



AGOURA HIGH SCHOOL
STUDENT HANDBOOK
2024-2025

LAS VIRGENES UNIFIED SCHOOL DISTRICT

[VISIT THE AGOURA HIGH SCHOOL PAGE](#)



LVUSD

It is important that Agoura High School students and families review our Handbook thoroughly. All students are expected to adhere to the rules and regulations within the student handbook to support a positive learning environment.

PRINCIPAL'S WELCOME

We welcome you to the 2024-2025 school year and we look forward to a wonderful school year. We want all students to strive for academic achievement and enjoy their experience while at AHS. All students play a crucial role in a positive learning environment and while on campus you must follow AHS and LVUSD policies, which will also contribute to your success in and out of the classroom. We want students to be responsible, respectful, and kind. It is your responsibility to know the rules and policies, which will support you having a positive experience at AHS. I encourage you to find a sport, activity, or club that will keep on campus after school and help establish a great connection to AHS. Be responsible, be kind, and be the best that you can be. If you ever need help or support, your teachers, administrators, counselors, and Agoura staff are here for you.



Mr. Garrett Lepisto, Principal

AHS Main Office.....818.889.1262
Attendance Office.....818.889.1262 ext. 51237
Counseling Office818.889.1262 ext. 51242

The school office hours at Agoura High School are from 8 AM to 4 PM. Please note that during vacation periods, the scheduled office hours may vary, and there is a possibility that the office may be closed. We maintain a professional environment in the school office, and we kindly request that all students uphold appropriate conduct while inside.

MISSION STATEMENT

The Agoura High School Community works collaboratively to prepare all students to become lifelong learners and responsible citizens. Within a safe and supportive environment, we provide a relevant, high-quality education and prepare our diverse student body for future endeavors. In partnership with faculty and staff, families, and our community, we create relevant learning opportunities for students -- both inside and outside the classroom -- that help them develop the knowledge, critical thinking skills, and character necessary to succeed in postsecondary opportunities. We are committed to recognizing the importance of communication and to encouraging dialogue among all constituencies; to promoting intellectual and social growth and development within the school community; to providing a safe, inclusive, supportive setting so that students have the opportunity to explore and to clarify their own beliefs and values, to take risks, and to

think and speak for themselves. Students are empowered to meet current and future challenges to develop social awareness, civic responsibility, and personal growth.

ADMINISTRATIVE TEAM

Mr. <u>Garrett Lepisto</u>	Principal
Ms. <u>Kirby Brock</u>	Assistant Principal Curriculum, Instruction & Counseling
Mr. <u>Aaron Dobson</u>	Assistant Principal Student Services - Activities, Arts
Mr. <u>Jonathan Oakman</u>	Assistant Principal Safety, Facilities & Athletics
Ms. <u>Diane Quinn</u>	Office Manager
Mr. <u>Keith Thomas</u>	Plant Manager
Mr. <u>Clint Cummings</u>	Athletic Director

COUNSELING OFFICE

COUNSELORS	COLLEGE & CAREER ADVISORS	SCHOOL PSYCHOLOGISTS
A-Fe = Mx. Heather Ramsey Fi-Le = Mr. Cesar Rodriguez Li-Ri = Mr. Adam Benitez-Corriea Ro-Z = Dr. Linda Ordin AHS COUNSELING WEBSITE	Ms. Jessica Stein Ms. Karen Kolosieke AHS REGISTRAR: Ms. Lena Goryoka	Ms. Tracy Grant Ms. Allison Skokos COUNSELING SECRETARY: Ms. Laurie Goldfinger

FACULTY AND DEPARTMENT LEADERSHIP

FACULTY COORDINATORS/LEADS	DEPARTMENT CHAIRPERSONS
Ms. Emily Wigger, 504 Coordinator Ms. Amy Murray, Center/Intervention Coordinator Mr. Colin Buchanan, ASB Coordinator Mr. Todd Shipley, IB Coordinator Ms. Jennifer Sherman, AHS Independent Study Coordinator/Dual Enrollment Coordinator Ms. Natalie Olson, State Civics Seal Coordinator Ms. Karin Inglis, Peer Tutoring Coordinator	Ms. Kristen Dizon, CTE Mr. Bob Hackett, Performing Arts Mr. Jason Busby, Social Science Ms. Marnie Davis, English Mr. Nicholas Hardy, Visual Arts Ms. Katrina Jacobsen, Special Education Ms. Jessica Meija, World Language

Ms. Kim Varonin, Science
 Mr. Chance Redmond, Physical Education
 Mr. Kamran Salem, Mathematics

