2017 – 2018
Student Identification

Name: ___________________________ Grade ________

Student ID#: ______________________

Del Norte High School
5323 Montgomery Blvd. NE
Albuquerque, NM 87109
Phone: 883-7222   Fax: 880-3965
DNHS Web site: delnorteknights.aps.edu

Del Norte High School Motto
THE RIGHT WAY – THE KNIGHT WAY

I have read and I understand the school policies listed in the Del Norte High School Planner

__________________________               _______________________
Student’s Signature                     Parent’s or guardian’s signature

Las politicas de la escuela son disponible en espanol a peticiön de los interesados.

People You Should Know
(For phone extensions please visit www.delnorteknights.com)

Ms. Jo Sloan                  Principal     ext. 43002
Ms. Angie Coutts              Assistant Principal ext. 43018
Ms. Deanne Smith              Assistant Principal ext. 43017
Mr. Chris Welsh               Dean of Students  ext. 43016
Mr. Tom Herndon               Athletic Director  ext. 43020
Mr. R. Scott Goff             Activities Director  ext. 43087
Ms. Heather Westbrook         A-F Counselor     ext. 43028
Ms. Lena Aragon               G-M Counselor     ext. 43027
Mr. Robert Szensai            N-Z Counselor     ext. 43025
Ms. Celena Cordova            College/Career Counselor ext. 43148
Mrs. Debbie Medina             Crossroads Counselor ext. 43026
Ms. Johnnie Thompson          School Nurse      ext. 43009
APS School Security           Chris Marquez     ext. 43091
2017 – 2018
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CLASS SCHEDULE

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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<tbody>
<tr>
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<td>12:05 – 12:35</td>
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</table>
### REGULAR SCHEDULE

**Monday Periods 1, 2, 3, 4, 5, 6, 7**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>7:20</td>
<td>1st Bell</td>
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<tr>
<td>7:25-8:13</td>
<td>1st Period</td>
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<tr>
<td>8:20-9:08</td>
<td>2nd Period</td>
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<tr>
<td>9:15-10:03</td>
<td>3rd Period</td>
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<tr>
<td>10:03-10:08</td>
<td>Announcements</td>
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<tr>
<td>10:15-11:03</td>
<td>4th Period</td>
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<tr>
<td>11:10-11:58</td>
<td>5th Period</td>
</tr>
<tr>
<td>12:05-12:35</td>
<td>Lunch</td>
</tr>
<tr>
<td>12:42-1:30</td>
<td>6th Period</td>
</tr>
<tr>
<td>1:37-2:25</td>
<td>7th Period</td>
</tr>
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</table>

### REGULAR SCHEDULE

**Tues/Thurs Periods 1, 2, 4, 6**

<table>
<thead>
<tr>
<th>Time</th>
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<tr>
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<tr>
<td>7:25-8:17</td>
<td>1st Period</td>
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<tr>
<td>8:24-10:10</td>
<td>2nd Period</td>
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<tr>
<td>10:07-10:10</td>
<td>Announcements</td>
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<tr>
<td>10:17-12:00</td>
<td>4th Period</td>
</tr>
<tr>
<td>12:05-12:35</td>
<td>Lunch</td>
</tr>
<tr>
<td>12:42-2:25</td>
<td>6th Period</td>
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### REGULAR SCHEDULE

**Wed/Fri Periods 1, 3, 5, 7**

<table>
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<td>1st Period</td>
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<tr>
<td>8:24-10:10</td>
<td>2nd Period</td>
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<tr>
<td>10:07-10:10</td>
<td>Announcements</td>
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<tr>
<td>10:17-12:00</td>
<td>4th Period</td>
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<td>12:05-12:35</td>
<td>Lunch</td>
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<tr>
<td>12:42-2:25</td>
<td>6th Period</td>
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### ASSEMBLY SCHEDULE

**Wednesday/Thursday**

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<tbody>
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<td>7:20</td>
<td>1st Bell</td>
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<tr>
<td>7:25-8:11</td>
<td>1st Period</td>
</tr>
<tr>
<td>8:18-9:38</td>
<td>2nd/3rd Period</td>
</tr>
<tr>
<td>9:48-10:48</td>
<td>Assembly</td>
</tr>
<tr>
<td>10:58-12:18</td>
<td>4th/5th Period</td>
</tr>
<tr>
<td>12:25-12:58</td>
<td>Lunch</td>
</tr>
<tr>
<td>1:05-2:25</td>
<td>6th/7th Period</td>
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</table>

### ADVISORY SCHEDULE

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<thead>
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<tbody>
<tr>
<td>7:20am</td>
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<tr>
<td>7:25-8:08</td>
<td>1st Period</td>
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<tr>
<td>8:15-8:58</td>
<td>2nd Period</td>
</tr>
<tr>
<td>9:05-9:40</td>
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<tr>
<td>9:47-10:30</td>
<td>3rd Period</td>
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<tr>
<td>10:37-11:20</td>
<td>4th Period</td>
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<tr>
<td>11:27-12:10</td>
<td>5th Period</td>
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<tr>
<td>12:17-12:47</td>
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<tr>
<td>12:54-1:37</td>
<td>6th Period</td>
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<tr>
<td>1:44-2:25</td>
<td>7th Period</td>
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### (SNOW DAY) ABBREVIATED SCHEDULE: Monday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
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<tr>
<td>9:25 – 10:06</td>
<td>1st Period</td>
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<tr>
<td>9:25-9:30</td>
<td>Announcements</td>
</tr>
<tr>
<td>10:13 – 10:43</td>
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</tr>
<tr>
<td>10:50 – 11:20</td>
<td>3rd Period</td>
</tr>
<tr>
<td>11:27 – 11:57</td>
<td>4th Period</td>
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<tr>
<td>12:04 – 12:34</td>
<td>Lunch</td>
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<tr>
<td>12:41 – 1:11</td>
<td>5th Period</td>
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<tr>
<td>1:18 – 1:48</td>
<td>6th Period</td>
</tr>
<tr>
<td>1:55 – 2:25</td>
<td>7th Period</td>
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</tbody>
</table>

### (SNOW DAY) ABBREVIATED SCHEDULE: Tues-Friday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>9:18</td>
<td>1st Bell</td>
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<tr>
<td>9:25 – 10:26</td>
<td>1st/2nd Period</td>
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<tr>
<td>10:33 – 11:34</td>
<td>3rd/4th Period</td>
</tr>
<tr>
<td>11:41-12:11</td>
<td>Lunch</td>
</tr>
<tr>
<td>12:18-1:18</td>
<td>5th Period</td>
</tr>
<tr>
<td>1:25 – 2:25</td>
<td>6th/7th Period</td>
</tr>
</tbody>
</table>
QUESTIONS?
Accidents – (to report)
(for medical attention)
Attendance
Announcements
Athletics
Buildings/Facilities reservations
Conference Room reservations
Athletic Facility/Field reservations
Bus Schedule
Clubs
College Information
Drivers Education
First Aid
Fund Raising Request
Graduation Information
Graduation Requirements
Insurance
Leaving Campus (Illness)
Leaving Campus (Permission)
Lost and Found
Lunches (Free and Reduced Prices)
Newspaper
Night School
Personal Problems
Permission to Display Posters
Reports Cards
Schedule Changes
School Security
Student Government
Summer School Information
Testing Information
Transcripts
CNM Enrichment Classes
Work Permits
Yearbooks
Ecademy/Night School
Work Permits
Yearbooks
Ecademy/Night School

WHERE TO GO. . .
Any Administrator
Nurse’s Office
Main Office
Activities Office
Athletic Director or Head Coach
Principal’s Secretary
Principal’s Secretary
Athletic Director
Main Office
Activities Office
Counseling Office
Counseling Office
Nurse’s Office
Bookkeeper’s Office
Activities Office
Counseling Office
Nurse’s Office
Nurse’s Office
Main Office
Nurse’s Office
Cafeteria Manager
Room 323
Counseling Office
Counseling/ Nurses Office/Mediation
Activities Office
Homeroom/Advisory
Counseling Office
Counseling Office
Activities Office
Counseling Office
Counseling Office
Registrar
Counseling Office
Counseling Office
Room 340
Counseling Office
Room 310
Room 323
Counseling Office

REPLACEMENT PLANNERS ARE $5
IN THE ACTIVITIES OFFICE
Welcome KNIGHTS!

