

This will be your Interactive Student Handbook. We will use it for basic information about our school and to reflect on our quarterly academic progress.

Put your name on your handbook and personalize it!

2025-2026

HHS STUDENT HANDBOOK

(First & Last Name)

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FAMILY

PERSONALIZE IT!

- You can change the font and color of your name.
- Choose as many stickers as you'd like to add to the cover.
- Delete those you don't use.
- If you want you can find your own online to add.



QUICK FACTS ABOUT HILLTOP HIGH!



Hilltop High School

555 Claire Avenue, Chula Vista, CA 91910

(619)476-4200

<https://hth.sweetwaterschools.org/>



Nondiscrimination Statement: The Sweetwater Union High School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived ancestry, color, disability, gender, gender identity, gender expression, immigration status, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics. For questions or complaints, contact Equity Compliance Officer Dr. Vernon Moore at 1130 Fifth Avenue, Chula Vista, CA 91911, (619) 691-5564, vernon.moore@sweetwaterschools.org; Title IX Coordinator Susan Park at 670 L Street, Suite G, Chula Vista, CA 91911, (619) 600-4900, susan.park@sweetwaterschools.org; and Section 504 Coordinator Sonia Picos at 1130 Fifth Avenue, Chula Vista, CA 91911, (619) 691-5564, sonia.picos@sweetwaterschools.org

QUICK FACTS ABOUT HILLTOP HIGH!

Hilltop High's Alma Mater

ALL HAIL TO ALMA MATER!
ALL HAIL TO HILLTOP HIGH!
THE SPIRIT OF THE WESTLAND,
WHERE OUR FOND MEM'RIES LIE;
THY GUARDIAN IS THE MOUNTAIN
BESIDE THE SILV'RY SEA;
WE LOVE THEE ALMA MATER,
ALL HAIL, ALL HAIL TO THEE!



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School Nickname: HHS, Hilltop

School Mascot: Lancers

School Colors: Kelly Green, white and Black

Year Founded: 1959

Slogans, Social Media & Web:

“Once a Lancer, Always a LANCER!”

#ALLDAYLANCERS

Follow us on Instagram:

- @HTHPrincipal
- @HTH_Yearbook
- @HilltopHighASB
- @the.hill.asp



[Hilltop High Counseling Website](#)

[Hilltop High ASB Website](#)



Website Information for HHS Students

Hilltop High School (HHS) is committed to guide our students through their journey as 7th and 8th graders. We understand the achievements, struggles, and changes that middle school students go through.

QUICK FACTS ABOUT HILLTOP HIGH!

SCHOOL YEAR

Wednesday, July 23, 2023 through Wednesday, June 5, 2026

SCHOOL HOURS

Campus Hours: 7:00 am- 4:00 pm

- Mondays through Thursday: 8:30am- 3:38pm
- Fridays(selective): 8:30 am - 2:42 pm
- The HILL Program 7:30 am - 8:25 am & 3:00pm - 6:00pm

SUPER IMPORTANT:

LANCERS' WEEKLY UPDATE has all the weekly info that students need to stay on-point with academic, social, and athletic events at HHS. Don't be the last to know what's going on!



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HILLTOP HIGH SCHOOL'S ADMIN TEAM



Hilltop High Administration

(619) 476-4200 Office
Fax (619) 425-3284

Principal

(Director)
Bill Walsh

School Administrative Assistant

(Secretaria del director)
619-476-4206 Edna Espinoza

Assistant Principals

(Subdirectores)
Julissa Gracias (12th A-F & 11th)
Jay Jones (12th G-N & 10th)
Aurelio Esparza (12th O-Z & 9th)
Marietta Minjares (ASB)

Assistant Principal Secretaries

(Secretarías de subdirectores)
Sonia Aguirre 619-476-4202
Karla Ortiz 619-476-4205

Attendance Coordinator

(Coordinador de asistencia)
619-476-4207
Omar Mercado

Attendance Tech

(Secretaria de asistencia)
619-476-4204
Blanca Garcia

MAIN OFFICE STAFF

Front Desk Office Assistant

(Secretaria/recepcionista)
619- 476-4211
Yria Hernandez

Nurse (Enfermera)

619-476-4260
Karen Vela-Barringer

Information Technology

(Inf. Tecnologia)
619-476-4215
Alec Harley

Language Tester

(Responsable de exámenes de lenguaje de admisión)
619-476-4216
Linda Manzanedo

Registrar

(Secretaria de Inscripciones)
619-476-4223
Veronica Sanchez

Counseling Center

619-476-4221
(Secretaria Consejería)
Daniela Rivera

Categorical Coordinator

(Coordinadora de programa categóricos)
619-476-4237
Christina Espinoza

Psychologists

(psicólogo/a)
Richard Makin
619-476-4245
Amanda Sanchez
619-476-4245

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Hilltop High School Bell Schedule 2025 - 2026



A - REGULAR SCHEDULE

Period	0	7:30-8:25	55
Period	1	8:30 -9:37	67
Period	2	9:43-10:40	57
Nutrition Break		10:40-10:50	10
Period	3	10:56-11:53	57
Period	4	11:59-12:56	57
Lunch		1:02-1:32	30
Period	5	1:38-2:35	57
Period	6	2:41-3:38	57
Period	7	3:44 - 4:39	55

C - MINIMUM DAY: 8/15, 12/19, 1/30, 5/8, 6/5

Period	1	8:30 -9:15	45
Period	2	9:21-10:01	40
Period	3	10:07-10:47	40
Nutrition Break		10:47-10:57	10
Period	4	11:03-11:43	40
Period	5	11:49-12:29	40
Period	6	12:35- 1:15	40
Lunch		1:21-1:51	30

G, H - CAASP (SBAC) TESTING (11th Gr. Only)

