

Sir Francis Drake High School

“Home of the Pirates”

1327 Sir Francis Drake Boulevard
San Anselmo, California 94960

Main Office (415) 453-8770
Fax (415) 458-3429

<http://drake.marin.k12.ca.us>

PIRATE PLANNER 2005 ~ 2006



This Pirate Planner belongs to:

Name: _____

Address: _____

City: _____

Phone: _____

Student I.D. Number: _____



PLEASE NOTE: The front cover is sensitive to extreme heat. Do not leave in direct sunlight.

Printed on recyclable paper 

ADMINISTRATION

Donald J. Drake
Principal

John A. Carroll
Assistant Principal

Sue Hall
Assistant Principal

STUDENT GOVERNMENT OFFICERS

STUDENT BODY OFFICERS

President: Theresa Higgins
Vice President: Jennifer Kerrigan
Secretary: Christina Giesen
Treasurer: Casey Rogers
Leadership Advisor: *

CLASS OFFICERS

Seniors – Class of 2006

President: Sarah Mariani
Vice President: *
Advisor: John Martin

Juniors – Class of 2007

President: Amber Thomas
Vice President: *
Advisors: Cooper Clark
Judy King

Sophomores – Class of 2008

President: Ariel Landeros
Vice President: Lauren Loccoco
Advisor: Jennifer Carlson

Freshmen – Class of 2009

President: *
Vice President: *
Advisor: *

**To be appointed August 2005*



Home of the Pirates

PEOPLE YOU SHOULD KNOW

ADMINISTRATIVE STAFF:

Athletic Director:	George Lewis	458-3445
Assistant Principals:	John Carroll & Sue Hall	458-3414
Assistant Principals' Secretary:	Linda Lathan	458-3414
Budget Secretary:	Elson Lee	458-3417
Community Education:	Barb Rousseau	458-3420
Lead Custodian:	Robert Amaral	458-3454
Principal:	Don Drake	458-3410
Principal's Secretary:	Jeannie Shaw	458-3410
Receptionist:	Sally Regan	453-8770
Service Center Specialist:	Vickie Loustalot	458-3441
Technology Specialist:	Terrie Crotti	458-3423

STUDENT SERVICES STAFF:

Attendance Clerk:	Millie Heim	458-3418
Campus Supervisors:	Rich Blasewitz & Pat Hazelrigg	458-3414
College & Career Specialist:	Barbara McCune	458-3481
Counseling Secretary:	Jane Williams	458-3434
Counselors:	Kelly Ayres, Lea Bonucchi & Sheila Souder	458-3434
Food Services Manager:	Sandy Partee	458-3460
Full Circle:	Dana Leigh	458-3419
Health Specialist:	Nan Drummer & Wanda Milford	458-3422
Integrated Studies Secretary:	Sarah Patent	458-3424
Leadership Advisor:		458-3459
Library Media Teacher:	Sheila Bennett-Newton	458-3440
Library Specialist:	Mindy King	945-3600 x4006
New Perspectives:	Thia Haselton	458-3443
Psychologist:	Amy Little	458-3446
School to Career Specialist:	Roberta Dossick	458-3484
Staff Assistant:	Lena Herrera	458-3414
Teacher Voicemail:		945-3600
Transcripts, Records:	Renee Glenn	458-3427

2005 ~ 2006 SCHOOL CALENDAR

2005

August 17First Day of School
 September 5Labor Day
 September 19 Staff Development Day*
 September 22 Back-to-School Night
 September 23 Minimum Day
 October 5 Minimum Day
 October 24 Instructional Improvement Day*
 November 11 Veterans Day
 November 24 - 25 Thanksgiving Recess
 December 13..... Final Exams Start
 December 14 - 16 Finals – Minimum Days
 December 19 – January 1 Winter Recess

