



**PHS**  
**Student Planner**



2024-2025



**Pinnacle**  
High School

Home of the Pioneers

3535 East Mayo Blvd.

Phoenix, AZ 85050

(602) 449-4000

Student Name: \_\_\_\_\_

Counselor: \_\_\_\_\_

For the complete parent/student  
handbook please visit the district website.

### **MISSION STATEMENT**

To inspire achievement and facilitate a community environment  
focused on rigor, relevance, and relationships.

### **VALUES**

- Academic, Social, and Personal Excellence
- Education of the Whole Person
- Passionate Leaders in Teaching and Learning
- Collaborative Community

### **VISION STATEMENT**

Pinnacle High School is a leader in secondary education  
preparing students to excel in a dynamic world.

**Pinnacle Pioneers don't settle, we RISE to the top!**

**RISE:** Responsibility, Integrity, Success, Engagement

Through PBIS and the **RISE** motto, Pinnacle aims to establish a  
culture in which positive behavior is the norm and is demonstrated  
by all students and staff. (See page 8 for details).

*Cover designed by Chelsea Timmerman*

## **PINNACLE CONTINUES TO EXCEL**

Pinnacle is a nationally ranked public high school by Newsweek Magazine!  
An accomplishment such as this cannot happen without the teamwork and dedication of an entire school community. Congratulations to the staff, students and parents at Pinnacle High School who make Pinnacle one of the best schools in the country!

## **PINNACLE ADMINISTRATION**

Chad Smith	Principal
Katie Pena	Assistant Principal
Andrew Maldonado	Assistant Principal
Patrick Hurley	Assistant Principal
Corri LaCombe	Dean of Students
David Abrams	Athletic Director/Dean
Cindy Willittes	Lead Counselor

## **IMPORTANT PHONE NUMBERS**

Attendance	602-449-4001
Counseling	602-449-4015
Health Office/Nurse	602-449-4003
Registrar	602-449-4012
Athletic Office	602-449-4023

## **PARADISE VALLEY UNIFIED SCHOOL DISTRICT**

### **PVUSD GOVERNING BOARD**

Anne Greenberg, President  
Nancy Case, Member  
Kerry Baker, Member  
Sandra Christensen, Member  
Tony Pantera, Member

### **SUPERINTENDENT**

Jason Reynolds, Ed.D.

## **WELCOME LETTER**

Dear Pinnacle Students and Parents,

Welcome to Pinnacle High School! On behalf of the staff, we thank you for choosing Pinnacle for your High School experience. Our mission is to lead students to individual excellence by providing them a safe learning environment that fosters high academic standards through the collaboration of the entire school community.

As a State and Nationally recognized school of excellence, we are committed to meeting the individual needs of all students through rigorous academic and athletic programs, amazing performing and visual arts, and thriving extracurricular clubs. To help students succeed, we provide a variety of resources and tools. This handbook is one such tool filled with academic and behavioral expectations and guidelines to facilitate organization and safety.

Please review this handbook thoroughly so you are familiar with the expectations at Pinnacle High School. Additional information may be found on our website. If you have any questions, please feel free to contact us! We look forward to helping you be successful throughout your high school career.

Pinnacle Pioneers don't settle, we RISE to the top!

***-Pinnacle Administration***

### **PHS DROP OFF/PICK UP**

**Morning drop off:**

To assist in limiting the traffic congestion during student drop off, PHS has worked with the City of Phoenix to make the following changes. These changes are for the morning drop off

only.

- Students with a parking pass will turn into the student parking lot off Black Mountain Blvd. (red→) There is no need for parents/guardians to drop off students here in the morning. Parents will now drop off their students in the bus lane.
- All parents/guardians dropping off students to school will enter and drive through to bus lane entrance off Black Mountain Blvd. to the South side of campus to drop off students (blue→). Students can enter campus between the F and G buildings.
- School buses will pull into the bus lane on Mayo Blvd. to drop off students directly onto the sidewalk. Students can enter campus between the C and E buildings.

Those students with a parking pass for the softball lot can access the softball lot by entering the bus lane off Black Mountain Blvd. and driving to the softball parking lot. No students are to be dropped off in or park in the H-Building parking lot.



**AM Student Drop Off**

## PHS DROP OFF/PICK UP

### Afternoon pick up:

The afternoon pick up of students will not change. School buses will enter

and stage in the bus lane to allow students to safely board buses to go home. Parents/guardians will enter the student lot to pick up their students forming two lanes and exiting to the South or North of campus. Or students can be picked up along Mayo Blvd. to the North of campus.



