



**2026-2027**  
**STUDENT HANDBOOK**

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## Principal's Message

Attention Cougar Family,

Welcome to the 2026/2027 school year. If you are a returning student, welcome back. If you are new to El Dorado High School, welcome to the Cougar family.

By enrollment at El Dorado High School, you are part of the oldest and most historic high school in El Dorado County and California and you should take great pride in being on campus. The staff at El Dorado High School has dedicated their professional lives to creating the best high school experience possible for you and we hope you take advantage of all the opportunities on campus this year.

The purpose of this handbook is to provide you with information specific to El Dorado High School and keep you informed about our systems, practices and core values.

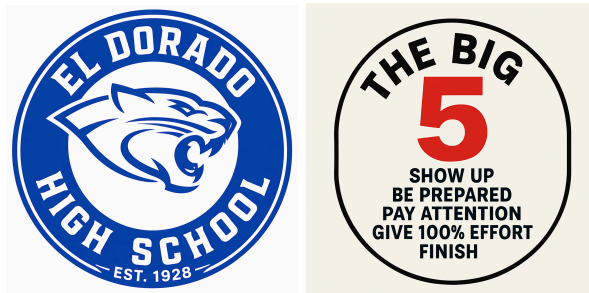
El Dorado High School CORE Values are foundational to our school community and are as follows; **(Responsibility, Integrity, Acceptance, Kindness, Respect, and Spirit)**. We encourage every student to embrace these values and demonstrate them within their daily interactions with everything they do in school and in life.

The El Dorado High School student handbook provides details on our rigorous academic programs, extracurricular activities, athletics, and support services designed to foster your student engagement, personal growth, and academic success. We deeply believe in empowering our students to pursue their passions, explore new interests, and cultivate their talents through participation in school sponsored activities.

While at El Dorado High School you will continually be reminded of traits within your control that we will refer to as the BIG 5. Show up, Be Prepared, Pay Attention, Give 100%, and Finish Everything. If you exhibit the Big 5 in any area of your life I am certain you will be successful in everything you do in school and in life. With engagement, enthusiastic school spirit, and staff support, I am confident that you will be able to achieve your goals at El Dorado High School. It's going to be a great year to be a Cougar.

Go Cougars!

Troy Gassaway - Principal, El Dorado High School



## 2026-2027 EDUHSD Student Calendar

### July 2026

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

### January 2027

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

### August 2026

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

### February 2027

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

### September 2026

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

### March 2027

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

### October 2026

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

### April 2027

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

### November 2026

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

### May 2027


M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				


### December 2026


M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

### June 2027


M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

 First & Last Day of School

 Quarter / Semester End

 **School Closed**

- Nov. 23-27 Thanksgiving Recess
- Dec. 21 - Jan. 4 Winter Break
- March 19-29 Spring Break

 **Teacher Inservice Day / Non-student Day**

Classified staff check with your immediate supervisor and work calendar.  
January 04

 **Legal Holidays**

- July 3 Independence Day (Observed)
- Sept. 7 Labor Day
- Nov. 11 Veteran's Day (Observed)
- Nov. 26 Thanksgiving Day
- Dec. 25 Christmas Day
- Jan. 1 New Year's Day
- Jan. 18 MLK, Jr. Day
- Feb. 12 Lincoln's Day
- Feb. 15 Presidents' (Washington's) Day
- Mar. 28 Easter
- May 31 Memorial Day
- June 18 Juneteenth (Observed)

 **Intersession**

June 1 - 10 Intersession (dates subject to change)

 **Emergency School Closure**

If school is cancelled, students and staff may be required to attend one or all of the following days.  
Day 1 April 23  
Day 2 April 26

**Graduation**

- May 27 IHS (pm); UMHS (pm); EDHS (pm)
- May 28 ORHS (pm); PHS (pm); PCA (pm)

**Early Release Time**

See site calendar for dates and times

Link to additional student district calendars: [Student District Calendars](#)

## Bell Schedule

 <b>El Dorado High School Bell Schedule</b>														
Monday			Tuesday			Wednesday			Thursday			Friday		
Start Time	End Time	Min.	Start Time	End Time	Min.	Start Time	End Time	Min.	Start Time	End Time	Min.	Start Time	End Time	Min.
8:30 a	9:20 a	50	8:30 a -	9:25 a	55	8:30 a -	9:25 a	55	8:30 a -	9:25 a	55	8:30 a -	9:25 a	55
<b>2nd Period</b>			<b>1st Period</b>			<b>1st Period</b>			<b>1st Period</b>			<b>1st Period</b>		
9:26 a	10:15 a	49	9:31 a -	10:12 a	41	9:31 a -	10:12 a	41	9:31 a -	10:12 a	41	9:31 a -	10:12 a	41
<b>3rd Period</b>			<b>FLEX</b>			<b>FLEX</b>			<b>FLEX</b>			<b>FLEX</b>		
10:21 a	11:10 a	49	10:18 a -	11:46 a	88	10:18 a -	11:46 a	88	10:18 a -	11:46 a	88	10:18 a -	11:46 a	88
<b>4th Period</b>			<b>2nd Period</b>			<b>3rd Period</b>			<b>2nd Period</b>			<b>3rd Period</b>		
11:16 a	12:05 p	49	11:46 a -	11:56 a	10	11:46 a -	11:56 a	10	11:46 a -	11:56 a	10	11:46 a -	11:56 a	10
<b>5th Period</b>			<b>Break</b>			<b>Break</b>			<b>Break</b>			<b>Break</b>		
12:05 p	12:35 p	30	12:02 p -	1:28 p	86	12:02 p -	1:28 p	86	12:02 p -	1:28 p	86	12:02 p -	1:28 p	86
<b>Lunch</b>			<b>4th Period</b>			<b>5th Period</b>			<b>4th Period</b>			<b>5th Period</b>		
12:41 p	1:30 p	49	1:28 p -	1:58 p	30	1:28 p -	1:58 p	30	1:28 p -	1:58 p	30	1:28 p -	1:58 p	30
<b>6th Period</b>			<b>Lunch</b>			<b>Lunch</b>			<b>Lunch</b>			<b>Lunch</b>		
1:36 p	2:25 p	49	2:04 p -	3:30 p	86	2:04 p -	3:30 p	86	2:04 p -	3:30 p	86	2:04 p -	3:30 p	86
<b>7th Period</b>			<b>6th Period</b>			<b>7th Period</b>			<b>6th Period</b>			<b>7th Period</b>		
2:25 p	3:30 p	65												
<b>Teacher Collaboration</b>														

For additional bell calendars that are used throughout the year, please visit our website:

<https://cougar.eduhsd.k12.ca.us/School-Info/Bell-Schedules/>



## Cougar Core Values & Ways of Success:



## Mission:

EDHS is committed to providing all students with a school culture that is safe, supportive, and inclusive while also ensuring all students have access to diverse educational opportunities that will prepare all students for future success.