2006

January 2..... Teacher Work Day*
 January 3..... Staff Development Day*
 January 16..... Martin Luther King, Jr Day
 February 1..... Minimum Day
 February 20..... Presidents Observed
 February 21 - 23Recess Days
 February 24.....Lincoln’s Birthday Observed
 March 16..... Open House
 March 17..... Minimum Day
 March 20..... Staff Development Day*
 April 10 - 14 Spring Recess
 May 15..... Instructional Improvement Day*
 May 19.....Awards Assembly
 May 29.....Memorial Day
 June 5..... Final Exams Start
 June 6 - 8 Finals – Minimum Days
 June 8..... Last Day of School
 June 9..... Graduation

* No classes

GENERAL SCHOOL INFORMATION

DAILY SCHEDULE:

Drake offers a seven period day on Mondays and a block schedule Tuesday through Friday.

BELL SCHEDULES:

SCHEDULE A		SCHEDULE B	
Monday		Tuesday & Thursday	
1 st period	8:00 - 8:48	1 st period	8:00 - 9:30
2 nd period	8:53 - 9:41	Break	9:30 - 9:40
Break	9:41 - 9:56	2 nd period	9:45 - 11:20*
3 rd period	10:01 - 10:49	Lunch	11:20 - 12:00
Advisory	10:54 - 11:08*	5 th period	12:05 - 1:35
4 th period	11:13 - 12:01	Break	1:35 - 1:45
Lunch	12:01 - 12:41	7 th period	1:50 - 3:20
5 th period	12:46 - 1:34		
6 th period	1:39 - 2:27		
7 th period	2:32 - 3:20		
SCHEDULE C		SCHEDULE D	
Wednesday & Friday		Minimum Day – Wednesday or Friday	
3 rd period	8:00 - 9:30	3 rd period	8:00 - 9:25*
Break	9:30 - 9:45	Break	9:25 - 9:40
Advisory	9:50 - 10:00*	4 th period	9:45 - 11:05
Act/Tutorial	10:00 - 10:50	Break	11:05 - 11:20
4 th period	10:55 - 12:25	6 th period	11:25 - 12:45
Lunch	12:25 - 1:05		
6 th period	1:10 - 2:40		
FINALS SCHEDULE E – Fall & Spring		FINALS SCHEDULE F – Fall	
1st through 6th Period Final Exams		1st day of Finals Week – Monday	
Fall: Wednesday Thursday Friday	Spring: Tuesday Wednesday Thursday	1 st period	8:00 - 9:15
1 st final of day	8:00 - 10:00	Break	9:15 - 9:30
Break	10:00 - 10:25	2 nd period	9:35 - 10:50
2 nd final of day	10:30 - 12:30	Advisory	10:55 - 11:05*
		Act/Tutorial	11:05 - 12:00
		Lunch	12:00 - 12:40
		5 th period	12:45 - 2:00
		7 th period	2:05 - 3:20
FINALS SCHEDULE G – Fall		FINALS SCHEDULE G – Spring	
7th Period Final – Tuesday		7th Period Final Exam – Monday	
7 th period final	8:00 - 10:00	7 th period final	8:00 - 10:00
Break	10:00 - 10:15	Break	10:00 - 10:20
3 rd period	10:20 - 11:38*	1 st period	10:20 - 10:59
Lunch	11:38 - 12:18	2 nd period	11:04 - 11:43
4 th period	12:23 - 1:41	3 rd period	11:48 - 12:27*
Break	1:41 - 1:56	Lunch	12:27 - 1:07
6 th period	2:01 - 3:20	4 th period	1:11 - 1:50
		5 th period	1:55 - 2:35
		6 th period	2:40 - 3:20

*Includes five minutes for reading the daily bulletin.

ADVISORY - TUTORIAL:

Advisory - Tutorial is to be used for studying, getting help from teachers, or making up work. Students can see any teacher during this time by getting a tutorial pass. Occasionally rallies or assemblies will be held during this time.

OPEN CAMPUS DURING LUNCHTIME:

An open campus is established only during the lunch period. While off campus, students are expected to practice responsible behavior and to return to their next period classes on time. At times other than lunch, students should not leave the school grounds without permission of school authorities.

