

College & Career Academies of Pearl City High School

Pearl City High School is a supportive environment that encourages partnerships with parents and community through rigorous project-based curriculum.

Vision of the Pearl City High School Graduate

Pearl City High School graduates have the knowledge, skills, and attitudes to compete and thrive in the 21st century.

Mission Statement

At PCHS, we provide rigorous and authentic learning experiences, differentiated instruction, and collaboratively use data to increase student achievement through academies that honor an individual's college and career interests, choices, and goals.

Academies at Pearl City High School Brand Promise

At Pearl City High School, we take pride in the endless opportunities promised to us. We trust that our voices are heard and our passions explored. Our collaboration provides innovative, relevant, and real-life experiences. We are confident that we are prepared for our future.

General Learner Outcomes

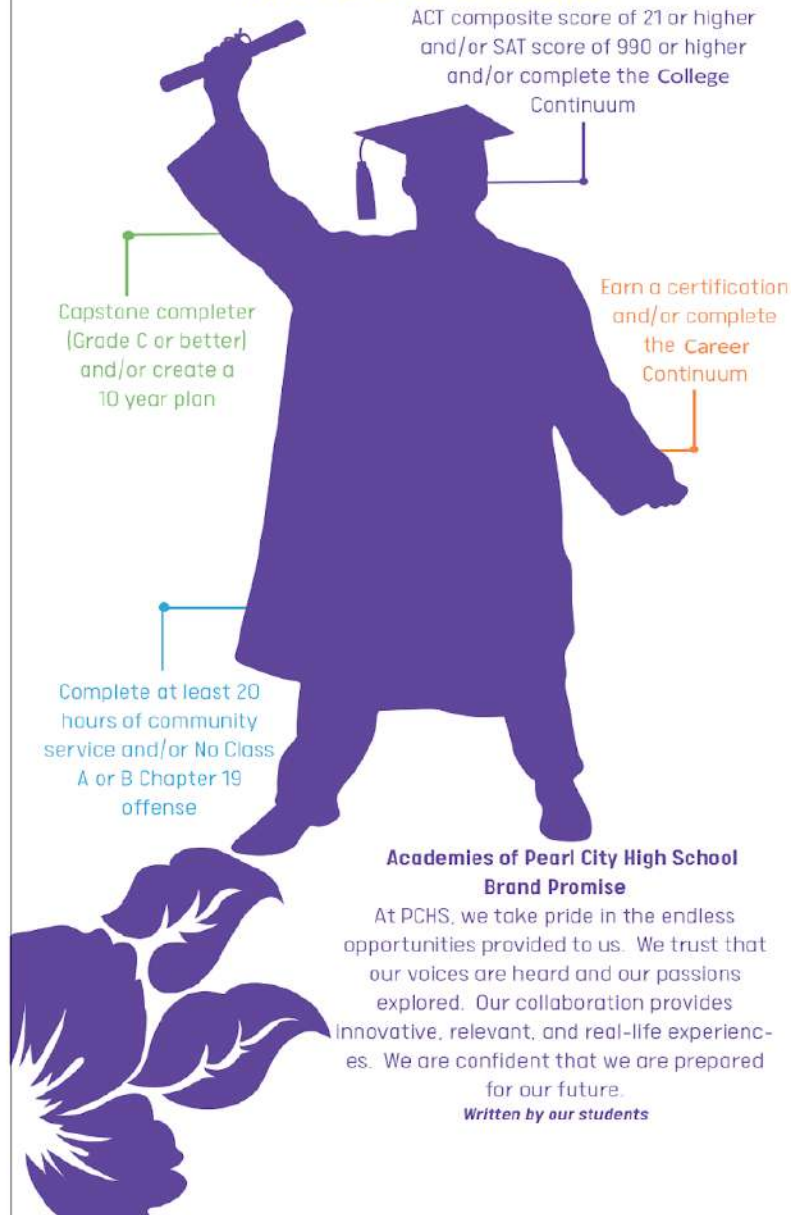
- **Self-Directed Learner:** The ability to be responsible for one's own learning
- **Community Contributor:** The understanding that it is essential for human beings to work together
- **Complex Thinker:** The ability to demonstrate critical thinking and problem solving
- **Quality Producer:** The ability to recognize and produce quality performance and quality products
- **Effective Communicator:** The ability to communicate effectively
- **Effective User of Technology:** The ability to use a variety of technologies effectively and ethically

Pearl City High School Graduate Profile

What	How
Be Prepared: Career Ready	Earn a certification and/or Complete the career continuum
Be Prepared: College Ready	Complete the college continuum and/or ACT score of 21/SAT score 990 or higher
Be Productive and Purposeful	Capstone completer (Grade of C or better) and/or Creation of a 10-year plan
Be a Positive Contributor	Minimum 20 hours of community service and/or volunteer No level A or B chapter 19 offenses



Portrait of a Graduate



**Pearl City High School
Schoolwide Behavioral Expectations
The Five (5) P's**

<i>Be</i> PROMPT	Be on time or <i>early</i> ; complete and turn in assignments on time
<i>Be</i> PREPARED	Bring all required supplies; keep up with coursework; have school ID with you at all times
<i>Be</i> POLITE	Treat others with respect; respect differences/diversities; remove hats & sunglasses while indoors; use quiet voices and appropriate language; keep hallways and stairwells clear
<i>Be</i> POSITIVE	Know and follow all school and classroom rules; always try your best; respect other people's and school property; have a positive attitude and show " <i>Aloha</i> "
<i>Be</i> PRODUCTIVE	Use time wisely and constructively; keep active; help others; take initiative; be inventive, innovative, and creative; strive to better yourself

**Pearl City High School
ALMA MATER**

**Pearl City High School
Alma Mater dear,
We are proud, loyal and true
To our name we hold up high.
From the Koolau Range
We come forth,
Ready to accept the right
For we are strong,
Honest and true to thee,
Pearl City High.**

**Ke Kula o ko makou aloha
Ko makou momi haa heo
Ko Makou Mililani E
Hóo Kíe Kíe nou me ke ku pá
a Kealoha E ho.
O lá a hou
Hó o lá a I ka hanohano
Ka Kanohano ko makou kula
E Pearl City High,
E Pearl City High**

**SCHOOL MOTTO:
*Excellence with Honor***

**SCHOOL COLORS:
*Purple and White***

**SCHOOL TEAM NAME:
*Pearl City Chargers***

**SCHOOL YEARBOOK:
*Hali'a Aloha***

Continuous Notice of Non-Discrimination

The Hawaii State Department of Education (HIDOE) and its schools do not discriminate on the basis of race, color, national origin, ancestry, sex, gender identity, gender expression, sexual orientation, age, disability, and religion in its programs and activities. Please direct inquiries regarding HIDOE nondiscrimination policies as follows:

Civil Rights Compliance Branch
Hawaii State Department of Education
P.O. Box 2360
Honolulu, Hawaii 96804
(808) 586-3322 or relay
CRCB@k12.hi.us

Beth Schimmelfennig, Director
Rhonda Wong, Compliance
Aaron Oandasan, Title VI
Toby Yamashiro, Title VII
Nicole Isa-Iijima, Title IX
Krysti Sukita, ADA/504

STUDENT BILL OF RIGHTS AND RESPONSIBILITIES

(<https://www.hawaiipublicschools.org/ConnectWithUs/Organization/Pages/Student-Bill.aspx>)

The primary function of schools is to nurture the educative process of students and to equip them constructively to meet the challenges of the future. If we, the students of the State of Hawaii, are to become citizens trained in the democratic process, we should be provided full opportunity to inquire, to question, and to exchange ideas. Our rights and responsibilities, then, are analogous to those of an adult citizen.

