



DEL MAR HIGH SCHOOL
S A N G A B R I E L U N I F I E D

Student Handbook
2025-2026

Del Mar High School

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*Western Association of Schools and Colleges
Accredited School for Grades 10 – 12*

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General Information

Mission Statements

Del Mar High School Mission Statement

It is the belief of the staff at Del Mar High School that all students have value and are deserving of a comprehensive education to prepare them for the future. It is our mission to develop lifelong learners who will be literate in a competitive and technological society.

SGUSD Mission Statement

"Our Children's Future is Our Mission"

It is the mission of the San Gabriel Unified School District, in partnership with the community, to prepare its students for their future as productive citizens and lifelong learners.

We are committed to provide a balanced curriculum, supportive programs and practices, and an environment that encourages students to reach their maximum potential.

Portrait of a Graduate

At Del Mar High School, we believe that education is more than earning credits—it's about becoming a well-rounded, prepared, and confident individual ready to succeed in life after high school.

As part of San Gabriel Unified School District, we use the Portrait of a Graduate as our guiding vision for what every student should know and be able to do upon graduation.



Our graduates will be:

- Critical Thinkers and Problem Solvers
- Effective Communicators
- Collaborative and Adaptable Learners
- Ethical and Global Citizens
- Innovative and Creative Individuals
- Resilient

These attributes are woven into the academic, social, and personal learning experiences at Del Mar. Whether you're creating your Individual Learning Plan, participating in a class project, or planning for life after graduation, the Portrait of a Graduate helps shape who you are becoming—not just what you're doing.

About Del Mar High School

Del Mar High School is a continuation education program serving students ages 16 to 18 who may benefit from an alternative to the traditional high school setting. As part of San Gabriel Unified School District, Del Mar provides a smaller, more flexible, and highly supportive learning environment designed to help students thrive both academically and personally.

Continuation schools are governed by the **California Education Code**, which requires that students be enrolled in a minimum of three class periods per day or 15 instructional hours per week. At Del Mar, most students participate in a **six-period day** to accelerate credit recovery and stay on track for

graduation. Scheduling adjustments may be made based on individual student needs, in alignment with their **Individual Learning Plan (ILP)**.

One of the key strengths of Del Mar is the ability to tailor learning pathways. Students and families are encouraged to collaborate with school staff to explore personalized scheduling options that support academic success, post-secondary planning, and overall well-being.

Schoolwide Learning Outcomes (SLOs)

ACHIEVEMENT

All students will show academic progress by:

- Mastering grade-level standards.
- Earning credits that lead to on-time graduation.

CHARACTER

All students will build personal responsibility and life skills by:

- Maintaining consistent attendance.
- Engaging in campus and community activities.
- Making safe, respectful, and goal-driven choices.

TRANSITION

All students will prepare for life after high school by:

- Exploring careers and developing job-readiness skills.
- Building digital and technological fluence.
- Participating in senior planning meetings to set future goals.

Important School Dates 2025-2026

- **Aug 11 (Mon)** – New Teacher Trainings Begin
- **Aug 14 (Thurs)** – First Day for Teachers
- **Aug 18 (Mon)** – First Instructional Day
- **Sept 1 (Mon)** – **Labor Day** (No School)
- **Sept 4 (Thurs)** – Parent Information Night, 6:00–7:00 PM
- **Sept 10 (Wed)** – School Site Council, 1:30-2:30PM
- **Nov 4–6 (Tues–Thurs)** – Final Exams (**Minimum Days**)
- **Nov 7 (Fri)** – SGUSD Professional Development (**No School for Students**)
- **Nov 7 (Fri)** – End of 1st Trimester
- **Nov 11 (Tues)** – **Veterans Day** (No School)
- **Nov 19 (Wed)** – School Site Council, 1:30-2:30 PM
- **Nov 24–28 (Mon–Fri)** – **Thanksgiving Break**
- **Dec 5 (Fri)** – 1st Trimester Report Cards
- **Dec 5 (Fri)** – 1st Trimester Incompletes Due
- **Dec 10 (Wed)** – 1st Trimester Awards
- **Dec 22–Jan 2 (Mon–Fri)** – **Winter Break**
- **Jan 14 (Wed)** – School Site Council, 1:30-2:30PM
- **Jan 19 (Mon)** – **Dr. Martin Luther King Jr. Day** (No School)
- **Jan 30 (Fri)** – SGUSD Professional Development (**No School for Students**)
- **Feb 9 (Mon)** – **Lincoln’s Birthday** (No School)
- **Feb 16 (Mon)** – **Presidents’ Day** (No School)
- **Feb 25–27 (Wed–Fri)** – Final Exams (**Minimum Days**)
- **Feb 27 (Fri)** – End of 2nd Trimester
- **Mar 9 (Mon)** – Del Mar Grading Day (**No School for Students**)
- **Mar 13 (Fri)** – 2nd Trimester Report Cards
- **Mar 18 (Wed)** – School Site Council, 1:30-2:30 PM
- **Apr 6–10 (Mon–Fri)** – **Spring Break**
- **Apr 16 (Thurs)** – Open House, 6:00–7:00 PM
- **Apr 17 (Fri)** – 2nd Trimester Awards (**Minimum Day**)
- **Apr 20–24 (Mon–Fri)** – **CAASPP Testing** (Block Schedule) (*Tentative*)
CAASPP Interim Test Dates TBD
- **Apr 28 (Tues)** – 2nd Trimester Incompletes Due
- **May 25 (Mon)** – **Memorial Day** (No School)
- **June 2,3,4 (Tues–Thurs)** – Final Exams (Non Seniors) (**Minimum Days**)
- **June 3 (Wed)** – **DMHS Graduation**, Mission Playhouse Theatre, 6:00 PM
- **June 4 (Thurs)** – Senior Assignments Due
- **June 4 (Thurs)** – End of 3rd Trimester / **Last Day for Students (Non-Seniors)**
- **June 5 (Fri)** – **Last Teacher Day**
- **June 11 (Thurs)** – 3rd Trimester Report Cards

Bell Schedules

Mon, Tues, Thurs, Fri

Period	Start	End	Duration (minutes)
1	8:30	9:18	48
2	9:20	10:08	48
3	10:10	10:58	48
4	11:00	11:48	48
LUNCH	11:48	12:18	30
5	12:20	1:08	48
6	1:10	1:58	48

Wednesdays

Period	Start	End	Duration (minutes)
1	8:30	9:00	30
2	9:02	9:32	30
3	9:34	10:04	30
4	10:06	10:36	30
5	10:38	11:08	30
6	11:10	11:55	45 (includes 15 min. assembly)
LUNCH	11:55	12:25	30

Minimum Day

Period	Start	End	Duration
1	8:30	9:00	30
2	9:02	9:32	30
3	9:34	10:04	30
4	10:06	10:36	30
5	10:38	11:08	30
6	11:10	11:40	30
LUNCH	11:40	12:10	30

Block Schedule (Finals)

Period	Start	End	Duration
Block 1	8:30	10:00	90
Block 2	10:10	11:40	90
LUNCH	11:40	12:10	30

California Community Schools and Wellness Center

Community Schools At Del Mar High School

Del Mar High School is honored to be a recipient of the California Community Schools Grant, administered through San Gabriel Unified School District. This initiative reflects our ongoing commitment to supporting students and families through integrated academic and community-centered services.

