



*East Side Union High School District
Student Handbook*

2008-2009

*Andrew Hill High School
Home of the Falcons*



*For additional information regarding East Side Union High School District,
check our web site: <http://www.esuhsd.org>*

Andrew Hill High School

Principal: Bettina M. Lopez

3200 Senter Road

San Jose, CA 95111

Telephone: 408.347.4100

Web Site: <http://andrewhill.org>



Mission Statement

Students who enter Andrew P. Hill High School will graduate with the ability to gain admission to and benefit from post-secondary education while acquiring an appreciation for people of all languages, cultures and creeds in an environment that supports ethical and moral responsibility to oneself and the society in which we live.

Bell Schedules

Regular Schedule

Period 0	7:00	-	7:54
Period 1	8:00	-	8:57
Period 2	9:03	-	10:00
Brunch	10:00	-	10:15
Period 3	10:21	-	11:21
Period 4	11:27	-	12:24
Lunch	12:24	-	12:54
Period 5	1:00	-	1:57
Period 6	2:03	-	3:00

Assembly Schedule

Period 0	7:00 a.m. – 7:49 a.m.
Period 1	7:55 a.m. – 8:40 a.m.
Period 2	8:46 a.m. – 9:31 a.m.
Brunch	9:31 a.m. – 9:46 a.m.
Period 3a Assembly A	9:52 a.m. – 10:47 a.m.
Period 3b Assembly B	10:52 a.m. – 11:47 a.m.
Period 4	11:53 a.m. – 12:38 p.m.
Lunch	12:38 p.m. – 1:18 p.m.
Period 5	1:24 p.m. – 2:09 p.m.
Period 6	2:15 p.m. – 3:00 p.m.

Final Examinations

Period 0	7:00 a.m. – 7:55 a.m.
Period 1/3/5	8:00 a.m. – 10:05 a.m.
Brunch	10:05 a.m. – 10:20 a.m.
Period 2/4/6	10:26 a.m. – 12:31 p.m.

Day 1-periods 0,1,2
Day 2-periods 0,3,4
Day 3-periods 0,5,6

Collaboration Schedule *

Period 0	7:00 a.m. – 7:50 a.m.
Staff Collaboration	7:45 – 8:40 a.m.
Period 1	8:45 a.m. – 9:35 a.m.
Period 2	9:41 a.m. – 10:31 a.m.
Break	10:31 a.m. – 10:46 a.m.
Period 3	10:52 a.m. – 11:42 a.m.
Period 4	11:48 a.m. – 12:38 p.m.
Lunch	12:38 p.m. – 1:08 p.m.
Period 5	1:14 p.m. – 2:04 p.m.
Period 6	2:10 p.m. – 3:00 p.m.

*Usually takes place on Wednesdays

CAHSEE 10th Grade Census*

Testing	7:55 a.m. – 11:20 a.m.
Assembly 1	10:20 a.m. – 11:20 a.m.
Period 0	10:30 a.m. – 11:20 a.m.
Periods 1/4	11:26 a.m. – 12:22 p.m.
Lunch	12:22 p.m. – 12:52 p.m.
Periods 2/5	12:58 p.m. – 1:57 p.m.
Periods 3/6	2:03 p.m. – 3:00 p.m.

Day 1-periods 0,1,2,3
Day 2-periods 0,4,5,6

* February 3-4, 2009
1 (excluding 10th grade students
who are still testing)

School Calendar 2008-2009

Dates in the following calendar may be changed if necessary to schedule makeup days, for days lost to emergency school closing, in order to meet the minimum number of student instruction required by state law.

Holidays/Vacation Days

Labor Day	September 1, 2008
Veteran's Day	November 10-11, 2008
Thanksgiving	November 27 - 28, 2008
Holiday	December 22 -Jan. 2, 2009
Martin Luther King, Jr.'s Birthday	January 19, 2009
Winter Break	February 16 - 20, 2009
Cesar Chavez	March 31, 2009
Spring Break	April 13 - 17, 2009
Memorial Day	May 25, 2009
Last Day of School	June 11, 2009
Grading Period Ends	
1st Grading Period	October 10, 2008
2nd Grading Period	November 21, 2008
3rd Grading Period	January 16, 2009 (End of Sem)
4th Grading Period	March 6, 2009
5th Grading Period	April 24, 2009
6th Grading Period	June 11, 2009 (End of Sem)