1. **CONSTITUTIONAL RIGHTS:** All students shall enjoy rights guaranteed by the Constitution of the United States. Students shall be governed by all laws and ordinances of the State of Hawaii and the County of residence. Moreover, students shall respect all rules, policies, and regulations of the Department of Education and of respective schools.
2. **ACADEMIC RESPONSIBILITY:** Students shall have the responsibility to learn, and to respect the rights of others to learn. Students shall also respect the rights of others to teach.
3. **FREEDOM OF EXPRESSION AND COMMUNICATION:** Students shall have the right to hear and express publicly, various points of view on subjects without fear of reprisal or penalty. However, students recognize the rights of others and the limitations imposed by the laws of libel, slander, obscenity and incitement to riot.
4. **INVOLVEMENT OF STUDENTS IN THE DECISION-MAKING PROCESS:** Students shall have the right to be involved in the decision-making process that affects the educational system.
5. **FREEDOM OF ASSEMBLY AND RIGHT TO PETITION:** Students shall have the right to assemble peaceably. Students shall have the right to “petition the government for redress of grievance.”
6. **FREEDOM OF ASSOCIATION:** Students shall have the right to organize clubs or associations within the school as provided in the SCHOOL CODE.
7. **STUDENT DISCIPLINE:** Students have the right to due process.
8. **RIGHT TO PRIVACY:** Students have the right to privacy as provided in the Hawaii State Constitution, Article 1, Section 5.
9. **INSTRUCTION AND ADMINISTRATION:** Students have the right to be concerned about teachers selected to instruct them and administrators who supervise the schools and educational system they attend. To this end, we should be given an opportunity to express our opinions concerning the instruction we receive from teachers and the administration of Hawaii’s public schools, recognizing that the evaluation of teachers and administrators rests with the appropriate supervisor established by collective bargaining contracts, the policies and regulations of the DOE, and the laws of the State of Hawaii.
10. **MISCELLANEOUS:** Students shall have access to all statutes, rules, policies and regulations to which they are subjected. Copies of these and the Student Bill of Rights and Responsibilities shall be available for inspection either in the school office or in some designated location convenient to all.

Board of Education
STUDENT CODE OF CONDUCT

[Approved: 10/06/2015 (As Board Policy 101.1); amended: 06/21/2016 (renumbered as Board Policy 101-1)]

The Board of Education acknowledges the Student Bill of Rights and Responsibilities. The Board further sets forth the following student code of conduct.

REGULAR ATTENDANCE: Students are expected to attend school regularly and to attend all classes.

PUNCTUALITY: Students are expected to be on time for school and classes.

WORK HABITS: Students are expected to participate in each class to meet performance standards, to have the necessary class materials as affordable, and to be prepared for and to complete assignments and examinations designated by the teacher.

RESPECT FOR SELF AND OTHERS: Students are expected to be honest, behave with dignity and treat others with respect and courtesy. Behavior of the individual should not interfere with the rights of others. This includes the use of appropriate language, actions, and attire. Students are expected not to harass others through any means. Students are expected to come to school free from the influence of tobacco products, alcohol or drugs. Students are expected not to use or possess such substances.

RESPECT FOR AUTHORITY: Students are expected to comply with all school rules and to obey all laws. Students are expected to respond in a respectful manner to all school faculty and staff while under the jurisdiction of the school and while participating in school-sponsored activities.

RESPECT FOR PROPERTY: Students are expected to treat all property belonging to the school and to others with care.

FREEDOM FROM FEAR: Students are expected to contribute to a safe school environment free from fear. Acts of violence, weapons and contraband are never acceptable.

Pearl City High School
STUDENT CODE OF CONDUCT

Pearl City High School is committed to each student's success within a caring, responsive, and safe environment that is free of discrimination, violence, and bullying. To ensure a safe environment, the school has established and enforces policies and procedures and appropriate consequences.

School-Prohibited Conduct

1. Contraband – possession and/or use of any of the following is strictly prohibited:

Chains	Over-the-counter drugs not	Spiked jewelry
Cigarettes (includes E-Cigarettes)	approved by administration	Steel toe shoes or boots
Clubs	Pepper sprays	Toy guns
Darts	Pornographic Material	Vaporizers
Dice	Razors	Water balloons
Drug and gang paraphernalia	Roller blades	Water pistols
Electronic devices with speakers	Rubber tubing	ANY other item deemed
Eggs	Shaving cream	hazardous/unacceptable by
Knives	Silly string	administration
Lighters	Skateboards	
Martial arts weapons	Slingshots	

Guidelines for Use of Electronic Devices

Electronic devices, such as cellular phones, and electronic gaming devices (including accessories like earphones) are prohibited during instructional time unless the device is used for a teacher sanctioned class activity. "Instructional time" means the **entire** class period, including bathroom breaks and errands run outside of the classroom.

All electronic devices of this nature are considered contraband during instructional time and, if visible (including earphones), will be confiscated by PCHS staff and sent to the front office. Confiscated devices will be released from the front office to a parent or guardian of the student. It is the student's responsibility to inform his/her parent or guardian of the confiscation. All unclaimed devices will be donated to charity at the end of the school year.

If a student brings an electronic device to school for use during non-instructional time, he/she does so at his or her own risk. Pearl City High School recommends that students do not bring valuables to school, including electronic devices as they are at risk of being lost or stolen.

Exceptions: Any exceptions must have prior approval, which will be determined by the administration on a case-by-case basis. *Theft of items not required for school will **not** be investigated by the administration. Students bring items at their own risk.*

2. Unacceptable behavior/action:

Illegally parked; violation of school traffic regulations
Being in off-limits area
Break dancing
Bullying (including cyberbullying)
Freaking
Disturbing/disrupting class
Gum chewing
Littering
Spitting

Horse playing (running in buildings, etc.)
Public Display of Affection (PDA) – excessive kissing, hugging, touching
Moshing
Throwing food
Presence at gambling activities and/or any other illegal activity
Disobeying a school official

Department of Education Prohibited Conduct

1. Smoking is not permitted on school premises at any time or at any school-sponsored event and will result in Chapter 19 disciplinary consequences.
2. Insubordination: disobeying school officials, rules/policies

Unlawful Conduct

1. Assault, threats, fighting
 - a. Students should seek the help of a teacher, counselor, vice principal or the principal to resolve differences.
 - b. Unprovoked attacks of fellow students will result in immediate suspension.
2. Burglary, robbery, extortion, theft
3. Defacing/damaging school property
4. Gambling
5. Harassment
6. Possession and/or use of alcohol, narcotics and illegal substances. Student may be referred to TEEN CARE and/or may be suspended up to 92 days of school, referred to the police, and may be recommended for disciplinary transfer or expulsion.
7. Sexual offenses
8. Trespassing

Pearl City High School
POLICIES AND PROCEDURES RELATED TO BULLYING

Pearl City High School is committed to providing students a safe and healthy school environment. A safe and positive school climate requires mutual respect, tolerance, and acceptance.

The US Department of Health & Human Services identifies three types of bullying on its StopBullying.gov website:

Three Types of Bullying:

- Verbal bullying is saying or writing mean things. Verbal bullying includes:
 - Teasing
 - Name-calling
 - Inappropriate sexual comments
 - Taunting
 - Threatening to cause harm
- Social bullying, sometimes referred to as relational bullying, involves hurting someone's reputation or relationships. Social bullying includes:
 - Leaving someone out on purpose
 - Telling other children not to be friends with someone
 - Spreading rumors about someone
 - Embarrassing someone in public
- Physical bullying involves hurting a person's body or possessions. Physical bullying includes:
 - Hitting/kicking/pinching
 - Spitting
 - Tripping/pushing
 - Taking or breaking someone's things
 - Making mean or rude hand gestures

Policy on Bullying

Pearl City High School will not accept behavior that infringes on the safety of any student. A student shall not intimidate, harass, or bully another student through words or actions. Such behavior includes: direct physical contact, such as hitting or shoving; verbal assaults such as teasing or name-calling; and social isolation or manipulation. This policy applies to students on school grounds, while traveling to and from school or a school-sponsored activity, during the lunch period, whether on or off campus, and during a school-sponsored activity.

Any student who engages in bullying may be subject to disciplinary action up to and including suspension (see Chapter 19 regarding Student Misconduct, Discipline, School Searches and Seizures, Reporting Offenses, Police Interviews and Arrests, and Restitution for Vandalism). Students who are disciplined for multiple incidents of bullying may be suspended from future extra-curricular events. Please see: "Participation in Extracurricular Events" below.

Pearl City High School expects students and staff to immediately report incidents of bullying to the principal or vice principal. Staff who witness such acts will take immediate steps to intervene when safe to do so. Students can rely on staff to promptly investigate each complaint of bullying in a thorough and confidential manner.

Procedures on Bullying

Procedures for intervening in bullying behavior include, but are not limited to the following:

- All staff, students and their parents will receive a summary of this policy prohibiting intimidation and bullying: at the beginning of the school year, as part of the student planner, as part of new student orientation, and as part of the school system's notification to parents.
- Students should report incidents of bullying to a teacher, counselor, vice principal or the principal.
- Staff who witness acts of bullying shall take immediate steps to intervene when safe to do so and report to administration as soon as possible. All witnesses and victims of bullying are strongly encouraged to report the incident as soon as possible.