BELL SCHEDULE

Traditional Schedule (Mondays)		
	Start	End
Teacher Collaboration	8:00:00 AM	8:40:00 AM
Period 1	8:40:00 AM	9:27:00 AM
Passing	9:27:00 AM	9:37:00 AM
Period 3	9:37:00 AM	10:24:00 AM
Nutrition	10:24:00 AM	10:34:00 AM
Passing	10:34:00 AM	10:44:00 AM
Period 5	10:44:00 AM	11:31:00 AM
Passing	11:31:00 AM	11:41:00 AM
Period 2	11:41:00 AM	12:29:00 PM
Lunch	12:29:00 PM	1:06:00 PM
Passing	1:06:00 PM	1:16:00 PM
Period 4	1:16:00 PM	2:03:00 PM
Passing	2:03:00 PM	2:13:00 PM
Period 6	2:13:00 PM	3:00:00 PM

Tues/Wed Block and Support		
	Start	End
Block 1 (1/2)	8:30:00 AM	9:50:00 AM
Nutrition	9:50:00 AM	10:00:00 AM
Passing	10:00:00 AM	10:10:00 AM
Block 2 (3/4)	10:10:00 AM	11:35:00 AM
Lunch	11:35:00 AM	12:12:00 PM
Passing	12:12:00 PM	12:22:00 PM
Block 3 (5/6)	12:22:00 PM	1:42:00 PM
5/6 Support	1:42:00 PM	2:29:00 PM
Passing	2:29:00 PM	2:39:00 PM
Period 7	2:39:00 PM	3:30:00 PM

Thurs/Fri Block		
	Start	End
Block 1 (1/2)	8:30:00 AM	10:03:00 AM
Nutrition	10:03:00 AM	10:13:00 AM
Passing	10:13:00 AM	10:23:00 AM
Block 2 (3/4)	10:23:00 AM	12:01:00 PM
Lunch	12:01:00 PM	12:38:00 PM
Passing	12:38:00 PM	12:48:00 PM
Block 3 (5/6)	12:48:00 PM	2:21:00 PM
Passing	2:21:00 PM	2:31:00 PM
Period 7	2:31:00 PM	3:30:00 PM

PLEASE NOTE: Students may not be on campus earlier than sixty minutes before the start of school or fifteen minutes after the end of school, unless involved in specific Agoura High School/District activity. There are no staff supervisors on-campus before or after these times.

LVUSD SCHOOL CALENDARS

- [2024-2025](#)
- [2025-2026](#)
- [2026-2027](#)

SCHOOL HOLIDAYS AND IMPORTANT EVENTS

August 21, 2024	First Day of School
September 2, 2024 - Labor Day	No School
September 3, 2024	Back to School Night
October 3-4, 2024 - Fall Recess	No School
October 16, 2024	PSAT Exam
November 1, 2024 - Staff Development Day	No School
November 11, 2024 - Veterans Day	No School
November 25 – 29, 2024 Thanksgiving Break	No School
December 23, 2024 - January 5, 2024 Winter Break	No School
January 6, 2025	School Resumes from Winter Break
January 20, 2025 Martin Luther King Jr. Day	No School
January 27, 2025 Staff Development Day	No School
February 17, 2025 Presidents' Day	No School
March 21, 2025 - Staff Development Day	No School
April 14 - 21, 2025 - Spring Break	No School
April 21, 2025 - Local Holiday	No School
May 26, 2025 - Memorial Day	No School
June 11, 2025	Last Day of School
June 12, 2025	Graduation

NO PLACE FOR HATE

Agoura High School believes that having a school community where all students feel safe and respected is an important foundation to their academic success. That is why Agoura High School will be participating in No Place for Hate®, a national program supporting schools in their commitment to celebrating diversity, promoting respect for differences, and challenging bias and bullying at all levels.

Developed by the Anti-Defamation League (ADL), a leading anti-hate organization that has worked for over a century to “secure justice and fair treatment to all,” No Place for Hate will help us incorporate new anti-bias and bullying prevention resources into our existing programs to have one consistent message of inclusivity. Our school will be doing the following:

- Forming a No Place for Hate committee of students, staff, and family members.
- Signing the No Place for Hate Pledge as a school.
- Designing and implementing 3 school-wide active learning activities to support anti-bias/bullying prevention activities inside and outside the classroom.

We are committed to making Agoura High School a place where everyone thrives and feels valued. See the student pledge below.



ACADEMICS

ACADEMIC INTEGRITY STANDARDS

The Las Virgenes Unified School District values hard work and evaluates students against high academic standards. The district does not allow any forms of dishonesty or deception that unfairly, improperly, or illegally enhances a grade on an individual assignment or a course. If you have questions about whether your actions would be considered honest, please ask a teacher or administrator for clarification. You may also refer to the LVUSD Legal Notification Handbook.

Academic Dishonesty shall include but is not limited to

Cheating

- Copying from others and presenting the work as your own.
- Use of notes, "cheat sheets," or electronic devices without explicit permission.
- Using communication devices to obtain unauthorized information.
- Completing work or exams for another student or having someone do it for you.
- Asking for or accepting improper assistance, including offering money or benefits.
- Providing or receiving information about an exam.
- Altering a graded exam without authorization.
- Gaining unauthorized access to examination materials.
- Giving or getting improper assistance on individual assignments.

