

The Unofficial Parent Guide to Plano Senior High School

or

*Little known facts about PSHS Traditions
written by parents, for parents*

Fourth Edition May 2011



For more information on the PSHS PTSA, visit our website at
<http://k-12.pisd.edu/Schools/PSHS/PTSA>
or contact us at pshs_ptsa@yahoo.com.

So you're going to have a Wildcat!

First of all - don't panic. Grab something maroon (PSHS's primary color), and sit down to read this guide. It is the combined knowledge of many experienced parents so you can relax – we've got your back.



Alright - now you are going to have a Plano Senior High School (herein known as PSHS) Wildcat in the fall! Start your family transformation this summer by following these 10 steps:

Step 1

Go to your closet and pack up all your purple (Vines) and green (Jasper) clothing. High school is over and it is time to move on to the **SENIOR HIGH**. Then eliminate the royal blue and yellow clothing, except for jeans - jeans are OK. For all of you that do not know, blue and yellow are the colors of Plano West and Plano East, respectively. When they mix with **Maroon**, things get messy. Staff and administrators really like it when parents wear maroon to show their school spirit. So trust us...you don't want to be caught wearing any other color but Maroon. (White, black and gray are acceptable neutral colors.)

Step 2

Sit at your computer and **bookmark three sites:**

Plano ISD website - www.pisd.edu

PSHS website - <http://k-12.pisd.edu/Schools/PSHS>

PSHS PTSA <http://k-12.pisd.edu/Schools/PSHS/PTSA>

The main forms of communication between PSHS and parents are e-News and the websites. Be sure to visit the PISD website and 1) update your profile for the e-News to include PSHS and 2) check into the "Parent Portal". The Wildcat e-News is sent every Monday. It's packed full of information for the coming week(s) and news about our school. [Check your email](#) on a regular basis. There are occasional e-News updates during the week as well. This is especially important if your child is involved in athletics, fine arts, student clubs, or some other kind of campus activity. We all know how communicative our high school students are, so if you want to know what is happening, this is

the best way to go. Plano Senior High School is also on **Twitter** and **Facebook**.


The Parent Portal is where you can sign in and keep up with your student's attendance record, grades, class assignments, curriculum, calendars and more. You'll never have to be surprised at a progress report or report card again!


Step 3

While you are at the computer and if it is after July 1st, visit www.pisd.edu and fill out your **volunteer application**. If you are too early, then mark your calendars to fill out the volunteer application on that date! All volunteers on campus have to do this background check to be involved in their child's activities.

Step 4

Watch your mail (and email)! Over the summer you will receive a packet with a lot of information and forms for your Wildcat from the school and PTSA. Don't put off filling out the forms, as you may have questions or may need time to gather the requested information. This is the only way **Schedule Pick Up** in August will go smoothly. Your student must bring their **truancy form** and **medical emergency form** (mailed separately) to get their schedule. The truancy form **MUST** be signed by a parent. We suggest going through the packet page by page and filling out the needed paperwork right away. **BE WARNED** - read all the material carefully. Will your student have a car on campus? Do they want a yearbook? Then go through the forms! Students must dress appropriately for schedule pick up because their ID picture will be taken. For Juniors, this photo will be their yearbook picture as well.

 If you are sending checks with your student to registration, be sure to include your Driver's License number and your student's school ID number on the face of your check. While parents are welcome, many Wildcats go to schedule pick up with friends instead of parents.

 The PTSA is moving to keep up with the digital age and we hope to send most if not all of our information via an email to each home. You would then be able to go online to join PSHS PTSA, fill out your volunteer interest sheet, sign up your Wildcat for Princeton Review practice tests, order spirit wear and English novels, donate to Plano After Prom plus much more! Details are being finalized so look for specific instructions in

the summer mailer and in your email inbox this summer! Also, all of our forms and information will be included on our website.

Seniors: Your summer packet will have information regarding Senior photos at a local photography studio. Have your picture taken at the appointed time as this is your formal yearbook photo (not the one you took for your ID). There is no charge for your yearbook picture and no pressure to buy more photos at that time. You may choose any photographer for special Senior photos with lots of poses and outfits at a later date.

Step 5

Join the PSHS PTSA through the membership envelope in the summer mailing or anytime during the school year by visiting the PSHS website! The PSHS PTSA is like a booster club for the whole school! There are many reasons for both you AND your student to join this organization.

