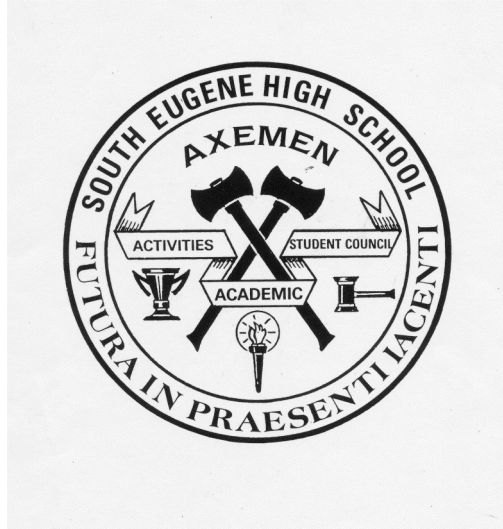


SOUTH EUGENE HIGH SCHOOL
STUDENT/PARENT HANDBOOK
2007-2008



South Eugene High School
400 East 19th Avenue
Eugene, OR 97401-4190
541-687-3201

Success for all!

Welcome to South Eugene High School

The purpose of this handbook is to communicate information about policies, guidelines and expectations that will help you or your student have a successful year at South. Some policies may be unique to our school, while others are District 4J policies and guidelines. During the school year it may become necessary to change or add to the guidelines. If this takes place, students will be notified.

It is the primary purpose of these rules and regulations to foster an atmosphere that leads to learning, increased student achievement and individual responsibility.

If you don't find all the information you need in this handbook, please check our web site (www.sehs.lane.edu) or call us at 687-3201.

We are proud to work with a staff that provides challenging programs in a safe, respectful environment and look forward to a year filled with successes for all students.

Randy Bernstein, Principal
Eric Anderson, Assistant Principal
Stephanie Cannon, Assistant Principal
John Wayland, Assistant Principal

Mission Statement

This community pledges to be an active participant with students as they grow and develop both as individuals and learners in an increasingly complex world.

South will:

- Provide a safe learning environment
- Offer students choices in curriculum and teachers, resources permitting
- Provide a variety of teaching strategies and learning opportunities to better serve all students
- Provide a variety of assessment techniques to better evaluate students' work
- Relate areas of learning to each other and to practical applications in life
- Help students to develop their individual talents to the fullest potential
- Help students to develop respect and appreciation for individuals in a diverse community
- Help students develop an awareness and appreciation of our multicultural world
- Help students to develop good decision making skills
- Teach students to access, analyze and use information from worldwide sources
- Invite the community to share the responsibility for educating their children

High school is an opportunity for the individual, social and intellectual growth of all students. Genuine learning and academic success depend on maintaining a safe environment for people and property, as well as promoting personal integrity. This can best be accomplished in a setting that is free from distractions, conflicts, and intimidation. Student cooperation in knowing and following school policies and procedures is essential to maintain an atmosphere in which learning can take place. We value parents as our partners in education and in developing socially responsible young people. We encourage our students' parents or guardians to discuss proper school conduct with students.

School Rules Review

This list does not include every expectation and prohibition; but it can help you avoid trouble and help create a safe and welcoming learning environment here at South.

- Academic honesty is expected and required at all times.
- Food and drink allowed in the cafeteria and outside the building.
- Please throw trash in trashcans or recycle if appropriate.
- Skateboards and bicycles may only be used as transportation to and from school.
- Skateboards must be carried on campus at all times.
- Bicycles must be kept outside of the building and locked to bike racks.
- Cellular phones must be turned off and out of sight during class.
- Students should leave campus unless involved in or waiting for a supervised, school activity.

All for NOT

- ∅ Sitting in the hallways or on any stair, during or between class periods, is NOT allowed.
- ∅ Smoking or other tobacco use is NOT allowed on or near campus.
- ∅ Trespassing on apartment grounds/private property is NOT allowed.
- ∅ Clothing with any reference to illegal drugs, alcohol, tobacco, or obscene words or images is NOT allowed.
- ∅ Possession/Use/Distribution of drugs/alcohol is NOT allowed on or near campus.
- ∅ Being under the influence of drugs or alcohol at school or school-sponsored activities is NOT allowed.
- ∅ Metal spikes exceeding 1/4 inch in length are NOT allowed.

What you can DO

- Show up for class on time, everyday and do your best.
- Contribute to our school and community in a positive manner.