Need Assistance? School Site

408.347.4100 • FAX 408.347.4115

Administration

Associate Principal of Educational Development
Associate Principal of Discipline and Student Services
Associate Principal
Activities Director
Professional Development
Title I

Noemi C. Ramirez
Hector Flores
Viet Trinh
Keegan McCloskey
Rick Sarringhaus
Yesenia Marquez

Academic Counseling

Head Counselor
Guidance Counselor
Guidance Counselor

Joe Ortega
Laurence Peters
Tien Pham

Safety and Discipline

Student Advisor (A-L)
Student Advisor (M-Z)

Ron Harrison
Tessa Cavazos

Falcon Hearts Center (Student Services)

MST Coordinator

Joshua Greene

Program Coordinators

AVID
Culinary Arts
International Baccalaureate Program
Medical Magnet Coordinator,
(Bio Tech & Nursing Academy)
Multi-Media Academy
9th Grade Focus
Puente Program

Paul Moradkhan
Elizabeth Heartling
Mike Winsatt

Mary Metz
Kathy Farmer
Lisa McCusker
Joe Ortega

Athletics

Athletic Director (Boys)
Athletic Director (Girls)

Greg Dunlap
Tessa Cavazos

Falcon Community Mission:

Andrew Hill serves the Falcon community with pride. We extend courteous service to all of our students and parents as we demonstrate respect and integrity for all.

Let Us Know...

If you need further assistance please ask to speak to an Administrator. We are dedicated to meeting your needs while you are on the school campus.

Parking

Student Parking Senter Road
Faculty Parking Singleton Road

Picking Up Students

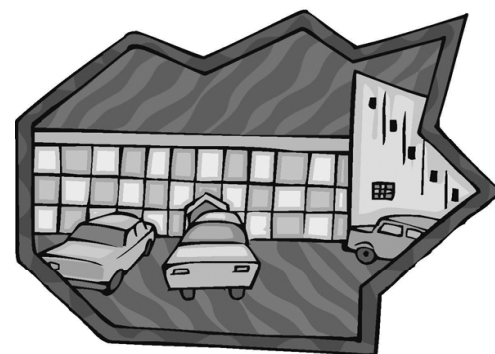
Parents/Guardians MUST sign a student out of school in the Attendance Office. Required to present a valid ID when signing students out.

Student ID's

All students are required to wear Student ID's during school hours.

Closed Campus

Students must remain on campus during school hours.



Testing Schedule

California High School Exit Exam

July 29 - 30, 2008	12th grade and 5th year seniors
November 4-5, 2008	11th and 12 grade
February 3-4, 2009	10th grade census only
March 17-18, 2009	10th grade make-up + 11th and 12 graders

STAR/ EAP/ APRENDA/ CAPA/ PE TESTING

April 20-24, 2009	Aprennda Test Window
March 23-27 (tentative)	EAP Writing Test (11th grade only)
March 9 - April 3	Physical Fitness Testing (9th grade /10th grade non-pass)
April 27 - May 8, 2009	CST, EAP & CAPA Test Window
May 11 - 15, 2009	CST, EAP & CAPA Make ups

Preparing For College

Advanced Placement

May 4, 2009:	US Govt. & Politics, Comp Govt & Politics, French Language
May 5, 2009:	Computer Science A, Computer Science AB, Spanish Language Statistics
May 6, 2009:	Calculus AB, Calculus BC, Chinese Language & Culture
May 7, 2009:	English Literature, German Literature, Japanese Language & Culture, French Literature
May 8, 2009:	US History, European History, Studio Art (Portfolio due)
May 11, 2009:	Biology, Music Theory, Physics B, Physics C, Physics C Mechanics, Electricity & Magnetism
May 12, 2009:	Environmental Science, Chemistry, Psychology
May 13, 2009:	Italian Language & Culture, English Language, Art History
May 14, 2009:	Macroeconomics, World History, Microeconomics
May 15, 2009:	Human Geography, Spanish Literature, Latin Literature, Latin Vergil

