



**TUCSON UNIFIED SCHOOL DISTRICT
SAHUARO HIGH SCHOOL
545 NORTH CAMINO SECO
TUCSON, ARIZONA
85710-3098**

June, 2009

Dear Parents and Sahuaro Cougars:

Greetings to our new and returning students! I hope your summer has been enjoyable. We have been busy getting ready for the 2009-10 school year. The following information is very important and valuable in getting your student registered properly for school. I encourage you to carefully read and fill out the enclosed information **prior** to registering your student for school.

Many students received NC's on their report cards in the 2008-09 school year for violations of the Attendance Policy, and not following through with their appeals (**District Attendance Policy JE and JE-R**). Good attendance is vital to the aspects of education and self-discipline. Excessive absences impact a student's academic progress. Maximum educational benefits require regular attendance, classroom participation, and study. **The attendance policy is based on 10 absences (excused or unexcused)**. If a student accumulates 10 absences in a single class, that student **may not** receive credit due to excessive absences, pending an appeal. Information is provided to you through mailings and in the Student Handbook. The Student Handbook contains information regarding school and District policies and procedures. Other changes will occur with **Student Rights and Responsibilities**. These will be given to students during the first week of school, and a copy to be sent home for parents.

As you know, doing well in school takes hard work and you must decide that school is an important priority in your life. Students who do well academically generally stay current with their class work, attends school everyday, and takes advantage of tutoring sessions offered by teachers. School events, clubs, and sports activities at our school are for all students. Please make an effort to get involved and participate in school activities.

As a District and School, we have gone through some major changes and adjustments due to budget reductions, elimination of some classes, and programs. Many of these are temporary. Most of our classes are full and many classes are closed to new enrollment, due to the class caps. **We will not be able to address student schedule changes for different teachers, lunch changes or special circumstances. We are currently down to 3 counselors and they will be busy registering new students. The only schedule changes that will be made will be for those seniors who need to address graduation requirements or classes that were taken in summer school to address deficiencies.**

The 2009-10 school year will be a year of changes and transition. Even with the changes due to budget reductions and less resources, Sahuaro High School is still very committed to increasing student achievement. Please get involved in school activities and functions at the school. You are an important part of your student's academic success. Have an enjoyable rest of the summer and we'll see you on August 17th.

Sincerely,

Sam Giangardella, Principal
Sahuaro High School

CLASS SCHEDULE PICK-UP AND PAYMENT DATES

All returning students who previously registered and scheduled incoming students should report to the Gymnasium to pick up their class schedules and pay appropriate fees according to the following table below (according to the first letter of the student's last name and grade of the student):

TIME	Monday Aug. 3rd	Tuesday Aug. 4th	Wednesday Aug. 5th
8:00 - 10 a.m.	Seniors A-L	Juniors A-L	Sophomores A-L
10:45 - 12:45 p.m.	Seniors M-Z	Juniors M-Z	Sophomores M-Z

TIME	Thursday Aug. 6th
8:00 - 9:00 a.m.	Freshmen A - F
9:00 - 10:00 a.m.	Freshmen G - L
10:00 - 11:00 a.m.	Freshmen M - R
11:00 - 12:00 p.m.	Freshmen S - Z

FRIDAY AUGUST 7th is a Make- up day for schedule pick up. This day is for students who could not make their assigned day for schedule pick up.

During schedule pick-up, all students will have pictures taken for the 2009-10 I.D. cards. **I.D. cards for 2009-10 will be MANDATORY as students will use I.D.'s to scan as they check in with Attendance Office when they arrive late to their first period of the day. I.D.'s will also play a big part from now on when checking out/in classroom and library books, buying yearbooks, parking passes, participating in Fine Arts/Activities.** Students will need to have their school I.D. during school hours and have them handy to show when asked by school personnel. **After a student has been issued his/her first I.D. card, any change requested by the student that would require a change on the I.D. card also will require that the student get a new I.D. card and pay the \$3.00 cost to issue a new I.D. card.**

It is mandatory for ALL Freshmen, Sophomores, and Juniors to have their pictures taken by Inter-State Studio at the time of schedule pick-up. We ask that you please dress appropriately for your pictures. All Sahuaro students are asked to abide by the following guidelines for dress code;

Nurse Honeycutt will be conducting the 9th grade hearing screens Thursday, August 6th

Students are encouraged to have their hearing screened prior to picking up their class schedule. Screenings will be held in the health office. Just look for the signs directing you to the screening area.