April 6 - April 24, 2026

Period	0	7:30-8:25	55
Period	1, 2	8:30 -10:40	130
Nutrition Break		10:40-10:50	10
Period	3, 4	10:56-12:56	120
Lunch		1:02-1:32	30
Period	5, 6	1:38-3:38	120
Period	7	3:44 - 4:39	55

J- PRO-HOUR ASSEMBLY: 8/1, 9/19, 10/17, 12/5, 1/23, 3/20, 5/29

Period	0	7:30-8:25	55
Period	1	8:30 -9:14	44
Period	2	9:20-10:02	42
Nutrition Break		10:02-10:12	10
Period	3	10:18-11:00	42
Period	4	11:06-11:48	42
ASSEMBLY		11:48-12:30	42
Lunch		12:36-1:06	30
Period	5	1:12-1:54	42
Period	6	2:00-2:42	42
Period	7	2:48 - 3:43	55
PLC Meeting		2:48 - 3:40	52

B - PRO-HOUR: 8/8, 8/22, 8/29, 9/5, 9/12, 10/10, 10/24, 10/31, 11/7, 11/14, 11/21, 12/12, 2/6, 2/20, 2/27, 3/6, 3/13, 4/10, 4/17, 4/24, 5/15, 5/22.

Period	0	7:30-8:25	55
Period	1	8:30 -9:21	51
Period	2	9:27-10:16	49
Nutrition Break		10:16-10:26	10
Period	3	10:32-11:21	49
Period	4	11:27-12:16	49
Lunch		12:22-12:52	30
Period	5	12:58-1:47	49
Period	6	1:53-2:42	49
Period	7	2:48 - 3:43	55
PLC Meeting		2:48 - 3:40	52

D,E,F - EOC/Final Exams: Dec. 16-18 2025 & June 2-4 2026

Period	0	7:30-8:25	55
Period	1, 3, 5	8:30 -10:35	125
Nutrition Break		10:35-10:45	10
Period	2, 4, 6	10:51-12:51	120
Lunch		12:57- 1:27	30
Period	7	1:32-2:27	55

I - ASSEMBLY: 8/27, 2/11, 3/11-MCF

Period	0	7:30-8:25	55
Period	1	8:30 -9:27	57
Period	2	9:33-10:23	50
Nutrition Break		10:23-10:33	10
Period	3	10:39-11:29	50
Period	4	11:35-12:25	50
ASSEMBLY		12:25-1:10	45
Lunch		1:16-1:46	30
Period	5	1:52-2:42	50
Period	6	2:48- 3:38	50
Period	7	3:44 - 4:39	55

*Note: Dates, times & schedules can be modified at any time.

Revised as of 7/16/2025

IMPORTANT DATES



Hilltop High School Important Dates 2025-2026



HOLIDAYS & BREAKS - School Closed

Monday, September 1	Labor Day
Monday, September 22 - Monday October 6	Fall Break (2 Weeks)
Tuesday, November 11	Veteran's Day
Monday, November 24 - Friday, November 28	Thanksgiving Holiday
Monday, December 22 - Monday, January 12	Winter Break (3 Weeks)
Monday, January 19	Martin Luther King Jr. Day
Friday, February 13 - Monday, February 16	President's Holiday
Monday, March 23 - Friday, April 3	Spring Break (Two Weeks)
Monday, May 25	Memorial Day

PRO-HOUR DAYS School Day Ends at 2:42 pm

July	November 7, 14, 21	March 6, 13, 20-PA
August 1-PA, 8, 22, 29	December 5-PA, 12	April 10, 17, 24
September 5, 12, 19-PA	January 23-PA	May 15, 22, 29-PA
October 10, 17-PA, 24, 31	February 6, 20, 27	*PA - Pro-Hour Assembly

Minimum Day School Day Ends at 1:15 **Aug. 15, Dec. 19, Jan. 30, May 8, June 5**

GRADE DAYS

Friday, September 5	Progress Report #1
Friday, October 31	Progress Report #2
Friday, December 19	Semester 1 Final Grades
Friday, February 27	Progress Report #3
Friday, April 24	Progress Report #4
Friday, June 5	Semester 2 Final Grades

TESTING DATES TO REMEMBER

TBD	PSAT
Tuesday, Dec. 16 - Thursday, Dec. 18	Finals/ End of Course Exams
Monday, Feb. 23 - Friday, March 6	ELPAC
Monday, April 13 - Friday, April 24	CAASPP (SBAC) Testing (11th only)
Monday, May 4 - Friday, May 15	AP Exams
Tuesday, May 26 - Wednesday, May 27	Finals (Seniors)
Tuesday, June 2 - Thursday, June 4	Finals/ End of Course Exams

OTHER IMPORTANT DATES

Thursday, August 14	Open House
TBD	Graduation
Monday, October 13 - Saturday, October 18	Homecoming Week
Wednesday, March 11	Multicultural Fair

As of 7/9/2025

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Tech Tips

Need help with your laptop?

Please visit the library during Nutrition, lunch, before school, and after school!

For all IT issues, submit a help ticket by using this [link](#)

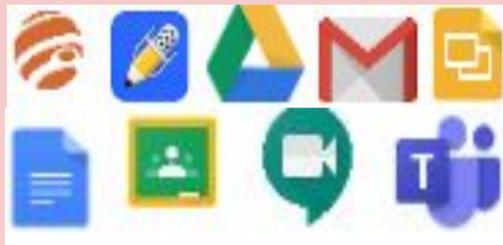
Step 1: Login to your laptop.

Login: Student ID
Pass: 6-digit birthday

Step 2: Bookmark your websites.

