

CYPRESS HIGH SCHOOL

Home of the Centurions



PARENT-STUDENT HANDBOOK

CYPRESS HIGH SCHOOL

9801 Valley View St.

Cypress, CA 90630

714-220-4144

<https://cypress.auhsd.us>



WELCOME TO THE 2020-2021 SCHOOL YEAR!

Principal's Message

As Principal of Cypress High School, it gives me great pleasure to extend to all of our new and returning students, families, faculty and staff, a warm welcome to Cypress. Cypress High is a school rich in a tradition of excellence and is recognized as a California Distinguished School a Gold Ribbon School and a California Democracy School. Our rigorous instructional practices provide each student with a rich and fulfilling academic experience. The infusion of the 5Cs: communication, collaboration, creativity, critical thinking and character helps develop each student's Unlimited You and prepares our students for success in a rapidly changing global economy.

Throughout its 48 years of service to the community, Cypress has consistently met and exceeded the educational needs of a diverse student population. Our greatest assets in furthering this legacy have been our students and educators, whose commitment and dedication to Cypress is evident in the rich history and tradition of academic, athletic, and social excellence, as well as exemplary parent and community involvement. Through the collaboration and support of our staff, parents, students and community, we hold high expectations and standards for all students and a belief that all students will be college and career ready upon graduation.

To make a seamless transition back to school, it is important over the next few weeks for both parents and students to familiarize themselves with Aeries and with our school policies. These tools will set each Centurion up for unlimited success. If you are not already involved, I urge you to join PTSA, School Site Council, ELAC or one of our many booster organizations as research indicates parent involvement is directly related to a student's school success. Your time and support truly makes a difference.

I am looking forward to a fabulous 2020-2021 school year and I hope to see all of you at many of our upcoming events and activities. Go Centurions!!

Best Regards,

Jodie A. Wales, Ed.D.
Principal
Cypress High School



Registration for 2020-2021

Dear Students, Parents, or Guardians,

Welcome to the 2020-2021 school year. We at Cypress HS are planning another excellent year for students and staff. Your enrollment for the 2020-2021 school year will depend on your completion of the necessary registration forms. Please go to <https://cypress.auhsd.us> for more information on what you'll need in order to complete the registration process.

FIRST DAY OF SCHOOL: AUGUST 12TH, 2020 – START TIME 7:50 AM

Phase 1- Aeries Online Enrollment- OPEN NOW!



Aeries Portal

In order to complete Phase 1 enrollment, you **MUST** have an Aeries PARENT PORTAL account. If you do not have an account, you can create one with your personal email by going to our website <https://cypress.auhsd.us> and click on the Aeries Portal icon. Begin completing the Aeries Enrollment. Make sure that all of the sections are completed.

If you have any password questions, email passwords@auhsd.us

Phase 2- Registration on campus- JULY



Once you've completed Aeries Online Enrollment, you should have a printed Emergency Card, which you will bring on your assigned date and times. Make sure to bring your "Ticket to Register" **signed!**

NEW STUDENTS TO AUHSD

Any new students to Anaheim Union High School District must enroll in Aeries Air before completing Phases 1 & 2. Please go to: <https://aeriesair.auhsd.us/air/> and complete the steps.

The registration dates listed on the next page are for returning or pre-enrolled students only. Brand new students will need to contact the registrar at 714-220-4190.

Registration for 2020-2021

REGISTRATION DATES

This information is for pre-enrolled and returning students.

Seniors-Monday, July 27th	Juniors- Tuesday, July 28th	Freshman-Wednesday, July 29th	Sophomores- Thursday, July 30th
Last Name: A-D 8:00-9:00am E-H 9:00-10:00am I-K 10:00 -11:00am L-O 12:30-1:30pm P-S 1:30-2:00pm T-Z 2:00-2:30pm	Last Name: A-D 8:00-9:00am E-H 9:00-10:00am I-K 10:00-11:00am L-O 12:30-1:30pm P-S 1:30-2:00pm T-Z 2:00—2:30pm	Last Name: A-D 8:00-9:00am E-H 9:00-10:00am I-K 10:00-11:00am L-O 12:30-1:30pm P-S 1:30-2:00pm T-Z 2:00—2:30pm	Last Name: A-D 8:00-9:00am E-H 9:00-10:00am I-K 10:00-11:00am L-O 12:30-1:30pm P-S 1:30-2:00pm T-Z 2:00-2:30pm