## Vision:

Empowering and equipping all students to achieve excellence through creative and diverse educational opportunities.

est. 1928

## Phone Directory

### El Dorado High School

561 Canal Street, Placerville, California 95667

Phone 530-622-3634 Fax 530-622-1802

#### Office extensions:

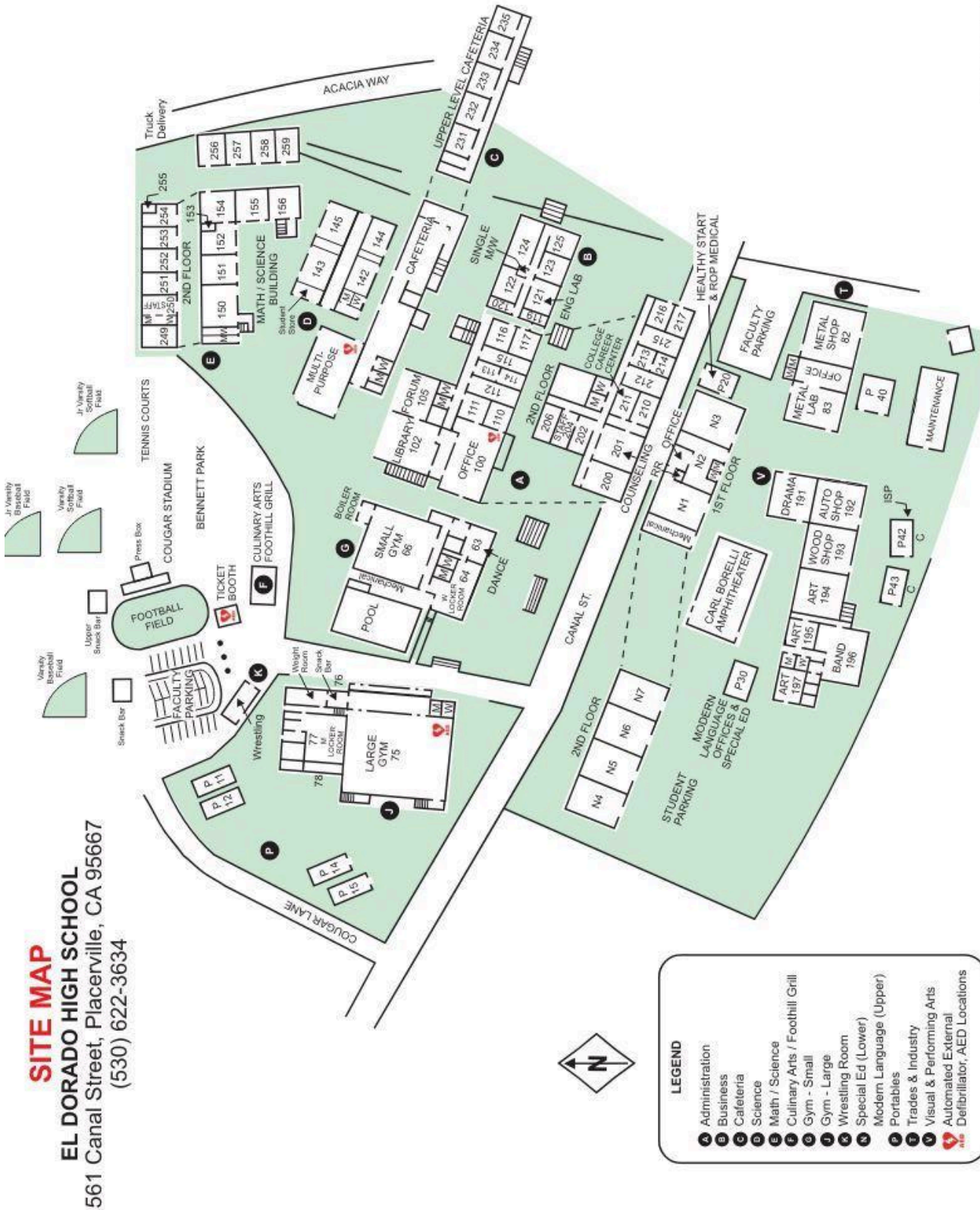
Receptionist and Athletics	0 or 1010
Attendance	1011
Health Office	1111
Principal's Office	1020
Administration Office	1025
Library	1027
Counseling	1028
Registrar	1029
College and Career Center	1033
Psychologist	1032
Athletic Director	1010 or 1249
Finance Office	1018
Cafeteria	1053
ROP - medical health	1443
District Office	530-622-5081
District Transportation Department	530-622-6306
ROP Director	530-621-0123

#### Community Resources

Al-Anon/Al-ATeen	916-334-2970
Big Brothers & Big Sisters	530-626-1222
Boys & Girls Club	530-295-8019
Cal-SAFE (for pregnant and parenting students)	530-622-7130
Child Abuse Reporting	800-422-4453
Domestic Violence Hotline	916-920-2952
El Dorado Transit	530-642-5383
Health Department	530-621-6100
Health Depot	530-626-3722
Mental Health Crisis Line	530-622-3345
New Morning	530-626-4190
Teen Shelter	530-626-4190
Progress House	530-642-1715
Suicide Prevention Hotline	530-622-3345
The Center-For Violence-Free Relationships	530-626-1450
Crisis Support Line	530-626-1131

# El Dorado High School Site Map

Reviewed 8/17/22



## AED Locations

AED's are located in the Large Gym, Multi-purpose room, Main office, and ticket booth near the stadium.

## Off Limit Areas

The parking lots are off limits during class, passing, breaks, and lunches. During lunch time, you may only be in the following areas: lower quad, upper quad, cafeteria, and multi-purpose room. The rest of the campus is off limits. Students out of bounds are subject to being searched and disciplinary action.

## Aeries Portal

The Aeries parent and student portal is a website that parents and students can log into to check grades, update contact information, and see any other information the school provides to you. Access to the aeries portal can be found on our schools [website](#).

