

**Welcome to  
Santa Monica  
High School**



# The First Day of School

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# The First Day of School

## **Where does my child go once they arrive?**

- Posters will also be around campus with their ID and first period
- Official schedules will be handed out on the first day of school, during first period

## **What if my student has a “hole” in their schedule?**

- They must see their Advisor during THAT period. Advisors will be in I-101.

## **My students schedule is different from the one they got today**

- Advisors are continuing to balance classes throughout the summer, therefore schedule sequence may change
- As long as your student has all of their core classes on the schedule, they should follow that schedule. If not, have them see their Advisor

## **What should my student bring?**

- A backpack
- Student ID (If they have it)
- Notebook
- Pencil/pen
- Folder
- Positive attitude 😊

# The First Day of School

## **Do students have uniforms for PE?**

- There are Samohi uniforms available, but students are not required to purchase them. Students may wear their middle school PE clothes or dark blue athletic shorts and a gray or white t-shirt. Proper tennis shoes must be worn at all times. You may purchase PE clothes through our student store (the Vike's Inn).

## **Is there an AM on the first day?**

- No

## **How does my student get a locker?**

- If your student would like to get a locker, please have them visit their House Office before school, lunch and after school.
- BRING YOUR OWN LOCK for Houses M & O.

## **How does my student get textbooks?**

- If your student did not receive their textbooks, they can coordinate with their teacher on the first day of school to get them.

## **Lunch options?**

- Cafeteria, Outdoor BBQ (burgers and hot dogs), Vike's Café (salads, chicken tenders, etc.), Vike's Inn (Instant Noodles, chips, other snacks), and carts in the quad (salads, bagels, snacks, pizza, burritos) or bring your own.

# Schedule Changes

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# Typical Freshman Schedule

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- English 9
- Math
- Science
- Freshman  
Seminar
- 9<sup>th</sup> grade PE/  
Sports
- Elective

# Schedule Changes



## **What are reasons for my child to change their schedule?**

If they want to switch between College Prep (P) and Honors (HP) or missing a core class or do not have at least six classes

## **When can they change their schedule?**

Schedules can be changed before school, at lunch, after school or during the missing period

## **Who do they change their schedule with?**

You can visit your Advisor to change your schedule:

**ALL ADVISORS WILL MEET IN I-101**

## **When is the last day to change their schedule?**

Friday, Sept. 6<sup>th</sup> with Advisor  
Friday, Sept. 13<sup>th</sup> with Admin

# Reasons not to change your schedule

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“ I don’t like my  
teacher”

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“My friends are all in  
this class”

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“I don’t want to walk  
too far”

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“I heard that teacher  
is hard”

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Illuminate

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# Illuminate



## What is it?

Illuminate empowers everyone to track academic progress

- Parents and students can quickly view all test scores, grades, assignments, attendance, and course schedule

## How often is it updated?

It depends on the teacher

## How do I log on?

Smmusd.illuminatehc.com or Google: smmusd illuminate

## How does my child get their code?

If you came from JAMS/Lincoln the login and password will remain the same

New students please use information below:

Username: 6 digit ID number  
Temporary Password: SAMOHI

## Is my access the same as my child's?

No, you will obtain your own access code if you have not already registered.

## Click **Create Account**

- First name
- Last Name
- Email
- Phone
- Access Code
- Password
- Confirm Password
- Submit

# Flex Time Schedule

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# SANTA MONICA HIGH SCHOOL

601 Pico Boulevard . Santa Monica CA 90405 . 310-395-3204



STAFF TOOLKIT



SMMUSD

Samohi Homepage

## Samohi Bell Schedules

### Standard Schedule

#### Monday, Thursday, Friday

Period A 7:05 - 8:08 am

Period 1 8:15 - 9:11 am

HOMEROOM 9:19 - 9:27 am

Period 2 9:27 - 10:23 am

BREAK 10:23 - 10:25 am

Period 3 10:33 - 11:29 am

Period 4 11:37 am - 12:33 pm

LUNCH 12:33 - 1:08 pm

Period 5 1:16 - 2:12 pm

Period 6 2:20 - 3:16 pm

### Block Schedule

#### Tuesday

Period A 7:05 - 8:08 am

Period 1 8:15 - 9:45 am

Period 3 9:53 - 11:23 am

BREAK 11:23 - 11:25 am

FLEX TIME 11:33 am - 12:24 pm

LUNCH 12:24 - 12:59 pm

Period 5 1:07 - 2:37 pm

### Late Start & Block Schedule

#### Wednesday

Period 2 8:55 - 10:25 am

Period 4 10:33 am - 12:03 pm

BREAK 12:03 - 12:05 pm

FLEX TIME 12:13 - 1:03 pm

LUNCH 1:03 - 1:38 pm

Period 6 1:46 - 3:16 pm



Campus Map

# Attendance

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# Santa Monica High School

A TRADITION OF EXCELLENCE SINCE 1891

## ATTENDANCE AND TARDY POLICY

All 9<sup>th</sup> -12<sup>th</sup> grade students **must not exceed 120 class absences** in order to walk the graduation stage their senior year. The 120 class absence policy will start from freshman year and will go all the way to graduation day. The class absences will carry over from one year to the next.