On behalf of the Del Norte staff, I would like to welcome you to the 2017-2018 academic year. Del Norte is a school full of traditions and strong academic programs. The faculty, staff, parents, business partners and administration have worked for the last several years to build the programs you will see this year! I would like to welcome you all to the castle, Home of the Knights!

I encourage each one of you to get involved in the many academic programs, activities, and athletics at Del Norte High School. Getting involved will offer you many exciting opportunities to develop positive relationships and provide you with meaningful and relevant experiences to enhance your high school education. The students who get involved stay in school and get the best rigorous education. These experiences and memories will last the rest of your life. You are in charge of your future. Start now and make the most of your education at Del Norte High School. Make positive choices, make strong decisions, the Right Way, the Knight Way!

Welcome to a new and exciting school year!

Jo Sloan, Principal

Olivia and Sierra’s high school survival guide.
* Challenge yourself - You can accomplish more than you think. So do it!
* Remember what's important - Have fun, enjoy yourself and your experiences but stay grounded.
* Try new things - Don’t be afraid to leave your comfort zone.
* Meet new people - Get to know everyone around you, because you’re going to be with them for four years.
* Take advantage - Use everything offered to you such as tutoring, after school programs, etc.
* Don't stress on things you can't change.
* Have fun! These four years will fly by!

2017-2018!

Olivia Garcia: 2017-2018 Student Body President
Sierra Sanchez: 2017-2018 Student Body Vice-President

Show Your KNIGHT PRIDE!
Every Friday wear turquoise, black and white!

Fight Song
March on, march on, down the field
with our heads held high
Determined to win every battle we’re in,
We’ll fight with all our might for black and white.
March on, march on, down the field
for our victory is nigh
We know we came to win the game
for ol’ Del Norte and
We’ll win or we’ll know the reason why.
Knight Traditions

- Academic achievement is the #1 tradition at the Castle!
- It is a Knight tradition for everyone to stand, clap, and sing along when the fight song is played; we are Proud to be KNIGHTS!
- It is a Knight tradition to always demonstrate good sportsmanship at all athletic events.
- It is a Knight tradition to wear school colors (turquoise, black and white) to school every Friday – spirit day - and to all athletic events.
- It is a Knight tradition to support all Del Norte activities by attending athletic events, concerts and performances.
- It is a Knight tradition to keep our campus clean! Always throw your own trash away!
- It is a Knight tradition to show your school pride and class spirit at all assemblies and activities.
- Excellence has been a Knight tradition for 50 years!!
- Our motto: The right way...The Knight way!

Del Norte Goal Alignment

APS Belief
All children can learn.

APS Vision
APS partners with families and communities to support great schools and great employees so that all students can learn.

APS Mission
APS is committed to increase student achievement through a standards based learning environment supported by a system of continuous improvement.

Del Norte High School Cornerstones

- Personalization
- Expectations
- Rigor
- Accountability
SECTION I – Policies
APS SCHOOL ATTENDANCE GUIDELINES

Regular attendance is a key to school success. Albuquerque Public Schools students can learn only if they are on time and present in all classes daily. The Federal No Child Left Behind Act requires that states, school districts and schools be held accountable for ensuring that all students meet high academic standards. On time and daily attendance is a critical component of this educational process. New Mexico law dictates that:

- Students between the ages of 5 and 18 years of age are mandated to attend public school, private school, home school or a state institution.
- Schools will provide intervention strategies that focus on keeping students in school.
- Habitual truants are reported to appropriate authorities such as the APS Attendance Office, CYFD staff, Juvenile Probation & Parole, District Attorney, Truancy Court, and the State of New Mexico.
- Consequences in New Mexico law include: license revocation, fines, and loss of New Mexico Works Program monetary assistance.
- Students receiving financial assistance from the New Mexico Works program must comply with school attendance requirements, or the student’s financial assistance may be removed.

It is understood that sometimes families may need support to help their child be successful. School staff can assist with locating possible resources within the school community.

ATTENDANCE POLICY

-A parent/guardian must notify the school that the student will be absent in accordance with the notification procedure established by the school.

-A parent/guardian must notify the school each day that a student is signing out before the end of the instructional day in accordance with the notification procedure established by the school.

-Teachers will take attendance by class period for each instructional day.

-Absences may be excused for the following reasons with appropriate documentation:
  - Illness (including chronic illness documented on a health plan, IEP or 504 plan)
  - Limited family emergencies; family deaths
  - Medical, health or legal appointments
  - Suspensions
  - Religious commitment
  - College visit
  - Limited extenuating circumstances as approved in advance by the school principal
  - All absences for other reasons are unexcused including:
    - Non-school sponsored activities or trips

  - All absences for other reasons are unexcused including:
    - Family vacations outside of the normally scheduled school breaks
    - In APS, a student is considered “a student in need of early intervention” (truant) at five (5) unexcused absences and a habitual truant at ten (10) unexcused absences in a year.
    - School staff will make an attempt to contact the parent/guardian if the school has not received notification of absences by a parent for three (3) consecutive days.
    - Principals may request additional documentation for excessive excused absences.

MAKE-UP WORK

- Students may complete work for all excused and for up to 10 unexcused absences.
- Once a student is identified as a habitual truant (10 unexcused full day absences) make-up work may be provided for the student unless the principal and teacher determine otherwise based on the data provided.
- On the first day back to a class, students are responsible for requesting make-up assignments. Failure to complete make-up work in the time allowed may place students at risk of not earning class credits.
- Students will have the opportunity to complete the work in a period of time equal to the number of days absent unless the student and the teacher have mutually agreed upon other arrangements.
- Teachers may need 24 hours from the time of the request to compile assignments.
- It is expected that students will take semester finals on the days that they are scheduled. Students will be permitted to make up finals if they are missed due to an excused absence as listed in this handbook. Requesting permission to take a final exam early is discouraged. Approval of such a request will rest with the teacher in consultation with the principal.

EXCESSIVE ABSENCES

-Schools will identify and provide intervention strategies for students with unexcused absences.
- School-related activities taking students out of school are not included when evaluating excessive absences. A student is not allowed more than ten (10) school-related absences per class per semester.
- State law requires schools to withdraw a student after ten (10) consecutive days of absence, but only after the school has exhausted its efforts to keep the student in an educational setting through a variety of interventions.
- Schools may not use out of school suspension or expulsion as punishment for truancy.

ATTENDANCE POLICY NOTIFICATION AT DEL NORTE

The parent/guardian must notify the school each day that the student will be absent, in accordance with the notification procedure established by the school. Del Norte requests that a parent note must be sent to the office excusing the student. The note must include:

- Student’s full, legal name
- Student ID number
- Parent name and phone number
- Parent signature

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Medical or professional appointments should be scheduled outside of the school day whenever possible. Should such an appointment need to be made during school hours, care should be taken to see that recurring appointments do not occur during the same class period.

Parents are encouraged to contact the student’s Counselor in the event of any extended or long term absence (3 or more days. NOTE: Suspension, In School Suspensions (ISS), and KNIGHT Absences are not counted as absences. Excessive absences may result in the student being suspended from extra-curricular activities.

TARDY POLICY AT DEL NORTE HIGH SCHOOL:
Del Norte High School expects all students to be on time for all classes. Promptness is an important life-skill that will generalize to post-secondary and employment endeavors. It is all our expectation that students plan accordingly, arrive promptly and prepared. Our goal is to improve overall attendance, grades and graduation rates by creating consequences that do not interfere with instructional time. Alternative consequences should occur for students during “their” time and may include lunch detention, after school detention, Saturday detention all while improving parent communication and accountability from all stakeholders in service of on time behavior.

TARDY
Students who are tardy for class receive consequences according to district guidelines adopted by each school. Consequences for being tardy will be determined by the school administrator. Examples include time in an alternative academic or community service setting (i.e. lunch, after school, Saturday School)
Students who miss more than 50% of the class period are considered absent. If excused, parents must notify the school in accordance with the notification procedure established by the school.

EXPECTATIONS*

ATTENDANCE
Students are expected to attend school regularly and on time. District policy and state law require daily school attendance for those between 5 and 18, or until graduation from high school.