- Conflict resolution procedures shall not supplant the authority of administrators to act to prevent violence, ensure campus safety, maintain order, and discipline students.
- The school will make reasonable efforts to keep a report of bullying and the results of investigation confidential.

Participation in Extracurricular Events

Participation in Pearl City High School extracurricular events is a privilege earned by students who embody and uphold the precepts of the Student Code of Conduct. School administration may revoke a student's privilege to participate in extracurricular activities if the student poses risk to the health, safety, and order of school events.

Students violating the Student Code of Conduct, especially for Class A & B offenses, ***which include bullying and cyberbullying***, will jeopardize their opportunity to participate in many extracurricular activities which include but are not limited to:

Freshmen Year	Sophomore Year	Junior Year	Senior Year
Homecoming festivities Winter Ball Proms	Homecoming festivities Winter Ball Proms	Parking privileges Homecoming festivities Winter Ball Junior Prom	Parking privileges Homecoming festivities Winter Ball Senior Luau Senior Prom Commencement/Graduation Project Graduation

Pearl City High School is committed to each student's success within a caring, responsive, and safe environment that is free of discrimination, violence, and bullying. In support of this goal, Pearl City High School respectfully invites students to join in the school's commitment to promoting a safe learning environment, which fosters tolerance for diversity, by signing its Anti-Bullying Pledge.

Pearl City High School
ANTI-BULLYING PLEDGE

WE the students of Pearl City High School agree to join together to stop bullying.

By signing this pledge, I agree to:

- Treat others respectfully with kindness.
- Do my best to include those who are left out.
- Refuse to watch, laugh, or join in when someone is being bullied.
- Safely help those who are being bullied.
- Tell an adult if I see bullying.

SIGNED BY: _____

DATE: _____

Approved by Joseph Halfmann, Principal

SEX TRAFFICKING AWARENESS

(Information provided courtesy of Gillian Batangan, PCHS Class of 2021)

Federal Definition of Sex Trafficking: The recruitment, harboring, transportation, provision, obtaining, patronizing, or soliciting of a person for the purpose of a commercial sex act, in which the commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age. (22 USC § 7102, <https://humantraffickinghotline.org/what-human-trafficking/federal-law>)

The Commercial Sexual Exploitation of Children (CSEC) Definition: Sexual activity involving a child in exchange for something of value, or promise thereof, to the child or another person or persons. (https://www.ojjdp.gov/programs/csec_program.html)

A Sex Act can include: sexual intercourse, sending nude photos through text/email/direct message, stripping, oral sex, etc.

Sex Trafficking is when you are forced/tricked/blackmailed into doing commercial sex or you are under 18 years old and you do a sex act in exchange for something of value such as money, shelter, food, electronics, etc.

Who is a Target or At Risk?

- Any youth
- Any background
- Searching for love & acceptance
- History of abuse
- LGBTQIA
- Lack of a support system
- Low self-esteem or self-worth
- New community, school, etc.
- Houseless, runaway, throwaway
- Crowded house
- Walk to school or store alone
- Access to technology
- Community denial, lack of information

Warning Signs

- Personality/clothing/style changes drastically
- Unexplained absences/disappearances
- Burn marks, bruises, scars
- A second cell phone
- Abusive relationships
- Constantly running away
- Older boyfriend/girlfriend, older friends
- Youth has unusual symbols/tattoos/type of branding
- Suddenly owns expensive items (clothing, accessories)

What You Can Do

TAKE ACTION:

- Don't be a bystander
- Talk to your friends and your family
- Talk to the adults at your school, recreation center, parks, library about posting information
- Call, email your selected officials and community leaders

STAY SAFE:

- Be careful, be smart
- Keep good friends
- Look out for friends and family
- Identify adults you can trust
- Set online privacy

More resources:

- Ho'ola Nā Pua - hoolanapua.org
- Shared Hope International - sharedhope.org
- National Trafficking Hotline - humantraffickinghotline.org
- Homeland Security - www.dhs.gov/blue-campaign

SCHOOL RULES AND REGULATIONS
Pearl City High School Enforces the Philosophy of Zero Tolerance with Respect to
Alcohol, Drugs and Weapons

ASSEMBLIES

Attendance at assemblies is mandatory. Non-attendance may result in disciplinary action.

ATTENDANCE PROCEDURES

The absence of a student from Pearl City High School, whether excused or unexcused, has a twofold effect upon the educational process. The absence not only removes the student from the classroom setting, but also impacts the school's ability to provide quality instruction.

The following procedure is based on the following premise:

- Students need to attend school daily and be in class on time to receive the optimum benefits of school.
- Unexcused and/or excessive absences and tardies are unacceptable and prevent maximum teaching and learning from taking place.
- Attendance is everyone's responsibility.

Definitions:

- **"Enrolled"** means that the student has been accepted into the public school system. Students need not enroll annually.
- **"Absent"** means that the student is not physically present in school for at least half the school day or is absent from a class for at least half the period from the ending of the tardy bell, except if the student is on an authorized school activity. For purposes of school reporting, students are either present or absent. Teachers may maintain records of excused absences for purposes of make-up work.
- **"Present"** means the student is physically present in school or in a scheduled class for at least half of the school day or class period.
- **"Tardy"** means that the student reports to class after the starting time designated by the school.
- **"Truant"** means the student is absent from school without authorization from the principal or designee.

Guidelines for Determining Absences

"Excused" absences include:

- Illness
 - Parent/guardian note is required
 - If the student is ill for three or more consecutive days, parent/guardian note must be accompanied by a doctor's note
- Funeral services
 - Parent/guardian note is required
 - A copy of the funeral program or published obituary is required
- Doctor/Dentist appointment
 - Doctor/Dentist note is required
- Family Court
 - A note from Family Court is required
- Driver's road test
 - Parent/guardian note is required
- Authorized school activity – School related activities include, but are not limited to activities such as:
 - Counselor or administrator appointment
 - Treatment in the health room
 - Assigned detention or in-school suspension (Behavior Modification Center, BMC)
 - Student government related activities
 - Athletics
 - Field trips
 - Early college programs (admissions, etc.)

Unexcused Absences

“Unexcused” absences include, but are not limited to:

- Non-school sponsored activities or trips not approved by school administration
- Family vacations outside of the normally scheduled school break that are not approved by school administration

Parent/Guardian Notes are Required

Parents/guardians may contact the school office before 9:00 AM with the information below to notify the school of a student’s absence; a phone call, however, is not a substitute for a parent/guardian letter that includes the following information.

- Student’s legal first and last name
- Date note was written
- Grade level
- Date(s) of absence
- Reason for absence
- Phone number(s) where parent/guardian can be reached
- Parent/guardian signature

All documentation must be given to the Attendance Office within three days of returning to school. Any letters submitted after the third day will not be considered, but will be kept on file.

Guidelines for Determining Tardies

“Excused” tardies include:

- Funeral services
 - Parent/guardian note is required
 - A copy of the funeral program or published obituary is required
- Doctor/Dentist appointment
 - Doctor/Dentist note is required
- Family Court
 - A note from Family Court is required
- Student detained by an administrator or counselor
 - A note from person who detained student is required
- Delayed school bus
 - An announcement will be made over the school public address system and/or school email
- Unusual weather circumstances
 - An announcement will be made over the school public address system and/or school email
- All other reasons must be reviewed by an administrator before a tardy is excused

Unexcused Tardies

“Unexcused” tardies include, but are not limited to:

- Oversleeping
- Having car trouble
- Missing the bus
- Babysitting
- Dealing with “personal business”

NOTE: Two *unexcused tardies* = one *unexcused absence*

Guidelines for Determining Truancy

If the student is a habitual truant (more than 10 unexcused absences – 95% benchmark for attendance) a written notice of the habitual truancy will be mailed to the student’s parent(s)/guardian(s). Referral to Family Court for an investigation as to whether the student shall be considered to be a neglected child in a family in need of services because of habitual truancy and thus subject to the provisions required by law will be made. See *Hawaii Revised Statutes 302A-1132, 302A-1135, and 302A-1136*.

Consequences

Students who accumulate five or more unexcused absences per course per quarter will be ineligible to participate in any co-curricular activities for the rest of the current quarter. The procedure to withhold privileges from students stresses to parents and students the importance of attending school. Attendance records provide accurate accounts of notes that are turned in and whether they have been designated excused or unexcused according to the criteria stated in the attendance procedures. Daily calls are generated to parents when a student misses one or more classes. A phone call will be made to parents/guardians when their child has received three unexcused absences to alert them of the attendance procedures. A letter is sent home when the student reaches the five unexcused absences informing them that co-curricular privileges have been suspended for the current quarter. An appeal notice is also attached. School procedure states clearly what constitutes an excused or unexcused absence and parents and students are informed whether the note is accepted as excused.