## Parent Square

Parent Square (PS) is a two-way private communication platform. It provides a safe way for administrators, teachers, staff, groups and parents to connect and effectively communicate. All school, grade level and classroom information is sent from one centralized place to your computer or mobile phone via email and/or text or you can download the FREE app! It is important for all current PS users to verify that your AERIES information is correct since PS pulls your contact information from AERIES. Enrollment in PS is automatic, we recommend that you register for PS by accepting the invitation from PS when you receive it. ***\*If you haven't received an invitation, send an email to [jgatlina@edusd.k12.ca.us](mailto:jgatlina@edusd.k12.ca.us), use the subject line "Parent Square". Include your name, email address and student name. Please look for an invitation email to join Parent Square. Click the link to activate your account and register.***

## Daily Bulletin

Announcements regarding events on and off campus are submitted by staff and coaches daily. The daily bulletin is announced by students each morning. All activities, athletic events, meeting dates, club news, teacher news, scholarship information and special schedules, etc., are published each day. Listen for it daily or check it out for yourself on the school website at: <https://cougar.edusd.k12.ca.us/Bulletin/index.html>

## Student Support Services

EDHS offers a number of support programs for our students. Students wishing to access these programs may do so by speaking with a teacher, counselor, school nurse, or assistant principal:

- Counseling Office
- Wellness Center
- College and Career Center
- Public Health Nurse
- El Dorado County Probation
- Placerville Police Department

## Associated Student Body Message

The El Dorado High School Associated Student Government is maintained through the active support of the students by authority of the Principal and Board of Trustees. The ASB organizes student activities, regulates student body funds, and advises the administration on policies affecting students. The ASB constitution was written and revised by students for the purpose of serving the entire student body.

We believe in the creation of a positive school climate, "STARTS WITH YOU!" When you see something that is wrong - bullying, littering, cheating, etc. - say something to stop it. If you see something good being done, say something to that person. If you have the strength to lead, you can make a great difference in our school. We can affect more change if students take charge as the leaders on the campus. Step up and help make El Dorado a great place! We have an anonymous reporting app called STOPit that you can use to report.

## Students Clubs, Activities, and Organizations

**GET INVOLVED...**There are many different types of student activities aimed at meeting every student's interests, such as: Key Club, California Scholarship Federation (CSF), Yearbook, Faith Out Loud, Choir, Drama Club, Academic Decathlon (competitive academics), Multicultural Club, Speech and Debate, Interact Club, Manos a la Obra, Natural Resource Club, Circuit Breakers Robotics Team, Health Academy, EDHS Litterarum Club, Athletics, Cheerleading and Student Government. A complete list of clubs and their descriptions are available in the counseling office and on our school [website](#).

## ID Cards and ASB Cards

All students will have access to a digital ID card, which can be accessed on a cell phone or other digital device. **Students are expected to carry an ID card on campus at all times and be prepared to present it at the request of any staff member.** ID cards are necessary to check out books and materials from the library, to leave campus during unscheduled periods, to be admitted to any EDHS-sponsored dance, athletic events or activity, and to ride buses.

ASB cards can be purchased for \$40 on the web store. Students who purchase an ASB card will have their ID card specially marked. The activity ID entitles a student to significant discounts on most school activities. Money derived from the sale of ASB cards goes to support all school-sponsored activities.

## Textbooks and Equipment

Students are financially responsible for any books and materials issued to them. If paying for a lost or stolen book, make sure you get a receipt. No diploma will be issued to graduating seniors, nor will students be permitted to participate in athletics or dances, until all debts are cleared.

## Life Fitness Uniform Expectations & Locker Policy

Students are expected to wear their Life Fitness uniforms every day they have class. If a student forgets their uniform, they will be provided a "loaner" uniform for the day. However, if the use of loaner clothes becomes an excessive habit, a meeting will be scheduled with the student, the Life Fitness teacher, and the Assistant Principal to discuss the matter. Additionally, a phone call home will be made to ensure that parents are informed and supportive of efforts to address the issue.

If a student becomes defiant or refuses to wear the loaner uniform, they will be referred to the administration for further action. Our goal is to maintain consistency and accountability in class expectations, ensuring all students participate safely and appropriately.

Lockers will be assigned to students who are in life fitness. Please remember, the school does not assume responsibility for loss or damage to the contents of lockers. We do, however, ask that you report any problems (vandalism, theft etc.) to the assistant principals' office AT ONCE. **Be advised that school administrators may inspect lockers at any time with reasonable suspicion.**

## Classroom Conduct

In general, problems that are of a basic classroom nature - tardiness, violation of class rules, non-participation, lack of effort, and poor academic progress - will be handled by the teacher. Continued problems of this nature will be referred to the appropriate Assistant Principal or Dean of Student Services.

## Closed Campus and Cutting Class

El Dorado High School is a closed campus school. Closed campus violations/cutting class will result in detention (s) and progressive disciplinary action. THE PARKING LOT IS OFF LIMITS DURING SCHOOL HOURS. Students are not allowed to return to their cars or go to the parking lot during the school day. Students are required to be in their assigned classes during the school day. In addition, responsible behaviors are expected before, during, and after school hours. Positive behavior is expected at all times.

- Students will not loiter on private property or disturb the peace.
- Students are not allowed to sit in cars or be in the parking lot during lunch or school hours.

## Messages and Deliveries

When classes are in progress, phone messages will only be delivered in case of a serious family emergency. This is in adherence to the School Board's directive to not interrupt the instructional process. We discourage the delivery of items for students at school such as: balloons, flowers, lunches, etc. If necessary, items may be dropped off by parents to the main office; parents may text their student to come and pick up during lunch, breaks, or passing. **Food deliveries including but not limited to, door dash, grub hub, uber eats, and pizza, are not allowed.** Delivered food will be discarded and not given to students. The school will not be held financially responsible for food that has been discarded. Students violating this policy will receive detention with progressive disciplinary action.

## Illness and First Aid

When students need to go to the Health Office, they must first obtain a pass from their teacher (except for emergencies).

1. Students must check-in with the health technician immediately upon arrival.
2. Parents will be contacted by school staff if a student is ill or injured and must go home.
3. Under **NO CIRCUMSTANCES** is a student permitted to leave campus without authorization.

## Medications

If students must take medication during school hours, a *Medication-In-School* form must be signed by a doctor and the student's parent/guardian and returned to the health tech at El Dorado High School. This includes over-the-counter medications and prescription medicines, including emergency medications such as inhalers and Epi-pens. The medicine must be brought to school in the prescription labeled original container and over the counter medications in the original container. The medicine is kept in a locked cabinet and the student must come to the health office to obtain the medication. If you have any questions please contact the health office at EDHS, 622-3634 ext. 1011. The medication in school form can be found on the district website: [eduhsd.k12.ca.us/Student-Success/Health-Services/index](http://eduhsd.k12.ca.us/Student-Success/Health-Services/index)

## Emergency Contacts

Emergency contact information must be updated through the Aeries Parent Portal online <http://parent.eduhsd.k12.ca.us>. If you do not have Internet access, you can access the parent computer in the main office or fill out an emergency card in the counseling office.