STUDENT SERVICES:**CANTEEN:**

The Canteen is open for students before school, during break and lunch. A variety of sandwiches, beverages, and other packaged goods is available.

CHANGE OF ADDRESS OR TELEPHONE:

Change of contact information should be reported to the Main Office Receptionist.

CONFIDENTIAL HOTLINE – 458-3416:

Call this number to confidentially report information to administration.

COMPUTER LABS:

The computer lab in room 104 and the Library are available before school, during lunch, and after school until 4:00. The computer labs in rooms 104, 126, 127, 402 and 502 are available during Tutorial. Obtain a Tutorial pass from the respective computer lab teacher.

DAILY BULLETIN:

The daily bulletin includes announcements about clubs, class activities, athletic events and general information of interest to students. Copies are available in each classroom, posted around school, and on the Drake web site. The bulletin is broadcast over the public address system during the advisory or the second period of the day.

LIBRARY:

The library opens at 7:30 each weekday morning and closes at 4:00 on Mondays, Tuesdays, Thursdays and Fridays, and at 2:40 on Wednesdays. A Library Media Teacher and Library Specialist are available to assist students. Included in the library collection and services are books, magazines, newspapers, CD-ROM databases, and Internet access, plus computers and laser printers.

LOCKERS:

Hall lockers are available through the Assistant Principals' office. Students are responsible for maintaining the lockers in good condition. Replacement cost for locks is \$10.

Locks for the P.E. lockers will be issued by the P.E. Department. Replacement cost for locks is \$10.

LOST AND FOUND:

The Lost and Found is located in the Main Office. After providing proper identification, students may claim articles from the office personnel.

PARKING:

Parking permits are required for all students who wish to park on campus and are available through the Assistant Principals' office. Carpool spaces will be available in the main lot for students with a valid permit and two or more passengers. There is a \$5.00 replacement fee for lost permits.

PUBLICATIONS:

The Buccaneer – Yearbook, published annually.

The Jolly Roger – School newspaper, published approximately once a month.

Stolen Fruit - Creative writing magazine published once a year.

Drake News – People for Drake newsletter mailed home 4-8 times each year.

Student/Parent Handbook – is available by request from the Principal's office and online at drake.marin.k12.ca.us

STUDENT – PARENT - COMMUNITY GROUPS:

Everyone is encouraged to become involved in any of the school's support groups. Contact the principal's secretary for additional information.

Benchwarmers – supports athletics with fundraising.

Drake Fund – raises and allocates funds for educational, art and music programs.

Drake Scholarship Foundation – assists graduates with financial aid for higher education.

People for Drake – recruits and coordinates volunteers and provides parent education on current topics.

STUDENT ID CARDS:

All students will be photographed at the beginning of the school year and provided with a student identification card. This card will be necessary for use of the school library, use of school computers, and for entering school events.

TEXTBOOKS:

Textbooks are issued in each class. Students are responsible for the cost of the textbook if damaged, lost or stolen. Student bills are paid at the Service Center.

THEFT:

Backpacks and personal belongings should not be left unattended. Lockers and bikes should be secured at all times.

If something has been stolen from you, complete a "Stolen Property Report Form" and submit it to the Assistant Principals' office.

ACADEMICS

GRADE INTERPRETATION:

A	Excellent achievement	4 points
B	Good achievement	3 points
C	Fair achievement	2 points
D	Poor, but passing achievement	1 point
F	Failing to meet minimum standard	0 points
P	Pass	
NM	No mark	
I	Incomplete	
CR	Credit	
NC	No-credit	
W	Withdrawal	

SCHOLASTIC ORGANIZATIONS

HONOR CREW:

Drake Honor Crew requires twelve points from classes and activities in the previous semester. Students must apply each semester.

Life membership in Honor Crew is achieved by being a member for six out of eight semesters, including one based on senior grades.

CALIFORNIA SCHOLARSHIP FEDERATION (CSF):

California Scholarship Federation (CSF) is a state regulated organization. Students must earn a minimum of ten points. Lists of the courses are printed on the application form. Students must apply each semester.