BMC will be assigned to students who accumulate six or more unexcused tardies per quarter.

Homework Procedure for Excused Absences

If a student is absent for three or more consecutive days, the parent/guardian may request homework by calling the student's counselor. A 24-hour notice is needed for teachers when a homework request is made. Parents may pick up the homework at the front office after the end of school of the second day following the request. Parents/guardians may call the office to confirm that there are assignments for the student before coming to the school.

Parents must notify the school in writing as soon as plans for any extended absences due to family vacations, youth camps, and/or sports competition events have been made. The school administration has the discretion to determine if the absences will be excused or unexcused if student academics are adversely affected and/or if attendance is a concern and will notify the parents. The parents should meet with the school administration to discuss the educational arrangements. Teachers are required to provide make-up work for excused absences only.

Attendance Appeal Procedures

A student who accumulates five or more unexcused absences in a quarter will lose all co-curricular privileges for the current quarter. Students who enroll in PCHS after the start of the quarter will be subject to a prorated number of excused absences at a rate of one absence per month.

The following reasons would be considered as excused absences from class and/or school:

- Illness verified by a parent/guardian and/or physician
- Long-term or chronic illness verified by a physician
- Doctor/Dentist appointments with documentation
- Family Court and/or other legal obligations (court appearances) with documentation
- Authorized school activities (field trips, athletes, etc.)
- Driver's road test with documentation
- Other situations that are approved by school administration

It is the responsibility of the student and the parents/guardians to complete the Attendance Procedure Appeal Form and provide documentation to support the request to the administration. The Attendance Procedure Appeal Form will be available in the main office and online on the school website. The form must be completed within three days following the student's return to school.

A student who is tardy to class/school will be considered absent if more than half the period has passed.

Appeal Procedure

Letters will be sent home when a student has accrued five unexcused absences in a quarter.

Students and parents/guardians are invited to request a copy of their up-to-date attendance profile. Pearl City High School recognizes fully that some absences are unavoidable. The intent with this letter is to invite students and parents/guardians who have extenuating circumstances to appeal the attendance procedure.

Each attendance appeal will go through an appeals process and will be determined on a case-by-case basis. A student will be notified of the Appeal Committee's decision. Submission and consideration of an attendance appeal does not guarantee that the committee will waive the absence.

The burden of proof shall be on the student, who may be asked to appear before the Appeals Committee.

Truancy

Any student who is truant will be subject to the attendance procedure as outlined. Habitual truancy will also result in further disciplinary action and Family Court intervention.

CO-CURRICULAR ACTIVITIES

Students must meet all DOE grade point average (GPA) requirements to participate in co-curricular activities. This includes, but is not limited to, having a 2.0 GPA for courses taken in the quarter immediately preceding the activity in order to officially participate in the following:

1. Any co-curricular activity that takes a student out of school or classes.
2. All interscholastic competitive activities. These include but are not limited to high school interscholastic athletic activities, speech and forensic contests, math league activities, and cheer and song leading squad activities.
3. Student council and class council members in elected and/or voluntary positions.

COUNSELORS

Counselors are available to provide academic, personal/social and career counseling. The counselors' offices are located in the administration building and B302. The College and Career Coordinator can be found in A102. School-Based Behavioral Health (SBBH) counselors are located in the portables near the main office.

Student Services Coordinator

The Student Services Coordinator works with 504/SpEd/IDEA cases. The office is located in the trailer, adjacent to the administration building.

Teen Care

Teen Care Counselors provide substance abuse counseling services. The Teen Care office is located in H105.

DRESS CODE

Personal appearance and proper dress are important in setting a positive school climate and learning environment. Research studies show that there is a correlation between student appearance, attitude and behavior on school campuses. Therefore, students should be dressed appropriately for school. The only exceptions will be for medical (under doctor's orders) or religious reasons. A waiver must be presented to, and approved by administration.

The following are **NOT ALLOWED**

- Bare feet
- Shorts or skirts less than mid-thigh in length or with slits higher than mid-thigh
- Swimwear (bikinis)
- Undershirts
- Cutoff jeans/pants (garments with fringed hems or holes that reveal undergarments, whether by design or due to wear)
- Bare midriffs, tube tops, halter tops (backless garments)
- Sunglasses, hats (including knit caps), caps, or visors in the classroom, auditorium, gym, or cafeteria

- Bandanas, dog chains, dog collars, and any garment or symbol associated with gangs; any garments imprinted with designs or logos which depict illegal activities
- Clothing, jewelry, or accessories that represent drugs, tobacco, alcohol, sex, violence/weapons, or that contains obscene words, lettering, symbols or pictures
- Any other article deemed inappropriate by administration

This dress code is in effect the entire school day and at all school functions. Exceptions will be announced for special school events. Students with repeat dress code violations may be suspended.

EARLY COLLEGE

Early College is an initiative that allows high school students to take college classes on their high school campus. For the most part, students in an early college class are taught by college professors and take the class with their high school peers. Students who successfully complete the college class receive both high school and college credit. This is referred to as Dual Credit. Information regarding the courses offered each semester is announced on the school webpage (pchs.k12.hi.us → Academics → College & Career Corner). See Ms. Arakawa and Ms. Murata, the College and Career Coordinators for more information relating to Early College.

GRADUATION REQUIREMENTS AND PROMOTION POLICY (Refer to end of handbook.)

HEALTH FACILITIES

When students feel ill or are injured, they are to obtain a Health Room Referral Form from their teachers and then report to the health room. The bathroom in the health room is for the use of students who are ill and confined to the health room. If the health room is closed, students should report to the office for assistance. Students may be sent home from the health room after parents are contacted. Students may leave with parent or authorized adults. If there are no parent-authorized adults listed on the emergency health card, the student must remain on campus. An emergency card must be turned in every year.

Daily medications may be stored and distributed in the health room. A Form 36, to be filled out by parent/guardian and physician, may be obtained from the health room.

IDENTIFICATION BADGE PROCEDURES

The purpose for an identification badge (ID) procedure is to ensure each student and adult is readily identified as a Pearl City High School student or staff member and to identify and exclude those individuals who have no legitimate business on the PCHS campus during school hours and/or school activities. Staff members are encouraged to question all persons not displaying proper identification. Visitors will receive a temporary visitor's pass from the front office.

Ensuring the safety and security for all students and staff members is PCHS's top priority each and every day. Students must be able to readily show their ID upon request from any faculty/staff member. Failure to produce an ID at any time could result in disciplinary action.

All students must have the current school year ID in order to:

- Attend class
- Move between classes and to go to the restroom
- Buy lunch
- Borrow library books and use school computers
- Obtain early dismissal (cannot exit school campus without ID)
- Participate in school activities (including assemblies and prom)

Lost or stolen ID

It is the student's responsibility to account for the whereabouts of his/her ID. Any lost or stolen ID should be reported to the school security office. A new ID card will be issued at a cost of \$5 through the attendance office.

Defacing ID

The ID is the property of PCHS and shall not be defaced. No pictures, writings, stickers, markings, drawings, etc. are to be placed anywhere on the card. Depending on the amount of damage to the card, a new card may be issued at a cost of \$5.00. In addition, disciplinary action may be applied.

LEAVING THE SCHOOL GROUNDS

A student who wishes to leave the campus during the school day must obtain an Off-Campus Pass from the Attendance Office (during non-class time) before leaving the campus. Permission will be granted when a written parental request is presented and verified by phone or when a telephone call from the student's parents is received. Students who are found off campus by the Honolulu Police Department may be picked up for truancy if found without an authorized pass. Further violations may result in arrest for truancy and appearance in Family Court. The Off-Campus Pass is the student's readmit to the classes missed while off-campus.

LIBRARY

The mission of PCHS library is to provide a variety of resources and a learning environment where all students can explore, discover, inquire, create and innovate. Library procedures are aimed at keeping library materials available and accessible to all. Misuse of materials or facilities may result in monetary obligation(s) and/or suspension of library privileges.

Library Procedures:

1. Individual passes and school ID are required during instructional hours.
2. Computer use and internet access require a parent signed Technology Responsible Use Form (TRUF).
3. Borrowing materials and using computers require a current PCHS student ID.
4. Library/Textbook obligations may be cleared during non-instructional times. If the book is returned after the obligation is paid, a refund must be requested within one year from the original payment date. The original receipt must be submitted at the time of the request for the refund. Six weeks prior to graduation, senior obligation payments are cash only.