Bookmarks:

- Jupiter Ed
- Google Drive
- Gmail
- Google Slides
- Google Docs
- Google Classroom
- Infinite Campus



ONLINE TOOLS

Password Management

- [Password Management \(Register, Reset and FAQ's\)](#)

Quick Links

- [Office 365](#)
- [G-Suite for Education](#)
- [Microsoft Teams](#)
- [Infinite Campus](#)
- [Formative](#)
- [Jupiter Grades](#)

Parent-Student Mobile Device Agreement 2024-2025

- [2025-26 Parent-Student Mobile Device Agreement – PDF](#)
- [2025-26 SPA Parent Student Mobile Device Agreement – PDF](#)



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Do you want to play SPORTS?

Physical clearance information

A message from your Athletic Director, Bryan Wagner

You will need a current physical (the physical is good for 1 year) and proof of insurance. Both of these will need to be uploaded to complete the registration process.

Physical form to be filled out by a clinic and signed by a doctor.

If you have previously played a sport, all you need to do is change the sport on your profile.

After everything is completed, you **MUST** to print out the Confirmation Signature page signed by you and a parent. Turn this [in](#) to either the ASB or room 708.

Attached to this message

1. Copy of the physical form
2. Link to register your Athlete: www.homecampus.com/login
3. Instructions on how to register

**If you are registering as a manager, you do not need a physical - however you will need to upload a blank document to complete the registration process.

If you have any questions, please do not hesitate to reach out to me.
 bryan.wagner@sweetwaterschools.org
 Thank you.



More Important Dates

First Day of School	Wednesday, July 23, 2025
Last Day of School	Friday, June 5, 2025

Picture Days	July 24 and 25, 2025
Picture Make-up Day	August 28, 2025
Senior Sunrise	July 25, 2025

Awards Assemblies:

Principals Honor Roll (HHS Spring Semester grades 2025) & Advanced Placement Test Recognition
 August 27, 2025

Principals Honor Roll (HHS Fall Semester grades 2025)
 February 11, 2026

Associated Student Body (ASB)

The Hilltop High School ASB is your student-run business organization led by your elected officers and regents. Get to know your ASB officers and regents when you participate in student activities, clubs and councils.

ASB President: Sebastian Garces
Secretary: Erik Nealson

ASB Vice-President: Aaron Diego
Attorney General: Brady Quinlan

Stop by the ASB Office to:

Buy snacks and drinks at Nutrition Break and lunch. Look in the Lost and Found. Pick up Club information and packets and turn in athletic clearance forms. Buy your spirit gear, dance tickets, Lancer card, yearbook, Class T-shirts and more.

Follow ASB on our Instagram account @ [hilltophighasb](https://www.instagram.com/hilltophighasb)

SPIRIT Weeks, Pep Assemblies and Important ASB Dates in 2025

July 28 - August 1	District-wide Spirit Week - "Universally" together.
August 1	Welcome Back Pep Assembly
September 19	Fall Sports Pep Assembly (HOCO court named)
October 13- 17	Homecoming Week
October 17	Homecoming Assembly
October 18	Homecoming Dance
October 31	Halloween Fashion Show
December	Watch for Winter Themed Activities and Spirit Weeks
January 23, 2025	Winter Sports Assembly / Spirit Activities
March	Multicultural Faire
March 20, 2025	Spring Sports Assembly/ Spirit Activities
April	PROM
May	End of year activities for Seniors: College Signing Day, Grad Nite, Senior Assembly

Please follow IG and read your weekly Jupiter emails that take you to the Lancer Weekly Newsletter.



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The mission of Hilltop High School (HHS) is to provide our students a safe space where they can be afforded a world-class education that prepares them for college and career. HHS does not require students to be in a traditional uniform but we do enforce a “Dress for Success” policy.

HHS must be a safe place for students to learn and work. Our responsibility as a school is to ensure that students are free from harassment and intimidation.

Students are required to wear clothes that are neat in appearance and appropriate for school (CA Title V, Sec. 3022; SUHSD Policy 5132). Attire should protect the health and safety of the students.

Our dress code at Hilltop High School has been established to provide and model guidelines for student attire in a public-school while being sensitive towards our students’ diverse backgrounds. We realize that students are returning to school during a time period where the weather tends to be warmer than usual; however, attire still must follow the motto, “dress for success”.

If a student’s attire is deemed inappropriate for the learning environment, they will be asked to contact their parent/guardian for clothing, or will be provided with an outfit to borrow.



STUDENT WELLNESS



Student Counseling and Health Services

Counseling Services (619) 476-4220. Located in room 306, the Counseling Office is available to assist students and parents with questions or concerns regarding academic progress or issues affecting students' well-being. A student may request to see the counselor by filling out a *Counselor Request* form available in the Counseling Office. Parents may also request to meet with their child's counselor by contacting the Counseling Office at (619) 476-4220. Additional Counseling Office information is available at <http://HHS.sweetwaterschools.org/counseling-center/>

Health Services (619) 476-4200. Hilltop High School strives to ensure students' health needs are thoroughly addressed. Parents should notify the school nurse of any health concerns and provide copies of doctor's orders or other medical documentation at the earliest opportunity.

Students who wish to see the nurse must have a pass from the teacher of the class they are attending. No pass is required for nutrition break or lunch. If your child manifests any of the following conditions— fever, vomiting, diarrhea or a communicable illness—please have him/her stay home to recover and to prevent others from becoming ill.

Students with a communicable illness/condition (such as COVID, measles, mumps, lice or pink eye) cannot attend school, and the parent must contact the school nurse and provide medical clearance before the student can return to school.

Students may not be in possession of any medications, including over-the-counter products. Under California law, when **prescribed medication must be given during school hours, authorization forms (available in the Nurse's Office) are to be completed by parents and the doctor.** Only US prescriptions by US doctors may be dispensed at school. Parents must bring the medication to school in the prescribed container with instructions for dispensing. No medication may be kept with a student at any time, except asthma inhalers or Epipens. Parents may contact the school nurse with questions or concerns at (619) 476-4200.

