



# Student Handbook 2009-2010

Hemet Adult School  
26866 SAN JACINTO STREET  
HEMET, CA 92543

(951) 765-5190  
FAX: (951) 925-7478

[www.hemetadulthood.org](http://www.hemetadulthood.org)

**Office Hours:**

Monday to Thursday	10:00am to 7:00pm
Friday	8:00am to 12:00pm

**Student Hours:**

Monday to Thursday	1:30pm to 8:00pm
Friday	Closed

**School Administration:**

Tara O'Malley	Principal
Jason Ax	Assistant Principal

**Support Staff:**

Linda Sykes	Office Manager
Olga Astorga	Attendance Clerk
Robert Liebovich	Instructional Aide
Jim Busic	Campus Supervisor
Henry Estavillo	Custodian

**Superintendent of Schools**

Dr. Philip Pendley

**Hemet Unified School Board Members**

Gregg Figgins	Board President
Joe Wojcik	Board Vice President
Lisa DeForest	Board Member
Charlotte Jones	Board Member
Marilyn Forst	Board Member
Phyllis Petri	Board Member
Bill Sanborn	Board Member

## High School Diploma Classes 2009-2010

<ul style="list-style-type: none"> <li>• English 1A</li> <li>• English 1B</li> <li>• English 2A</li> <li>• English 2B</li> <li>• English 3A</li> <li>• English 3B</li> <li>• English 4A</li> <li>• English 4B</li> <li>• English Electives</li> </ul>	<ul style="list-style-type: none"> <li>• Algebra 1A</li> <li>• Algebra 1B</li> <li>• General Math</li> <li>• Math Electives</li> </ul>	<ul style="list-style-type: none"> <li>• World History 1A</li> <li>• World History 1B</li> <li>• US History 1A</li> <li>• US History 1B</li> <li>• World Geography</li> <li>• Government</li> <li>• Economics</li> <li>• Psychology</li> <li>• Behavioral Health</li> <li>• Social Studies Electives</li> </ul>
<ul style="list-style-type: none"> <li>• Life Science 1A</li> <li>• Life Science 1B</li> <li>• Earth Science 1A</li> <li>• Earth Science 1B</li> <li>• Science Electives</li> </ul>	<ul style="list-style-type: none"> <li>• Visual &amp; Performing Arts</li> <li>• Electives</li> </ul>	<ul style="list-style-type: none"> <li>• CAHSEE prep</li> </ul>

### Graduation Requirements

English	40 credits
Algebra	10 credits
General Math	15 credits
Life Science	10 credits
Physical/Earth Science	10 credits
US History	10 Credits
World History	10 Credits
Government	5 credits
Economics	5 credits
World Geography	5 credits
Health	5 credits
Performing Arts	10 credits
Electives	55 credits



**Total.....190 credits**

*All students must also pass the California High School Exit Exam in order to earn their high school diploma.*

# 2009-2010 GED Testing Dates

Pre-Registration and current ID required.

## 2009

August 12/13  
August 26/27

September 9/10  
September 23/24

October 7/8  
October 21/22

November 4/5  
November 18/19

December 9/10

## 2010

January 13/14  
January 27/28

February 10/11

March 3/4  
March 24/25

April 21/22

May 5/6  
May 19/20

June 9/10  
June 23/24

**Test Dates are for two days [4 hours each] totaling 8 hrs of Testing.**

A \$145.00 fee is charged for the entire GED test and certificate. A \$30.00 cash fee is charged to retake each failed section of the test.

If you are late or miss any testing time, you could forfeit that section(s) of the test and have to attend another testing session.  
(A \$30.00 per section fee will be charged)

The Hemet Adult School offers classes and GED pre-tests to help you prepare for the GED.



## Guidance and Counseling

The purpose of the guidance and counseling program is to help each student grow emotionally, and socially. The program includes:

- Helping the new student feel at home in our school with new teachers and new friends in a different setting.
- Individual conferences whenever a student, a teacher or the evening assistant deems it necessary.
- A testing program designed to help the student learn as much as possible about his/her capabilities. (Pre-GED, CASAS and TABE)
- The evening assistant welcomes the opportunity to talk over things with any student, parent, or teacher.

To meet with a guidance counselor, please contact the adult school office to schedule an appointment. Please make sure to bring all required paperwork with you the day of your appointment.