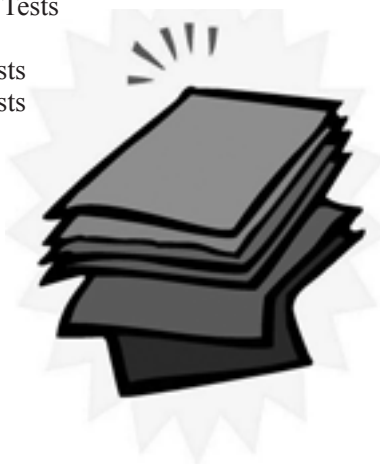
SAT/PSAT TEST DATES

October 15 & 18, 2008	PSAT
October 4, 2008	SAT & Subj. Tests
November 1, 2008	SAT & Subj. Tests
	(Includes Language Test with Listening)
December 6, 2008	SAT & Subj. Tests
January 24, 2009	SAT & Subj. Tests
March 14, 2009	SAT Only
May 2, 2009	SAT & Subj. Tests
June 6, 2009	SAT & Subj. Tests

ACT DATES

September 13, 2008	February 7, 2009
October 25, 2008	April 4, 2009
December 13, 2008	June 13, 2009

Optional writing available for ALL tests



Importance of Testing

California High School Exit Exam

Required for a High School Diploma

Determines placement in support courses.

PE Fitness Exam

Required for a High School Diploma

STAR

Determines placement in support courses.

Indicator for college readiness

CSU placement exams

Advance Placement Exams

Indicator for college readiness

IB Exams

Receive college credit for course work

Increase competitiveness for college eligibility

Day Before Testing

1. You have studied in advance already - review your study points.
2. Eat a regular dinner. Don't try any new foods.
3. Prepare your backpack and your clothes for the next day.
4. Sleep EARLY.

Day of the Test

1. Eat a breakfast.
2. Arrive to school on time.
3. Seated in class when the bell rings.
4. Have all of your materials ready.

Testing Must Know

The testing environment must be fair and equal for all. Follow the instructions of the proctor or teacher.

- Begin WHEN INSTRUCTED
- Move ahead WHEN INSTRUCTED

Absolutely NO TALKING. Raise your hand if you have a question or you need help. NO ELECTRONIC devices or you will be removed from testing.

Testing Tips

- Skim through the section you are working on before you begin. Look at the way the test is organized.
- Read the questions first.
- Read small chunks of big passages and then flip through the questions.
- Mark on the test if allowed. Use your pencil and highlighter.
- Answer the questions you can and then go back to the difficult questions.
- Eliminate the answer that it cannot be until you have a 50/50 chance.

Announcements

P.A. Announcements/Bulletin

Announcements are made daily during second period regarding upcoming events, changes in bell schedule, important activities, and more. Students are encouraged to listen to the P.A. Announcements/Daily Bulletin to keep up to date regarding campus happenings.

Personal Messages

Personal messages will not be accepted and/or delivered to students, except in an extreme emergency which must be cleared through an administrator. Our goal is to maximize instructional time. To achieve this goal, classroom interruption must be kept to a minimum. **Andrew Hill High School DOES NOT accept flowers or balloons for delivery to students.**

Student Bank

For the convenience of our students, Andrew Hill High School maintains a Student Bank. All students must wear a school issued photo I.D. badge to conduct business at the school bank. Students may purchase yearbooks, various event tickets, pay fees for admission to AP tests, deposit monies from fundraising campaigns and more.

Students are requested to avoid bringing bills larger than \$20.00 to campus. Personal checks are accepted only with proper identification and providing that the student has not had a returned check on campus. **After May 5th, no checks will be accepted by the Student Bank for any reason.**

Students may deposit money for the breakfast and lunch program at the Student Bank. Reduced meal rates are available for qualifying students. The Student Bank is open at the following times: before school (7:30-7:54)—Break (10:00-10:15 Regular Schedule)—Lunch (12:24-12:54 Regular Schedule)

Work Permit

All students under the age of 18 must have a work permit in order to be employed. The steps for obtaining a work permit are as follows:

1. Secure an application form from 7:30 a.m. to 2:30 p.m. in the Career Center.
2. Complete top half of form.
3. Have your prospective employer fill out and sign the bottom half of the form.
4. Have your parent or guardian sign in the proper location.
5. Return the application to the Career Center with current Social Security card.

A work permit will be issued within 2 days of the proper completion and return of permit application.

Career Opportunities: Call the Career Center at 408.347.4133 for information about colleges, careers, jobs, vocational and trade training, work experience and work permits.



Buy an ASB Card & Save!

FREE admission to all home athletic events, as well as discounts at away athletic events and at dances when you have a Falcon ASB card.

Purchase for \$20.00 at the Falcon School Bank.

ALL ASB and Club elected officers are REQUIRED to have a current ASB Card recorded for the school year that they are serving.