## Transportation

Most El Dorado High School students ride buses at some time during the school year, either to or from school or with athletics, field trips, or other school activities. The number one priority for the Transportation Department is to ensure the safety of all passengers. Therefore, orderly conduct is expected at all times and everyone aboard is to follow the directions of the driver. Remember, all school rules apply on the bus and at the bus stop. Violators of the bus rules are subject to disciplinary action, which may include the DENIAL of transportation. Semester bus passes may be purchased at the District Transportation office. Daily bus trip passes are available at school from the school finance office. Bus route information and costs are posted at the school and on the District's website at [www.eduhsd.net](http://www.eduhsd.net). If you have questions, please call 530-622-5081 ext. 7245 or ext. 7250. Bus passes can be purchased online by going to the following website: [eduhsd.k12.ca.us/Transportation/Bus-Fees--Applications](http://eduhsd.k12.ca.us/Transportation/Bus-Fees--Applications)

## Parking and Driving Regulations

Students who drive to school are advised that all provisions of the California Vehicle Code are strictly enforced. **Parking is limited and available on a first-come first-served basis.** If you have a circumstance that requires special consideration, please contact your assistant principal. Citations will be issued to vehicles improperly parked or vehicles in the faculty/reserved lots. Students who violate parking lot and driving regulations will be subject to discipline consequences and/or loss of parking privileges. **Students are not permitted to loiter (hang out) in the parking lots.** The school assumes no responsibility or liability for theft or damage to cars, motorcycles, or bicycles. At no time are cars, trucks, bicycles, etc., to be driven on sidewalks, lawns, athletic areas or any area NOT designated for vehicle traffic. **The parking lots are off limits during school hours. You must also be advised that school administrators with reasonable cause may inspect vehicles on campus at any time.**

## Skateboards and Scooters

These items should not be brought to school and are not allowed to be ridden on campus at any time. They often cause campus and class disruption and are frequently misplaced or stolen. If they are brought to school, they must be stored in a classroom or the office. The school will not investigate or participate in attempts to recover such lost or stolen items.

## Counseling and Guidance Services

530-622-3634 ext. 1028

The El Dorado High School counseling/guidance/career staff is committed to assisting all students. This includes academic, career development, and personal/social domains. Students and parents/guardians are encouraged to contact the counseling office to meet with their student's counselor.

### EDUHSD Graduation Requirements & UC & CSU College Admission Requirements Class of 2027 & 2028

Subject	High School Graduation Requirements	A - G	UC and CSU Admission (minimum) Requirements
<b>Social Science</b>	3 years (30 credits)	<b>A</b>	2 years
<b>English</b>	4 years (40 credits)	<b>B</b>	4 years
<b>Mathematics</b>	3 years (30 credits) <i>Minimum of Algebra 1 &amp; Geometry</i>	<b>C</b>	3 years (Must complete Algebra 2) (UC recommends 4 years)
<b>Science</b>	2 years (20 credits) <i>1 Biological Science &amp; 1 Physical Science</i>	<b>D</b>	2 years (Must be lab classes) (UC recommends 3 years)
<b>LOTE</b> Language Other Than English	2 year (20 credits) <i>Options Include: LOTE, VAPA, or CTE</i>	<b>E</b>	2 years (UC recommends 3 years)
<b>VAPA / CTE</b> Visual and Performing Arts / Career Technical Education		<b>F</b>	1 year (VAPA)
<b>Electives</b>	70 Credits	<b>G</b>	1 year (College Prep Elective)
<b>Physical Education</b>	2 years (20 credits)		
<b>Health Education</b>	.5 years (5 credits)		
<b>Technology Education</b>	.5 years (minimum 5 credits) <i>ICT Foundations (5 credits) or Exploring Computer Science (10 credits)</i>		
<b>Total credits required to graduate High School: 240</b>  170 Core Credits (required subjects) +70 Elective Credits = 240		<b>For college preparedness, please keep in mind:</b>  A-G classes must be passed with a "C" or better  SAT/ACT score may be required by "4-year" colleges (check private & out-of-state admission requirements)  Many colleges consider extracurricular activities in admission decisions.	

## EDUHSD 2026-2027 Grading Dates

Reporting Period	Grade Period Ends	Grade Window Opens	Grade Window Closes	Grades Uploaded Electronically
1 <sup>st</sup> Mid-Qtr. Progress Report	Friday, September 4	Tuesday, September 1	Wednesday, September 9	Friday, September 11
1 <sup>st</sup> Qtr. Report Card	Friday, October 9	Tuesday, October 6	Tuesday, October 13	Friday, October 16
2 <sup>nd</sup> Mid-Qtr. Progress Report	Friday, November 6	Tuesday, November 3	Tuesday, November 10	Friday, November 13
Semester 1 Report Card	Friday, December 18	Tuesday, December 15	Wednesday, January 6	Friday, January 8
3 <sup>rd</sup> Mid-Qtr. Progress Report	Friday, February 5	Tuesday, February 2	Tuesday, February 9	Thursday, February 11
3 <sup>rd</sup> Qtr. Report Card	Friday, March 12	Tuesday, March 9	Tuesday, March 16	Thursday, March 18
4 <sup>th</sup> Mid-Qtr. Progress Report	Thursday, April 22	Monday, April 19	Wednesday, April 28	Friday, April 30
Semester 2 Report Card	Friday, May 28	Tuesday, May 25	Tuesday, June 1	Friday, June 4

### Advanced Placement (AP) Test Dates

For specific test days and dates go to [www.collegeboard.com](http://www.collegeboard.com) or see the school calendar. Testing dates are May 5 through May 16.

### Expectations for Graduating Seniors

Participation in the graduation ceremony and related Senior activities is a privilege, not a right. Any senior who commits a suspendable offense or has excessive absences of any kind during the fourth quarter of the senior year may not be allowed to participate in the graduation ceremony or the senior activities. Vandalism, including senior pranks, to the school or property constitutes grounds for suspension. **Seniors will be required to sign a notification of expectations during the second semester detailing the specifics of what is required in order to participate in graduation.**

### Final Exam Policy and Absenteeism

Final examinations are mandatory at El Dorado High School and will not be given early. Students who miss their final exam will be issued a grade of “incomplete” for the semester. Students are required to make-up their missed final exam during the first 2 weeks of the following semester to replace the “incomplete” grade with a letter grade. Failure to do so will result in lower semester grade. Seniors will not be cleared to participate in Senior Activities or Graduation without completion of all their finals.