- Every three tardies equals **ONE** class absence.
- Extreme absences due to doctor prescribed illnesses will be reviewed by the Attendance Review Board on a one-on-one basis.

### -----ATTENDANCE AND TARDY CONSEQUENCES-----

9 <sup>th</sup> Grade	10-12 <sup>th</sup> Grade
<ul style="list-style-type: none"><li>• Six or more unexcused class absences/18 tardies will result in Saturday School and Ineligibility to participate in extra-curricular sports and fine arts</li><li>• 120 or more unexcused class absences will result in not walking on stage at graduation</li><li>• After 10 parent excused illness absences, student will need doctor's proof to excuse any absences thereafter</li></ul>	<ul style="list-style-type: none"><li>• Six or more unexcused class absences/18 tardies will result in Saturday School, Ineligibility to participate in extra-curricular sports and fine arts, and removal of off-campus lunch pass</li><li>• 120 or more unexcused class absences will result in not walking on stage at graduation</li><li>• After 10 parent excused illness absences, student will need doctor's proof to excuse any absences thereafter</li></ul>

### WORKING OFF CLASS ABSENCES AND TARDIES:

Students may attend two hours of Super Saturday to clear 12 class absences. Attending four hours of Super Saturday will clear 24 class absences.

Attending one hour of the following will clear six class absences: Samohi sponsored tutoring in the Library or Xinachtli, Teen Court, teacher office hours, peer tutoring through Delians/NHS, and attending late start Wednesday grade level assemblies.

Students may sign up for Volunteer opportunities found in the Samohi Blue Bulletin.

[\\*If clearing absences with the above activities, submit this form\\*](#)

Junior and Senior students can clear up to 12 class absences for visiting Colleges or Universities independently from Samohi field trips.

[\\*If clearing absences with College or University visits, submit this form\\*](#)

# Attendance

## **What is the policy?**

- Samohi expectation is for students to be present and on time to each class everyday school is in session

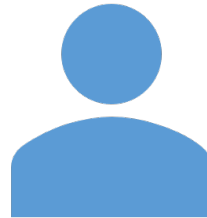
## **What is an excused absence?**

- Personal illness
- Medical, dental, optometric, or chiropractic appointment (Note from doctor required)
- Bereavement
- Court related
- School related (field trips, office excused, nurse, testing, sports related activities)

## **What should my child do if they will be late to school?**

- If a student is late to school, they must check in with their house office upon arrival

How do I pick  
up my  
student if  
they need to  
leave early?



Students must bring the note to their **House Office** in the morning, before 1st period or email house assistant before school.

The parent needs to write a note with:

- Student Name
- Student ID
- Date
- Time the student needs to be released
- Reason for absence
- Parent/guardian signature
- Parent/guardian contact number where they can be reached in the morning

The school will call the parent to confirm the request to leave early. The student will not be released without confirmation. The student will receive a readmit with the time of release as their pass to leave campus.



# How do I notify the school of an absence?

The parent needs to write a note, send an email, or telephone the **House Office Assistant** to provide the following information:

- Student Name
- Student ID
- Date
- Dates of absence(s) and periods
- Reason for absence
- Parent/guardian signature
- Parent/guardian contact number

The student needs to bring the note **before 1st period** to the **House office**. Notification must be received within **5 days** of absence.

Unresolved absences result in a recorded truancy/cut

# Communication with Campus

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# Communicatin g with Campus



## **Ways to communicate with teachers/faculty/staff**

- Samohi staff can be contacted via email or over the phone, through their extension
- Please allow up to 48 hours for a response
- All staff information can be found on the Samohi Staff Directory page

## **School website:**

[www.samohi.smmusd.org](http://www.samohi.smmusd.org)

## **Weekly emails**

## **Dialers**

# SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

## 2019-2020 District Calendar

Approved by the Board of Education: 11/28/16

July 2019				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

October 2019				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

January 2020				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

April 2020				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

August 2019				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

11/29/16

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

Legend:

○ = First/Last Day of School  
 □ = Legal Holiday  
 □ = Local Holiday (schools/offices closed)  
 □ = School Recess (classes not in session)  
 △ = Pupil Free Days (no school for students)  
 △ = Elem. Pupil Free Day (no school -elem students)  
 △ = Sec. Pupil Free Day (no school -sec students)  
 □ = Certificated Staff Development Day

Employee Work Dates:

Sept. 1, 2019-June 30, 2020: \* Classified 11-Month  
 \*must work 22 days in July/August, 2019  
 Aug. 8, 2019-June 22, 2020: Classified 10 +10  
 Aug. 15, 2019-June 15, 2020: Classified 10-Month  
 Aug. 19, 2019-June 10, 2020: Certificated/184 Days  
 Aug. 20, 2019-June 10, 2020 Certif-CDS/183 Days  
 Aug. 21, 2019-June 10, 2020: Classified School Year

September 2019

October 2019

November 2019

December 2019

January 2020

February 2020

March 2020

April 2020

May 2020

June 2020

First Day of Instruction:  
 - Thursday, August 22, 2019

Last Day of Instruction:  
 - Wednesday, June 10, 2020

Certificated Staff Development Days:  
 (No Students)  
 - Monday, August 19, 2019  
 - Tuesday, August 20, 2019

### HOLIDAYS:

July 4: 4th of July Holiday  
 Sept. 2: Labor Day Holiday  
 Sept. 30: Local Holiday  
 Oct. 9: Local Holiday  
 Nov. 11: Veteran's Day Holiday  
 Nov. 28: Thanksgiving Holiday  
 Nov. 29: Legal Holiday (Admissions Day observed)  
 Dec. 24, 25: Winter Holidays  
 Dec. 31, Jan. 1: New Years Holidays  
 Jan. 20: Martin Luther King Jr. Holiday  
 Feb. 17: Washington's Birthday Holiday  
 Apr. 10: Local Holiday  
 Apr. 13: Legal Holiday (Lincoln's B'day observed)  
 May 25: Memorial Day Holiday

### SCHOOL RECESSES:

Dec. 23 - Jan. 3: Winter Recess  
 Apr. 6 - Apr. 17: Spring Recess

### PUPIL-FREE DAYS:

Aug. 19: All Students  
 Aug. 20: All Students  
 Aug. 21: All Students  
 Nov. 5: Elementary Students Only  
 Jan. 6: Secondary Students Only

### MINIMUM DAYS:

TK/K: Aug. 22, 23, 27, Nov. 6, 7, 8, 27, Dec. 20, April 2, June 10

Elementary: Aug. 22, 27, Sept. 3, Nov. 6, 7, 8, 27, Dec. 20, April 2, June 10

Santa Monica Middle Schools: Sept. 12, Nov. 27, Dec. 20, Apr. 3, May 14, June 9, June 10 + 3 discretionary

Malibu MS/HS: Aug. 29, Sept. 12, Nov. 27, Dec. 18, 19, Mar. 12, June 8, 9, 10 + 1 discretionary

Samohi: Sept. 10, Dec. 17, 18, 19, 20, Mar. 17, June 4, 5, 8, 9

Olympic HS: Sept. 10, Nov. 27, May 5, June 2, 3, 4, 5, 8, 9, 10

Teacher Work Days: 184  
 Student Days: 180

1st Semester: Aug. 22 - Dec. 20 (81 days)  
 2nd Semester: Jan. 7 - June 10 (99 days)

### Back to School Nights:

Tues. Aug. 27 - Elementary TK-2  
 Thurs. Aug. 29 - Malibu Middle School  
 Tues. Sept. 3 - Elementary 3-5  
 Tues. Sept. 10 - Samohi & Olympic HS  
 Thurs. Sept. 12 - SM Middle Schools and Malibu HS

### Open House Nights:

Thurs. March 12 - Malibu MS/HS  
 Tues. March 17 - Samohi  
 Thurs. April 2 - Elementary  
 Tues. May 5 - Olympic HS  
 Thurs. May 14 - SM Middle Schools

### Promotions/Graduations:

Wed. June 3 - Olympic HS 5:30 pm  
 Mon. June 8 - Elementary  
 Tues. June 9 - MHS 2:00 pm  
 - Samohi 5:30 pm  
 Wed. June 10 - Middle School

### Parent Conference Days (TK-5):

Nov. 5 - Nov. 8, 2019

Testing Dates: expected, not confirmed  
 CAASPP (9-11): March 3 - April 13, 2020  
 CAASPP (3-8): April 20 - May 22, 2020  
 AP Testing: May 4 - May 15, 2020