Plagiarism

- Submitting materials not based on your own research and writing.
- Using third-party term paper assistance or copying another person's work.
- Collaborating on assignments without permission and misrepresenting it as independent work.
- Submitting the same work for credit in multiple courses without consulting teachers.
- Failing to properly acknowledge paraphrased materials or falsifying data.
- Citing nonexistent sources.

Other

- Tampering with official district records.
- Failing to stop work on an exam when time is up.
- Forging a signature or providing false information to a faculty member.
- Hoarding or damaging library materials to hinder access by others.

Academic Honesty Contract

HOMEWORK

Homework is a valuable learning tool that extends school experiences, reinforces classroom learning, develops independent study habits, and utilizes time effectively. The amount and type of homework vary based on subject, age, and student ability. Secondary students' homework is influenced by elective classes.

Homework activities include:

- organizing and completing assignments
- previewing material
- reviewing notes
- memorization and drill work

- reading and rewriting class notes
- making study notes (flashcards, outlines, tapes, etc.)

HOMEWORK MAKE-UP POLICY PER LVUSD Board Policy-6154

Students will not be penalized or lose academic credit for excused absences. As long as they completed missed assignments and tests within a reasonable timeframe, their grade(s) will not be affected. If a student is absent from class without a valid excuse and fails to submit homework, take a missed test, or fulfill any other missed class requirements, the teacher has the right to lower the student's grade due to non-performance.

INDEPENDENT STUDY

If you know in advance your child will be out of school for five (5) or more days due to a family emergency, or an unforeseen event, you may request an Independent Study contract. Please request Independent Study Contracts at least two weeks before the expected absence. The maximum time a student can be placed on short-term Independent Study is ten (10) days cumulative for the entire academic year.

GRADE COMMUNICATION

Parents/guardians may access students' grades anytime through Aeries at <https://parent.lvusd.org>. The information required to open an Aeries parent account is provided at enrollment in any LVUSD school, and the account remains active through high school. If you do not have an Aeries parent account and wish to open one, please contact technicalsupport@lvusd.org. Parents/guardians are encouraged to check Aeries with their students regularly. The official grades for the first semester are posted during the last week in January, and the second-semester grades are posted at the close of school in June. If you do not have internet access, please contact the Counseling Office.

FALL SEMESTER	Reporting
5-week Progress Reports	Only D/F grades reported
10-week Quarter Reports	All grades reported
15-week Progress Reports	Only D/F grades
20-week Semester Transcript	All grades reported final

SPRING SEMESTER	Reporting
5-week Progress Reports	Only D/F grades reported
10-week Quarter Reports	All grades reported
15-week Progress Reports	Only D/F grades
20-week Semester Transcript	All grades reported final

CITIZENSHIP GRADE

All students receive a citizenship mark in each class on each 10-week report card. Codes include: O = Outstanding, S = Satisfactory, N = Needs to Improve, U = Unsatisfactory. O'S, S's, N'S AND U'S: A student who earns an "O" or "S" exceeds/meets all school/class rules and expectations. A student receiving an "N" or "U"

does one or more of the following on an occasional to frequent basis: interferes with the learning process, does not follow class rules, is disrespectful & dishonest in dealing with others, is a negative participant or refuses to participate in class activities.

SUPPORT PERIOD

The support period will follow the 5th and 6th period block periods on Tuesdays/Wednesdays; 5th and 6th period teachers will record attendance for support. Students will have the ability to move from teacher to teacher during Support, using the 5 Star system. Peer tutors will be available during this period in addition to teachers. Support period can be used for whole group support, small group tutorials, test review, peer counseling sessions, school work completion, and individual instructional support for academics and social-emotional needs.

With parental permission, students who qualify for early release will be allowed to leave after attendance is taken. Juniors and Seniors in good standing (academics, attendance, behavior) are eligible to leave campus during Support. Students who qualify for early release also have the option to stay for support. Students who remain on campus during Support, must follow the Support period protocols. Students who are choosing to take an early release must leave campus.

ACTIVITIES & ARTS

You belong here! We strongly encourage all students to engage in clubs, extracurricular activities, and sports, as these opportunities can foster a strong sense of belonging on campus. Participating in these activities allows you to pursue your interests and passions while connecting with peers who share similar interests. We invite you to explore the diverse range of clubs, activities, and sports at Agoura High School. Charger students may participate in many activities, clubs, and after-school sports leagues. Clubs typically meet during lunch or after school and are student-led, but looked after by a teacher advisor. Students can learn more about clubs through the Registration Week, two annual Club Rush Fairs during the school day, and throughout the school social media/announcements, and [the AHS Clubs Catalog](#).

