

HIGHLAND HIGH SCHOOL



2022 – 2023 STUDENT HANDBOOK

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ANTELOPE VALLEY UNION HIGH SCHOOL DISTRICT

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HIGHLAND HIGH SCHOOL ADMINISTRATION

Charles Dunn: Principal
Jennifer Griffey: Assistant Principal
Jose Cortinas: Vice Principal
Sajae Davison: Vice Principal
Annita Edmond: Vice Principal
Amanda Palmer: Vice Principal

Principal's Message

Welcome, HHS Parents and Students to the 2022-2023 School Year. I am truly honored to begin my tenure serving our community as the Principal of Highland High School. This will be my 6th year as Principal in the AVUHSD and I could not be prouder of what we have accomplished, but I am even more excited about what we will accomplish moving forward! As a parent of a middle school student, and lifelong resident of the Antelope Valley, serving and developing the futures of our students and growing our community is a privilege and exciting opportunity. I am deeply committed to making a positive difference in the lives and futures of our students by setting rigorous academic expectations for all students and providing a safe, secure, and equitable learning environment. HHS is setting high standards for our own performance, ensuring our students have the most up-to-date resources, the best teachers, and the most innovative supports and interventions needed for success in today's quickly evolving world. HHS is committed to providing a culture of acceptance, equity, respect, and success through engaging, partnering, and collaborating with our parents and the local community. Upon graduation, every Highland High School graduate will have multiple options for their careers and continuing their education.

Highland High School will continue to be on the cutting edge of innovation and career & college preparation. Our students will continue to be expected to perform in the classroom, participate in extracurricular activities and display responsible citizenship at school and in the community. HHS is proud to offer multiple academies and programs for our students. We are honored to offer students career & college pathways through our nationally recognized Public Service Academy, our Multimedia Arts and Film pathway, and our award-winning Robotics and Engineering program and more! In addition, we have award winning extracurricular activities and championship athletic teams. We truly offer something for everyone.

We are very excited to welcome back students to campus for the 2022-2023 school year to a safe, healthy and secure campus. These past few years have been a challenge for all of us, but HHS is committed to ensuring our students have all of the resources and support to be successful as we kick off the school year. We know we have challenges ahead but are committed to doing everything necessary to ensure our students have the opportunities to be successful. We are looking forward to a positive, upbeat school year and I encourage all students to take pride in our beautiful campus and embrace the many academic, social, and career opportunities available. HHS will continue to be a school and community in which every student feels respected and valued and encouraged and challenged to achieve to their highest potential. Have a wonderful 2022-2023 school year. Go Bulldogs!

Charles R. Dunn

Your Principal



HIGHLAND HIGH SCHOOL: MISSION STATEMENT

Highland High School will empower students to use knowledge, skills, and strategies to become productive members of society who use higher-level and critical thinking abilities.

HIGHLAND HIGH SCHOOL: VISION STATEMENT

Highland High School students will own their learning. The transition from traditional education to facilitated education is the transition from consumers of knowledge to producers of knowledge. Producers of knowledge use many different modalities as they work collaboratively with both teachers and peers to comprehend and synthesize information to answer real-world questions. As students develop their ability to use technology effectively through research, collaboration, networking, and individualized study, they will develop powerful skills that will facilitate the communication and execution of their ideas. In effect, today's students will become tomorrow's critical and creative problem solvers that are prepared to shape the future of our world.

STUDENT LEARNING OUTCOMES (SLO's)

- Students will be exposed to interactive and facilitated classrooms with performance task activities and assessments to promote "owning their learning".
- Highland High School students will be critical and independent thinkers (as evidenced by a variety of multiple assessments) that apply knowledge through:
 - a) Recognizing problems and formulating appropriate solutions
 - b) Demonstrating usage of higher order thinking skills
 - c) Using logic to solve problems
- Students will use technology to perform research in multiple rigorous and relevant classroom settings and determine which information is relevant and reputable.

Bulldog Basics

AVUHSD Parental Notification: This information is available through the District's website: [Annual Notification](#)

Back to School Night: We have two (2) Back-to-School Night sessions. You will have the opportunity to visit your student's classes and meet their teachers. Please calendar Thursday, September 7th, 2022, from 6:00 p.m. to 8:00 p.m., and Wednesday, January 25, 2023, from 5:30 p.m. to 7:30 p.m. Additional information will be sent home prior to the events outlining the program and the schedule. You will also be able to vote for School Site Council/School Advisory Committee representatives.