**PM Bus and Parent Pick Up**

**FIRE DRILL MAP**

Please take a moment to note your class's designated evacuation location for your **1st PERIOD CLASS ONLY:**

	<b>NORTH END ZONE</b>	
10		
20		
30		
40		
50		
40		
30		
20		
10		
	<b>SOUTH END ZONE</b>	

# PHS EMERGENCY PROCEDURES

## **Emergency Lockdown**

Lock doors, shut off lights, remain quiet.

### **Staff**

Lock classroom door  
Shut off lights  
Remain silent/calm  
Take attendance  
Do not exit room  
Cover windows  
Look at email for instructions, wait for all clear signal

### **Students**

Hide in the room  
Remain silent  
Listen for instructions  
Do not use social media

**Possible hazards**  
Active shooter  
Angry/violent visitor  
Other emergencies on campus

## **Lockdown**

Lock doors, remain in the room, remain quiet, continue classroom activities.

### **Staff**

Lock classroom door  
Cover windows  
Remain silent  
Take attendance  
Do not exit room  
Continue classroom activities  
Look at email for instructions, wait for all clear signal

### **Students**

Stay in the room  
Remain quiet  
Do not use social media

**Possible hazards**  
Police activity off campus  
Outside emergency  
Bomb threat

## **Shelter in Place**

Remain in rooms, shut doors, continue classroom activities.

### **Staff**

Keep students in the room  
Shut the door  
Continue classroom activities  
Take attendance  
Listen for further instructions

### **Students**

Return to class  
Stay in room  
Listen for instructions  
Do not use social media

**Possible hazards**  
Severe weather  
Chemical spill  
Medical emergency  
Missing student

## **Campus Evacuation**

Remain calm, stay with teacher, proceed to assigned area.

### **Staff**

Lead class to evacuation area  
Take attendance  
Remain calm/quiet  
Listen for instructions

### **Students**

Follow instructions  
Remain with teacher  
Remain calm/quiet  
Do not use social media

**Possible hazards**  
Gas leak  
Unsafe conditions  
Threat to school

## **Classroom Evacuation**

Shelter in place if necessary, remain calm/quiet, stay with teacher, prepare for evacuation.

### **Staff**

Lead class to evacuation area  
Take attendance  
Do not use cell phones  
Listen for instruction

### **Students**

Follow instructions  
Remain calm/quiet  
Do not use social media

**Possible hazards**  
Bomb threat  
Bomb confirmed  
Fire drills

## SCHOOL POLICIES & PROCEDURES

Following are commonly referenced school rules and procedures. A complete guide of district policies, procedures, rights and responsibilities is found in the PVUSD Parent/Student Handbook online on our district and school websites.

DISTRICT SITE:

<http://www.pvschools.net>

DISTRICT PARENT/STUDENT HANDBOOK:

<https://www.pvschools.net/families/family-student-handbook>

PHS SITE:

[www.pvschools.net/phs](http://www.pvschools.net/phs)

Students can monitor their attendance and grades through Infinite Campus using their PVUSD username and chosen password.

Student rights and behavioral expectations apply whenever a student is on school property, including school buses, in the vicinity of the school, at school activities, at school-sponsored activities and on the way to and from school.

# Pinnacle PBIS

## Responsibility, Integrity, Success, Engagement

RISE is a school-wide program based on the Positive Behavior Interventions and Supports (PBIS) framework. Staff, parents and board members have worked closely together to develop RISE which matches the principles of PBIS in a way that fits the goals, mission and culture of the Pinnacle High School (PHS).

School-wide PBIS is a research-based framework that has been proven to improve school climate, reduce problem behavior, and increase academic instructional time in schools (for additional information go to [www.pbis.org](http://www.pbis.org)). Two primary areas of emphasis in PBIS are prevention and instruction of social behavior. PBIS is based on the idea that when students are taught clearly defined behavioral