ATHLETICS

Agoura High School offers many CIF sports during the fall, winter, and spring athletic season. Student-athletes must maintain a 2.0 GPA to and meet all CIF eligibility requirements to participate in our athletic programs. Athletic participation should be healthful, positive and safe for everyone involved, conducted in an environment that teaches values and ethics, strengthens the community, promotes competitiveness and enriches the lives of the athletes. Visit the [Agoura Athletics website](#) for more information.

ATTENDANCE INFORMATION

ABSENCES AND TARDIES

One of the most important school success factors is excellent daily attendance and punctuality. Missing school equates to missed learning opportunities, according to many statistics. Regular, on-time attendance directly correlates to academic performance. Students should be attending school the entire day and arriving on time. Attendance and punctuality are a shared responsibility between the

student, parent/guardian, Agoura High School and LVUSD. It is important that students and parents/guardians understand and abide by Agoura High School and LVUSD policies related to absences and tardies. [Visit the AHS Attendance website for more information.](#)

ARRIVING LATE TO SCHOOL

Students must report to the Attendance Office before going to class, if arriving late to school.

ATTENDANCE INCENTIVES

Agoura High School has a system of incentives aimed at fostering positive school attendance and punctuality. These incentives are designed to encourage improvements in academic achievement and school culture, along with rewarding students for their consistent and timely presence in school. Incentives may include certificates of recognition, Charger swag / gear, and gift cards to local businesses, among others. Periodically during the year, students will be recognized for their positive efforts in this area.

EXCUSED ABSENCES

Per District and state policy, the following circumstances are considered excused absences:

1. Illness
2. Quarantine
3. Medical, dental, optometry, chiropractic services
4. Funeral for a family member of the immediate family
5. Observation of a religious holiday

*All absences MUST be cleared within 72 hours, or the absence will be changed to truancy (AR 5113).

PRE PLANNED ABSENCES

Please consult the school calendar when planning trips. If an absence is anticipated, AHS can arrange a short-term independent study contract for your child. However, missing school should be kept to a minimum.

- For 2-4 days Preplanned: students are required to fill-out a pre-planned absence form, obtain teacher signatures and submit for Administration approval.
- For 5+ days Preplanned: students are required to fill-out a pre-planned independent study request at least 2 weeks prior to the absence, coordinate work with teachers, obtain all required signatures and submit for Administration approval. Note: the maximum time a student can be placed on short-term Independent Study is ten (10) days cumulative for the entire academic year.

*Please note that submission of required documents and signatures does not guarantee approval by the Admin.

OFF CAMPUS PASSES

Eligible 11th and 12th grade students, with parent/guardian permission, have the opportunity to earn a release to leave campus for lunch and 5th/6th period support periods. Juniors and seniors must meet eligibility academic, behavior, and attendance requirements during the grading period.

- Academic - No Ds or Fs on that terms grade report
- Behavior - No discipline referrals and no discipline incidents
- Attendance - No more than three days absent and not more than 5 tardies during that reporting period

One attendance appeal may be granted each semester (grades and behavior cannot be appealed). Off campus eligibility will be determined each 5 week grading period. Students in 9th and 10th grades may not have an off campus pass/sticker.

REPORTING / CLEARING ABSENCES

According to state law, the parent(s) or legal guardian(s) of students are responsible for a student's attendance until they attain the age of 18 or graduate from high school. Any student absent from school without a valid excuse for three (3) days in one school year, or tardy more than 30 minutes on each of three (3) days in one school year, shall be reported as truant (Education Code 48260ff). It is expected that if a student is absent, parents/guardians are responsible for clearing unexcused absences within three (3) school days (72 hours).

- **Note: if possible, please plan medical appointments and family outings after the school day.**

TARDY POLICY

Students should be encouraged to be prompt to school (and to each of their classes daily) as part of developing good habits for the future. It is the student's responsibility to be on time for class. Failure to abide by this expectation shall result in progressive, restorative interventions and discipline, per district and school policy. When arriving late / tardy to school, students must sign in at the front booth, or in the attendance office, before going to class. This is similar to the process for a student returning from an appointment during the school day. In order to clear a tardy, similar to an absence, a note signed by or a phone call by a parent/guardian must be received within 3 days (72 hours).

TRUANCY

A student is considered truant after three absences or three tardies of more than 30 minutes each time or any combination thereof, and the absences or tardies are unexcused. A student will be considered having chronic truancy if they have an unexcused absence for 10% or more of the total school days in one school year, starting from their enrollment date until the present day. The school must report truancies to the state. A habitual truant student may be referred to a School Attendance and Review Board (SARB). ([California Ed Code, Truancy](#))

BEHAVIOR, CONDUCT, CAMPUS SAFETY

BICYCLES, SKATEBOARDS, ROLLER BLADES/SKATES & SCOOTERS

Students can ride their scooters, skateboards, and bicycles to school, but they may not be ridden while on campus. Helmets are required by law: [CVC §21212\(a\)](#). Bicycles, scooters, and skateboards must be locked in the racks provided during school hours. (Students must provide their own lock) Skateboards must be stored in the skateboard rack outside of the locker room. Students may not use these items while on campus at any time. All items are brought to school at the owner's risk. The school is not responsible for lost, stolen, or damaged items.