## College and Career Center

622-3634 ext. 1033

The friendly staff in the college and career center is dedicated to assisting students with post-secondary exploration. Come in for a visit for information on any of the following:

- Work permits
- Job board
- Online career search resources
- Career Assessment Testing
- Annual College Fair
- Annual Career Fair
- Apprenticeship information
- Military recruiters
- College representatives
- ASVAB testing
- College application assistance
- SAT & ACT information & registration
- Financial aid applications
- Senior scholarship and award nights
- Scholarship information

Scholarship listings and applications are available on our website at:

<https://cougar.eduhsd.k12.ca.us/Academics/College--Career-Center/index.html>

### Useful websites

College searches, SAT registration - [www.collegeboard.com](http://www.collegeboard.com)

ACT registration - [www.act.org](http://www.act.org)

UC admissions applications - [www.ucop.edu/pathways](http://www.ucop.edu/pathways)

CSU admissions applications - <https://www.calstate.edu/apply>

El Dorado County local scholarships - <https://scholarships.edcoe.org/>

Online financial aid application - [FAFSA](#) and [CA Dream Act Application](#)

Athletic clearinghouse for college athletes - [www.ncaa.org](http://www.ncaa.org)

National Association of Intercollegiate Athletics - [www.naia.org](http://www.naia.org)

## Work Permits

California State Law requires that:

1. All minors under 18 years of age must obtain a valid work permit before beginning any employment. Work permit applications may be obtained in the College and Career Center. These permits are issued pending verification of regular school attendance.
2. Students must be eligible (2.0 GPA) to have and maintain a work permit.

## FLEX Time Schedule

Flex Time (FLEX) is an enrichment and recovery period. We will offer students four Flex Time periods every week where they can select offerings that are curricular or co-curricular in nature. Flex Time will be 41 minutes long following first period to allow time for students to complete or practice performances, suit out for PE recovery, work in small groups with the teacher or individually on skills, and make up longer assignments such as labs and tests while balancing their regular periods. Teachers will post their Flex Time offerings on Flexisched for students to sign up for starting Monday of each week. Students will be able to select and change where they are going during Flex Time up until 5 minutes before the Flex Time period, unless they have been assigned an offering by a teacher. This will be marked by a red check mark on your schedule in Flexisched. Students will have a choice from skill remediation (or re-teaching), make-ups, study hall, tutorials, or enrichment.

Flex Time is a period that students must attend and will be marked present or absent for. Cutting FLEX will result in a lunch detention and progressive disciplinary action. It is our hope that Flex Time brings more choice, flexibility, and meaningful contact between all members of campus.

### **Where do I go if I don't sign up for Flex Time?**

You can sign up for Flex Time on the school website. You can also go directly to our flexiSCHED website. Do NOT search for flexiSCHED on google; you will most likely get a different school's flexiSCHED website.

### **What happens if I don't sign up for Flex Time?**

Students will be given 1 lunch detention for the 1st offense, 2 lunch detentions for the 2nd offense, and a Saturday School for the 3rd offense, along with a parent phone call and possible social probation.

## Attendance Procedures

ATTENDANCE OFFICE - 622-3634, ext. 1011

**\*\*EDHS IS A CLOSED CAMPUS** - Students are not allowed to leave campus or be out of bounds during their school day (including lunch). Students are to check in/out through the Attendance Office if they are going to be released early or arrive late. Upon returning to the campus, students must sign in at the Attendance Office. Failure to sign out, even for a verified absence, will result in disciplinary action. Students leaving campus without permission, who return on the same day, are subject to search. Absences must be cleared within **3 days/ 72 hours of the absence** or disciplinary action will be taken. The attendance line is available for attendance messages **24 hours a day**.

Please send a note with your student or call the attendance office for a pass and allow **15-30 minutes for the pass to be processed**. Passes will not be delivered the last 15 minutes of the school day for early release. **Passes are not delivered during finals, AP testing, and state testing. Please plan in advance.**

Absence from class is considered excused for:

- Illness
- Injury
- Medical/Dental appointments
- Funeral services for a member of the immediate family
- Quarantine

Other absences, which are acceptable, with prior approval, include:

- Required Court appearance
- Funeral for other than the immediate family
- Observance of religious holiday/ceremony/retreat
- Prospective College visits

Absences, which are not acceptable, include:

- Working
- Vacation
- Baby-sitting
- Personal business
- Unverified illness

## Homework Requests

If your student is absent from school, homework should be requested directly from the teacher. You can email your student's teachers using the teacher's initials of their first name and their last name @eduhd.k12.ca.us or go to the Staff Directory.

## Truancy Policy

A truant student is a student who stays away from school without leave or explanation. Truancy will result in detentions/Progressive Discipline. **Habitual truancy will result in progressive discipline action and a referral to the School Attendance Review Team (SART) or the School Attendance Review Board (SARB).**

## Tardy Policy

Students are expected to be in class and in their assigned seats when the tardy bell rings. Teachers will enforce tardy policies within their classrooms.

### Violations across all classes:

- 5 Tardies per semester = 1 Detention\*
- 10 Tardies per semester = Administrative conference and 3 Detentions
- 15 Tardies per semester = Saturday School
- Continued tardiness will result in progressive discipline for defiance and may be referred to the Student Attendance Review Board (SARB) and Social Probation. Students and parents may access attendance records by logging onto their Aeries accounts.

\*Teachers may utilize classroom interventions and student/parent conferences as necessary.

## Late Policy

For the first class of the day students are expected to be in class and in their assigned seat when the tardy bell rings. If students are not in their seats the following consequences occur:

- Students who are tardy within 10 minutes of the tardy bell ringing should report directly to class and will receive a tardy. They should NOT report to the office.
- Students who are over 10 minutes late should report to the main office to check in and will receive 1 detention.

## **Student Behavior Expectations for Extra/or Co-Curricular Dances/Events/Games**

El Dorado High School subscribes to the principles of good sportsmanship and behavior based on respect. Our school will not tolerate rude, discourteous, or offensive behavior by students at extracurricular events some of which are outlined in the “Anti-Discrimination, Harassment, Distribution of Inappropriate Text or Images” section of this handbook (on pgs. 8, 9; BP 5145.3). When attending or participating in extracurricular &/or co-curricular activities on or off campus, district students are subject to district policies and regulations relating to student conduct. Students who violate district policies and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or co-curricular activities in accordance with Board policy and administrative regulation. When appropriate, the Superintendent or designee shall notify local law enforcement.

When students are denied access to or removed from games or events, parents will be contacted to ensure they are aware of their student’s disciplinary consequence(s) and any defiance of the given consequences will be grounds for suspension.