Freshmen in their first semester may be granted courtesy membership if they graduated from middle school as an honor member of JCSF.

Life membership is obtained by earning membership four of the last six semesters in school, one semester of which must be based on senior grades.



ACTIVITIES

ASSEMBLIES:

Student assemblies will be held in the Gym. All students are expected to sit in assigned areas.

CLUBS AND ORGANIZATIONS:

Students with special interests are encouraged to form a club. Each club must have a staff advisor and be approved by the ASB Executive Committee. Submit the "Club Application Form" to the assistant principals' office.

Here is a tentative list of our campus clubs and organizations:

California Scholarship Federation	Mountain Biking Club
Dance Troupe	Partners at Lunch
Gaming Club	Princess Club
Gay Straight Alliance	Quidditch Club
Honor Crew	Snowboarding Club
Jolly Roger	Ultimate Frisbee Club
Mock Trial	Wrestling Club

DANCES:

Dances are generally held in our school gym from 8-11 p.m. Students will not be admitted after 9 p.m. unless prior arrangements have been made with an assistant principal. Once students have entered a dance, they may leave only if they plan not to return. Students must present their student ID card in order to attend a dance.

Students wishing to bring a guest, who does not attend Drake High School, must submit a completed guest request form to the assistant principal two days prior to the dance.

HOMECOMING:

Homecoming is held in October. Spirit week activities include a Pep Rally, Homecoming Parade and Court, Game and Dance.

THE JOLLY ROGER:

Students publish this school newspaper approximately once a month.

PROMS:

Proms include the Winter Formal in February and the Junior & Senior Prom in May.

STUDENT GOVERNMENT:

Our student government is called the Associated Student Body of Sir Francis Drake High School and is part of the Leadership class.

ASB and class elections are held in May.

ATHLETICS

Drake competes in the Marin County Athletic League (MCAL) of the California Interscholastic Federation (CIF). Other MCAL teams include Marin Catholic, Novato, San Marin, San Rafael, Redwood, Tamalpais, Terra Linda, Branson and Justin Siena High School.

INTERSCHOLASTIC SPORTS PROGRAMS:

Fall Sports:

Cheerleading:	Co-ed	
Cross Country:	Boys	Varsity, Frosh/Soph
Cross Country:	Girls	Varsity, Frosh/Soph
Football:	Boys	Varsity, J.V., Frosh
Golf:	Girls	Varsity
Soccer:	Boys	Varsity, Frosh/Soph
Tennis:	Girls	Varsity
Volleyball:	Girls	Varsity, Frosh/Soph
Water Polo:	Boys	Varsity, J.V.
Water Polo:	Girls	Varsity, J.V.

Winter Sports:

Basketball:	Boys	Varsity, J.V., Frosh
Basketball:	Girls	Varsity, J.V., Frosh
Cheerleading:	Co-ed	
Wrestling:	Co-ed	Varsity

Spring Sports:

Baseball:	Boys	Varsity, Frosh/Soph
Diving	Boys	Varsity
Diving	Girls	Varsity
Lacrosse	Boys	Varsity
Lacrosse	Girls	Varsity
Soccer:	Girls	Varsity, Frosh/Soph
Softball:	Girls	Varsity, Junior Varsity
Swimming:	Boys	Varsity
Swimming:	Girls	Varsity
Tennis:	Boys	Varsity
Track:	Boys	Varsity, Frosh/Soph
Track:	Girls	Varsity, Frosh/Soph
Volleyball:	Boys	Varsity

Golf:

All students participating in any sport must complete an Athletic Participation Form. This form must be completed and turned in to the coach or Athletic Director before a student may participate in practice.

League regulations specify that students must pass twenty credits of work at the last grading period in order to participate in athletics and must maintain a "C" (2.0) average.

Students must attend four full periods the day of a game to be eligible to play.

SPORTSMANSHIP:

We hope that you will come to the games to cheer on our Pirates. Fans and players are expected to demonstrate positive enthusiasm without causing harm, danger or embarrassment to others or to the school. Students are expected to follow all school rules in effect during the school day, and demonstrate respect toward fellow students, opponents, players, coaches and officials.