Closed Campus / Off-Campus Passes / Senior Off-Campus Pass Lunch Privilege: Highland has a closed-campus policy. Eligible seniors may apply for an Off-Campus Lunch Pass through Highland's Outreach & Interventions Administrative Office.. Eligibility for this pass is based on a GPA of 3.0 and no unsatisfactory citizenship grades from the previous grading period.

Deliveries & Messages for Students: We do not accept deliveries for students. Highland will not be responsible for any items left at the front desk for your student. This includes but is not limited to food, books, class projects, instruments, money, flowers, balloons, gifts, athletic equipment, clothing, etc. Uber, Lyft, and other delivery services will be turned away. We will not call students out of class. We also do not accept messages for students. If there is an emergency and you need to contact your student, please contact your student's vice principal.

Two Lunch Schedule: Highland will continue with a two-lunch schedule. Half of the students will have 4A lunch and then go to 4A class, while the other half of the students will go to 4B class and then to 4B lunch. *We will not be able to accommodate program changes to allow students to have lunch with their siblings or friends.*

Electronic Devices on Campus: Board Policy 5131.05 states that, while students may possess cell phones on campus, in no instance shall the use of a cell phone be disruptive of the educational process. Highland will not be responsible for the loss or theft of CD players, cell phones, mp3 players, iPods, iPads, cameras, flash drives, memory sticks, or any other type of electronic device. Confiscated cell phones will be available for parent pick up from the OCI Room (room 420).

Graduation: Graduation ceremonies for the Class of 2023 will be held at Highland's Wilda Andrejczik Stadium. More information will be available closer to graduation.

School Communications: During the year, you will receive emails and telephone messages from our messaging system. These automated messages will bring you reminders of Bulldog events and updates on campus news. Please make sure we have your correct email address and phone number on file.

Student IDs: ID pictures will be taken during the first week of school for all students. Students enrolling after the first week will take photos in our administration office. Each student will be issued an official HHS School photo I.D. badge at the beginning of the school year. Students are required to have their I.D. badge at all times while on campus. Admission for School Events will be restricted to high school I.D. badge holders. A \$5.00 charge will be paid prior to the replacement of lost/stolen I.D. badges. Replacement IDs will be available in the school office.

HEALTH AND EMERGENCY POLICY

If a student is injured or becomes ill at school, every effort will be made to notify the parents. If the parents cannot be reached, then the "designated-to-be-called" person(s) will be notified in the case of an emergency. Parents and students are asked to inform the school of any changes regarding telephone numbers, places of work, or emergency contacts.

The office must also receive a written statement from the physician detailing the method, amount, and time schedules by which any medication is to be taken, and a written statement from the parent/guardian indicating that they desire the school district to assist their student in the matter set forth by the physician. Students must check all prescription medication into the office. Students are not allowed to carry medication of any kind while on campus (**Education Code: 49423**). **If your student has a chronic or acute health condition which may affect them at school, please contact the HHS Nurse.**

ATHLETIC CLEARANCE

Students involved in athletics must be registered to attend Highland and cleared prior to any participation. Athletes must have a current physical exam, a minimum 2.0 grade point average, no more than two unsatisfactory marks in citizenship, and complete a verification of insurance. This information is all part of the athletic packet/folder. Athletic packets may be obtained from the Athletics Office and should be returned when completed in blue or black ink. Call the Athletics office extension 134 or 288 (Athletic Director) or extension 391 (Athletics Secretary) if more information is needed.

ATTENDANCE AND DISCIPLINE

Attendance Information: Board Policy 5113, Absences and Excuses. Parents may clear absences by phone or note. There is a 3-day window from the date of the absence in which parents may clear absences. After the 3-day window, a doctor's note will be required to clear absences. Students may opt to attend Saturday School for a minimum of four hours to clear an all-day absence that has not been cleared by a viable excuse. Students may attend Saturday School voluntarily to clear absences throughout the school year.

