- Possesses and applies skills necessary for living independently
- Sets and meets realistic, measurable goals; makes adjustments as needed
- Articulates strengths, weaknesses, abilities and limitations as these apply to achieving plans and goals after graduation
- Manages and balances time, resources, and responsibilities.

Technical Literacy (Connect)

- Demonstrates mastery of technology necessary for college and career success
- Exhibits willingness to learn and utilize new technology
- Understands the evolving role of technology

Communication and Collaboration (Communicate)

- Articulates thoughts and ideas in all forms of communication: oral, written, and non-verbal
- Reads, listens, and observes effectively
- Relates to and collaborates with diverse groups to achieve a common purpose

Community Engagement (Engage)

- Demonstrates knowledge about school, local and global issues
- Respects cultural differences
- Participates in diverse school and community organizations willingly and cooperatively

Integrity (Act)

- Makes commitments and keeps them, giving full effort
- Takes responsibility for actions
- Acts with honesty, authenticity, and sincerity

Parent Notification

Each high school student and parent/guardian shall receive annual notification of this policy and related administrative regulation as related to achievement, citizenship/discipline, unpaid damages, and graduation practice [rehearsal] attendance. High School seniors shall also receive additional notification of this policy and administrative regulation at the beginning of the second semester [Term 3].

Should a student be informed by the school's principal or designee that he/she may not participate in the graduation ceremony, the student's parents/guardians may appeal the decision of the principal to the Office of Secondary Education.

Senior Presentation

All Monterey Trail High School Seniors are expected to give a 3-5 minute speech to a panel of staff and students. Completion of the senior presentation is required to earn an honor cord at graduation or to receive a Senior Award. The speech will be a reflection in which students thoughtfully address one question from one of the following focus prompts/questions:

1. Thinking about our Monterey Trail Core Values, describe your growth in one of our core values and how that growth has shaped you to be the person you are today and who you plan to be as you move beyond MT.
2. Describe the most significant challenge or barrier you have faced and the steps you have taken to overcome this challenge. How has this challenge affected your academic achievement?
3. Share your growth over the last 4 years and how Monterey Trail has shaped you to be a college and career ready individual.
4. Describe an example of your leadership experience in which you have positively influenced others, helped resolve disputes, or contributed to group efforts over time.
5. What would you say is your greatest talent or skill that you have demonstrated over time? How do you believe this will impact you in your future?

Each student will be given a date and time for his/her individual presentation and will receive in-class support and guidance throughout the school year to complete their presentation. Students are expected to present themselves professionally. Each student who passes will receive a pin.

Valedictorian and Salutatorian

The Valedictorian and Salutatorian are the highest academic honors we award to our graduating seniors. The selection of the Valedictorian and Salutatorian is based on overall academic achievement as calculated by the cumulative EGUSD weighted grade point average at the end of Term 2 of the 12th grade year.

Graduation Requirements (See page 31)

Graduation Cords

For a list of cords and other awards, be sure to visit the [MTHS website](#) (senior awards, cords, etc).

Item of Adornment

EGUSD has an item of adornment policy regarding wearing one personal item of adornment. The policies given to the site are sometimes revised and therefore shared in the spring with a timeline for application by graduating seniors.

Participation in High School Graduation Ceremony - AR 5127 (a) (b)

To encourage and support the purpose and integrity of the high school education program during the senior year, the District establishes the following minimum requirements for each student's participation in the high school graduation ceremony.

Achievement

To participate in the high school graduation ceremony, a student must earn 35 out of 40 credits in the 3rd and 4th terms at block-schedule high schools.

Good Citizenship/Discipline

A Senior student who receives an off-campus suspension from school in the second semester or 3rd and 4th terms will be notified in writing that if a second off-campus suspendable offense occurs, he/she may not be allowed to participate in the graduation ceremony.

Any senior student who receives an off-campus suspension within the last 20 school attendance days prior to the date of graduation may be denied the privilege of participating in the graduation ceremony, even if that off-campus suspension is the student's first off-campus suspension that falls on the day of graduation practice or of the graduation ceremony, that student will not be allowed to participate in graduation.

Unpaid Damages

If a senior student has willfully damaged, or otherwise injured the property of the District, or failed to return the property of the District that has been loaned to the student, that student may be denied the privilege of participating in the graduation ceremony until the student or student's parent or guardian has paid for the damage or replacement costs of the District's personal property.

Graduation Rehearsal Attendance

Each student is required to attend the scheduled graduation practice/s at the school from which he/she is graduating, unless the absence is approved by the principal.

Early Graduation Requirements

As a comprehensive school site, students are enrolled for 4 years. If you have a request for early graduation, please see your school counselor. There is no guarantee that an early graduation will be granted at the comprehensive site but through the conversation options will be reviewed and any process will be discussed.

Transcript Requests

Students may pick up a Transcript Request Form from the Registrar (Mrs. Jones) in the Administration building or on the MTHS website, under Students (mths.egusd.net). If a student requires an official transcript, the request form must be signed by a parent. Transcript request forms will be processed on Monday's for pick up after school on Thursday's. (Please use the QR code to order your transcript)



Every graduating senior receives the first official transcript free after final grades are posted in June. There is a fee for Alumni transcripts \$5.00 per transcript.

IMPORTANT DATES FOR CLASS OF 2026

Event	Date	Time	Location
Senior Sunrise	08/15/2025	6am	Stadium
Senior Parent Meeting	08/20/2025	6:30pm	GYM
Senior BBQ	08/29/2025	All Day	MTHS
Historically Black College University Fair	09/20/2025	8am-2pm	GYM
Senior Parking Spot Painting	09/13/2025	8:30am	Stadium Parking lot
College Financial Resources Info Night	TBD		
Annual District College/Career Fair	TBD		
Senior Trip	10/04/2025	12pm	6 Flags
Mandatory Senior Parent Meeting	05/07/26	6:30pm	GYM
Senior Ball	04/18/2026	6pm	Sheraton Grand Sacramento
Senior Awards	05/14/2026	6:30pm	GYM
Senior Finals	05/18/26-05/20-26	Normal school day	
Senior “Good-Bye” Rally	05/21/2026	2:45pm	GYM
Senior Sunset	05/21/2026	6:30pm	Stadium
Mandatory Graduation Rehearsal	05/22/2026	8:30am	GYM
Graduation	05/26/2026 (Tentative)	Tentative 11 am	Golden 1 Center

GRADUATION REQUIREMENTS

Monterey Trail High School Graduation Requirements	Subject Areas and “A-G” areas	UC/CSU Four Year College <u>‘A-G’ Admission Requirements*</u>
35 Credits Ethnic Studies* (5) *Grad Requirement for Class of 2025-2029. World History (10), U.S. History (10), American Government (5) & Economics (5)	Social Science (A)	2 Years Required
40 Credits 10 credits of English schedule each year of high school	English (B)	4 Years Required
40 Credits of Math (requires Math I and math in Senior year) AND 20 Credits of Science (requires Physical Science & Biology) ----- OR ----- 30 Credits of Math (requires Math I and math in Senior year) AND 30 Credits of Science (requires Physical Science and Biology)	Mathematics (C) Laboratory Science (D)	3 Years Required 4 Years Recommended (requires Math I, Math II, Math III) ----- OR ----- 2 Years Required 3 Years Recommended (1 year Life Science & 1 year Physical Science)
10 Credits of World Language AND 10 Credits of Visual & Performing Arts ----- OR ----- 20 Credits of the same World Language (Students may demonstrate proficiency in identified subject areas through specific district proctored assessments)	World Language (E) Visual & Performing Arts (F)	2 Years Required 3 Years Recommended (must be 2 years of same language) ----- 1 Year of VAPA
35 Credits	Electives (G)	1 Year Required (must be an additional ‘a-g’ College Prep Elective from - i.e. You and the Law, Economics, Psychology, etc.)
20 Credits	Physical Education	---
5 Credits	Health	---
5 Credits <u>OR</u> Proficiency Test	Technology	---
Recommended	Community Service	Highly Recommended
200 Credits	Total Credits - Required Courses	*15 one-year ‘a-g’ courses total (UC requires 11 of the courses to be completed prior to senior year)
220 Credits	Total Credits - Required to Graduate	*All ‘a-g’ classes must be completed with a grade of ‘C’ or better CSU minimum GPA: 2.50 UC minimum GPA: 3.00

Validating Experience

EGUSD believes it is important for students to validate their educational experience and demonstrate College and Career Readiness. In order for students to demonstrate College and Career Readiness, and graduate from EGUSD, students must pass ten (10) credits in one (1) of the following in their Senior Year:

- AP/IB Course;
- JROTC Senior Course;
- AVID Senior Seminar;
- Math Course; or
- Career Technical Education (CTE) Capstone Course;

Alternatively, seniors may also demonstrate College and Career Readiness and graduate by the following:

- Meeting UC/CSU A - G requirements; or
- Earning a Seal Biliteracy

Credits for Work Experience

Seniors may enroll in a maximum of twenty (20) credits of work experience (ten [10] per semester) in their junior year or senior year. Students may earn up to a maximum of forty (40) credits of work experience during their junior or senior year combined.

Credits for Teachers' Aides

Schools shall limit the number of teachers' aides (TA) per teacher/department

Unless approved by the principal, students may not earn more than ten (10) TA credits during high school.

Unless approved by the site principal, only juniors and seniors may work as TA's. Teachers' aides and work experience may not be taken concurrently.

ACADEMIC RECOGNITION

Academic Excellence

Monterey Trail High School is dedicated to motivating and encouraging academic excellence. The aim is to create and maintain a culture in which academic achievement is recognized and rewarded.

Honor Roll

Twice each year, students achieving at the highest academic level are invited to attend a special Honor Roll Awards Night in their honor. To receive this honor, students must average a 3.75 or higher GPA over two consecutive terms (1&2 and then 3&4). Students receive a certificate honoring their achievement. Students who achieve the Honor Roll all 8 times will be eligible for the Honor Roll Cord to be worn at the graduation ceremony after the student submits the completed application..

Renaissance Rewards

The Renaissance program at Monterey Trail High School aims at creating and maintaining a culture in which academic achievement has the same prestige as athletic or artistic achievement. Renaissance employs similar motivational practices to those used in the business world. By providing tangible and visible incentives and rewards to students who improve their level of performance and to those who maintain high levels of achievement, Renaissance re-enforces the behavior that schools promote.

Renaissance is a partnership between businesses, community leaders, and education, bringing ideas and people together in order to find ways for students to experience the joy of learning. The rewards of each level are shown below.

Renaissance rewards are processed for every student who qualifies, there is no application process.

Rewards are available via the 5Star Students app. Additionally, students who qualify for Renaissance are invited to a special award each term during their lunch. The reward may be a BBQ, ice cream, cookies or other items.

You must have your current school ID card or 5Star/Synergy ID with you when picking up your reward.

There are three levels of rewards:

Platinum	4.0 or Better	(2) Academic Waivers * (1) Off-Campus Lunch Pass ** Discounts at Local Businesses and Student Store
Gold	3.0 or Better	(1) Academic Waiver * (1) Off-Campus Lunch Pass ** Discounts at Local Businesses and Student Store
Silver	0.5 or Better	Discounts at Local Businesses and Student Store

* Subject to teacher approval and restriction

** Subject to parent and administrative permission each time

California Scholarship Federation (CSF)

CSF is a state-wide honor society that recognizes excellent student scholarship. CSF accepts registration only twice a year, during the beginning of Term 1 and the beginning of Term 3. Students qualify for participation using grades from their previous two terms. Acceptance is based on a point scale: A = 3 points, B = 1 point and an additional point for Honors or AP classes (a maximum of two such points). A student may use no more than five classes, and a ten point minimum is necessary for qualification. Furthermore, there cannot be any D's or F's on your transcript for the qualifying terms. Please note: CSF has strict grade guidelines and registration deadlines. Only 10th through 12th grade students are eligible for full initiation into CSF. Students with four semesters of CSF membership (with at least one of those semesters in the senior year) become CSF Lifetime Members and will receive special recognition at Senior Awards Night and graduation.

COMMUNITY SERVICE

Community Service is a means of learning through experiences. Through Community Service students gain and apply academic, career, and social skills by addressing authentic community needs. Students at Monterey Trail High School are strongly encouraged to take part in community service. It is recommended that students in 9th and 10th grade complete 10 hours each year, or a combined total of 20 hours. 11th and 12th grade students should complete a combined total of 25 hours. Community Service will be recorded on student transcripts in Term 4 each year, when the recommended number of hours have been completed. Hours cannot be made up the following school year.

The student will have full responsibility to turn in documentation for service time toward the end of term 4 each year. Forms must be turned in to each student's Advocacy teacher and are available from the Advocacy teacher and the Counseling Office.

Community Service cannot include any monetary payment, will not earn any school credit, and must be completed outside school hours. Any work that is done during school hours qualifies for school credit if the student is unpaid. Any paid work cannot count towards community service hours.

Verification of Community Service must be provided on the required form by a signature from a community member or person responsible for the service event where the student volunteered. Students must keep yearly records of all community service on the required form.

Credit for community service will only be approved for the current year - June to May and must be completed during that time frame for each year.