What This Means for Students and Families

- Expanded Student Supports: Access to additional programs focused on social-emotional learning, mental health, counseling, and academic enrichment.
- Family Services: Broader access to community resources, parent workshops, and assistance with school-to-home engagement.
- Stronger Connections: School, district, and community partners work together to create a cohesive support network that promotes student success—and overall wellness.

Meet Our Community Schools Coordinator

Denise A. Ledesma, LCSW, PPSC serves as the Del Mar High School Community Schools Coordinator. Denise brings over a decade of school social work experience to her role, and has been a vital part of SGUSD since 2016. Her leadership helps guide implementation of community-based services tailored to student and family needs.

Contact Denise Ledesma at: ledesma_d@sgusd.k12.ca.us

If you'd like help accessing programs through the Community Schools Grant—or just want more information—Ms. Ledesma is available as a resource and partner for students and families alike.

Wellness Center at Del Mar

The Del Mar Wellness Center is a welcoming, confidential space where students can find support for their social, emotional, and mental health needs. Thanks to our partnership with Pacific Clinics, the center is staffed by licensed professionals and is open to all DMHS students.

Meet Your Wellness Center Advisor

Zitlally Alvarez

Ms. Alvarez is on campus three days each week to offer one-on-one check-ins, facilitate small-group workshops, and connect you with resources—whether you need stress-management tips, coping strategies, or just a listening ear.

What We Offer

- A safe, judgment-free environment to talk about what's on your mind.
- Drop-in support and scheduled appointments.
- Skill-building workshops on topics like mindfulness, study-life balance, and self-advocacy.
- Referrals to community resources for additional counseling or academic support.

Stop by the Wellness Center any time during school hours to learn more or schedule a session with Ms. Alvarez. Your well-being is our priority!

Mental Health & Crisis Support

Your mental and emotional well-being are just as important as your academic success. At Del Mar High School, we are here to support you—whether you're feeling overwhelmed, struggling emotionally, or simply need someone to talk to.

Our on-site Wellness Center is a safe space staffed by our Wellness Advisor and partners from Pacific Clinics. You can access support services, participate in wellness workshops, or ask for help with managing stress, anxiety, or other mental health concerns.

If you or someone you know is in emotional distress or experiencing a mental health crisis, you can contact the 988 Suicide & Crisis Lifeline at any time:

- Call or text 988
- Chat online at 988lifeline.org

The Lifeline is free, confidential, and available 24/7. You don't need to be in a life-threatening crisis to reach out—trained counselors are there to help you with anxiety, depression, grief, loneliness, or any emotional challenge. Support is available in English and Spanish, with translation services if needed.

Other Safety Resources

- 24-hour Suicide Prevention Lifeline: 800-273-8255 or text 838255
- Online Chat: <https://suicidepreventionlifeline.org/>
- Text "HELLO" to 741741
- Confidential Suicide Hotline for LGBTQ Youth: TREVOR Project 1-866- 488-7386 or Text: 678-678
- 24-hour Child Protection Hotline: 800-540-4000
- 24-hour Domestic Violence Hotline: 800-799-7233 or click [Chat Now](#)

If you're on campus and need help, please let a trusted staff member know—we're here to help connect you with the support you need.

Academics

Instructional Models at Del Mar

Directed Teaching

Most of our classes (approximately 80%) are offered in a directed teaching format. In these classes:

- All students work on the same assignments at the same time.
- The teacher leads instruction and guides daily activities.
- Homework is required and must be completed outside of school.
- Courses begin and end with each trimester.
- Credit is awarded at the end of the trimester, once all assignments are completed.
- No final grade will be issued until all required work is turned in by the deadlines listed in the academic calendar.

Non-Directed Teaching

Some classes follow a tutorial-based format, where:

- Students work independently on coursework tailored to their needs.
- The teacher provides one-on-one support as needed.
- Students must manage their pace and stay on track to complete assignments.
- Once a course is completed, a new course is assigned.
- Credit is awarded when coursework, tests, and quizzes are completed with mastery.
- Students may earn credits at an accelerated pace by staying on campus longer or completing assignments at home.

Earning Credits

Del Mar High School offers all the courses required for graduation. One major benefit of our continuation setting is the flexible trimester schedule, which allows students to earn more credits in less time compared to traditional semester-based schools.

- Most students can earn at least 90 credits per year, and some may earn up to 120 credits by progressing through courses more quickly.
- Courses follow a standard model:
 - 12 hours = 1 credit
 - 60 hours = 5 credits (same as summer school)
- Because our instructional time is shorter than a traditional school year, students must show at least 70% mastery to receive credit.

Teachers support students in reaching this goal through:

- Redoing or correcting assignments
- Completing additional work
- Retaking assessments when needed
- This approach ensures students truly understand the material while progressing toward graduation.

Trimester Work Completion Policy

Del Mar High School operates on a three-trimester system, each with specific deadlines for completing coursework:

1st & 2nd Trimesters

- Students who do not complete coursework by the end of the trimester will receive an automatic extension of 30 school days to finish all remaining work.
- If the coursework is not completed within the 30-day extension, any partial credit earned will be converted to elective credit, and the course must be repeated to earn core credit.

3rd Trimester

- No extensions are granted for third trimester courses.
- All assignments must be submitted at least one day prior to the final day of the trimester to ensure teachers have time to evaluate and assign grades.

How are Earned Credits Reported?

- Directed Teaching: Grades and credits appear on trimester report cards and transcripts.
- Non-Directed Teaching: Students receive a “credit slip” listing completed courses and final grades. These are recorded in student transcripts.

Trimester Schedule & Deadlines

- **Mon, Aug 18** – First Day of First Trimester
- **Fri, Nov 7** – Last Day of First Trimester
- **Tues, Dec 6** – Deadline: All First Trimester Incompletes Due
Incomplete work not submitted by this date will be awarded elective credit only.
- **Mon, Nov 10** – First Day of Second Trimester
- **Fri, Feb 27** – Last Day of Second Trimester
- **Tues, Apr 28** – Deadline: All Second Trimester Incompletes Due
Incomplete work not submitted by this date will be awarded elective credit only.
- **Fri, May 29** – Senior Due Day – Final deadline for senior coursework
- **Thurs, June 4** – Last Day of School – All 3rd Trimester Work Due

Additional Credit Earning Opportunities

Students may earn additional credits through the following programs:

- Community College Courses: ELAC and PCC
- CTE and Dual Enrollment: After-school classes at Gabrielino High School
- Work Experience:
 - Students with eligible jobs may earn up to 10 credits per semester.
 - Coursework and a job site visit by the work experience teacher are required.
 - Students must notify the principal at the start of the semester to enroll.

Grading Policy

At Del Mar High School, grades are meant to reflect your learning, progress, and effort as you work toward graduation. Our grading system is designed to support student success while staying aligned with California Education Code and San Gabriel Unified School District (SGUSD) policies.

