



# Covina High School

## Expectations & Opportunities







**Mr. LeDuc**

ASSISTANT PRINCIPAL



**Dr. Carrasco**

PRINCIPAL



**Ms. Arellanes**

ASSISTANT PRINCIPAL





**Mrs. Moreira**

DEAN / STUDENT SUPPORT SPECIALIST



**Officer Bausma**

School Resource Officer





**Dr. Torres**

COUNSELOR  
Last Names P-Z



**Ms. Travis**

HEAD COUNSELOR  
Last Names A-Ga



**Mrs. D'Ingillo**

COUNSELOR  
Last Names Gh-O



# Mental Health Counselor Ms. Padilla Room C-1



## Social-Emotional Support

- SEL Lessons
- Group Counseling
- Individual Check-Ins
- Wellness Activities







**Career Center: Located in the Library**



**Ms. Romero**

College & Career Counselor





# Covina High School

## Emergency Response Protocol

# IN AN EMERGENCY TAKE ACTION



## HOLD! In your room or area. Clear the halls.

### STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced  
Do business as usual

### ADULTS

Close and lock the door  
Account for students and adults  
Do business as usual



## SECURE! Get inside. Lock outside doors.

### STUDENTS

Return to inside of building  
Do business as usual

### ADULTS

Bring everyone indoors  
Lock outside doors  
Increase situational awareness  
Account for students and adults  
Do business as usual



## LOCKDOWN! Locks, lights, out of sight.

### STUDENTS

Move away from sight  
Maintain silence  
Do not open the door

### ADULTS

Recover students from hallway if possible  
Lock the classroom door  
Turn out the lights  
Move away from sight  
Maintain silence  
Do not open the door  
Prepare to evade or defend



## EVACUATE! (A location may be specified)

### STUDENTS

Leave stuff behind if required to  
If possible, bring your phone  
Follow instructions

### ADULTS

Lead students to Evacuation location  
Account for students and adults  
Notify if missing, extra or injured students or adults



## SHELTER! Hazard and safety strategy.

### STUDENTS

Use appropriate safety strategy for the hazard

#### Hazard

Tornado  
Hazmat  
Earthquake  
Tsunami

#### Safety Strategy

Evacuate to shelter area  
Seal the room  
Drop, cover and hold  
Get to high ground

### ADULTS

Lead safety strategy  
Account for students and adults  
Notify if missing, extra or injured students or adults

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# Positive School Culture





# Inclusivity & Respect



**Language Matters**

**Change Agent**

**Never do a wrong  
thing to make a friend  
- or to keep one.**

**Zero Tolerance**





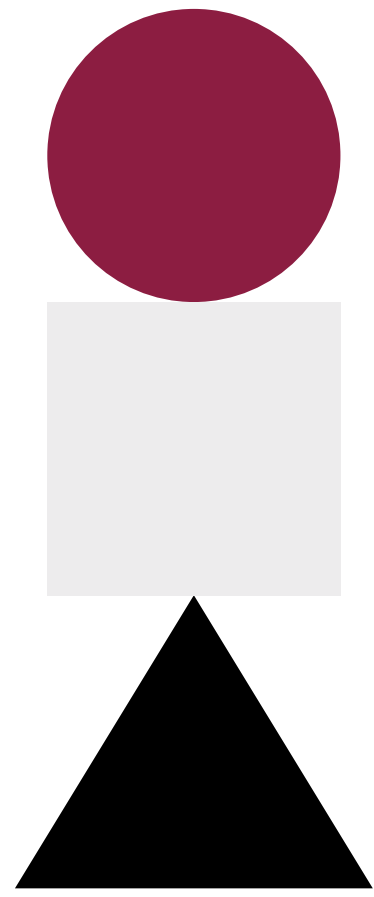
# **How You Can Make a Difference**

- **Be Mindful: Think before you speak**
- **Educate Yourself: Learn about different perspectives and experiences**
- **Speak Up: Report disrespectful language**