### Pinnacle Pioneers don't settle, we RISE to the top!

	All Areas	Classrooms	Hallways Quad Common Areas	Cafeteria	Restrooms Locker Rooms	ITC Information Technology Center	Auditorium Athletic Fields Gyms
<b>R- Responsibility</b>  <i>Be accountable and take ownership for your actions</i>	<ul style="list-style-type: none"> <li>Have your student ID.</li> <li>Only bring appropriate items to campus.</li> <li>Use e-Hallpass when leaving the classroom.</li> <li>Clean up after yourself.</li> </ul>	<ul style="list-style-type: none"> <li>Arrive to class on time</li> <li>Be prepared with appropriate classroom materials</li> <li>Actively participate in class activities</li> </ul>	<ul style="list-style-type: none"> <li>Keep the walkway clear.</li> <li>Stand out of the flow of walking students and staff.</li> <li>Keep volume and behavior appropriate to the area</li> </ul>	<ul style="list-style-type: none"> <li>Stay at your place in line.</li> <li>Place trash in the trash can.</li> </ul>	<ul style="list-style-type: none"> <li>Secure belongings in the locker.</li> <li>Flush the toilet and wash your hands.</li> <li>Only store necessities for class inside lockers</li> </ul>	<ul style="list-style-type: none"> <li>Use inside voices.</li> <li>Use technology appropriately.</li> <li>Print before/after school or at lunch.</li> <li>Consume food and drink before visiting ITC.</li> </ul>	<ul style="list-style-type: none"> <li>Keep your hands to yourself.</li> <li>Stay in appropriate areas</li> </ul>
<b>I- Integrity</b>  <i>Do what is right, even when no one is around.</i>	<ul style="list-style-type: none"> <li>Treat others with respect.</li> <li>Be honest.</li> </ul>	<ul style="list-style-type: none"> <li>Practice academic honesty</li> <li>Take ownership of your actions</li> <li>Be willing to try new things</li> </ul>	<ul style="list-style-type: none"> <li>Respond quickly to staff instructions.</li> </ul>	<ul style="list-style-type: none"> <li>Respect the cafeteria staff.</li> <li>Pay for what you take.</li> </ul>	<ul style="list-style-type: none"> <li>Report issues to a staff member.</li> <li>Respect others' property</li> </ul>	<ul style="list-style-type: none"> <li>Return lost/stolen items.</li> <li>Respect school property.</li> </ul>	<ul style="list-style-type: none"> <li>Listen actively to speakers.</li> <li>Only use or touch equipment with permission</li> </ul>
<b>S- Success</b>  <i>Promote achievement for yourself and others.</i>	<ul style="list-style-type: none"> <li>Walk directly to your destination.</li> <li>Return quickly and quietly from your destination.</li> </ul>	<ul style="list-style-type: none"> <li>Remain tech-free during instructional time</li> <li>Stay on task and ask for help when needed</li> </ul>	<ul style="list-style-type: none"> <li>Be quiet in the hallways during class time.</li> </ul>	<ul style="list-style-type: none"> <li>Keep our campus clean.</li> </ul>	<ul style="list-style-type: none"> <li>Clean up your mess.</li> <li>Use property for its intended purpose.</li> </ul>	<ul style="list-style-type: none"> <li>Be considerate of students working.</li> </ul>	<ul style="list-style-type: none"> <li>Participate when appropriate.</li> </ul>
<b>E- Engagement</b>  <i>Be involved and commit to positive interactions with others.</i>	<ul style="list-style-type: none"> <li>Work well with your peers.</li> </ul>	<ul style="list-style-type: none"> <li>Actively listen to the teacher</li> <li>Collaborate productively</li> <li>Build relationships with staff and peers</li> </ul>	<ul style="list-style-type: none"> <li>Respect others' space.</li> </ul>	<ul style="list-style-type: none"> <li>Share your table with others.</li> <li>Keep your hands to yourself.</li> </ul>	<ul style="list-style-type: none"> <li>Respect others privacy</li> </ul>	<ul style="list-style-type: none"> <li>Help others who might need assistance.</li> </ul>	<ul style="list-style-type: none"> <li>Display good sportsmanship.</li> <li>Demonstrate support for school activities.</li> </ul>

expectations and provided with predictable responses to their behavior, both positive and corrective, all students are more likely to meet those expectations.

## ATTENDANCE

Make school a number one priority! Regular attendance is the key to student success. Students should remain out of school only when absolutely necessary, such as in the event of illness. ***Students must be fever-free without medication for 24 hours before returning to school.***

**Pinnacle High School Attendance Line: 602-449-4001**

### General Attendance Procedures

- \* **Parents of absent students are expected to notify the attendance office by phone on the day of absence before 3:00 PM.** If notification is not made to the school before 3:00 PM, the absence will be considered unexcused. A phone dialer system will notify parents of unexcused absences.
- \* **Pre-planned absences can be reported to the attendance office by phone in advance of the day of absence.**
- \* **Notify the attendance office the morning of a pre-planned early departure.** The attendance office will prepare an e-hallpass that will allow a student to leave the classroom for excused early dismissal. Teachers will approve e-hallpasses in their classrooms and dismiss students to the front office. ***Students will not be called out of class when prior notification has not been given to the attendance office.***
- \* **Always check in and check out through the attendance office when arriving late or leaving early.** Failure to check out through the attendance office prior to leaving school and leaving school grounds without permission is a violation and the absence will be recorded as unexcused. Any students driving themselves to and from school must still check in and out of the attendance office when arriving late or leaving early for attendance verification. A person picking up a student must be listed on the student's emergency card and show a valid picture I.D. A parent must call ahead for a student to be excused and released to an emergency contact.
- \* **Check in with the Health Center to report illness or injury that occurs during school hours.** Only the school nurse can determine if a student is too ill to remain on campus. The Health Center will notify attendance when students are released early because of illness or injury.