Free period?

Hang out with friends

In the Science Courtyard
On the sides of the building
Behind the building
Inside the cafeteria

Need a quiet place to study?

The Science Study Center
Use the Math Resource Center
Use a computer in the lab
Study in the Library

Attendance

Philosophy: Regular school attendance enhances academic, social and vocational development. Students who regularly attend school achieve higher grades, enjoy school to a greater degree and are more successfully employed after graduation. No single factor will interfere with a student's progress more quickly than frequent tardiness or absences. Certain kinds of classroom activities once missed can never be recovered. Such experiences are irretrievably lost and the loss may be considered when the student's performance is evaluated at the end of the grading period.

How Absences Can Lead to Low Grades

A teacher may deny a student the opportunity to make up work missed for unexcused absences. Students who fall behind on credits will be reclassified and will not advance to the next grade level until additional credits are earned. A new policy regarding partial credit and unexcused absences is detailed below. Please read and understand the details.

In-school and Out-of-school Suspensions

Certain kinds of classroom activities once missed can never be recovered. Students will have the right to make up available work in a reasonable time frame to be determined by the individual teacher. Students are responsible for making arrangements with the teachers to find out what work they need to complete and when it is due.

Unexcused Absences

Teachers may refuse to allow students to make up work for unexcused absences. Certain kinds of classroom activities once missed can never be recovered. Such experiences are irretrievably lost and the loss may be considered when the student's performance is evaluated at the end of the grading period.

Excused Absences

For excused absences, students need to make up the work in a reasonable time frame to be determined by the individual teacher.

Partial Credit

Teachers will initiate partial credit for students who have accrued five or more unexcused absences in a class during a semester. The absences listed below are viewed as ‘excused’ for the purpose of this policy.

1. School-sponsored athletic matches held out of district
2. Prearranged and approved school-related trips or contests
3. Standardized tests held on or off campus
4. Family religious activities
5. Other activities approved by an administrator

How Parents/Guardians Can Help

- Call the Attendance Office, 687-3129, within 24 hours to excuse an absence. The Attendance Office does not accept notes.
- Families are expected to contact the school within 24 hours when illness occurs. Absences may only be excused for student illness, family illness or emergencies. Absences for extended illness will be accommodated.
- Contact the Attendance Office regarding prearranged absences such as trips or vacations. South will excuse absences when satisfactory arrangements are made in advance of an absence.
- Refer to each course syllabus for more information regarding a specific teacher’s attendance policies.
- For circumstances that need special facilitation, please call Tami Johnson, Attendance Clerk, 687-3129. Unusual circumstances may be directed to school administrators or counselors.

School or State-Sanctioned Absences

Certain activities requiring students to be out of class are not considered absences. For example:

- School athletic contests
- School field trips or contests
- Standardized testing
- Family religious observances
- Suspensions

Students are responsible for making arrangements with teachers prior to the absence to determine the work to be completed and when it's due.

Tardies

- If a student is more than 10 minutes late, s/he may be marked absent.
- If a tardy is marked as an absence, students must remain in class. Failure to remain in class is insubordination and may result in a consequence.
- In emergency situations, parents and staff may excuse tardies with a written note to the teacher.

Tardy/Unexcused Absence Penalties

- Students who are chronically tardy or absent without excuse will incur consequences. Progressive disciplinary actions will be taken and could include a teacher established consequence, clean-up service, after-school detention, Saturday School, etc.
- Teachers may give quizzes or assign points to warm-up activities that cannot be made up if the student arrives tardy or absent without a written excuse.
- Parents and students have the right to verify a teacher's record keeping, to check overall attendance records, and to appeal any consequence incurred.

Transfer Students

Students attending South on a transfer, exchange, or tuition waiver must maintain good attendance, grades and behavior. Failure to do so may result in a revocation of the transfer.

Enrollment

Generally, a student must live with his or her custodial parent/guardian in the SEHS service area or have an approved transfer to attend South. Any student who has not attended school for ten consecutive days must, by law, be withdrawn from South.

Classroom and Campus Behavioral Expectations

Please note behavioral expectations apply to all school-related events.

Students attending school-sponsored activities, on-campus or off-campus, shall be governed by school district rules and regulations and will be subject to the authority of school district personnel. Failure to obey rules and regulations and/or failure to obey reasonable instructions from school personnel may result in loss of eligibility for activities; loss of the right to attend school-sponsored events; or suspension. Failure to comply with district rules and regulations may also result in disciplinary action applicable under the regular school program.