TEXTBOOKS

Sahuaro issues textbooks for students to use and does not charge a textbook fee to students. Students are responsible for the care of their textbooks, and will be responsible for paying for or replacing a textbook that has been damaged or lost. The average cost of a textbook is \$75.00. Please note that some of our courses do charge a class fee for consumable materials used in those classes. **Books returned must be the book that was issued with the proper bar code. If a book is turned in and it is not the correct book, the student will be charged for it.**

PHYSICAL EDUCATION UNIFORMS

Students participating in Physical Education classes are to be dressed in an appropriate uniform. The uniform consists of a red t-shirt (plain or with "Sahuaro" imprint), blue shorts, tennis shoes and socks. The P.E. uniform, P.E. shirt or P.E. shorts may be purchased during schedule pick-up for \$20.00, and will be available throughout the school year in the book store.

IMPORTANT DATES/TIMES

Freshmen Schedule pick-up	August 6, 2009
Fall Athletic Parent Meeting	August 19, 2009
Open House	August 26, 2009
Fall Parent-Teacher Conference	September 17, 2009

COUNSELORS AND CLASS SCHEDULES

Changes to your schedule may have occurred during the summer due to course additions or deletions. After you receive your schedule, if you note any problems you should make an appointment to see your assigned counselor. Counselors will be available beginning August 3rd by appointment only.

Eileen Foster	Students with last name beginning with A-Ga
Beverly Elliot	Students with last name beginning with Ge-O
TBA	Students with last name beginning with P-Z

We encourage all students to purchase the **Sahuaro Student Handbook**, as there are a number of new items and changes occurring at Sahuaro for the 2009-10 school year. The **Sahuaro Student Handbook** is designed, in conjunction with Action Bindery Inc., to assist students in being successful at Sahuaro. Students will learn how to organize their time and record dates of events, grades, and assignment deadlines. Teachers will be referring to the use of the **Sahuaro Student Handbook** in their classes. The **Sahuaro Student Handbook** contains a body of information that is organized in a systematic manner that is easy to understand and is highly recommended for student success. By understanding the content of the **Sahuaro Student Handbook**, students will have a more satisfying experience as a Sahuaro student.

In the past, many parents have found the **Sahuaro Student Handbook** to be very helpful as a reference to stay informed of dates for school activities, school rules and policies, phone numbers, etc. The cost of the **Sahuaro Student Handbook** is \$7.00.

STUDENT AND FAMILY HOME ATHLETIC PASSES

Students may purchase a Home Athletic Pass for \$30.00. This pass admits the student to ALL Home Athletic events where admission is charged. **Families may also purchase a Home Athletic Pass for \$100. This pass admits up to (4) four people to any home athletic event. PLEASE NOTE THAT THE FAMILY HOME ATHLETIC PASS DOES NOT COVER CURRENT SHS STUDENTS. STUDENTS MUST PURCHASE A STUDENT PASS (SEE ABOVE). Family members using a home athletic pass must arrive at the event AT THE SAME TIME.**

Family Athletic Passes are NOT replaced if lost or stolen; however, a family may purchase another Home Athletic Pass.

For students and/or family members who plan to attend games in which admission is paid during more than one season, there can be a cost savings of at least \$100. We encourage you to purchase available passes.

STUDENT LOCKER USAGE

The school will assign lockers to those students wishing to have a locker on campus and keep records of your lock combinations. **There is a \$5.00 fee for the assignment of a hall locker.** Hall lockers and physical education lockers are the property of Sahuaro High School. Your locker should always be properly locked. **ONLY USE YOUR OWN LOCKER. DO NOT SHARE YOUR LOCKER OR LOCKER COMBINATION WITH ANYONE.** General search of student lockers may be conducted by school administration at any time to ensure the health, safety and welfare of the campus.

YEARBOOK

Yearbooks will be on sale for \$80.00 during the schedule pick-up and from August 3, 2009 through February 28, 2010. Payment can be made in the Finance Office after August 11th. **After March 1, 2010, the price increases to \$85.00 to be paid in the Finance Office.** As of April 20, 2010, only CASH/Money Order will be accepted in Finance Office and on **May 14, 2010, at yearbook distribution, the price will be \$90.00.**

SCHOOL PICTURES FOR YEARBOOK

Underclass Pictures: All freshmen, sophomores and juniors must have underclass pictures taken during the schedule pick-up. Please dress and groom suitably in accordance with Sahuaro Dress Code, as your underclass picture will appear in the yearbook. Inter-State Studio will be taking underclass pictures. Underclass pictures for the yearbook are provided at no cost; however, if you wish to purchase a packet, information will be available when you have your picture taken. If you miss the schedule pick-up, a make-up date will be established later. Re-take dates also will be established later. Students should pay attention to the announcements for this information. Further information can be obtained by calling Inter-State Studio at 744-8746.

SENIOR PORTRAITS

Sam Pappas Photograph is the contracted studio for yearbook senior portraits. If you have not made an appointment for your senior portrait, please call Sam Pappas at 519-8081. **Friday, September 18, 2009** will be the deadline for senior portraits that will be included in the yearbook. **If your picture is not taken at Sam Pappas Photography, then your picture will not appear in the yearbook.** You should schedule your appointment prior to the beginning of school, as appointments are harder to schedule once school begins. Note: Seniors are not required to purchase the photo taken by Sam Pappas Photography studio.

