

Pella High School

Principal Newsletter

The mission of the Pella Community Schools is to maximize life's opportunities for every child.



Dear Parents,

The Pella High School staff and administration welcome all students and parents to the 2018-19 school year. We are looking forward to an exciting and productive year.

The high school has completed the construction project over the last two years, and it looks outstanding. We will continue to focus on providing college and career readiness opportunities for all students including college credit class offerings and apprenticeships. We have launched our welding apprenticeship this year and are planning to offer apprenticeships in Nursing, Culinary Arts, and Engineering Technician for the 2019-20 school year.

We look forward to serving your sons and daughters this year!

Eric Nelson, Principal

Derek Schulte, Assistant Principal

Dale Otte, Athletic/Activities Director

Teresa Thompson, School Counselor

Jessica Manning, School Counselor

August 2018

Calendar

16th *Freshman & New Student
Open House 7:00 p.m. – 8:00 p.m.*

23rd *First Day of School*

27th *Parent Information Night
5:30 p.m. - 8:00 p.m.*

29th *90 Minute Early Dismissal*

* Go to www.pella.k12.ia.us and click on the calendar tab to see all events/activities. You may also access the calendar by going to www.littlehawkeyeconference.com

Online Registration for 2018-19 School Year...

extended deadline August 15

Deadline for registration was March 31st, but we have extended it for those who still need to register. Click **HERE** to follow the instructions under ‘Existing Student’ to complete the online registration. School & lunch fees can be paid by clicking the **Make a Payment** button under the **Fees** tab on your Infinite Campus Parent Portal.

Questions regarding registration or your Infinite Campus login, please contact Allissa Grandia by emailing allissa.grandia@pella.k12.ia.us or by calling 641-628-9539.

Registration Note for Freshmen, Juniors & Seniors

Freshman Dental Screening

All freshmen are required to turn in a Dental Screening form completed by your dentist and returned to the high school office by August 23, 2018. Click here for [dental screening form](#).

Junior Release

Parents of juniors can elect to have your son/daughter have junior release for lunch privileges if they meet the criteria noted on the “**Open Campus Consent**” form that was on the online registration. Junior Release for lunch is a **PRIVILEGE** granted to juniors who meet the attendance, academic performance, and character requirements. Juniors who earn this privilege are allowed to leave school for lunch only. In order for your junior to participate in open campus for lunch, you would have needed to complete the open campus consent section on the online registration. If your son or daughter did not meet the criteria for eligibility a letter was sent home in July.

**Criteria for determining eligibility for junior release to begin the school year will be based upon the criteria noted on the waiver from the 2nd semester of their sophomore year.*

Senior Release

Parents of seniors can elect to have your son/daughter have senior release privileges if they meet the criteria noted on the “**Open Campus Consent**” form that was on the online registration. Senior Release is a **PRIVILEGE** granted to seniors who meet the attendance, academic performance, and character requirements. Seniors who earn this privilege are not required to report to school until they have a scheduled class and may leave school when they are not scheduled for a class. In order for your senior to participate in open campus, you would have needed to complete the open campus consent section on the online registration. If your son or daughter did not meet the criteria for eligibility a letter was sent home in July.

**Criteria for determining eligibility for senior release to begin the school year will be based upon the criteria noted on the waiver from the 2nd semester of their junior year.*

2017-18 Final Grades

No longer available on the Infinite Campus Parent Portal (ICPP)

Last year's grades for students were only accessible until June 30, 2018. If you need a copy of last year's grades, please contact Allissa Grandia by emailing her at allissa.grandia@pella.k12.ia.us or by calling 641-628-9539.

Cell Phone & Backpack Policy Change

The policies listed below will go into effect at the start of the 2018-19 school year:

1. **Personal cell phones:** *The use and access to cell phones will be limited to before and after school, during passing periods in the hallway, and during the SMART lunch period.*
2. **Backpacks or Personal Bags:** *The use of backpacks or personal bags will be limited to before and after school only. A personal bag is any **apparatus** used for carrying books, school supplies, etc. Students will be expected to keep backpacks or personal bags in their assigned lockers during the school day. Handbags smaller than a school textbook may be carried at school (small purses, pencil pouches etc.).*