FALCON Parent ASB Cards -- NOW Available

Free admission to all home games for the 2008-2009 season. Purchase the Falcon Booster Card for \$50.00.

ATHLETIC Fees

Athletes must possess a current ASB Card at the price of \$20.00. Athletes must also pay an Athletic Fee of \$30.00.

SCHOOL DANCES

Tickets sold at the School Bank prior to the dance. No tickets sold at the door. ASB Card required at all school dances.

GUESTS AT DANCES

Must possess a School ID card. Must be a high school student or under 21. Must have completed a Guest Application to attend. Application must be returned before the dance date.

P.E. UNIFORMS

Uniforms must be paid to the Falcon School Bank. All students are required to wear uniform to participate in PE classes.

PE LOCKS

PE Locks must be purchased at the Falcon School Bank for \$5.00. Fees are non-refundable.

Absent!

The State of California has instituted Senate Bill 727 (New Attendance Law). Every student must be in school daily, unless it is necessary for student to be absent for an illness, medical appointment, court subpoena, or a funeral of an immediate family member. These are the only excusable reasons for a student's absence from school. Family vacations, baby sitting emergencies, out of town events, etc. are not excused absences.

ABSENCES

Contact the school. It is the parent's responsibility to contact the attendance office on the first day of the absence. Students must submit a signed note from the parent immediately the next class day. Please call Ms. Sheridan (A-L) 347-4108, or Ms. Solorio (M-Z) 347-4123, with the student name, ID number, date and reason of for the absence.

SCHOOL ATTENDANCE REVIEW BOARD (SARB)

Students must attend class daily. Poor attendance has a negative effect on academic performance. An absence must be verified immediately the next class day. Students with three or more unverified absences and/or cuts or tardies of more than thirty minutes will be referred to the School Attendance Review Board (SARB) with the District Attorney. It is recommended and encouraged that parents periodically call the school to inquire about their student's attendance.

TARDY PASS

Students are expected to be in their assigned seats on time, before the tardy bell rings. If a student arrives late to school, the student must report directly to class. The school does perform random tardy sweeps throughout the day. Students who are not in class when the tardy bell rings will be directed to In-House Suspension. **Chronic tardies** will be assigned after school detention, community service hours, or Saturday school.

ADVANCE ABSENCE

It is recommended that medical appointments be made after school. If it is necessary to make an appointment during school hours, please call in advance. The students must pick up an "Advance Absence" from the attendance office before leaving campus at all times. Leaving campus without written school authorization will result in disciplinary action. Student must submit a signed letterhead written note from the medical office indicating the student name, ID number, date of appointment.



Health Office

The Health Office is staffed by a Health Tech. You should know that the state law prohibits the Health Tech or any other staff member from dispensing medication, including aspirin, without a written order from a physician.

Every student **MUST** have on file in the Health Office, a completed up-to-date emergency card, signed by his/her parent or guardian. An incomplete or out of date card may cause serious delay in an emergency. Students will not be released to anyone not listed on the emergency card. Parents or guardians are responsible for updating the emergency card when information changes.

Any arrangements to leave school because of illness must be made through the Health Office.

Medical excuses exempting students from P.E. are handled through the P.E. department. More than 3 days excuse from P.E. requires verification from a doctor.



ANDREW P. HILL HIGH SCHOOL Common Dress Code and I.D. Badge Policies

The appearance of students while at school has a direct impact on behavior and learning. For this reason, the following standards for student dress have been established.

Andrew P. Hill's Dress Code requirements apply to all students.