PARENTS
Get your students to school on time every day.
Punctuality and good attendance are family responsibilities.
Keep the school informed of your current contact information by notifying the school of any change of address or phone numbers.

STUDENTS
Attend school every day and be on time for every class.

*Taken from APS Student Behavior Handbook

Del Norte’s Consequences for Tardiness

Tardies 1-2
Allow into class, verbal warning, record as tardy, classroom consequence

Tardies 3-4
Allow into class, verbal warning, record as tardy, classroom consequence, parent contact by teacher documented in Synergy

Tardies 5
Allow into class, verbal warning, record as tardy, classroom consequence, parent contact by teacher documented in Synergy, referral for excessive tardies to administration---parent contact by administration, student success contract, 3 days lunch detention

● Note: Subsequent tardies will require pass from administration staff

Tardies 6-7
Parent contact by administration or campus aides to advise of subsequent tardy, contract violation and assigned Saturday School date, pass to return to class

Tardy 8
Parent conference scheduled with administration, counseling or truancy prevention specialist to review and amend contract, assign Saturday School date, pass to return to class

Tardy 9
Parent contact by administration or campus aides to advise of subsequent tardy, contract violation and assigned Saturday School date, pass to return to class

Tardy 10
Parent contact by administration to advise parents of tenth (10) tardy and advise subsequent tardy may result in removal from course, assign Saturday School date, pass to return to class

Extra-Curricular Substance Abuse and Tobacco Policy

Extra-curricular activities are an integral part of the educational process, providing students with opportunities to further develop their unique capabilities, interests and needs beyond the classroom. Participation in extra-curricular activities is a PRIVILEGE offered to and earned by students.

Because participants are representatives of their school and community, their conduct is expected to exemplify high standards at all times.

This policy is in effect twenty-four hours a day, seven days a week, at all times/locations from the first day of fall sports practices to the end of the school year.*

The definition of alcohol and controlled/illegal substances possession is extended to include circumstances where substances covered under the policy are proximal and

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available (i.e. parties, gatherings, etc.). Criteria for application of sanctions would include, but not be limited to:

- Any Minor in Possession (MIP) or Offense by a Minor Citation
- Written documentation from legitimate law enforcement/school/security reports
- Personal acknowledgment by the student in question and/or their guardian

The following applies to a Suspension of Extra-Curricular Privileges:
The suspension applies to all NMAA sanctioned athletic and non-athletic activities.
Students will not be withdrawn from classes co-curricular with activities.
A student serving a suspension cannot participate in a "try out" during that suspension
- Suspensions can carry over from one school year to the next for underclassmen.
- Participation in summer programs for students on suspension will be interpreted the same as scholastic eligibility for athletics in the summer (i.e., students may participate in on-campus/intramural activities only).

Del Norte students who are elected or selected to any Del Norte extra-curricular activity in the spring semester, this policy is in effect beginning at the time of election/selection through the end of the following school year.

Some violations may require immediate suspension to parent conference or removal from class as determined by an administrator.

Dress Code
Standards of Dress:
Students at Del Norte observe standards of dress that are appropriate for the best possible educational experience. Students and their parents/guardians may determine personal appearance and dress except where such dress or appearance presents a health or safety hazard, a violation of city or state law, or a disruption to the educational environment.

Del Norte students’ dress is expected to be neat, clean and appropriate, both at school and at school-related activities.

- Students must wear shoes at all times.

No highly distractive or altered clothing, such as, but not limited to, torn or shredded jeans or shirts; tank tops must have at least a 1 1/2” strap; halter tops, tube tops, off-the-shoulder or low-cut clothing; see-through clothing; tight or short shorts or skirts; bike shorts; bare midriffs; metal belt buckles with any initials; belts hanging longer than two inches from the fastener. Pants: cannot be sagging to the point that they allow undergarments to be visible to sight.

- No pajamas or slippers except on designated spirit days.
- No skin showing between the bottom of a shirt/blouse and the top of pants or skirts.
- All attire must be as long as an extended arm and fist when standing up straight.
- No clothing/jewelry/tattoos displaying gang, drug or alcohol-related wording, pictures or insignias, or profane, vulgar, sexually suggestive or abusive/violent or otherwise in inappropriate language / symbols / graphics.
- No clothing in “uniform colors” or with symbolism and/or insignias which suggest illicit behavior, gang affiliation, harassment or abuse.
- If the staff and administration feel that clothing identifying groups or gangs causes disruption at school, or causes personal danger to the wearer, that person or persons directly responsible will not be allowed to wear said clothing. Disrespect or bigotry toward any group is not acceptable.
- No headgear of any kind, e.g. bandanas, sweat bands, hair nets, etc., or sunglasses in any building, with the exception of after-school, district-sponsored athletic events in the gym. Hats/Caps must be worn with bill facing forward.
- No spiked jewelry, belts, bands, or chains.
- No clothing bearing the names and insignias of any other team or group that is deemed gang related. No “In Memory of “ shirts. Anything gang related as per the APS student Behavior Handbook will not be tolerated.
- Any clothing or accessory which is deemed inappropriate, distracting or impeding the educational process will result in a directive to immediately cover or remove clothing item or accessory.
- Anything gang related as per the APS student Behavior Handbook will not be tolerated.
- Consequences for violating the student dress standards are addressed in the Knight Code.

As a rule of thumb, follow the rule of the 4 B’s and a C: No bellies, no butts; no bra straps; no boxers; and no cleavage. If these are showing, you are out of dress code!
Dress Code for Physical Education
P.E. uniforms are the required clothing for physical education classes. Tennis shoes must have laces and be laced. Required DNHS P.E. uniform will be available during registration.

Knight Code
Del Norte High School provides a safe and healthy environment conducive to learning. All teachers maintain classroom management plans and consequences and have expectations for student behavior. It is expected that the behavior consequences within the classroom are communicated to students/parents. Interventions will begin at the classroom level and administration referrals will follow when appropriate. The following infractions and subsequent consequences are in effect at Del Norte High School. In addition, all provisions of the APS Student Behavior Handbook will be in force. All consequences for inappropriate behavior are at the discretion of the administrator. All out-of-school suspension will require a parent conference. All In School Suspensions (ISS) will require parent contact.

Please note: In order to preserve the clean, healthy environment of the Del Norte buildings, food items are not allowed anywhere in the buildings, including the auxiliary gym and the main gym. This includes drinks (other than water), candy, snacks and gum.

Please do not plan to eat in the buildings. There is ample seating provided in the lower courtyard, the cafeteria and the patio area. During bad weather students can eat in the lobby between the main gym and auxiliary gym. Please throw away your own trash.

Electronic Devices/Cell Phones
Electronic Devices/ Cell phones are allowed at lunch, before school and after school only. Electronic Devices/Cell phones are not to be visible and cannot be used during instructional time. The student who possesses a personal electronic device shall be solely responsible for its care. These devices shall be kept out of sight and powered off or silenced during the school day and during any school-sponsored activity, meeting or practice held on APS property. Student use of personal electronic devices that disrupt the instructional day will result in disciplinary action and/or confiscation of the personal electronic device. Misuse of electronic devices/cell phones will result in:

1st Offense – confiscated for one day. Phones returned to parent/guardian at the end of the school day.
2nd Offense – confiscated for seven days and a parent conference.
3rd Offense – confiscated until end of semester
*Refusal to Comply (Refusal to “surrender” phone, comply, follow protocol, etc.) will result in immediate ISS (In-School-Suspension) and/or OSS (Out-of-School-Suspension) at Administrator’s discretion.

Cheating/Forgery/Counterfeiting/Plagiarism
1st Offense - parent conference, one day ISS, loss of credit on assignment
2nd Offense - suspension to parent conference, loss of credit on assignment

Contraband (e.g. skates/skateboards, markers, laser pen lights, video cameras, drug/alcohol advertisements) are not allowed on campus at any time. Del Norte is not responsible for confiscated contraband items that are lost, left, or stolen after the last day of the semester.

1st Offense - confiscate, return to parent at parent conference
2nd Offense – confiscate until end of the semester and possible suspension.

NOTE: Items that are in use or that interrupt the educational process may be confiscated and must be picked up by a parent. All of these items should be out of sight and not in use during the school day (including passing periods and lunch).