If a student has a medical condition that requires modification of physical education activity, a form detailing the doctor's instructions for activities the student may participate in must be provided to the school nurse and the student's PE teacher. The form can be obtained from the nurse's office.



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Click to view Student Expectations

Truancy. Truancy is defined as unexcused absence from school all day, unexcused absence from one or more classes, or being 30 minutes or more late to a class. At the teacher's discretion students may or may not be able to make up class work. Truancy will require parent notification. The consequence of truancy may include, but not limited to: detention, Saturday school, suspension, etc.

Office pass for students. Students must have a **Google Pass** with permission from a teacher in order to come to the office, except before or after school or in case of an emergency. The office staff is here to assist any student or parent as needed. Students are to maintain appropriate behavior at all times while in the office.



Hall Passes Class time is extremely important, therefore, each student will need to create a **Google Pass** (pending teacher approval) using their laptop (bit.ly/HTHPASS). **Students may not leave the classroom the first, nor the last 10 min of class.**

Off-campus permit procedures. Hilltop High School encourages parents to schedule appointments outside the school day. If you need to do so, however, please allow enough time to complete the following:

- The office will not accept off-campus requests by phone or by note as Hilltop High School is required to verify the identity and authorization of any person requesting to remove a child from school.
- When you arrive to pick up your student, fill out an off-campus slip and provide a picture ID at the Attendance Office. Please note that students will only be released to an individual with picture identification and who is listed as a parent, legal guardian, or emergency contact, and is over the age of 18. Students will not be released to anyone under the age of 18.
- In order to minimize the loss of the child's instructional time, a student will not be called from class until the parent/legal guardian is present in the office. As noted above, this process may take at least 10 to 15 minutes, so please plan accordingly.

Emergency contacts. Only parents, legal guardians, or their designees may be permitted access to students, including dropping off or picking up student items. Per Ed Code 49075, anyone other than the biological parent/ legal guardian cannot be given student information without the written authorization of the biological parent/legal guardian, except in cases where there is a court order specifying other individuals as entitled to student information or access. Notify the office in person of changes in address, phone number or of additional individuals designated as having access to students.

Closed campus policy. The Sweetwater School District has a closed campus policy. Students are not permitted to leave school until the end of the school day. Parents/legal guardians may pick up their child prior to the end of the school day via the off-campus permit procedures. Please note that this process may take from 10 – 15 minutes.

Students from other schools are not permitted to be on or near our campus. HHS students are not permitted on or near another school campus without proper authority.

Lost and found. Although Hilltop High is not responsible for items that are lost or stolen on campus or at school events, timely reporting is critical to successfully recovering such items. Students should check the ASB or the main office. Confiscated items will be taken to the main office. Found items not claimed by the end of each fall, winter and spring break and end of the year will be disposed of or donated to charity. Please check with the ASB for any lost items.

Office telephone. The use of the office phone is for emergencies only. Only urgent phone messages will be delivered to a student in class. If students feel ill, they should report to the nurse. They are not to call home without the permission of a school staff member.



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IMMUNIZATION REQUIREMENTS

Immunizations. Vaccinations must be complete and up-to-date before students can be enrolled. **Immunizations must include Tdap immunizations given after age 10** as well as the full series of Polio, DPT, MMR and varicella vaccinations. Per California law SB 277 effective January 1, 2016, exemptions based on personal beliefs will no longer be an option for the vaccines that are currently required for entry into child care or school in California.

Attendance. California State Law requires regular and punctual school attendance for students under age 18. To receive a sound, well-rounded education, daily attendance is very important. Poor attendance is the most common cause for low achievement and failing grades.

ATTENDANCE

Please report student absences in writing. You must send a note to the Attendance Office either in advance of the absence or the first day the student returns to school. The Sweetwater District notifies parents via an automated phone call when one or more period absences occur. Students with unexcused or excessive excused absences may be assigned Saturday School. Illness, medical appointments, or family emergencies are considered excused absences. Excessive absences whether excused or unexcused may result in the student being referred to the School Attendance Review Board (SARB). All absences must be **cleared by parent or guardian within 30 days** according to the SUHSD policy Regulation code AR 5113 (D). If your student must be absent, the following is a guide for obtaining schoolwork assigned during the day(s) of absence.



- 1-2 day absence—Student contacts teacher for missing assignments. Most teachers use JupiterGrades to post assignments. Students should check those postings during the absence whenever possible.
- 3 or more day absence—Contact the attendance office 619-476-4204 for a short-term Independent Study Contract. This program is designed for the student who will have a planned absence of 3 to 15 days for medical or travel reasons.



According to the SUHSD policy Regulation code AR 5113 (D, E), it has been established that it is reasonable to be absent 1 day a month (equivalent to 7 days per semester or 14 days in a school year). Having more than 14 days of excused absences, may place your child under an "excessive excused absence contract".

Independent Study Contract:

The parent/legal guardian **must contact the attendance office at least one week in advance of the first day of absence.** The parent, student & teachers must sign the independent study contract prior to the absence. The Attendance Office will send out the absence notification to all teachers. Students are responsible for checking in with teachers regarding homework assignments.

The student must do all homework and submit via Jupiter Ed or Google Classroom. To receive attendance credit student must submit one piece of completed work to the Attendance Coordinator upon returning to school.

Tardiness. Hilltop High reinforces the value of being punctual. Students must be on time to all classes, and in his/her seat when the second bell rings. The consequence of tardiness may include, but not limited to: detention, Saturday school, suspension, etc. Tardies disqualify students from the perfect attendance award. Citizenship grades can be affected.