Grading Scale

Grade	Meaning	Credit Earned	Affects GPA
A	Excellent	Yes	Yes
B	Above Average	Yes	Yes

C	Minimum Pass	Yes	Yes
NM	No Mark (Below C)	Yes	Yes
NM	No Mark (Below D)	No	No
I	Incomplete*	Not yet	No

*Incomplete grades may convert to NM if not resolved by the deadline.

Standards-Aligned & Student-Centered

Del Mar uses “No Mark (NM)” instead of a D or F. If your performance in a course falls below a C, you will receive No Mark, which means you do not earn credit, but your GPA is not negatively affected. This gives students a chance to recover credits without harming overall academic standing. A grade of D is the lowest passing grade and still earns full credit.

This grading model is aligned with SGUSD policies and state education code, and meets the same standards for high school graduation as Gabrielino High School.

What Is an Incomplete?

An Incomplete (I) may be issued in two situations:

1. Documented Emergency – If you’ve completed most of your coursework but cannot finish due to a serious issue (such as illness, family emergency, or other documented hardship).
2. Extra Time Needed – In rare cases, a teacher may assign an Incomplete if you are close to finishing but need extra time to meet course requirements due to extenuating circumstances.

Important:

- You must complete the missing work by the agreed-upon deadline (typically by the end of the next trimester).
- If you don’t complete the work, the Incomplete will convert to a No Mark (NM), and you will not receive credit.

Communication and Support

Our goal is not to punish failure—but to encourage growth. If you're struggling, don't wait. Talk to your teacher or counselor early so we can create a plan to help you succeed. Credit recovery options and personalized support are available for students who fall behind.

Homework and Progress Reports

- Homework is regularly assigned in directed teaching classes.
- In tutorial-based classes, students may request homework to accelerate progress.
 - One chapter packet is issued at a time.
 - The packet and accompanying chapter test must be completed before receiving the next assignment.
- Students who repeatedly request homework but fail to complete it may lose the privilege of working at home.

Progress Reports

- Monthly Progress Reports are sent home at the beginning of each month, including teacher comments and attendance records.
- Trimester Transcripts: Mailed approximately two weeks after the end of each trimester.

- Weekly Reports: Available upon parent request through the principal or counselor.
- Court Reports: Written progress reports can be provided for juvenile court—please allow 24 hours' notice.

MTSS: Academic Supports

At Del Mar High School, we are committed to helping every student succeed through a Multi-Tiered System of Supports (MTSS). MTSS is a framework that ensures students receive the right level of academic support based on their individual needs. We recognize that students at Del Mar arrive with different goals, strengths, and challenges—and we meet them where they are.

Tiered Academic Support Structure:

- Tier 1 – Universal Supports: All students receive high-quality instruction, access to the full curriculum, and classroom strategies that support engagement, equity, and learning for all.
- Tier 2 – Targeted Supports: Students who need additional help—such as support in reading, math, organization, or motivation—may receive small group interventions, progress monitoring, and targeted academic support.
- Tier 3 – Intensive Supports: Students with more significant or persistent academic needs may receive individualized interventions, one-on-one support, and specialized learning plans coordinated with school staff and families.

Individual Learning Plans (ILPs):

Every Del Mar student works with teachers and staff to create an Individual Learning Plan (ILP) that outlines:

- Current credit status and graduation requirements.
- Personalized academic goals and daily schedule.
- Identified support needs (e.g., tutoring, credit recovery, study skills).
- Post-secondary planning (college, career, or vocational goals).

ILPs are reviewed regularly to track progress and adjust supports as needed, ensuring that students stay on the path to graduation.

Special Education & 504 Services:

Students with 504 Plans or Individualized Education Programs (IEPs) will continue to receive the accommodations and services outlined in their plans as part of Tier 3 supports. If you believe you may qualify for additional academic support due to a disability or learning difference, please contact the school office or our special education team.

Course Offerings

All classes at Del Mar are open to any student, without prerequisites. Classes are arranged to enable students to “make-up” credits and to stay current in grade level work. Students who are performing below grade level in English Language Arts or Math, may be placed into an intervention class. Government and Economics courses are for seniors only, unless there is a possibility of early graduation as an 11th grader.

Physical Education

Del Mar High School offers on-campus physical education through the use of our fitness/weight room, outdoor basketball court, and sometimes off campus resources. PE classes provide a variety of activities that promote physical fitness, personal wellness, and lifelong healthy habits.

English

English classes at Del Mar are primarily delivered through a directed teaching model, which provides structured support and teacher-led instruction. This format has proven most effective in helping students earn credit and improve their skills.

- Directed English is the primary format for earning English credit.
- Non-directed English is available to seniors only, and only with prior approval from the teacher and principal, and while concurrently enrolled in a directed English class.
- English may also be taken for elective credit, as needed.
- Students will be allowed to enroll in one English course per trimester unless other arrangements have been made with the teacher, counselor and principal.
- Permission for a second concurrent English class during a trimester will only be considered for students who have extenuating circumstances in regards to graduation status.

Social Studies

All Social Studies classes—including World History, U.S. History, Government, and Economics—are offered in a directed teaching format.

- World and U.S. History may also be offered in non-directed formats when necessary.
- Directed instruction sections are provided on a rotating trimester basis to meet student needs.
- Students will be placed in tutorial or independent study only when coursework cannot be completed through direct instruction.
- Additional Social Science credit may be earned through participation in California History Day.

Science

Del Mar offers Biology and Physical Science through both directed instruction and tutorial settings throughout the school year.

- Course offerings are rotated across trimesters based on student needs.
- Students unable to complete coursework in direct instruction may be placed in a tutorial section.
- Earth Science is available and may be taken for elective credit.

Mathematics

Del Mar provides the following math courses:

- Algebra I, a graduation requirement, is available in both direct and tutorial settings.
- Algebra Readiness is offered for students who need to strengthen foundational math skills before progressing to Algebra I.

Career Technology Education (CTE)

Career Technical Education (CTE) classes are hands-on, career-focused courses that help students build real-world skills while earning high school credit. CTE courses combine academic knowledge with technical training to prepare students for college, careers, and life after high school.

Systems Programming Pathway

Del Mar currently offers one CTE pathway - Systems Programming, which prepares students for careers in systems development and computer software programming. They will apply basic programming concepts through projects involving robots and drones, building a foundation for further coding skills. This pathway includes computer science, programming languages, software development, and operating systems, equipping students with the skills needed to design, develop, implement, and maintain computer systems and software.

Electives

Students can select from a range of electives to fulfill high school diploma requirements and explore personal interests. Electives include (available offerings are dependent on staff availability and enrollment):

- Dual Enrollment Courses through Pasadena City College (held at Del Mar HS)
- Art
- ASB (Associated Student Body)
- History Day Team
- Game Design
- PE Electives
- Health & First Aid
- Earth Science (as an elective)
- Modern Band/Digital Music Production
- Apex or Edgenuity online courses, including Spanish

Academic Integrity

At Del Mar High School, academic integrity is a foundational expectation for all students. We follow an **honor system**, which means **all academic work must be completed by the student, to the best of their ability, without unauthorized assistance.**

What Violates Academic Integrity?