Tardy Policy: Highland High School recognizes its responsibility to ensure that students attend class regularly and on time, as attendance plays an important role in student achievement. Tardiness is a failure to appear on time and is considered a form of absence. It is the student's responsibility to be in the classroom and ready to work before the tardy bell rings. Such common problems as oversleeping and repeated occurrences of car trouble are unacceptable reasons for tardiness to school and are considered unexcused tardies/absences. Tardies are counted cumulatively and across classes. Habitual tardiness is considered a form of truancy, and Education Code 48260 provides that legal action may be taken against a student and/or parent for truancy.

- Routine tardy and truancy sweeps will be conducted in an effort to reduce interruptions to the learning environment to reinforce successful habits and to help ensure the safety of all students. The expectation is that students are in their seats when the bell rings. Quarterly incentives will motivate students to get to class on time and support attendance goals. Students who make it to class on time every day and have good attendance will be positively recognized.
- Students out of class, without a pass, will face disciplinary behavior including warnings, parent contact, parent meetings, citations by the HHS Community Attendance Worker, loss of athletics and activities eligibility, loss of eligibility to attend campus events, including dances, prom, events, etc, and further disciplinary action.

Disciplinary Procedures: The Board of Education has the responsibility to see that an appropriate educational program is available to each student in our schools. Rules and regulations are established to ensure a proper climate in which students may pursue their studies. School personnel have been charged by the Board to carry out these rules in a friendly, firm, and fair manner and to safeguard each student's right to the finest education we can provide. The Board further feels that a positive discipline policy is a shared responsibility. Students, parents, teachers, and administrators all share in this endeavor and responsibility. At any time, students may be disciplined and/or counseled by teachers, administrators, or other staff members regarding their behavior.

- **Academic Probation** – 9th and 10th grade students who are behind in credits during the school year are required to make up core classes through Supplemental Instruction and may be placed on academic probation. For more information, please contact your Counseling counselor or vice principal.
- **Alternative Programs** - Highland offers a wide variety of alternative programs to meet the needs of students who have severe health, academic, behavioral or attendance problems, are behind in credits, or pregnant. In addition, these non-traditional programs offer options that may better meet the needs of students or their families as they pursue a high school education. A Counseling counselor or vice principal can assist you in pursuing these options.
- **Discipline & Dress Code** – Please review the school's discipline and dress code policy with your student. We ask the cooperation of all parents to ensure that students adhere to these policies. A copy of the school dress code is provided with this handbook to assist you in purchasing appropriate attire.
- **Expulsion from School** – The Antelope Valley Union High School District operates on a Zero Tolerance policy towards weapons, violence, drugs, graffiti, hate crimes, and sexual harassment. Students who are involved in any of the above are subject to suspension or expulsion from school as per California Education Codes 48900 and 48915. If you would like a copy of this code, please call our security office. Copies of these violations are posted in each classroom. You can access the **California Education Code** on the internet at www.leginfo.ca.gov.

STUDENT SEARCHES

To maintain order and discipline in our school and to protect the safety and welfare of students and school personnel, school authorities may conduct a search of a student's person, personal property, school property, or vehicle when there are reasonable grounds for suspecting the student possesses illegal or unauthorized materials. School authorities may immediately take possession of any illegal, unauthorized, or contraband materials discovered in the search. As used in this policy, the term "unauthorized" means any item dangerous or detrimental to the health, safety or welfare of students or school personnel, disruptive of any lawful function, mission or process of the school or any described as unauthorized current school rules or District policies.

SEXUAL HARASSMENT POLICY

The Board of Trustees prohibits unlawful sexual harassment of or by any student by anyone in or from the district. Teachers shall discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of sexual harassment. Any student who engages in the sexual harassment of anyone in or from the district may be subject to disciplinary action up to and including expulsion. Any employee who permits or engages in sexual harassment may be subject to disciplinary action up to and including dismissal (BP5145.7, 4119.23). The Board expects student and staff to immediately report incidents of sexual harassment to the principal or designee or to another district administrator. Any student who is being harassed should immediately contact the principal or designee or another district administrator in order to obtain a copy of AR 1312.3 – Uniform Complaint Procedures. Complaints of harassment can be filed in accordance with these procedures. The district prohibits retaliatory behavior against any complainant or any participant in the complaint process. Each complaint of sexual harassment shall be promptly investigated in a way that respects the privacy of all parties concerned.

Dress Code

All students are expected to dress and groom appropriately, with an emphasis on modesty, decency, and personal and public health, especially as a minor who will interact with adults in the college setting. In essence, DRESS FOR

SUCCESS. Students are also expected to maintain a high standard of personal hygiene.