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STUDENT SAFETY



Emergency protocols. HHS has a safety plan that is communicated to students and staff. Emergency/safety drills will be held throughout the year. It is important that students follow the instructions of the staff. During an emergency, students may not use their cell phone unless instructed to do so.

- If there is a critical incident at school, the staff will work with emergency responders to address any safety/health concerns. Depending on the circumstances, the school will call, email and/or provide students a letter to take home with pertinent information related to the incident. If the incident requires parents coming to school, please follow the instructions from the staff and or emergency responders. Parent cooperation and support is required to maximize student safety and expedite family reunification. It is important that parents discuss this topic with their students to ensure the proper emergency protocols are understood and followed.

Campus Crime Stoppers Hotline (888) 580-8477. Students are encouraged to report any safety concerns to school staff and to their parents. Any person wishing to report illegal criminal activity occurring on or off campus can do so anonymously by calling the Crime Stoppers Hotline.

Tobacco/Vape-free campus. To maintain a healthy learning environment for students and staff, the Sweetwater Union High School District has a tobacco/Vape-free policy. Tobacco use is not permitted on campus or at any school event. This includes electronic or vapor cigarettes.

Reflections

1. **Why do you think it's important to follow staff instructions during an emergency or drill? How can you contribute to keeping our campus safe?"**
2. **What actions can you take if you see or hear something that could affect student safety on campus?**
3. **Our campus is tobacco- and vape-free for a reason. How does this rule connect to health, safety, and respect for others? What would you say to a peer who's breaking this rule?**



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Computer use policy. Students may use the computers in the library to search the online catalog, word processing, and the internet for school related projects. Failure to abide by school internet policy will result in disciplinary consequences.

Laptop responsible use policies. Laptops are instructional tools, and their purpose is to enhance student learning. Laptops use and content must be school-appropriate. Students are expected to comply with the laptop use agreement they sign, and bring their laptops fully charged every day.

Students may only have laptop out when teachers explicitly direct or permit laptop use in the classroom or library. Students may not use laptop during nutrition break, lunch, or passing periods.

1. Students are allowed to use their laptop during lunch for school-related tasks only.
2. Laptops are school-issued devices and as such are subject to inspection by school staff.
3. Students are not allowed to access games or download personal apps.
- 4.

Laptops are the financial obligation of the student's family. To avoid financial liability for the loss, theft or damage of the laptop, these policies must be followed:

- Do not leave laptops unsecured or unattended.
- Do not take laptops on vacation, out of the country or to public places where they may get lost or stolen.
- Do not remove cases from laptops.
- Avoid placing laptops where books or other heavy objects can hit the screen and crack them.
- Immediately report lost or stolen laptops to school administration
- Broken laptops must be repaired or serviced through the school.

Lunch - NUTRITION SERVICES

Cafeteria Manager: (619) 476-4270

Food is being provided to all students free of charge

Nutrition Break: This is a ten-minute snack break. Students may obtain food items at the different food stations located in the quad area.

Lunch: HHS has a 30 minute lunch. All students must be in the designated lunch areas. Students may bring their own lunches or snacks may be purchased from the ASB. It is the student's responsibility to keep Hilltop High clean by picking up their trash.

Lunch Applications. This year all students are receiving Free food. Instead of lunch applications we are asking families to complete the Alternative Household Income Form which is available in the main office.

Lunch PIN #'s. Lunch pins are no longer required, students have to use their student ID number.

Student Lunches: The office will not accept student lunches to be dropped off. **NO OUTSIDE DELIVERIES ALLOWED.**

Eating Areas: In order to keep our campus neat and orderly, certain areas on the campus are designated for eating (you must remain seated) and other areas are for standing (no food in this area). Activities will be available for students including sports



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School Safety Norms

In order to minimize distractions and keep everyone safe, we do not use our cell phones, airpods, or headphones in class or on campus during school hours.

Cell phones should be placed on silent in your backpack, or out of sight.

THANK YOU



FOR NOT USING YOUR CELLPHONE in this room.

You help keeps us safe from phone misuse and distractions.

Using your cell phone puts you at risk of getting it confiscated and other disciplinary actions by our school administration.

Keep your cell phone on silent and out of sight or it will be confiscated and a parent will need to pick it up from the administration.

Mantengan sus teléfonos celulares en silencio y fuera de vista ó serán confiscados y uno de sus padres lo tendrán que recoger de la administración.

IN OUR CLASSROOM

 WE RESPECT EACH OTHER.	 WE TRY OUR BEST.	 WE ARE A TEAM.
 WE LEARN FROM MISTAKES.	 WE CREATE.	 WE CELEBRATE EACH OTHER'S SUCCESS.

Norms - "Social norms are shared standards of acceptable behavior by groups. Social norms can both be informal understandings that govern the behavior of members of a society, as well as be codified into rules and laws." (wikipedia)

At Hilltop High School:

1. In order to keep ourselves informed, safe and present, we do not use cell phones, air pods, or headphones on campus.
- 2.
- 3.
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- 5.

Student Expectations Presentation



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OUR MISSION

Hilltop High School will provide an academic, supportive, and collaborative culture that is safe and inclusive so that each student may become an advocate for their own success.

VISION STATEMENT

Hilltop High School is committed to providing each student

- ❖ An inclusive environment which fosters empathy, physical health, and emotional well-being
- ❖ Rigorous instruction
- ❖ Skills to succeed throughout high school and beyond



SCHOOLWIDE LEARNER OUTCOMES

Hilltop High School graduates will be well-rounded individuals who are:

- Prepared for post-secondary life: college and career
- Socially responsible and engaged
- Life-long learners and problem solvers

LOCAL CONTROL & ACCOUNTABILITY PLAN (LCAP) GOALS

<p>GOAL 1</p> <p>Ensure excellence in teaching and learning so each student is prepared to succeed in college & career.</p>	<p>GOAL 2</p> <p>Create a safe and healthy learning environment for each student by building a culture of equity and a positive climate that promotes excellence throughout the district.</p>	<p>GOAL 3</p> <p>Foster and honor parent/guardian and community engagement to support excellence in each student's success.</p>	<p>GOAL 4</p> <p>Develop coherent and transparent systems for operational excellence to support each student's success.</p>
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REFLECTION

- Which part of the mission speaks to me the most? Why?
- How do I already live out this mission—at school, at home, or in my community?
- What's one way I want to grow this year to align more with this mission?

in or out of my
control?