Violations include, but are not limited to:

- Plagiarism: Copying words, ideas, or images from another source (including online sources or peers) without proper credit.
- Cheating: Using unauthorized materials, copying another student's work, or providing your work to others.
- Submitting work completed by someone else, including family members, friends, or paid services.
- Misuse of technology, including inappropriate use of artificial intelligence (AI) to generate or complete assignments.
- Altering or falsifying academic records or documents.

Consequences

Violations of academic integrity are serious and may result in any or all of the following consequences:

- A grade of "0" on the assignment or assessment.
- Required redo of the assignment under supervision.
- Parent/guardian notification.
- Detention.
- Loss of privileges, such as participation in field trips, school events, or extracurricular activities.
- In-school or out-of-school suspension.
- Disqualification from academic honors or recognition.
- Disciplinary action aligned with SGUSD Board Policy 5131.9 and California Education Code §48900.

- For repeated or egregious offenses, removal from the continuation program or a referral for placement review.

All incidents of academic dishonesty will be documented, and a restorative approach will be used whenever possible to help students understand the importance of integrity and rebuild trust.

Use of Artificial Intelligence (AI) at Del Mar High School

At Del Mar High School, we recognize that generative AI tools like ChatGPT, Gemini, and other platforms are powerful resources that can support student learning. These tools can help students explore ideas, improve their writing, generate creative content, and better understand difficult concepts—when used responsibly.

[Link to SGUSD Digital Literacy Web Page](#)

What AI Can Be Used For:

Students may use generative AI with teacher approval and only through their SGUSD-issued account. Examples of acceptable uses include:

- Getting feedback on a writing assignment or concept (like using a tutor).
- Translating text or adjusting reading levels for better understanding.
- Creating images or graphics to support a story or project.
- Brainstorming or organizing ideas for a presentation or report.

What AI Cannot Be Used For:

AI should never be used in ways that violate school rules, academic integrity, or digital citizenship. Prohibited uses include:

- Copying answers from AI and submitting them as your own.
- Using AI to cheat on assignments, essays, or tests.
- Generating content that is harmful, disrespectful, or unsafe.
- Violating privacy, including sharing personal information.

Our Expectations:

- Be honest and transparent about your use of AI.
- Do your own thinking. Use AI to help, not to replace your learning.
- Always fact-check AI-generated responses—they may be incorrect or biased.
- Follow your teacher's instructions and classroom guidelines regarding AI use.

Consequences:

Misuse of AI tools—such as cheating, plagiarism, or creating harmful content—will be treated as a violation of Del Mar's academic integrity policy and may result in consequences such as a failing grade on the assignment, loss of AI privileges, or further disciplinary action.

Why It Matters:

AI is part of the future, and we want Del Mar students to be ready for it. Learning how to use AI responsibly is just as important as knowing when not to use it. Our goal is to help students develop the critical thinking, creativity, and digital responsibility they'll need beyond high school.

Support for English Learners and Their Families

Del Mar High School welcomes and supports students whose primary language is not English. We are committed to ensuring that English Learners (ELs) have full access to the curriculum while developing strong academic English skills.

Services for English Learners:

- Designated English Language Development (ELD) instruction tailored to students' English proficiency levels.
- Integrated ELD strategies used across all subject areas.
- Academic interventions and credit recovery designed to support both language development and content mastery.
- Individualized learning plans that align with graduation goals and ELPAC proficiency levels
Regular progress monitoring and support for reclassification.

Family Engagement & Rights:

Parents and guardians of English Learners play an essential role in their child's education. Under California law, families have the right to:

- Receive school communication in their home language.
- Be informed of their student's EL status and progress.
- Participate in school decision-making through advisory committees.

Del Mar partners with the district to support ELAC (English Learner Advisory Committee) at the school level and DELAC (District English Learner Advisory Committee) at the district level. These committees provide a space for families to learn about programs, share input, and help shape policies affecting English Learners.

Translation & Liaison Services:

San Gabriel Unified provides language liaisons and translation services to support communication with families. Whether it's a parent-teacher conference, a disciplinary matter, or a written document, we are committed to ensuring that language is never a barrier to engagement.

If your family would like support in your home language or has questions about English Learner services, please contact the school office—we are here to help.

Contact District EL Coordinator: Michelle Low, email: low_m@sgusd.k12.ca.us

Graduation and Senior Policies

Earning a Diploma

Graduation Requirements

<u>Subject Area</u>	<u>Credits Required</u>
English	40
Mathematics	10
Algebra I	10
Life Science	10
Physical Science	10
U.S. History	10
World History	10
Government	5
Economics	5
Fine Arts/Foreign Language	10
Physical Education	20
General Electives	<u>70</u>
Total	210 Credits

Graduation at Del Mar High School

Del Mar students who meet all graduation requirements earn a standard high school diploma—just like students at any other comprehensive high school.

Our graduation ceremony reflects the heart of our school: it's meaningful, personal, and celebrates each student's unique journey. While smaller in size, the event is every bit as special—recognizing the hard work, resilience, and achievements of our graduates in a close-knit and supportive setting.

2026 Graduation Date and Location: June 3, 2026 at the San Gabriel Mission Playhouse Theatre

18 Year Old Students (Legal Adults)

After students reach age 18, they may attend adult school and receive an adult school diploma for completion of requirements. This diploma usually requires fewer credits.

Note: Any student may enroll at a local community college and begin a course of study at the age of 18 whether or not they have received a high school diploma.

Fifth Year Seniors

Any student who does not complete the graduation requirements by the end of their fourth year in high school may earn a fifth year of high school, under the following circumstances only:

- Student must have at least 80% attendance during the third trimester of their fourth year.
- Student must attend summer school following the completion of their fourth year.
- Student must apply for a fifth year. This process includes the completion of an essay explaining why they would like a fifth year and their goals for graduation, a panel interview with all staff to discuss their plan to graduate.
- Students will be placed on a strict attendance, academic and behavior contract that must be adhered to or the student will be immediately dropped. Included in the contract will be a "Must Graduate By" date that will be based on a calendar of credit completion.

- Unless other arrangements have been pre-set by the principal, work will not be a valid reason for missing school.

Enrollment, Attendance and Opportunities

Transferring in and Out of Del Mar-

Voluntary Transfer

Voluntary transfers to Del Mar High School shall be made through the assistant principal's office at Gabrielino High School.

- Most students at Del Mar High School are "voluntary transfers".
- Generally parents, students and staff are in agreement that it would be in the student's best interest to transfer schools.
- All voluntary transfers are reviewed by the Del Mar staff and approved if space is available.
- A student who has transferred to Del Mar High School will have the right to return to their home school at the beginning of a new semester.
- All students who wish to return must notify the principal of their intent and a meeting among the administration at Gabrielino, the principal of Del Mar High School, the parent and student will then be called to review the advisability of that request.

Involuntary Transfer

A few students are transferred involuntarily to Del Mar High School. This is usually the result of student behavior or an individual event, and it may also be for attendance issues.

