

2023-2024 HMS Proposed Handbook Changes

HMS is adopting HWMS' Student Handbook and will have identical languages with the exception of the following:

- The cover page will have the HMS Logo and mascot. All references to the school will reflect that it is HMS not HWMS. Staff names, email addresses, school phone number, address and fax number will reflect HMS.
- HMS & HWMS have adopted the Board Approved Absences and Excuses policy. Pages 4-6. HMS is keeping this procedural part of the old policy: Parents will be held responsible for contacting the school by telephone within 24 hours of the absence. Call: 554-2251 and ask for the attendance clerk. **Notes from parents will not be accepted.** Students who arrive at school after 7:35 a.m. must report to the office to sign in. Students who are habitually late to school will lose the ability to be excused.
- HMS does not use Agenda Books so this section and all references to Agenda Books has been deleted. The student handbook is electronic and available on the school website for reference. Page 6
- E-Hall Pass system replaces reference to agenda books for Hall Passes as HMS uses E-Hall Pass. Page 11.
- Deleted "Skateboards" under the Personal Property section. Page 14
- Replaced "Discipline-Slip" references with Office Discipline Referral (ODR). Page 19.
- Added the following: All student bookbags, backpacks, coats, and purses will be required to be stored in student lockers during academic day (Before School through the end of 8th Hour with the exception of those leaving early for school events or leaving the building early for an appointment). Pages 3 & 7 underneath the bell schedule on each page and in Personal Property section on page 15

HMS Schedule Approved by HMS Staff in December 2022 (slightly different than that of HWMS) Pages 3 & 7. (We went from 3-minute to 4-minute passing periods).

Schedule

1st Hour.....	7:35 – 8:21
2nd Hour.....	8:25 – 9:11
3rd Hour.....	9:15– 10:01
4th Hour.....	10:05 – 10:51
5th Hour.....	10:55 – 12:22
6th Hour.....	12:26 – 1:12
7th Hour.....	1:16 – 2:02
8th Hour.....	2:06 – 2:50