CELL PHONES AND PERSONAL DEVICES

Students are allowed to have mobile devices while attending school and school-sponsored activities. Phones cannot be used in the classroom. Many classes have locations for phones to be stored during class, per classroom policy, to which students must adhere.

All mobile devices, including phones and smartwatches, must be turned off during instructional time. Using mobile devices should not cause students to be late to class.

- If a student does not have their phone off and away during instructional time, a certificated or classified staff member may confiscate the device and parent contact will be made. The device will be returned to the student at the end of the school day/class period.
- A second infraction will result in the confiscation of the device.
- A third infraction will lead to disciplinary action and a parent conference to discuss further consequences.

CONFISCATED ITEMS

Any confiscated item will be returned to the parent/guardian if they must come in to pick it up or to the student at the end of the last day of school. Any unclaimed items are donated to charity at the end of the school year.

DISRUPTIVE AND/OR DANGEROUS ITEMS

Squirt guns, balloons, or other toys may not be brought to school. Aerosol items may not be brought to school. Matches, lighters & other dangerous items are not permitted. Students may only use markers when they are issued by teachers. Laser pointers are not allowed and are a violation of the law.

DRESS CODE

At Agoura High School, we believe in fostering an inclusive and respectful learning environment that celebrates individuality and promotes student expression. To maintain a respectful, positive, and productive educational environment, Agoura High School and LVUSD enforces the following dress code based on California Education Code (35183.6) and the LVUSD Legal Notification Handbook.

The Board of Education has implemented the following regulations to ensure the health, safety, cleanliness, decency, and decorum among students:

1. The student's attire must not jeopardize their health, safety or interfere with the educational process.
2. Students must adhere to safety rules in specialized programs that may require protective clothing, safety glasses, proper footwear, or similar requirements.
3. Students are expected to show good judgment, responsible behavior, and respect for themselves, the school, and the community in their dress and grooming choices.
4. Clothing, symbols, or accessories promoting controlled substances, such as drugs, alcohol, or tobacco, are not allowed.
5. Attire featuring offensive, vulgar words, pictures, drawings, or sexually suggestive content, as well as derogatory language related to a person's background, nationality, religion, sexual orientation, or disability, is unacceptable.
6. Clothing that is excessively revealing or disrupts the school's educational mission is not permitted.

ELECTRONIC LISTENING OR RECORDING DEVICE – EC 51512

Using electronic listening or recording devices in classrooms without the teacher's and principal's consent is strictly prohibited.

EMERGENCIES

The safety of our students is a top priority, and it is considered in everything that happens at Agoura High School. Agoura High School has a Comprehensive School Safety Plan (CSSP) and provisions for use in any emergency, including a natural disaster such as an earthquake. Staff and students practice the procedures in the plan including lockdown, fire, and disaster drills several times each year. Staff reviews the details of the plan regularly to be able to react with confidence in an emergency. Every classroom has an Emergency Backpack that contains emergency supplies.

FOOD DELIVERY/ITEM DROP-OFF

Food deliveries (Uber Eats, GrubHub, Door Dash, etc.) cannot occur during the school day. The items will be turned away and students may be issued discipline. Students should come to school prepared with their materials, including lunch, food, school supplies, assignments, backpacks, etc. On the rare occasion that a parent/guardian needs to drop off items for a student, the parent/guardian must check in at the security booth near the main office.

HATE-MOTIVATED BEHAVIOR- LVUSD Board Policy 5145.9

The LVUSD School Board prohibits hate-motivated behavior. A student or parent/guardian who believes the student is a victim of hate-motivated behavior is strongly encouraged to report the incident to a teacher, the principal, or other staff members. Any staff member notified that hate-motivated behavior has occurred, observes such behavior, or otherwise becomes aware of an incident shall immediately contact the principal or the compliance officer responsible for coordinating the District's response to complaints and complying with

state and federal civil rights laws. As appropriate, they shall also contact law enforcement. Any complaint of hate-motivated behavior shall be investigated. As necessary, the District shall provide counseling, guidance, and support to students who are victims of hate-motivated behavior and for students who exhibit such behavior.

INCLEMENT WEATHER

Appropriate clothing should be worn on cold and rainy days. If an umbrella is to be carried on the school grounds, it must have all of the sharp points covered so that it does not become a safety factor.

RELEASE PERIOD

Students are not required to be on campus during their release period. Students must have approval from their parent/guardian to be off campus during the release period. If students want to be on campus during their release period, students can go to the Media Center. The Media Center is a study hall space during instructional time. Cell phones must be turned off and put away in the Media Center.