## **Resources and Support**

- **Counseling office, diversity clubs**
- **Student Services**





# COLTS SHOW UP!

Showing up matters for **R.E.A.L.**

- Build **R**outines
- Increase **E**ngagement
- Provide **A**ccess to resources!
- Support **L**earning



**CLEAR  
YOUR  
ABSENCES!  
DON'T MISS  
MORE THAN ONE  
DAY FOR EACH  
25 DAYS**

**01.**

IF ABSENT - PARENT  
MUST CALL THE OFFICE  
(626) 974-6002

**02.**

IF PARENT DOES NOT  
CALL WITHIN 3 DAYS.  
ABSENCE BECOMES  
UNEXCUSED

**03.**

CONSEQUENCES FOR  
EXCESSIVE ABSENCES:  
SATURDAY SCHOOL,  
LUNCH DETENTION,  
SART, AND SARB

**04.**

ADDITIONAL  
CONSEQUENCES CAN  
INCLUDE:  
CITATION  
(\$600-\$2000) AND  
INVOLVEMENT OF  
LAW ENFORCEMENT

**TRUANCIES, ABSENCES AND TARDIES**





**School  
Wide**

**SAY IT  
LEARN IT  
LIVE IT**

**Best  
Classroom  
Attendance**

**25-1**

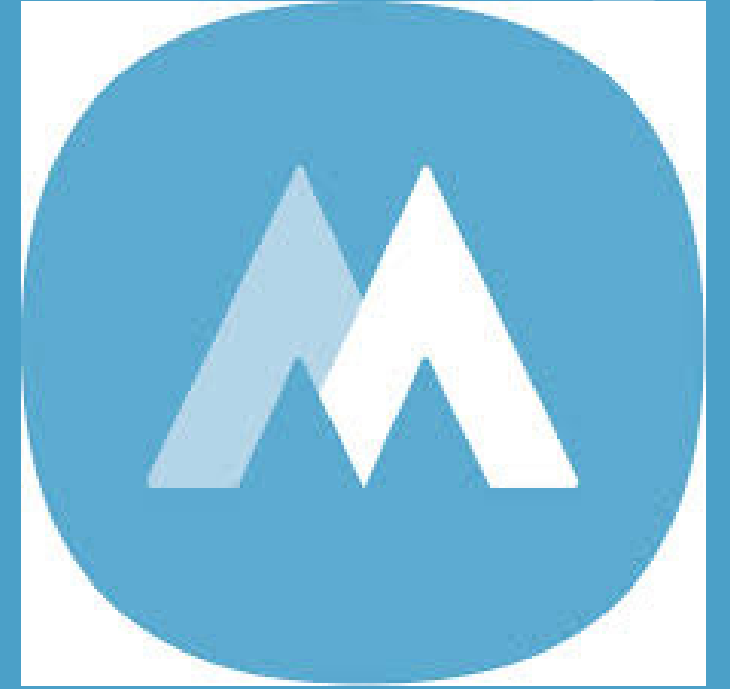


**Student**



**\*8/23/24**





# Welcome to MiNGA

Digital IDs & Hall Passes





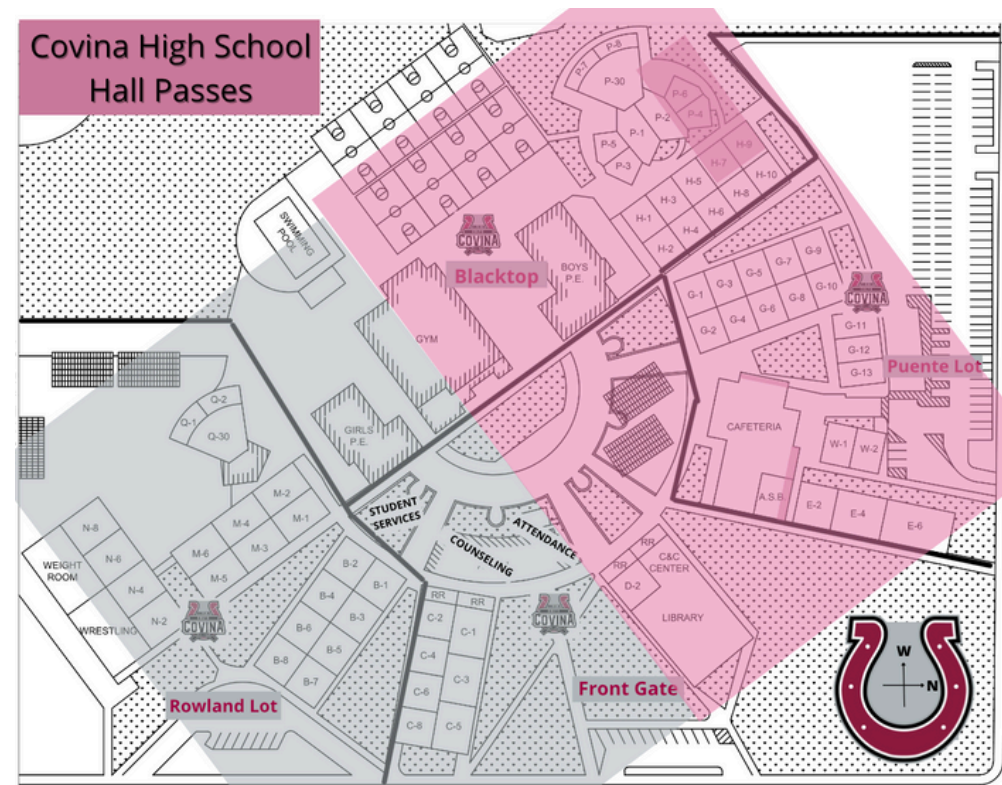


# 10-10 RULE

## NO PASSES FOR THE FIRST TEN MINUTES

## OR

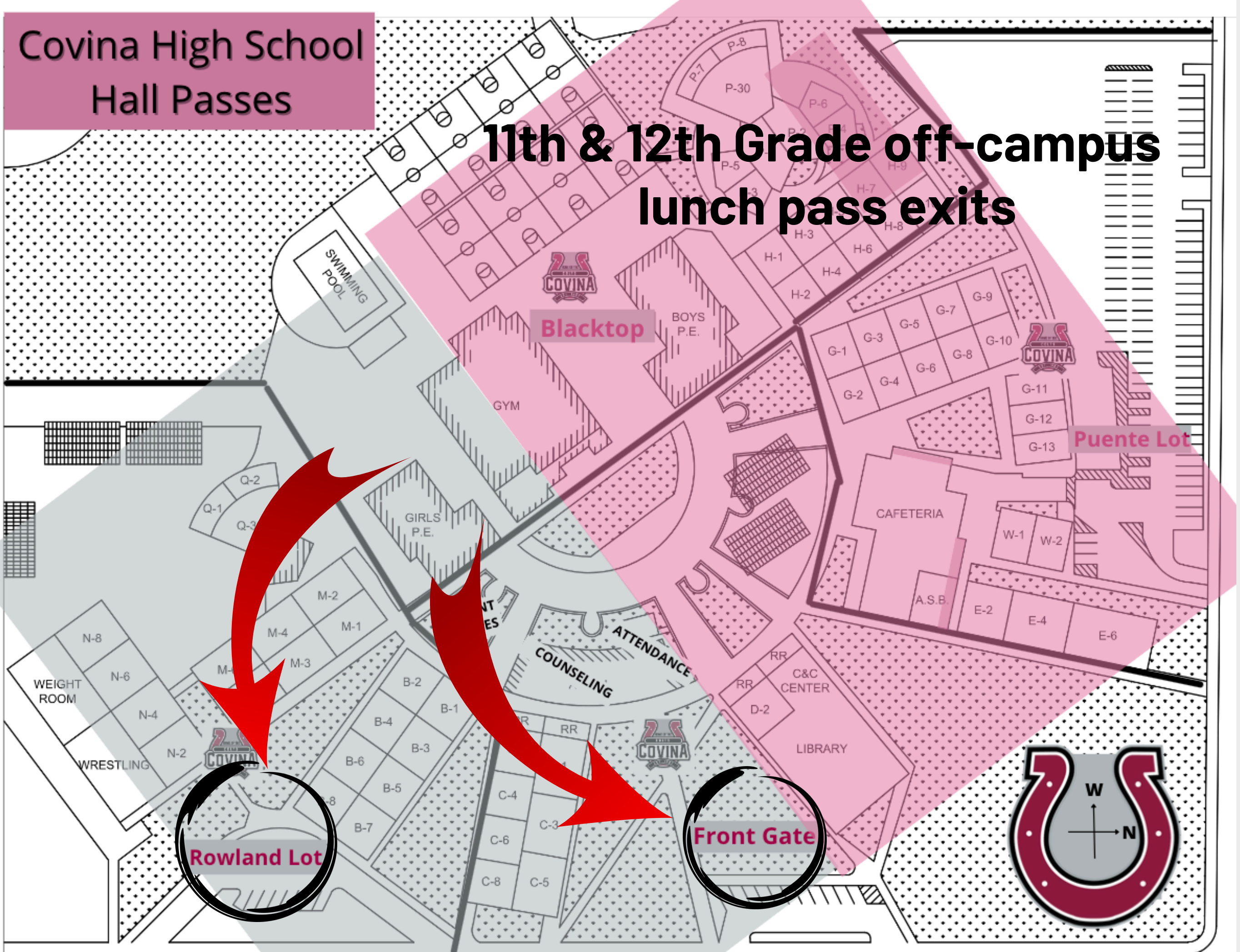
## LAST 10 MINUTES OF CLASS





Covina High School  
Hall Passes

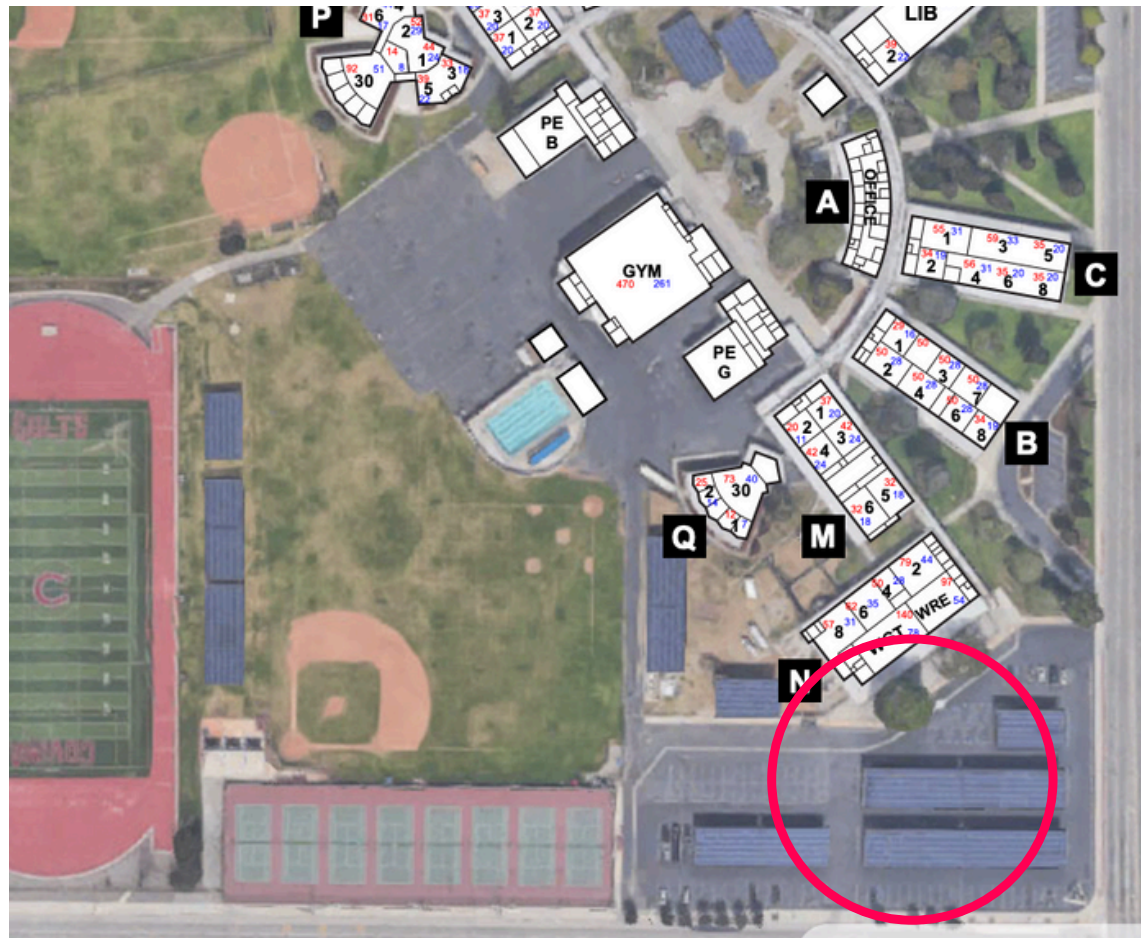
11th & 12th Grade off-campus  
lunch pass exits