Disruption of the Educational Process
1st Offense – notify parent/guardian
2nd Offense – parent contact, one day ISS
3rd Offense - OSS, parent conference

Dress Code Violation
1st Offense - immediate change of clothing. May result in being sent home
2nd Offense – parent contact
3rd Offense – lunch detention, parent contact
4th Offense – ISS to parent conference

Note: Some items will be confiscated and will be returned to parent only.

Drugs/Alcohol/Paraphernalia – Use/Possession.
1st Offense - three-day suspension, possible legal citation/arrest, parent conference and mandatory participation in school-sanctioned drug awareness program.
2nd Offense - suspension to long term hearing, possible legal citation/ arrest.

Distribution/Intent to Distribute Drugs/Alcohol
Any offense subject to: Suspension, legal citation/arrest, pending a hearing.

Explosives - Possession and/or use.
1st Offense - citation, restitution, suspension to hearing/ arrest.
FIGHTING/ASSAULT: Battery/Fighting Unlawful, intentional touching or application of force to another person, when done in a rude, disrespectful or angry manner
1st Offense – suspension to parent conference, mediation/contract, 3 day suspension, possible legal citation and/or arrest
2nd Offense – suspension to hearing.

GROUP or GANG RELATED ACTIVITY/BEHAVIOR
1st Offense – out-of-school suspension, parent conference, referral to gang intervention program, group identification attire banned, citation and arrest
2nd Offense - citation and arrest, suspension to hearing

HARASSMENT/HAZING/BULLYING
Using power aggressively in which a person/group is subjected to intentional, unwanted and unprovoked hurtful verbal and/or physical actions. The aggression is repeated on more than one occasion and can include either: physical, verbal, emotional, racial, sexual, written, electronic, damage to property, social exclusion, and intimidation. Cyber bullying is defined as electronic communication that targets a specific student/group with intent to harm; is published with the intention that the communication be seen or disclosed to the targeted student/group; is in fact seen or disclosed to the targeted student/group; and creates or is certain to create a hostile environment on the school campus that is so severe or pervasive as to substantially interfere with the targeted student’s/group’s educational benefits, opportunities or performance. Those who encourage bullying in a digital or cyber environment may be subject to corrective action on any occasion.
1st Offense - parent conference/contact, referral to counselor, contract/mediation, and one day suspension
2nd Offense - Referral to counselor, three-day suspension, parent conference
3rd Offense - suspension to hearing

Tips for Students to Stop Bullying
Keep yourself safe.
Get Help. Tell a trusted adult if you feel threatened or see someone in trouble.
Report without fear your name will be disclosed. Teachers, Administration, Counselors and Security are committed to keeping you safe and working confidentially with you! Any plan that is developed will be done so with your help.
Parties involved will be met with separately.
Do not engage in any physical aggression fighting or retaliation as these acts result in suspension, expulsion, etc.

Cyber-bullying Tips for Students
Don’t initiate, respond to or forward harmful messages.
Think! If something mean is posted or texted about you, don’t respond immediately.
Think about your reputation- would you want your teacher, future employer, grandma, someone you don’t know – to see that?

Think about what you are doing. How you act should be the same way you would act in person or in front of someone you respect.
Privacy- Keep intimate and personal info-private.
Trust your gut. If you feel uncomfortable-save and tell an adult.
Be safe- Don’t meet unknown internet friends without talking to your parents or another adult.
Talk to your parent and your counselor or administration at Del Norte.

MOTOR VEHICLE VIOLATIONS
Parking: (Permit Required) e.g. improperly parked, radio loud, no permit, etc.
1st Offense – parent contact
2nd Offense - loss of parking privileges for up to the remainder of school year

Moving Violation (e.g. speeding, reckless driving, disregard for passenger safety, etc.)
1st Offense - citation, three-day suspension, parent contact, loss of parking privileges for one semester
Towing (at owner’s expense) may be warranted on any offense as determined by an administrator or campus security.

NOTE: Legal/authorized passenger carry will be utilized at all times.

PROFANITY OR VERBAL ABUSE
1st Offense – Student conference/Parent contact
2nd Offense – one day ISS, parent conference/contact
3rd Offense – suspension to parent conference

IF DIRECTED TOWARD A STAFF MEMBER
1st Offense – one day OSS, Parent conference
2nd Offense - three-day OSS, Parent conference
3rd Offense – suspension to a hearing

PROMOTING AN ILLEGAL OR UNSAFE ACTIVITY
(e.g. cell phones, fight, drug use, smoking, theft, etc.) Groups on or off campus during the school day encouraging or promoting illegal or unsafe activities using verbal/non-verbal or electronic messaging and/or hindering the efforts of officials to intervene.
1st Offense - three-day ISS or OSS, parent contact, mediation/contract
2nd Offense - OSS, parent conference

*Video taping of unsafe-illegal activity will automatically result in a suspension to parent conference, confiscation of device, and potential suspension.

SKATEBOARDS
Skateboards are not allowed on campus and may not become a classroom or Administration distraction or safety concern, and may not be ridden anywhere on campus.
1st Offense - confiscate, return to parent at parent conference.
2nd Offense – confiscate until end of the semester and possible suspension.
THEFT/ FRAUD
1st Offense - restitution, possible citation, parent contact three-day suspension
2nd Offense – suspension to hearing/parent conference, restitution

TOBACCO - Possession, smoking or chewing…including E-cigarettes. (There are no “smoking areas” on any APS property.)
1st Offense – one day ISS, parent contact, confiscate tobacco
2nd Offense – three day OSS, parent contact, confiscate tobacco
3rd Offense – suspension to hearing/parent conference

TRESPASSING - Unauthorized presence on Del Norte’s campus or any other APS property, or at any Del Norte event.
1st Offense - citation, parent contact
2nd Offense - citation, court referral, parent contact, possible arrest

TRUANCY/BLATANT CUT/DITCHING
1st Offense - one day ISS, parent contact, attendance contract
2nd Offense - two days ISS, parent contact, attendance contract
3rd Offense – suspension to parent conference

VANDALISM/GRAFFITI
1st Offense - citation, restitution, three-day OSS, parent conference.
2nd Offense - citation, restitution, suspension to hearing.
School wide vandalism: Suspension to hearing.

WEAPONS POSSESSION/USE
1st Offense - arrest, parent contact, suspension to hearing

Due to the number of students in any given class, it is impossible to monitor all students simultaneously. DNHS staff and faculty will make every good faith effort to insure your student’s access to the Internet is educationally appropriate and meets all guidelines established by APS and DNHS. No staff or faculty member of DNHS will knowingly allow a student to access inappropriate material.

All students will be required to follow all written and verbal guidelines regarding appropriate Internet access at DNHS. If at any time your student is found to be not following these guidelines, Internet access privileges will be immediately revoked. Your student will be required to complete all research in more traditional manners.

Ultimately, each student is responsible for following directions from instructors, staying out of areas that are educationally inappropriate and utilizing only areas of the Internet that are appropriate for the classroom learning environment.

Inappropriate Use includes, but is not limited to, online game playing, accessing chat rooms, plagiarism, flaming, online vandalism, pirating of software, accessing inappropriate World Wide Web sites, and any other policies teachers may describe. In addition to consequences described in the Knight Code, the following actions will occur:

Violations of this policy may result in loss of internet access and/or removal from class, as well as appropriate consequences as defined by APS district student behavior handbook.

**Some violations may require immediate suspension to parent conference or removal from class as determined by an administrator.**

*Failure to complete assigned consequences will result in further disciplinary action*

Internet Use Policy

Dear Parent/Guardian,

Your student is being offered the experience of using the Internet as a research tool in conjunction with regular classroom activities. The Internet is a powerful instrument for research and study. It also has many areas which you as a parent and we as teachers may find inappropriate for your student’s preview.
SECTION II – GENERAL INFORMATION

ADMINISTRATION
The Administrative Team deals with the instructional leadership of the school as well as student discipline. The student body is divided among three administrators:

Ms. Deanne Smith  Juniors and Seniors with last names A-L
Ms. Angie Coutts  Juniors and Seniors with last names M-Z
Mr. Chris Welsh  Freshmen and Sophomores

ASSEMBLIES
Assemblies are held as necessary. Talking stops when the assembly begins. Always stand for the flag presentation and the National Anthem, and refrain from talking. Always stand and clap along with the fight song. Attendance at school assemblies is expected. Proper respect should be demonstrated to those who are speaking or performing.