*Do not be late for your appointment. If you cannot make your appointment time, please call to reschedule. 951-765-5190*

THIS IS A "TOBACCO FREE" SCHOOL  
NO SMOKING - NO CHEWING



### School Rules:

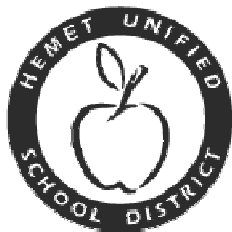
- Students are to be in class on time and are not to loiter on campus.
- Students will not leave class without approval.
- Students must return promptly after breaks. Returning late from breaks will result in dismissal from the session.
- Students must continue to show progress in class.
- No Visiting. Work quietly and do not disturb others.
- No electronic devices allowed during class.
- No Profanity.
- Students are to leave campus as soon as possible after their last class.
- Students are not to take books or materials home. All work **MUST** be done in the classroom.
- Students are responsible for maintaining their own folder for verifying their records.
- **Assignments are to be turned in daily, as completed.**

- Students must sign in and out on the time sheets. Failure, or forgetting to do so voids credit for time spent in class that day.
- Telephone: used for extreme emergency only. No personal telephone calls
- Foods and beverages must be consumed outside the classroom.
- If a concurrent student is dropped for non-attendance or no-progress, they may **not re-enroll** until the next semester. **(When classes are full; non-attendance drop is 5 days. Communicate with Teacher on absences)**
- Skateboards, roller skates, and bicycles are not to be ridden on campus.
- All drivers are to observe the speed limit of FIVE(5) miles per hour on campus.
- Loud playing of vehicle radios is prohibited on campus.
- District dress code will be enforced.
- Students who leave campus during a session may not return until the start of the next session.
- Students who go outside of the black gate or in the parking lot during breaks will be dismissed and may not return until the next session.
- Smoking is not permitted by anyone on school property, in front of the school or in the neighborhood around the school.

## Hemet Unified School District Policies:

The following acts may lead to removal from adult school classes.

- Cause, attempt to cause or threaten to cause physical injury to another person.
- Possess, sell or otherwise furnish any firearm, knife, explosive or other dangerous objects.
- Possess, use, or sell any controlled substance, drug paraphernalia, alcoholic beverage or an intoxicant of any kind.
- Commit robbery or extortion.
- Cause or attempt to cause damage to school property or private property.
- Steal or attempt to steal school property or private property.
- Commit an obscene act or engage in habitual profanity or vulgarity.
- Disrupt school activities or other wise willfully defy the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in performance of their duties.
- Knowingly receive stolen school or private property.
- Possess or use of Tobacco on or around campus; that includes the parking lot, cars, and the neighborhood.
- Sexual Harassment



## General Policies and Procedures

### **Accidents/Injuries**

If students are injured while at school or engaged in school activities, it must be reported immediately to the teacher in charge, no matter how minor the injury. Written reports may be completed by the administration or staff.

### **Bicycles/Skateboards/Skates**

Bicycles are to be walked on campus and stored in the bicycle racks near the basketball courts. Skateboards and skates are not allowed on the campus.

### **Change of Address/Phone**

Phone and address records should be kept current in the event of an emergency.

### **Clean Campus**

Our school buildings and equipment cost the taxpayers to construct, purchase and maintain. We waited a long time to move into our current facility and we are proud of it. Students, who destroy, vandalize or litter school property will be required to pay for losses, damages. If students willfully destroy school property, suspension and subsequent expulsion may be necessary. If you should happen to damage something by accident, report it to a teacher or the office immediately.

### **Closed Campus**

Hemet Adult School is a closed campus only currently enrolled students are allowed on campus.

### **Drug and Alcohol Abuse**

Drugs and alcohol hinder the learning process and will not be tolerated. Students suspected of being under the influence will be evaluated by the principal or evening assistant and dealt with according to the law and school board policies. Being "under the influence" by Education Code standards means having any drugs or alcohol in the system. Consuming drugs or alcohol the night before, or morning before school could be considered as being under the influence.



### **Dress Code**

For the safety of all students, gang related apparel is not acceptable. The District will collaborate with law enforcement agencies to update changes in gang-related apparel as necessary. Any clothing, apparel or "colors" that a student or group of students wear to identify themselves for the purpose of harassing, threatening or intimidating others will not be allowed. Additionally, clothing shall be free of writing, pictures or any other insignia which identifies a professional sports team or any group advocating or participating in disruptive behaviors. The term "colors" is defined as a display by the wearing or placement of apparel by a group of students, or an individual student, which would signify the membership or intent of membership in a student group known to advocate

or participate in disruptive or illegal behavior. Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received.