- The pupil will usually be transferred to Del Mar High School for the semester in which the event occurred and the following semester.
- If the student wishes to return to the home school, a meeting would be scheduled to include administration from Gabrielino and Del Mar High School, any other appropriate district personnel, the parent/guardian and the student.

Attendance and Tardy Policies

Consistent and on-time attendance is key to student success at Del Mar High School.

Absences and tardies accumulate throughout the year. Students must maintain a minimum attendance rate of 80%.

- Inadequate attendance will result in an "Incomplete" on grade reports until time is made up.
- Parents/guardians should call the school office each day their student is absent.
- Our staff is committed to partnering with families to improve attendance.
 - We offer individual support and may hold meetings with students and families, either by request or through a School Attendance Review Team (SART) meeting.
- Since many of our students are working to catch up on credits, regular attendance is the most effective way to earn credits and stay on track for graduation.

Tardy Policy

Being on time is essential for success at Del Mar High School. Our tardy policy follows California Education Code §48260 and San Gabriel Unified School District policies to promote punctuality, academic success, and student accountability.

What Counts as a Tardy?

- A student is considered tardy if they are not in their assigned seat when the bell rings.
- Tardies over 30 minutes without a valid excuse may count as a truancy per CA Ed Code.

Tardies	Consequence
1–2	Verbal reminder or teacher conference
3	Parent/guardian contact + possible lunch detention
4–5	After-school detention + additional parent notification
6+	Referral to district administration; may result in SART/SARB meeting

Chronic tardiness may result in loss of privileges or academic penalties, including credit denial if minimum instructional minutes are not met.

Valid Excuses for Tardiness

- Illness (with verification from doctor or guardian).
- Medical or dental appointments (with verification from doctor or guardian).
- Religious observances.
- Court appearances (with verification/documentation).

Note: Transportation issues, oversleeping, or personal errands are not considered valid excuses.

Parent/Guardian Responsibilities

- Call the school each day a student is tardy or absent.
- Submit documentation for excused tardies (e.g., doctor's note).
- Attend meetings as needed to support improved attendance.

We are Here to Help

We understand that getting to school on time isn't always easy—and we're here to help. If you or your family are facing challenges that make it difficult to arrive on time, please reach out. Our staff can work with you to identify solutions, whether the issue is related to transportation, personal responsibilities, or other obstacles.

Support May Include

- Help coordinating transportation.
- Counseling services to address barriers or underlying concerns.
- Parent/guardian meetings to develop a plan.
- Connections to community resources.

Please don't wait—talk to us early so we can support you. You can reach out to:

- Teacher
- School Counselor
- Principal
- Office Manager

Together, we can make a plan to improve your attendance and keep you on track for success.

Field Trips, Events, and Extracurricular Participation

Del Mar High School offers a variety of opportunities for students to engage in field trips, special events, guest speakers, assemblies, and extracurricular activities as part of a well-rounded educational experience. Participation in these activities is a privilege, not a right, and is contingent on

meeting schoolwide expectations—especially in the areas of attendance, behavior, and academic progress.

Participation Requirements

To be eligible to participate in field trips or extracurricular events, students must meet the following criteria unless otherwise approved by administration:

- Maintain 80% or higher attendance in all scheduled classes for the current trimester.
- Demonstrate consistent punctuality (limited tardies or unexcused absences).
- Be in good academic standing, with significant progress made in current coursework.
- Exhibit appropriate school behavior and follow all school rules.
- Complete and submit all required permission slips and forms on time.

Students who do not meet these expectations may be excluded from participating in field trips, dances, rallies, or other extracurricular activities. Final decisions will be made by school administration on a case-by-case basis.

Restoring Eligibility

We believe in second chances and student growth. Ineligible students may restore their eligibility by:

- Improving attendance or tardiness over a defined period.
- Completing assigned coursework.
- Meeting with a counselor or administrator to create a success plan.

If you have questions about eligibility or believe there are circumstances impacting your ability to meet these expectations, please contact the school counselor or principal as early as possible.

Attendance Regulations for Off-Campus Activities

- Once students transfer to Del Mar High School, they are no longer enrolled at Gabrielino High School and may not be on the Gabrielino campus during school hours.
- Del Mar students may enroll in approved Career Technical Education (CTE) courses held after school at Gabrielino High School or other SGUSD sites, as arranged through the counselor or principal. Transportation to and from the classes would need to be provided by the student.
- Del Mar students are welcome to attend Gabrielino athletic events, performances as members of the community.
- Del Mar students are welcome to purchase tickets to major Gabrielino events such as Prom, Homecoming, etc.
 - Please note, that any guest other than an enrolled Del Mar student, must have approval from both Del Mar and Gabrielino administration.

Permission will only be granted to Del Mar students who:

- Maintain regular attendance
- Are making adequate academic progress
- Demonstrate positive behavior

Students who do not meet these expectations may be denied access to off-campus activities.

Work Permits

If you're under 18 and want to get a job, you'll need a work permit—and you'll need to keep up with school to keep it!

How to Get a Work Permit:

1. Pick up a Work Permit Application (Form B1-1) from the front office or your counselor.

2. Fill it out with your employer and a parent/guardian.
3. Return it to the office for approval.
4. Once approved, you'll receive your official permit.

Permits must be renewed each school year or when you change jobs.

Who Can Get a Work Permit?

To qualify for a work permit, you must:

- Be enrolled in school
- Attend classes regularly (no truancy!)
- Keep up with your grades and behavior

To Qualify for and Maintain Your Permit:

- You must maintain good school attendance (be at school at least 80% of the time)
- Maintain at least a 2.0 GPA
- No major disciplinary issues

Don't let work interfere with your learning or school responsibilities!

If your attendance, grades, or behavior start slipping, your work permit may be revoked.

How Many Hours Can I Work?

Ages 14–15

- Up to 3 hours per school day
- Up to 18 hours per week
- No work during school hours (unless it's part of a school-approved program)

Ages 16–17

- Up to 4 hours per school day
- More hours may be allowed with special approval (like Work Experience Education)

Questions?

If you're unsure about your eligibility or need help getting started, talk to your counselor or the front office. We're here to support both your academic goals and your career interests!

Behavior Expectations and Discipline Policies

Student Rights & Responsibilities – At a Glance

At Del Mar High School, we believe every student deserves the opportunity to thrive. As a student, you are both protected by certain rights and expected to uphold shared responsibilities that create a positive school community.

You Have the Right To:

- Learn in a safe, respectful, and supportive environment
- Receive accommodations and support if you have a documented disability (504 Plan or IEP)
- Express yourself appropriately within school and district guidelines
- Report concerns about bullying, harassment, discrimination, or school safety without fear of retaliation

You Are Responsible For:

- Attending school regularly and arriving on time
- Following school rules and classroom expectations
- Using school technology and resources responsibly
- Treating others with kindness, dignity, and respect

For more detailed information about these rights and responsibilities, please refer to the appropriate sections of this handbook or speak with a staff member.