Students must appear in person to register on their assigned date and time. Prior to coming to your registration date the parent must complete the re-enrollment process online. Log into your Aeries parent portal and complete the re-enrollment information and bring the **signed Emergency Card** with you. Students who miss registration on their assigned date may contact the school for a make-up date, if available. Students who do not register before school starts will not receive their class schedule until the first day of school. Failure to attend scheduled registration may result in loss of elective class choices, as new students will be enrolling. Please use the checklists below to ensure that you have all the materials for enrollment.

Mandatory Registration Materials Checklist

- Log into your Aeries parent portal and complete the re-enrollment process
- Print out, sign and bring the Emergency Card aka: "Ticket to Register" to registration
- Bring Signed and initialed "CHS Policies and Consequences" page that was mailed with the PTA mailing.

LIBRARY CHARGES

Please be aware that students who have charges for textbooks, which were issued and not returned, or returned damaged, will need to clear these charges prior to registration. Students are responsible for returning books in useable condition or paying charges for lost or damaged materials.

Our Cypress High School Library will be open for business on the first day of school, and we encourage students to come take a look at our exciting selection of fiction and nonfiction in English, Spanish, Korean, and Chinese. Students may check out up to five items at a time, for a checkout period of two weeks. Books may be "renewed" for another two weeks, if needed. The library is a great place to read, get book recommendations, study, work on group projects, and explore ideas. Download the *Librista App* or visit the library website to learn more about all of the helpful resources your library provides at <https://bit.ly/38XaOao>



The Library Technician, Ms. Bird, will be available beginning August 12th.

Library Hours: 7:15am-3:45pm (hours may vary)

Registration for 2020-2021

FEES AND DONATIONS

P.E. Clothes.....\$20.00 (Meets P.E. dress code)
ASB/Yearbook.....\$140.00 (optional)
CHS Student Planner.....\$5.00
Senior Packages(optional)
See CHS website for prices prior to Summer Registration
Cypress Library Fund \$5.00 or more (optional)
PTSA Membership..... \$10.00 membership (optional)
PTSA and Grad Nite Donations.....Any amount (optional)
Athletic Booster Membership..... \$20.00 membership (optional)
School Photo Money..... (optional)

See CHS website for prices prior to Summer Registration
CHS Student Planners are highly recommended for every student's academic success. Planners contain CHS curriculum, academic vocabulary, testing dates and daily homework agendas. Planners are a key form of school-to-home communication at CHS.

FINES

Students must pay ALL outstanding textbook and/or activity fines **before** registering. Students who do not bring all required materials and those with outstanding fines will NOT be allowed to go through the registration line. Students who have outstanding fines will receive a letter in June indicating the amount of fines owed.

PAYMENT METHODS

PE clothes, student planners and ASB/Yearbook payments may be combined in one check payable to Cypress High School. Cash and money orders are also acceptable. Payment for school photo packages should be made separately by cash or check payable to South Coast Photography. Photo information and prices can be found on the school website. Donations to any of the organizations listed above may be made by cash or check, enclosed in an envelope with your student's name, the name of the recipient of the donation, and the amount enclosed. Cash or money orders are the only payment methods accepted for fines.

ACCESSING YOUR STUDENT'S SCHOOL INFORMATION

Through the Aeries program, parents have the ability to go online to view their student's grades, attendance, discipline and assignments. Instructions on accessing your student's information are available on the school website. Most teachers will input and update their students' assignments every two weeks. Please check the teacher's curriculum letter or their specific website for update schedules

PTSA, GRAD NITE AND ATHLETIC BOOSTERS

Prior to the start of registration in the fall, you will be receiving a packet in the mail with important information regarding PTSA membership and programs, Grad Nite and Athletic Boosters.

PLEASE READ THIS INFORMATION CAREFULLY AND HAVE STUDENTS BRING THE RELEVANT FORMS WITH THEM TO REGISTRATION.