Possible dress code violations include:

- Examples of current symbols identified as gang-related are professional sports team logos.
- Examples of symbols advocating prejudice are the Iron Cross.

These symbols are not allowed on the school campus.

**Unsafe Objects:**

- Spiked projections from rings, belts, belt buckles, hats, pants, or other attire.

**Immodest Clothing/Apparel:**

- Revealing clothing, such as:
- Perforated clothing without undergarments
- Revealing shorts
- Ripped tops and pants without appropriate undergarments
- Tube tops
- Tank tops
- Reference to drugs or alcohol on clothing

**Vulgar/Obscene:**

- Pictures, images, words, or sayings that are offensive by traditional standards shall not be visible on clothing.

**Hats:**

- Hats shall not be altered. Teachers may request that hats be removed in the classroom or inside buildings as has been a long standing custom in our society.

**Bandannas:**

- Bandannas on the head or visible from pockets for the purpose of group identification will not be permitted. Headbands/sweatbands and hair nets are not allowed.

**Alterations:**

- Customizing of apparel to designate affiliation with a gang or similar outside organization is not allowed.

**Electronic Devices**

Electronic communication and listening devices such as radios, CD players are **not permitted** on the campus. Laser Pens are also not allowed on the Adult Ed campus. Cell phones and pagers must be turned off during class time.



## **Fire and Earthquake Drills**

Fire and earthquake drills are held at regular intervals throughout the school year.

Remember these basic rules:

1. Check the instructions in each classroom (they are posted) indicating how to leave the building in the case of fire.

2. **Walk. No running.** Move quickly and quietly to the designated area.

Roll will be taken by the classroom teacher. Stay in the area assigned by your teacher.

## **Gang Activities**

Gang activities are a threat to campus safety and a disruption of the learning environment. Any student engaged in activities that are determined by the administration to be gang related (clothing, hand signs, tagging, graffiti, mad dogging) may result in disciplinary actions.

## **Law Enforcement**

Law enforcement will be notified whenever laws pertaining to the state of California have been violated, or when requested to assist the administration in the carrying out of their duties. Law enforcement may also be allowed to come on to the campus and interview students as a result of an investigation.



## **Loitering**

No out-of-school persons are allowed to loiter on, or around the school campus, and will be referred to law enforcement. Students should leave the campus immediately following the end of the school day unless they are involved in after school activities, or are waiting for the bus. Students arriving or leaving school are not to congregate or loiter in front of neighborhood residences, or in the school parking lot.

## **Search and Seizure**

The administration retains control over lockers, buildings, parking lots, grounds and all property on the school campus and has the right to search them without warrant. All persons entering this campus may be required to submit to a metal detector scan and a personal search to ensure that weapons, drugs, or other dangerous items are not brought on campus. Violators are subject to suspension, expulsion, or arrest.

## **Sexual Harassment**

The Hemet Unified School District is committed to a work and educational environment in which all individuals are treated with respect and dignity. Therefore, the district strongly condemns, opposes, and prohibits sexual harassment whether verbal, physical, or environmental. Anyone who violates this policy is subject to discipline, including student expulsion or employee dismissal. The complete Board policy and resolution process is available at schools and the district office.

### **Tobacco**

The Hemet Unified School District is a tobacco-free district. Tobacco is not allowed on or around any campus in the state of California. NO ONE is allowed to smoke or chew in or around the Alessandro campus. Students or adults that smoke or chew must do so before arriving near the school campus. The area surrounding the school will be off limits for students to smoke or chew. Information on smoking cessation classes is available from the school counselor.

### **Student Rights**

- You have the right to learn.
- You have the right to materials you need and which are appropriate to your learning level.
- You have the right to know how you are doing in your work.
- You have the right to be helped with your work without interference.
- You have the right to ask questions without harassment.

### **Teacher Rights**

- They have the right to teach.
- They have the right to help a student individually without disruption from others.
- They have the right to assign appropriate materials.
- They have the right to expect achievement from all students.
- They have the right to teach clear-minded students, i.e., not under the influence of illegal substances.