LOST AND FOUND

Lost and found items should be turned in or claimed at the Security Office (or front office). The care of personal property and assigned books is the responsibility of the individual student. Do not bring large sums of money or expensive items to school. Names of students should be written on all folders, book covers, etc. Loss of items not required for school will not be investigated.

LUNCH

1. Breakfast is served daily from 7:10 AM to 7:45 AM and also at recess in the cafeteria. Lunch is served daily during the regular lunch period only. Breakfast is \$1.20, lunch \$2.75. Deposits may be made all day in the office. Deposits made before 8:00 am will be available the next day. Only cash payments are accepted with a minimum deposit of \$10.00. Students on the FREE lunch program are entitled to ***one breakfast and one lunch daily at no charge***. Students on the REDUCED lunch program are entitled to ***one breakfast and one lunch at a reduced charge***. The reduced cost of \$0.30 for breakfast and \$0.40 for lunch will be deducted from their accounts for each first breakfast and first lunch of the day. FREE and REDUCED lunch participants will have ***\$2.40 deducted from their accounts for any second breakfast and \$5.50 for any second lunch of the day***. (Students may purchase an entrée (main dish) only for \$1.85 with purchase of the first lunch.) Students may make inquiries about the balance of their account each time their card is used to purchase any food item in the cafeteria.
2. ID cards are required for purchases at all counters; there will be absolutely no cash collected at the serving lines. Breakfast and lunch payments will be deducted from students' accounts via ID cards. It is school policy that all students and school personnel wear their ID tags throughout the day.
3. Lunches are offered throughout the cafeteria at three serving counters. Each student is limited to one lunch purchase per card per transaction.
4. At no time shall students "cut" in line.
5. Lunches may be taken out of the cafeteria.
6. The Board of Education has ruled that students must take their turn working in the cafeteria for no more than a total of seven (7) school days per year.

7. A free or reduced lunch program offered to all qualifying students is available from the beginning of the year. Further information is available from the vice principal in charge.
8. Information regarding the Hawaii DOE Wellness Guidelines can be found on the Pearl City High School website.

OFF-LIMITS AREAS

The following areas on or near our campus are designated as off-limit areas for all students:

1. Waimano Home grounds
2. Construction projects on campus
3. Hallways, lanais, and restrooms while classes are in session, unless students have specific pass
4. All parking lots during school hours except as designated by an administrator/teacher on a designated pass only
5. Momilani Elementary School
6. Lower campus road and parking lot D
7. All athletic facilities and surrounding areas unless accompanied by a PE teacher
8. Behind the band room and library
9. PCCC Auditorium
10. Stairwells – no loitering in stairwells at any time
11. 4th floors of buildings during recess and lunch unless authorized by teachers to be in their classes
12. Any other areas designated “Off-Limits” (Refer to maps posted in classrooms)

PARKING

Pearl City High School students are allowed to drive vehicles to school and park on campus only if authorized by obtaining a decal. Students are expected to follow the rules as found in the Student Traffic/Parking Code available at the office when purchasing a decal.

Students are given the opportunity to drive vehicles to school, and it is up to each student to see that his/her privilege is not abused. All drivers must observe the 10 mph speed limit. Violation of sensible driving habits will result in loss of driving privileges on campus.

Any illegally parked vehicles and vehicles without decals will be towed away at the owner’s expense.

The parking lot is off-limits from the time the student arrives at school until school is out.

SCHOOL FEES

Grade Level	9 th	10 th	11 th	12 th
Dues	\$25.00	\$18.00	\$18.00	\$18.00
Yearbook*				
• Basic edition (Optional)	55.00	55.00	55.00	55.00
• Student name on cover (Optional)	8.50	8.50	8.50	8.50
Athletic Activity Card (Opt.)	25.00	25.00	25.00	25.00
Graduation Fee				25.00
Total varies depending upon optional fees	Varies	Varies	Varies	Varies
*NOTE: Yearbook costs may increase after Quarter 1. Please purchase by January 12 2024 to ensure your copy.				

Break down of dues Gr 9:

Student Gov’t	\$10.00
Class	8.00
Planner	7.00
Total Dues	\$25.00

Break down of dues Gr 10, 11, 12:

Student Gov’t	\$10.00
Class	8.00
Total Dues	\$18.00

STUDENT COUNCIL

Pearl City High recognizes that its major function is the academic development of its students. It also accepts responsibility for the social, athletic, moral, leadership, and complete development of its students. Toward this end a comprehensive student program is offered. Participation of all students in some phases of student life is encouraged. Students may actively participate by working in many of the standing committees that plan and coordinate the student activities program for the year. Some of the many committees that students may sign up for include the Spirit, Assembly, Winterball, and Environmental committees. Students may also participate by getting involved in the class level activities. Here is a list of some of the various committees and what they do.

- *Aloha Committee*: Responsible for the orientation of new students and hospitality of guests to the school
- *Assembly Committee*: Plans and sets up for assemblies
- *Service Committee*: Responsible for environmental projects and concerns
- *Elections Committee*: Plans and holds all elections dealing with the Student Body, such as Student Government elections and Winterball and prom courts
- *Homecoming Committee*: Plans and carries out the Homecoming activities
- *Song Festival Committee*: Plans and carries out the annual Spring Song Festival
- *Spirit Committee*: Promotes spirit among the students through activities
- *Winterball Committee*: Plans winter dance

TRANSCRIPTS

Students needing an OFFICIAL transcript should do the following:

1. Complete the "Request for Student Transcript" form. Parent/guardian's signature is required if the applicant is less than 18 years of age.
2. Return the completed transcript form to the Registrar's Office.
3. Processing time is three to five business days.
4. Fee is \$1.00.

Students may get an UNOFFICIAL transcript from their counselor at no charge.

TRANSFERS

A student withdrawing from Pearl City High School must obtain a "Request for Release" form from the registrar's office. The completed form must be returned to the registrar's office **at least one week prior to the student's last day**.

Withdrawing students are given a clearance form, which must be signed by each of the student's teachers, the librarian, the account clerk, and the attendance office. All books/equipment must be returned and financial obligations cleared. A release packet is given to the student to take to the new school. The student's official school records will be sent to the receiving school upon request from the new school. **Students transferring during the summer months should arrange for their release two (2) weeks prior to the end of the school year.**

Students must be enrolled until the last two (2) weeks of the school year to receive year-end grades.

VISITORS

Visitors are required to report to the school office for permission to visit the school. Prior arrangements must be made with the teacher and administrators before anyone is permitted to visit a classroom. Visitors must remain with the adult host for the duration of the visit. Visitors must sign out and/or notify the office of their departure so security is aware they are off campus.

2023-2024 PCHS SCHOOL CALENDAR
(Subject to change)

First Semester for Students: August 7, 2023 to December 21, 2023	
Administration/Teacher Work Days	August 1-4
Freshman Orientation (Full Day)	August 7
All students report (Full Day) (Friday Schedule: Periods 1-7)	August 8
Statehood Day (Holiday)	August 18
Open House	August 24
Planning/Collaboration Day (No students)	September 1
Labor Day (Holiday)	September 4
Homecoming	TBD
First Quarter Ends	October 6
Fall Break (No school)	October 9-13
Veterans' Day (Holiday)	November 10
Thanksgiving Recess	November 23-24
Second Quarter, First Semester Ends	December 21
Winter Break	December 22-January 4

Second Semester for Students: January 8, 2024 to May 30, 2024	
Teacher Work Day (No students)	January 5
All students report (Full day) (Friday Schedule: Periods 1-7)	January 8
Dr. Martin Luther King, Jr. Day (Holiday)	January 15
Planning/Collaboration Day (No students)	February 2
Teacher Institute Day (One day per island)	February 12-16 (TBD)
Presidents' Day (Holiday)	February 19
Third Quarter Ends	March 15
Spring Break (No school)	March 18-22
Prince Jonah Kuhio Kalaniana'ole Day (Holiday)	March 26
Good Friday (Holiday)	March 29
Graduation Day	TBD
Memorial Day (Holiday)	May 27
Last Day for Students - Fourth Quarter, Second Semester Ends	May 30
Last Day for Teachers	May 31

CAREER AND COLLEGE RESOURCE CENTER

Visit the PCHS College and Career Resource Center and meet with Ms. Murata, the College and Career Coordinator.