Understanding what we have control over helps us to understand our responsibilities and how we can impact others around us. There are many things that are also out of control, understanding this helps us to deal with situations in a more healthy manner.



Hand Tracing Activity



In this activity, students trace their hands and label the things that they can control inside the outline and write the things that they can't control outside of it. The end result is a visual piece for students to identify and focus on what is within their control; helping to reduce worry over things they have no influence over.



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Circle of Control

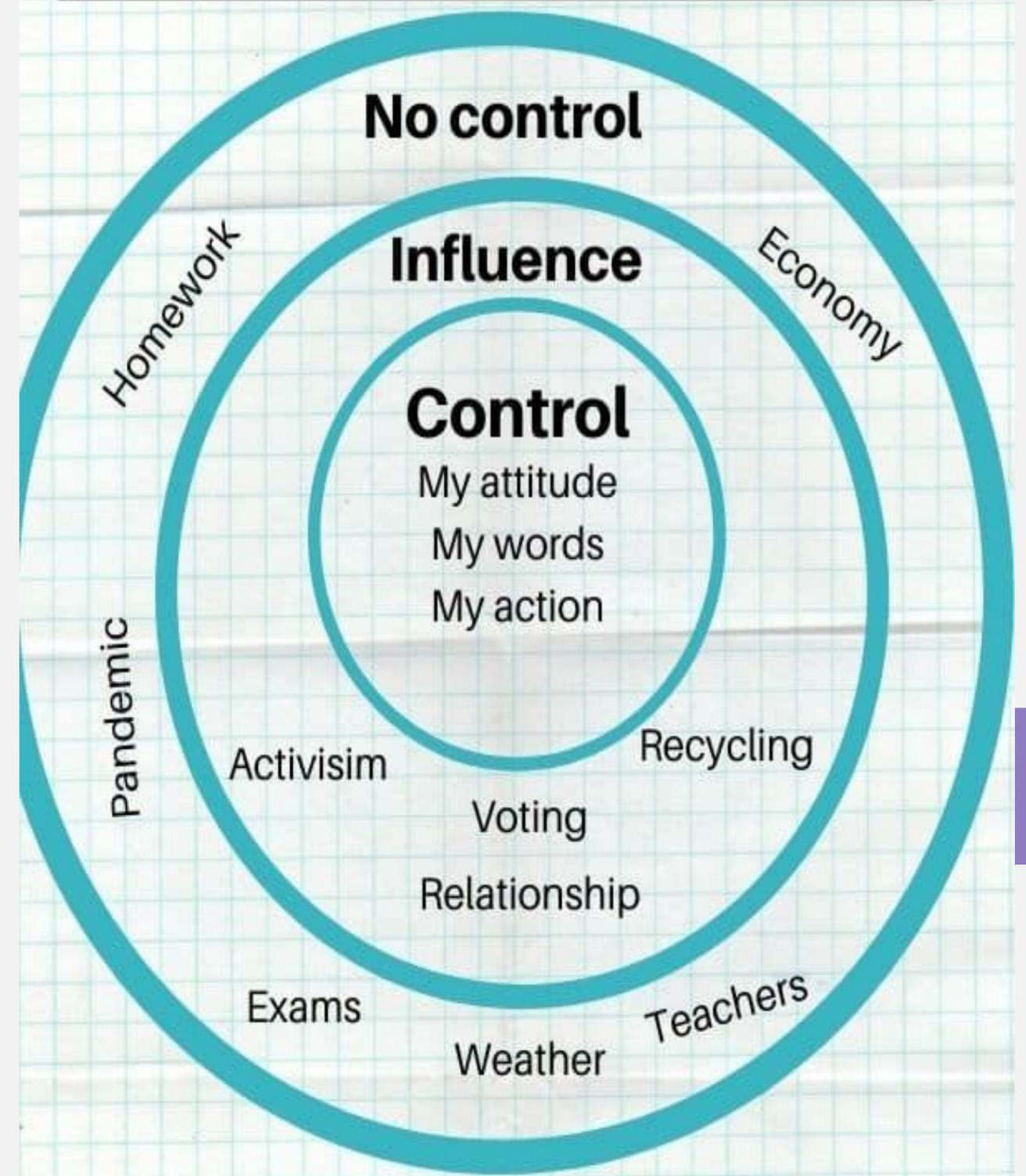
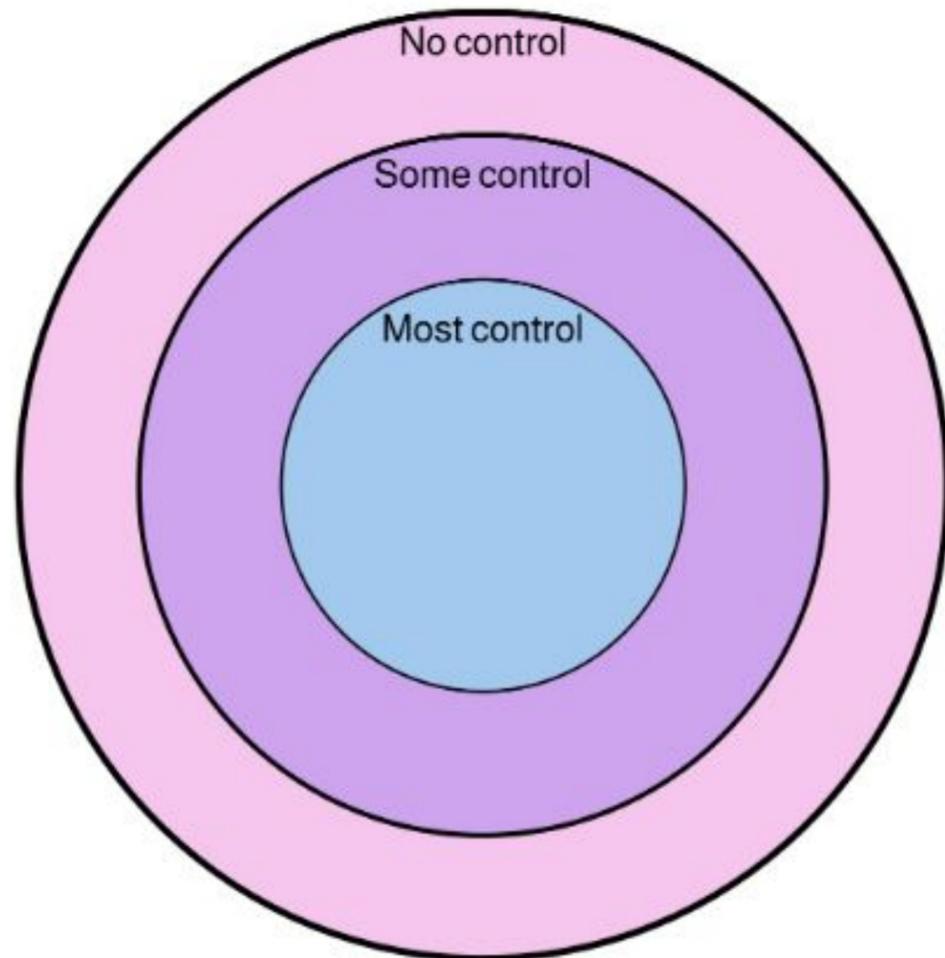
Understanding what we have control over helps us to understand our responsibilities and how we can impact others around us. There are many things that are also out of control, understanding this helps us to deal with situations in a more healthy manner.