When students display unacceptable behavior, teachers, administrators, and other school personnel have the responsibility to address the behaviors. Consequences depend on the nature, frequency and circumstance of the incident and will be at the discretion of the school administration.

Serious Misconduct

District 4J's Student Rights and Responsibilities Handbook (available in the main office or at any 4J school) explains student conduct policies. Violations determined to be serious misconduct, as described below, can lead to significantly restrictive consequences, up to and including expulsion from the school district. Law enforcement intervention may be necessary in some cases. Serious misconduct includes violation of school, city, county, state or federal laws, including:

- Weapons, Dangerous Instruments*
- Drugs, Narcotics, Alcohol Use/Possession*
- Harassment or Discrimination
- Theft and Stolen Property
- Disruption of School
- Damage or Destruction of School/Private Party Properties
- Tagging, Assault or Threats of Harm
- Use of Obscene Language
- Persistent Defiance of Authority

*Weapons: District 4J must initiate an expulsion hearing for any student who brings a dangerous weapon to school or uses an implement in school as a weapon. Dangerous weapons include guns, knives, metal knuckles, straight razors, explosives, noxious gasses or chemicals, poisons, etc. Toy guns are also prohibited. Using any implement in a way that makes another student feel threatened violates school policy and may result in expulsion for up to one calendar year or suspension and/or police action.

*Drug and Alcohol Use/Possession: Substance abuse is a significant problem in the United States. Our goal at South is to provide an environment that is free from all substance abuse. We strongly support preventative education that begins at home and is reinforced at school. South considers the use, distribution, or sale of drugs, alcohol or any legally controlled substances on campus or at school-sponsored activities to be a very serious offense. If a student is in possession or under the influence of alcohol or drugs, the school will:

1. Contact the parent(s)/guardian(s);
2. Suspend or expel the student for up to one calendar year;
3. Conduct an investigation to determine further disciplinary action and referral to an intervention specialist.

In addition, District 4J participates in the Rotary and Police Department Memorandum of Understanding Substance Abuse Intervention and Networking Program, which states that the following violations will result in a referral for an expulsion hearing:

- 1) Repeat of a Category III offense:
 - a) Possession of less than one ounce of marijuana
 - b) Possession (includes consumption) of alcohol
 - c) Distribution, for no compensation, of alcohol, or less than one ounce of marijuana
 - d) Use of toxic vapors
- 2) Sale, distribution, or unlawful possession of a drug or any controlled substance.
- 3) Any alcohol, drug or controlled substance offense that creates a substantial risk to public health.
- 4) Driving under the influence of intoxicants (DUII)
- 5) Solicitation by a student or other students to buy, sell or otherwise distribute alcohol or drugs or any controlled substances in any amount.
- 6) Sale or distribution of alcohol for compensation.
- 7) Giving or selling hypodermic devices to a student who has no lawful/authorized use for the device.

Discrimination and Harassment

Eugene School District 4J has policies and programs to prohibit and prevent discrimination, harassment, intimidation, bullying, cyber-bullying, hazing and retaliation. Discrimination is prohibited on the basis of disability, race, color, gender, national origin, ethnicity, sexual orientation, age, religion, marital status, socioeconomic status, cultural background, familial status, physical characteristic, or linguistic characteristic of a national origin group, in any instructional program, extracurricular activity, or in the provision of any other service or benefit.

Complaints of discrimination: The district encourages students, parents and other patrons to share their concerns with district officials if they believe they have been the victim of discrimination, harassment, intimidation, bullying, or retaliation. Any reprisal or adverse action directed at the complainant should be reported and will be treated as serious misconduct. The **Complaint of Discrimination or Harassment** form is available in South's main office, counseling center and classrooms and also at the 4J Education Center, 200 North Monroe Street, Eugene, OR 97402. For more information, contact South administrators or the superintendent's office at 687-3321.

Harassment, discrimination, bullying, cyber-bullying, hazing coercion, threats, or intimidation will not be tolerated at South. Students who violate this rule are liable for discipline, suspension or expulsion in accord with district policy. Students who believe they are victims of harassment or discrimination are urged to report the incident to a teacher, counselor or administrator as soon as possible. We urge parents to discuss these types of behaviors with their students and to support the school's efforts to eliminate them.