STUDENT FEES

When applicable, these items will need to be paid for during schedule pick-up

<u>ITEM</u>	<u>COST</u>
Textbooks	No Charge for initial checkout
Physical Education lock	\$5.00 if lost. Student must pay replacement cost of \$5.00
Yearbook	\$80.00 before 2/28/10; \$85.00 after 3/10/10, \$90 after 4/20/10
Replacement I.D. card	\$3.00
Hall Locker Fee	\$5.00
Parking Lot permit (Seniors/Juniors) Bring your insurance card and license plate number, year, make, model and color of your vehicle.	\$6.00
P.E. Uniform	\$20.00
P.E. T-shirt	\$10.00
P.E. Short	\$10.00
Interscholastic Activity Fee	\$50.00 per activity and/or Fine Arts \$200.00 limit for Family and \$150.00 for Student
Student Handbook	\$7.00
Student or Family Home Athletic Pass	\$30.00/\$100.00

PARTICIPATION FEES

There is a \$50 participation fee for each sport/ fine art activity. There is \$150 cap for individuals per year, and \$200 maximum charge for families per school year.

(NO REFUNDS)

Students who are cut from a sport/activity or who quit a sport/activity as well as students who cannot participate in a sport/activity will not receive refund. All participation fees are an automatic tax credit. You will receive a receipt for you income tax.

When paying by check:

1. Local checks ONLY
2. Checks must be preprinted with: Name, Address, and Telephone number
3. In the Memo section of the check please write the student's name and matric number
4. All checks made payable to: SAHUARO HIGH SCHOOL
5. No CASH BACK is allowed
6. NO OUT OF STATE CHECKS WILL BE ACCEPTED
7. Please note that there will a \$20.00 fee charged for any returned check. A MONEY ORDER OR CASH WILL BE REQUIRED TO REDEEM A RETURNED CHECK
8. Student Account will be Flagged for Non sufficient funds

GRADUATION/CREDIT REQUIREMENTS/AIMS/COURSE LOAD

Courses	Graduating 2009 - 2011	Graduating 2012	Graduating 2013
English	4	4	4
Mathematics	3	3	4
Science	2	3	3
Physical Education	1	1	1
Health	.5	.5	.5
Social Studies	3	3	3
Fine Arts or Career & Tech Ed	1	1	1
World Language			2
Electives	6.5	6.5	6.5
Total	21	22	23

Students are being required to pass Arizona Instrument to Measure Standards (AIMS) to graduate. All students are expected to take a course load of six classes each semester. The Principal must approve exceptions to this policy. Please contact the Assistant Principal of Curriculum and Instruction if you have any questions.

GRADE REPORTS

Sahuaro will issue grade reports every 4 ½ weeks. The grade report will include attendance, citizenship, and grade for each class. In addition, the report may include comments from individual teachers informing the student and parent of progress. The 4 ½ Week Grade Report is an instrument to communicate student progress in each class. Final grades are credited at the end of each semester with the exception of physical education, health, OJT, and special education classes, whose quarter course grades are final.

DATES FOR GRADE REPORTS

Mid-Quarter Progress Report	September 15, 2009
1 st Quarter Grade Report	October 16, 2009
Mid-Quarter Progress Report	November 10, 2009
2 nd Quarter/Semester Grade Report	December 18, 2009
Mid-Quarter Progress Report	February 2, 2010
3 rd -Quarter Grade Report	March 18, 2010
Mid-Quarter Progress Report	April 13, 2010
4 th Quarter/Semester Grade Report	May 26, 2010

CONFERENCE PERIODS

The conference periods are an integral part of a student's regular schedule and **can be mandatory if a student's progress is not satisfactory.** Teachers keep attendance logs reflecting the students who attend conference periods. This time should be spent making up excused absences, working on library assignments, making up tests, or doing other tasks that allow individuals to improve their school performance and participation. **STUDENTS WHO ARRIVE ON CAMPUS DURING CONFERENCE PERIODS ARE NOT PERMITTED TO LEAVE CAMPUS AND MUST REPORT TO A CLASSROOM OR TO STUDY HALL IN THE CAFETERIA.** Students will not be permitted to loiter or socialize on school grounds during conference periods.

CLOSED CAMPUS POLICY

Sahuaro is a closed campus. Students must remain on campus for lunch period. No lunch passes will be issued and parents cannot excuse their children for lunch. Students leaving campus without permission will face progressive disciplinary action. Students must leave campus with their schedule of classes is completed. **Students who have early dismissal may not return to campus until after the school is over.**

Students are NOT allowed to have FOOD or FLOWER deliveries made to school. Deliveries will be turned away.