## ATTENDANCE

### **Excessive Absence**

Arizona law requires students to attend school through the completion of the 10th grade or to the age of 16. A student who is absent from class in excess of 10% of the school year or 18 days per year, per class period, is at risk of failing the course. After the 18th day, students may not receive credit for work missed and further absences will remain unexcused without medical documentation. Medical documentation from a physician will be required to excuse absences after the 18th day missed. Excessive absences may also result in loss of parking privileges.

**As required by Arizona State law, a student truant for nine consecutive days will be withdrawn from school.**

Refer to the Paradise Valley Unified School District website or PVUSD Parent/Student Handbook for guidelines pertaining to excessive absences, doctor's verifications, chronic illness, and truancy.

## CLOSED CAMPUS POLICY

PVUSD enforces a closed campus policy. Students may not leave campus at any time during school hours or throughout their scheduled day. Specifically:

- \* Once a student has arrived at school, the student may not leave campus under any circumstances.
- \* Students arriving by school bus may not leave campus at any time nor enter the student parking lot under any circumstances.
- \* Students holding parking permits may not return to their vehicles at any time during school hours.
- \* Students may not leave class early/prior to being dismissed by the teacher.
- \* Students may not leave campus for lunch.
- \* Students who drive may not leave campus and return without the presence of a parent/guardian to facilitate check in/check out, per attendance policies (see page 9).
- \* All students arriving after the start of school must sign in through the attendance office.

***Students exiting campus due to an early release schedule must exit through the east main gates at the student parking lot for ID verification. Failure to do so may result in disciplinary action, including suspension.***

***Off-Limits Areas: Students are expected to remain in the central quad and/or cafeteria during lunch. Students are not allowed to remain in any campus buildings during the lunch period unless under the supervision of a staff or faculty member. Any students found being disruptive may be asked to leave the building and are subject to disciplinary action.***

### **Maintaining the Campus**

Schools are a community investment and a resource. People who enter campus during posted closed hours and/or damage school property will be held responsible, resulting in possible disciplinary action and/or will be reported to law enforcement. Members of our school are expected to help maintain the beauty and cleanliness of our campus by picking up after themselves and throwing their garbage away. This applies to the classroom, hallways, cafeteria and outside areas.

## TARDY POLICY

Students will receive discipline after 5 recorded events of tardiness. Tardies are totaled on a per quarter basis and are cumulative, counting all class periods. The tardy count resets at the beginning of each quarter. All students are expected to monitor Infinite Campus and their attendance data.

**Freshmen, Sophomores, and Juniors: FOUR referrals may affect your future parking eligibility**

Progressive Consequence Chart	
1-4 tardies	Conference with student may occur, including front gate staff warnings and teacher reminders in classroom or hallway settings.
5 tardies	Parents of student notified via phone call; student placed on attendance contracts and Juniors/Seniors will be placed on a Parking Contract.
10	Conference with parents of student; progressive consequences implemented by administration.
15 tardies	1 day suspension from school (Parking Pass revoked, if applicable)

\* Perimeter gates begin to close at 7:29 am. Students are expected to be inside the gates at this time and arrive in the classroom by 7:30 am.

\* Guardians may accompany their student into the office for a Tardy to be "Excused." Excessive "Excused Tardies" may also result in consequences consistent with our progressive discipline chart.

\* Students without guardians to sign them in are directed to the East Student Lot off of Black Mountain Blvd. to enter campus during the 20 minute "Tardy Window."

## **HOMEWORK / ASSIGNMENTS**

### **Homework**

Homework and assignments are an opportunity to improve skills learned in the classroom. The PVUSD Governing Board supports teachers holding students accountable for completing all assignments. As such, not every assignment needs to be used for grading purposes. Consult with individual teachers as to homework expectations and how parents can help support students.

### **Make-up Work**

Students are expected to make up all missed assignments when absent from school. It is the student's responsibility to ensure that classroom instructional notes and assignments are obtained from teachers upon returning from any type of absence. Students have an amount of time equivalent to the number of days absent to make up work assigned during an absence.