ACADEMIC SUPPORT

Grade Reporting Schedule

Secondary Education Electronic Report Card Timeline 2025-2026

Quarter 1 / Semester 1							
Grading Period begins	Progress/Report Card	Grading period ends	Grading period unlocks on	Grading period locked at 4PM on	Site/Tech Processing Day	Corrections and Course History open by 12:00 on	Report cards on PVUE/SVUE by 3:00PM on:
8/14/2025	Q1 Progress 1 S1 Progress 1	9/12/2025	9/05/2025	9/15/2025	9/16/2025	9/17/2025	9/19/2025
8/14/2025	Q1 Report Card S1 Progress 2	10/10/2025	10/03/2025	10/13/2025	10/14/2025	10/15/2025	10/17/2025
Quarter 2 / Semester 1							
Grading Period begins	Progress/Report Card	Grading period ends	Grading period unlocks on	Grading period locked at 4PM on	Site/Tech Processing Day	Corrections and Course History open by 12:00 on	Report cards on PVUE/SVUE by 3:00PM on:
10/13/2025	Q2 Progress 1 S1 Progress 3	11/07/2025	10/31/2025	11/10/2025	11/12/2025	11/13/2025	11/17/2025
10/13/2025	Q2 Report Card S1 Report Card	12/19/2025	12/12/2025	1/05/2026	1/06/2026	1/07/2026	1/09/2026
Quarter 3 / Semester 2							
Grading Period begins	Progress/Report Card	Grading period ends	Grading period unlocks on	Grading period locked at 4PM on	Site/Tech Processing Day	Corrections and Course History open by 12:00 on	Report cards on PVUE/SVUE by 3:00PM on:
1/06/2026	Q3 Progress 1 S2 Progress 1	2/06/2026	1/30/2026	2/10/2026	2/11/2026	2/12/2026	2/17/2026
1/06/2026	Q3 Report Card S2 Progress 2	3/13/2026	3/06/2026	3/23/2026	3/24/2026	3/25/2026	3/27/2026
Quarter 4 / Semester 2							
Grading Period begins	Progress/Report Card	Grading period ends	Grading period unlocks on	Grading period locked at 4PM on	Site/Tech Processing Day	Corrections and Course History open by 12:00 on	Report cards on PVUE/SVUE by 3:00PM on:
3/23/2026	Q4 Progress 1 S2 Progress 3	4/24/2026	4/17/2026	4/27/2026	4/28/2026	4/29/2026	5/01/2026
3/23/2026	Q4 Report Card S2 Report Card	5/29/2026	5/19/2026	5/29/2026	6/01/2026	6/02/2026	6/04/2026

148.0425.0001

Revised: 6/10/2025

Grading Policy

Grades at Monterey Trail High School are earned and issued on an A-B-C-D-F scale unless otherwise stated in the District Course Catalogue. Daily attendance is a necessity. We are a comprehensive, in-person school and not a virtual academy. That said, students with habitual absence may not be able to pass classes since crucial learning happens in the classroom (if there is a medical concern or other, please reach out to discuss what the options are including, but not limited to: home hospital or alternative education programs - see extended absences section). Grades typically include: completion of class assignments and homework, class participation and performance on examinations/assessments and projects, may be considered in determining a student's grade. *Questions or concerns regarding grades should be directed to the classroom teacher first.*

Class Standards/Course Syllabi

During the first week of each term, students receive from their teachers behavioral expectations and the course syllabus for each subject, homework policies, grading standards, course requirements, and curriculum content.

504 Coordinator

If you have questions or concerns about your student's academic performance in relation to their disability, contact your student's teacher and/counselor.

Dr. Charles Thatch, Vice Principal, is the 504 Coordinator of Monterey Trail High School.

Don Gordon, Hearing Coordinator, EGUSD - (916) 686-7568.

AVID

AVID's mission is to close the achievement gap by preparing all students for college readiness in a global society. AVID is a program for students in the middle who are often overlooked, disadvantaged, under-represented in college, or first generation college students. The AVID Elective class provides support, academic monitoring, and tutoring. The writing process, collaborative learning and Socratic questioning are core strategies of the program. AVID students are required to apply to the program and fulfill the requirements of the student contract. The program requires a minimum 3 year commitment, therefore students must join by their sophomore year.

Career Technical Education Academy and Pathways

MTHS has 5 CTE programs at this time that are flourishing on campus for 10th -12th graders. In the course selection process, students in the middle of their freshmen year will be given an opportunity to sign up for the courses. Sign ups are considered requests for the courses and students are selected by a random selection tool. When a student signs up, they are letting us know that they will commit to taking those classes for 3 years and any cohort classes associated if they are chosen by the selection tool. More information can also be obtained in the MTHS Counseling Department or from the lead for the specific pathway or Academy of interest.

Animation Pathway	Do you want a career in film or TV animation or the video game industry? Students in the Animation Pathway work with professional technology in a studio environment to master the 12 Principles of Animation and the Elements and Principles of Art. Emphasis is placed on visual and verbal storytelling, leadership and professionalism to prepare students for the tens of thousands of animation jobs in the US.
Business Opportunities for Student Success (BOSS)	Are you interested in starting your own business? Learn the steps to develop a successful business. As an entrepreneur, you get to be your own boss and pursue a passion. This fun course will show you how to develop the skills you have and need to make your dream into a reality. If you're ready to learn the ins and outs of business this course is the right path for you!
Design & Technology Academy (DATA)	Want to design a drone? Create a video game? Build a computer? An exciting path awaits you in the areas of Engineering and Computer Science through the DATA Academy. DATA is an award-winning academy offering students cutting edge project-based training. DATA has a wide variety of career activities, field trips and events throughout the year and is well known for their mentoring and student leadership programs. Students in the program can receive college credits and industry recognized certifications.
Digital Media & Broadcasting Pathway	Considering a career in digital media or broadcasting? Students gain hands-on experience in the field of design, digital multimedia and broadcasting using industry-standard design, editing software and high-end professional technology. Students plan and create content for print, web, and video productions and apply skills in digital design and multimedia to produce broadcasts in a professional studio.
Medical Assistant Pathway	12th grade only CTE course -see counselor for more info

EL

The English Learner program supports students to attain fluency and proficiency in reading, writing, listening and speaking. We offer ELD instruction in the content areas for newcomers, as well as year-long instruction in English. EL students have access to resources such as tutoring and supplemental learning materials. The EL program regularly meets with parents and guardians to provide information and give families an opportunity to ask questions and make suggestions about how to improve the services we offer to EL students. Bilingual teaching assistants are available throughout the week to assist with instruction and with parent communication. If you have any questions about the English Learner Program, please contact Jaime Ortega, EL Coordinator, at jnortega@egusd.net

Extended Day and Summer School

The following programs are available to students after school and during the summer:

- Edmentum On-Line Credit Recovery – Students can retake classes up to a maximum of 10 credits in one school year. 12th graders are allowed to retake up to 20 credits in one year. Edmentum gives preference to 12th graders needing credit recovery. See your counselor for more details. Please keep in mind that Edmentum is an additional class after school and will impact other activities so your best option is to pass the courses in the school day whenever possible.
- Summer School: Credit recovery, enrichment and intervention courses
- Enrichment – Associated Student Body (ASB) Clubs, Activities, Athletics, and when funding is available we have ASSETs (After School Safety & Enrichment for Teens). See the Activities Director and the Athletic Director for more details.

Honors and Advanced Placement (AP) Program

Students who are prepared to challenge themselves through accelerated learning are encouraged to enroll in one or more Honors or Advanced Placement courses. The College Board's Advanced Placement program gives students the opportunity to earn college credit while in high school through successful performance on culminating Advanced Placement examinations. A complete listing of Honors and Advanced Placement courses offered at Monterey Trail High School is contained in the EGUSD course catalog. Students interested in enrolling in Honors or Advanced Placement courses should see their counselor for additional information. Monterey Trail has an open enrollment for all AP/honors classes. Once enrolled into the class a student must petition to drop an AP/Honors class. Reasons for dropping a class are: not meeting the prerequisites of the class, or having a documented extenuating medical condition. It is recommended that students take no more than 2 (two) AP/Honors classes per school year.

Grade Weighting

In accordance with policies established by the University of California, **students completing honors and advanced placement (AP) courses at the junior and senior levels will receive UC recognized extra grade points within their grade point average (GPA) calculation.* The chart below illustrates the grade weighting used at Monterey Trail High School. *Freshmen and sophomore students who take Advanced Placement courses receive district-recognized extra grade points which are reflected in the cumulative grade point average as opposed to UC. Questions may be directed to the Counseling Department.

<u>Grade</u>	<u>Regular Courses</u>	<u>AP/Honors Courses*</u>
A	4	5
B	3	4
C	2	3
D	1	0
F	0	0

Advocacy/Moving Toward the Future

Advocacy will help all students to understand the importance of what they are doing now in school and its impact on their future. Students will be assigned to an Advocacy class with a teacher that will remain with them for all 4 years at Monterey Trail High School. The Advocacy teacher will help students monitor their progress toward completion of graduation requirements and will provide support with academic planning. The teacher will be able to help facilitate communication with parents/guardians, provide support for students during academic testing, and help prepare students for the Senior Presentation.

The Advocacy class will meet every week on Thursday for 37 minutes in order to achieve the following objectives:

- Support students in their academic endeavors, including preparing for the Senior Presentation.
- Provide support and guidance to students as they make critical decisions regarding their academic progress.
- Guide students towards critical and creative thinking skills that will help them reach their goals for their intended future.

Focus of the Advocacy class includes:

- Recommendation of 25+ hours of Community Service each year, and maintaining records and reflections of all Community Service.
- College/Career Readiness
- Social Emotional Learning
- Community Building for positive culture climate
- PBIS and schoolwide expectations
- Meeting or exceeding all the assignment requirements of the Advocacy class each year.
- Making adequate progress towards the Senior Presentation each year.
- Meeting or exceeding the recommendations of the Senior Presentation (to be completed before May of the Graduating Year).

PALS

Physical Education PALS - all 9th and 10th graders will keep track of their physical activity weekly as an assignment in their Advocacy class. This helps promote a healthy, physical fitness mindset as well as comply with State guidelines.

Homework Requests

Nothing can replace the learning and experience that take place in the classroom. Therefore, it is important that students attend class every day. If your student is absent, contact your student's teacher for make-up work for excused absences. Students with habitual absence (even if excused) may not be able to pass classes due to the missed learning that takes place only in the classroom (if there is a medical concern or other, please reach out to discuss what the options are including, but not limited to: home hospital or alternative education programs) Please allow 24 to 48 hours for teachers to answer such requests. ParentVue is available to MTHS and allows students and parents to access teachers, grades, attendance, and other school information. You may also access the Monterey Trail website at mths.egusd.net and request homework by emailing teachers. See website information under General Information. Please refer to the Student Discipline section of this handbook for information on homework requests when under suspension. **NOTE: Please see "Extended Absences" information to learn more if you are requesting work for an extended period of time.**

LIBRARY & TEXTBOOKS & CHROMEBOOKS

Library Media Center

The mission of the Monterey Trail High School and Edward Harris, Jr. Middle School is to promote literacy and the enjoyment of reading; and to ensure that students become lifelong learners who can find, evaluate, and utilize information in a variety of formats in an effective, critical, and responsible way. Libraries today provide not only printed materials but also computer and electronic resources. The Monterey Trail High School/Edward Harris, Jr. Middle School Library serves students from seventh through twelfth grade. Therefore, the library collection will include books and information resources for all of these grade levels. Because all materials in the collection will be accessible to all students, it is important that parents/guardians be active in determining the individual reading choices made by their child or children. Because the staff of the Monterey Trail High School and Edward Harris Middle School Library Media Center respects an individual's right to access information, we support the principles of the ALA Library Bill of Rights, the NCTE Students Right to Read, and district policy AR1312.

Circulation Policy/Check-Out Policy

- School policy mandates that students carry a StudentVUE card everyday. In order to put textbooks in the hands of our students in a timely manner, the library staff accepts StudentVUE, schedules or identification of a student in person by their teacher when checking out a textbook.
- To check out a library book, a StudentVUE is required.
- There is a three book limit on the number of books a student may check out at one time. This does not include core novels or textbooks. Students may check out books for a two week period of time. Renewals: Students will be allowed one two week renewal on a book and then the book must be returned.
- Research materials that are on reserve for a pre-designated period of time, because they are being used by several classes for class projects, are not available to be checked out from the library but may be freely accessed in the library during library hours.
- Reference texts cannot be checked out from the library for personal use but are readily available during library hours.
- Any book not available in the school's site collection, but located at another school district library, can be requested via an interlibrary loan. (pending)
- Audio-visual material is not available for student checkout but is available for viewing or listening during library hours with permission from a teacher for homework.

Textbooks/Library Books Left on Campus

Students should take their textbooks and library books home each day to complete assigned homework and they should return with textbooks each day in order to use them during classroom instruction. Students should not leave their textbooks or library books in any room on campus because there is a risk that those books may be lost, stolen or damaged. Classroom teachers will not assume responsibility for any student textbooks or library books left in any room on campus. Most rooms at MTHS are used by a variety of students and teachers during the day (and sometimes by outside groups) and therefore, are not safe places to leave books. If by choice or accident a student leaves a library or textbook in a room and it is lost, stolen, or damaged; the student and

parent/guardian are responsible for paying for that lost or stolen books or for damages to that book. Students are also responsible for returning all their own books to the library for check in. Teachers are not responsible for returning these items.