1. All students are required to wear appropriate footwear for school (refer to lab safety guidelines).
2. All shirts and tops must cover the chest/cleavage, midriff, and lower back at all times. The following are examples of clothing that is unacceptable: strapless tops, off-the-shoulder tops, low-cut shirts, bare back shirts, sheer or mesh clothing that does not have appropriate attire underneath, etc.
3. Clothing must cover undergarments (bras and underwear) when sitting, standing, or bending.
4. All pants and shorts must fit at the waist. No sagging or low riding will be permitted.
5. Hemlines and slits on dresses, skirts and shorts above mid-thigh are not acceptable.
6. Clothing and hair accessories that are unsafe and/or dangerous are not permitted (for example, studded belts, chains, spikes, handcuffs, safety pins, needles, etc.).
7. Clothing or jewelry that depicts any "gang style" writing; illegal activity; sexually related or obscene gestures and material; tobacco; drugs; alcohol; or words, pictures, or phrases that depict violence or intimidation, may not be worn.
8. Any body piercing that presents a safety issue or major distraction will not be allowed and must be removed or covered.
9. Any clothing or styles of dress that may be construed to provoke fear, violence, or intimidation, including gang-related attire, is not acceptable.

Gang Attire

1. No gang-related jewelry, insignia, colors, paraphernalia, materials, apparel, clothing, or attire may be worn or carried on campus or at school activities.
2. Excessive color identities – red, blue, purple, green, or black are prohibited.
3. No gang-related hats or other gang-related headwear can be worn.
4. Bandannas, red or blue belts, red or blue shoelaces, or rags that commonly signify gang identity by style or color are prohibited.
5. Clothing jewelry, paraphernalia or material which is obscene, sexually explicit, or which depicts or suggests sexually-related or obscene gestures, pictures, or wording that promotes violence, the use/abuse of drugs, tobacco, or alcohol may not be worn or carried on campus or at school activities.
6. Shorts extending below the knee when worn with over-the-calf socks are prohibited. No pants can be worn with one leg up and one down.
7. No student may wear articles of clothing, jewelry, paraphernalia, or accessories which pose a threat to the physical and/or emotional well-being and safety of the student or others on campus or at school activities.
8. Shirts buttoned at the top and unbuttoned at the bottom are prohibited.
9. Steel-toe combat-style boots are prohibited.
10. Gang or tagger-crew writing on shoes, clothes, body, backpacks, or accessories is not permitted.
11. Clothing or articles of clothing (including, but not limited to gloves, bandannas, shoestrings, wristbands, and jewelry) which are likely to provoke others to acts of violence or which are likely to cause others to be intimidated by fear of violence may not be worn on campus or at any school activity.

2022-23 SCHOOL YEAR ASSESSMENT CALENDAR

In addition to information posted in our weekly updates, you will be able to access all assessment dates on Highland's website – www.highlandhs.org – as soon as the information is made available to us.

POWER SCHOOL

Parents have access to view their student's realtime attendance, assignments and grades through PowerSchool. Please contact Ms. Fletcher at extension 236 for your login information if you have not already received it.

PARKING & STUDENT DROP OFF

Student drop off will be at the north parking lot. Students are to enter through the north student doors. Please do not double-park in the street or the parking lots for any reason.

Parents and students are asked not to park in the driveway at the front of the school. This is an emergency vehicle access area and is not to be blocked for any reason. ***Please drive slowly and watch for pedestrians at all times.***



Highland High School

2022-2023 Bell Schedule

Regular Day: Mon, Wed, Thu, Fri			
Period	Start	End	Minutes
0	7:45 AM	8:39 AM	54
1	8:45 AM	9:42 AM	57
Break	9:42 AM	9:52 AM	10
2	9:58 AM	10:55 AM	57
3	11:01 AM	12:01 PM	60
4A Lunch	12:01 PM	12:31 PM	30
4A Class	12:37 PM	1:34 PM	57
4B Class	12:07 PM	1:04 PM	57
4B Lunch	1:04 PM	1:34 PM	30
5	1:40 PM	2:37 PM	57
6	2:43 PM	3:40 PM	57