VISITOR PASSES AND CHECK-IN

Sahuaro High School is a closed campus. Visitors must only be on campus for parent conferences, curricular presentations or school sponsored events. **All visitors must sign in at the Attendance Office and have approval by Sahuaro Administration** and receive a "Visitors' Pass", which must be visible for any staff member to see during the visit. After the visit, please sign out at the Attendance Office and return the pass. **Parents desiring to visit/observe a class must receive prior permission from an administrator at least 48 hours prior to the actual visit. STUDENT VISITORS ARE NOT ALLOWED AT SAHUARO HIGH SCHOOL DURING THE SCHOOL DAY.**

ELECTRONIC DEVICES, INCLUDING CELL PHONES

Electronic devices, including but not be limited to beepers, pagers, radios, tape players, CD players, MP3 players, iPods, cell phones, cameras and camcorders, laser pointers, any type of game machine (including calculators being used as game machines), ARE NOT TO BE VISIBLE OR ACTIVATED DURING THE SCHOOL DAY (7:30 A.M. TIL 2:20 P.M.) with the exception of your scheduled lunch period.

TUSD will not be responsible for loss, damage, or theft of any electronic device brought to school.

SAHUARO HIGH SCHOOL FEE WORKSHEET FOR SCHEDULE PICK-UP

SENIORS: Monday, August 3rd

JUNIORS: Tuesday, August 4th

SOPHOMORES: Wednesday, August 5th

FRESHMEN: Thursday, August 6th

Make-up Friday, August 7th

YOU ALSO HAVE THE OPTION TO MAIL-IN THE WORKSHEET AND CHECK TO COVER FEES FOR 2009-10. MAIL-IN OPTION MUST ARRIVE AT THE HIGH SCHOOL BEFORE JULY 21, 2009.

Please use this worksheet to determine your fees for the 2009-10 school year. If you choose to use the mail-in option, you may send this worksheet, along with your check to cover fees, to the school prior to July 21, 2009.

Mail-in option

1. Mark the items you would like to pay in advance on this page
2. Mail this form with your payment (checks made out Sahuaro High School) prior to July 21, 2009.
3. When your child is scheduled for his/her pick-up date and time, the receipt will be stapled to his/her schedule. You will be given the schedule when you first enter the cafeteria.
4. Items for which you paid can be picked-up or signed for during your child's date and time for schedule pick-up.
5. Address for mail-in option:

**Sahuaro High School
C/O Finance Office
545 N. Camino Seco
Tucson, AZ 85710**

Non Mail-in option

1. Bring this worksheet with you when your child is scheduled for his/her scheduled pick-up.
2. Bring a check with you at this time if you plan to pay for items and /or fees.
3. Please note that due to adverse computer issues beyond our control, cashier lines may call for longer waits in those lines.

FEE WORKSHEET

**BRING THIS SHEET WITH YOU AT
YOUR SCHEDULE PICK UP DAY**

PRINT STUDENT NAME _____ MATRIC# _____ GRADE _____

**ALL OUTSTANDING OBLIGATIONS/DEBTS FROM
2008-09 SCHOOL YEAR
MUST BE CLEARED AT THE THIS TIME**

ITEM/ACTIVITY	COST	√
Student Home Athletic Pass	\$30.00	
Family Home Athletic Pass	\$100.00	
Football Participation Fee	\$50.00	
Cross Country Participation Fee	\$50.00	
Golf Participation Fee	\$50.00	
Spirit Line Participation Fee	\$50.00	
Swimming Participation Fee	\$50.00	
Girl's Volleyball Participation Fee	\$50.00	
Band Participation Fee	\$50.00	
Orchestra Participation Fee	\$50.00	
Drama Participation Fee	\$50.00	
Choir Participation Fee	\$50.00	
Mock Trial Participation Fee	\$50.00	
Speech/Debate Participation Fee	\$50.00	
Student Handbook Fee	\$7.00	
Yearbook Fee	\$80.00	
Hall Locker Fee	\$5.00	
P.E. Lock Fee	\$5.00	
P.E. Uniform Set (shirt/shorts) Fee	\$20.00	
P.E. Shirt Only Fee	\$10.00	
P.E. Shorts Only Fee	\$10.00	
Parking Lot Permit (Seniors/Juniors) <u>YOU MUST BRING YOUR LICENSE PLATE NUMBER, YEAR, MAKE, MODEL AND COLOR OF VEHICLE, AND INSURANCE CARD.</u>	\$6.00	
TOTAL MONEY ENCLOSED	\$ _____	

SAHUARO HIGH STUDENTS

MUST HAVE THEIR

2009-2010 SCHOOL

IDENTIFICATION

CARD

TO PICK UP THEIR

SCHEDULE

AND

AT ALL TIMES

DURING THE SCHOOL

YEAR