Gang Activity or Association

Students may not use hand signals or graffiti while on campus; wear apparel, jewelry, and accessories; or in any way groom themselves in a manner that by virtue of color, markings, symbols or arrangement, or any attribute, indicates or implies membership or affiliation with a gang.

Any student engaging in such behavior or who is involved in initiations, hazing, or other related activities of such group affiliation which has the effect of causing intimidation, harassment, physical harm to students or staff, or causing damage to school property or disruption to the educational process, shall be subject to suspension or expulsion.

Dress Code

Students may generally dress as they please, but there are some restrictions. Dress may not substantially disrupt the learning environment. Shirts and shoes are required. Clothes with illicit drug and alcohol messages, obscene or profane references, or gang-related items are prohibited. Metal spikes over 1/4" long are prohibited. Students may be asked to replace these or other types of clothing with more appropriate clothing.

Food and Beverages

Students may eat and drink in the cafeteria, outside in back of the school, in the science courtyard, or off campus. Food and drink are discouraged in the hallways. At a teacher's discretion, food and beverage may be allowed in the classroom. Please show respect for yourself, others and the environment by recycling, placing trash in trashcans, and keeping all areas of the school clean.

Medications

In accordance with district policy, students in grades 9-12 may carry and self-administer one day's dose of non-controlled prescription (including inhalers) or one day's dose of a controlled medication in the original container with the written consent of the parent.

Personal Property

Students are discouraged from bringing large sums of money and valuable items including electronic devices. The district is not responsible for personal property loss. Classrooms, storage rooms, personal hallway lockers and the locker rooms are NOT secure storage areas. To increase student safety at extra-curricular events, student bags may be checked for inappropriate items (Ex. weapons, alcohol and drugs) upon entry.

Consequences

It is our desire to teach and shape appropriate behaviors. Sometimes consequences must be assigned to support these processes. Consequences will be progressive in nature. Some of the possible consequences for inappropriate student behaviors include:

Clean-up Duty: This is a typical consequence for minor infractions. Failure to perform the assignment will result in progressive discipline. If this occurs, clean-up duty will not be an option should the student incur additional infractions.

After-school Detention: As part of this consequence, students will be expected to bring and work on school assignments.

Saturday School: As part of this consequence, students will be expected to bring and work on school assignments.

Restitution: Students will be held accountable for the destruction of property by fixing, replacing or paying for any damage.

Suspension: Suspensions may be assigned for up to ten days. Suspended students may not be on any school district property or attend any district school or school-related activity for the duration of the suspension. Students will have the right to make up some of the work they miss in a reasonable time frame to be determined by the individual teacher.

Expulsion: Students may be expelled for up to one calendar year for serious or repeated offenses. Expelled students may not be on any school district property or attend any district school or school-related activity for the duration of the expulsion. Alternative education will be provided during the time the student is not allowed on school district property.

Academic Integrity

Genuine learning and academic success depend on hard work and honest effort. Cheating on tests, quizzes or other schoolwork is dishonest. South Eugene High School expects all students to be responsible for their own learning and not to resort to cheating. Students who allow others to copy their homework or use their answers during a test are also cheating.

Examples of Academic Dishonesty

- Copying an assignment or test
- Allowing others to copy an assignment or test
- Giving or receiving test information
- Working on or completing an individual assignment collaboratively without teacher authorization
- Copying a portion of a document from an author or composed by another person, and presenting it as original work (no citation)

Incidents of suspected academic dishonesty shall be handled initially at the class and/or department level and, when appropriate, shall receive second-level review or action from an administrator.

Consequences for Academic Dishonesty

- Teacher will impose a classroom consequence that includes loss of credit for the assignment in question.
- Teacher will report the incident to an administrator
- Administrator will review the incident and take additional, progressive disciplinary actions as needed

Extracurricular Activities

Clubs

School organizations and clubs provide opportunities for students to meet people and get involved in school and community activities. If you want to join a club, purchase a student body card and attend Club Day on October 4, 2006. If you have an idea for a club, club formation forms will be available on September 18 in the main office. South has a number of excellent clubs that hold meetings and activities during the school year. Some of our clubs in past years included:

Chess	Crew (rowing)	Dance Club
Rugby	Debate	DECA
Drama	Engineering	Funky Peace Org
HOSA	International Culinary	Japanese Culture
Yoga	Model United Nations	Mountaineering
Nordic Ski Team	United People's Art	Singer/Songwriter
Alpine Ski Team	Ultimate Frisbee Team	Harry Potter Club
	Teens Thinking Globally	

Dances

Dances are open to all South students. Students are entitled to bring one outside guest who is at least in grade 9 and less than 21 years old. A South student must accompany the guest. Picture identification for every South student and guest is required. Once students enter the dance, they may not leave and re-enter. Dances end at 11:00 p.m. and students are expected to leave promptly unless they are actively helping to clean up.

