



Dear Highland High School Students and Families,

We hope you are enjoying the final days of summer! Our office team has been busy preparing for the start of the school year. We are excited to see our students again! We will continue to provide monthly newsletters to help our families stay up-to-date with current information. As always, please contact the high school main office with any questions or concerns.

Please check us out on social media:

X- @hhsmainoffice

Instagram- hhsmainoffice

### Upcoming Events:

August 13      10:00 a.m.- 12:00 p.m              Schedule Pick-Up (details below)

August 19      Freshmen First Day (*Buses will run as scheduled*) (details below)

August 20      All students report to school (grades 9-12)  
No Open Campus for seniors during ALL

August 22      6:30 p.m.–8:00 p.m. High School Open House. Parents meet in the auditorium.  
Please have your student’s schedule.

6:55 p.m.-7:15 p.m. AP Parent Meeting in the auditorium: intended for parents of students who are taking an AP Course for the first time. This is not required, but will function as an informative meeting about our AP courses.

7:15 p.m.-8:00 p.m. Senior Parent Meeting in the auditorium

August 23      Please note we will have an adjusted bell schedule on August 23. CCP students can work with their Highland teachers if conflicts with classes exist.

Schedule as follows:

Period	Time
1	7:30-8:03
2	8:07-8:40
3	8:44-9:17
Safety Update	9:17- 9:35
4	9:40-10:12
8	10:16-10:48
5	10:48-11:28
6	11:28 -12:08
7	12:08-12:48
9	12:52-1:24
10	1:28-2:00
Assembly	2:10- 2:30

*\*Seniors with late arrival: Please note change in start time on August 23.*

### **Schedule Pick-Up**

On Tuesday, August 13, from 10 a.m. - 12 p.m., we will make several items available to our students. We will have printed schedules, which will include student's locker/combo, state test scores as applicable, student ID, Chromebook, and parking passes. Please remember the following:

- **Final Forms must be up-to-date for students to receive these items. Both the student and a parent need to sign the forms. Students who are new to the district may not be able to sign Final Forms from home. They can sign in from school on August 13.**
- Parking Pass forms were emailed to all students on August 5. To access the form, they must use their Highland Google account. Forms can also be found under the High School Quick Links on the webpage. Students need the following in order to pick up parking passes during Schedule Pick-Up (Room B225):
  - a. **Completed** Parking Permit Application
  - b. **Completed** Final Forms
  - c. **No outstanding School Fees from previous years**
  - d. \$40 cash payment or check made payable to Highland High School

\*\*\*If your student is unable to attend the scheduled pick-up day on 8/13, they can get their items on the first day of school. PowerSchool will be available to students to see their schedule on 8/12 We will not check for parking passes until the second week of school.

## Supply List

At HHS, there is no standardized supply list due to students taking different courses with different teachers. Here are some general supplies that students may find useful in most academic settings. Students can start with these basic items and then adjust as necessary based on specific course requirements:

- Notebooks and Paper: Consider getting a mix of notebooks (spiral-bound or composition) for different subjects and loose-leaf paper for assignments.
- Pens and Pencils: Have a variety of pens (blue/black) and pencils for writing and taking notes. Mechanical pencils can be convenient for those who prefer them.
- Highlighters: These are useful for marking important information and key points in textbooks or notes.
- Folders and Binders: Organize papers and handouts for each subject with folders or binders.
- Calculator: Depending on the courses, a basic calculator or a graphing calculator might be necessary.
- Index Cards: These can be handy for making flashcards for studying.

Remember, this is a basic list and not all items may be needed for every class. Once the school year starts, teachers will provide specific supply requirements for each course.

## Cell Phone Policy

When in our classrooms, we will continue the practice of having student cell phones stored in a caddy until a.) the teacher gives permission for student use or b.) the end of the class period. This is designed to keep students engaged in the classroom activities. With Highland High School being a 1:1 technology school (all students have Chromebooks), student's personal devices aren't necessary to complete classwork. We have several classrooms in our building that have included this practice as part of their classroom management plan without any issues.

## School Counselors

Your school counselors have returned from their summer break and are working to resolve student schedules. Counselor assignments are by the student's last name.

Mrs. Raines:	A-F
Mrs. Lakins:	G-L
Mrs. Colbow:	M-R
Mr. Addington:	S-Z

***Schedule change policy:*** Students can add a class within the first 10 school days of the school year, after which they can no longer add a class. The proper scheduling form needs to be completed to add the class. Students may add 18-week courses to their second-semester schedule within 10 school days of the start of the second semester.

A student may switch levels of a content (Honors/AP to college-prep or vice versa) before the end of the first nine weeks of school without a W/D (withdrawal) reflected on the transcript. The proper change form needs to be completed. Courses dropped after the first quarter will result in a W/D on the transcript.

***Parents of students in the Class of 2025:*** First of all, congratulations! What an exciting time for you and your family. The Senior Parent Night on 8/22 will cover a detailed timeline and process for college application season. We will then have a senior meeting the following week, where we will cover the same material and walk seniors through how to request transcripts, letters of recommendation, etc. We then direct seniors to schedule a 1:1 senior meeting/conversation with us, where we go over a detailed review of both their senior and post-secondary plans. Please note that the timeline of this process is intentional and collaborative with our college partners, ensuring that everything is done properly and nothing falls through the cracks. We are looking forward to walking alongside you on this journey!