BEHAVIOR
As Del Norte students, you are expected to be in class daily, be prepared, and be on time! A number of adults on this campus are available to help you with any problems you may have. You are encouraged to meet your counselor, the assistant principals, and the principal. For specific information, read and refer to the KNIGHT CODE.

BUS REGULATIONS AND RULES
The same behavior is expected from students on school buses as during the school day. At all times students are to follow directions given by the bus driver. Students unable to behave properly on the bus will be denied the privilege of riding the bus.

Students may not have a friend who does not live in the area covered by bus service ride a bus with them; in case of an accident the friend is not covered by the bus insurance. School bus transportation is provided to all students who live (in district) more than two (2) miles from campus. A bus schedule is posted in the Front Lobby.

Bus Rules:
• Students must be at the designated bus stop on time.
• Do not board or exit the bus before it comes to a complete stop.
• Keep hands and head inside the bus at all times. Remain in seats.
• NO smoking, eating, throwing of objects, or drinking allowed.
• NO Loud noise, laughter, or other distractions are allowed.

The school official may suspend a student’s riding privilege for violation of the rules.

CELL PHONES
See and refer to Knight Code above.

CLOSED CAMPUS POLICY
Leaving campus for lunch is a privilege! Only seniors will be granted off-campus privileges. Juniors, sophomores and freshmen are NOT granted off-campus privileges and will be considered truant if leaving campus at lunch. Failure to comply with the Knight Code could result in loss of off-campus privileges for individual seniors or for the class as a whole. This policy will be reviewed on a year-to-year basis for each senior class. Additionally, parents may request enforcement of the APS District Closed-campus Policy for their individual student.

COMMENCEMENT
Participation in Commencement is a privilege. However, seniors who do not wish to participate should notify the Activities Director as soon as possible. Participation in the Honors Assembly is required to participate in the Commencement ceremony.
Campus Specialties is Del Norte’s official contracted vendor for cap & gown, announcements, etc. 1529 Eubank NE, – 275-9357
Moji Photography is the official photographer for senior portraits displayed in the yearbook 6901 Gruber Avenue NE, - 255-6424 or www.mojiphoto.com.

The Senior Pages!
Dear Class of 2018 Graduating Seniors and Parents. Please read and understand the following...

Final Senior Class Meeting:
May TBA, 2018: 12:00pm in PAC.

Cap & Gown Distribution:
May TBA, 2018: 1:00pm in the Del Norte Bookroom.

Honors Assembly:
May TBA, 2018 DNHS Main Gym (Time: 9:00am)
Graduates must be in their seats at 7:25am.

Graduation Date:
May 2018 at Tingley Coliseum
Graduates must be in their seats two hours before graduation.

Textbook return:  Seniors are responsible for returning books directly to the bookroom.

Fines:
It is your responsibility to clear all fines prior to picking up your cap and gown. Cap and gown will NOT be issued if you are carrying any fines.
Non-Graduating Seniors not participating in ceremony:
Those not participating in the commencement ceremony may pick up their diploma in the main office after graduation.

Expected Dress (required):

**Men**
- ✔ Light colored (white preferred) dress shirt.
- ✔ Tie
- ✔ Dark Slacks (black preferred) NO JEANS!
- ✔ Dark dress shoes or dress boots with hard sole
- ✔ NO ATHLETIC SHOES!

**Women**
- ✔ Dress-any color: Not longer than “Tea-Length” or
- ✔ Dress slacks or Dress Capris (Black ONLY)
- ✔ NO JEANS!
- ✔ Dress Shoes: A sensible walking heel is advised.
- ✔ NO ATHLETIC SHOES or Flip-Flops!

Correct Graduation Ceremony Cap & Gown Attire:
Black Gown with Teal Stole. No altering of the cap or gown is allowed at all. No decorations, adornments, or slogans of any type are allowed on cap or gown, including but not limited to flowers, leis, buttons, balloons, signs, sayings, slogans, decals, stickers, etc.

ALL graduates will be “screened” as they enter Tingley Coliseum. No bags, purses, cameras, cell phones, food, drinks, beach balls, flowers, etc are allowed past the “Student Entrance”. You will NOT be allowed to bring those items in. **Do not bring them in!**

**IF you DO NOT attend the Senior Honors Assembly YOU WILL NOT have a seat at graduation.**

Counseling
Counselors are available for consultation on school related and personal matters. Counselors and parents share the responsibility for helping students plan their high school program. Information on school scheduling, curriculum, vocational and post high school planning may be obtained through the counseling office. During passing periods and lunch students should make appointments to meet with their counselor. Counselors are available before school, after school, during passing periods, and by appointment to meet with students. Parents who wish to have a conference with a counselor are welcome to call and arrange for an appointment.

| Ms. Westbrook (A-F) |
| Ms. Aragon (G-Mc) |
| Mr. Szensai (Me-Z) |
| Ms. Celina Cordova: College/Career |
| Mrs. Medina: Crossroads |

Section 504
Section 504 is a civil rights statute that provides certain protections to special education and general education students with disabilities.
Section 504 is part of the Rehabilitation Act of 1973 (29 USC Sec. 706(8) and is written to ensure that individuals with disabilities are not discriminated against because of their disability. The act also provides for certain accommodations for individuals who have an impairment but cannot receive services under IDEA.

Student Assistance Team (SAT)
The SAT is a school team, which includes the parent and the student, when appropriate, in a positive, problem solving, intervention process. It assists students by ensuring that the school and community are doing everything possible to make students' school lives successful. For more information about 504 plans and the Student Assistance Team contact your student’s counselor or Ms. Laura Campbell, extension 43039.

Critical Response/Fire Drills
DNHS has established a critical response plan (located in the Main Office) for various types of campus emergencies. For the safety of our students and staff these evacuation procedures will be rehearsed throughout the school year. When the fire siren sounds, students should move immediately to an open area which is 50 feet away from the buildings. They will take direction from their teacher. The “all clear” signal (three long rings) will indicate when it is safe to return to the building.
Fire lanes on the campus grounds have been clearly marked, and fire lane violations will result in fines by city officials or APS Security during school hours and at school events.
DANCES (Del Norte dances are not open to the public.)
DN generally hosts two dances throughout the school year for DN students with current school I.D.’s. School rules of conduct/behavior are applicable, and appropriate action will be administered for infractions. DN students wishing to bring a non-DN date must give the date’s name when tickets are purchased. The DN student is responsible to have their date complete the DN Dance Form that is authorized by his/her schools administration and return it by the school day prior to the dance. The non-DN date must present his/her photo ID to the chaperone at the door. Guest age may be 9th grade – 20 years old. Once a student chooses to leave a dance, he/she will not be readmitted.

Dress expectations are as follows:
Males - nice dress slacks, not jeans*; a dress shirt and appropriate shoes. Males are encouraged to wear a tie, vest, sports coat or suit. Tuxedos are appropriate for the Homecoming Court at the Homecoming Dance, and for Prom. Shirts must be worn at all times. *If dressed in full western attire, dress jeans are acceptable.
Females - appropriate formal or evening dress, or dress slacks outfit; appropriate shoes. Dresses must be as long as an extended arm and fist when standing up straight. Jeans are not allowed.
Dance photographs may be available for order at all dances.

Homecoming/Prom Dances are from 8-11:00 pm. Other dances are from 7:00pm-10:00pm. If the student does not drive and must rely on a ride home, the ride should be waiting for the student prior to end of dance. Del Norte dances are chaperoned by DN staff, administration and parent volunteers. Parents wishing to volunteer may contact the Activities Office-883-7222 ext. 43010.

DELIVERIES
Outside deliveries to students are not allowed during school time.

DISCLOSURE EXEMPTION
Military recruiters, universities and other post-secondary institutions may request that the school or district provide them with the names, addresses and telephone numbers of enrolled high school students. All names will appear on the requested list unless parents, or students who are 18 years old or older, complete and submit a Disclosure Exemption form (available in the office) requesting that their name be removed from the list.