Included in the PTSA mailing will be a membership form for the Cypress High PTSA. We invite you to become involved with the PTSA, both through membership and volunteer involvement. The PTSA works with our booster clubs and Grad Nite Committee to support the many programs and events that encourage our students to achieve, not only in the classroom, but through extracurricular activities as well. Seniors interested in applying for a PTSA scholarship **MUST JOIN PTSA**. In addition to the membership and volunteer form, the mailing will include information on:

- Back to School Night and Family Burger Night *
- The "No Hassle" PTSA fundraiser
- Princeton Review SAT/ACT Practice Test
- Spirit Wear available for purchase
- Academic Connections: student recognition programs, Scholar Pins and Senior Scholarships (seniors must join to be eligible for scholarships)
- Grad Nite Information and Volunteer/Donation Form
- Athletic Boosters Information and Support Form

Your involvement and participation in the above is vital to the success of these programs! Please watch for this important summer mailing, and thank you for your support of Cypress High School. Together we can make CHS a wonderful place for our students to grow and learn.

CYPRESS HIGH SCHOOL LIBRARY

The Cypress High School Library is one of the best in the AUHSD! It has become the best because of help from our community. Donations from parents, students and the community allow us to purchase bestsellers, research programs and up-to-date materials that the district budget does not cover. In order to continue to upgrade our library, we are asking that each student/parent donate \$5.00 or more to the library at the time of registration. Cash is most acceptable and checks can be made payable to the Cypress High School Library. We thank you in advance for your tax deductible gift and your investment in the future of our students and the library! Please enclose cash or check in a plain envelope indicating "Library Fund", your student's name, and amount enclose.

Important Numbers and Dates

FREQUENTLY CALLED TELEPHONE NUMBERS

Activities Office.....	220 – 4148
Athletic Office.....	827 – 1440
Attendance Office (A-K).....	220 – 4175
Attendance Office (L-Z).....	220 – 4177
Cafeteria.....	220 – 4150
Counseling Office	220 – 4178
Library.....	220 – 4158
Main Office	220 – 3046
Resource Center	220 – 4154

DATES TO REMEMBER FOR 2020-2021

August 12, 2020.....	First day of school
October 9, 2020.....	End of First Quarter – Minimum day
December 17, 2020.....	1 st Semester Finals (0,1,3,5)- Minimum day
December 18, 2020.....	1 st Semester Finals (0,2,4,6)- Minimum day
March 12, 2021.....	End of Third Quarter – Minimum day
May 26, 2021	2 nd Semester Finals (0,1,3,5)-Minimum day
May 27, 2021	2 nd Semester Finals (0,2,4,6)-Minimum day
May 27, 2021	Graduation day

HOLIDAYS AND VACATION DAYS (NON-STUDENT DAYS)

September 7, 2020.....	Labor Day (Holiday)
October 12, 2020.....	Staff Development Day – Non-Student day
November 11, 2020.....	Veteran’s Day (Holiday)
November 23 – 27, 2020.....	Thanksgiving Break
December 21, 2020 – January 1, 2021.....	Christmas Break
January 29, 2021.....	Staff Development Day – Non-Student day
February 8, 2021.....	Lincoln’s Birthday (Holiday)
February 15, 2021.....	President’s Day (Holiday)
March 22-26, 2021.....	Spring Break

Centurion Resource Center

RESOURCES FOR OUR STUDENTS AND FAMILIES

Our Centurion Resource Center (CRC) is located on our campus in the Media Center. Here you can find information on community resources such as medical/dental assistance, individual/family counseling, hygiene care, etc. Other information that is available to you in the CRC is:

- Parent Involvement Opportunities (meetings, trainings, workshops, volunteering, etc.)
- Aeries Parent Portal assistance
- Monthly parent events such as Coffee with the Principal, Parent Learning Walks, E.L.A.C. and more.

Contact number: (714) 220 – 4154

Contact person: Jonathan Barba Barba_J@auhsd.us

McKinney-Vento

HOMELESS EDUCATION ACT

If your family is in a temporary or inadequate living situation due to a loss of housing, your child might be eligible for certain educational rights and services under the McKinney-Vento Homeless Education Act.