- **SCHOOL PHOTO ID BADGE:** It is a requirement that all students wear their school photo I.D. badge with an Andrew P. Hill High School lanyard during school session. The I.D. badge must be visibly displayed and identifiable to others during school hours (with the exception of the student's time in a P.E. class activities).
- **PANTS OR SHORTS:** Must be **solid black** and sized to fit. Shorts, skorts, or skirts shorter than mid-thigh. Sweat pants are prohibited. "Cutoffs" (not properly hemmed) are not acceptable.
- **SHIRTS/BLOUSES/TOPS:** Must be and mix of **black, gray, yellow** or **white**. Must fully cover the torso. No see-through, transparent, tank-top, spaghetti-type tops or midribs. Large manufacturer logos, text and pictures are prohibited. STUDENTS MAY WEAR SHIRTS REPRESENTING OFFICIAL ANDREW HILL ORGANIZATIONS, SUCH AS ATHLETIC TEAMS, CLUBS, CLASS SHIRTS. THE SHIRTS MUST HAVE BEEN DESIGNED AND APPROVED BY A FACULTY MEMBER AND ADMINISTRATION.
- **JACKETS, SWEATSHIRTS, SWEATERS, OR VESTS:** Must be any mix of **black, gray, yellow** or **white**. No sports team jackets or large logos.
- **SHOES:** Must be any mix of **black, gray, yellow** or **white**. Shoes must be worn at all times. No steel-toed boots, slippers, thongs, backless shoes or sandals. No graphite or writing allowed.
- **BELTS:** Must be **solid black, solid gray, solid yellow** or **solid white**. No initials, logos, or gang-related buckles.
- **BACKPACKS:** Must be any mix of **black, gray, yellow** or **white**. No graphite or writing allowed.
- The colors **red** and **blue** are **prohibited** (articles of clothing, school apparel, and accessories).
- NO hats, beanies, skull caps or "do-rags" are to be worn during school hours.

The following **APPLIES TO ALL STUDENTS** when they are on the Andrew Hill High School campus during school hours and school sponsored activities.

- Coaches and program teachers may impose more stringent dress requirements to accommodate the special needs of certain events, sports and/or classes.
- The lanyard and photo I.D. may not be defaced in any way.
- The photo I.D. badges are required to attend class and activities such as dances.
- Students must be in possession of their photo I.D. cards at all times, and may use them to receive school services on campus.
- Lost or stolen I.D. badges may be replaced immediately. The replacement fee of \$5.00 for the ID's and \$3.00 for lanyards are charged to the student's account at the School Bank.

All district and state dress code policies remain in effect. Students who do not adhere to the dress code or photo I.D. card policy will have their common dress waivers revoked. The District-recommended disciplinary chart will be followed for dress code/willful defiance violations.

SITE MAP

**ANDREW HILL HIGH SCHOOL
EAST SIDE UNION HIGH SCHOOL DISTRICT**

3200 SENTER ROAD,
SAN JOSE, CA 95111
408-347-2800

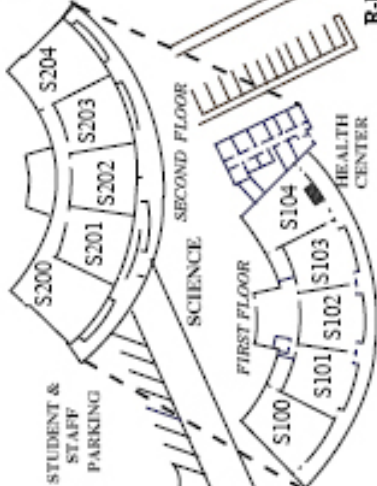


TRACK & FOOTBALL FIELD

FIELD



STUDENT & STAFF PARKING



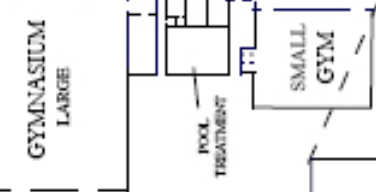
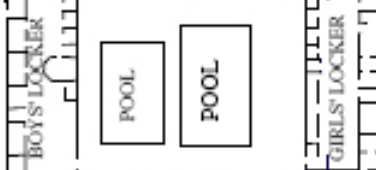
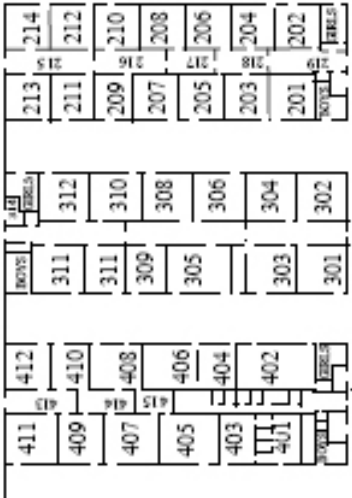
SCIENCE
FIRST FLOOR
SECOND FLOOR

HEALTH CENTER

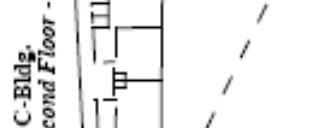
R-bldg.



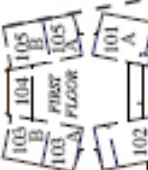
QUAD



BLACK TOP



100-Bldg (first floor)



100-Bldg (second floor)



SENER ROAD



AUGUST 2007



Concept EHS Services