FINAL EXAMS
Final exams are required by state law and calculated into the semester grades for all high school students. Final exams will be administered the last days of each semester. Attendance is mandatory. Students and parents may not request exemptions to the final exam schedule. The final exam grade is recorded on the semester report card.

FINES
Fines include activities, athletic, library and textbook. The fine list is posted around campus the last two weeks of each semester. Failure to clear fines by the end of the school year will result in the loss of the right to receive school records or register for classes for the upcoming school year. All fines are paid in the Counseling Office.

FLAG CEREMONY AND PLEDGE
During the announcements, everyone should stand for the Pledge of Allegiance. During assemblies, games, or other events where the colors are presented, all persons should stand. This position should be held during the National Anthem and continued until the colors leave the floor or are posted.

FOOD OFFERINGS
One lunch is offered daily. A variety of food products are available at designated sites throughout the campus. Only APPROVED seniors have off-campus privileges during lunch. Students are expected to follow rules of courtesy at all food locations to clean up after themselves by busing trays and throwing trash away properly. Knights take pride in keeping Del Norte’s campus clean! NO FOOD, DRINK (only bottled water allowed) ALLOWED IN NEW BUILDING (please see below*).

Cafeteria
The price of meals is established by the Board of Education and students may pay cash daily. Free or reduced lunches are available for students who qualify. Applications may be picked up in the Cafeteria, front office or completed on-line. Cutting in line, unruly behavior, or failure to bus one’s tray could result in the loss of privileges.

Camelot Cafe
Pizza and other offerings will be sold from the windows at the Student Commons. (offerings subject to change.)

In order to preserve the clean, healthy environment of the Del Norte buildings, food items are not allowed anywhere in the buildings, including the auxiliary gym and the main gym. This includes drinks (other than water), candy, snacks and gum. Please do not plan to eat in the buildings. There is ample seating provided in the lower courtyard, the cafeteria and the patio area. During bad weather students can eat in the lobby between the main gym and auxiliary gym. Please throw away your own trash.
GRADE POINT AVERAGE/CREDIT
The student’s semester grades determine grade point average. Grade point average is based upon the following:

A = 4 points
B = 3 points
C = 2 points
D = 1 point
F = 0 points

In addition, grades in honors classes are weighted higher than grades in other classes.

The normal class load for a DN student is seven classes for all grades. One half (.50) credit is granted for each class per semester. Passing grades which contribute toward credits are A, B, C, D. Credit is not granted for F, WF, I or N but is computed for grade point average. For NMAA grade point average, WF, I or N are computed as an F. Semester grades remain part of the permanent record.

Students who repeat a course will receive credit only once. Both grades are recorded on the transcript, but only the higher grade is used in computing the grade point average. Classes evaluated on a pass/fail basis are not counted in computing the grade point average or class rank. The basic grading system used at DN is based on a percentage system:

A = 90 - 100%
B = 80 - 89%
C = 70 - 79%
D = 60 - 69%
F = 0 - 59%

Since absences eliminate the student’s ability to participate in class activities and discussion, attendance is essential to student learning. Per district policy, honors and AP courses carry a weighted grade.

GRADUATION REQUIREMENTS
Graduation requirements are determined by the State of New Mexico and Albuquerque Public Schools. Next Step plans are developed annually in partnership with students, parents and faculty advisors. Specific questions regarding appropriate course work and requirements should be directed to your counselor. Students are required to pass a a standards based assessment.

HAZING
As per the APS district guideline J.14 hazing will not be permitted as a condition of membership in any group or organization connected with the Albuquerque Public Schools. Hazing is defined as:

a) To harass by exacting unnecessary, disagreeable, or degrading tasks or activities which may result in harm or bodily injury to an individual.

b) To play abusive and humiliating tricks on an individual by way of initiation.

Inductions may be formal/informal—hazing is NOT allowed!

HEALTH AND WELLNESS SERVICES
The Nurse’s Office is open during school hours for students in need of first aid, health information, personal counseling, or referral to another health delivery agency. The school nurse may, with parental concurrence, excuse students from classes when they are ill or injured at school. Parents are notified of all conditions that require further medical attention. APS policy discourages the administration of medication at school. However, when a student needs to take prescription medication during school hours, arrangements can be made with the school nurse. Over-the-counter medications such as aspirin and Tylenol® are not dispensed from the Nurse’s Office. At any point during the student’s enrollment in the Albuquerque Public Schools, request through the Equal Opportunity Services Office and/or the Principal, an individual support plan meeting to ensure the student has access and opportunity to participate in all programs and activities, and is otherwise protected from gender-based discrimination at school.

HOMEWORK
Completing homework and contacting teachers about make-up work is the student’s responsibility and part of the educational process. Teachers will provide the deadline for completion of assignments. Students should request make-up work for short term illness. See page 10. If a student is ill and will obviously be absent several days, his/her parents should request homework assignments through their Counselor.

HONOR SOCIETIES
Del Norte has several honor society organizations. See page 35. Qualification for membership includes a required grade point average and service requirements to be fulfilled. The various honor societies are listed in the Student Involvement: Activities and Athletics section under Organizations - Academic.

IMMUNIZATION
Students must be in compliance with state law regarding immunizations in order to attend DNHS. Students without current immunization will not be admitted to Del Norte High School. Questions should be directed to the school nurse.
LETTER AWARDS ACADEMIC AWARD LETTER:
The DNHS Academic Letter was established to reward demonstrated excellence in academics. A student must have a grade point average of 3.5 or better for three semesters. These semesters do not need to be consecutive. A minimum of at least one semester must be while in attendance at Del Norte. Academic Letter applications are available in the Activities Office, and are awarded at a special assembly early in the spring semester.

ACTIVITY AWARD LETTER: All students at DN are eligible to earn an Activity Letter by participating in student activities that are non-athletic. Participation is based on earning 12 points in the current school year by participation in a variety of clubs, or by meeting strict requirements from only one organization if approved by the Activities Office. Official Activity Letter forms are available in the Activities Office mid-March. They are awarded at the Recognition Assembly in the spring.

ATHLETIC AWARD LETTER: Varsity participants are eligible to earn an Athletic Letter. Letter requirements are set and approved by the head coach of each sport and the Athletic Director. All athletes must fulfill expectations and finish the season in good standing. Athletic Letters are awarded at the end of the sports season.

LIBRARY/MEDIA
The Library/Media Center serves the student’s need for a quiet place to study, to do homework, to read or do research. A current school I.D. with proper bar code is the student’s library card, which must be shown to check out any library material. After the class bell has rung, passes are required for students to enter the library. The library staff helps students locate materials needed for study, research or reading. Students using the library computers must adhere to the Internet Use Policy (pg. 19) Students with late arrival or early dismissal should take advantage of this time for academic enrichment.

LOST AND FOUND box is in the Nurse’s office.

MESSAGES
The office staff is unable to deliver messages to students except in the case of emergency. Student emergency messages must go through the front office secretaries.

ParentVUE
ParentVUE is a wonderful tool to monitor your child's education. It will provide you with the latest information about your child's attendance, grades, report cards, etc. See the If you have need assistance with logging in please inquire with the counseling office or Mr. Welsh at ext. 43016 or welsh@aps.edu

PARKING
Student parking is provided in the designated student parking lot on the west side of the campus (San Mateo Lot). Parking in the west lot will require a current parking sticker that will be visibly displayed in the front window of the vehicle. A New Mexico driver’s license, proof of insurance for each vehicle, registration for each vehicle and a current Del Norte student I.D. card are required to purchase the current year parking sticker in the Activities Office at a cost of $30.00 (cash or check-made out to Del Norte High School).

The west parking lot will be monitored during the regular school day. Students continue to have the option of parking in the north lot (with permit). APS and DNHS do not guarantee that losses will not occur, nor will they be responsible for damages to or loss of personal items or vehicles. Students who park in other areas will be towed at their expense.

POSTERS/FLYERS
No tape, pins, tacks, etc. may be used. Posters and advertisements must have the approval of the Activities Director. Normally, a maximum of three large posters for an individual event may be posted; special needs will be considered. Approval to hang up posters must go through the Activities Office. Posters and signs will be removed by the sponsor the day after the activity. Posters/Flyers must be posted in approved areas only.

PROGRESS REPORTS
Students are encouraged to discuss their academic progress with their teachers. Students and parents can request progress reports on an individual basis through the Counseling Office and I-Parent.