Think about what's stressing you out. In the outer ring, write the things that you have zero (or very little) control over.

In the middle ring, write the things that you can influence, but not entirely control.

In the inner ring, write the things that you can mostly or entirely control.

If you're unsure how to start, see the example on the next page!



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ACADEMIC PROGRESS

Set a goal or goals for yourself at the start of each grading period, then reflect on your progress. Are you doing your best?



Semester 1 – Progress 1

Period	Subject	Grade	Citizenship
1			
2			
3			
4			
5			
6			

**Did you reach the goals you set for yourself?
Why or Why not?**

Calculate your GPA:

**What are your academic goals for the next
six weeks?:**

How will you achieve those goals?

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Set a goal or goals for yourself at the start of each grading period, then reflect on your progress. Are you doing your best?



Semester 1– Progress 2

Period	Subject	Grade	Citizenship
1			
2			
3			
4			
5			
6			

Did you reach the goals you set for yourself?
Why or Why not?

Calculate your GPA:

What are your academic goals for the next six weeks?:

How will you achieve those goals?



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ACADEMIC PROGRESS

Set a goal or goals for yourself at the start of each grading period, then reflect on your progress. Are you doing your best?



Semester 1 – Final Grades

Period	Subject	Grade	Citizenship
1			
2			
3			
4			
5			
6			

SEMESTER 1
IS DONE!

Did you reach the goals you set for yourself?
Why or Why not?

Calculate your GPA:

What are your academic goals for the next
six weeks?:

How will you achieve those goals?



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Set a goal or goals for yourself at the start of each grading period, then reflect on your progress. Are you doing your best?



Semester 2 - Progress 1

Period	Subject	Grade	Citizenship
1			
2			
3			
4			
5			
6			

Did you reach the goals you set for yourself?
Why or Why not?

Calculate your GPA:

What are your academic goals for the next six weeks?:

How will you achieve those goals?



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Set a goal or goals for yourself at the start of each grading period, then reflect on your progress. Are you doing your best?



Semester 2 - Progress 2

Period	Subject	Grade	Citizenship
1			
2			
3			
4			
5			
6			

Did you reach the goals you set for yourself?
Why or Why not?

Calculate your GPA:

What are your academic goals for the next six weeks?:

How will you achieve those goals?



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Set a goal or goals for yourself at the start of each grading period, then reflect on your progress. Are you doing your best?



Semester 2 - Final Report Card

Period	Subject	Grade	Citizenship
1			
2			
3			
4			
5			
6			

SCHOOL YEAR IS DONE!

Did you reach the goals you set for yourself?
Why or Why not?

Calculate your GPA:

What are your academic goals for the next six weeks?:

How will you achieve those goals?



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Student Activities

ASB Assistant Principal: Ms. Minjares

ASB Website:
Follow us on Instagram @hilltophighsb

Associated Student Body (ASB).

The ASB is responsible for establishing the activity program at Hilltop High School including assemblies, dances, spirit days, fundraisers and they support athletic events. Certain school activities require students to be in good standing—no pattern of misconduct or suspensions within the previous six weeks—to attend, including dances and end-of-year events.

The ASB Student Store is located in the quad. In addition to selling athletic gear, spirit gear and locks, the ASB store also sells snacks and drinks during lunch for student convenience. Proceeds from the ASB Student Store go directly to the ASB and athletics to benefit all students. All purchases are CASH ONLY. Money Orders are also accepted.