# Protocol When Entering Campus

➔ Students are encouraged to **enter campus** from the **Parking Lot on the corner of Rowland & Hollenbeck**. **BUT** students who arrive after First Period has ended should enter campus from the **MAIN ENTRANCE**.



**Student Parking Lot  
Off of Rowland & Hollenbeck**



➔ **Pick up in ASB**

➔ **When parking on campus students are only allowed to park in the Rowland Lot. Students must display their parking permits in their cars at all times.**  
**Student**



# Dress Code

## NOT PERMITTED:

- \*Clothing that References Drugs, Alcohol, Violence
- \*Obscenities, Foul Language
- \*If the person on your clothing isn't following dress code, neither are you
- \*Tube Tops/Strapless shirts (1 Strap must be part of the shirt)
- \*Gang Affiliated Items



## ::: EXAMPLES THAT ARE DRESS CODE VIOLATIONS :::

MIDRIFF tops that expose ribcage  
 Tops with cutouts  
 Exposed chest area  
 Tops with cutouts  
 Bottoms below arm length

Excessive Sagging  
 Bralettes  
 Tube tops  
 Un-buttoned pants





# DRESS CODE CONSEQUENCES

- PHONE CALL HOME TO PARENT /Dress Code Shirt
- STUDENT is REQUIRED to CHANGE CLOTHING
- LUNCH DETENTION B-1
- PARENT/STUDENT/ ADMINISTRATOR MEETING
- SATURDAY SCHOOL