Sportsmanship

South has a tradition of outstanding sportsmanship, promoting a respectful environment for players, coaches, fans, and officials.

South discourages and will hold students accountable for:

- Use of foul, profane, or abusive language
- Personal attacks and/or slurs about a player's appearance
- Harassment or hazing of players or officials
- Use of or incitement to violence
- Use of signs or gestures reflecting foul language, personal attacks, harassment, and/or violence

Open Campus

Having an open campus allows our students the freedom to come and go as their schedules permit. We are a school with more than 1700 students. We must be aware of our obligation to be good neighbors in the surrounding community. The following are some guidelines to help you.

Hang out here during free time:

Out back/on the side of the building
Use a computer in the lab
Math Resource Center
Study in the Library
Science Courtyard
Cafeteria

Off Limit Areas:

Two-block area around the school
Hallways during class times
Unsupervised rooms
Gym Lobby

Transportation

We encourage students to walk, to take the bus, to carpool, or to ride a bicycle to school. While skateboarding is not allowed on the South campus, students using skateboards as transportation must carry their skateboards while on campus. Students who drive a car or motorcycle may only park on campus if they have a reserved parking space and a valid parking permit. Those without reserved spaces may find parking on the streets near the school or in the parking lot at Civic Stadium.

MOTOR VEHICLES

Visitor and Volunteer Parking

Visitors and volunteers may park in the Visitor Parking Lot in front of the building or on neighborhood streets. All visitors and volunteers must sign in at the main office upon arrival at the school.

Student Drop-Off & Pick-Up

To keep traffic moving and prevent accidents, please drop off and pick up students only in the east, west and back parking lots. **Please do not drop off students in the front parking lot.** Be sure not to park, sit in or stop your car in a handicapped or a reserved spot, unless authorized to do so.

Unauthorized Parking

It is very important that you do not park in a reserved space or ANY unauthorized parking space from 6:30 a.m. to 3:30 p.m. on school days. This includes any student use of the YMCA and visitor spaces. Your car may be booted or towed at your expense.

Student Parking Areas

Junior and Senior students who drive a car or motorcycle may park on campus only if they have a reserved parking space and a valid parking permit. Drivers without reserved spaces may find parking on the streets near the school or in the parking lot at Civic Stadium.

Each reserved space costs \$50 for the year. Funds generated by parking fees are used to monitor, maintain and clean the parking lots as well as fund future parking projects and other school needs as determined by the administration. Applications for reserved spaces will be taken from licensed drivers. Students who want to have the opportunity to park in a reserved space must pay the \$50 fee, complete a Reserved Parking Application, and return the completed application (signed by a parent) to obtain a reserved parking space and permit. A parking permit gives a driver access to only the reserved space assigned to him or her. Parking permits will be available during the month of September.

Spaces may not be sold, traded, loaned, or given to others. Students may have their parking permit revoked without a refund for violating this rule. Parking is a privilege and parking permits may be revoked, without refund. Drive slowly and with caution. The speed limit on campus is 10 miles per hour.

BICYCLES

Bikes do not require permits and should be parked in designated places. Covered bike racks are located in the science courtyard, outside the gym, near the IHS door in the east lot and in back by the cafeteria. Bike cages located near the gym and the science courtyard will be open from 7:30-8:30 am and 2:30-3:30 pm on Monday, Tuesday, Thursday and Friday. Hours on Wednesday will 8:30-9:30 pm and 2:45-3:45 pm. Students who use the bike cages must lock bikes to the installed racks.

SKATEBOARDS

Students who use skateboards as transportation to school must carry the skateboard at all times on the South Eugene High School campus. Please review and follow the skateboard policy described below.

Skateboarding Policy

Due to continued disregard for the 4J School District Policy on skateboarding at this high school, the following policy applies 24 hours a day, seven days a week at South Eugene High School.