- Join an organization that is actively making a difference in students, parents and teachers lives. Since our membership drive is our biggest fundraiser, your membership dues help cover the costs of our PTSA programs, activities, services, student scholarships, teacher & staff appreciation, teacher wish lists, Cat Camp for Juniors, and Plano After Prom – our drug-free, alcohol-free after Prom event for Seniors and their guests at Main Event.
- Have a voice at our PTSA meetings and keep informed about what is going on around campus and throughout Plano ISD.
- Become a part of our large volunteer base on campus that helps in the copy room, library, counseling department, proctoring AP exams, ticket sales and chaperoning at events such as Homecoming & Plano After Prom, being involved on committees and the all important baking donations. Be sure to fill out the volunteer form on our website and include your email and phone number. If this information changes during the year, send your new information to the Volunteer VP at the PTSA email address.
- Student members of our PTS(tudent)A can get involved with volunteer projects and are eligible for college scholarships during the year. Some scholarships have a 2 year PTSA commitment requirement, so Juniors should join now. Students can add PTSA to their college resume.

- Each PTSA family receives a PSHS Student Directory that includes lots of information about the campus including administration contacts, staff emails, bell schedules, organization sponsors, etc.

Step 6

This summer, do not buy plane tickets or make nonrefundable plans for vacations before reading your child's sports or activity calendar! Even if your **calendar** says "school holiday" or "winter or spring break", there are many events that the child may be required to participate in during these times. Please keep this in mind when planning time away!

Step 7

Talk to your student this summer about the **Open Campus** policy at PSHS. You may notice that there are no fences and that there are lots of cars in the parking lots. Discuss the importance of being in class on time and returning to class after an off campus lunch break. Teachers notice a missing child and you will get a phone call from the attendance office! As a parent, stay clear of the streets around campus from 11:45-1:30 p.m. Many student drivers will be exiting the lots and heading towards the nearest fast food places. *A tip for students:* use the summer to practice walking miles each day, in good and bad weather, pushing through crowds, and carrying a heavy backpack. Although lockers are available, most students do not use them.

Step 8

Help your student find a place to belong on campus. One of the best parts of PSHS is the variety of student groups, sports teams, and fine arts activities they can participate in over the next two years. Some of their best friends will be made in Student Congress, on the golf team, marching in the band, practicing for a musical, or gathering for a meeting to discuss environmental issues on campus. Visit the PSHS website and click on **Clubs, Academics, and Athletics** to see what is available. If your child does not see something he likes, visit with the Student Activities Associate Principal and start a new club!

Step 9

Know the PSHS Schedule Change Policy. If your student wants to make a change to their 2011-2012 schedule before the end of the current school year, they should go to their current counseling center and ask for a schedule change form. Schedule changes must have a parent signature. Telephone changes will NOT be accepted. A list of your student's course selections will be mailed to your home near the end of May. Parents and students should review this carefully for accuracy. If there is an error on the list or you want to make a change, the request must be made in writing and returned to your current counselor no later than June 3rd.

Step 10

Finish reading this guide. This guide has a lot of information we wished we had known before our **Wildcat** adventure began. What follows is a basic guide starting with registration and ending with graduation. Some information is more helpful for senior parents, but if you are a junior parent, just think of how well prepared you'll be!

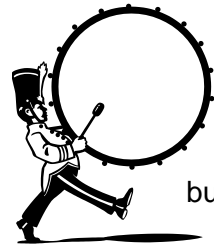
Fun Fact: Each time you visit the campus, your check in point is the Fishbowl. What's the Fishbowl? Impress your student by already knowing this. The Fishbowl is at the main entry in Building B facing Independence. It is called the Fishbowl because it is surrounded by glass walls. If you are signing out a student, you will go directly to the sub school offices in Building C.

A Year at Plano Senior High

(specific dates will be published in e-News and on the website)

- **Schedule Pick Up** (mid-August) is the time to turn in all of those summer packet forms! It is also the best time to buy spirit wear from all of the clubs and teams, buy a parking pass, take ID photos (cash needed), buy tickets for home football games, and of course, pick up class schedules. Although many students handle registration alone, parents are welcome to attend - especially if they are writing the checks! Checks need to have the parent's DL number and the student's ID number on it. Volunteers are always needed! Students must have their truancy form and medical emergency form to get their schedule.