Student Code of Conduct

At Del Mar High School, we're committed to creating a respectful, safe, and productive learning environment for everyone. Here's what we expect from all students:

- ♦ **Show Up & Engage**
 - Be on time.
 - Attend school every day and stay focused on your learning.
 - Be on time to every class, ready to participate.
- ♦ **Respect the Learning Environment**
 - Remain in your assigned seat unless given permission to move.
 - Follow all classroom and school rules.
 - Avoid disrupting others—help create a space where everyone can succeed.
- ♦ **Use Respectful Language**
 - Speak and write with respect—no profanity, vulgarity, or offensive language.
- ♦ **Respect Others & Our School**
 - Treat your classmates, teachers, and staff with kindness and respect.
 - Bring needed materials every day (pen, pencil, paper, and technology if needed).
 - Keep our school clean and welcoming—no tagging, graffiti, or vandalism.

Textbooks and Materials

School issued textbooks and other materials are the responsibility of the student. Students will be charged for damaged, lost or stolen textbooks and other school issued materials including technology equipment.

Progressive Discipline Policy

At Del Mar High School, we are committed to maintaining a safe, respectful, and inclusive learning environment. Our discipline practices are guided by **San Gabriel Unified School District Board Policy, California Education Code**, and principles of **restorative justice** and **equity**.

We recognize that all behavior—positive or negative—has consequences. When students make choices that conflict with school expectations, we respond with **progressive, developmentally appropriate interventions** that promote accountability, learning, and growth.

How Progressive Discipline Works

Discipline at Del Mar is applied progressively over the course of the school year. Each step is designed to provide an opportunity for reflection, support, and redirection, promoting accountability, learning, and growth. Discipline starts with a student conference and can escalate to parent contact, after-school detention, and a referral to district administration.

Step	Behavior Response	Consequence/Intervention
1	First Infraction	Student Conference with teacher to clarify expectations
2	Continued Misconduct	Parent Contact by teacher (call, message, or meeting)
3	Ongoing Disruption / Referral to Office	Administrator Conference, parent notified
4	Continued or Serious Misconduct	Restorative Intervention, possible in-school suspension or short-term suspension in accordance with Ed Code
5	Major or Repeated Violations	Formal Suspension, Mandatory Parent Conference before return. May include SST (Student Support Team) meeting
6	Chronic/Severe Misconduct	SARB Referral, review for possible adjusted schedule, placement in alternative education, or Independent Study program

Suspension and Expulsion Policy

- Del Mar High School follows California Education Code and San Gabriel Unified School District board policy in all disciplinary matters, with an emphasis on maintaining student safety, due process, and equitable practices.
- Certain violations of Education Code §48900 may result in suspension, referral to alternative programs, or recommendation for expulsion. In serious cases, law enforcement may be contacted and a formal report filed.

California Education Code §48900 – Grounds for Suspension or Expulsion

A student may be suspended or expelled for committing or attempting to commit any of the following, including but not limited to:

- (a)(1) Caused, attempted to cause, or threatened to cause physical injury to another person
- (a)(2) Willfully used force or violence (except in self-defense)
- (b) Possessed, sold, or furnished a firearm, knife, explosive, or other dangerous object
- (c) Unlawfully possessed, used, sold, or was under the influence of a controlled substance
- (d) Offered or arranged to sell any controlled substance
- (e) Committed or attempted robbery or extortion
- (f–g) Caused or attempted to cause damage to, or stolen school or private property
- (h) Possessed or used tobacco, vape pens, or other nicotine products
- (i) Committed obscene acts or used habitual profanity or vulgarity
- (j) Possessed or attempted to sell drug paraphernalia
- (k) Willfully defied the authority of school staff
- (l) Knowingly received stolen property
- (m) Possessed an imitation firearm
- (n) Committed or attempted sexual assault or battery
- (o) Harassed or intimidated a witness
- (p) Sold or arranged to sell prescription drug Soma
- (q) Participated in hazing
- (r) Engaged in bullying, including cyberbullying

Mandatory Expulsion Offenses (Ed Code §48915(c))

Expulsion must be recommended for the following:

1. Possessing, selling, or furnishing a firearm (verified by staff)
2. Brandishing a knife at another person
3. Selling a controlled substance
4. Committing or attempting a sexual assault or battery
5. Possessing an explosive

Additional Expellable or Suspendable Offenses (Ed Code §48915(a))**

- Serious physical injury to another (except self-defense)
- Possessing a knife or dangerous object with no school purpose
- Unlawful possession of a controlled substance
- Robbery or extortion
- Assault or battery on a school employee
- Sexual harassment (grades 4–12)
- Hate violence (grades 4–12)
- Intimidation, threats, or harassment of students or staff
- Terroristic threats toward school property or individuals

Jurisdiction of the School

A student may be held accountable for violations occurring:

1. On school grounds
2. While traveling to or from school
3. During lunch (on or off campus)
4. During, or traveling to/from, any school-sponsored event or activity

Positive Behavior Interventions and Support (PBIS)

Before punitive action is taken, Del Mar staff will seek to apply:

- Restorative practices
- Behavioral supports and interventions
- Counseling referrals
- SST (Student Support Team) plans
- Equitable alternatives such as community service, reflection assignments, or schedule adjustments when appropriate

We are committed to helping students succeed through relationships, reflection, and responsibility. Families are encouraged to collaborate with us early and often to support positive behavior.

Student Dress Guidelines

In Accordance with California Ed Code, Title IX, and District Policy

Purpose: In alignment with San Gabriel Unified School District Board Policy and Administrative Regulation 5132, California Education Code §48907 and §35183, and Title IX of the Education Amendments of 1972, Del Mar High School maintains a student dress and grooming policy that supports student expression, ensures a safe and respectful learning environment, and upholds equity in enforcement.

Guiding Principles:

- Equity & Non-Discrimination: Enforcement shall not reinforce or be influenced by gender stereotypes, cultural bias, or body shaming.
- Student Rights: Under Ed Code §48907, students have the right to freedom of expression through dress unless it creates a substantial disruption, incites unlawful acts, violates safety protocols, or includes obscene, defamatory, or hate speech.
- Title IX Compliance: Dress code rules apply equally regardless of sex, gender identity, or gender expression.

Minimum Dress Requirements (Must-Wear) Students must wear:

- A top that covers the front, back, and sides under the arms
- A bottom such as pants, shorts, or skirt
- Footwear suitable for school activities

Permitted Attire

- Hats, hoods, and headwear (face must remain visible)
- Religious and cultural head coverings
- Tank tops, crop tops, ripped jeans, leggings, athletic wear
- Gender-affirming clothing
- Political, cultural, or artistic expression (unless prohibited below)

Prohibited Attire

- Any item of apparel or accessory that depicts or promotes:
 - Hate speech, violence, racism, sexism, homophobia/transphobia.
 - Drugs, alcohol, tobacco, or illegal substances.
 - Weapons of any kind.
 - Pornographic or sexually explicit content.

- Religious discrimination.
- Items that obscure identity (e.g., ski masks, costume masks)
- Unsafe attire for specific settings (e.g., PE, labs, workshops)
- Visible undergarments

Enforcement Guidelines

- Consistent & Equitable: No disproportionate enforcement
- Dignified: No public shaming or exclusion from class
- Educational First: Offer non-punitive solutions first
- Staff Training: Annual training provided

Course-Specific Requirements: Some classes may have dress requirements for safety; instructors will provide clear guidance and accommodations as needed.