Skateboards are to be used only as transportation to and from school property. Once on any part of school property, students are expected to carry their skateboards.

South Eugene High School property boundaries are:

- North: the sidewalk next to 19th Ave.
- South: the south end of the football stadium/baseball field
- East: Patterson St.
- West: the bike path along the Amazon Slough

If students disregard this policy specific, the progressive disciplinary actions described below will be taken.

First step: The skateboard will be confiscated and held at the school for one week. After one week, a parent/guardian must pick up the skateboard.

Second step: First step consequence plus 5 hours of clean-up duty will be assigned.

Third step: The student will not be allowed to have a skateboard at school, nor possess, nor ride anyone else's skateboard for the remainder of the school term, to be extended to the end of the school year as necessary. Progressive out of school suspensions may occur that could lead to expulsion proceedings.

Information for Parents

Parent Council

The South Parent Council's mission is to advocate for all students to the South staff, School District 4J and the community. This group provides representation to the South Site Council, raises funds for additional staffing and sponsors forums on topic of parental interest. To be added to the Parent Council e-mail list, please send an e-mail request to sehsparentcouncil@comcast.net. Monthly meetings begin at 6:45 p.m. in the cafeteria and are open to all parents. Parent education workshops begin at 7:30 p.m. Meeting dates are as follows—call 687-3111 for confirmation.

Parent Council Meeting dates:

September 12	February 6
October 9	March 6
November 8	April 2
December 13	May 8
January 9	

South e-News

South e-News is provided as a service from Parent Council and helps families get weekly informational updates. Subscribe by sending a blank e-mail to sehs-subscribe@npogroups.org. Over 900 South families take advantage of this wonderful communication tool.

Subscribe by sending a blank e-mail to sehssubscribe@npogroups.org

For more information on Parent Council, check out the website at <http://parentcouncil.blogspot.com/> or e-mail Helen Garrett, Parent Council Chair at sehsparentcouncil@comcast.net.

Scrip and Escrip

The South Parent Council sells grocery scrip as a fundraiser to support student programs. Both e-scrip and paper scrip are available. Escrip is simple, secure and lucrative for our school. Parents are encouraged to open an escrip account at www.escrip.com. For more information, call Lucy Vinis at 344-1302.

Paper scrip for Sundance, Capella's, Newman's Fish Market, Uncommon Scents and Mucho Gusto is available in our main office. Albertson's shoppers can log onto www.albertsons.com for more information on how to enroll by following the links to the Community Partners program.

Health Services

South Health Center – Adolescent School-Based Clinic Program 687-3209

The Health Center at South Eugene High School offers many health services to Eugene area students and their siblings aged birth to 19 years. Services are confidential and include:

- Physicals for school sports
- Care for acute and on-going health problems
- Immunizations
- Mental Health services
- Prescriptions, if needed

Cost

The South Health Center works hard to keep its costs affordable. Most services are covered by insurance. Center staff can directly bill insurance companies including the Oregon Health Plan. If students do not have insurance, the South Health Center offers a sliding fee discount program. *No service will be withheld due to the inability to pay.*

Hours

The South Health Center is open on school days and during school hours. It is closed from 12:30 to 1:30 pm on Monday, Tuesday, Thursday and Friday and after 1 pm on Wednesday. **If there is an emergency and the center is closed, notify the main office at 687-3201.**

Confidentiality and Reporting

The student is the client of the health center. Parents and appropriate staff members are notified of care given in the Health Center only when the student is unsafe to self or others (including suicide threats, high levels of drug or alcohol abuse, eating disorders, etc.) or with the student's permission. We encourage students to communicate with parents regarding positive medical tests and other situations. We focus on empowering students to practice healthy lifestyles. All public employees are required to report suspected child abuse.

Free and Reduced Lunch Information

Free and reduced breakfasts and lunches are available to qualified students. Students eligible for Free and Reduced Lunch may also have their athletic and ASB fees waived. Forms are available in the main office or from the school finance office.

Build the Future: Here and Now

Career Center

334-4795

The Career Center provides students and parents with comprehensive information and resources to help plan for careers and education after high school. These plans can be in the area of four year colleges, two year colleges, certificate programs, vocational programs, foreign study or travel, military careers, volunteer positions and employment.

