

What Every Parent Needs To Know...

IMPORTANT NUMBERS TO ENTER INTO YOUR PHONE:

ATTENDANCE OFFICE*

				ext
A-Fe	Dr. Moeller	Stephanie Kilgore	kilgors@hpsid.org	3723
Ff-Le	Dr. Fox	Lisa Henly	hentlyl@hpsid.org	3710
Lf-Ru	Ms. Mottram	Ann Baker	bakera@hpsid.org	3709
Rv-Z	Mr. Heckmann	Courtney Nevil	nevillec@hpsid.org	3714

COUNSELING OFFICE 214-780-3740

Seniors	9th - 11th	Counselor	email	ext
A-Con	A-Conk	Dr. Thiago Oliveira	oliveit@hpsid.org	3742
Coo-G	Conl-Gri	Jon Mamula	mamulaj@hpsid.org	3745
H-La	Gro-Kor	Stacey McNeely	mcneels@hpsid.org	3746
Le-N	Kos-Mor	Carolyn James	jamesc@hpsid.org	3706
O-SI	Mos-Sche	Ronny Winford	winforr@hpsid.org	3747
	Schi-Was	Taryn Knott	knottt@hpsid.org	3743
Sm-Z	Wat-Z	Mindy McMinn	mcmminm@hpsid.org	3741
Personal Counselor		Dr. Candice Conner	connerc@hpsid.org	3744
Registrar		Brooke Scott	scottb@hpsid.org	3711
Asst to Lead Counselor		TBA		3749
Naviance/College		Cindy Nienhueser	nienhuc@hpsid.org	3739
New Students		Tammy Boetsch	boetsct@hpsid.org	3740

Attendance Office:

Illness: report student absence **by 9am** to the attendance office*.

Send a note w/your student to the attendance office the first day back to school.

Leaving School: If a student needs to leave during school, send a note to the attendance office **by 8am**. Failure to send a note causes class disruptions and delays in student leaving the building. Student obtains green dismissal slip from attendance to leave class and the building and meets parent at the student entrance. Parent does not need to come in. Student returns to school through the student entrance and reports to the attendance office to get a pass to return to class. (Without a note, parent should call the attendance office and text student to go to attendance to get green slip.)

Bell Schedule - Daily:

1 st	8:10-8:59	2 nd	9:05-10:00	3 rd	10:06-10:55	4 th	11:01-11:50
5 th	11:56-12:45	6 th	12:51-1:40	7 th	1:46-2:35	8 th	2:41-3:30

Clinic: Students who become ill during the school day should go to the clinic PRIOR to contacting their parent. Please wait for the nurse to contact you before coming to pick up your student.

Community Service Hours: Students w/questions see Mrs. Brennan, brennak@hpsid.org or Mr. Sanders, sanderb@hpsid.org, or www.hphscsc.org.

Deliveries: All deliveries to students go through the Student Entrance on Westchester. Classes will not be interrupted. Flowers, invitations, gifts, balloons, medicines are not accepted. **Meds go to the Clinic.**

Dress Code: All persons at HPHS should present an appropriate and well-groomed appearance at school. **All final decisions on the appropriateness of school dress will rest with campus administrators.** If a student violates the dress code (see Kiltie), the student will be given the opportunity to correct the problem. If a student cannot correct the problem, the student will be assigned to ISS for the remainder of the day or until the problem is corrected.

Driver's License-VOE forms: (Old TEA) Verification Of Enrollment verifies previous semester's attendance. Students request/sign for a VOE form with their assistant principal. Until January, 2017, freshmen and students new to the district must contact their previous school for a VOE. **Forms are good for 30 days.** For summer b-days, forms are available the last week of school and are good until the first day of school in the fall.

Emails: the 1st six letters of last name, the 1st letter of the first name@hpsid.org

Entrance: After 8:10am, students must use the Student Entrance.

Kiltie: HPHS Student & Parent Guide: <http://hs.hpsid.org> (Parents, Kiltie)

Medicines: Deliver to nurse's office, WC111. Parent must complete a form.

Parking: Students & parents should **never** park on a blue, numbered curb - even for a minute. Students should never park in a volunteer or handicapped spot!!! Parking questions? Call 214-780-3704.

PTA: Meetings: 09/07/16, 11/02/16, 01/18/17, 04/05/17.

Board Roster and Much More on **HPHS website** under **PARENTS**

Security: Visitors must show driver's license to receive a visitor's badge and sign in and out. Volunteer badges for each campus are good at all campuses and should be worn visibly at all times while in a school.

School Calendar: First Day 08/22/16 Last Day/Graduation 05/26/17

No school: 09/05, 10/10, 11/23-25, 12/19-01/02/17, 1/16, 2/20,

Spring Break 3/10-17, 4/14, (5/30 & 5/31 are weather make-up days)

Scot Shop: Located in the Stadium - Hours: M-F 9:00-2:00 - 214-219-0487

Ticket Sales - Football: During season outside Stadium: Thurs 8:30-11:30, 1:30-3:30. Fri 8:30-11:30. Questions, phone Athletics 214-780-3031.

Visitors: Visitors must sign in and out. Parents who are issued a Volunteer Badge should wear it every time they come to HPHS. Students from outside the district may not visit HPHS. Former HPSID students may visit with permission from an asst principal & teacher **prior** to the time they come to visit.

Websites: HPHS: hs.hpsid.org PTA: hs.hpsid.org/Home/PTA
Calendar: hpsid.tandem.co District: www.hpsid.org

Yearbook: 214-780-3886 Located in EC213 over the Counseling Office.