Accommodations: Students needing accommodations based on disability, religion, or identity should contact school administration. Requests will be honored per Title IX and district policy.

Summary Statement: Del Mar High School supports student identity, dignity, and learning. This policy ensures a respectful, inclusive, and safe school environment for all.

Student and Campus Safety

Closed Campus

Del Mar High School is a closed campus, which means students may not leave during school hours without prior permission from a parent or guardian and school staff. Gates will remain open before school begins and will lock at the start of the school day. After that, all visitors—including students arriving late—must buzz the front gate to request entry through the main office.

Student Transportation & Parking

Students who drive to school may park **inside the motorized gates** in the designated student parking area. Vehicles must be parked responsibly and may not block driveways or gates. All student drivers must follow traffic laws and drive safely on and around campus. Please note: Del Mar is not responsible for any damage or theft that may occur to vehicles on school property.

Students who ride **bikes, scooters, or skateboards** to school are welcome to do so, but should bring their own locks and secure their items in the limited storage areas available on campus. Del Mar High School is **not responsible** for lost, stolen, or damaged personal transportation devices. Riding is not permitted on campus during school hours for safety reasons.

Crisis Procedures & Safety Drills

Student safety is our top priority. Throughout the year, we conduct routine safety drills to help prepare for emergencies. These include:

- Fire Drills – evacuating the building quickly and calmly
- Lockdown Drills – securing in place for safety
- Earthquake Drills – drop, cover, and hold until shaking stops

During any drill or real emergency, students must follow staff instructions immediately. All drills are announced ahead of time unless otherwise required for training purposes.

Student Search & Safety Policy

Del Mar High School is committed to maintaining a safe and secure campus. In accordance with California Education Code and San Gabriel Unified School District Board Policy 5145.12, the school may conduct searches under specific conditions to protect student and staff safety.

Searches Based on Reasonable Suspicion

School administrators may search a student and/or their personal property—including backpacks, lockers, and electronic devices such as cell phones—when there is reasonable suspicion that the student is violating school rules or the law.

- Searches will be conducted in a respectful, private, and minimally intrusive manner.
- The scope of the search will be related to the specific suspected violation.
- Parents/guardians will be notified after the search and informed of the reason and outcome.

Canine Safety Inspections

Throughout the year, random, unannounced visits may be conducted by trained, non-aggressive detection canines in coordination with law enforcement.

- Canines may inspect student belongings, lockers, and vehicles parked on school property.
- At no time will canines make physical contact with students.
- If a canine alerts on an item (e.g., backpack or car), the student's belongings may be searched by school officials.

Drug, Tobacco, and Vape Policies

Del Mar High School is committed to providing a safe, healthy, and supportive environment for all students. As part of this commitment, we are a **tobacco-free, vape-free, and drug-free campus**.

- The use or possession of tobacco products, vape devices, alcohol, or any controlled substances is strictly prohibited on school grounds, during school hours, and at all school-sponsored events.
- Making healthy choices means taking care of your body and mind, respecting school policies, and creating a safe space for everyone in our community.
- If you're struggling with substance use or need support, please talk to a staff member or visit the Wellness Center—we're here to help, not judge.

If a student is found in possession of tobacco, vape devices, alcohol, drugs, or other contraband, the following actions may occur:

- Confiscation of the item(s)
- Notification of law enforcement
- Disciplinary action, which may include suspension or recommendation for expulsion in accordance with Education Code §§ 48900–48915

Parental Notification

- If a search is conducted, parents/guardians will be notified whether or not prohibited items are found.
- All efforts will be made to communicate promptly, respectfully, and transparently.

Del Mar High School and SGUSD are committed to maintaining student rights while ensuring a safe, drug-free learning environment for all.

Food Services

Del Mar High School is pleased to provide free breakfast and lunch to all students through the district's meal program. We encourage all students to take advantage of these nutritious options. Students are also welcome to bring their own lunch or snacks from home.

To maintain a clean and focused learning environment for everyone, eating is not permitted inside classrooms unless we are on rainy day, or excessive heat schedule. Please consume all food and drinks in designated areas, such as the cafeteria, outdoor eating areas, or other common spaces. We appreciate your cooperation in helping us keep our classrooms clean and ready for learning.

Bullying and Cyberbullying

At Del Mar High School, we are committed to maintaining a safe, respectful, and inclusive environment for all students. Bullying in any form is strictly prohibited and will not be tolerated. Students are expected to treat one another with kindness, dignity, and respect at all times—both on and off campus.

Definition of Bullying

In accordance with San Gabriel Unified School District Board Policy and California Education Code 32261(f), bullying is defined as:

“One or more acts by a pupil or group of pupils directed against another pupil that constitute sexual harassment, hate violence, or severe or pervasive intentional harassment, threats, or intimidation that is disruptive, causes disorder, and invades the rights of others by creating an intimidating or hostile educational environment. This includes acts committed in person or by means of an electronic act.”

Del Mar’s Expectations

Respect for others is a core value at Del Mar High School. All students are expected to:

- Treat peers and staff with respect
- Speak up if they are being bullied or witness bullying
- Report concerns to a trusted adult: a teacher, counselor, principal, or Peer Helper
- Refrain from using inappropriate or harmful language, even in joking

Any student involved in bullying may face immediate disciplinary action, including suspension.

Repeated or severe behavior may lead to expulsion, as outlined in SGUSD Board Policy and Education Code §48900.

Reporting and Response Protocol

If bullying is reported or suspected, Del Mar follows this investigation and response process:

1. Initial Report: Any student or staff member can report an incident to school personnel.
2. Administrative Notification: The counselor and principal are informed immediately.
3. Investigation: All involved students are interviewed, and the situation is thoroughly investigated.
4. Disciplinary Action: Consequences are assigned according to a progressive discipline model.
5. Parent Communication: Families of all involved students are contacted and informed.
6. Support Services: Counseling is offered to students and families to support emotional recovery and restore a safe learning environment.
7. Ongoing Monitoring: Staff continue to monitor the situation to prevent further incidents.

Cyberbullying

Cyberbullying is the use of electronic devices to bully, harass, threaten, or intimidate another student or school staff member. As defined in Education Code 48900(r) and 32261(f)-(g), an “electronic act” includes the transmission of messages, images, texts, or other content via:

- Cell phones or smartphones
- Social media platforms
- Email or instant messaging
- Online games or chat forums
- Any internet-connected device or platform

Cyberbullying is taken as seriously as in-person harassment, regardless of whether the behavior occurs on district or personal devices, during or outside of school hours. Students engaging in cyberbullying will face disciplinary action in alignment with district policy and California law.

Remember:

- Don't suffer in silence. If you are being bullied, tell someone.
- Don't be a bystander. Stand up for others and report what you see.
- We are here to help. Together, we can build a culture of respect and safety.

Restroom Use Policy

Del Mar High School is committed to maintaining a safe and respectful learning environment, including responsible use of campus facilities.

- Restrooms should be used during passing periods, nutrition break, and lunch.
- If a student needs to use the restroom during class time, they must:
 - Ask permission from the teacher
 - Sign in and out using the restroom log located in the main office
- Leaving class for the restroom during instructional time should be limited to emergencies.