RESTORATIVE PRACTICES/DISCIPLINE

We believe in fostering a positive and inclusive learning environment by implementing restorative practices. Restorative practices focus on building and maintaining relationships, resolving conflicts, and repairing harm. We actively integrate restorative practices into our teaching and discipline strategies using diverse methods.

AHS Restorative Discipline Practices and Matrix

STUDENT ID CARDS

Students must have their Student ID card with them while on school premises. Students will use the card to access campus and students with an off-campus pass will scan their card to leave campus during the appropriate times.

STUDENT SEXUAL HARASSMENT- LVUSD Board Policy 4119.11

The LVUSD School Board prohibits the unlawful sexual harassment of any student by any employee, student, or other person at school or at any school-related activity. Students shall be assured that they need not endure any form of sexual behavior or communication, including harassment, because of sexual orientation. They shall further be assured that they need not endure, for any reason, any harassment which impairs the educational environment or a student's emotional well-being at school.

VISITORS ON CAMPUS

Student safety is of utmost importance to us. Therefore, we would like you to know our visitor policy. Everyone must abide by the following:

- All visitors, including those volunteering on the school campus, must register at the security booth without any exceptions.
- Visitors must have a badge acquired from the security booth to be allowed outside the administration building on campus.

COUNSELING SUPPORT & SERVICES

School counselors are highly educated professionals who support students academically, emotionally, and socially. Our dedicated counselors work with students, staff, and parents/guardians to promote academic success and address personal concerns. Each student has an assigned counselor who stays with them during

their time at Agoura High School, allowing for a strong connection between the student and counselor. The counseling department at Agoura High School is committed to supporting students' holistic development and helping them thrive academically.

The following services are provided to all students by offering individual and group counseling in a confidential setting or through classroom presentations.

[BOOK AN AHS COUNSELING APPOINTMENT HERE](#)

Services provided:

- School guidance curriculum
- Restorative practices
- Crisis intervention and prevention
- Academic skills support
- Organizational, study, and testing-taking skills
- Communication, problem solving, decision making, and conflict resolution
- Career awareness, exploration, and planning
- Substance abuse issues
- Cultural diversity awareness
- Individual student planning
- Goal-setting/decision making
- Transition planning

In addition to school-site counselors, LVUSD has a Counseling Center, located by the LVUSD District Office which provides counseling services as needed or referred by school site counselors or administrators. To schedule a counseling appointment, visit [this link](#) or visit the counseling office.

CAREER COUNSELING AND COURSE SELECTION

We offer supportive career counseling and course selection assistance. Our school counselors prioritize exploring diverse career options and courses based on each student's interests and abilities without gender bias. Parents/guardians are involved and notified to participate in counseling sessions and decisions, ensuring a collaborative approach to shaping our students' futures.

MENTAL HEALTH

We ensure that all students can access support when needed by creating a safe and inclusive environment, providing resources, and promoting open conversations about mental well-being. You may contact the [LVUSD Counseling Center](#) at (818) 878-5280 to initiate access to available student mental health services. Call 988 for any mental health emergency.

GENERAL STUDENT INFORMATION

BACKPACKS AND BAGS

Students are advised not to carry valuable personal property in their backpacks/bags and to watch their backpacks/bags at all times. The backpacks/bags are the student's responsibility, and the school cannot guarantee the security of backpacks/bags or their contents.

CHANGE OF ADDRESS

In case of a change of address or phone number, please advise the registrar immediately. All other changes and/or additions should be made by the parent/guardian via the Aeries Parent Portal. Please make sure there is always someone listed in your Emergency Contacts section who is reachable and may be contacted in case of an accident or illness.

LOST AND FOUND

Lost clothing is kept in a storage box and donated to a charity at the end of every quarter. Small articles, such as jewelry, wallets, etc., are kept in the attendance office. Students may claim their lost articles during the lunch period. When the student's name is in a book, it is sent to the student; otherwise, the book is returned to the teacher or department chairperson. The school cannot take responsibility for personal items. We strongly advise students only to carry the necessary amount of money for school purchases (ex., vending machine) and avoid carrying large amounts of cash.

LUNCH AND NUTRITION

Nutrition is 10 minutes long each day and designed to allow students to take a break and eat a snack. Lunch is a 37 minute period. A variety of healthy and nutritious items are provided daily from our cafeteria. During the 2024-2025 school year, LVUSD will provide two meals free of charge (breakfast and lunch) during each school day to students requesting a meal, regardless of their free or reduced-price meal eligibility. Students are also welcome to bring lunches and snacks from home.

STUDENT LOCKERS

Book lockers are available for all students. These are assigned at the AHS Media Center. Locks are provided with each locker. Students may NOT bring locks from home.