2018-19 Student Schedules

Student's schedules were distributed to students back in May. Students will be able to view their schedule on their Infinite Campus Portal on August 6. Have your son/daughter review their schedule and make sure these things are in place: 1) the required core classes needed in both semesters and 2) check for the elective(s) you prefer. August will be the time to make any changes in person to these schedules by adding (if class sizes allow) and/or dropping courses. Students will **NOT** be able to move classes to have a specific istudy or teacher. **Counselors will be available: August 15, 16, & 17 from 9:00-12:00 & 1:00-3:00.**

Student Lockers

Since backpacks need to be kept in student lockers during the school day, many students may not know their locker number, location, or combination. To find this information is simple! Please log onto your parent portal and click on "Try the new parent portal". Click on "More" > "Select your student" > "Locker". Locker numbers and combos also appear on the printed schedule under "Reports" on the old parent portal.

Student Lunch Codes

Students enter a four or five digit code when going through the lunch line instead of using a student ID card. To find this code, log onto your parent portal and click on the student's name. Then click on STUDENT CREDENTIALS and see the code next to STUDENT PIN NUMBER.

School Supply List

The high school supply list is a general list for students. Students should have the following:

Notebooks, folders, #2 pencils, and pens for classes. The math department is recommending each student have a protractor and a TI-84 calculator. Students are also encouraged to have a USB jump drive to save/transport electronic materials. Eight (8) Gig Jump drives will be available for purchase in the Student Help Center (Room 1217). The teacher of each class will provide more specifics of their requirements for the class with their class expectations.

Freshmen & New Student Open House, Monday, August 16

The high school will have an open house for all ninth graders, any new students in grades 10-12, and their parents/guardians on August 16 from 7:00 p.m. - 8:00 p.m. The building will be open for all to walk through to become familiar with the layout before the first day of school. The school counselors and administrators will be available to answer questions. A group presentation will be given from 7:00 p.m. – 7:15 p.m. for new students. All ninth grade students were given an extensive guided tour and orientation of the high school last February.

Transcript Requests - Online

Students - are you applying for college and need your high school transcript sent to colleges this fall? Please follow these steps on the Pella District website for any transcript requests:

<http://www.pellaschools.org/>

High School page > Gray box on right hand side > Counseling > Transcript Request Form

2018-2019 Laptop Rollout

Returning students rollout plan:

Who: Any 9-12 student who was issued a laptop last year

When: Monday, August 20 - Wednesday, August 22 from 7:30 a.m. – 3:30 p.m.

Where: High School Room 1217

New high school students rollout plan:

Who: Any high school student that did not attend Pella schools last year

When: Monday, August 20 5:45 p.m. – 6:45 p.m.

Where: High School Library

The parent or guardian that signed the policy sheet last year is still financially responsible for any damages to the computer. If parent or guardianship has changed please notify the high school office immediately.

ACT Testing Website

Any student that is planning to take the ACT test for college admission requirements may visit this website for further details. www.actstudent.org The ACT testing dates and locations as well as the online registration is all on this website. There are also tips and strategies for test taking, plus Test Prep information.

Another test prep resource is located at this link: <http://www.doorwaytocollege.com/> This is the company that comes into Pella HS a few times throughout the school year to host ACT test prep workshops. The first workshop is scheduled for Oct 3 & 4, from 6:30-9pm each night; more details about registration will be sent at a later date.

Picking Up/Dropping Off Students

With the completion of the new parent drop off/pick up loop, all parents are to drop off and pick up at the east entrance of the High School building. Parents may enter off of University street, proceed north and enter the parent drop off/pick up loop on the north end. Parents will exit the parking lot on to University street after dropping off/picking up.

Parking

(Click here for map of drop off)

The following are expectations for students in relation to parking/driving vehicles to school.