If you participate in any actions, verbal or physical, deemed objectionable or culturally insensitive, by the supervising administration, at home or away activities such as performances, games, and/or dances you will:

- Be removed from the event without refund
- In addition to school consequences, you will not be allowed to attend another like game or event, at home or away, for the rest of the season, or for the next like-event, as deemed appropriate by El Dorado Administration.

These policy expectations serve as a warning that any violations will dictate the actions as indicated above.

Students will not be permitted to attend extra-curricular activities if they have unserved detentions, Saturday School, or fines.

## School Dance Policies

- Students must be in good standing including being free from any outstanding discipline and/or school fines. Students who are expelled, suspended, or on social probation are not eligible to attend school dances.
- Students must have their ID Cards to purchase a ticket.
- Tickets will not be sold at the door for any school dances.
- Students must be cleared of all fees and fines, detentions, Saturday schools, and social probations to be eligible to attend.
- Student ID cards are required for entry into the dance (A digital ID card or a printed ID card is acceptable).
- Students MUST arrive no later than ONE hour after the dance has started. Once a student leaves the dance, he/she will not be readmitted to the dance.
- Students are expected to follow all school rules. Any student who is removed from the dance for any reason will lose the privilege of attending the next dance and parent/guardian will be called.
- No outside beverages or water bottles are permitted.
- No heels or black soled shoes that will scuff the gym floor are allowed to be worn on the gym floor.
- Students may not bring purses, bags or backpacks into the dance.
- Each student will be searched upon entering the dance.
- Guests from other schools will only be admitted with an approved guest pass, a current photo ID and the name of the EDHS date. Guests are permitted to attend the following dances with admin approval: Homecoming and Prom.
- Students must be picked up no later than 15 minutes after the dance ends.
- Have fun and make responsible choices.

**Unsafe, lewd, or vulgar dancing is not permitted. Students who are not dancing appropriately will receive a warning; a second offense will result in dismissal from the dance. The student will not be eligible to attend the next dance.**

## Extracurricular Activities Eligibility Requirements

Students participating in extracurricular activities will meet existing state and local eligibility standards relating to the specific organization such as: California Interscholastic Federation (CIF), organization or club by-laws, and school district administration guidelines. These standards will not apply to scheduled classes, which include, as part of their curriculum, student participation in activities and performances outside of the regular classroom schedule required for grading purposes. Requirements for participation in all extracurricular activities will be as follows:

1. All ninth-grade students shall be eligible to participate in extracurricular activities until their grades are reviewed at the end of the first quarter.
2. Students in grades 9 (other than first quarter) 10, 11, and 12 shall have a grade point average of C (2.0) at the quarterly grading period immediately preceding the activity in order to be eligible to participate in extracurricular activities.
3. A transfer student is eligible to participate if he/she was eligible at his/her previous school and is approved by CIF. Transfer students shall have one full grading period to meet the district eligibility requirements.
4. A student who leaves a team in mid-season without the coach's permission may be ineligible for another sport the following season.
5. In addition to academic requirements, students must complete all detention and have all fines paid:
  - a. At the beginning of each athletic season.
  - b. Prior to major activities: i.e., prom, graduation, and field trips.

The district shall provide an Eligibility Review Committee, which will consider appeals of the policy based upon a student's unique circumstances. The committee will have the authority to suspend the ineligibility rule if they determine "good cause" exists for such action.

Your coach/advisor will have a copy of the complete rules and regulations pertaining to the eligibility requirements.

**Please note:** Student Athletes must attend the majority of his/her school day on the day of contest or practice in order to participate (This includes R.O.P.). Athletes are expected to attend all classes and to be prompt. Unexcused absences from classes during the season may result in forfeiture of practice or athletic contest participation.

## **Sportsmanship Expectations**

El Dorado and all schools belonging to the CIF are committed to providing a sportsmanlike environment for students, coaches and spectators. To that end, the CIF Federated Council has adopted the following sportsmanship and crowd control recommendations. Each member school has committed itself to the following:

- ***Positive*** participation & cheering is the key to good sportsmanship
- There will be NO negative signs or posters at games/events
- No berating of opposing team players, officials or fans
- No obscene cheers or gestures

High school athletics should be fun for everyone, including players, officials and fans. Please support the Cougars, but under no circumstances, is any El Dorado student to act disrespectfully or derogatorily to any adult (including coaches, game officials, administrators, teachers, parents) or students, including players, from the opposing team or school. While many of our extra or co-curricular events are family friendly, we would encourage spectators to immediately report any inappropriate and/or questionable behaviors to supervising staff members.

Students will not be permitted to attend extra-curricular activities if they have unserved detentions, Saturday School, or fines.

## **Harassment, Sexual Harassment, and Terrorist Threat**

No students shall engage in harassing behavior, sexual or otherwise, toward another student or staff member. Harassment includes willful engagement in unwelcome verbal or physical behavior that creates a hostile environment for another person or group of people. Included, but not limited to: words, touching, gestures, notes, pictures, signs, posturing, or any other behavior that creates a hostile or threatening environment.

## Electronic Device Policy

In accordance with the Phone-Free Schools Act and EDUHSD [Board Policy 5131.8](#) students may use cell phones and electronics on campus during lunch, nutrition break, passing periods and before and after school. Cell phones must NOT be out or in use at ANYTIME or ANYWHERE on campus during instructional time without permission from the teacher. Teachers may require students to store phones in a caddy or lock box at the beginning of the class period. In classrooms where a storage method is not being utilized, students should store their phones in their backpacks. Other electronic devices including smart watches, airpods, headphones, tablets, etc., must also be stored during class time. In unique situations where a classroom Chromebook is not suitable, a teacher may authorize students to use their phones during class time for instructional purposes. If your student has an accommodation for the use of an electronic device to monitor a health condition or another diagnosed condition, they will still be able to use their device as prescribed for their condition.

If a cell phone is out during instructional time including restroom breaks, without permission, the student MUST surrender the phone to a staff member upon request. Students will then be able to pick up their phones from the main office at the end of the school day. Videos and pictures may not be taken during classes without teacher/staff permission. The following consequences will occur:

**First and Second Offenses:** Students may pick up their phone in the office at the end of the day and will be assigned 2 lunch detentions.

**Third Offense:** Students may pick up their phone in the office at the end of the day and Saturday School will be assigned to the student.

**Fourth Offense:** Assistant Principal will contact parent or guardian then the phone will be returned at the end of the day and a Progressive Discipline will be assigned to the student.