Phone: 307-5574 email: (Danalyn.Murata@k12.hi.us)

- Sign up for college, career, and special program speakers
- Get information on:
 - PSAT, SAT, ACT, ASVAB, and other testing
 - Scholarship applications and financial aid, FAFSA
 - Military, College ROTC, Military Academies
 - Work permits, job postings
 - College and career information, resource materials
 - College fairs, college planning and financial aid workshops, etc.
 - Dual Credit: Early College and Running Start

Helpful Websites:

www.pchs.k12.hi.us	www.fastweb.com
https://ctcl.org	www.fafsa.gov
https://bigfuture.collegeboard.org	www.scholarsapp.com
actstudent.org	www.hawaiicommunityfoundation.org
www.MyMajors.com	www.Cappex.com

IMPORTANT TEST DATES 2023-2024

The information below is subject to change. Keep updated by going to the PCHS website www.pchs.k12.hi.us and read the PCHS daily bulletin under the “Students” tab, and career and college resources under the “Academics” tab.

ACT 2023	SAT 2023
September 9	August 26
October 28	October 7
December 9	November 4
	December 2
ACT 2024	SAT 2024
February 10	March 9
April 13	May 4
June 8	June 1
July 13	

PSAT/NMSQT 2023-2024
To Be Determined

To register for the SAT, go to sat.org/register, and to register for the ACT go to actstudent.org.

Recommended schedule for 4-year college-bound students:

10th grade: PSAT test in October

11th grade: PSAT in October, SAT in the Spring

12th grade: Re-take the SAT and/or ACT, if necessary. Ask your college if you also need to take the SAT Subject Tests

Test Fee Waivers

See Ms. Murata, College and Career Coordinator (office located in the administration building) if you are a junior or senior and are approved for free or reduced lunch, or other low-income status. You may be eligible for two free ACT and two free SAT test fees, college application fee waivers, NCAA and NAIA athletic eligibility registration fee waivers, reduced AP Exam fees, etc.

ASVAB (Armed Services Vocational Aptitude Battery)

This test is free and required for anyone wanting to enter the military or for any 10th, 11th, or 12th grader who wants a free career interest inventory. This test is usually offered at PCHS in November and April. Scores count toward military entrance only from junior year and on.

PEARL CITY HIGH SCHOOL ATHLETICS

Pearl City High School is proud of its athletic program, which consists of 53 teams in 19 sports making Pearl City High School one of the largest public school athletic programs in the state.

ELIGIBILITY REQUIREMENTS

All students are eligible to try out for all offerings. Students participating in the interscholastic program are required to meet the eligibility requirements and follow the rules of the OIA (Oahu Interscholastic Association), HHSAA (Hawaii High School Athletic Association), DOE (Department of Education), and Pearl City High School.

Ineligible students will not be permitted to participate in any athletic activity.

Academic Progress Reports will be completed by the student every two weeks to determine continued eligibility. Students need to maintain a 2.0 grade point average and no "F" grade in order to continue participation on scheduled games.

At the first scheduled workout, each athlete must meet the following criteria:

- Age requirement
- Academic requirement
- Enrollment
- Complete Athletic Clearance Packet

ATHLETE'S CONTRACT & CODE OF CONDUCT

I understand that it is an honor and a privilege to represent my team and Pearl City High School. Everything I do must be done for the betterment of the team and Pearl City High School. I must also remember that my conduct will be judged by others and, therefore, I must always be considerate, respectful and exemplary in my behavior at all times as an athlete and as a student.

I Will:

1. Maintain a good attendance record and attend class on time.
2. Be a positive role model in the school and community.
3. Respect all coaches, players, officials, teachers, administrators, and other staff members.
4. Obey all team, athletic department, school, and OIA rules.
5. Not use or possess alcohol, tobacco, drug products and paraphernalia.
6. Not fight or provoke a confrontation.
7. Show good sportsmanship at all times.
8. Not swear or use profane or inappropriate language at any time.
9. Notify my coach or athletic trainer immediately of all injuries occurring during practice and contests.
10. Take care of and be responsible for all equipment, facility and uniforms provided to me.
11. Only wear the team uniform for games or athletic department-approved activities.
12. Dress properly and discreetly for school and games as a proud member of our athletic program.
13. Not haze or harass any person.
14. Keep my hair neatly groomed with no unusual haircuts, hairstyles, bleached and dyed or colored hair.
15. Take off any jewelry that may cause injury or not permitted by sport.
16. Not place any permanent or temporary tattoo on my body that depicts negative, violent, immoral, illegal or illicit messages, or gang signs. Any visible tattoos will be covered during school athletic events.
17. Get my grade check completed and submit on time.

I understand that should I disregard or violate any of the above CODE, it may result in forfeiture of awards, loss of playing time, suspension and/or dismissal from the team.

IMPORTANT MEETINGS FOR PARENTS & ATHLETES*

Fall Parents & Athletes Meeting:	Early or Mid-August
Winter Parents & Athletes Meeting:	Late November
Spring Parents & Athletes Meeting:	Late February
Athletic Awards Night:	Late May

*Specific dates & times of meetings will be announced by the coaching staff, website, and through the daily school bulletin. It is mandatory that parents and athletes attend the meeting to participate in our athletic program. A parent and athlete need only attend one meeting for the school calendar year.

Website: www.pchs.k12.hi.us

ACADEMIES

Pearl City High School's academy program is known as the College and Career Academies of Pearl City High School. The College and Career Academies include specialized programs that provide students with a focused and rigorous education in a specific career field or college pathway. Our academies are designed to prepare students for post-secondary education and the workforce by providing hands-on learning opportunities, industry-specific curriculum, and connections to industry professionals.

Our academies offer a wide range of career pathways, such as healthcare, engineering, business, construction, and many others. Students take a series of courses in their chosen Program of Study (POS), which may include honors or Advanced Placement courses, as well as specialized courses that provide training in specific skills and knowledge areas.

In addition to classroom instruction, our academies provide opportunities for students to participate in internships, job shadowing, and other work-based learning (WBL) experiences. These experiences allow students to gain real-world experience and develop industry-specific skills and knowledge, as well as build professional networks and connections.

One of the key benefits of our academies is that they help to improve student engagement and success. By providing students with a clear career pathway and a focused, relevant education, these programs help to motivate students and improve their academic performance. They also help to increase high school graduation rates and post-secondary enrollment rates, as well as prepare students for high-demand, high-wage careers in Hawaii's growing industries.

COLLEGE AND CAREER ACADEMIES OF PEARL CITY HIGH SCHOOL STRUCTURE

Beginning with the 2023-2024 school year, all Pearl City High School students will enroll in a four-year Program of Study (POS). Each POS is arranged into one of three academies within the College and Career Academies of Pearl City High School which are aligned with the U.S. Department of Labor Career Clusters.

Academy of Culinary Arts, Health Sciences & Leadership

- Culinary Arts
- Diagnostic Services
- Nursing Services
- Sustainable Hospitality & Tourism Management (SHTM)
- Teaching as a Profession (TAP)

Academy of International Business & Design

- Digital Design
- Fashion & Artisan Design
- Film & Media Production
- Financial Management

Academy of Technology & Design

- Architectural Design (AD)
- Cybersecurity (Cyber)
- Engineering Technology
- Natural Resources Management (NRM)
- Residential & Commercial Construction

ACADEMY AMBASSADOR

A Pearl City High School Academy Ambassador is a student who serves as a representative and advocate for their college and career academy program. The main responsibilities of an academy ambassador include:

- Promoting the college and career academy program: Academy Ambassadors are enthusiastic about academy programs and are able to effectively communicate the benefits of the program to other students, parents, and the Pearl City community.
- Giving tours and presentations: Academy Ambassadors are willing and able to give tours of academy facilities to prospective students and their families, as well as make presentations to classes or community groups about the program.
- Providing information: Academy Ambassadors are knowledgeable about academy programs and are able to answer questions from students, parents, and community members.
- Participating in recruitment events: Academy Ambassadors assist with recruitment events such as open houses, career fairs, and other events that promote academy programs.
- Assisting with student retention: Academy Ambassadors help to ensure that current students in the academy program are engaged and successful by providing peer mentoring, academic support, and encouragement.
- Serving as a liaison between students and staff: Academy Ambassadors provide feedback and suggestions from students to the academy staff and help to foster a positive relationship between students and staff.

Academy Ambassadors are positive and enthusiastic representatives for Pearl City High School's academy program, with strong communication and leadership skills, a passion for their chosen career pathway, and a willingness to help others succeed.