Damaged Books, Lost or Stolen Book Policy and Charges

The library media center serves all staff and students at Monterey Trail High and Edward Harris, Jr. Middle School and needs everyone's help to ensure that we have books in quality condition to serve the needs of all our patrons. When a student is issued a textbook, they are given instructions on how to care for the books and a reminder called "The 7 Day Rule." This rule states that students must report any damages they find in the book(s) they have been issued within 7 days of the receipt of the book. Damages reported by students will be noted in each book by the library staff and the student will not be charged for these damages. Only the library staff can note damages in any book. If the student does not report damages within 7 days, that student may be charged for the damages when that book is checked in at the end of the course. Below is the list of charges and our policy for lost, stolen, or damaged books. These charges are necessary to help the library maintain its collection on our very limited budget. Students should cover textbooks and protect all books from rain, other liquids, food, ink, crayons, pets, etc. (The library staff recommends that students carry a plastic bag in their backpack and put books inside it when the weather is rainy.)

Writing of any kind (other than name in designated area inside front cover) - Per occurrence	\$ 2.00
Repeated writing or graffiti over any whole page - Per page charge	\$ 5.00
Writing on sides of book or covers and residue from sticky book covers	\$ 5.00
Cover damage from tape, dirt, stains, scratches, and peeling	\$ 5.00
Broken, torn, or bent covers, broken spine	\$ 10.00
Bar code, sensitivity strip, spine label - removed or damaged	\$ 5.00
Per Page - missing pages	\$ 2.00
Per Page - torn pages	\$ 1.00
Damage from any liquid - if the book is still usable	THIRD ($\frac{1}{3}$) cost of the book
Damage from any liquid - if pages are stuck together, the book smells, is moldy and/ or has mildew, or if the book is not usable in any way as a result of moisture.	FULL cost of the book
Lost or stolen books	FULL cost of the book

Other damages not listed will be assessed at the time the damage(s) are detected.

CHECKS WILL NOT BE ACCEPTED FOR PAYMENT OF FINES

Overdue Books Policy

- Any student who has overdue, damaged, lost or stolen books may not check out library materials until all books have been returned, fines paid and/or payment contracts up to date. Because of the requirements of the Williams Act, all students will be issued textbooks, regardless of overdue, damaged, lost or stolen books.
- Students will be given bills for lost, stolen, and damaged library and textbooks when the fine or fines are assessed. It is the responsibility of the student to deliver this notice to the parent/guardian. Notification of these fines will also be mailed to the parents or guardians by the school district twice during the school year and at the end of each school year.
- If payment in full cannot be made at the time the fine is assessed, special contracts may be set up with parents/ guardians to pay off the fines in installments. These contracts can be picked up by the parent/guardian or student at the library textbook windows. If the fine for a stolen book is questioned by the parent/guardian, a stolen property report must be filled out and the issue discussed with the administration.

Consequences will be implemented to facilitate book returns or to secure payment for lost, stolen or damaged books:

- Students CANNOT purchase tickets to attend dances, trips, Prom, Homecoming, or Senior Ball - and will be placed on the No Activities List
- Seniors may NOT be able to participate in the graduation rehearsal.
- MTHS/Edward Harris Jr. Middle School Library Media Center supports and complies with EGUSD policy concerning lost, stolen, damaged, or overdue books.
- If library materials or property are willfully damaged, the offending student will come under the disciplinary policies outlined in the Education Code.
- If a lost or stolen book is returned within one year of checkout, a full refund will be given.
- Attempts will be made to contact parents/ guardians by phone if books are overdue for an extensive period of time.

Library Media Center Computer Use Policy

- Students coming into the library (individually on their own time) to use the internet/computer, must bring their ID cards to the circulation desk and be assigned a computer by a member of the library staff before logging on to a computer. Library computers are for school work and research only.
- There will only be one person per computer unless doubling is part of a class visitation assignment when the instructor is present.
- Students who do not have proof of permission to use the Internet may use the library on-line databases without an authorization sticker but may not use the Internet.
- Students who have violated the EGUSD's Internet Use policy are not permitted to use the computers but may use our print resources for research.

Library Media Center Technology Rules/Internet Use & Chromebook Use

Monterey Trail High School and Edward Harris, Jr. Middle School Library Media Center will provide access to the Internet for students to use for classroom projects. We believe that a strong technology curriculum supports learning and requires that users are responsible in their use of computers, networks and information. Students also are issued one EGUSD Chromebook. All EGUSD internet/technology use rules apply (see EGUSD parent/student handbook).

Below are basic guidelines for student use of computers. Please be advised that any misuse of computer privileges may result in disciplinary action.

- **Chromebook and Computers and any school electronic devices:** Students must take care of the equipment. Any damage may result in consequences and/or charges for replacement. Treat equipment like you would any special personal item.
- **The Internet:** All students will read the terms of internet use in their student handbooks and fill out and turn in the Elk Grove Unified School District's "Application for Educational Use of the Internet." This library media center supports and complies with the Elk Grove Unified School District's policy for "Use of Technology in Instruction."
- **Websites:** During class use of the Internet, the teacher will determine if an internet site is inappropriate. The teacher's ruling is final. Continued access by the student to that site will be deemed defiant and appropriate disciplinary action will be taken.
- **Chat Rooms and Email:** Chat rooms are off limits to students. Students may not email or send personal information across the Internet. Students must check with the instructor or library media teacher for permission to email research information to their home computers or open email to get or send homework assignments.
- **Network User:** Students are not to access files or throw away files that do not belong to them. Vandalism is not permitted. "Vandalism is defined as any malicious attempt to harm or destroy data of another user or network including so-called "hacking." Vandalism shall result in the cancellation of privileges. Vandalism includes, but is not limited to, the creation or uploading of computer viruses." (Board policy-"Use of Technology in Instruction")
- **Saving Files:** Students may save files to the school server designated for students if these files are part of a classroom project. Students need to follow the instructor's directions closely when saving their work. Students should title their files and should have their name and the teacher's names saved somewhere in the file. • **Printing Services:** There are printing services available in the library.
- **Plagiarism:** Information accessed and/or printed from the Internet and used as a part of any assignment must be identified as such and properly cited. Students must credit their Internet sources in order to avoid plagiarism and its consequences. Students should copy down the web address and the name of the reference source (book magazine, newspaper, etc.), title of the article, author, and date when provided. Students should refer to the Academic Code of Conduct regarding plagiarism.

Library Procedures for Students Leaving MTHS

- Students checking out of school must have a checkout form signed by a library media teacher verifying that the student has returned or paid for all books or book damage. Only cash, money order or cashier's checks are accepted as payment for students leaving MTHS.
- If the student is not cleared, a bill will be attached to the checkout form and given to the parents.
- If a student leaves MTHS high school and does not clear charges or return books, when school records are requested by another school or district, a letter will be sent to the new school or district informing them of our policy and enlisting their help in securing book payment, damage fees, or return.
- Graduating seniors must have all fines cleared in order to participate in the graduation ceremony.

Generally, around the end of term 3, NO CHECKS WILL BE ACCEPTED FOR PAYMENT OF FINES

ADMINISTRATIVE SUPPORT & FRONT OFFICE

Administrators

Please contact the Program Assistant Prevention and Intervention-Ariauna Cheney (acheney@egusd.net) in the Vice-Principal's office to schedule an appointment with any Vice Principal. Generally, you will be asking for the Vice-Principal who works with your student based on the first letter of the last name.

Other Frequent Contacts

For questions about a student grade, please contact the teacher first.

For athletics, please contact David Coronado (dcoronad@egusd.net).

For activities, please contact Craig Grivel (cgrivel@egusd.net).

For questions about classes, college, career, or other supports please contact your students counselor.

For questions about general events, bell schedules, etc or attendance, please contact the front office @ 916-688-0050

Change of Address

Parents/guardians are to notify the Attendance Office immediately of any changes to your address, telephone number, or guardianship. Proof of residence, such as a utility bill (SMUD or PG&E), is required on all address changes. A change of address form is available in the Administration office.

Lost and Found

The Attendance Office, located in the main administration building, is the place to take “found items” or to see if “lost items” have been returned. Monterey Trail High School does not assume responsibility for lost or missing articles on campus, and students are asked to keep close track of their belongings and not carry valuables or large sums of money at school. Items from Lost and Found that are not picked up by the end of each semester will be donated to charity.

Opt-Out Forms

There are occasions when news media are on school campuses to interview, photograph and videotape students for print and broadcast stories. Many of these stories are positive and highlight the good things happening in EGUSD schools. However, there are times when the media seeks access to our school on more controversial issues. At all times our goal is to maintain student security and privacy. If you want your child to be excluded from media stories, please use the opt out in ParentVue in order to indicate your wish to NOT authorize media representatives to publish/broadcast interviews with or photographs /videos identifying your child.

ParentVUE includes five (5) times a parent or guardian may choose to opt-out of certain activities. These are:

1. **Multimedia Withhold:** If you want your child excluded from media stories
2. **Posting of Student Images and Names on EGUSD Digital Communication Tools:** This opt-out choice covers only student events and accomplishments through district digital tools. By choosing to opt-out of this, your child's image (photo and video) would not be posted electronically (includes recognitions, honor roll, awards, events, contests, etc.) This does NOT apply to posting student photos into the district student information system (Synergy) from which there is NO opt-out choice.

3. **Release of Director Information:** Signing this portion of the opt-out form will prevent your child's directory information from being released to certain persons or organizations including military recruiters. Directory information may include a student's name, address, telephone information, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of the athletic teams, dates of attendance, degrees and awards received, and the most recent previous public or private school attended.
4. **Movies and Videos:** If you do not want your child to view PG-13 rated movies or R rated movies during the 2020- 2021 school year, you may sign this portion of the opt-out form.
5. **Family Life Education:** Each year, EGUSD schools offer a unit in Family Life education to students in grades 9 and 10. The district's family life curriculum is based on abstinence and acknowledges the family as the primary provider of family life education. Under state law, parents have the right to excuse their children from Family Life Programs. If you do not want your child to participate in the Family Life Program, you may sign this portion of the opt-out form.

The Opt-out form is distributed to MTHS students the first week of school. Forms should be returned **ONLY** if you wish to opt-out of any of the above sections. Please complete the ParentVUE opt out in ParentVue or send in the form that is available in the EGUSD handbook or at the front office to MTHS front office usually in early September.

All forms expire annually.

Parent/Guardian Visitation

The staff at Monterey Trail High School supports and encourages parents/guardians to visit their student's classes. Positive home/school relationships play a critical role in students' school success. Classroom visitations provide an excellent opportunity to observe your student in an academic setting.

If you would like to visit your student's class(es), please contact the Vice Principal at 916-688-0050. You need to provide at least 24 hour notice prior to your visit. This will help to ensure that you visit on a day when library visits, field trips, videos, etc. are not scheduled. All visitors are to sign in at the attendance office and show identification to receive a visitor's pass.

In the interest of maintaining a classroom environment that is conducive to learning, with as few distractions as possible, we ask that you observe and not participate in class activities unless invited to do so. Due to tight time restraints, teachers will not be able to conference with parents/guardians during classroom visits. However, if you would like to conference with your student's teacher, contact them directly at a time other than the time of the visit.

Thank you for your cooperation. We look forward to your visit.

Telephones

School telephones are business phones to be used by students for emergencies only, and only with permission from school staff. Student Cell Phones are to ONLY be used for instructional purposes during instructional time. If you need to reach your student for an emergency, please contact the front office and we will assist. 916-688-0050 (see Cell Phone policy for more information)

Food, Money & Other Deliveries

We do not accept Food, Money & Other Deliveries.
See more below

Special Occasions-Flowers, Balloons, drop offs via front office and through fences, ETC.

For the safety of all of our students we will NOT accept food drop offs and cannot participate in potlucks. Passing food through fences or other areas is also not safe for our students. Staff will not know it is a parent/guardian and there are dangers associated with allowing anyone to approach a fence and call over a student. No commercial food deliveries (e.g. DoorDash, Grubhub, Postmates, etc.) will be accepted, even if ordered by a Parent/Guardian. Food that is passed through fences, etc will be held in the administration office and a phone call to the parent/guardian will be made to determine next steps. In addition, please limit dropoff of other items. Office staff do not have the time or resources to make deliveries nor should they be interrupting instructional time for these purposes. Flowers, balloons, candy, etc., other than those available at school sponsored events, may not be delivered to a student during the school day to acknowledge a special occasion. Students may not carry balloons, flowers, etc., on campus during the school day because they are disruptive to the educational process. If these items are delivered to school, they will be kept in the administration office until the end of the school day.

Parking Permits

In an effort to protect and safeguard students, any student wishing to park in the student parking lot must complete a Vehicle Parking Contract (available in the Vice Principal's office). Students are responsible for registering their vehicle with the Vice Principal as well as following the contract guidelines. Students may park in the Stadium Parking Lot only.