Important reminders about book lockers:

- **Combination and Keys:** Students should not share their locker combinations or provide duplicate keys to others.
- **Valuables:** Students should refrain from storing expensive items such as computers, electronic equipment, or large amounts of cash in their lockers.
- **Search Policy:** Lockers are owned by the District and may be searched by school officials as permitted by law.
- **Proper Use:** Lockers should only be used for school-related purposes. Using lockers for any other purpose is prohibited.
- **Consequences:** Improper use of school lockers will result in disciplinary action, including the possibility of expulsion.

To minimize the risk of losing personal belongings, we remind each student to:

- Secure their belongings by locking and properly turning all combination locks.
- Never leave backpacks or valuable items unattended.
- Avoid sharing lockers, keys, or combinations with other students.
- Keep all valuables in their possession at all times.
- Write your name on items such as: plastic water bottles, jackets, backpacks, etc.

MEDIA CENTER

Our Media Center offers a diverse book collection and many resources. It is available to all students, while classes visit it at scheduled times. Students can access the Media Center before school and during lunch for study and research, but they must have their school ID to enter. As a reminder, the Media Center is similar to a classroom setting. Student phones must be turned off and away in the Media Center.

HEALTH INFORMATION

SCHOOL HEALTH OFFICE

Our school health office is staffed by a Health Clerk certified in First Aid and trained in CPR. They assist with first aid or illness situations occurring at school. Please note that our Health Clerk is not a licensed nurse. However, they are trained and supervised by the LVUSD District Nurses, who make regular and “as needed” visits to our school. In addition to ensuring that all students have had the required immunizations, the Health Clerk makes the decisions about sending children home when sick, calling parents/guardians for health information, and (in emergencies) calling for paramedic assistance.

ACCIDENT/ HEALTH INSURANCE

Accidents that occur at school are not the responsibility of the school. Insurance forms are available for parent/guardian convenience at the beginning of the school year. Insurance is available at a nominal charge from private companies. Information and enrollment forms from Myers-Stevens & Toohey & Co., Inc. are distributed each year and are available via lvusd.org.

CASTS, CRUTCHES, SUTURES OR OTHER MEDICAL APPLIANCES

Students returning to school after an accident or injury requiring a cast, crutches, splint, ace bandage, sutures or other medical appliances need to bring a written release (form is available in the office), signed by both physician and parent, to the health office before returning to class.

MEDICATION

Students are not permitted to possess their own medications, including those sold over-the-counter. An exception is made for emergency medication for seizures, diabetes, asthma, or severe allergic reaction when specifically requested by a physician as a medical necessity. Medication forms are available in school health offices and must be completed annually and whenever there are changes in the medication routine. Parents/Guardians must deliver the medication to the school health office in a container labeled by a pharmacist (over-the-counter medication in the original container) and pick up the medication at the end of the school year.

If a student needs to take medication at school for safety and health reasons, the following procedures have been established:

1. A parent/legal guardian note and a doctor's note must be presented at the Health Office for proper authorization. This includes medication of any kind, including over-the-counter, such as aspirin, Tylenol, ibuprofen, etc.
2. All medication should be in the original container clearly labeled, stating the student's name, contents, scheduled dosage, and physician's name. Medication must be kept in the Health Office and the student will be permitted to go to the Health Office during the school day to maintain their medication schedule.
3. All information will be treated in a confidential nature.
4. With a doctor's note and a parent/legal guardian's note, the students may carry bronchial inhalers. All inhalers must be labeled with the student's name.
5. Students are reminded to make their phone calls from the Health Office when they don't feel well.

PARKING INFORMATION / PROTOCOLS / POLICIES

Agoura High School / LVUSD is not responsible for any parking tickets or towing incurred if correct policies / procedures (see below) are not followed. The parking lots at AHS are restricted to only those who have valid parking permits during school hours, and all vehicles must have the valid parking permit displayed at all times. Visitors must receive a temporary permit from the front office. When driving around campus / dropping off students, please follow all posted information and directions displayed. Campus Supervisors / Administration and LA County Sheriffs will conduct regular checks for enforcement.

Students (& Adults) must adhere to all regulations governing parking (and driving) on campus and may be subject to disciplinary action and/or L.A. County Sheriff ticketing or towing for any violations.

SAFETY: This is the prime consideration with driving on and around campus. Student drivers are required to follow all California vehicle codes while operating their vehicles.

PARKING WITH PERMIT: Parking permits are distributed at the beginning of the year and space is limited. Students must park nose-in and may not park in Staff, Visitor, Handicapped, or any Reserved parking spaces on campus. Hot Spots are assigned separately and students without a hot spot tag are not allowed to park in those spots. Students may park in any other marked spot in the upper/lower gym lot, tennis court lot, and sports complex lots on campus on a first come first serve basis. A valid parking permit must be displayed at all times on the inside front windshield (lower corner, passenger side). Vehicles without a permit are subject to school discipline (or loss of off-campus privileges), ticketing, towing or all of the above. Vehicles with a permit, but parked in the wrong spot could be subject to permanent loss of the parking permit, school discipline, and/or ticketing or towing as well. Any student caught using a reproduced, counterfeit or copied permit will immediately lose their parking privileges for the balance of their time at AHS (and also receive school discipline).