PUBLICATIONS
Del Norte has official student publications prepared by students under the direction of faculty sponsors:

The PAVILION - the yearbook is available to students who order a copy during the school year. Yearbook distribution is early in May.

The DRAWBRIDGE - the parent newsletter is published several times a year and informs parents of upcoming events and policy changes.

REPORT CARDS
Report cards are issued every six weeks. Report cards are distributed on campus. The report card indicates the total number of days absent in each class for that six-week grading period, the letter grade earned and appropriate teacher comment. The final exam grade and the number of earned credits are listed at the end of each semester on the student’s report card. At the end of the second semester only (spring), report cards will be mailed home. If students do not receive their report card, they should contact the Del Norte High School office.

STUDENT ASSISTANCE (SAT)
The SAT is a school team, which includes the parent and the student, when appropriate, in a positive, problem solving, intervention process. It assists students by ensuring that the school and community are doing everything possible to make students’ school lives successful. For more information about 504 plans and the Student Assistance Team contact your student’s counselor or Ms. Laura Campbell, extension 43039.

SCHEDULE CHANGES
Students have been given all possible assistance in selecting courses. A four-year plan has been approved by the parent and counselor. If at any time it is necessary for a student to drop a course, it is dropped with a “WF” after the first 10 days of the semester. Schedule changes will not be made after the first 10 days of the semester.

SCHOLARSHIP INFORMATION
Information regarding scholarship opportunities is available through the Counseling Office and the College and Career Counselor.

SCHOOL PICTURES
Kim Jew Photography (Moji Photo) Studios has been selected by the school to photograph all Del Norte students for the yearbook. Seniors have their yearbook portraits taken by appointment at the photographer’s studio in the summer. Photographs of juniors, sophomores and freshmen will be taken at Del Norte in the early fall. Students may order photographs when they are taken, and payment is required when the order is placed. All senior pictures must be taken by Kim Jew (Moji Photo) by Mid-October to be included in the yearbook* (subject to change).

Moji Photography
1716 Eubank Blvd NE
Albuquerque, NM 87112
505) 293-6304
www.mojiphoto.com

SCHOOL RECORDS
When a student registers, forms will be completed requiring the student’s legal name. Del Norte is happy to use a nickname, but for accuracy, data processing, and efficiency, the student’s legal name must be used. Any change of address/telephone number/legal name/or guardian status must be recorded with the Registrar. Release of student information will only be allowed to legal parent or guardian. School staff or administrators are required by law to use students’ legal name and gender in state academic records, such as standardized testing, but school staff and administrators shall use students’ preferred name and gender in all internal records, documents, and interactions.

SCHOOL TRIPS
The school administration must approve all trips which are part of the activities of a class or club. The Principal approves club trips and class-related trips. Athletic team travel is approved by the Athletic Director. Parents must give written permission for such trips. Each school-related absence is a Knight absence. Parent volunteers must be cleared through the APS volunteer process.

SPORTSMANSHIP/CHARACTER COUNTS
All DN students and parents have a responsibility to show respect and consideration for their opponents, coaches, and officials as well as to demonstrate enthusiastic support of the Knights! All spectators and fans are expected to exercise good sportsmanship.
- Booing or razzing the opposing team or officials represents poor sportsmanship.
- Demonstrate respect for all private and community property.
- Unnecessary litter creates additional work for stadium and gymnasium maintenance people and does little to show respect for the athletic teams.
- Cheerleaders, athletes or any other student must not throw anything into the stands at/to the fans.
- All athletic events are school sponsored activities; therefore students are expected to follow the Knight Code.
- Spectators and fans must remain in designated areas at all times.

STUDENT DROP-OFF/PICK-UP LOCATIONS
Safety is our #1 one concern! Parents should pick up and drop off students on the Montgomery side of Del Norte in the designated loop. Do not drop off or pick up students in the parking area. You will NOT be able to enter the campus from San Mateo during drop off and pick up times.

STUDENT ELECTIONS
All student elections are coordinated through the Activities Office. Students are encouraged to run for student office, to vote in student elections, and to take elections seriously. Student ID is required to vote.
STUDENT I.D. (MUST be carried at all times)
Student I.D. cards are issued to every student at registration. **I.D. cards must be carried at all times** and must be presented to any staff member upon request. Bar codes are necessary to check out textbooks and library books and purchase food from the cafeteria. **Replacement I.D. cards will be made only during passing periods or at lunch at a cost of $5.00 for the first replacement.** Proof of attendance at Del Norte is required.

STUDENT INSURANCE
Accident insurance is made available through the Albuquerque Public Schools by a local insurance agency. Del Norte assists by offering the application forms at the beginning of school. The insurance plan provides good coverage (both school time and full time). For information or verification of grades for good-student insurance discounts, the student or parent should see the school nurse.

TESTING
Del Norte students participate in a number of district, state and national testing programs. It is essential for a student to expend maximum efforts on these tests as results become part of the student’s permanent high school record.

The State Public Education Department requires that all students pass a *standards based assessment*. Each test is designed to measure skills in reading, writing, English, math, science and social studies. End of course exams and/or finals will be given for all courses. Specific questions regarding testing and/or graduation requirements should be directed to your counselor.

TEXTBOOKS
Textbooks are assigned using the student ID and textbook bar code. **Students are responsible for their assigned textbooks.** When the textbook is returned, the computer database clears only the student to whom the book was assigned. **Students will be responsible for lost, stolen or damaged textbooks/ fines must be paid for before another textbook will be issued.** Students need to make arrangements to replace books within five (5) days

YEARBOOKS
Yearbooks are on sale all year. See Mrs. Wanke in Room 340 for details.

VISITORS
All visitors must check in to the Main Office and receive approval from an Administrator to visit during school time. Non-Del Norte students, especially younger children, are prohibited on campus during the school day due to safety and liability concerns. **Student guests are not permitted unless it is for a Del Norte sponsored activity.**
SECTION III - STUDENT INVOLVEMENT

Activities & Athletics
Student activity/athletic involvement is an integral part of the educational process at Del Norte. Studies indicate that there is a strong correlation between academic success and involvement in school-related activities. Knights are encouraged to be involved! Also, Knights are expected to behave in a manner that demonstrates school pride and positive school spirit!

2017-2018 Student Leaders
Student Body President……………….Olivia Garcia
Student Body Vice-President…………Sierra Sanchez
Class of 2018 President ………………Sarah Smyth
Class of 2018 Vice President………..Jessika Arismendez
Class of 2019 President ………………Dominique Mondoza
Class of 2019 Vice President………..Christian Mejia
Class of 2020 President ………………Alannah Ambriz
Class of 2020 Vice President………..Jennifer Nguyen
Class of 2021 Officers to be selected in the fall

ACTIVITIES AND ATHLETICS ELIGIBILITY
Declaration for eligibility, as well as, ineligibility is 8:00am on the 7th school day after the end of the grading period.
Eligibility shall be determined by student grades in all enrolled classes including classes at eCademy, CEC, dual-Credit sites and other credit recovery providers. All students who participate in activities and athletics governed by the New Mexico Activities Association (NMAA) must meet the following requirements:
Be enrolled in a minimum of four classes.
Maintain a 2.0 grade point average or better on a 4.0 scale after the first six-week grading period of the freshman year.
Maintain excellent attendance.
Not fail more than one class in the previous grading period.
An N, I, W, WF will considered an F when determining eligibility.
-Reside within the set boundaries of the school he/she is attending (or have APS district permission to attend).
-Have a current (yearly) physical if participating in athletics (including cheerleaders, drill team, JROTC, Bowling, etc) after April 1st.
In addition-all participants in athletics, clubs and organizations will sign and follow the terms of the APS District alcohol, substances and tobacco policy.
If the student falls below these requirements, he/she will be ineligible for participation in the activity or athletics as stated by the policy.

ELECTION STANDARDS FOR STUDENT GOVERNMENT
Members of student government at DN are known as Knights of the Round Table. Student officer elections for Student Body President and Vice-President, Senior Senate, Junior Jury and Sophomore Congress are held in the spring. Selections for Freshman Forum are held in the fall. All elected/selected officers attend Round Table and their respective class meetings.