### TK/Kindergarten Roundup:

Jan. 27 - Feb. 7, 2020

### Final Exams:

Malibu MS/HS: Dec. 18 - 20, 2019;  
 June 5, 8, 9, 2020  
 Samohi: Dec. 17 - 20, 2019;  
 June 4, 5, 8, 9, 2020

### Summer School:

IIS: June 18 - July 15, 2020  
 Credit Recovery: June 18 - Jul 22, 2020  
 ESY: June 18 - July 15, 2020

### TK-5 Grading Periods:

Conference: Nov. 5, 2019  
 Winter Grading: Feb. 7, 2020  
 Spring Grading: June 10, 2020

### 6-12 Grading Periods:

Aug. 22 - Sept. 27, 2019  
 Oct. 1 - Nov. 8, 2019  
 Nov. 12 - Dec. 20, 2019  
 Jan. 7 - Feb. 21, 2020  
 Feb. 24 - April 17, 2020  
 April 20 - June 10, 2020

# Tutoring Options



## TUTORING SERVICES 2018 – 2019

Program	Description	Location	Time	Mon	Tues	Wed	Thu	Fri
Teacher Office Hours	Approaching your instructor should always be the first step when seeking extra help. All Samohi teachers offer individualized tutoring for their current students.	<a href="http://www.samohi.smmusd.org/advisors/TutoringMatrix.pdf">http://www.samohi.smmusd.org/advisors/TutoringMatrix.pdf</a>	Check with your teacher	X	X	X	X	X
Xinachtli	Individual & group tutoring by UCLA students in English, Math, Spanish, Social Studies & Science.	T-2	3:30pm -5:30pm		X		X	
Library Research Assistance	Teachers are available in the library after school to assist you with research for papers & projects. Help is available for English, Social Studies, Science & Math.	SAMOHI Library	3:30pm – 5:00pm	X	X	X	X	
Boys & Girls Club College Bound	Individual & group tutoring, individual & family counseling, dinner, college counseling. <i>REQUIRES \$20/year Membership</i>	1238 Lincoln Blvd.	2:30pm - 7:00pm	X	X	X	X	X
Police Activities League	Staff members are available for homework assistance. The site includes computer access.	1401 Olympic Blvd.	3:30pm - 8:30pm	X	X	X	X	
Santa Monica Library Brainfuse HelpNow	An online tutoring service that connects students 1-to-1 to a trained tutor for assistance in math, science, English, & social studies. Spanish speaking tutors are available.	<a href="http://smpl.org/Brainfuse.aspx">http://smpl.org/Brainfuse.aspx</a>	1:00pm – 10:00pm	X	X	X	X	X
Virginia Park Teen Center	A quiet place for working on assignments & receiving help. There is a library of school textbooks available at the homework room, computer lab & homework help.	2200 Virginia Ave.	3:00pm – 6:00pm	X	X	X	X	
Pico Youth & Family Center	Academic tutoring with UCLA Xinachtli.	715 Pico Blvd.	3:00pm – 7:00pm			X		
Night Owl Tutoring	Tutoring available to all students for all subjects who need support during the evening hours. Additionally, for athletes Wednesdays during Football Season & Thursdays during Basketball Season.	E117	7:00pm – 9:00pm		X	X Athletics	X AP USH	
AP PALS	Peer tutoring in Spanish, Math & Science & English.	I305	3:15pm – 5:00pm		X			
National Spanish Honor Society	Peer tutoring.	L201	12:33pm – 1:08pm				X	
AP Writing Center	Peer tutoring.	A107	12:05pm – 12:40pm			X	X	

Click here for teacher volunteer Tutoring Hours.

# Teacher Office Hours

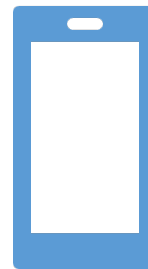
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Office hours are a great resource for students who may have additional questions on course material

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Teachers office hours vary and may be listed on their syllabus or contact teachers directly

# Cell Phone Policy





# Cell Phone Policy

Students are allowed to use electronic devices for non-academic means on campus ONLY:

- Before school
- Between periods
- During lunch
- After school

Students and their parents/ guardians take full responsibility for any and all electronic devices which the student may bring to school

# Consequences

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1<sup>st</sup> offense: Phone taken away. Phone will be released to student at the end of the day. Student conference with advisor. Advisor will make parent contact

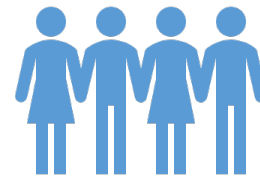
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2<sup>nd</sup> offense: Phone taken away. Confiscation of item until parent/ guardian comes to retrieve it. Parent/Student conference with advisor. Lunch detention assigned

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3<sup>rd</sup> or more offenses: Phone taken away until parent/ guardian come to retrieve it. Two hours of Saturday School will be assigned. Student will turn in cell phone for 3 days to house office from beginning to end of school day. Parent conference with House Principal

# Naviance



# Naviance

## **What is Naviance?**

Naviance is designed to assist our students with college and career planning. It will help explore career goals, find a best fit in a college or university, and explore college visits and much more!