1. All students must register and obtain a parking tag in order to park on school grounds. Parking permits will be issued at the beginning of each school year at a cost \$5 and can be paid for online after July 1. Vehicle information should be entered under the transportation tab when registering students for school. Freshmen are not eligible for a parking permit. A parking permit grants a student access to campus parking but does NOT guarantee a parking space, as parking is limited on campus.
2. Students are to park in designated student parking lots/areas only. **All student parking is located south and east of the HS building in the designated student parking areas. Effective for the 2018/19 school year, there will be NO student parking in the Career Academy parking lot. This area is reserved for faculty/staff, visitors and students from neighboring districts enrolled for classes.**
3. All students who are not issued a parking permit must park off of school grounds. Off campus parking is available at Caldwell Park, Faith Church, the tennis courts and legal street parking. For safety and security purposes, Faith Church does require students using their parking lot to register their vehicle and purchase a parking tag. The cost of a Faith church parking tag is \$5 for the year.
4. Students who park in school parking lots without a permit or park in “no parking” or “reserved parking” areas may have their permits revoked, be fined, and/or towed at their expense. Fines for illegal parking are \$15 for each offense. If a student consistently parks illegally or does not pay their parking fines, then they may lose additional privileges (open campus privileges, work release, parking privileges etc.) Students who drive in an unsafe manner may have their permits revoked, be fined or other disciplinary action(s) including suspension.

The school IS NOT responsible for lost items, stolen items, or vandalism to vehicles in the parking areas.

Parking Areas Defined

- Student Parking (located South and East of the High School building)
- Lower East Lot
- Upper East Lot
- South Lot
- Northeast Parent Loop
- Faculty/Staff Parking
- SW Bus Loop
- Career Academy
- East Parent Loop
- Visitor Parking
- SW Bus Loop
- East Parent Loop
- University Street

Parent-Teacher Conferences

August 27 – Parent Information Night--Parent Follow Student Schedule

- 5:30 - 6:00 Open time for parents
- 5:45 Parents provided student schedules
- 6:00 HS meeting in Auditorium
- 6:20 - 7:40 Visit Classrooms - Follow son/daughter's schedule for periods 1 - 8
10 minutes per class
- 7:40 - 8:00 Open time for parents

This parent-teacher conference is designed to provide parents an overview of their son/daughter's course. Each teacher will provide the parent with information of the course such as Big Ideas/Essential Questions, class expectations, communications lines, office hours, etc.

October 15 -- Parent/Teacher Conference -- Open Forum

- 4:30 - 8:00 High School--All staff will be in the commons.

November 12 -- Parent/Teacher Conference — Individual Conference in Teacher's Room

- 4:30 - 8:00 High School -- All staff will be in their classrooms.

February 11-- Parent/Teacher Conferences -- Excellence in Electives

- 4:30 - 8:00 High School -- Excellence in Electives
- 5:30 - 7:00 Excellence in Electives (Individual conferences in classrooms for those teachers not involved with Excellence in Electives.)
- 7:30 – 8:00 All teachers will be available in their classroom from.

Student/Parent Handbook

The student handbook will be located on the student 1:1 laptop this year. All students are responsible for reading and becoming familiar with these policies. Parents should also review the student handbook. Here is a link to the [2018-19 Student Handbook](#)

Distinguished Service Program

Pella High School Distinguished Service Program is a program that encourages students to volunteer in our community and school; all hours must be served in Pella. Participation is not required. Those who choose to partake and who serve 100 hours or more throughout their four years at Pella High School will receive a Distinguished Service Award and a special cord to wear at graduation to denote their volunteerism.

Students will need to complete an "Hours Log" (including a supervisor's signature) to validate the hours they have served. Hours will be collected at the end of each quarter. Hours logs can be obtained from the High School office or online on the High School website under *forms & resources*

Student Support Services

The Pella High School Student Support Services is available to assist students and families in many life circumstances that could affect students' schooling. The services include academic assistance and planning, career and college planning, and personal or social situations. Students and parents are encouraged to contact the counselors to assist with situations that arise. It is beneficial to the students when the staff and families can work together as a team. There are also many community resources the guidance staff can suggest for any further assistance needed. The Pella High School counselors are Mrs. Manning and Mrs. Thompson.

No Quarter Grades

The Pella High School will not have quarter grades for the 2018-19 school year. We will have midterm grades at the end of the 9-weeks for each semester. This will support the efforts of SMART Lunch allowing students being able to redo/retake assessments with the final grade calculations only at the end of the semester.

District Website

Please use the district's website: www.pellaschools.org to find information concerning:

- Daily Student Announcements
- Weekly teacher lesson plans and daily assignments
- Student Achievement data
- District goals and school improvement plans
- Athletic Website
- Guidance information
- HS Website

Entering/Exiting The Building

ALL students are to use either the east entrance OR main entrance to exit or enter the building during school hours. Student may use other exterior door(s) when arriving to school and leaving the school at the end of the school day. All exterior doors will lock at 8:20 a.m. All students entering after 8:20 will need to use the east entrance or the main entrance and pass through the office(s).