### **Exceptions**

- \* Long-range assignments such as a term paper or project must be submitted on the date due, even in the event of an absence, unless satisfactory arrangements have been made with the teacher.
- \* Students with chronic illness are held to this same policy.
- \* *Students may not receive credit for assignments when truant or excessively absent.*

**Students shall be responsible for gathering classwork/homework while on suspension. Students may email their teachers via their PVlearners accounts. Students will schedule a time for make-up tests, quizzes, labs or projects with the teacher on the day he/she returns from suspension. Students are eligible for credit for completed assignments turned in on the day the student returns from off-campus suspension. No late work will receive credit unless pre-approved by the teacher assigning work.**

### **Cheating or Plagiarism**

Cheating or plagiarism is taking someone else's work for one's own,

practicing fraud or deception with relation to schoolwork or responsibilities or using electronic devices to inappropriately retrieve or disseminate classroom information. Cheating and plagiarism are grounds for receiving no credit for the schoolwork in addition to a disciplinary referral. ***Consequences may be issued to both the student cheating, as well as the student who provided the information.***

## **HOMEWORK / ASSIGNMENTS**

### **Final Exams**

Students are required to take Fall and Spring semester exams in each subject. No student is exempt from these exams.

Semester and final exams will not be administered to a student prior to posted exam dates.

A grade of "F" will be recorded and counted in the course grade book for all exams missed due to absence and until the exam has been administered and graded.

Contact our counseling office to schedule a time when year-end final exams may be taken. Limited summer hours are available.

## **FRONT OFFICE PROCEDURES**

Pinnacle High School values instructional time, and has developed policies and procedures with this in mind. Some of these procedures include:

Our office staff is not permitted to accept or sign for gift deliveries, including flowers, balloons, stuffed animals, etc. Additionally, bus riders are not allowed to bring such items on the bus.

**For the safety of your student, we only accept food deliveries in the attendance office from a parent or guardian for your child only. In addition, the Maricopa County Department of Environmental Services requires that food brought into the classroom for snacks and parties come from a commercial source. Items should be individually wrapped to avoid bare hand contact with the food.**

Please note that the office cannot hold athletic equipment or band instruments. Your student should have been given directions for where these items can be dropped off. You may contact the appropriate coach or athletic director if you have questions or need assistance.

Per school policy, and for the safety of you and your student, we only

accept individual food deliveries from a student's parent or guardian. Students will not be able to wait in the front office area or anywhere else for food deliveries. Items may be left in the front office by parents in the shelving area provided. *Putting items in the shelving unit is done at your own risk, as the school is not responsible for lost or stolen items.* To minimize classroom disruptions, we do not deliver items or messages to the classroom, or call students out of class.

## **PARKING/ STUDENT AUTOMOBILE USE**

Pinnacle High School has limited parking available to students. Parking is a privilege and eligible seniors will be given priority to obtain a parking permit. Parking spaces in the student lot are available on a first-come, first-served basis. There will be no assigned spaces. Any remaining available parking spaces will be issued to eligible junior students chosen at random in a lottery drawing. Sophomore and freshman students are not allowed to park on campus. **Students found in violation of parking on campus without an authorized permit are subject to disciplinary consequences including suspension and/or ineligibility from future parking privileges.**

**All PVUSD high schools assess a parking permit fee of \$100 according to District regulations.** The parking fee is for any registered automobile or motorcycle. The parking fee is non refundable.

**Students wishing to drive to school and park on campus must follow these procedures:**

- \* Register your vehicle (see the Assistant Principal)
- \* Pay the District's parking fee and have no outstanding balance with the PHS Finance Office.
- \* Place sticker/parking permit on the inside driver's side bottom left corner of front windshield.
- \* Follow safe driving practices to and from school and on school grounds.
- \* Abide by all school rules and procedures to maintain eligibility.
- \* Immediately report any accidents (including minor fender benders), or other incidents of concern to campus security or administration so that they are aware and can assist as needed. Pinnacle High School and PVUSD are not responsible for any damage to students' vehicles.
- \* Students who arrive late must sign in at the attendance office.

**Parking passes are a privilege and may be revoked at administration's discretion. Violations of the following safe driving practices that may result in the revocation of the student's parking pass, suspension, and/or ineligibility for a future parking pass include, but are not limited to:**

- \* Leaving school without permission and/or without checking out through the attendance office.
- \* Entering the student parking lot or going to a student vehicle during school hours without permission.
- \* Failing to park in assigned/designated area(s).
- \* Parking without registering a vehicle OR without a parking permit.
- \* Passing a parking permit to another student/lending a permit to

another student (**parking passes are non-transferable**).

\* Driving recklessly, speeding, or behaving inappropriately.

\* Loitering in the parking lot and/or in vehicles before, during, or after school.