Items to note:

- Senior privileges such as late arrival, early release, or open campus must be stated on the student schedule. We are missing important paperwork if the student's schedule reflects study hall during a time in the day when the student believes they aren't required to attend school. Your student can report to the Student Services/Guidance office for the appropriate paperwork. Until the schedule in PowerSchool is updated, your child should report to the study hall/course that is listed in PowerSchool.
- **Period changes will not be honored in an attempt to add or extend offsite privileges.**
- Commencement is planned for Thursday, May 22, at 7:00 p.m. This date aligns with the Memorial Day weekend but allows for several rain dates. More information will be provided in our senior update at the start of the year.

### Schedule Reminders

Students who are taking Chinese I FIRST PERIOD will take that class at the middle school. Students can ride the bus to the middle school from home. A shuttle will bring students to HHS after 1st period. All other language courses will be offered at HHS.

Although student schedules are being handed out on Tuesday, please know that schedules may change. We are still adding students to classes and working to balance class numbers. Any changes will be reflected in PowerSchool.

### **As in previous years, schedule changes regarding ALL/Lunch cannot be accommodated**

Our Academic Learning Labs (ALL) are set by student courses and need, and our lunches are balanced. We understand that this can be uncomfortable for some students as they look for peers to sit with during this time. In our experience, these issues work themselves out after the first few days of school. Thank you for your cooperation.

### Attendance

Daily school attendance is recognized as a vital part of success for any high school student, but the administration does understand there are times when students are unable to attend school for a myriad of reasons that fall into the excused absence category (illness, death in the family, court appearance, religious holiday, or other emergency circumstances). To report a student absent, parents must: a) call the school attendance line by 8:30 a.m. (330-239-1901, ext. 5000) on the morning of each day a child is expected to be absent, stating the reason for the absence, and b) provide a written note verifying the reason for the absence, signed by the parent. Both parts of this process are required in order to consider an absence excused. If your child is seeing a doctor during their absence, please be sure to ask for a doctor's note and turn it in to the main office upon their return to school.

Students are allotted 65 total hours of absences throughout the school year in alignment with HB 410. Students who exceed 65 hours of absences may be asked to take part in an absence intervention team meeting to formulate an absence intervention plan for the student and family. Students exceeding 65 hours of total absences in a school year may not get planned absence forms approved by administration due to excessive absences. In addition, when a student exceeds 65 hours of total absences, they will be required to provide documentation in the form of a doctor's note, funeral notice, or court notice to have future absences excused.

### Medication at School

Parents should be aware that if a student needs to be administered medication during the school day, they must complete either the Prescribed Medication Form or the Over-the-Counter Medication Form in FinalForms. These forms can be found on the district website at <https://www.highlandschools.org>.

Students will need to have all medications (both prescribed and over the counter) administered by the school nurse this year. Students should never have in their possession any prescription or over-the-counter medication at school, with the exception of asthma inhalers, epi-pens, or diabetic supplies. Students who have other medications in their possession may face disciplinary action.

### Athletics

Please remember that a current physical and all paperwork in Final Forms need to be completed in order to participate in Highland Athletics. Pay to participate fees will need to be paid between August 15 and August 23.

Reminder: We recommend that tickets to all Highland Athletic events be purchased through our HomeTown Ticketing Box Office at <https://highlandhornets.net/event-tickets>. Credit cards and cash can be used at the main gate entrance. League ticket prices this year are \$8 for adults and \$4 for Seniors and students.

Please visit our website for schedules and all updates regarding 7-12 athletics at <https://highlandhornets.net/>.

### Breathalyzing

As a reminder, Highland High School will continue to breathalyze and search students at all dances and all home football games. This is to keep students safe before and during our events. In the interest of keeping students safe, outside food and beverages will not be permitted at football games. This will be discussed with students during our class meetings.

### Freshmen First Day

Monday, August 19, Freshmen First Day, is the first day of school for our 9th grade students. All other students will return to school on August 20. Transfer students are welcome to attend the morning portion of the program. We ask that any transfer student who plans to attend email Mrs. Knapp ([cknapp@highlandschools.org](mailto:cknapp@highlandschools.org)) or Mr. Taylor ([rtaylor@highlandschools.org](mailto:rtaylor@highlandschools.org)).

*Freshmen First Day* is part of our high school *Freshmen First Transition Program*, which welcomes ninth grade students by providing individualized guidance to make them feel comfortable as they enter high school. Our goal is to increase the opportunity for incoming students to better acclimate to the people and processes of the building. They will have the opportunity to meet the high school staff, discover their classrooms, and experience the routines of high school. The day includes an activity fair

where students are introduced to the many extra-curricular activities available to them. These activities will provide an opportunity for students to build new relationships through shared interests.

The *Freshmen First Transition Program* provides social support and a higher degree of peer interaction. The parent component of the orientation day will be held on the evening of Open House, August 22, beginning at 6:30.

**The following is the schedule for Freshmen First Day:**

7:15-7:30	Students arrive at HHS. <u>They may ride the bus to and from school.</u> Students should report to the auditorium where they will be placed into groups.
7:30-8:30	Presentations from HHS administration/staff/student ambassadors
8:40-9:50	Group rotations
10:00 --10:55	Students receive and follow their schedule for Periods 1-4.
11:00-12:30	Group rotations: <u>Lunch (provided by HHS Student Council)</u> ; Activity Fair; School Counselor presentation
12:35-1:10	Students report to ALL for Peer Leader presentations
1:05-2:05	Students follow the remainder of their schedule, Periods 8-10.
2:10-2:30	Assembly in the main gym
2:30	Dismissal

We are looking forward to beginning the new school year soon and seeing our hallways filled with students again!

Sincerely,

Mrs. Carrie Knapp, Principal

Mr. Ryan Taylor, Assistant Principal

Mr. Jon Bailey, Athletic Director