Student Attendance

Board Policy(s) 501.9 - 501.10R1

A growing body of research illustrates that missing an excessive number of school days, regardless of reason, can place a child at risk of falling behind his or her peers academically. Additionally, some students may exhibit patterns of absence that foretell future attendance and academic problems. A report by John Hopkins University (Balfanz and Byrnes, 2012) highlights the association of chronic absenteeism (i.e., missing 10 percent or greater of the total number of days enrolled in the school year for any reason, which equates to 18 or more days/yr) to student academic achievement and high school graduation. Chronic absenteeism is also emerging as an early indicator of future academic difficulty. Children who are chronically absent in both kindergarten and first grade are much less likely to read proficiently by the end of third grade (Attendance Works, 2011). If chronic early absence is not addressed at the elementary level, then it may worsen in the higher grades (Chang and Romero, 2008). By sixth grade, chronic absence is a key early indicator of dropping out from high school (Baltimore Education Research Consortium, 2011). By ninth grade, attendance may be a better indicator of dropout than eighth-grade test scores (Allensworth and Easton, 2007).

Acceptable reasons for a student's absence from school are limited to the following:

- Religious observances;
- Illness, extended illness, and/or hospitalization/doctor's care;
- Death in the family or family emergency;
- Court appearance or other legal situation beyond the control of the family.
- Any school-related or school-initiated absence

The following absences are to be avoided

- Vacations or out of town for extended periods of time (It is strongly encouraged that families schedule their extended trips around scheduled vacations/breaks on the school calendar)
- Personal outings (shopping, haircuts, concerts, extended lunch breaks etc.)
- Work (only students with approved approved release forms are allowed this privilege)
- Childcare, babysitting siblings/relatives, oversleeping and transportation issues are typically considered unexcused absences

GENERAL STATEMENTS

- A parent must call the HS office by 9:00 a.m. each morning your son/daughter will be absent from school.
- Students are to provide written verification of any appointment attended during the day. **(If a student is placed on a restriction to participate in PE/physical activities, a written note from the doctor should include; duration of the restriction AND alternative activities that could be performed during restriction (ex stationary bike, walking, light weight lifting etc.)**
- Students MUST check in/out of the office any time they leave/enter the building once school has started.

Three levels of absenteeism concerns are:

- **Excessive absenteeism** (slight concern) is defined as 6 non-school related absences (excused or unexcused) in a semester - A notification letter is sent to parents when a child meets this criteria.
- **Academic probation** (moderate concern) is defined as 10 non-school related absences (excused or unexcused) in a semester - Student meets with administration and/or teachers to determine actions needing to be taken to remain in good standing in enrolled courses. A notification letter is sent and/or phone call is made to parents when a child meets this criteria.
- **Attendance contract** (severe concern) - is implemented when a student has missed 15 non-school related absences (excused or unexcused) in a semester. Student/parent meet with administration to discuss terms of contract. Loss of credit may result if contract is not upheld

*** Refer to the Pella High School Student Handbook for more detailed information regarding school attendance policies.**

Attendance Eligibility

In order for a student to participate in an interscholastic event he/she must attend all classes and study halls in a normal school day of the event. An approved absence the day of an event must be submitted to the office no later than 9:00 a.m. of the day of the event and must be approved by the administration. Failure to comply with this regulation may result in being ineligible for participation in any extracurricular event/performance on the day they were absent. Any student serving an in-school OR out-of-school suspension will be ineligible to practice or perform in an event for the day(s) they are suspended. A student serving an out-of-school suspension is not allowed on school property or allowed to attend school events, home and away until reinstated by administration.

Academic/Activity Eligibility

A student must be a full time student to participate in interscholastic school-sponsored activities. A full time student is defined as one who is enrolled in at least six (6) courses . Students must be working toward a Pella High School regular diploma and be in grades 9-12 to participate in any High School activity/sport. The exception to this rule is 8th grade students are eligible to participate in High School softball and baseball.

Athletic Passes:

*****NEW for 2018-19:** Student Pass*: \$55 - Allows all students K-12 to enter any regular season home event for Middle School and High School levels. There is no Middle School only pass.