Eligibility for McKinney-Vento Services if your family lives

- In a shelter,
- In a motel or campground due to the lack of an alternative adequate accommodation,
- In a car, park, abandoned building, or bus or train station, or
- Doubled-up with other people due to loss of housing or economic hardship

If any of the above applies, then your child might be able to receive help through a federal law called the McKinney-Vento Act.

Your McKinney-Vento eligible children have the right to

- Receive a free, appropriate public education
- Enroll in school immediately, even if lacking documents normally required for enrollment.
- Enroll in school and attend classes while the school gathers needed documents.
- Enroll in the local school; or continue attending their school of origin (the school they attended when permanently housed or the school in which they were last enrolled), if that is your preference.
- Receive transportation to and from the school of origin, if you request this.
- Receive educational services comparable to those provided to other students, according to your children's needs.

*If the school district believes that the school you select is not in the best interest of your children, then the district must provide you with a written explanation of its position and inform you of your right to appeal its decision.

Have questions or need assistance? Call the McKinney-Vento Liaison

Dr. Adela Cruz, LCSW, PPSC; Coordinator, School Mental Health
McKinney-Vento (Homelessness)/ Foster Youth
Email: cruz_ad@auhsd.us Office: 714-999-7734

Immunization Requirements

STUDENTS ADMITTED AT TK/K-12 NEED:

STARTING JULY 1, 2020

- **Diphtheria, Tetanus, and Pertussis (DTap, DTP, Tdap, or Td) – 5 doses**
(4 Doses OK if one was given on or after 4th birthday. 3 doses OK if one was given on or after 7th birthday)
For 7th-12th graders, at least 1 dose of pertussis-containing vaccine is required on or after 7th birthday.
- **Polio (OPV or IPV) – 4 doses**
(3 Doses OK if one was given on or after 4th birthday)
- **Hepatitis B – 3 doses**
- **Measles, Mumps, and Rubella (MMR) – 2 doses**
(Both given on or after 1st birthday)
- **Varicella (Chickenpox) – 2 doses**

These immunization requirements apply to new admissions for all grades.

Earned Income Tax Credit Act

(EITC) INFORMATION ACT

Based on your annual earnings, you may be eligible to receive the Earned Income Tax Credit from the Federal Government (Federal EITC). The Federal EITC is a refundable federal income tax credit for low-income working individuals and families. The Federal EITC has no effect on certain welfare benefits. In most cases, Federal EITC payments will not be used to determine eligibility for Medicaid, Supplemental Security Income, food stamps, low-income housing, or most Temporary Assistance For Needy Families payments. Even if you do not owe federal taxes, you must file a federal tax return to receive the Federal EITC. Be sure to fill out the Federal EITC form in the Federal Income Tax Return Booklet. For information regarding your eligibility to receive the Federal EITC, including information on how to obtain the Internal Revenue Service (IRS) Notice 797 or any other necessary forms and instructions, contact the IRS by calling 1-800-829-3676 or through its website at www.irs.gov.

You may also be eligible to receive the California Earned Income Tax Credit (California EITC) starting with the calendar year 2015 tax year. The California EITC is a refundable state income tax credit for low-income working individuals and families. The California EITC is treated in the same manner as the Federal EITC and generally will not be used to determine eligibility for welfare benefits under California law. To claim the California EITC, even if you do not owe California taxes, you must file a California income tax return and complete and attach the California EITC Form (FTB 3514). For information on the availability of the credit eligibility requirements and how to obtain the necessary California forms and get help filing, contact the Franchise Tax Board at 1-800-852-5711 or through its website at www.ftb.ca.gov.



Free & Reduced Lunch Benefits

EXTENDED BENEFITS OF PARTICIPATING IN FREE & REDUCED LUNCH PROGRAM

There are many benefits for students who are approved as eligible for free and/or reduced meals through the National School Lunch Program.