Parents: Please review your student's Vehicle Parking Contract before signing. Upon registration, students must have the following:

- Current Driver's License
- Current Registration
- Current Insurance
- Monterey Trail High School Student Identification Card

Students that park without a parking permit are subject to vehicle code enforcement that could include a Sheriff's citation and the vehicle being towed away at the owner's expense. Students will also be subject to the school's discipline policy. Students are not permitted to be in the parking lot without proper authorization.

Failure to follow these rules will result in a student losing his/her parking privilege for the current school year and may face disciplinary action.

Physical Education Lockers

Physical Education lockers are issued as a courtesy to students. Students wishing to use a locker must have their parent/ guardian sign a waiver form before a locker will be assigned. They may not share lockers and are responsible for locking the lock each time. If using the large locker, it is vital they must move their items back to their own issued locker and lock the lock fully. Monterey Trail High School and EGUSD do not assume responsibility for the damage of any items stored in lockers or theft from lockers.

Visitors/Volunteers

All visitors/volunteers who have followed the district protocol to be on campus (24hr notice for visitors or approved volunteers after the process with MTHS and EGUSD) must sign in at the Attendance Office with an acceptable photo ID and wear a visitor/volunteer badge at all times while on campus. When requested to do so on campus by school or security personnel, visitors and volunteers must show identification and can be asked at any time to show identification. Monterey Trail High School does not issue visitor passes to students. Volunteers must have been approved and fingerprinted before being able to volunteer.

Note: Volunteers must have been approved and are only permitted to volunteer at the specific activity or function/role that they were approved to do for that specific date or set of dates. They still must enter the front office and be given approval to go to another location on campus. Visits to a classroom observation do not require fingerprinting but do require 24 hour notice and approval with a check in at the front office to be allowed on campus.

Withdrawals-Transfers

Any student withdrawing or transferring from Monterey Trail High School must report to the Attendance Office for a clearance sheet. A parent/guardian must accompany the student to the Attendance Office to request the student be withdrawn from school. The clearance sheet must be signed and approved by the Attendance Office, all teachers, the librarian, and the school site controller before the student returns it to the Attendance Office. The student must return all textbooks and other school materials and pay all fines/fees prior to withdrawal. The student must turn in his/her ID card.

Students/parents/guardians checking out of MTHS must bring a checkout form from the MTHS office to the library to be signed by a library staff member after all library and textbooks that are returned and all fines paid. Only cash, money order or cashier's checks will be accepted. The signed checkout form must be returned to the MTHS office.

ATTENDANCE

Office Hours

8:00 AM - 4:15 PM Monday, Tuesday, Wednesday & Friday

9:20 AM - 4:15 PM Thursdays

Exceptions occur when there are specific staff meetings.

Office hours will be posted and special schedules will be emailed.

In order to benefit fully from the Monterey Trail High School academic and extra-curricular program and make progress towards graduation, students must attend school regularly. Since Monterey Trail High School operates on a block schedule, regular attendance and punctuality is critical to school success. Keep in mind that missing one class on the 4x4 block schedule is equivalent to missing two classes on a traditional school schedule.

Irregular attendance negatively affects class progress and grades. Parents/guardians are encouraged to work with Monterey Trail High School in supporting students' regular and timely attendance. They may call the school's attendance office during regular school hours to check on their child's tardy and absence record.

Attendance Requirements

State law requires that all minors attend school full time. Regular attendance is essential to learning and academic success. Attendance is taken each period and is documented by the teacher in the master attendance system.

Classification of Absences and Tardies (Ed. Code 48260, 48261, 48262)

- Excused: Absences due to illness, quarantine (as directed by a health official), doctor or dental appointments, and death in the immediate family, school approved field trips, religious observances/holidays, personal court appearance (requires verification).
- Unexcused: Absences due to truancy, flat tires, running out of gas, missing the bus, oversleeping, vacations, etc.

Students are expected to attend school regularly. Academic success and achievement begin with a commitment to being punctual and prepared for the rigors of school. Maintaining this high standard will positively affect a student's progress and grade as well as reinforce a strong work ethic for the future. Attendance is extremely important. Regular attendance and punctuality are key elements in determining your success at Monterey Trail High School. Irregular attendance will negatively affect class progress and grades. Parents/guardians, please feel free to call and check attendance at any time.

Extended Absences

Unexcused but special circumstance absences with advanced notice:

A student who will be absent for 5 or fewer school days (1 week)

- Can only be excused if the reasons fall under Ed Code 48205 justifiable reasons and the form is turned in at least 24 hours prior to the absence (such as funeral, court, religious retreat not past 4 hours per semester, etc.)
- Parent completes “Justifiable Absence Request Form”
- If the Request Form is approved by site principal, absences are excused and teachers are responsible for providing work in the form of assignments to do while student is absent and/or make-up work upon return.
- If it is not approved, it is not an excused absence.

Extended Absences for Students 6 or more days (no more than 10): Process and Options

Note: This process does NOT account for medical absences. For extended medical absences for 2-8 weeks, use Home Hospital resources.

A student absent for 6 or more school days (more than 1 week) but *no more than 10 days*

- Due to the length of time, the “Justifiable Absence Request Form” is not afforded. The absences are unexcused.
- Option 1: Student disenrolls from MTHS with an alternative education referral by a school counselor. Student could enroll in Las Flores Independent Study, and re-enrolls at MTHS upon return. *Please note that enrollment at Las Flores Independent Study is not guaranteed.*
- Option 2: Student disenrolls from MTHS and tries to re-enroll MTHS upon return. Space to enroll back at MTHS is not guaranteed.
- Option 3: Student remains enrolled but absences are unexcused, and up to teacher discretion as to whether or not the student can do the work if option 3 is chosen. The extended absences will trigger attendance letters, phone calls, etc. which could lead to School Attendance Review Team/School Attendance Review Board (SART/SARB) invitations to address attendance concerns.

Absent more than 10 consecutive days:

After 10 consecutive days, a student will be disenrolled and re-enroll at MTHS upon return. **Schedule is not guaranteed to remain the same** (at 10 days the student is now missing about $\frac{1}{4}$ of the semester and may have SART/SARB invitations as well) State guidelines for students with special needs will be followed (follow up with your school vice-principal if this applies)

How to Clear Absences

We recommend clearing absences within 7 days to avoid a letter being sent home from the District Attendance Improvement Office. Whether clearing absences by phone, note, or in person - please be prepared to prove:

Student's NAME & ID#	Date(s) of Absence(s)	Reason for Absence(s)
Your Name/Relationship with Student	Telephone # where parent/guardian are reachable to verify.	

If clearing by note - please provide the following above and include your signature.

Early Dismissal - "Leave of Grounds"

If a student has a medical appointment that requires he/she be released from school early, please follow these procedures:

- Parents/guardians should phone the Attendance Office at 688-0050, or bring a note (see above) prior to the start of school.
- Parents or Guardians will be called to verify any early dismissal requested by a written note so please include a current phone number.
- Students will be issued a pass with a time to return to the Attendance Office for early dismissal.
- All students leaving campus must have an approved early dismissal pass issued by the office.
- All parents and students must have their photo ID and need to sign out in the school office before leaving campus.
- If a student is unable to return to campus within the time allowed on the Early Dismissal, a Parent/guardian must call the Attendance Office at 688-0050.
- Students identified as having an excessive number of early dismissals will be required to clear future requests with the vice principal. A medical verification may be required upon return to school.

Tardy Policy and Consequences

We are trying to help our MTHS students understand the importance of punctuality in order to increase their instructional time in class, and to ensure a safe and orderly campus. Therefore, MTHS staff will prompt students to go to class before the bell rings to ensure students arrive to class on time and receive the full benefit of classroom instruction.

Parents/Guardians can check attendance on ParentVue. Per state regulation, tardies due to traffic, family emergencies, or other personal reasons are not legally excusable.

MTHS will use a warning bell 4 minutes and 1 minute before the final bell for each class.

Students are expected to be in class and in their seats when the tardy bell rings.

We want to reward students for on-time behaviors. Some possibilities are ...

- Randomly Classes with fewest number of tardy students will be rewarded (will be announced in bulletin/announcements)

- Positive individual/classroom rewards may be offered

Tardies

Tardy Policy:

When the Tardy bell rings, students not sitting in their assigned seat, must immediately report to the attendance window or to an available administrator out on campus to get a Tardy pass. Students must present the tardy pass to the teacher to enter the classroom.

What happens next:

- Daily tardies will be monitored.
- When a student accumulates 5 tardies (not class period specific) the student will be placed on the no-activities list and chronic tardy list.
- Students on the no-activities list can not participate in any extracurricular activities, including but not limited to sports, band, dance, cheer, etc. and no refunds will be issued if tickets are purchased when on the no-activities list
- Students will be given opportunities to clear themselves off the no-activities list.
- Students on the chronic tardy list will remain on that list and every additional tardy will place them back on the no-activities list until cleared again.

How to be cleared off of the no-activities list:

- To be removed from the no-activities, students must serve a detention for each tardy.
- Students may clear their detentions through 3 options listed below
- Students must be on time, have their student ID available, either with their ID card or StudentVue, and check-in and out.
- Days and times of each option will be communicated at the beginning of the year and on reminders to serve delivered to students and posted on campus
- Option 1: student attends the after school behavior intervention/detention room, signs in and completes the core value reflection sheet and then signs out in 5 Star (clears up to 3 tardies per day attended - each 10 min clears 1 tardy)
- Option 2: student attends the campus beautification ASSETs program, signs in and helps clean up the campus under supervision and then signs out in 5 star (clears up to 5 tardies - must attend full 30 minutes and no banking time preemptively)
- Option 3: other options such as a lunch time intervention may occur but will be communicated as available
- Students will remain on the no-activities list until the following school day after the last detention is served. **NO SAME DAY CLEARANCES**

Parents/Families may be contacted for continued attendance issues and additional consequences may be issued.

New way to check the list:

A QR code will be posted around campus and emailed out at the start of the year to help everyone know if they are on the list. It is the student's responsibility to check if they are on the list and to clear their tardies. The QR code will have a date saying when it was last updated. The student must check back if the list has not been

updated yet. No refunds will be issued for students on the list so please verify this before purchasing any tickets.

Truancy

A truancy is any “unexcused absence” or uncleared absence. NOTE: Students who arrive to class beyond 30 minutes late will be considered absent, not tardy, and are subject to truancy consequences.

AIO Process

Students with habitually poor attendance will be referred to the Attendance Improvement Office (AIO) through the following process:

1st Attendance Letter

- A letter is sent to parents after the 5th truancy.
- A principal or designee conferences with the student concerning attendance.
- A copy of signed letter is filed in the AIO binder, as well as in the student’s discipline file

2nd Attendance Letter

- The AIO sends a second letter to parents when there is no improvement in attendance.
- The parent is requested to contact the school within five school days to schedule a conference.
- At the conference, the parent and student sign an Attendance Contract.
- If no conference is scheduled, if the parent fails to attend the conference, or if further absences occur, other intervention options will be utilized.
- A copy of the signed letter is filed in the AIO binder, with a copy to the student’s discipline file.

3rd Attendance Letter

- The school generates a third letter when a student violates his/her attendance contract or when the parent does not schedule and/or attend a conference. This letter is a referral for an AIO hearing in court.

Under state law, parents/guardians are responsible for the regular attendance of their children.

STUDENT SERVICES (COUNSELING)

Counseling

The MISSION of the MTHS Counseling Department is to promote students' lifelong learning and successful transition from high school to post-secondary opportunities.

School counselors lead with love by creating a welcoming learning environment that embraces students' diverse identities and unique needs. Through positive relationships and in partnership with our community, school counselors champion ways to build up and bridge resources to support students on their chosen path.

To request a meeting or to schedule an appointment with a student's counselor:

- Parents/guardians may call Student Services at 916-688-0055 to schedule an appointment to meet with their student's counselor to discuss academic, college/career or any personal/social questions or concerns.
- Students may complete a Counselor Request form to meet with their counselor. Forms can be completed before school, after school or during their lunch.

Early Graduation Requirements

Please review the Graduation Requirements (page 28) and follow up with your counselor.

Repeating Courses for Credit

Students who receive a passing grade for a course with credit—and who then want to repeat that course—may only receive credit the second time with the principal's approval in accordance with EGUSD policies (subject to change). Principal's approval will be based on teacher and counselor recommendations. In all other cases, a student may receive credit for a course one time unless otherwise noted in the EGUSD Course Catalog.

The College and Career Center

The Career Center is available for students before and after school, and during lunch. The College and Career Center staff can advise students on career, college, entrance exams and applications. College and Career Lessons are delivered in core classes at all grade levels by College and Career staff. Counselors coordinate four-year planning sessions with students as a part of our robust College/Career Development program. Please see the Counselors, College and Career webpage on the MTHS website or call (916) 688-0055.