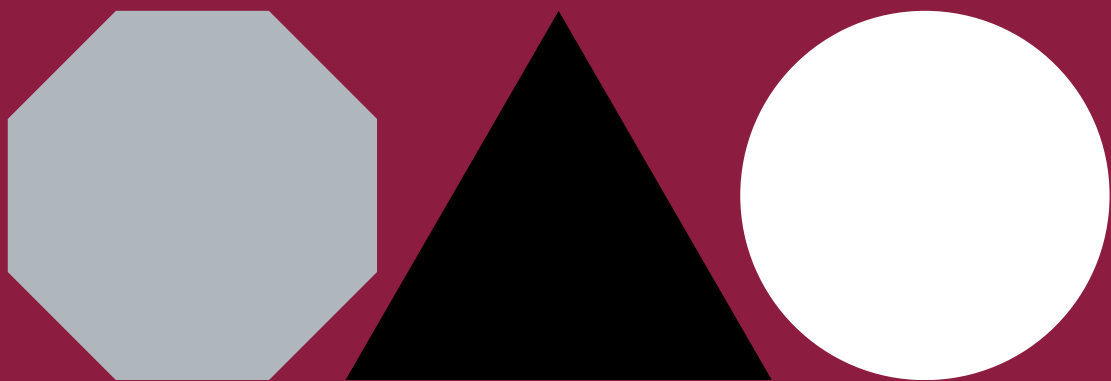
# BULLYING/HARASSMENT and GAGGLE





**Bullying is defined as any severe or pervasive physical or verbal act or conduct that includes, but is not limited to:**

- **sexual harassment**
- **hate violence**
- **intentional harassment**
- **threats, intimidation or communication made in writing or through means of an electronic/internet/web-based related act directed against school district personnel or pupils, committed by a pupil or group of pupils that has the effect or can reasonably be predicted to have a negative effect on others.**





# How **Gaggle Works**



## **PREVENT**

Stop tragedies with real-time content analysis and around-the-clock alerts.

[LEARN MORE>>](#)



## **ANTICIPATE**

Proactively identify and support struggling students—before it's too late.

[LEARN MORE>>](#)



## **GUIDE**

Create a safer school environment by encouraging good digital citizenship.

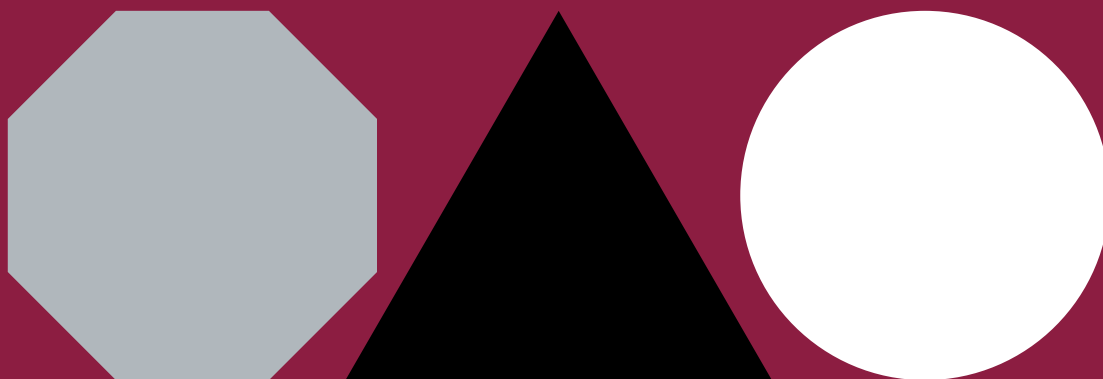
[LEARN MORE>>](#)



## **SUPPORT**

Promote student mental health through secure, accessible teletherapy sessions.

[LEARN MORE>>](#)







## ▲ NO DRUGS/ALCOHOL

It is illegal for any student to possess for sale, obtain for use, or be under the influence of alcohol, marijuana, drugs, or controlled substances.

- Restrooms have VAPE DETECTORS

Vape Event Detected

## ★ NO FIGHTING

Fighting is prohibited at school and at any school sponsored event. The definition of fighting is:

- Two or more students who engage in mutual combat.
- Physical assault on another person with or without injury.

## ● NO WEAPONS

It is prohibited to possess any knives, including pocket knives, stun guns, firearms, pepper spray, or any other type of weapon as prohibited by law.