**\* Only the specified driver on the parking contract may use the permit/drive a vehicle on campus grounds.**

**\* Parking permits will be revoked for the remainder of the year if a student is suspended for drugs or alcohol. Parking permits will be revoked for the remainder of the school year on the second offense for vaping. Parking permit fees will not be refunded when parking permits are revoked.**

**Discipline and attendance will be considered for a student to maintain or receive a parking permit.** At the end of each school year, student discipline records will be reviewed for parking eligibility for the following year. **Students who have a combination of four or more referrals will not be eligible for a parking permit for the next school year. Students with suspensions may be ineligible for parking permits for next school year.**

Order, safety and security are essential to a productive learning environment. When the learning environment is threatened by the presence of contraband, school officials have a responsibility and the authority to search for and obtain the contraband from students or non-students if there is reasonable suspicion that the student possesses such contraband. Automobiles may be searched with student consent or as a result of a school official observing items that provide a reasonable suspicion of illegal or unauthorized property inside the vehicle.

**Pinnacle High School assumes no liability for vehicles damaged by vandalism or by accidents while on school property.**

\* Keep your car locked.

\* Do not leave Chromebooks or other valuables in your car.

\* PHS and PVUSD are not responsible for theft or damage.

\* Do not park in an unauthorized area.

### **Good Neighbor Policy/Off Campus Parking**

We believe in a good neighbor policy with the surrounding community and

neighboring schools. **Students, regardless of grade level, are not permitted to park at Fireside or Sky Crossing Elementary Schools and are subject to disciplinary consequences that may include suspension.** Students who violate this policy do so illegally, impacting eligibility for a future Pinnacle parking pass. Students who choose to park in off limits areas do so at their own risk and may be subject to penalty and boot from Pinnacle, and/or ticket and tow from the City of Phoenix.

## DISCIPLINE

Pinnacle abides by all the guidelines for student discipline as outlined in the Parent/Student Handbook. A few school and district policies are highlighted below. A complete guide of district policies and procedures can be found on the district website.

### **Off-Campus Misconduct**

The Student Disciplinary Code and all penalties may apply to conduct off school grounds that may endanger the health or safety of students within the school setting or substantially interfere with the educational process. Students may be subject to the full range of disciplinary penalties for off-campus misconduct. For more information please reference the district Parent/Student Handbook (see page 24 of the Parent/Student Handbook).

### **Extracurricular/School Activities Conduct**

Student attendance at school events is a privilege. Administration reserves the right to refuse entry to school events both before and after school, and on and off school grounds, based on discipline. Students are expected to follow all PV Schools rules and regulations.

### **Drugs/Alcohol/Tobacco and Other Prohibited Items**

Illegal drugs, synthetic drugs, drug "look-alikes," tobacco, and alcohol are strictly prohibited. **All prescription and over the counter medications must be stored and distributed through the health office.**

### **Vaping**

Use and/or possession of smokeless cigarettes, e-cigarettes, vaporizers, and/or other substance delivery devices of any kind are prohibited.

**Possession and/or use of drugs, alcohol, vaping, tobacco, and other prohibited items will result in suspension.**

### **Weapons**

Possession of combustibles, dangerous items, weapons and weapon look-alikes is prohibited by the district, and will result in disciplinary action. These

items include, but are not limited to: matches, lighters, firecrackers, airsoft rifles, knives, laser pointers, razor blades and firearms.

### **Student Safety While Arriving to and Leaving School Grounds**

While entering and exiting school, everyone is expected to abide by school established procedures and the law. This includes, but is not limited to following designated drop-off and pick-up procedures, using designated crosswalks, exiting in designated areas, and using common sense. Jaywalking or other reckless behavior may result in disciplinary action.

## **DRESS CODE**

The following is a common student dress expectation at all PVUSD high schools: Pinnacle is a place of learning where we want students to be able to express themselves while also promoting Responsibility, Integrity, Success, and Engagement (RISE). Clothing students might wear in social settings or outside of school may not be appropriate to wear to school. We want all students to be dressed appropriately for a successful and safe learning environment.

Please wear the following:

- Clothing that is not see-through and covers a student's undergarments, chest and torso when standing or sitting. Clothing should have a back and straps and should fit closely under the arms.
- Clothing that is of adequate length to cover the student's bottom at all times.
- Clothing that has appropriate language. Clothing should be free from references to violent images, tobacco/vaping, drugs, alcohol, sexual references, profanity, or language that demeans others.
- Appropriate footwear for a safe learning environment. When selecting footwear, students should be responsive to the specific safety needs of each school and/or classroom, as determined by the teachers and administration.
- Headwear may be worn on campus, but please remove them in the building or classroom if asked by a staff member.

We believe that appropriate student dress contributes to a workplace atmosphere and the success of the entire school community. If there is a concern regarding student dress, a staff member will ask the student to go to the front office to address the issue. The student and a front office staff member will discuss the concern and if deemed necessary, the student will be provided appropriate clothing to change into or may wait in the office for appropriate clothing to be brought to the student. Administration will also have a discussion with the student regarding how to create an environment for success as well as potential consequences if there are further dress code concerns. Requests for exceptions to the dress code for religious, health-related, or other reasons will be considered

by the school administration.