College & Career Planning

University of California/California State University (UC/CSU) “a-g” Admissions Requirements:

Students at Monterey Trail High School will be encouraged to enroll in a course of study that will meet admission requirements for UC or CSU. Current admission requirements for freshmen and upper division transfer students are listed below. These are general guidelines. For a more detailed description of guidelines, contact student’s alpha counselor or go to:

CSU requirements - http://www.csumentor.edu/planning/high_school/

UC requirements - <http://admission.universityofcalifornia.edu/freshman/requirements/index.html>

Students must earn a grade of ‘C’ or better in “a-g” coursework to qualify for the UC/CSU system - please refer to the Graduation Requirements shown (also on page 29)

GRADUATION REQUIREMENTS

Monterey Trail High School Graduation Requirements	Subject Areas and “A-G” areas	UC/CSU Four Year College <u>‘A-G’ Admission Requirements*</u>
35 Credits Ethnic Studies* (5) *Grad Requirement for Class of 2025-2029. World History (10), U.S. History (10), American Government (5) & Economics (5)	Social Science (A)	2 Years Required
40 Credits 10 credits of English schedule each year of high school	English (B)	4 Years Required
40 Credits of Math (requires Math I and math in Senior year) AND 20 Credits of Science (requires Physical Science & Biology) ----- OR ----- 30 Credits of Math (requires Math I and math in Senior year) AND 30 Credits of Science (requires Physical Science and Biology)	Mathematics (C) Laboratory Science (D)	3 Years Required 4 Years Recommended (requires Math I, Math II, Math III) ----- OR ----- 2 Years Required 3 Years Recommended (1 year Life Science & 1 year Physical Science)
10 Credits of World Language AND 10 Credits of Visual & Performing Arts ----- OR ----- 20 Credits of the same World Language (Students may demonstrate proficiency in identified subject areas through specific district proctored assessments)	World Language (E) Visual & Performing Arts (F)	2 Years Required 3 Years Recommended (must be 2 years of same language) ----- 1 Year of VAPA
35 Credits	Electives (G)	1 Year Required (must be an additional ‘a-g’ College Prep Elective from - i.e. You and the Law, Economics, Psychology, etc.)
20 Credits	Physical Education	---
5 Credits	Health	---
5 Credits <u>OR</u> Proficiency Test	Technology	---
Recommended	Community Service	Highly Recommended
200 Credits	Total Credits - Required Courses	*15 one-year ‘a-g’ courses total (UC requires 11 of the courses to be completed prior to senior year)
220 Credits	Total Credits - Required to Graduate	*All ‘a-g’ classes must be completed with a grade of ‘C’ or better CSU minimum GPA: 2.50 UC minimum GPA: 3.00

College Entrance Exams

Colleges may require the ACT test or the SAT test for admittance. Students applying to private colleges should check out the specific college for their testing requirements. Websites:

- CSU – <http://www.californiacolleges.edu>
- UC – <http://www.ucop.edu>
- ACT – <http://www.act.org>
- SAT – <http://www.collegeboard.org>

Community College Information

Monterey Trail High School is located in the Los Rios Community College district. The Los Rios campuses serve many Elk Grove Unified School District graduates. To enroll in a community college, students must be eighteen years of age or possess a high school diploma. Community college students may select from career certificate programs or pursue transfer coursework to a four-year university. High school students may enroll concurrently at a community college through the Advanced Education program if they meet eligibility requirements. If interested, students may contact their counselor for details.

Private Four Year Colleges and Out of State Schools

Specific admission requirements for private and out-of-state colleges and universities vary widely. In general, the course requirements listed above for the University of California will meet the admission requirements of most private colleges and universities across the U.S. (for example, Harvard, Pepperdine, UOP, BYU, Fisk, Tuskegee, etc.). For specific information about individual schools, students are advised to visit the college's admissions page or peruse college catalogs in the College and Career Center. Many colleges visit our Center throughout the school year and is regularly advertised on our "Daily Bulletin."

Illness at School

If a student becomes ill at school, he/she is to get a digital hall pass from their teacher and report to the Health Tech located in the Counseling Office (Student Services Building). Students who need to see the Health Tech must first obtain a pass from their teacher. The Health Tech will then contact a parent or guardian, or emergency services, if needed. A student who is ill may leave campus with a parent or guardian only if excused by the Health Tech or an administrator, and after signing out and receiving a "Leave of Grounds" permit.

All health information must be updated annually. Changes in address, parent home and work phone numbers, and emergency contact names and phone numbers must be reported immediately to the attendance office so that the school is able to make contact with a parent or guardian if the student is injured or becomes ill.

Insurance

The Elk Grove Unified School District does not carry accident or injury insurance on students. The responsibility for individual coverage lies with the parents or guardians. Low cost insurance is available and is highly recommended. Information regarding insurance is provided to each student at the beginning of each school year.

Medication

Students may not carry any medication (prescription or over-the-counter) with them on campus. No medication (prescription or non-prescription) will be dispensed to students or allowed on the school site without the appropriate form being completed and on file in the Health Clerk's office. Students may obtain the form from the Counseling Office (Student Services Building). Students requiring medication at school shall be identified to the school by the parent/ guardian and/or physician. All student medication must be in the original container and will be kept securely locked in the Health office.

Work Permits

Students under the age of 18 years old must obtain a Work Permit at Monterey Trail High School. After securing an opportunity for employment, Work Permits are issued by our Administrative Team and the following procedures will apply:

- Work permits are available on our school website or in the VP Office, located in our Front Office Building.
- After submitting completed requests, allow up to 3 days for work permits to be processed.
- Check at the attendance window before or after school to see if it is completed and pick it up.

Students in the Elk Grove Unified School District with work permits are required to maintain appropriate attendance and school performance to maintain their work permits.

- Students who are truant for (3) or more school days/ truant for (18) class periods, have (5) or or more tardies within a school year will have their work permit revoked. Employers will be notified of the revocation of the work permit.
- Students with a GPA below 2.0 or have any F's, including the previous term, will not be eligible for a work permit. Employers will be notified of the revocation of the work permit.
- Students must be clear of any outstanding school fines. Work permits will not be issued to students until all fees are paid.

If your work permit is revoked, students may apply to have their work permit reinstated if attendance and/or academic performance has improved enough to maintain a "C" average for at least one term and/or less than (3) unexcused absences for one term.

Students in approved work experience education programs may work on school days to 12:30 a.m. Parental and school permission required.

When regulations of enforcement agencies differ, the more restrictive regulation applies.

Student Aides (TAs)

Students at Monterey Trail High School are scheduled into academic classes. In the event that there are scheduling conflicts or issues that necessitate that students be scheduled to be a Student Aide, requirements are that:

- Students must have a minimum GPA of 2.50 (previous term).
- Students must be on track to graduate (not credit deficient in any graduation requirements).
- Students must be a junior (11th grade) or a senior (12th grade).
- Parent/Guardian must sign a contract that they are aware that this is not an academic content course.

Students cannot have a history of behavior problems (no “U” for citizenship, no suspensions or excessive OCS). If requirements are not upheld, students will be removed as a T.A.

Co-Curricular Activities

ASB Card/ Sports Pass

To encourage students' attendance and participation at school events, the Associated Student Body sells an ASB CARD for \$40 that will allow students FREE admission to ALL home athletic events (playoffs not included), discounts on tickets and bids to other events, and discounts on spirit items in the Student Store. ASB Card benefits are tied to your barcode and will automatically be rewarded when your ID card is scanned. ASB cards will be sold throughout the school year during lunch in the Student Store. If buying your ASB card online via MySchoolBucks and purchasing items that qualify for a discount, please make sure you buy the ASB card first as an individual purchase and finish that transaction before buying your other items. If you purchase the ASB card and other items at the same time the discount will not be applied.

Assemblies/Rallies

From time to time, special assemblies are scheduled at MTHS. During these assemblies, students are expected to sit in the assigned seats for their class, remain until the assembly is dismissed, and be attentive and courteous. Students failing to follow the standards of good behavior during an assembly, or any co-curricular activity will be removed and disciplinary action may be taken. Rallies are an optional event, after the scheduled school day. Please be advised that once students enter the gym for a rally, they will not be allowed to leave until the rally is over.

Athletics

Monterey Trail High School offers a comprehensive athletic program. Students have the opportunity to compete in basketball, cheerleading, cross country, football, golf, soccer, softball, swimming, tennis, track and field, volleyball, water polo and wrestling.

MTHS has a tardy program, which includes the assignment of an after-school detention to students who have been late 5 or more times to a class. Students are placed on the No Activities List when they have received a detention and they can be removed from the list after they have served all of their detentions. Students who are on the No Activities List cannot participate in official after-school activities, which include sports games at home and away. See the “tardy policy” for more information.

For additional information on the Monterey Trail High School Athletic Program, students are asked to contact the MTHS Director of Athletics, Mr. David Coronado at 916-688-0070. You may also check out the MTHS Athletic Website: www.mthsmustangs.com

Clubs/ASSETs (After School Safety & Enrichment for Teens)

Monterey Trail High School offers a variety of official clubs and, when funding is available, ASSETs Activities for all members of the student body. Students are invited to join any that interest them. All that is required to charter a club is student interest, a certificated staff advisor, and a reasonable purpose. For more information on existing clubs or in chartering a new club on campus, students are encouraged to see Mr. Grivel, Activities Director, located in HC6, or check the [school website](#).

Dances

When students attend a school dance, they do so to enjoy a school-sponsored social event. The following guidelines are intended to guarantee that all students can enjoy Monterey Trail High School dances:

- EGUSD and Monterey Trail High School rules apply at all functions.
- Each person attending a dance is expected to exhibit appropriate behavior at all times. Sexually suggestive dancing and dancing that simulates violence are not allowed. Failure to behave in an appropriate manner may result in removal from the dance and/or other disciplinary action.
- Parents/guardians are responsible for providing transportation at the immediate close of the dance.
- **Students must present their current school photo ID for admittance to the dance.**
- **NO ID - NO ENTRANCE. NO EXCEPTIONS. NO REFUNDS.**
- **Students arriving more than ONE HOUR after the dance begins WILL NOT BE ADMITTED.**
- **All approved guests must present a current photo ID to be admitted into the dance. Digital ID is accepted.**
- **NO in-and-out privileges will be extended to any student for any reason.**
- Students on the 'No-Activities' list are not allowed to attend school dances.
- A limited number of guest passes will be issued for some dances. A background check will be completed on each guest request. The school administration reserves the rights to issue and revoke the guest pass at any time.
- Guests must arrive and attend with their MTHS student sponsor. Their MTHS student sponsor is responsible for the guest's behavior.
- No student or guest may leave the dance until 30 minutes prior to the end time of the dance without an administrator contacting the parent/guardian verified in our student information system first. Families believe their student is at a dance and for their safety it is important for us to uphold this policy.

Extra-Curricular and Co-Curricular Activities Eligibility

All practices will be closed to the public unless otherwise specified by the supervising District employee or volunteer coach. It is a privilege, not a right, to participate in extracurricular activities, including Team Activities. The privilege may be revoked at any time, for any reason that does not violate Federal and State law or District policies or procedures. There is no guarantee that the Student will make a Team, remain on a Team, or actively participate in Team events, shows, performances, or competitions. Such matters shall remain exclusively within the judgment and discretion of the supervising District employee or coach.

All students who wish to participate in athletic, extracurricular and co-curricular activities minimally must:

- Have earned a 2.0 grade average in their overall district 9 -12 program for the grading period prior to their participation and for each succeeding grading period during participation.
- Meet standards of satisfactory citizenship.
- Have a satisfactory attendance record as defined by Board Policy.

For the purpose of clarification, the following terms will be used to determine academic eligibility:

- Grades of Progress: (Progress Reports) Data processor generated grades assigned to a student, but not officially recorded on a transcript.
- Grades of Record: (Final Report Cards) Data processor generated grades assigned to a student and officially recorded on the student's transcript at the end of the term/semester.

Earn a 2.0 GPA in 9-12 courses for Grades of Record prior to competition.

- Fall athletes must be eligible at end of term 4 final grades of previous school year to tryout (incoming 8th grade does not apply)
- Winter athletes must be eligible at the end of term 1 final grades to try out.
- Spring athletes must be eligible at the end of term 2 final grades to try out.
- Monterey Trail restricts try-outs to only academically eligible students.

Continuing Eligibility

Any student who wishes to continue participating in athletic, extra-curricular and/or co-curricular activities remains eligible if:

- On any grade of record the student has maintained a minimum 2.0 grade point average.
- If on any Grade of Progress for schools on a block schedule, the student has maintained a minimum 2.0 GPA with no “F’s”. If a student has an “F”, he/she is ineligible beginning the Monday after grades are published. That student becomes eligible as soon as he/she returns a grade clearance form to the Activities/Athletic Director, signed by the teacher, signifying that the student is earning a passing grade.
- If on any midterm Grade of Progress the student has a grade of “F” on any mid-quarter or mid-term grade of progress, the student is ineligible beginning the Monday after grades are published. That student becomes eligible as soon as he/she returns a grade clearance form to the Activities/Athletic Director, signed by the teacher, signifying that he/she is earning a passing grade.

No Activities List

Students have the opportunity to participate in a variety of activities/co-curricular programs offered at MTHS. These include, but are not limited to, activities that require students to be excused from instruction, field trips, dances, (including Junior Prom and Senior Ball), athletic team participation, graduation rehearsal and ceremony, etc. Participation in student activities is a privilege, is encouraged, and plays an important part in ensuring that students have a well-rounded high school experience.

