PROCTER R. HUG HIGH SCHOOL
EST. 1968

PARENT NEWSLETTER

Welcome, Back Hug Students



Hello Hawks! My name is Tristan McElhany, the principal at Procter R. Hug High School. We are excited to welcome you to our school! We expect all students at Proctor R. Hug High to learn and grow at a high level and to seek out opportunities to be part of the school community. We ask that students connect to our school. Whether it be clubs, sports, or academics, we hope to establish Hug as a hub for the community where all students feel welcomed and are empowered to make positive and productive decisions to help them navigate life's choices as they get older. We look forward to seeing you on campus and actively engaging with us in an effort to make Procter R. Hug High School the best place it can be for the community we serve!

Upcoming Events

8/18-19 Picture Day



Reminders

Please log in to Infinite campus to review grades and or attendance.

Please call the main office to clear any unexcused absences.

3530 Sullivan Lane Sparks , Nevada 89431 P. 775-321-3200 F. 775-333-5312

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Procter R. Hug High School
2025-2026 Bell Schedules

REGULAR DAY Block Schedule

Period	From	To	Minutes
1st/5th	7:45 AM	9:16 AM	91
Passing	9:16 AM	9:21 AM	5
2nd/6th	9:21 AM	10:52 AM	91
Lunch	10:52 AM	11:22 AM	30
Passing	11:22 AM	11:27 AM	5
3rd/7th	11:27 AM	12:58 PM	91
Passing	12:58 PM	1:03 PM	5
4th/8th	1:03 PM	2:34 PM	91

Buses leave at 2:41 PM

WEDNESDAY Early Release

Period	From	To	Minutes
1st/5th	7:45 AM	9:04 AM	79
Passing	9:04 AM	9:09 AM	5
2nd/6th	9:09 AM	10:28 AM	79
Lunch	10:28 AM	10:58 AM	30
Passing	10:58 AM	11:03 AM	5
3rd/7th	11:03 AM	12:22 PM	79
Passing	12:22 PM	12:27 PM	5
4th/8th	12:27 PM	1:46 PM	79

Buses leave at 1:53 PM

ASSEMBLY

Period	From	To	Minutes
1st/5th	7:45 AM	9:16 AM	91
Passing	9:16 AM	9:21 AM	5
2nd/6th	ASSEMBLY 1		
	9:21 AM	10:01 AM	40
	Transition 10:01 AM - 10:12 AM 11 mins		
	ASSEMBLY 2		
	10:12 AM	10:52 AM	40
Lunch	10:52 AM	11:22 AM	30
Passing	11:22 AM	11:27 AM	5
3rd/7th	11:27 AM	12:58 PM	91
Passing	12:58 PM	1:03 PM	5
4th/8th	1:03 PM	2:34 PM	91

2-HOUR DELAY

Period	From	To	Minutes
1st/5th	9:45 AM	10:46 AM	61
Passing	10:46 AM	10:51 AM	5
2nd/6th	10:51 AM	11:52 AM	61
Lunch	11:52 AM	12:22 PM	30
Passing	12:22 PM	12:27 PM	5
3rd/7th	12:27 PM	1:28 PM	61
Passing	1:28 PM	1:33 PM	5
4th/8th	1:33 PM	2:34 PM	61

Buses leave at 2:41 PM

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HAWK VALUE MATRIX

BE RESPECTFUL BE RESPONSIBLE BE SAFE

	CLASSROOM/LEARNING AREAS	COMMON AREAS	RESTROOMS	COMMUNITY – ATHLETICS/ACTIVITIES
BE RESPECTFUL	• Treat others with kindness • Follow classroom expectations • Respect others' opinions and their right to learn, honoring and valuing diversity • Use school appropriate language	• Use school appropriate language • Treat others with kindness • Acknowledge others space and differences • Be courteous and observe quiet learning environments	• Wait your turn • Keep area clean for others to use • Only flush appropriate flushable materials	• Be respectful and act appropriately for specific event settings • Treat guest athletes, visitors, etc. with respect and a positive attitude • Display pride in school community
BE RESPONSIBLE	• Be on time • Complete assignments in a timely manner • Be prepared for each class – materials, etc. • Follow cell phone expectations • Advocate for yourself • Hold yourself accountable • Make healthy choices • Follow dress code policy	• Clean up after yourself • Treat school property with care and report any issues immediately • Be where you are supposed to be • Make healthy choices • Follow dress code policy	• Treat school property with care and report any issues • Be courteous by managing your time • Make healthy choices	• During school day events, be in the appropriate place at the appropriate time • Make healthy choices • Follow dress code policy
BE SAFE	• Use materials appropriately • Follow instructions • Keep hands, feet, and objects to yourself • Stay in class until you are dismissed by the teacher • Report anything unsafe	• Keep moving in the hallways • Use appropriate voice level • Report anything unsafe • Keep hands, feet, and objects to yourself	• 1 person per stall at a time • Appropriate use of bathroom, sinks, and supplies	• Report hazards • Enter/exit events in designated areas • Sit in designated areas during events • Report anything unsafe

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ATTENTION

JUNIORS AND SENIORS

All students of junior or senior standing who have all three of the following:

·"On-track" for graduation status, according to their grad plan
·A valid parking pass on their vehicle and on file with the bookkeeper
·The specific and unique Minga sticker on their digital ID

Will be afforded the opportunity to participate in off-campus lunch. Students who qualify for this privilege will have their attendance record checked each month, in accordance with the Procter R. Hug High School Parking Lot Regulations (below) and may lose this opportunity based upon their personal unexcused absence(s) and tardy data at these monthly checks.

Event: Permitted Students- Select Students with Off Campus access: Students that are Tardy or Marked Absent for the period directly after lunch.		
1st Incident	2nd Incident	3rd Incident
(3) Absences (5) Tardies. Off Campus Status revoked for 10 Days.	(3) Absences (5) Tardies. Off Campus Status revoked for 45 Days.	(3) Absences (5) Tardies. Off Campus Status revoked indefinitely.
Intervention/Support		
Parking Lot regulations distributed to the driver	Parking Lot regulations distributed to the driver	Parking Lot regulations distributed to the driver

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Lifetouch® SCHOOL PORTRAITS

Picture Day is coming on Monday, August 18th and 19th During English Classes!

You can place your order on mylifetouch.com using your Picture Day ID: EVTJG3XMK. Order before midnight on Picture Day to get FREE shipping with purchase of $44.99!

Your child can also bring their completed flyer with cash or check on Picture Day. Orders after Picture Day must be placed online only on mylifetouch.com.

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School Bus Information

If your school bus arrives late, ALL student riders must sign in at the office using the clipboard to be excused.
Additionally, a friendly reminder: if you are staying home due to illness, please make sure to call the school and leave a voicemail with your full name, birthdate, and the reason for your absence (sick, out of town, personal). Thank you!

Online Registration

Online registration is now open for the 2025 -2026 school year. Online registration is mandatory for every year no matter if nothing has changed. Please log on to infinite Campus and click on online registration to complete this process. If you have any questions, please call our office at 775-321-3200

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OPEN HOUSE

SAVE THE DATE

SEPTEMBER 3, 2025

5:00–6:30 PM

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