**For safety reasons, blankets are not allowed to be worn and/or carried. Students should wear appropriate outerwear for warmth such as jackets and/or sweatshirts.**

We encourage participation on Spirit Days. However, students must be identifiable. Therefore, full-face painting and the wearing of masks that cover the entire face are prohibited.

## **E-HALLPASS / STUDENT ID**

### **E-Hallpass**

Pinnacle High School utilizes e-hallpass for instances in which students may be excused from class. Students must show an e-hallpass and have their student ID at all times when given permission to be out of class. A student without an e-hallpass will be considered out of class without permission, which may result in disciplinary action. Any student without a pass will be escorted back to his/her class.

The digital copy of the Student Planner is provided to every student. Students can purchase a physical ID in the Finance Office for \$5.00. The Finance Office is located in the back of the ITC.

### **Student ID**

Students are required to present their physical IDs at the front gates when entering school in the morning. If a student does not have their ID, then a temporary one will be issued. Temporary IDs will be kept track of and consequences will be given to students who continuously forget their ID. ***All students should allow themselves sufficient time for ID checks upon arrival at school to prevent tardies from occurring.***

Students must carry their ID in their possession while on campus, during extracurricular activities or other school events outside of the school day.

Disciplinary action will be issued to students who do not properly display their school ID. IDs are non-transferable, and using another student's ID or "sharing" an ID is a serious violation.

## **PERSONAL PROPERTY**

**Personal items that are not considered necessary for the student's educational experience should be left at home. Pinnacle High School assumes no liability for personal property including money, cell phones, or electronic devices that may be damaged, stolen, or confiscated on school property.**

### **Electronic Devices**

The use or possession of electronic devices that may interfere with the ordinary operation of the school or the instructional process are prohibited during the school day. Examples include but are not limited to cell phones, iPods, audio music devices, electronic games, laser pointers, or any other electronic device. Students should not share or lend electronic devices. If they do, they may be held responsible for any misuse of that device by another, just as though it had remained in their possession.

If students choose to bring a personal device, the use of devices are permitted only during change of classes, at lunch, before and after school unless otherwise instructed by the teacher.

**Students shall not use technology to record other students, teachers, and teachers' lessons in classrooms without prior consent.**

### **Appropriate Use of Technology**

The use of PVUSD computer(s), telecommunication, and network resources is a privilege, not a right, and may be revoked at any time. Violations of this privilege may result in disciplinary action. Guidelines for acceptable use include, but are not limited to:

- \* Only devices approved by district administration may be connected to the district network.
- \* Computers, telecommunications and network resources are to be used for educational purposes only.
- \* Students shall not purposely submit, publish, display or retrieve any defamatory, inaccurate, abusive, obscene, profane, threatening,

sexually oriented, racially offensive or illegal material.

- \* Students shall abide by all copyright and trademark laws and regulations.
- \* Students shall not reveal personally identifiable data unless authorized to do so by designated school authorities.
- \* Students should always log off of school devices when they are done using them.

## PEER INTERACTION

### **Harassment Policy**

Pinnacle High School is committed to providing all students and staff with a safe school environment in which all members of the school community are treated with respect. Accordingly, students have the right to be free from any form of harassment, bullying or intimidation.

### **Bullying/Cyberbullying**

Bullying in any form is an unacceptable behavior and is subject to disciplinary action. Bullying, by definition, is repeated acts, over time, that involve a real or perceived imbalance of power. It is also any behavior that subjects a student to insults, taunts or challenges that are likely to intimidate or provoke a violent or or disorderly response from a student being treated in this manner. Students should talk to a trusted adult if they are being bullied or are witnesses of another student being bullied. Students and parents are encouraged to confidentially report instances of bullying or harassment to the grade level administrator.

### **Hazing**

PVUSD sports and/or clubs do not promote or condone hazing or bullying activities for initiation or any other purpose. Participating in this behavior will result in disciplinary action and possible removal from the sport or club.

### **Threat or Intimidation**

Is indicating by word or conduct the intent to cause physical injury or serious damage to a person or their property.

**If you are a victim of harassment/bullying, or witness harassment/bullying, please report it immediately to the nearest adult.**

### **School Safety and Concerns**

If you have a concern with a staff member, it is important that you attempt to resolve it at the lowest level possible through direct communication with that staff member. See your guidance counselor or grade level administrator if additional assistance is needed.

You may use Anonymoustips.com to anonymously report the following concerns:

- Any type of suspicious or illegal activities
- Cyberstalking, sexting, intimidation, bullying or harassment

### **Immediate Threat**

*Please see an administrator or other trusted adult directly if there is an urgent concern or immediate threat.*

## **DRUG TESTING**

Students who participate in PVUSD athletic programs are subject to random drug testing. Parents/Guardians of non-athletes may choose to 'opt in' their student into the random drawing. See any administrative assistant for the drug testing consent form.