Students will be placed on the “NO ACTIVITY LIST” for:

- The student receives 5 or more tardies without clearing via onsite intervention. See Tardy Policy for more information.
- The student has an outstanding fine (library, athletics, ASB, returned checks, etc.) The student will remain on the “NO ACTIVITY LIST” until fines are paid or a repayment plan is approved.
- Truancy (including excessive tardies) Students will remain on the “NO ACTIVITY LIST” until the consequences of truancy/tardies are served.
- Suspended or Expelled students will not be allowed to attend any activities or be present on any EGUSD site (including the parking lots) during the duration of the suspension/expulsion including weekends and public events

Student Activities Office

The Student Activities Office is located in HC-6 connected to the cafeteria. The Activities Director has an office in the Student Activities Office. The planning of all extra and co-curricular activities, except athletics, is coordinated through the Student Activities Office. Clubs are welcome to use materials in the Activities Office to make posters to advertise their upcoming events, please schedule with the Activities Director in advance.

Student Government, Student Senate and student voice

Through Student Government, Student Senate, Inter-Club Council, and Athletic Council, students may express their opinions and assist in the planning of school events. These student organizations promote leadership, initiative, and responsibility. It is the duty of the Student Senators to bring to Student Government's attention suggestions from their classmates and to report to their Advocacy classes the actions of the Council. Student body officers and class officers are elected each year. Each Advocacy class elects a Representative.

Requirements for elective student body or class offices are: • 2.5 or better GPA at each grading period with no F's. • ASB president must have at least a 3.0 GPA • Good citizenship (no suspensions or unsatisfactory marks in the year prior to serving as an ASB officer) • Approval of the Activities Director. • Elected officers who do not maintain requirements during their year of service can be removed from office.

Student Leadership Selection Process

All students at Monterey Trail High School are encouraged to participate in student leadership. Students may apply for an elected or appointed position. The qualifications for all student leadership positions are as follows:

- Complete an application and grade check during the posted time period, usually during the 2nd term of the school year • Maintain the required GPA with no "F" grades or Unsatisfactory citizenship marks
- Attend a "Student Leadership Candidate" meeting with the Activity Director and follow the campaign guidelines •
- Enrollment in the elective "Student Leadership Course" for either 2 or 4 terms depending on position

Elected Positions:

The student body will have an opportunity to vote for the following elected positions-ASB and Class: President, Vice President, Treasurer, and Secretary. Elected student leaders, who are Juniors or Seniors, must commit to 4 terms (the entire school year) of the student leadership elective class. Students who cannot, for whatever reason, enroll in the class, will forfeit their elected leadership position. Failure to maintain position requirements can result in the removal from the position.

Election Process:

All MTHS students, except the graduating senior class, will have an opportunity to vote for elected positions. Elections are held in Term 3 each year. Unfilled elected leadership positions will be appointed (see below).

Appointed Position: Students must meet the above requirements for appointed student leader positions.

Appointed student leaders must enroll in the student leadership course for either 2 or 4 terms, as required by the position.

STUDENT FINANCE

Student Store

The student store is open only during the lunch periods for students, parents, and staff. If a parent wishes to visit the student store during lunch, they will need to obtain a visitor pass from the main office and then be escorted to the store. Some of the items available in the student store include: ASB cards, yearbooks, spirit wear, and spirit items. The first week of each term, PE clothes are sold only during PE class. Once we've reached the 2nd week of a term, PE clothes are then available for purchase in the student store.

Forms of Payment Accepted on Campus

The student store is now using MySchoolBucks to process payments for items other than food/drinks. This is an online service where you can easily and securely pay for school spirit wear, events, and other items with a credit or debit card. Purchases may also be made in the student store using cash, credit/debit card, or tap payments.

To make purchases online, follow these 4 easy steps:

1. Download the mobile app or visit www.myschoolbucks.com
2. Create your free account using your email
3. Select California, and then Elk Grove Unified School District
4. Add student(s) using:
 - a. Student First and Last Name (must match ParentVue/StudentVue)
 - b. Student ID Number
 - c. Student Birthdate

Students and parents may create their own accounts. Please be advised that you will only be able to see payments you make under your account in the online purchase history. Purchases made in the student store or on another person's account will not show on your account.

Also be aware that if you are purchasing your ASB card online, please complete that as a separate transaction first. Any purchases made after that will automatically apply any applicable ASB card discounts. If you buy the ASB card and items that qualify for discount in the same transaction, the discounts will not be applied.

Online purchases for spirit items should be claimed in the student store during lunches. PE purchases may be redeemed with your PE teacher.

Field Trips

Your student may have the opportunity to attend a field trip this school year. Your student will bring home a permission slip that must be returned, by the deadline, to the staff member in charge of the trip. Failure to return the permission slip will result in a student being unable to attend the trip. If the trip is during the school day and a student will be missing class, a class release form will also be provided and the student will be responsible for obtaining individual teacher permission to attend the trip. Often, field trips are on a first come first served basis. Some trips require attendees to meet certain criteria which will be indicated on the information sheet. Depending on the type and length of the field trip, lunch may or may not be provided. If there is a fee to participate on the field trip the fee is paid at the student store.

Food and Nutrition Services

EGUSD students with valid ID will receive one free breakfast and one free lunch if they choose to each day for the 2025-26 school year. Please see the EGUSD website if you have Food and Nutrition Services questions.

SAFETY/EMERGENCY PROCEDURES

Link Crew and Peer Counseling

Link Crew is a peer to peer mentoring program created to welcome freshmen and assist them in adjusting to high school and getting off to a great start. The Link Crew program at Monterey Trail High School consists of trained junior and senior students who participate as Link Crew leaders throughout the school year. Link Crew leaders are seen as positive role models and motivate, lead, and provide freshmen with tools to be successful in high school. Link Crew leaders are selected through an application process each year. Leaders participate in summer training and host our annual Link Crew freshman orientation at the beginning of each school year. They then meet with freshmen periodically throughout the school year at academic and social follow up activities. Link Crew leaders have the opportunity to enroll in the elective Peer Counseling class at MTHS. The Peer Counseling class helps support freshmen in a variety of ways throughout the school year including check ins to mentor and help students who are struggling.

Conflict Management

The Conflict Management program at Monterey Trail High School offers students who are in conflict, a safe and confidential place to develop a solution with the aid of MTHS students who are trained Conflict Managers. MTHS Conflict Managers are students who are trained in conflict resolution skills such as active listening, brainstorming, teamwork, and open communication. The Conflict Managers apply these skills to help facilitate problem solving among their peers. The Conflict Managers are a group of students who participate in the elective Conflict Manager class at Monterey Trail High School. Students who are having problems with each other and who choose to discuss these problems, should report to any MTHS staff member or report to the Counseling Office in the MTHS Student Services Building.

Bicycles/Skateboards/Scooters/etc.

The staff at Monterey Trail High School understands that the use of bicycles and skateboards (etc.) are healthy forms of student transportation to and from school. However, bicycles and skateboards may not be ridden on the school campus at any time. Monterey Trail High School has two bicycle racks so all students riding bicycles or skateboards to school have a place to park their bikes and skateboards. The first bike compound is located adjacent to the Student Services building on the Power Inn side of the school. The second bike/skateboard rack is located on the North/Stadium side between the cafeteria and the gym. The bicycle rack is locked at the beginning of first period and unlocked five minutes before the end of the last period. Bicycles locked to other fencing may result in the lock being cut when necessary so please use the appropriate bike rack area.

Bicycles and skateboards must be parked and locked in the area designated for bicycle and skateboard storage. Students must provide their own lock and chain for bicycles. Skateboard lockers also require a student to provide a lock. State law requires that students under 18 years of age wear helmets when riding bikes to and from school. Violators may be subject to a \$25 fine or more. MTHS and EGUSD are not responsible for these items. Be sure to lock it up!

The Elk Grove Unified School District prohibits the use of skateboards, wheelies, roller skates, in-line skates, or similar devices on school property, including parking lots and walkways. Violators may be prosecuted under SCC 1084 section 9.38.015 and fined up to \$250.00.

MONTEREY TRAIL HIGH SCHOOL IS NOT RESPONSIBLE FOR ANY LOST, STOLEN, OR DAMAGED BICYCLES OR SKATEBOARDS.

Closed Campus

Once students enter campus, students will not be allowed to leave campus without an administrator's authorization or a school approved pass (leave of grounds). Violations of the closed campus policy will result in disciplinary consequences, which may include administrative searches.

Emergency Preparedness

Evacuation Instructions

When the fire signal sounds at any time during the school day, students are to do the following:

- Evacuate all buildings with their class and move quickly to the area designated on the evacuation map. Roll will be taken by the teacher to account for all students.
- Remain with their class under their teacher's direction.
- Stay at least 50 feet away from all buildings.
- When the all-clear signal is given, return to class immediately

Lockdown Drill Instructions

When the Lock Down alert is given, students and teachers are to do the following:

1. Remain in the classroom away from doors and windows.
2. Lock classroom doors; close windows and blinds.
3. Reserve classroom phone for emergency use only.
4. If outside, go immediately to the nearest classroom or building.
5. Await further instructions from school officials.

NOTE:

- During a Lockdown, students will not be released to parents/guardians. Parents are asked to stay away from the school and from roads leading to the school to allow access to emergency and law enforcement personnel. Monterey Trail High School will work closely with local law enforcement in the event of a lock down situation. The school has an emergency plan in place that is district-approved and reviewed each year.
- In all emergency situations, the first priority is safety to all involved. Please allow staff to complete the necessary steps even if that may cause a delay in serving your needs. We want all of our Mustangs to be safe and will work with you as soon as we are able.

Restroom Lanyards/Approved Digital Hall Passes

In our ongoing efforts to provide a safe learning environment for staff and students, Monterey Trail High School requires all students to visibly carry a neon lanyard with the room number when going to the restroom and have an approved digital hall pass. This allows security personnel to quickly identify non-students and students who are out of class without a valid reason. Students must identify themselves when asked by any staff member and cooperate with all staff at MTHS or may be subject to disciplinary action. This is a matter of safety.

Digital Hall passes will be used in addition to lanyards. Every student who is out of class may be asked for a valid pass or be escorted back to class or to the office to speak with administration. Repetitive concerns will be addressed with progressive discipline.

Student Identification Cards

At the beginning of each year, student ID photos are taken at school and studentvue is updated. 5star will have the updated photo and ID info. Students are expected to show their ID cards or 5 Star digital ID when asked. Any student without a phone may request a physical ID in the library before or after school with a valid reason once the photos have been updated (this does not happen the first day).

These measures enhance our students' safety and help us to keep students in class learning during instructional minutes to reach their goals.

DISCIPLINE

Positive Behavior Intervention and Support

We are proud to have our Mustangs exemplifying core values as a COMMUNITY with Respect, Integrity and Confidence.

Lessons about our core values and expectations will occur in the first two days and throughout the year to proactively work with our students to help them be successful.

Acknowledgement system:

- Students can earn Mustang Gold tickets from any MTHS staff member for displaying MTHS's core values; Respect, Integrity, Community, Confidence.
- Students are eligible for weekly prizes after having earned a Mustang Gold Ticket.
- Students are also eligible to win prizes at the end of each term.

Restorative Practices:

- When students make a mistake, we believe in getting to the root of the problem and restoring our community so the student is able to get back on track.

MTHS takes a proactive approach to helping students learn expectations for positive behavior. PBIS lessons and acknowledgement systems are in place to support positive behavior. Students and parents are advised that in order to maintain a safe, violence-free environment, no student is allowed to hit another student. Students who hit other students may be suspended from school for safety. If a student is hit by another student, he/she should immediately leave the area and seek help from a teacher or other staff member.

To avoid suspension or expulsion, students should:

- Follow our behavioral expectations that represent the core values posted all over campus
- Stay away from people who make them angry.
- Ignore or walk away from challenges to fight.
- Practice strategies to calm down.
- Seek help from teachers, campus supervisors, counselors, or administrators.
- Ask for Conflict Management.
- Talk to their parents about any problems they're having at school.

Good citizenship and respectful behavior is expected of all students at Monterey Trail High School. Monterey Trail High School recognizes that the best discipline is self-imposed and requires that students take responsibility for their actions. When issues of behavior do arise, however, the staff at Monterey Trail High School encourages cooperation between the home and school concerning students' discipline.

Parents will be notified by phone and/or in writing of all cases of serious disciplinary problems or consequences. Parents are encouraged to contact either their student's teachers or counselor regarding their child's behavior and/or academic status each term.