LIABILITY: Vehicle owners are required by California law to carry liability insurance. The Las Virgenes Unified School District and Agoura High School assume no responsibility for damage or theft to vehicles. Students (and Adults) park on campus at their own risk. There is no security provided in the parking lots.

SPEED LIMIT: The limit in all lots and driveways on campus is 5 miles per hour.

OFF LIMITS: Students are not allowed to return to their cars throughout the day, except if they are Seniors or Juniors leaving campus with a pass at the appropriate times (or unless permitted by AHS Administration).

VEHICLE SEARCHES: Any vehicle may be subject to a search if reasonable suspicion exists that the vehicle contains an item that may be in violation of school policy or be harmful to that student/other students on campus.

NON-TRANSFERABILITY: Parking permits are non-transferable, and all students and cars using the permit must be on file. The penalty for the violation of this requirement is the confiscation of the permit and permanent loss of parking privileges.

PENALTIES: The penalty for any violation of the above rules and regulations could include the following: warning; progressive school discipline (including the loss of grading period off-campus pass for 11th / 12th graders); confiscation of permit and permanent loss of parking privileges; fines; and/or towing.

TECHNOLOGY USE

All students are expected to follow the LVUSD Acceptable Use Policy in the LVUSD Legal Notification Handbook.

I will use technology resources responsibly:

- I will use the Internet and other technology resources for academic activities.
- I will store or transmit only educationally appropriate materials.
- I will not use *LVUSD* technology for commercial purposes or to offer or provide products or services through *LVUSD* technology.
- I will not intentionally use technology resources to violate *LVUSD* policies, federal and/or state laws.
- I will not intentionally access and/or store inappropriate information, including, but not limited to the following: material that is obscene; child pornography; material that depicts, or describes in an offensive way, non-instructional violence, nudity, sex, death, or bodily functions; material that has been designated as for adults only; material that promotes or advocates illegal activities; material that promotes the use of alcohol or tobacco, school cheating, or weapons; or material that advocates participation in hate groups or other potentially dangerous groups.
- I will not participate in unacceptable behaviors including but not limited to: personal attacks, harassment or bullying another person; creation and transmission of offensive, obscene, or indecent material; creation of defamatory material; plagiarism; infringement of copyright laws, including software, published texts, and student work; political advocacy and/or religious proselytizing; transmission of commercial and/or advertising material; and creation and transmission of material which a recipient might consider disparaging, harassing, and/or abusive based on race, ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, and/or political beliefs.

I will use technology resources safely:

- I will not share my password with anyone. LVUSD will not ask for your passwords.
- I will not give out my name, picture, address, e-mail, or any other personally identifying information online.
- I will only access social networking and collaborative web sites, blogs, or post to Internet sites supporting the educational objectives of the school.

I will use technology resources respectfully:

- I will not deliberately attempt to harm or destroy data on any system on the network or Internet.
- I will not damage equipment or inappropriately alter settings.
- I will not inappropriately alter any other users' files.
- I will not log in through another person's account or access another person's files.
- I will not attempt to gain unauthorized access to the *LVUSD* network or to any other system using the *LVUSD* network.
- I will not go beyond my authorized access.
- I will not circumvent (i.e., use proxies) *LVUSD* Internet filters.
- I will not disclose names, personal contact information, or any other private or personal information about other students.
- I will not use the *LVUSD* network to engage in any unlawful activity or to threaten the safety of any person.

- I will not use threatening, obscene, profane, lewd, vulgar, rude, inflammatory or disrespectful language.
- I will neither transmit or post information that could cause disruption to my school or any other organization while using *LVUSD* technology.

I will use technology resources in a manner that respects the intellectual property of others:

- I will respect the rights of copyright owners in my use of materials.
- I will not install, store, or distribute unauthorized copyrighted software or materials.
- I will properly cite sources for material that is not my own.

I understand that:

- By accepting these terms and conditions, I waive any right to privacy or confidentiality to material created, sent, accessed, or stored using *LVUSD* technology or a *LVUSD* provided network account.
- *LVUSD* personnel have the right to review any material sent, emailed, accessed, or stored through *LVUSD* technology or a *LVUSD* provided network account.
- My use of the Internet will be monitored, as required by federal law. *LVUSD*'s monitoring of Internet usage can reveal all activities I engage in using the *LVUSD* network.
- *LVUSD* personnel can remove any material that it believes may be unlawful, obscene, indecent, harassing, or otherwise objectionable at any time.
- *LVUSD* does not promise that the functions of the Internet service will meet any specific expectation I may have, or that the Internet service will be error-free or uninterrupted.
- *LVUSD* administrators have the final say on what constitutes a violation of the Acceptable Use Policy. Violations include, but are not limited to, all bulleted points in this agreement.