Go Pirates!

STUDENT CONDUCT - SOME OF THE RULES

The Drake staff is committed to providing an orderly and caring environment in which students feel comfortable, share responsibility for maintaining a positive school climate, and take pride in their school and their achievements.

Disciplinary matters are handled by the assistant principals. Generally, matters involving sophomores and seniors are handled by Don Drake, matters involving freshman and juniors are handled by Sue Hall.

ACADEMIC HONESTY – STATEMENT OF PHILOSOPHY:

Drake is committed to encouraging students to experience the joy of accomplishment in school and in their personal lives, to discover their full potential, to value an atmosphere of trust and respect, to assume responsibility for their own ethical behavior, and to foster ethical behavior in others.

ALCOHOL AND OTHER DRUGS:

Students are prohibited from using, possessing, or being under the influence of alcohol or other drugs while on school grounds or under school jurisdiction. Offenders may face parental conferences, law enforcement notification with a possible citation, and/or suspension from school and team/sports participation.

COMPUTER USE POLICY:

The use of school computers must be in support of education and research consistent with the education objectives of the school. The use of school computers and the Internet is a privilege, and unacceptable use will result in the cancellation of those privileges.

DRESS AND GROOMING:

Students should be appropriately attired and personally clean. Students have the right to make individual choices from a wide range of clothing and grooming styles, but they must not present a health or safety hazard, or be a distraction that would interfere with the education process.

- Shoes and shirts must be worn at all times.
- Short-cropped and low-cut tops that expose one's stomach or chest and extremely short shorts/skirts are not appropriate.
- Underwear should be covered with outerwear.
- Clothing or jewelry that promotes gangs, drugs/tobacco/alcohol or violence, is sexually explicit, contains profane or abusive language, or debases a particular group is also not allowed.

School administrators have the right to send home any student who is not appropriately dressed or groomed.

ELECTRONIC DEVICES:

Teachers may allow use of walkmen according to their classroom policy. Headphones must be used. Walkmen may be used on campus during break and lunch.

Electronic pagers, stereo “boxes”, laser pointers, cell phones and electronic games are considered educational disruptions. Phones and pagers must be turned off and out of sight during instructional periods.

LITTER:

Maintaining an attractive campus requires the help of all students. Please deposit trash into trashcans.

MISCONDUCT:

The following are examples of misconduct and may be grounds for suspension or expulsion: hazing, hate-motivated behavior, fighting, vandalism, sexual harassment, verbal abuse, falsification of school records, disruption of school activities, gambling, and, violation of state or federal laws and regulations.

PASSES – HALL PASSES:

Students who leave the classroom or are excused from class must have valid passes in their possession.

PASSES – OFF CAMPUS PASSES:

Off-campus passes are necessary to leave the campus during the school day. They may be obtained from the Attendance Office.

SKATEBOARDS, ROLLER BLADES, ROLLER SHOES, BICYCLES & SCOOTERS:

Skateboards, roller blades, roller shoes, bicycles and scooters may be used as a means of transportation to school. They may not be ridden to and from class or in the corridors or the paths on campus. Areas to the west of Drake have been designated as non-skateboard areas by the Town of San Anselmo.

TOBACCO USE:

Possession of tobacco, cigarettes, or cigarette papers by persons under the age of 18 years is prohibited. Smoking or the use of tobacco products is not allowed on the school campus or at school functions.

VISITORS:

All visitors must obtain prior approval from the assistant principal and teachers before they will be permitted to visit. Visitor permission forms are available in the Assistant Principals’ office.

ATTENDANCE – CALL 458-3418

All students are expected to attend school regularly and promptly.

ATTENDANCE PROCEDURES:

Students who have been absent must have their absence cleared on or before the day of return. Parents are urged to call the attendance office every day of the student's absence.

Students are expected to make routine medical appointments after school hours. In the event this is not possible, parents or guardians must send a note or call the Attendance Office before students may leave the school grounds.