Campus Courtesy

Students are asked to show respect for their peers by

- Passing quietly and being considerate of others in the hallways and classrooms
- Discarding trash in the containers provided to keep the school clean
- Acknowledging that a quiet, calm atmosphere is essential to learning and that nothing contributes more to this atmosphere as does being quiet: using quiet voices, gently handling books and desks and being silent in and around classrooms

Academic Code of Conduct

The staff at Monterey Trail High School expects the highest standards of honesty, integrity, and responsibility from all students. To protect everyone's right to a fair and meaningful education, Monterey Trail High School has adopted the following Academic Code of Conduct:

- Students are subject to losing academic award(s) and/or recognition if violating the Academic Code of Conduct.
- A student who exhibits any behavior which, in the judgment of the teacher, indicates dishonesty while taking an examination or quiz, shall receive a zero for that exercise and it may not be made up.
- A student who copies an assignment from another shall receive a zero for that assignment, and the student who allows an assignment to be copied shall also receive a zero.
- Any form of copying answers, exams, or other assessments via any method including but not limited to: AirDrop, photos, notes, or other shall receive a zero and may receive additional consequences.
- A student who, for the purpose of cheating on an examination, enters a classroom carrying evidence of premeditation—such as aids or notes not allowed—shall receive a zero for that examination.
- A student who takes another student's written assignment or project for personal use or academic credit without permission shall receive a zero for that assignment and will be further disciplined under the provisions for theft in the student discipline policy.
- A student who displays unethical behavior and/or is involved in any other activity for the purpose of cheating, altering or falsifying records, including computer hacking, removing or copying materials (students', teachers', or others'), etc. shall be disciplined as follows:
 - A student enrolled in the course in which the infraction occurred shall receive a grade of "F" for the assignments/examinations for which the infractions took place. This may result in the student failing the class. The student may have additional consequences and it may affect any awards or honors the student may receive. This will be at the discretion of the committee(s) in charge of the awards.
 - A student NOT enrolled in a course, but who is involved in such an infraction, shall be disciplined in accordance with the student discipline policy.
 - A teacher's assistant (TA) who willingly alters grades for other students may be suspended or issued discipline in accordance with the discipline matrix from EGUSD and will be removed as a TA. Also, this type of action may jeopardize any awards or honors the TA may receive.
- A student who plagiarizes any print or online material source and presents it as his/her own will receive a zero for that assignment.

Cafeteria Behavior

The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced breakfast and lunch are offered free to all students.

Students are asked to show respect for cafeteria staff and fellow students by:

- Presenting their ID card and only taking the food they are allotted
- Speak respectfully to all staff
- No jumping lines
- Depositing all garbage in the appropriate receptacle (recycle, organic waste and landfill)
- Leaving the table and floor in a clean condition for others.
- Respecting that all classrooms and hallways are off limits during lunch, except for students under the supervision of a teacher.
- Not sitting on tables in the multi-purpose room and outdoor areas.

ELECTRONIC DEVICE USE - Cell Phones, Earbuds, Headphones, speakers, etc.

MT strives to support our students:

academic performance, physical and psychological safety, and social-emotional development

In order to provide the best possible learning community for our students, there are specific policies at MT regarding electronic device use. These may change as the CA Assembly Bill 3216 law takes effect in July 2026.

NOTE: Bluetooth speakers and other audio devices that emit external sounds are not permitted and it is expected that students using earbuds are able to hear and respond to adults on campus for safety reasons.

During class time (including instruction, discussions, and activities)

1: All cell phones and personal electronic devices must be turned off, kept out of sight (unless directed by staff for specific learning purpose)

2: Cell phones placed in the designated holders provided in each classroom and various locations throughout the school when directed to do so.

If the family has an emergency, please contact the office and we will assist communication to the student.

Outside of class time:

- Cell phones should be used for reasonably positive and responsible activities.
- Cell phones should not be used for inappropriate or offensive language, bullying, or images which would have a reasonable effect of hurting another person, whether it be through texting or social media. (violation of this may result in additional disciplinary action even on first offense)
- Cell phones should not be used to record the behavior of other members of the community (ex. Fights, interactions between others, etc) as this may cause a disruption to the learning environment. (violation of this may result in additional disciplinary action even on first offense)
- Pursuant to CA Ed Code 51512, the use of electronic listening or recording device (see handbook)

BP 5131.8 Mobile Communication Device**Additional information:**

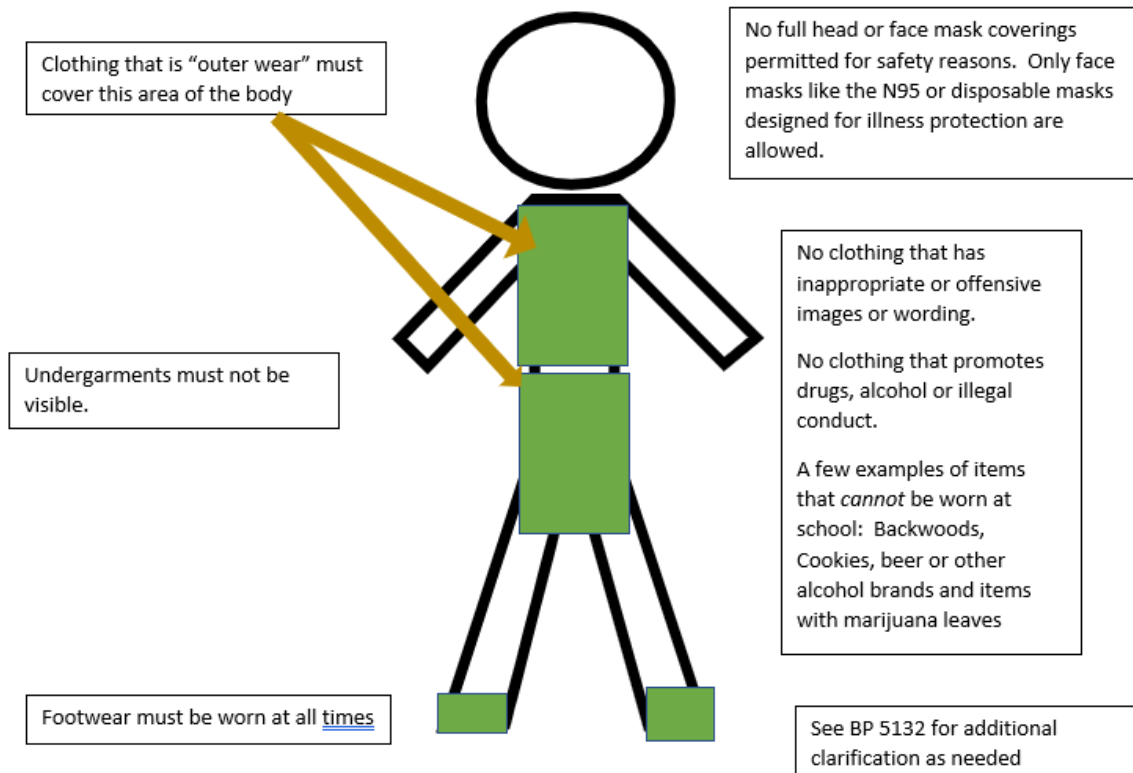
- Administration may confiscate
- Site administration or designees are authorized to impose a temporary ban on student use of cell phones while on campus when there is a specific concern regarding student, staff, and public safety. All students must comply with a request made by school staff to cease use of a cell phone, even during non-instructional time.
- If a student refuses to comply with the request by school personnel regarding the appropriate use of a cell phone, the device may be confiscated by school administration and be redeemed by a parent/guardian/caregiver or as determined by the school principal/designee.

The staff at Monterey Trail High School strongly recommends that students not bring cell phones or other electronic devices to school because they have the potential to disrupt the learning environment or become a target for theft. Monterey Trail High School will not be able to dedicate resources to the investigation of the loss of cell phones or electronic devices.

MONTEREY TRAIL HIGH SCHOOL IS NOT RESPONSIBLE FOR ANY LOST, STOLEN, OR DAMAGED CELL PHONES OR ELECTRONIC DEVICES.**DRESS CODE**

Parents or guardians have the primary responsibility for appropriate standards of dress and grooming. However, as an educational entity, the Secondary Division of the Elk Grove Unified School District has the responsibility to establish and maintain standards of dress and grooming that support a positive, appropriate, and safe learning and teaching environment. The purpose of a dress code is to facilitate education and not to inhibit any person's taste in attire or appearance. Students must wear a top and bottom with footwear. Clothing cannot include inappropriate or sexual images and references, inappropriate wording, or clothing that promotes drugs, alcohol, or illegal conduct. A student's undergarments must not be visible.

MTHS Dress Code Basics



What happens if a student wears something out of dress code?

- Staff may send the student to the front office for administration to determine if the attire is appropriate
- Student can use a loaner item and change in a restroom in the office as a result
- In some cases, a student has a secondary item of their own and may change into that instead.
- The inappropriate item will be held in the front office and can be exchanged after school
- For repeat incidents, a student may be issued a referral, family may be contacted to partner with the school and additional consequences may be issued.

Public Displays of Affection

Public displays of affection are not appropriate to a school setting and are therefore not allowed. Inappropriate displays of affection shall be defined as heavy kissing, petting, prolonged hugging, and/or hugging in a suggestive manner with body touching, rubbing etc. Students violating the display of affection policy may be issued a warning or detention with parent notification. Repeat violations may result in a home suspension.

School Property

It is everyone's responsibility to help maintain a clean and safe campus. Students are expected to assist the custodial staff in keeping the buildings clean by not littering anywhere on campus. Writing or carving on walls, desks and chairs is destructive and will result in disciplinary action.

Students/parents will be charged for all damages or losses that occur to school buildings, books, or equipment.

MTHS Behavior Matrix - ([click here](#))

For more information, click the title to view the Behavior Expectations to represent our Core Values at MT - We are MT - A Community with Respect, Integrity and Confidence

Note: There is another set of definitions for each area on campus in the document link.

Here is an example:

<div><h1>CLASSROOM</h1><p>Our Mustang Community follows the Core Values in the Classroom by:</p></div> 			
COMMUNITY	RESPECT	INTEGRITY	CONFIDENCE
<ul style="list-style-type: none">• Work collaboratively• Pay attention to the school wide announcements• Participate positively• Encourage and support others when they make mistakes• Be kind and friendly• Greet teacher when entering• Raise your hand to get the teacher's attention	<ul style="list-style-type: none">• Be on time• Practice cultural acceptance• Be an active participant• Listen when someone else has a turn to speak• Clean-up after yourself and others & return items to proper location• Use appropriate language/code switch for the scholarly setting of the classroom	<ul style="list-style-type: none">• Be honest• Do your own work• Take pride in your work• Do your best and never give up• Use your own ideas• Listen to directions• Have only appropriate technology out and ready• Value the class time, when using a pass return quickly	<ul style="list-style-type: none">• Take academic risks• Contribute to discussions• Believe in your ideas and share them• Be open to differing points of view• Ask questions• Volunteer• If something is unsafe, say something• Offer to help staff members and guest teachers
Remember to "RESPECT THE TRAIL"			

All areas have a sign displaying core values reminders and we go over the expectations in Advocacy and in classes throughout the year after various activities the first two days of school and as new students enroll.

DISTRICT DISCIPLINE MATRIX

[DISTRICT DISCIPLINE MATRIX](#) - Click here to view Matrix

Purpose

We are proactive in teaching students about expectations and our four Core Values: Community, Respect, Integrity, and Confidence. While we work to create a community of belonging and meeting expectations to help students focus on learning at our educational institution, there are incidents that occur that violate our policies, procedures and expectations for a positive school climate and educational focus. Thus, Education Codes 48900 and 48915 are written to explicitly state the offenses which can result in discipline. As a restorative practices school, we look for ways to re-teach and return students to the classroom. However, consequences for students who violate the 48900 Education Codes may range from low-level such as re-teaching the expectation and calling family, to exclusionary discipline such as suspension and/or expulsion, based upon the frequency and severity of the violation.

Proactive expectations of all community members are

- Review core values and expected behaviors.
- Report incidents to a staff member.
- Report incidents anonymously through the Catapult system. ([Report an Incident](#))
- Report minor incidents before they escalate into major infractions by calling the school.
- Encourage peers to access peer mediators for conflict mediation. ([Conflict Mediation Request](#))
- Parent(s) notify the school when an incident is brought to your attention.
- Do not participate in bullying, harassing, or recording student misconduct through the use of social media or electronic devices.
- Interrupting inappropriate behaviors of peers when safely possible.

For further information about the violations specific to 48900 and 48915, as well as the associated disciplinary consequences, please see the EGUSD Discipline Matrix
(pages 117-141) [23-24 EGUSD Parent/Student Handbook](#)

Ed Code 48900

- Acts of Violence E.C. 48900(a)
- Weapons and Dangerous Objects E.C. 48900(b)
- Drugs and Alcohol E.C. 48900(c)
- Sale of “Look-Alike” Controlled Substance or Alcohol E.C. 48900(d)
- Robbery or Extortion E.C. 48900(e)
- Damage to Property E.C. 48900(f)
- Theft or Stealing E.C. 48900(g)
- Tobacco E.C. 48900(h)
- Profanity, Obscene Acts, Vulgarit E.C. 48900(i)
- Drug Paraphernalia E.C. 48900(j)
- Willful Defiance or Disruption of School Activities E.C. 48900(k)(1)
- Possession of Stolen Property E.C. 48900(l)
- Imitation Firearm E.C. 48900(m)
- Sexual Assault or Sexual Battery E.C. 48900(n)
- Harassment of a Student Witness E.C. 48900(o)
- Prescription Drug Soma E.C. 48900(p)
- Hazing E.C. 48900(q)
- Bullying and Bullying by Electronic Act E.C. 48900(r)

Education Code 48915

Violation of the 48915 Education Codes (a)(1) - (a) (5) mandates the administration to recommend expulsion.