## **Naviance/ Family Connection is a one-stop-shop for:**

- Career interest search
- College match search
- Scholarship search
- College visit and workshop sign ups
- Document requests and submissions (including letters of recommendation and transcripts)

# How Naviance is used

## **What can Freshman do on Naviance?**

- College search
- Assessments
- Career related activities
- See college visit schedule

## **How will Advisors utilize Naviance?**

- Advisors will encourage students to help make decisions about careers and colleges through one-on-ones and presentations

## **Do parents have a log-in?**

- Parents do not have a log-in but can access the website through their students account

## **How can you access Naviance?**

Students can access Naviance through the school website or through [connection.naviance.com/santamonica](https://connection.naviance.com/santamonica)

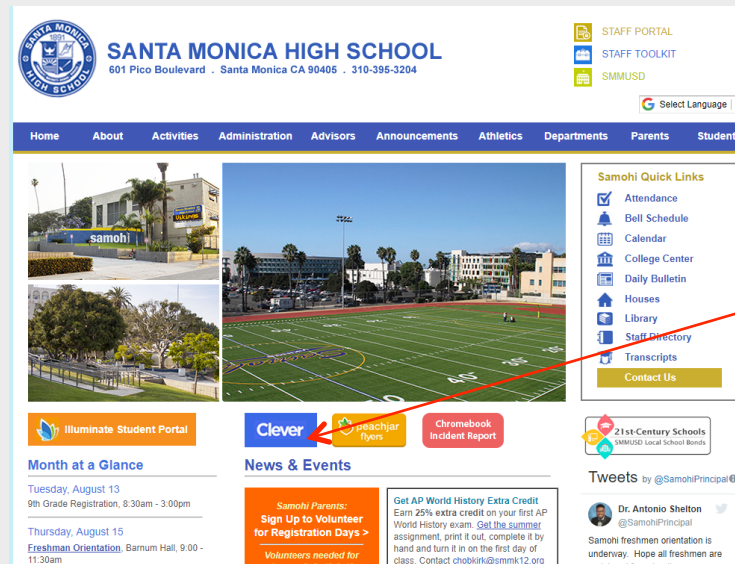
- Student User Name: first name. last name
- Student Password: Samohi ID

# How Naviance is used

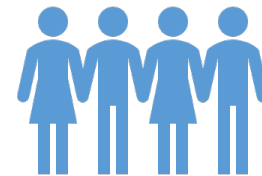
## How can you access Naviance?

Students can access Naviance through the school website or through [connection.naviance.com/santamonica](https://connection.naviance.com/santamonica)

- Student User Name: first name. last name
- Student Password: Samohi ID
- Click on Clever button on the Samo website



# Mental Health Awareness



# Teen Clinic at SAMOH



Venice Family Clinic has been addressing student's needs for primary medical care at SAMOH since 1998. Medical services are provided by a VFC medical physician and supporting medical staff.

## **Services provided:**

- Sports Physicals
- First aid to minor injuries
- Immunization
- Prescription medications
- Vision and hearing tests
- Dental services
- Pregnancy tests
- Care for ongoing conditions

## **Hours of operation:**

Tuesdays and Thursdays 8am-3pm

## **Where:**

Nurse's office [AD203]



# Mental Health Therapy

## Mental Health Counseling/Therapy Available on Campus

Samohi partners with community mental health agencies to provide mental health services (therapy) **on-campus** for students and families.

### Community Partners:

- Family Service of Santa Monica
- CLARE | Matrix
- Edelman Westside Mental Health Center
- Insight Psycho-Therapy Group

### Types of Services:

- Individual Therapy
- Group Therapy
  - Anxiety Coping Skills Group
  - 9<sup>th</sup> Grade Girls Group
  - 9<sup>th</sup> Grade Boys Group
- Drug/Alcohol Counseling (Individual and Group)
- Reflective Parenting Groups
- Parent Workshops
- Student Outreach/Education

### How to Get Connected to Mental Health Services?

Contact your child's **academic counselor** to get connected to mental health services on-campus.

We are looking  
forward to  
working with you!!