PROGRAMS OF STUDY AT PCHS

The Academy of Culinary Arts, Health Sciences and Leadership (CAHSL)

Health Services - Will we ever find a cure for cancer? What is the best treatment for diabetes and arthritis? The Health Services Program of Study provides opportunities to explore questions such as these and lays the foundational knowledge and skills students need for careers in healthcare. Students begin by exploring the services, structure, and professions of the healthcare system. The remainder of the program focuses on general skills and expectations for health professionals, which include promoting wellness, maintaining a safe environment, and practicing good communication, collaboration, and leadership. Using real-life scenarios and application-driven activities, students learn the responsibilities and challenges of being healthcare professionals.

Culinary Arts - The only thing better than biting into something delicious is learning how to make and share that delicious dish. The Culinary Arts Program of Study provides students with practical culinary skills that increase in complexity throughout the program. The program begins with an orientation-level course introducing students to topics such as food safety, sanitation, knife skills, basic nutrition, cooking techniques, and menu planning. While mastering culinary techniques, students also learn entrepreneurial concepts, explore career options, and participate in work-based learning experiences.

Hospitality & Tourism - With greater disposable income and more opportunities for business travel, people are traversing the globe in growing numbers. As a result, the Hospitality and Tourism Program of Study is designed to prepare students for entry-level employment in the travel and tourism industry with an emphasis on hotel and restaurant management, event planning, marketing, and environmental issues related to leisure and travel in Hawaii. The program will also examine current and future trends in the field.

Education - Shape the future! The Education Program of Study provides introductory experiences at the elementary, middle, and high school levels as well as exposes students to a variety of teaching philosophies and approaches to curriculum, classroom management, student engagement, and meeting individual needs. As aspiring educators, our students gain not only the professional knowledge they will need in the classroom, but also the skills needed to help their students reach their full potential.

Academy of International Business & Design (IBAD)

Business - Global trade is growing at unprecedented speed and is affecting all businesses, even those focused on the domestic market. The International Business Program will help you zero in on the steps to success and provide you with the skills needed to take advantage of emerging opportunities. You'll learn the necessary background on global trade and winning strategies used by multinational corporations as they deal with cross-border political, legal, economic, social and financial issues.

Graphic Arts - Are you creative and love to draw or design? Then the Graphic Arts Program of Study might be for you! Graphic arts professionals assemble images, typography, or motion graphics to create a piece of design. A graphic designer creates the graphics primarily for published, printed or electronic media, such as brochures and advertising. To prepare for a career in graphic design, you will be introduced to a variety of work-related disciplines: design of print- and computer-generated graphics for the web and for books, technical manuals, newspapers, magazines, mobile web applications and advertising/marketing materials; and additional design applications for promotional pieces, point-of-purchase, packaging and outdoor advertising.

Digital Media - The Digital Media Program of Study provides students with the ability to gain and master skills in Media Production. Students gain hands-on experience by working with professional digital media equipment, learning about industry standard techniques, examining career strategies, gaining insight into the importance of job performance, and developing and editing digital productions.

Fashion Design - Love the Runway? The Fashion Design Program of Study provides students with the academic and technical preparation necessary to pursue high-skill, high-demand careers in this exciting field. A fashion

designer is a person who creates the ideas and concepts of new clothing styles and accessories, often by drawing and sketching. Today, fashion designers can also use Computer-Aided Design (CAD) technology to finalize ideas. You will be introduced to the fashion design process by learning about the history of fashion, trend forecasting, body proportion sketching, pattern making and garment sewing and construction. It is a fun and exciting way to learn how an idea goes from sketch to final product.

Academy of Technology & Design (TND)

Residential & Commercial Construction - Do you like working with tools and making something useful? Do you want to know how to build or do basic home repairs? In the Residential & Commercial Construction program students are introduced to common tools and materials used in the many construction fields including: framing, drywall, cabinet making, plumbing, electrical, and roofing. Students will work with tools, applying math skills, and learning basic carpentry, electrical, and plumbing skills. Workers in construction technology have multiple professional paths, each offering job security and excellent earning potential.

Engineering - Almost everything we do today relies on engineering. Engineering practices have helped develop everything from iPods to bridges, cars to buildings. The Engineering program will introduce students to Engineering principles and practices and help them understand the skills needed to pursue a career in engineering. If you would like to learn about the design, production, and maintenance of mechanical and electrical products and systems, then this might be the right program for you.

Architectural Design - Ever wonder why buildings have such unique shapes and features? Interested in learning how to design structures and objects? Then Architectural Design might be the right program for you. Students learn about different architectural styles and gain experience in drafting and designing. Technical drawing is done through both hand sketching and the Autodesk AutoCAD software. Students learn to create physical models through usage of 3D printing (both plastic and liquid resin), 3D scanning, and laser engraving. Students also gain knowledge and heavy usage of the building information modeling (BIM) software Autodesk Revit, the new common tool in the architecture industry.

Cybersecurity - Cybersecurity is the practice of defending computers, servers, mobile devices, electronic systems, networks, and data from malicious attacks. If you want to learn about mitigating the risk from malware, hackers, trackers, cyber criminals and all online threats, then this might be the right program for you. Specialists in cybersecurity operations monitor, analyze, and detect cyber events and incidents within information systems and network technologies.

Natural Resources Management - Love being outside? Maybe hiking, hunting, and fishing? Want to have a career working with animals, or protecting our 'āina? The Natural Resources Management Program of Study encompasses careers related to agriculture, the environment, natural and cultural resources. These may include agricultural sciences, earth sciences, environmental sciences, fisheries and wildlife biology, forestry, horticulture, wildlife and land management, conservation management, cultural conservation, veterinary medicine, and many agribusiness and agro-industry occupations. The Natural Resources Management Program of Study introduces students to the wide variety of careers within the natural resources field. Students in this program explore the different aspects of natural resources and human impacts on the environment. Students will learn about management of natural resources based on biological and physical science investigations. Students will study the social, cultural, and economic aspects of managing natural resources and the environment. Students will investigate different methods of management, human manipulation of the environment, and the use of technology to increase and protect the natural resources. Students use data collection to determine sustainable uses of natural resources to lessen the impact on the environment. Students gain hands-on experiences. Topics include: ecosystems, plants and animals, soil, sustainable agriculture, invasive species, and conservation of environmental and cultural resources.

ONLINE ACCESS

GOOGLE ACCOUNTS

Every student at Pearl City High School receives a Google account, which is used for various academic projects and collaboration, as well as email. No personal accounts should be used while using the DOE internet. In order to use the internet and school technology, every student must have a Technology Responsible Use Form (TRUF) on file.

School owned and operated Google Accounts should be used for educational purposes only. Inappropriate Google Account usage can lead to suspension or termination of the account.

INFINITE CAMPUS

Pearl City High School uses the Infinite Campus portal for students and parents or guardians to check student progress online. Parents can get access to the Infinite Campus portal by turning in a completed form to the registrar's office. Once the form is received, instructions and an activation key will be emailed within two days.

Setting up Infinite Campus Account (Students)

Students who attended Highlands Intermediate can continue to use their Infinite Campus credentials.

Directions for setting up your Infinite Campus account (IF YOU HAVE NEVER LOGGED IN BEFORE) are as follows:

- Go to the school's website: www.pchs.k12.hi.us
- Click on "Grades" located in the top left corner
- Log in to "Campus Student"
- Enter your Username which is your 10-digit Student ID number (refer to your class schedule)
- Enter default password: first initial of first name (lowercase), first initial of last name (lowercase), birthdate in the format MMDDYY
 - Example: If your name is Harry Potter and your birthdate is February 1, 2004, your default password would be: hp020104
- After logging in with the default password you will be prompted to create a new password that is acceptable to Infinite Campus. You will know your password is acceptable when the line turns *green*.
- When prompted for an email address, you **must** use your school Google account.
- Optional: Once you set up your password, you can download the "Infinite Campus Mobile Portal" app to your phone. Select "Hawaii" when prompted for district code and state.

Checking grades on Infinite Campus

Once students have set up an Infinite Campus account they can check their grades by going to the school website (www.pchs.k12.hi.us) and clicking on "Grades" located in the top left corner. If you are an athlete, be sure to keep track of your online grades; grade checks are pulled directly from the grade books in Infinite Campus.

PEARL CITY HIGH SCHOOL WEBSITE

Keep abreast of what is happening at Pearl City High School by visiting the website at: www.pchs.k12.hi.us.