*It is the philosophy of Hemet Unified School District to secure, at the lowest possible administrative level, equitable responses to complaints directed against employees of the District by parents or guardians.*

**Hemet Unified School District  
2009-2010 Traditional School Year Calendar---FINAL**

July					August					September					October					November					December					
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	
		1	2	3	3	4	5	6	7	1	2	3	4s						1	2s	2	3	4	5	6s	1	2	3	4s	
6	7	8	9	10	10	11	12	13	14	7	8	9	10	11s	5	6	7	8	9s	9	10	11	12	13s	7	8	9	10	11s	
13	14	15	16	17	17	18	19	20	21	14	15	16	17	18s	12	13	14	15M	16E	16	17	18	19	20s	14	15	16	17	18s	
20	21	22	23	24	24	25	26	27	28s	21	22	23	24	25s	19	20	21	22	23s	23	24	25	26	27	21	22	23	24	25	
27	28	29	30	31	31					28	29	30			26	27	28	29	30s	30					28	29	30	31		
School Days Elem 6					School Days Elem 6					School Days Elem 21					School Days Elem 15					School Days Elem 14										
School Days Sec 6					School Days Sec 6					School Days Sec 21					School Days Sec 22					School Days Sec 15					School Days Sec 14					
CE Days 9					CE Days 9					CE Days 21					CE Days 22					CE Days 15					CE Days 14					

January					February					March					April					May					June					
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	
				1	1	2	3	4	5sM	1	2	3	4	5s					1	2s	3	4	5	6	7s	1	2	3	4	5sH
4	5	6	7	8s	8	9	10	11	12s	8	9	10	11	12s	5*	6*	7*	8*	9*	10	11	12	13	14s	7	8	9	10MH	11MH	
11	12	13	14	15s	15	16*	17*	18*	19	15	16	17	18	19s	12	13	14	15	16s	17	18	19	20	21s	14	15	16	17	18	
18	19	20H	21H	22sS	22	23	24	25	26s	22	23	24	25M	26	19	20	21	22	23s	24	25	26	27	28s	21	22	23	24	25	
25	26	27	28	29s						29	30	31			26	27	28	29	30s	31					28	29	30			
School Days Elem 19					School Days Elem 15					School Days Elem 23					School Days Elem 17					School Days Elem 20					School Days Elem 9					
School Days Sec 18					School Days Sec 15					School Days Sec 23					School Days Sec 17					School Days Sec 20					School Days Sec 9					
CE Days 19					CE Days 15					CE Days 23					CE Days 17					CE Days 20					CE Days 9					

Adopted by the Governing Board on February 24, 2009

Student / Certificated School Days						Classified and Administrative Holidays		Legend	
Level	Student			Certificated					
	Mini-mum	Short-ened	Regu-lar	Total	Non Student Day				
K	n/a	n/a	180	180	10-16-09	184	Independence Day	July 3, 2009	
Elementary Schools						Labor Day		September 7, 2009	
Gr. 1-5	10	34	136	180	10-16-09	184	Veteran's Day	November 11, 2009	
Gr. 1-8	10	34	136	180	10-16-09	184	Thanksgiving Day	November 26, 2009	
Middle Schools						Local Holiday		November 27, 2009	
Gr. 6-8	5	n/a	175	180	1-22-10	184	Local (Floating) Holiday	December 24, 2009	
High Schools						Christmas Day		December 25, 2009	
Gr. 9-12	5	n/a	175	180	1-22-10	184	New Years Eve (obs.)	December 31, 2009	
						New Year's Day		January 1, 2010	
						MLK's Birthday		January 18, 2010	
						Washington's Birthday		February 15, 2010	
						Lincoln's Birthday (obs.)		February 19, 2010	
						Memorial Day		May 31, 2010	

		Grading Periods						
		1st	2nd	3rd	4th	5th	6th	
S E C	Period Ends:	10-2-09	11-13-09	1-22-10	3-12-10	4-30-10	6-11-10	
	# of Weeks/Days	6/29	6/29	7/33	6/30	6/30	6/29	
E L E M	Period Ends:	1-22-10	6-11-10					
	# of Weeks/Days	19/91	18/89					
	Period Ends:	10-2-09	11-13-09	1-22-10	3-12-10	4-30-10	6-11-10	
	# of Weeks/Days	6/29	6/29	7/33	6/30	6/30	6/29	
	Trimester Ends:	11-13-09	3-12-10	6-11-10				
	# of Weeks/Days	12/57	13/64	12/59				

# NOTES