- A healthy, delicious breakfast and lunch each day at school
- \$15 AP Testing - Regularly \$94 per AP Test
- Free 11th Grade PSAT - Regularly \$16
- Free SAT Testing (up to 2 opportunities) - Regularly \$64.50 each opportunity
- Free college application fees at participating colleges or universities - including all California State and University of California schools - Regularly \$55 to \$80 each
- Free unlimited sending of SAT scores to colleges - Regularly \$12 each

AUHSD also benefits as the school district receives additional funding for each student eligible for free and/or reduced meals. This funding is currently used in AUHSD to support additional social workers, counselors, and teachers, as well as improved and increased services for students.

There are two ways to submit your application. One way is to complete a paper Application for Free and Reduced Lunch and return it to your child's school. A second, and fastest, way is to complete an online application (see below).

Please note that it can take up to 10 days to process the application. Once processed, you will receive a letter via US Mail. It is necessary to keep this letter to document eligibility

Free & Reduced Lunch Application

FREE & REDUCED PRICE MEAL APPLICATION INFORMATION

1. Free & Reduced price meal applications can be submitted throughout the school year. SY20/21 applications will be available online the first week of July 2020:
<https://anaheimuhsd.rocketscanapps.com/>
It can take up to 10 days to process an application; please send your child to school with money or a lunch until your Application is processed.
2. Parents/guardians can pre-pay for full price meals and check account meal history balances online at: www.schoolpay.com
3. Meal prices: Breakfast \$1.75, Lunch \$3.00
4. Special diet information and requirements are available on the Food Services website.
5. Breakfast and Lunch menus are available on the Food Services website and are posted in all cafeterias.

Attendance & Tardy Policy

Parents, your student matters! Together we can help them earn a high school diploma! It all begins with having regular school attendance. Showing up to school each day is the beginning to their success. Please familiar yourself with the school's absence and tardy policy below.

ABSENCES

- Section 48205 of the Californian Education Code lists eight valid reasons for students to miss school. The reasons are listed under the attendance policy pages.
- State Education code defines a habitual truant as any student who misses more than three days (unexcused/unverified). Students who are habitual truants WILL BE referred to the School Attendance Review Board for consideration by the District Attorney.
- Illnesses up to three days may be verified by the parent.
- Illnesses of longer duration or that are chronic will require a doctor's note.

PROCEDURE FOLLOWING AN ABSENCE:

Verification of the absence must be made within 24 hours to the attendance office. The parent/guardian may call the attendance office at (714) 220-4175/ 4177 or send a signed note with their student to give to the attendance office.

PROCEDURE FOR LEAVING SCHOOL EARLY:

Student brings a signed note from parent to attendance office before school and gets an early release slip. Parent may also call attendance office notifying school of early release request. Student will need to sign out in attendance office before leaving campus. An unverified absence is the same as an unexcused absence.

TARDINESS

NO EXCUSES WILL BE ACCEPTED FOR FIRST PERIOD TARDIES, except for doctor/dental notes and illness/health problem verified by school's health technician. Students who are late to school due to illness must first report to the attendance office where they may be directed to the health office for verification. Parents may not excuse students who arrive late for any reason.

If a doctor/dental note is not presented during first period or the student verified ill/health problem by the health technician, students will be assigned the following:

- Detention slip by attendance office as their late pass to class
- Upon the 3rd tardy, a phone call home will be made
- Upon the 6th tardy, a meeting with the student's assistant principal will be scheduled. An attendance contract may be developed. If student does not live in the attendance area for Cypres HS, team will discuss options for improving student's attendance up to and including potential return to home school.

Important Links

You will be asked during the registration process to verify that you have read the school's policy pages and annual notifications. Here are the links:

SCHOOL POLICY PAGES

<https://cypress.auhsd.us>

ANNUAL NOTIFICATIONS

<https://www.auhsd.us/district/index.php/parents/notification-to-parents-guardians>

Create Aeries Parent Portal Account

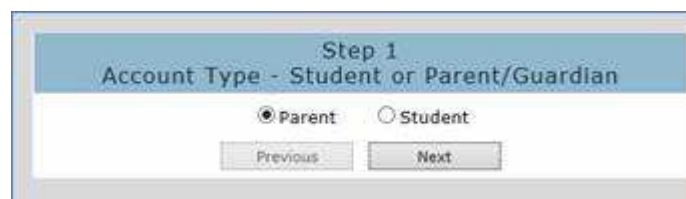
CREATING A NEW AERIES ACCOUNT

If you do not already have a Parent Portal Account it is very easy to create however you will also need an active email address to create your Aeries Portal Account. **You will first need to obtain the Student ID, Telephone and VPC code from your school site.** To create a new Parent Portal account visit <https://aeriesconnect.auhsd.us/auconnect>. The following Login screen will display. Click on **Create New Account**.