Located in the top left corner of the home page, you can find three useful quick links:

1. Calendar
2. News
3. Grades (click to log in to Infinite Campus)

Books to go @ PCHS Library <https://sites.google.com/k12.hi.us/pchs-library/home>



Students, you now have 2 ways to remotely checkout books from PCHS Library!

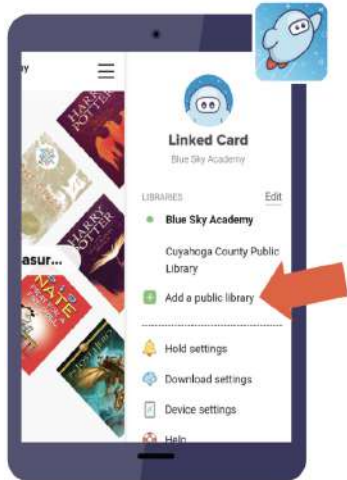

You can also access ebooks and audiobooks (from the public libraries too) with your 10-digit student ID number!

1) To checkout eBooks or audiobooks:

- a. Login to the Sora app (soraapp.com)
 - i. **School Code: HIDEOE**
 - ii. **Username: 10-digit student ID number** (or your 8-digit employee ID number)
- b. Add the public library to your search
 - i. Click on 3 horizontal lines in upper right
 - ii. Click on **Add a library**
 - iii. Add **Hawaii State Public Library System**
- c. Find a book, borrow it and enjoy!



Enjoy eBooks & audiobooks on any device!

	<ol style="list-style-type: none">1. Install the Sora app from the Apple Store or Google Play Store, or go to soraapp.com.2. In Sora, enter the setup code: HIDEOE3. Under your Profile, select  Add a public library and enter the Hawaii State Public Library System.4. To borrow a title, choose "Hawaii State Department of Education" from the drop-down, and sign in with your HIDEOE 10-digit student ID number
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2) To remotely check out “physical” books:

- a. Go to the library website (PCHS Home > Academics > Library)
- b. Search the catalog on the library's home page
- c. When you find a book:
 - i. Click on “Place Hold”
 - ii. Library Card Number: **10-digit student ID number** (or **8-digit employee ID number**)
 - iii. PIN: **your birthdate (MMDD)** (or **last 4 digits of your employee ID number**)
- d. We'll notify you via your school email when your books are ready for pick up

See the library website, (PCHS Home page > Academics > Library) or Library staff for more information.

GRADUATION Requirements

Class of 2016 and Beyond

A Hawaii High School Diploma shall be issued to students who meet the following minimum course and credit requirements (Board of Education Policy 102-15):

Hawaii High School Diploma COURSE REQUIREMENTS*	
English	4.0 credits including: <ul style="list-style-type: none"> English Language Arts 1 (1.0 credit); and English Language Arts 2 (1.0 credit); and Expository Writing* (0.5 credit); and English Language Arts basic electives (1.5 credits)
Social Studies	4.0 credits including: <ul style="list-style-type: none"> US History and Government (1.0 credit); and World History and Culture (1.0 credit); and Modern History of Hawaii (0.5 credit); and Participation in a Democracy (0.5 credit); and Social Studies basic elective (1.0 credit)
Mathematics	3.0 credits including: <ul style="list-style-type: none"> Algebra 1 (1.0 credit); and Geometry (1.0 credit); and Mathematics basic elective (1.0 credit)
Science	3.0 credits including: <ul style="list-style-type: none"> Biology 1 (1.0 credit); and Science basic electives (2.0 credits)
<ul style="list-style-type: none"> World Language Fine Arts Career & Technical Education (CTE)/JROTC 	2.0 credits in one of the specified programs of study <ul style="list-style-type: none"> World Language: Two credits in a single World Language. Credits must be taken in sequence with consecutive course numbers in the study of one language. OR Fine Arts: Two credits in a Fine Arts discipline: Visual Arts, Music, Drama or Dance. Credits do not need to be in a single discipline. OR Career and Technical Education (CTE): Two credits in a single <u>career pathway program of study</u> sequence. JROTC: Two consecutive JROTC courses fulfill CTE two credits for diploma requirements.
Physical Education	1.0 credit including: <ul style="list-style-type: none"> Physical Education Lifetime Fitness (0.5 credit); and Physical Education basic elective (0.5 credit)
Health	0.5 credit in Health Today and Tomorrow
Personal Transition Plan	0.5 credit
Electives	6.0 credits
Total	24 credits

*Or equivalent course.

Honors Recognition Certificate Requirements

In addition to meeting the requirements for the Hawaii High School Diploma, students must attain a cumulative GPA of 3.0 or above to qualify for an honors recognition certificate in one or more of the honors described below.

ACADEMIC HONORS	CTE HONORS	STEM HONORS
<p><u>4 credits of Math:</u> The four credits must include one credit for Algebra 2 and one credit beyond Algebra 2. The credit beyond Algebra 2 must be earned via the following courses or equivalent AP or IB or Running Start math courses: Algebra 3, Trigonometry, Analytic Geometry, Precalculus, Probability, Statistics, Introduction to College Mathematics, or Calculus.</p> <p style="text-align: center;">AND</p> <p><u>4 credits of Science:</u> Of the four credits, one credit must be in Biology 1 or equivalent IB Biology; or AP Biology courses.</p> <p style="text-align: center;">AND</p> <p><u>2 credits minimum</u> must be from AP/IB/Running Start courses (equivalent to credits for two college courses).</p>	<p><u>Completes program of study</u> (2-3 courses in sequence plus a state-identified specific academic course requirement).</p> <ul style="list-style-type: none"> • Earn a B or better in each required program of study (coursework). • Meet or exceed proficiency on performance-based assessments for corresponding program of study 	<p><u>4 credits of Math:</u> The four credits must include one credit for Algebra 2 and one credit beyond Algebra 2. The credit beyond Algebra 2 must be earned via the following courses or equivalent AP or IB or Running Start math courses: Algebra 3, Trigonometry, Analytic Geometry, Precalculus, Probability, Statistics, Introduction to College Mathematics, or Calculus.</p> <p style="text-align: center;">AND</p> <p><u>4 credits of Science:</u> Of the four credits, one credit must be in Biology 1 or equivalent IB Biology; or AP Biology courses.</p> <p style="text-align: center;">AND</p> <p><u>Successful completion</u> of a <u>STEM Capstone Project</u> in one of the approved ACCN courses.</p>

Grade Point Average (Cumulative GPA applies to all graduates):

- **Cum Laude** (Cumulative GPA of 3.0-3.5)
- **Magna Cum Laude** (Cumulative GPA of 3.5+ to 3.8)
- **Summa Cum Laude** (Cumulative GPA of 3.8+ and above)

Valedictorian Designation

Effective for the Class of 2016 and beyond, graduating seniors will be declared valedictorian if the following criteria are met:

- GPA of 4.0; and
- Earned and met the requirements of one of the Honor Recognition Certificates.

Valedictorian will be named after the third quarter.

Promotion Policy

Grade 9 to Grade 10	Minimum of 5 Credits
Grade 10 to Grade 11	Minimum of 11 Credits
Grade 11 to Grade 12	Minimum of 17 Credits

Earning Credits

Students must be enrolled in a semester course for a minimum of one (1) quarter plus three (3) weeks to earn 0.5 credits. Students must be enrolled in a year course by the end of the first quarter and be enrolled in that class for a minimum of 3 quarters to earn one (1) credit.

Before enrolling in any non-DOE school course (e.g., summer school, correspondence courses, distance learning, e-school courses, etc.), please see your counselor to obtain approval. Courses taken without prior approval may not be granted credit.

Doubling in English/Social Studies Courses

Doubling in credits for English and Social Studies courses is not allowed. Students who need to make up credits for failures or acceleration in either English or Social Studies to meet graduation requirements or college entrance requirements should enroll in summer school.

Personal Transition Plan Credit

The Personal Transition Plan (PTP) half credit is required for graduation. The PTP is defined as an individually designed and custom tailored plan of action for each high school student to move successfully from high school to post-secondary plans. At PCHS, the credit is earned from successful completion of a minimum of lessons through core classes.

The PTP half-credit is issued at the end of the first semester of the senior year (credit or no credit) if the requirements are met, and will be noted on the report card as Personal Transition Plan credit.

If you want to participate in the school's graduation ceremonies, you must complete the PTP requirements by the date specified by the school. If requirements are completed after the specified date, it may be possible to earn a diploma, but it will be too late to participate in the graduation ceremonies.