Qualifications for: All Student Officers
All candidates must have positive recommendations from the following: current teachers, the appropriate Assistant Principal, the Class Sponsor(s). All candidates must complete the application form and write a letter of intent.

Additional Qualifications for: Class Officers
Class officers for the appropriate grade level class are:
President, Vice-President, Secretary, Historian and Parliamentarian. Must be classified in their respective grade level class at the time of election. Meet NMAA eligibility requirements, 2.0 GPA and not have more than one failing grade for the previous six-week grading period.
Senior and Junior Class President Candidates must have one year as an official member of Round Table prior to running for office.

Additional Qualifications for: Student Body President and Vice-President
Must be classified a junior at the time of election.
Must have enrolled in the Student Government (Round Table) class for a minimum of two school years (current school year included) having earned the grade of A in Student Government, and be a member in good standing.
Attend 75% of Junior Jury meetings throughout this current school year. Meet NMAA eligibility requirements - 2.0 GPA and not have more than one failing grade for the previous six-week grading period. Student Body President and Vice-President Candidates must have two years as an official member of Round Table prior to running for office. Students interested in running for Student Body President or Vice-President, or class offices should: listen to the daily announcements for important information, read the student calendar for important dates/deadlines, sign up in the Activities Office, meet all deadlines.

Freshmen Class Leadership (Freshman Forum) – Freshmen interested in 2015-2016 leadership positions will audit class meetings and Round Table Student Senate meetings/class before being officially deemed a member of Freshman Forum.
Qualifications are:
Must attend 2 weeks of Round Table Student Senate and class meetings prior to appointment. Must be classified in their respective grade level class at the time of selection Meet NMAA eligibility requirements - 2.0 GPA and not have more that one failing grade for the previous six-week grading period.
**Student Organizations - Academic**

Selection for membership into these Academic Organizations is based on meeting criteria that include a specific grade point average, character, service and leadership.

**BSU - Black Student Union** - Membership is open to interested students interested in learning about African American history and culture. BSU promotes and prepares ALL to become contributing members of a diverse and changing world with respect and appreciation for the uniqueness of others.

**Debating Dragon Slayers:** (Speech and Debate team) Students compete in events they choose, ranging from many forms of debate, informative and persuasive speaking events, to dramatic and humorous interpretive events. Membership is open to all students who qualify under NMAA qualifications (including 2.0 GPA).

**Kitty Hawk Air Society** - NM 51st AFJROTC. Promotes higher academic standards, school/community service, develops leadership and promote self-confidence.

**National Art Honor Society** – Promotes the arts within the school and the community and provides enrichment opportunities for advanced art students.

**National Honor Society** - Creates an enthusiasm for scholarship, stimulates a desire to render service, promotes worthy leadership and encourages the development of character in all students of DNHS.

**Quill and Scroll International Honor Society** - This organization recognizes student journalists who have high academics.

**Spanish National Honor Society** - Recognizes high achievement in Spanish language students of secondary schools and promotes continuity of interest in the Hispanic studies.

**TriM - Music National Honor Society** - Recognize musical achievement, helps students reach their full musical potential, encourages instrumental and vocal students to work together and presents inspiration and challenge to music students.

**Student Organizations - Athletic**

Students of all grade levels are welcome to participate in athletics. Specific information on each sport is available from the Athletic Director or from the head coach of each sport.

**FALL SPORTS**
- Football
- Girls Soccer
- Boys Soccer
- Volleyball

**WINTER SPORTS**
- Boys Basketball
- Girls Basketball
- Swimming
- Wrestling

**SPRING SPORTS**
- Cross Country
- Softball
- Baseball
- Tennis
- Track & Field
- Golf

**Cheerleaders** - Varsity, Junior Varsity, and Freshmen. The cheerleader's role is to maintain enthusiasm and school spirit, develop a sense of good sportsmanship among the students, and better relationships between schools at all athletic events.

**Fellowship of Christian Athletes** - Membership is open to all interested student athletes. This group encourages a higher self value and self esteem, encourages good study habits and creates an atmosphere for like-minded athletes with similar moral standards.

**Student Organizations - General Interest**

Each year these organizations are offered based on student interest and staff sponsor.

**AFJROTC** - Air Force Junior ROTC. This is a class that provides leadership training and engages in school and community service projects.

**Bands:**
- **Concert Band** - This band is comprised of all grades and is part of the marching band.
- **Jazz** - Satin Knights. Intermediate and Advanced. Membership is by audition or director’s
- **Phantazia** - The Phantom Knight’s flag corps (also known as the color guard).
- **Phantom Knights** - The marching band. This band performs in the Fall.
- **Wind Ensemble** - This is Del Norte’s top performing band. Membership is by audition only. Auditions are held at the end of marching season. This band is held to strict instrumentation. Openings are based on instrument needs.

**Bowling** – Membership is open to all students interested in desiring to improve their bowling skills, and to participate in team play and tournaments.

**The Black Knights Dance and Step teams** are performance groups comprised of active BSU members who audition.

**Chess Club** - Membership is open to all students who have a desire to improve their chess skills, and play in the city league and state tournaments.
Chorus - Membership is by audition or permission of instructor.

Mixed Choir - The beginning level choir for grades 9 - 12.

Concert Choir - The advanced mixed choir for all grades.

E.A.R.T.H. - Membership is open to all students who have an interest in the environment. This club increases awareness of environmental issues and to encourage projects which focus on the care and preservation of the environment.

English Expo - Membership is open to all students, and assists students preparing for and competing in English Expo.

Epicenter – Membership is open to all students in this student administered prayer club.

Falcon Club - Membership is open to students who are enrolled in the Work Based Learning (WBL) program. This club provides a format in which members become involved in school/community activities, offer a year-long program of community service and train members in volunteer services.

GamersUknighted - Membership is open to all interested students. This organization explores the variety and multifaceted aspects of computer gaming.

Harry Potter Club- Membership is open to all DNHS Students who wish to explore the Harry Potter mythos and storylines.

Key Club - Membership is open to all interested students. Key Club is unique because it is sponsored by a local Kiwanis club composed of leading business and professional people from the community. Key Club’s objective is to develop initiative, leadership ability, and good citizenship practices, and provides opportunities to relate to teenagers from around the world.


Orchestra - Membership is by audition or permission of instructor. This is a course for the student who plays violin, viola, cello, or string bass.

Publications:

The Lance - The school newspaper. The goal of the LANCE is to provide students the opportunity to report and exchange ideas.

The Pavilion - The yearbook. It is designed and produced by the Yearbook class and distributed toward the end of the school year.

Staters Club - Membership is limited to juniors at the time of selection. Selection includes meeting eligibility standards and a desire to serve the school and the community in good citizenship activities. The Boy’s and Girl’s Staters Clubs are sponsored by the American Legion and American Legion Auxiliary. Delegates represent DNHS at NM Boy’s State and NM Girl’s State.

- **Round Table Student Senate** - The purpose of the Knights of the Round Table Student Senate is to take action, with Administrative approval, on matters of student interests, to coordinate and support student activities, to voice student opinion on school related issues, to participate in school and community service projects and to promote the general interests of DNHS students.

- **Freshman Forum** - The selected leaders of the Freshman Class co-sponsor Winter Carnival, organize and execute fundraisers and develop community service projects.

- **Sophomore Congress** - The elected and selected officers of the Sophomore Class co-sponsor Winter Carnival event, fundraisers and community service projects.

- **Junior Jury** - The elected and selected officers of the Junior Class organize and execute the Prom, fundraisers and community service projects.

- **Senior Senate** - The elected and selected officers of the Senior Class organize and execute the Homecoming Dance, select the graduation announcement; organize the selection process for the senior class song, flower and motto, design the senior shirt, produce and distribute the Senior Video, provide a worthwhile senior gift to DNHS and organize fundraisers and community service projects.

Thespian Troupe #2776 - Membership is limited to interested students that meet the qualifications and who are invited and inducted into membership. The troupe further educates, explores and participates in the theatre.

**Other Organizations/Clubs as they are developed by DNHS students.**

**NOTE:** In accordance with APS policy, the principal or his/her designee has the authority to suspend students guilty of an alcohol/drug/tobacco related violation from participation in any school-related activities or athletics. **All students participating (including “attending”) in out-of-school events must meet and maintain eligibility.**