School to Career Program

687-3207

The School to Career program gives students a chance to make the connection between academic instruction and work by gaining “real world” experience in a structured work environment. The School to Career program offers three classes in which students can explore careers, apply specific knowledge and skills in the workplace or gain work experience through part-time employment.

Volunteers

687-3113

We welcome volunteers! South needs parents and community members who are interested in sharing their time and talents with students and staff. Once a month, once a week, once a school year – Join us!

Beyond South

The Career Center and counselors collaborate to provide this annual series of presentations for parents. The presentations provide specific information ranging from college applications to freshman survival skills. Meetings this year are as follows:

Senior Night	Wednesday, October 17
Junior Night	Wednesday, November 14
Financial Aid	Wednesday, December 12
Freshman Night	Wednesday, January 16
Sophomore Night	Wednesday, February 13

SEHS Bell Schedules 2007/2008

Regular Schedule

Period 1	8:00-8:50
Period 2	8:56-9:46
Period 3	9:52-10:42
Period 4	10:48-11:38
Lunch	11:38-12:23
FIVE MIN WARNING BELL	
Period 5	12:28-1:18
Period 6	1:24-2:14
Period 7	2:20-3:10

Late Start/Every Wednesday

Period 1	9:00-9:45
Period 2	9:50-10:35
Period 3	10:40-11:25
Period 4	11:30-12:15
Lunch	12:15-12:55
FIVE MIN WARNING BELL	
Period 5	1:00-1:45
Period 6	1:50-2:35
Period 7	2:40-3:25

Early Release

Period 1	8:00-8:29
Period 2	8:35-9:04
Period 3	9:10-9:39
Period 4	9:45-10:14
Period 5	10:20-10:49
Period 6	10:55-11:24
Period 7	11:30-11:59

Guide Period

Period 1	8:00-8:47
Period 2	8:53-9:40
Period 3/Guide	9:46-10:33/10:57
Period 4	11:03-11:50
Lunch	11:50-12:32
5 MINUTE WARNING BELL	
Period 5	12:37-1:24
Period 6	1:30-2:17
Period 7	2:23-3:10

Assembly

Period 1	8:00-8:41
Period 2	8:47-9:28
Period 3	9:34-10:15
Assembly	10:15-11:25
Period 4	11:25-12:06
Lunch	12:06-12:50
FIVE MIN WARNING BELL	
Period 5	12:55-1:36
Period 6	1:42-2:23
Period 7	2:29-3:10

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Important Numbers

Administration, Main Office, Campus Supervision 687-3201

Randy Bernstein, Principal	John Wayland, Asst. Principal
Eric Anderson, Asst. Principal	Stephanie Cannon, Asst. Principal
Brenda Down, Office Manager	Vickie Parker, Receptionist
Michael Paup, Campus Monitor	Adrian Swartz, Campus Monitor
Stefan Zeltvay, School Resource Officer	

ATHLETIC OFFICE	687-3190
David Hancock, Athletic Director	687-3190
Marlee Brownlie-Hanson, Athletic Trainer	687-3299
ATTENDANCE OFFICE	687-3129
Tami Johnson	
A/V TEXTBOOKS	687-3220
Connie Summers	
CAREER CENTER	334-4795
Virginia Farkus, Kathy Ruggles	
COUNSELING	687-3213
Melinda Shull, Counseling Secretary	
Mary Sanders, Freshman Counseling Secretary	687-3214
Travis Johnson, Freshman	
Juli McGlinsky, 10 th & 11 th A-F 12 th A-G	
Ed Ramos, 10 th & 11 th G-K	
Tibor Bessko, 10 th & 11 th L-R 12 th H-N	
Laurene Larson, 10 th & 11 th S-Z 12 th O-Z	
FINANCE	687-3204
Joni deSaint Phalle	
HEALTH CENTER	687-3209
Marlys Martin, School Nurse	
Carol Matney, Nurse Practitioner	
Deborah Sinnott, Health Clerk	
INTERNATIONAL HIGH SCHOOL OFFICE	687-3115
Sue Martichuski, Secretary	
KIDS DOWN SOUTH	687-3586
Marilyn Cooley, Preschool Coordinator	
LIBRARY	687-3218
Kit Duchin, Librarian	
REGISTRAR/RECORDS	687-3215
Christine Owens	
SCHOOL TO CAREER OFFICE	687-3207
Jocelyn LaMar, Coordinator	
VOLUNTEER COORDINATOR	687-3113
Claudia Carmichael	