Safety & Responsibility

Students are encouraged to be mindful and help maintain the cleanliness and safety of all restroom spaces.

- If you notice unusual odors, damage, or objects in a restroom, report it immediately to a staff member or the front office.
- This helps protect all students and ensures a safe environment for everyone.

Let's work together to keep our restrooms clean, safe, and available for those who need them!

Internet Use & Digital Citizenship

All students are expected to use school technology responsibly. Del Mar follows San Gabriel Unified School District's Acceptable Use Policy (AUP), which outlines appropriate use of school-issued devices and online resources.

Students are expected to:

- Use the internet for academic purposes only during class time
- Respect the privacy and rights of others online
- Avoid inappropriate websites, content, and communication
- Protect their own login information

Violations of the AUP may result in loss of device access and disciplinary action. Practicing digital citizenship means being respectful, responsible, and safe online—at school and beyond.

Cell Phones and Electronic Devices

Del Mar High School Cell Phone Policy

To promote focus, reduce distractions, and support student well-being, Del Mar High School will implement a phone-free campus policy starting in the 2025–2026 school year. This policy aligns with California's new Phone-Free School Act (AB 3216), which takes effect statewide in 2026–2027.

Phone Storage: Lockers Provided

- Upon arrival each day, students must store their cell phones in a secure, school-provided phone locker.
- Phones must remain secured for the entire school day, including class time, passing periods, and lunch.
- Phones may be accessed only before or after school, unless permitted by a staff member in an emergency.

During School Hours

- No cell phone use is allowed at any time during the school day unless specifically authorized by a teacher or administrator for educational or emergency purposes.
- This includes calls, texting, social media, videos, games, AirDropping, or any other phone functions.

Emergencies

- If a student needs to contact home during the school day, they may request to use a school office phone.
- If a parent/guardian needs to reach a student, they should call the school office.

Violations & Consequences

Progressive discipline will be applied if a student does not follow the policy:

1. First Offense – Reminder and phone confiscated for the day
2. Second Offense – Phone held in office until parent/guardian retrieves it
3. Repeated Offenses – Parent meeting and possible restriction of phone privileges at school

Why is the cell phone policy being implemented?

- Compliance with new California State Law.
- Alignment with newly established best practices for student mental health and wellbeing.
- To help students stay focused and engaged in learning.
- To help students build stronger in-person relationships.
- To help reduce anxiety, distractions, and potential for any level of cyberbullying during the school day.

Del Mar is committed to creating a learning environment that supports your success—and that starts with being present and distraction-free.

Other Electronic Devices

Del Mar High School supports responsible use of technology to enhance learning. However, unauthorized personal electronics—including gaming devices, cameras, and recording tools—can disrupt the school environment and violate the privacy of others.

Prohibited Devices & Uses

The following personal devices may not be used during the school day unless specifically approved by school staff:

- Wireless bluetooth headphones
- Cameras or video recording devices
- Handheld or console gaming systems (e.g., Nintendo Switch)
- Personal laptops or tablets used for non-academic purposes
- Smartwatches that are enabled with texting, games, or internet browsing

Recording Without Consent

Students are strictly prohibited from using any device to:

- Take photos, videos, or audio recordings of other students or staff without their knowledge and permission.
- Share or post recordings taken at school to social media or other platforms without consent.

Violating this policy may result in disciplinary action under Education Code §48900(r), which includes acts that invade the privacy of others.

Inappropriate use of electronic devices may result in:

- Immediate confiscation of the device.
- Parent/guardian contact or retrieval.
- Loss of privileges to bring personal devices to school.
- Further disciplinary consequences for repeat offenses.

Del Mar HS is not responsible for lost, damaged, or stolen personal devices brought to campus.

Technology for Learning

School-issued Chromebooks and other instructional devices must be used according to SGUSD's Acceptable Use Policy (AUP). Misuse—such as accessing inappropriate content, bypassing filters, or using devices to cheat—may result in restricted access or disciplinary consequences.

Nondiscrimination and Anti-Harassment Policy

Definition: Sexual Orientation and Harassment is defined as, **the unwelcome sexual advances, request for sexual favors, and/or verbal, visual or physical conduct of a sexual nature made by someone from or in the educational setting.**

In general, the following conduct is clearly considered sexual harassment and is prohibited in the San Gabriel Unified School District.

1. Unwelcome leering, sexual flirtations or propositions.
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions.
3. Graphic verbal comments about an individual's body, or overly personal conversation.
4. Sexual jokes, stories, drawings, pictures, or gestures.
5. Spreading sexual rumors.
6. Teasing or sexual remarks, about students enrolled in a predominately single-sex class.
7. Touching an individual's body or clothes in a sexual way.
8. Cornering or blocking of normal movements.
9. Displaying sexually aggressive suggestive objects in the educational environment.

Students involved in sexual harassment are subject to suspension and/or expulsion.

Complaint Process

Any student who feels that he/she is being or has been subjected to sexual harassment shall immediately contact school personnel. A school employee to whom a complaint has been made shall, within 24 hours of receiving the complaint, report it to the principal or designee.

Nondiscrimination Policy

San Gabriel Unified School District is committed to providing a safe, respectful, and inclusive learning environment for all students.

Discrimination, harassment, intimidation, or bullying of any student is strictly prohibited—whether by another student, staff member, or anyone else—based on actual or perceived characteristics, including:

- Race or ethnicity
- Color or national origin
- Ancestry or nationality
- Religion
- Age
- Marital status, pregnancy, or parental status
- Physical or mental disability
- Sex, sexual orientation, gender identity, or gender expression
- Association with anyone who has one or more of these characteristics

This policy applies to all school settings, including classes, activities, programs, and events.

If you have any questions or concerns about discrimination, harassment, or Title IX issues, please contact:

Dr. Joan Perez, Assistant Superintendent of Educational Services

Title IX and Equity Coordinator

Phone: (626) 451-5400, Address: 408 Junipero Serra Drive, San Gabriel, CA 91776

DEL MAR HIGH SCHOOL
Rules and Regulations Agreement
2025-2026
Required Signature Page

ACKNOWLEDGEMENT OF RULES AND REGULATIONS

"We, the undersigned, have read and understand the student expectations in regards to all policies, rules and regulations stated in the Del Mar High School Student Handbook. We agree to adhere to these policies as written."

Student's Name:

Last First

Parent Signature _____ Date _____

Student Signature _____ Date _____

OFF CAMPUS POLICIES

Off-Campus Activity Acknowledgement

I understand that my son/daughter will be walking with their class to Smith Park, the District Office, or other places near Del Mar HS at various times throughout the year.

While participating, they are expected to:

- Walk to and from the park as part of the group under the direct supervision of the teacher.
- Follow all instructions and participate appropriately in activities.
- Refrain from using profanity.
- Avoid interactions with individuals who are not affiliated with Del Mar High School.

"I acknowledge that failure to follow the above rules may result in consequences, including suspension from class or school, or being dropped from the class with a grade of No Credit."

Parent Signature _____ Date _____

Student Signature _____ Date _____