*****NEW for 2018-19:** Family Pass*: \$250 - Allows adults and children in household (K-12) to enter regular season, home events at the Middle School and High School levels. All immediate family members will be issued a pass. College age and above are not eligible to be included in the family pass.

Punch Pass: 20 admissions for \$80 - Adults or 20 admission for \$60 for Sr. Citizens 65+.

*Note: must have passes for admission otherwise ticket must be purchased

All athletic passes can be purchased online, but the Athletic Office will have to apply the Adult and/or Family Pass to your account. Call the Athletic Office at 641-628-7305 or email at abby.cunningham@pella.k12.ia.us with any questions.

Faculty Office Hours

Office hours are available to all students needing additional support and instruction in their academic classes. Parents are strongly encouraged to know the times of the office hours for your student's teachers and support/encourage them to attend these times if they are needing assistance with their academics. Academic responsibilities take precedence over extracurricular commitments. All office hours can be found on the Pella High School Website under the "staff" tab on the high school main page.

School Property After Hours

Parents are asked to please inform their sons/daughters not to be on school property after dark unless it is associated with a school activity. Any student found to be defacing school property will be prosecuted to the full extent of the law. Please help the district build pride and respect in our schools, rather than the reverse. Your support is appreciated.

Drivers Education

Drivers Education is provided by Street Smarts, a company from Clive, Iowa. Class sessions are held in Pella during the summer, fall, and spring. For more information go to their website [Street Smarts Driver's Ed](#) or call 515-279-1112.

Education Equity Policy Statement

Board Policy 102

It is the policy of the Pella Community School not to discriminate on the basis of, and including but not limited to, age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status in its educational program, activities, or employment policies as required by Title VI and VII of the 1964 Civil Rights Act, Title IX of the 1972 Educational Amendments, and Section 504 of the Federal Rehabilitation Act of 1973.

It is also the policy of this district the curriculum content and instructional materials utilized reflect the cultural and racial diversity present in the United States and the variety of careers, roles, and opportunities open to women and men in our society. One of the objectives of the total curriculum and teaching strategies is to eliminate stereotyping and bias on the basis of, and including but not limited to, age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status. The curriculum should foster respect and appreciation for the cultural diversity found in our country and an awareness of the rights, duties, and responsibilities of each individual as a member of a pluralistic society.

It is also the policy of this agency to provide a fair and supportive work environment for all employees regardless of, and including but not limited to, their age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status. Harassment of a

(Education Equity Policy Statement continued)

sexual nature or with demeaning intent related to, and including but not limited to, age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status made by one employee to another is a violation of this policy.

Inquiries regarding compliance with Title IX, Title VI, or Section 504 may be directed to Lowell Ernst, 212 E. University Street, Pella, Iowa 641/628-3870, or to the Director of the Region VII Offices of Civil Rights, Department of Education, Kansas City, Missouri.

Updated: 4/1/11

School Calendar

On our district website, there is a [school calendar of events](#) for the 2018-19 school year. Events can be sorted by topic and printed. We hope this calendar will be helpful to you and your family.

Calendar: August - October

Aug. 16	Freshman & New Student Open House 7:00 p.m. – 8:00 p.m.
Aug. 23	First Day of School
Aug. 27	Parent Information Night 5:30 - 8:00
Aug. 29	90 Minute Early Dismissal
Sept. 3	No School – Labor Day
Sept. 12	90 Minute Early Dismissal
Sept. 14	3-Week Grade Check
Sept. 19	90 Minute Early Dismissal
Sept. 24-28	Homecoming Week
Sept. 26	90 Minute Early Dismissal
Oct. 3	90 Minute Early Dismissal
Oct. 5	6-Week Grade Check
Oct. 10	PSAT Test
Oct. 10	90 Minute Early Dismissal
Oct. 15	Parent Teacher Conferences: Open Forum
Oct. 16	Two Hour Early Dismissal
Oct. 18	Two Hour Early Dismissal
Oct. 19	No School - P/T Comp. Day
Oct. 24	90 Minute Early Dismissal
Oct. 26	Midterm

* Go to www.pella.k12.ia.us and click on the calendar tab to see all events/activities. You may also access the calendar by going to www.littlehawkeyeconference.com