The image shows the Aeries Student Information System login page. At the top right, there is a language dropdown menu set to "English". The Aeries logo is prominently displayed in the center, with the text "Aeries Student Information System" below it. A white input field is present, and a red "NEXT" button is located below it. At the bottom, there are links for "Forgot Password?" and "Create New Account".

Step 1 - select Parent for **Account Type**. Click **Next**.



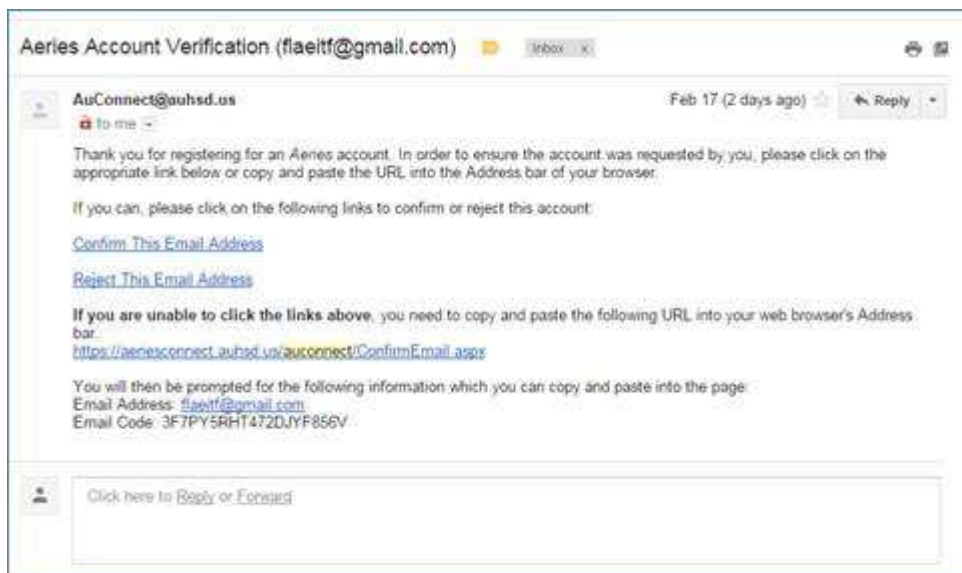
This screenshot shows the "Step 1" screen titled "Account Type - Student or Parent/Guardian". It features two radio button options: "Parent" (which is selected) and "Student". Below these options are "Previous" and "Next" buttons.

Step 2 - enter a valid email address and password. Click **Next**.



This screenshot shows the "Step 2" screen titled "Account Information". It prompts the user to "Please Enter The Following Information About Yourself". The form includes fields for "Email Address" (filled with "fiaetf@gmail.com"), "Verify Email Address" (filled with "fiaetf@gmail.com"), "Password" (masked with "*****"), and "ReType Password" (masked with "*****"). A red-bordered box contains a warning: "A verification email will be sent to your email address from: AuConnect@auhsd.us. Before continuing, Please add this email address to your 'contacts' or 'safe senders' list to ensure you receive this email." "Previous" and "Next" buttons are at the bottom.

Step 3 - check your email for an **Aeries Account Verification**. Click on **Confirm this Email Address**.



A message will display. Return to **Login Page** and **Login to Aeries Parent Portal**.



Step 4 - enter your Students Permanent ID, Home Telephone number and Verification code. This information can be obtained from the Registrar at your school site. Click **Next**.

You should then be able to access the Student Information that is available.





CYPRESS HIGH SCHOOL

Mission Statement

The mission of Cypress High School is to foster a safe, positive learning environment that enables students to achieve their potential in an atmosphere which promotes responsible citizenship and an appreciation of individual differences. The climate of the Cypress High School community is founded upon academic excellence and high expectations.