- E.C. 48915 (a) (1) Causing serious physical injury to another person, except in self-defense.
- E.C. 48915 (a) (2) Possession of any knife or other dangerous object of no reasonable use to the pupil.
- E.C. 48915 (a) (3) Unlawful possession of any controlled substance, except for the first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
- E.C. 48915 (a) (4) Robbery or extortion.
- E. C. 48915 (a) (5) Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.

Violation of Education Codes (c) (1) - (C) (5) are mandatory expulsion requirements

- E. C. 48915 (c) (1) Possessing, selling or otherwise furnishing a firearm (verified by an employee of the school district)
- E. C. 48915 (c) (2) Brandishing a knife at another person
- E. C. 48915 (c) (3) Unlawfully selling a controlled substance
- E. C. 48915 (c) (4) Committing or attempting to commit a sexual assault as defined in subdivision (n) of section 48900 or committing a sexual battery as defined in subdivision (n) of 48900.
- E. C. 48915 (c) (5) Possession of an explosive.

***(Note: E.C. - Education Code)**

Monterey Trail High School Dance Contract & Dress Code

SAMPLE DANCE CONTRACT 8661 Power Inn Road, Elk Grove, CA 95624 (916) 688-0050

MTHS Dance Information:

Dance Times:	Homecoming 7:00 – 10:00pm; Junior Prom 7:00-11:00pm; Senior Ball 7:00-11:45pm; Doors close at 8:00pm – any students arriving after 8:00pm will NOT be admitted – NO REFUNDS!
Locations:	Homecoming: MTHS Cafeteria; Prom/Senior Ball - Locations Off Site
Price:	Varies with each dance - check the daily bulletin and in the student store for dance prices
Who can attend?	MTHS students w/MTHS ID & Guests w/Pre-Approved Guest Applications (Need photo ID at door) All students and guests must show current ID at the door.

The following is a list of requirements and expectations for attending dances at Monterey Trail High School:

1. Prior to the dance
 - a. This contract must be signed and presented at the time the student purchases the ticket to the dance.
 - b. When students purchase their ticket they must present their current Monterey Trail ID card.
2. Guests
 - a. All guests must be high school students with verifiable behavior history at current High School.
 - b. All guests must be approved by MTHS administration
3. Semi-Formal Dress code requirements for Homecoming Dance. (Junior Prom and Senior Ball are formal)
 - a. Strapless Dresses
 - i. Must be stable and stay in place at all times.
 - ii. Student must be able to touch both their collar bone and the top of the dress with an open hand and closed fingers (approximately four inches – see diagram)
 - b. Back of Dress
 - i. Dress may not be lower than the middle of the back
 - c. No undergarments showing
 - i. Exception: Bra straps may show only with spaghetti strap dresses – they must match the color of the dress strap or be clear.
 - d. Shoes
 - i. Must be clean and dance appropriate.
 - ii. Must be worn at all times during the dance.
 - iii. No flip flops.
 - e. No low cut “revealing” dresses or excessive cleavage.
 - f. Hemline and/or slit in dresses must be no lower than the knee-thigh area.
 - g. No rips or holes in clothing (designer cuts are permitted).
 - h. No T-Shirts or undershirts as the main form of clothing (t-shirts and undershirts must be accompanied by appropriate outerwear).
 - i. No pants/jeans.
 - j. No baggy pants. Pants must be worn at the waist-level.
 - k. No more than one inch of midriff showing.
- **If you have any questions or concerns, please contact administration AT LEAST 24 HOURS BEFORE THE DANCE.**
4. Dancing Regulations
 - a. No rubbing of one person on another person’s private area.
 - b. If when dancing a couple is facing the same direction, there must be a hand’s length of space between the two (approx. 6”) and they must be dancing in a respectful manner.
 - c. No body parts other than your feet may be touching the ground while dancing.
 - d. No break dancing without permission from an adult supervisor.
 - e. Partners may face one another while dancing in a hug position; however, this must be done in an appropriate manner.
 - f. No lifting dance partner off of the floor.
 - g. No wrapping of legs around any other person.
 - h. No grabbing, touching, or rubbing another person in a distasteful or unwanted way.
5. Consequences
 - a. Dancing Violations
 - i. 1st warning: ID card taken and a letter mailed home to parents explaining reason.
 - ii. 2nd warning: Removal from dance – student placed on “no activities” list for the rest of the year.
 - b. Dress Code Violations
 - i. If dress code is not followed, student will not be permitted to enter the dance.
 - ii. Students may be removed from the dance for violations of dress code during the dance.

Please sign and turn in when purchasing a dance ticket.

I have read, understand, and agree to comply with the Monterey Trail High School Dance Contract as stated above.

Signature

Date

ID Number

Sample Field Trip Form



Elk Grove Unified School District

Ejemplo



AUTORIZACIÓN PARA LA EXCURSIÓN DEL ESTUDIANTE

No se permitirá la participación de ningún estudiante en la Excursión a menos que haya entregado esta Autorización completada y firmada al Maestro Supervisor, al Patrocinador o a la Secretaría de la Escuela como mínimo 48 horas antes de la Excursión.

No se aceptarán autorizaciones verbales ni otras autorizaciones que no sean este formulario.

Escuela/Profesor a terminar / School/Teacher to complete:

Escuela/ School:	Sitio #/Site #:	La Excursión #/Field Trip #:
Destino de la excursión/Field Trip Destination:		
Fecha de la excursión/Date of Trip:	Fecha programada de partida/Departure Time:	Fecha programada de regreso: Return Time:
Método de transporte/Method of Transportation:		
Maestro Supervisor/Patrocinador/Supervising Teacher/Sponsor:		

Padre/Tutor a terminar / Parent/Guardian to complete*:

Nombre del Estudiante/Student Name:	Estudiante ID#/Student ID #:	Grado/Grade:	Fecha de nacimiento/DOB:
Nombre del Padre/Tutor, Dirección, Teléfono/Parent/Guardian Name, Address, Phone:			
Contacto y No. de teléfono para emergencias/Emergency Contact Name & Telephone No.:			
Problemas médicos/medicamentos: (hoja separada del agregado en caso de <u>necesidad</u>)/Medical Conditions/Medications (attach separate sheet if necessary):			

Al firmar al pie, declaro y acepto lo siguiente: (la muestra del padre/del guarda y completa la información del estudiante abajo)

- La participación en esta Excursión es voluntaria y un privilegio. Comprendo que el estudiante tiene el derecho y la posibilidad de permanecer en la escuela en lugar de participar en la Excursión. Solicito que se permita al Estudiante participar en la Excursión, bajo la supervisión del Maestro Supervisor/Patrocinador y/o acompañantes adultos, y el transporte será provisto como se describe (lo que puede incluir el transporte en vehículos que no son propiedad/operados por el Distrito).
- El Código de Educación de California, art. 35330, establece: "Se considerará que todas las personas que participan en la excursión o paseo han renunciado a todo reclamo contra el distrito o el estado de California por cualquier lesión, accidente, enfermedad o muerte producidos durante o a causa de la excursión o paseo." Comprendo y acepto que no puedo considerar al Distrito, sus funcionarios, representantes ni empleados, responsables de ningún reclamo que surja de o se relacione de alguna manera con la participación del Estudiante en esta Excursión. [Los adultos que participan en Excursiones fuera del estado también deben firmar una declaración de renuncia a tales reclamos].
- El Maestro Supervisor o el Patrocinador conversarán sobre las reglas y requisitos de seguridad de la Excursión con los estudiantes y acompañantes adultos antes de la Excursión, la cual puede incluir condiciones peligrosas o de riesgo o circunstancias que expongan al Estudiante a daños o lesiones potenciales, que pueden incluir la muerte. Los Estudiantes deben obedecer todas las reglas y requisitos de seguridad de la Excursión, así como los Códigos de Conducta y normas generales de respeto hacia las personas y bienes, y de buena conducta. Comprendo y estoy de acuerdo en que el incumplimiento por parte del Estudiante de las reglas o requisitos de seguridad de la Excursión puede ser causa de que el Estudiante sea enviado de regreso a su hogar, con gastos a mi cargo, y que como resultado se podrá prohibir la participación del Estudiante en Excursiones futuras.
- La información médica de emergencia sobre el Estudiante figura en el legajo del Distrito y está actualizada. (Proporcionar información actualizada antes del viaje, si es necesario). Si ocurre una lesión o emergencia médica durante la Excursión, un Maestro Supervisor, Patrocinador o acompañante tienen mi consentimiento expreso para brindar o autorizar que se brinde atención urgente o de emergencia, lo que incluye el transporte del Estudiante a un proveedor de atención de urgencia o emergencia. En tales circunstancias, se podrá demorar la notificación a mi persona y/o al Contacto de Emergencia sobre la lesión o emergencia médica. Por lo tanto, todo proveedor de atención urgente o de emergencia tiene mi consentimiento expreso para efectuar los procedimientos de diagnóstico y anestesia, y/o para brindar la atención o tratamiento médico (incluyendo cirugía) que considere razonables o necesarios en las circunstancias presentes. Todos los costos y gastos relacionados con dicha atención son exclusivamente mi responsabilidad.

Nombre del padre/tutor legal en letra de molde/ Parent/Guardian Printed Name	Firm/ Signature	a/ Date
Fecha		
*Nombre del Estudiante/*Student Name:	*Estudiante ID/*Student ID #:	Site #: Field Trip #:
Date Received by School:		

Supervising Teacher/Sponsor shall take the original form on the Field Trip. A photo copy will remain on file with the Main Office for a period of no less than one (1) year after the date of the Field Trip.

Sample EGUSD Opt-Out Form

EGUSD Student Opt-Out Form 2023-2024

Release of Directory Information/Yearbook Information

Pursuant to the Family Educational Rights and Privacy Act (FERPA) and the California Education Code, the District may release directory information to certain persons or organizations, as specified in this handbook, when it is requested. Directory information may include a student's name, photograph, address, telephone information, email address, major field of study, participation in officially recognized activities and sports, weight and height of members of the athletic teams, dates of attendance, degrees and awards received and the most recent previous public or private school attended. In the case of students who have been identified as having special needs or homeless, no material can be released without parent or guardian consent. Parents and guardians can opt-out of having their child's directory information released by checking the box below and signing the form. Directory information does not include citizenship status, immigration status, place of birth, or any other information indicating national origin (the District will not disclose such information without parent/guardian consent or a court order.)

If you do not want your child's directory information released, choose one of the following two options:

- ☐ **Option A: NO student directory information released at all, including NO yearbook and award listings.**
- ☐ **Option B: NO student directory information released generally; YES include in yearbook and awards listings.**

Electronic Parent and Student Handbook

Parents have the option to receive an electronic Parent and Student Handbook, the annual notification provided to families each year. If you would like to receive an electronic copy of this handbook by email only, please check the box below.

- ☐ **YES, I wish to receive an electronic copy of the Parent and Student Handbook via email instead of regular mail.**

Movies and Videos – Grades 6-12

The District has a policy limiting the types of movies shown in classrooms. PG-13 rated movies that are District approved may be shown only to grades 6-12. If you do not want your child to view PG-13 rated movies during the 2021-2022 school year, please check the box below:

- ☐ **I DO NOT** want my child to view approved PG-13 rated movies. I prefer that my child be given alternative assignments.

R rated movies that are district-approved may only be shown to grades 9-12. If you do not want your child to view R rated movies during the 2021-2022 school year, please check the box below:

- ☐ **I DO NOT** want my secondary student to view approved R rated movies. I prefer that my child be given alternative assignments.

Parent/Guardian Signature:	X _____	Date:	_____
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Acknowledgement Page

If this page is not returned, presence during the lessons at school in the first days demonstrate student is aware of their responsibilities and behavioral expectations



ACKNOWLEDGMENT PAGE -

*Complete this form and
Return to your Advocacy Teacher*

Advocacy Teacher:_____

MONTEREY TRAIL HIGH SCHOOL ACKNOWLEDGMENT OF THE 2025-2026 STUDENT HANDBOOK

The district's regulations concerning student discipline are available on request at the principal's office in any district school.

The principal of each school shall ensure that every pupil enrolled will be advised of all regulations of the district and of the school related to student discipline at the beginning of each school year, and that transfer students will be advised at the time of their enrollment in the school.

PLEASE PRINT

Student's Last Name

First Name

Grade

Student's ID #

Home Phone

Date

I have reviewed the Monterey Trail High School 2025-2026 Student Handbook online (mths.egusd.net) which includes all of the following in addition to other school information: Information for Seniors, General Information, Attendance Policy, Dress Code, Standards of Conduct, Discipline Consequences, Anti-discrimination policies, Drug and Alcohol Policy, Bus Rules, Parking Regulations, Fire Drill Procedures, Video Policy, Terms, and Conditions for use of Technology and the Internet, and Terms and Conditions for use of the Monterey Trail High School Library. I understand that it is my responsibility to read and adhere to the rules and regulations of this handbook.

Parent/Guardian's Signature

Student's Signature

Work Phone Number

Home Phone Number

ALMA MATER

ALMA MATER

Our legacy will grow with
fame Through many lands let
ring, And sound abroad our
glorious name Of Monterey Trail
we sing.

Our noble colors green
and gold Instill us all with
pride, We pledge to you
our faith untold For
knowledge is our guide.

Our wisdom gained must
never die And we shall never
fail,
For in our hearts will
always lie A love for