**Continued Cell Phone Violations:** Will be treated as acts of defiance and will result in progressive discipline.

**Students who refuse to surrender their cell phone to a staff member will receive additional consequences for defiance.**

## Audio or Videotaping in Classrooms

Students or any other visiting adult who records in a classroom without the teacher and principal's permission violates Education Code section 51512. That section states: The Legislature finds that the use by any person, including a pupil, of any electronic listening or recording device in any classroom of the elementary and secondary schools without the prior consent of the teacher and the principal of the school given to promote an education purpose disrupts and impairs the teaching process and discipline in the elementary and secondary schools, and such use is prohibited. Any person, other than a pupil, who willfully violates this section shall be guilty of a misdemeanor. Any pupil violating this section shall be subject to appropriate disciplinary action.

## **Academic Breach of Integrity Policy**

### **El Dorado Union High School District Board Policy**

The Governing Board believes that academic honesty and personal integrity are fundamental components of a student's education and character development. The Board expects that students will not cheat, lie, plagiarize, and knowingly allow others to copy work, or commit other acts of academic dishonesty.

Students, parents/guardians, staff, and administrators shall be responsible for creating and maintaining a positive school climate that encourages honesty. Students found to have committed an act of academic dishonesty shall be subject to district and school-site discipline rules which includes failing the assignment and receiving progressive discipline consequences.

### **El Dorado High School Breach of Academic Honesty Policy**

Breach of the EDHS Integrity Code will result in disciplinary consequences. The Assertive Discipline Record of each student is cumulative. Each infraction (including all classes) will result in incremental discipline/consequences:

1st Incident: Student fails assignment/test; teacher calls parent/guardian

2nd Incident: Student fails assignment/test; assigned Saturday School; Assistant Principal calls parent/guardian.

3rd Incident: Student fails assignment/test; Social Probation; referral for a Student Study Team.

Infractions not intended to be inclusive of all breach of academic honesty infractions:

- Copying from another student or knowingly allowing another to copy; completing the work for another student
- Using unauthorized materials and/or technologies
- Plagiarizing work
- Knowingly obtaining, processing, providing, using, buying, selling or soliciting in part or whole the contents of an examination, test, project, etc...
- Intentionally disadvantaging other students by tainting lab results, destroying the work of another, erasing another person's work
- Altering grades
- Forging
- Inappropriate use of online translators
- Artificial Intelligent (AI) Generated

## Computer & Network Policy

When you use school computers or electronic devices you agree to follow the directions of teachers and staff; the rules of the school and district; and the rules of the computer networks you access. Do not produce, distribute, access, use or store information which is unlawful; private or confidential; copyright protected; harmful, threatening, abusive or denigrating to others; obscene, pornographic, or contains inappropriate language; interferes with or disrupts the work of others; or causes congestion or damage to systems including large files such as movies without relevance to the curriculum. Protect your password. Do not allow anyone else to use your password, and do not use anyone else's password.

Anyone "hacking into the system", altering grades or school websites, planning, planting, or launching a virus on the network will be held financially responsible and issued appropriate consequences. Individuals who provide or use another person's username and password will be considered in violation and will receive a referral for a breach of integrity. The Student Resource Officer will be immediately notified of any student who impersonates a peer or staff member online or via other electronic devices.

The following are additional guidelines/rules for use of EDHS technology:

- Be polite. Do not write or send abusive messages, images, or photos.
- Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language.
- Transmission of obscene materials is prohibited. Sending or receiving offensive messages or pictures from any source will result in immediate suspension of privileges and disciplinary consequences.
- Do not reveal the personal address or phone number of yourself or other students.
- Do not communicate any credit card number, bank account number, or any other financial information.
- Electronic mail is not guaranteed to be private. People who operate the system do have access to all mail. Inappropriate messages can result in suspension of privileges and disciplinary consequences.
- Use of personal data or equipment will not be allowed without prior approval.
- Report any misuse of the network to the system administrator.

Any action performed by a student online or through social media that disrupts the school day may result in disciplinary consequences. In addition, any student found to be in possession of indecent or otherwise inappropriate content for school will have their phone handed over to law enforcement.

## **Dress Code Purpose**

To Promote a respectful school culture that reinforces an inclusive and appropriate learning environment. Establish a safe learning environment in classes where protective or supportive clothing is needed. Allow students to wear comfortable clothing of their choice that expresses their self-identified gender. Allow students to wear religious attire without fear of discipline or discrimination. Prevent students from wearing clothing or accessories with offensive images or language (including profanity, hate speech, and pornography), that denote, suggest, display or reference alcohol, drugs, or related paraphernalia or other illegal conduct or activities, or that can reasonably be construed as being or including content that is racist, lewd, vulgar or obscene. Ensure that all students are treated equitably regardless of race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size.

## **Dress Code Policy**

- Footwear must be worn at all times per state law.
- Backless and strapless tops are not permitted. Shirts/tops may not be see through; undergarments may not be exposed, and are not a substitute for clothing (any type of bras or boxers).
- Clothing must be worn in a way such that genitals, buttocks, and nipples are covered. Garments may not be sheer. The back and torso must be adequately covered.
- Clothing, jewelry, and personal items shall be free of writing, pictures or any other insignia which is vulgar, lewd, obscene, profane, or sexually suggestive or which promotes the use of drugs, alcohol, tobacco, or other illegal activity, including hate speech. No handcuffs and no pet collars are permitted.
- Wearing sunglasses is not permitted in the classrooms. No hoods on in the classroom, nor hats that cover the ears.

## Dress Code Enforcement

Students shall be dress coded in private, one-on-one conversations or by use of an online referral form to respect the privacy and dignity of the individual. Dress code violations and referrals should take as little time away as possible from a student's instructional time. (Dress code violations and enforcement should not result in unnecessary barriers to school attendance). Students should not be shamed or required to display their body in front of others (students, parents, or staff) in school. "Shaming" includes, but is not limited to:

- o Kneeling or bending over to check attire fit;
- o Measuring straps or skirt/short length
- o Asking student to account for their attire in the classroom or in hallways in front of others
- o Call out students in spaces about perceived dress code violations in front of others.