Flex Day: Tuesdays			
Period	Start	End	Minutes
0	7:45 AM	8:39 AM	54
1	8:45 AM	9:32 AM	47
Break	9:32 AM	9:42 AM	10
2	9:48 AM	10:35 AM	47
3	10:41 AM	11:31 AM	50
4A Lunch	11:31 AM	12:01 PM	30
4A Class	12:07 PM	12:54 PM	47
4B Class	11:37 AM	12:24 PM	47
4B Lunch	12:24 PM	12:54 PM	30
5	1:00 PM	1:47 PM	47
6	1:53 PM	2:40 PM	47

* No Flex Day: 9/6, 10/11, 10/18, 11/8, 12/13, 1/17, 1/24, 1/31, 2/14, 2/21, 2/28, 4/4, 5/30

Testing Dates: Modified Release Time	
PSAT	10/12/22
SAT	3/1/23

Final Exam Schedule (12/15 & 12/16) (5/31 & 6/1)			
Period	Start	End	Minutes
0	7:45 AM	8:39 AM	54
1,2	8:45 AM	10:11 AM	86
Lunch	10:11 AM	10:41 AM	30
3,4	10:47 AM	12:13 PM	86
5,6	12:19 PM	1:45 PM	86

Back to School Night Minimum Day: (9/7/22, 1/25/23)			
Period	Start	End	Minutes
0	7:45 AM	8:39 AM	54
1	8:45 AM	9:22 AM	37
Break	9:22 AM	9:32 AM	10
2	9:38 AM	10:15 AM	37
3	10:21 AM	11:01 AM	40
4A Lunch	11:01 AM	11:31 AM	30
4A Class	11:37 AM	12:14 PM	37
4B Class	11:07 AM	11:44 AM	37
4B Lunch	11:44 AM	12:14 PM	30
5	12:20 PM	12:57 PM	37
6	1:03 PM	1:40 PM	37

School Holidays: School Closed	
Labor Day	9/5/22
Veteran's Day	11/11/22
Thanksgiving Break	11/21/22 - 11/25/22
Winter Break	12/19-22 - 1/6/23
MLK Jr. Day	1/16/23
Lincoln's Birthday	2/13/23
President's Day	2/20/23
Spring Break	3/20/23 - 3/24/23
Memorial Day	5/29/23

Student Free Days: No School (Teacher PD)	
	10/19/22
	2/1/23
	4/5/23

2022-2023 HHS Counseling & Support Staff

HHS Counseling Staff				
Grade Level	Assignment	Assigned Staff	Virtual Contact	Office Ext
9th-12th Grades	A Head Counselor; SpEd, Avid & Resilient Scholar Support	Ms. Hale	mhale@avhsd.org	Ext. 371
9th-12th Grades	B-C PSA Academy Counselor	Mrs. Cockrell	tcockrell@avhsd.org	Ext. 373
9th-12th Grades	D-GAR Double Up	Mrs. Fimbres	lfimbres@avhsd.org	Ext. 372
9th-12th Grades	GAS-J & NCAA Counselor & Naviance Representative	Mrs. Powell	mpowell@avhsd.org	Ext. 369
9th-12th Grades	K-MEN & EL and Foreign Exchange Counselor	Mrs. Robertson	arobertson@avhsd.org	Ext. 379
9th-12th Grades	MEP-P & SpEd Support & Avid Counselor	Mrs. Mesler	comesler@avhsd.org	Ext. 374
9th-12th Grades	Q-SL & Opportunity Intervention & Resilient Scholar/Independent City Representative	Ms. Dumas	cdumas@avhsd.org	Ext. 370
9th-12th Grades	SM – Z & Student Support Center Counselor & Opportunity Intervention Counselor	Ms. D'Errico	mderrico@avhsd.org Room 140	Ext. 279

Foster Youth	Foster/Ed Resilient Scholar Liaison	Ms. Jasmine Jackson	jbarber@avhsd.org Room 134	Ext. 134
Students Referred By Counselors	Educational Social Worker	Mrs. Sule-Odu	osuleodu@avhsd.org Room 208	Ext. 145
College and Career	PST	Brittney Hernandez	bhernandez@avhsd.org	Ext. 651
Registration	PST	Mrs. Lisa Sacca	lsacca@avhsd.org	Ext. 341
Registration	Guidance Clerk	Mrs. Letty Holguin	jholguin@avhsd.org	Ext. 376

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