Student ID. Each student must have a current student ID card in his/her possession at all times. Students are required to present their school ID upon request by any school staff member. This identification is also required for checking out library materials, purchasing event tickets and participating in school-sponsored activities. This card may not be given to another person. If an ID card is lost, a replacement may be purchased at the ASB for \$5.00

Clubs, organizations and events.

There are a number of clubs and organizations a student may wish to join. Information about this year's clubs will be provided on the daily bulletin. Please contact the ASB Vice-President or Dean of Student Activities with any questions about clubs, organizations or events



Dances: The ASB sponsors the Homecoming Dance and supports the senior class with coordination of the PROM. These dances are held off site and special venues. A student ID card must be presented to purchase a dance ticket. Students attending the dance must have a student ID card in their possession and agree to abide by all school rules and follow direction of dance chaperones.

Dance Contracts: In order to attend a dance, Lancers must obtain a contract from the ASB office. The contract needs to be filled out completely and signed by a parent or guardian before a ticket can be purchased. Students in good standing and not on the non-privilege list for absences and tardies may purchase tickets at the ASB to attend. Guests under age 20 are allowed but must be interviewed by the Assistant Principal of Student Activities and/or be approved by their school site administration.



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Compact for Success. The Compact for Success is a unique Sweetwater District program that guarantees admission to San Diego State University as long as students meet specific admissions criteria. This includes maintaining a minimum 3.0 GPA in high school, completing all state university-required coursework and passing scores on specified entrance exams. More information is available in the Counseling Office.

Library -

Ms. Lourdes Renteria - Librarian & Ms. Wendy Herrera - Library Tech

The library is a multimedia-learning place, offering a variety of print and electronic resources to help students succeed in school. The library is open before/after school and during nutrition break and lunch for students to check out books, conduct research, read or work on homework.

Also located in the library is the Laptop Help Center. Students needing technical support for Laptop issues can receive assistance before and during the school day.

Library policies and procedures

- A current I.D. is required to check out library materials.
- Students are allowed to check out up to three items.
- Books are loaned for a period of three weeks and may be renewed for an additional three weeks if these have not been requested by another student. A due date card is placed inside the book pocket.
- If an item is not returned or is damaged, the student and parent will be notified.
- Reference books and magazines have to be used in the library.
- Students' families are financially responsible for library material checked out to them. Library-issued items—including textbooks and iPads—not returned will result in promotion certificates being

Visit the Library on our Website

Non Discrimination Statement

The Sweetwater Union High School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived age, ancestry, color, disability, gender, gender identity, gender expression, immigration status, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics. For questions or complaints, contact:

El distrito Sweetwater Union High School District prohíbe la discriminación, la intimidación, el acoso (que incluye el acoso sexual), o la intimidación escolar (*bullying*) en función percibida o real de edad, ascendencia, color, discapacidad, género, identidad de género, expresión de género, estado migratorio, nacionalidad, raza, u origen étnico, religión, sexo, orientación sexual, de la persona; o por asociación con una persona o un grupo con una o más de dichas características percibidas o reales. En caso de preguntas o quejas, favor de comunicarse con:

**Equity Compliance Officer/ Director de Cumplimiento de Equidad
Dr. Vernon Moore**

1130 Fifth Avenue, Chula Vista, CA 91911, (619) 691-5564,
vernon.moore@sweetwaterschools.org;

**Title IX Coordinator/ Coordinadora del Título IX
Robert Hughes**

670 L Street, Suite G, Chula Vista, CA 91911, (619) 600-4900,
susan.park@sweetwaterschools.org;

**Section 504 Coordinator/ Coordinadora del Artículo 504
Sonia Picos**

1130 Fifth Avenue, Chula Vista, CA 91911, (619) 691-5564,
sonia.picos@sweetwaterschools.org.

Sexual Harassment Defined

Prohibited sexual harassment is unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by someone from or in the educational setting, under any of the following conditions:

1. Submission to the conduct is explicitly or implicitly made a term or condition of an individual's academic status or progress.
2. Submission to or rejection of the conduct by an individual is used as the basis for academic decisions affecting the individual.
3. The conduct has the purpose or effect of having a negative impact on the individual's academic performance, or of creating an intimidating, hostile, or offensive educational environment.
4. Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the school.

Prohibited types of conduct which may constitute sexual harassment include, but are not limited to:

1. Unwelcome sexual flirtations or propositions.
2. Sexual slurs, leering, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions.
3. Graphic verbal comments about an individual's body, or overly personal conversation.
4. Sexual jokes, notes, stories, drawings, pictures, or gestures.
5. Spreading sexual rumors.
6. Teasing or sexual remarks about students enrolled in a predominantly single gender class.
7. Touching an individual's body or clothes in a sexual way.
8. Purposefully cornering or blocking normal movements.
9. Limiting a student's access to educational program or resources.
10. Displaying sexually suggestive objects, drawings or photographs.
11. Profanity, inappropriate offensive and profane language (without intent to harm).
12. Sexual assault, sexual battery, or sexual coercion.
13. Electronic communications containing comments, words, or images described above.



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Board Policy Links

- [BP 0410 Nondiscrimination](#)
- [BP 5145.3 Nondiscrimination / Harassment](#)

For more information, please refer to SUHSD Board Policy 0410 – Nondiscrimination in District Programs and Activities/Title IX.

District Compliance website:

<https://compliance.sweetwaterschools.org/>

CDE and US Dept of Ed Links

[California Department of Education – Office of Equal Opportunity](#)

[United States Department of Education – Office for Civil Rights](#)

Questions or complaints of alleged discrimination, harassment, intimidation, and bullying, as well as Title IX-related concerns should be directed to the following individuals:

Compliance Policies:

Robert Hughes
Chief Compliance Officer / Title IX
Coordinator

670 L Street, Suite G
Chula Vista, CA 91911

(619) 600-4900

compliance@sweetwaterschools.org

BULLYING/CYBERBULLYING

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