HOMEWORK WHEN ABSENT FROM SCHOOL:

Homework may be requested from the receptionist. Teachers may be contacted by phone or email.

TARDY POLICY:

For the first period of the day, ten minutes after the bell rings, a tardy becomes an unexcused absence.

For all other periods, five minutes after the bell rings, a tardy becomes an unexcused absence.

GRADE REDUCTION FOR ABSENCES & TARDIES:

A teacher may lower a student's grade following two or more unexcused absences or assign a failing grade if there are four or more unexcused absences. Warranted absences will not be cause for grade reduction or failures.

Tardies and unexcused absences both count toward lowered grades.

		UNEXCUSED ABSENCES					
		0	1	2	3	4	5
T A R D I E S	0	0	0	-1/3	-2/3	-1	-1*
	1	0	0	-1/3	-2/3	-1	-1*
	2	0	0	-1/3	-2/3	-1	-1*
	3	0	-1/3	-2/3	-2/3	-1	-1*
	4	0	-1/3	-2/3	-2/3	-1	-1*
	5	0	-1/3	-2/3	-2/3	-1	-1*
	6	-1/3	-2/3	-2/3	-2/3	-1	-1*
	7	-1/3	-2/3	-2/3	-2/3	-1	-1*
	8	-1/3	-2/3	-2/3	-2/3	-1	-1*
	9	-2/3	-2/3	-2/3	-2/3	-1	-1*

* = Loss of one credit.

For example, a student with 6 tardies and 2 unexcused absences in a class would have his/her grade in that class lowered by two-thirds.

Example of grade reduction: A 1/3-grade reduction would reduce a B+ to a B.

SUPPORT SERVICES

School support groups have been formed in response to students' needs. They include:

COLLEGE & CAREER CENTER:

The College & Career Center offers programs, services and information for college planning and career exploration. Students can avail themselves of college resources, meet college representatives and explore information about scholarships and financial aid. Job training can take the form of interest inventories, job shadowing and listening to career speakers.

COUNSELORS:

Drake counselors guide students through their four years at Drake. Students are randomly assigned a counselor when they enroll and will have the same counselor for four years. They provide information and support with scheduling, academic issues, school problems, personal concerns, and school-to-career choices.

HEALTH SPECIALIST:

Drake employs a health specialist three days per week to assist students during school hours. This staff member is a valuable resource for those occasional illnesses and health topics of special interest to adolescents.

OUTSIDE COUNSELING AGENCIES:

Drake contracts with outside agencies such as New Perspectives and Full Circle to provide counseling support to students on campus free of charge.

PEER COUNSELING:

Peer counselors are students with special training in listening to and referring students who have issues to discuss in a confidential environment. Students can learn the skills to be a peer counselor by enrolling in the Peer Resource class. Students may request to speak with a peer counselor by visiting the Counseling Center.

SPECIAL EDUCATION:

The Tamalpais Union High School District provides a variety of programs to serve the many different needs of the special education students. For more information about the programs, contact the Director of Special Education at 945-1011.

SUCCESS THROUGH STUDENT EMPOWERMENT & SKILLS (STEPS):

Students are referred to this classroom for academic and emotional support. The purpose is to keep students connected with school and therefore, attending, and performing successfully in classes.

STUDENT ATTENDANCE REVIEW BOARD (SARB):

The SARB is a committee of administrators, teachers, a probation officer, juvenile officers, a county school official and school counselors. During regularly held formal hearings, members of the SARB recommend interventions, legal avenues or change of placement for certain students with poor attendance patterns and/or behavior problems.

STUDENT STUDY TEAMS:

Teachers, counselors, the student and his/her parent meet to discuss concerns about academics and/or behaviors.

SUPPORT & COUNSELING GROUPS:

A variety of groups is available to interested students. Groups provide a confidential setting for students to share ideas and concerns with other students. Interested students should see their counselor. All student participants must have a signed parent release form on file prior to participating in a group.



Go Pirates!