The selection process for the random drug-testing of student athletes and students opted in by the parent/guardian are as follows:

1. Two student athletes who are participating in a sport of the current season will witness the drawing of the numbers. These witnesses, along with the administrator, will sign off on the selection.
2. District office will determine how many numbers will be drawn and how many student athletes/students will be tested on the day of drug testing.
3. To qualify, a student must be participating in a sport that is currently in season and have on file a signed drug testing consent form (Governing Board procedure 5.3.6.1), or a student can be opted in to the random drug testing program by his or her parent/guardian. Athletes in the following programs are subject to this policy: badminton, baseball, basketball, cheerleading, cross country, football, golf, pom, soccer, softball, swimming, tennis, track, volleyball, and wrestling.
4. It is the responsibility of each high school athletic director to provide updated lists of current athletes in season to the principal or administrator designee. It is the responsibility of the school administration to provide the list of students opted in by their parent/guardian.
5. The specified number of qualified student athletes/students will be drawn randomly. A computer generated list is recommended, but the method to be used will be left to the discretion of each individual high school.

## BELL SCHEDULES

As a matter of expectation, courtesy and respect, students are required to be in the classroom and in assigned seats at the first bell and to remain in assigned seats until the dismissal bell.

### Regular Schedule (Monday-Friday)

Period 1: 7:30 - 8:25	Lunch: 11:36 - 12:06
Period 2: 8:32 - 9:27	Period 6: 12:13 - 1:08
Period 3: 9:34 - 10:29	Period 7: 1:15 - 2:10
Period 4: 10:36 - 11:36 (Class & Announcements)	

### Early Release Schedule

Period 1: 7:30 - 8:05	Period 4: 9:33 - 10:08
Period 2: 8:11 - 8:46	Period 6: 10:14 - 10:49
Period 3: 8:52 - 9:27	Period 7: 10:55 - 11:30

### Final Exam Schedule (Semester 1)

#### Day 1

Period 1: 7:30 - 8:44
Period 3: 8:54 - 10:07
Period 6: 10:17 - 11:30

#### Day 2

Period 2: 7:30 - 8:44
Period 4: 8:54 - 10:07
Period 7: 10:17 - 11:30

### Final Exam Schedule (Semester 2)

#### Day 1

Period 1: 7:30 - 8:44
Period 2: 8:54 - 10:07
Period 3: 10:17 - 11:30

#### Day 2

Period 4: 7:30 - 8:44
Period 6: 8:54 - 10:07
Period 7: 10:17 - 11:30

**\*Early Exams will NOT be administered**

# 2024-2025 CALENDAR

## 1st Semester

August	5	Classes Begin
	6	Freshman/Sophomore Parent Night (5:30 pm - 6:30 pm)
	6	Junior/Senior Parent Night (7:00 pm - 8:00 pm)
	20	Open House - Meet the Teachers (6:00 pm - 7:30 pm)
	20	Early Dismissal/Professional Development
September	2	Labor Day Recess
	9	Senior Parent Night/Financial Aid (6:00 pm - 7:30 pm)
	30-4	K-12 Recess
October	11	First Quarter/ Grading periods ends
	15	Early Dismissal/Professional Development
	24	Parent/Teacher Conference (5:30 pm - 7:30 pm)
November	1	Early Dismissal
	11	Veterans Day Recess
	19	Early Dismissal/Professional Development
	27-29	Thanksgiving Recess
December	18	Early Dismissal/Final Exams 1, 3, 6
	19	Early Dismissal/Final Exam 2, 4, 7
	20	9-12 Recess/Semester Ends

## Winter Break - December 23rd to January 3rd

## 2nd Semester

January	6	Classes Resume
	14	Early Dismissal/Professional Development
	20	MLK/Civil Rights Day Recess
February	11	Early Dismissal/Professional Development
	11	Parent/Teacher Conference (5:30 pm - 7:30 pm)
	14	Early Dismissal
	17	President's Day Recess
March	7	Third Quarter/Grading Period Ends
	10-14	Spring Break
	25	Early Dismissal/Professional Development
April	12	Prom
	18	K-12 Recess
May	5-16	AP Testing
	15	Senior Final Exams 1, 3, 6
	16	Senior Final Exams 2, 4, 7
	21	Early Dismissal/Final Exams 1, 2, 3
	22	Early Dismissal/Final Exams 4,6,7
	22	Graduation/Semester Ends

GO TO: [www.pvschools.net/phs](http://www.pvschools.net/phs) for updates and revisions.