# RESTROOM PROCEDURES AND TRASH ON CAMPUS

## RESTROOMS

- 1 PERSON PER STALL
- NOT A HANG OUT SPOT
- DO NOT EAT IN THE RESTROOMS
- ALWAYS USE YOUR HALL PASS

## TRASH

- WONDERFUL CUSTODIAN TEAM
- PICK UP AFTER YOURSELF
- RESPECT YOUR CAMPUS





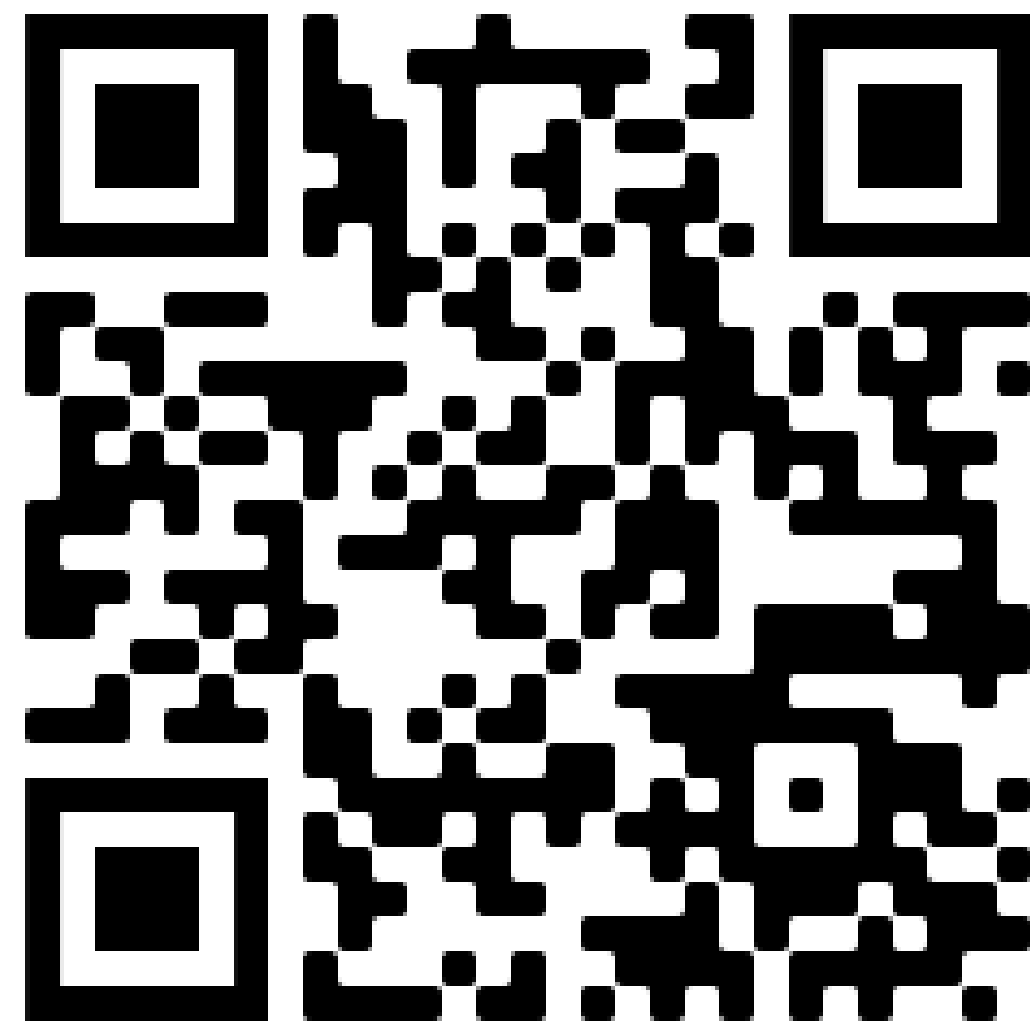
**Mr. Roldan**

ASB Director

**A.S.B.**

CLUBS  
EVENTS  
DANCES  
ASB CARDS





**MAKE THIS A GREAT YEAR  
GET INVOLVED  
BE RESPECTFUL,  
AND BE SUCCESSFUL**