**1st Violation:** Warning & Change of clothing

**2nd Violation:** Home contact & Change of clothing

**3rd Violation:** Home contact, Change of clothing, Detention

**4th Violation:** Home contact, Change of clothing, Saturday School

**5th Violation:** Mandatory parent meeting with Administration & parent



## School Discipline Policies

The following offenses will result in detention, Saturday School, suspension, social probation, connections plan, transfer to another school/program or expulsion from the district (possible referral to an outside agency, i.e., law enforcement):

### Violations Requiring Recommendation for Expulsion:

Under state law and Board of Education Policy, El Dorado High School is compelled to recommend expulsion for:

- Possessing, selling or furnishing a firearm
- Brandishing a knife
- Unlawfully selling a controlled substance
- Possession of Explosives
- Committing or attempting to commit sexual assault

### Other School Discipline Violations

#### Violations against Persons

- Assault/fighting and/or battery
- Weapons or other dangerous objects (any knife)
- Hazing, harassment (includes sexual harassment)
- Interference/obstruction of staff member
- Verbal abuse, racial or ethnic slurs
- Defiance of authority

#### Violations Involving Property

- Theft or Robbery
- Extortion/attempted extortion
- Unauthorized use of school property or damage to school property

#### Violations against Public Decency and Good Morals

- Gambling (games of chance with stakes)
- Acts of vulgarity/profanity
- Offensive social behavior

#### Violations against Public Health and Safety

- Possession/use of illegal substances, i.e., alcohol, drugs
- Possession of illegal paraphernalia
- Misrepresentation/sale/delivery/furnish a controlled substance
- Nicotine-possession/vapes/e-cigarettes/vaporizers/electronic pens

### Fire Code Violations

- False alarm
- Lighting a fire/pyrotechnics (fireworks or firecrackers)
- Blocking a marked fire lane

## Miscellaneous Violations

- Disruptive behavior
- Forgery and dishonesty
- Distribution of obscene, libelous, slanderous literature
- Gang related activity
- Misbehavior on school bus
- Violation of suspension rules
- Unauthorized visiting of other campus

## Conducting Student Searches

An El Dorado High School official who has reasonable suspicion that a student is in violation of a school rule/district policy may search the student. Students are not allowed to have any of the following devices on their person which include the following, but are not limited to these items:

1. Weapons of any kind including pocketknives
2. Vaping devices
3. Anything containing alcohol
4. Any drug paraphernalia
5. Anything containing drugs (edibles)
6. Pills of any sort

## Social Probation

Students will be placed on 30 instructional days (possible 20 days with good behavior) of social probation for infractions including, **but not limited to:**

- A suspension for three or more consecutive days
- Fighting; possession and/or under the influence of a controlled substance, alcoholic beverage, or dangerous substance
- Repeated acts of defiance
- Accumulation of excessive tardies, absences and/or cuts

Student will be prohibited from attending or participating in any non-mandatory school function, activity or event which include, **but are not limited to:**

- Attendance at school dances
- Attendance at athletic events
- Attendance at drama and musical productions
- Activities related to graduation, including the graduation ceremony.

## Frequently Asked Questions or Concerns

### **I will be out of school for over two weeks, possibly longer with an illness, who does my parent/guardian call?**

Report the absence to the attendance office by phone (ext. 1011) and in writing. You must call the counseling office (ext. 1028) to discuss the option of Home/Hospital.

### **My parents need to contact my teacher.**

- Call 622-3634 then press 8.
- You can email your student's teachers using the teacher's initials of their first name and their last name @eduhd.k12.ca.us or go to the Staff Directory.

### **My parents need to speak with the principal.**

The principal's administrative assistant can be reached at 530-622-3634 ext. 1020.

### **Who can my parents talk to about detentions, Progressive Discipline, suspensions, or behavioral matters?**

The assistant principals' secretary can be reached at 530-622-3634 ext. 1025.

### **How will I be notified on late start or snow days?**

If school is delayed or canceled all students and staff will receive a recorded call and/or email/text detailing the cancellation or delay schedule via parent square. Listen to the local news reports on radio or television or call the district transportation department at 622-6306, ext. 7245 or ext. 7250. Check the school's website <http://cougar.eduhd.k12.ca.us> for updated start times. Please ensure your contact information is updated in the Aeries parent portal.

### **How can my parents monitor my grades and attendance?**

Parents can monitor grades and attendance through the Aeries portal. To set up an account please contact the counseling office at 530-622-3634 ext. 1028.

### **I don't speak English well. Who can help me? No hablo inglés bien. ¿Quién puede ayudarme?**

Please contact the Counseling Office at 530-622-3634 ext. 1028.

### **Need more information about the school?**

Check the EDHS website at <http://cougar.eduhd.k12.ca.us>



### **NON-DISCRIMINATION / HARASSMENT POLICY (TITLE IX)**

The El Dorado Union High School District desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The District prohibits, at any District school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying of any student based on the student's actual or perceived race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression or association with a person or group with one or more of these actual or perceived characteristics (see BP/AR 5145.3 in our [board policies](#) for complete policy language).

Any student who feels that he/she has been subjected to unlawful discrimination described above or in district policy is strongly encouraged to immediately contact the compliance officer, principal, or any other staff member. In addition, any student who observes any such incident is strongly encouraged to report the incident to the compliance officer or principal, whether or not the alleged victim files a complaint (see BP/AR 5145.3 in our [board policies](#) for complete policy language).

THE DISTRICT ALSO PROHIBITS ANY FORM OF RETALIATION AGAINST ANY STUDENT WHO FILES A COMPLAINT OR REPORT REGARDING AN INCIDENT OF DISCRIMINATION, HARASSMENT, INTIMIDATION, OR BULLYING.

**IF IT HAPPENS REPORT IT:** ANY STUDENT WHO FEELS THEY HAVE BEEN SUBJECTED TO DISCRIMINATION, HARASSMENT, INTIMIDATION, OR BULLYING SHOULD IMMEDIATELY REPORT IT TO SCHOOL ADMINISTRATION OR ANY OTHER STAFF MEMBER. ANY STUDENT OR SCHOOL EMPLOYEE WHO OBSERVES AN INCIDENT OF DISCRIMINATION, HARASSMENT, INTIMIDATION, OR BULLYING SHOULD REPORT IT TO SCHOOL ADMINISTRATION, WHETHER OR NOT THE VICTIM FILES A COMPLAINT.

**CONSEQUENCES:** STUDENTS WHO ENGAGE IN DISCRIMINATION, HARASSMENT, INTIMIDATION, OR BULLYING SHALL BE SUBJECT TO APPROPRIATE DISCIPLINE UP TO AND INCLUDING COUNSELING, SUSPENSION, AND/OR EXPULSION. AN EMPLOYEE WHO PERMITS OR ENGAGES IN PROHIBITED DISCRIMINATION, HARASSMENT, INTIMIDATION, OR BULLYING SHALL BE SUBJECT TO DISCIPLINARY ACTION, UP TO AND INCLUDING DISMISSAL.

**BOARD POLICY AND ADMINISTRATION REGULATION 5145.3:** More details regarding reporting and investigating discrimination, harassment, intimidation, and bullying please refer to your schools website, the El Dorado Union High School District's website at [www.eduhsd.k12.ca.us](http://www.eduhsd.k12.ca.us), or ask your school's administration for a copy of the Board Policy 5145.3 and Administrative Regulation 5145.3.