- **Cat Camp!** *Junior Wildcats don't miss this!* It is a time for the new junior Wildcats (no parents) to meet up with old friends and make new ones. It is a great warm up to find your way around the PSHS campus and walk your class schedule. Fun activities, free give-aways, and music will rev up your school spirit.



- **The Band Twilight Concert** and BBQ (late August) is a great way to start off the year. The PSHS Band along with the Jasper and Vines bands will be playing songs by the pond, followed by a Marching demonstration. If you buy tickets ahead of time from the band, you can enjoy a delicious BBQ in the cafeteria. Be sure to bring lawn chairs or blankets and your Plano paw to show your Plano Pride!

- **Classes Begin!** (4th Monday in August) Unlike elementary school, this is not a meet the teacher day and there is no need to walk your student to class (imagine the humiliation). Make sure your student has their ID with them and/or picks it up that morning in the cafeteria. If you were gone all summer, have your child go to the cafeteria to pick up their schedule and student ID. For those nervous about starting a new school, pack a lunch so they do not have to worry about getting out for lunch or standing in

line. After the first day, they will find the PSHS café will have a lot to offer every day - before, during and after school. Students will find out if they have A or B lunch on the first day of school.

- **Football Ticket Sales** (August) Friday night football in Plano is huge! The stands are filled with students, parents, the Marching Band & Planoettes, and lots of Plano alumni families waving their paws to the sounds of Grandioso and the PSHS Fight Song. Although tickets are sold before and at each game, some families like to get reserved seating season tickets so they can sit close to the football action or their performing children. Others like to get seats far away from the student section! This process begins in August and takes place at the ticket office on the west side of Clark Stadium. Visit <http://planoisd.assistantcoach.net> for information on ticket sales and sign up for "Fan Alert". This sends you emails about events and ticket sales for Plano sports. More information is available on the Plano ISD website under Athletics.

- **Sports** Plano Senior has a very successful year round sports program and utilizes many stadiums and fields around Plano: football at Clark and Kimbrough, soccer at Kimbrough, Clark, and Clark East, lacrosse at Clark East, basketball, volleyball and wrestling in the school gym, baseball, softball, and tennis on the campus fields, golf at various Plano courses, and swimming and diving at the Plano Aquatic Center.

- **Class Rings Packets** (September) are handed out to Juniors. Look through the brochure and figure out what you want or what questions you have before placing the order. The easiest way is to design your ring online. The display at PSHS will have many samples to view and they will size your student's ring finger. Class rings are not required and you don't have to order it from the designated company. There is not a specific design for PSHS, so the ring can include a variety of stones and engravings. The rings typically arrive in late November.

- **Junior Class President Election** (early September)

- **College Nights** (mid September) are held each year at two of the Senior High Schools. Plano Senior will have it for two years and then off one year, but students and parents may attend any night at any senior high school. There are about 250 colleges

represented and it is free and open to students and parents from anywhere in Plano. This is a perfect place to talk with college representatives, pick up college materials, or to sit in on an information session for some of the bigger Texas colleges. After this event, the mailings from colleges really start flowing!

- **Open House** (September) is your chance to get a feel for where your students are every day and how they manage to get from class to class in a few minutes! You will see their teachers give a short presentation, but there is little time for one on one conversation. It begins in the Theatre in Building D with a welcome from the principal and then everyone will be released to sprint to their child's first class. This Open House follows an abbreviated bell schedule – from zero hour to 7th period – all in 1 ½ hours! Wear comfortable shoes and carry as little as possible (an umbrella would be good on a rainy evening). To arrange a meeting with your student's teacher, email or call the teacher to set it up.

- **Princeton Review** (September) The PSHS PTSA sponsors **practice** PSAT, SAT, and ACT tests for students to help them prepare for the real deal for a nominal fee. It is a real test in a real setting with real timing but the results are NOT mailed to colleges or universities. Watch for registration information and publicity in the summer packet, on e-News and on the PTSA website

- **Junior class PSAT** (October) – this is the real deal and is taken during the school day on campus. High scores offer students entrance into the National Merit Scholarship Program. There are online prep courses offered through Plano ISD and many others offered through private centers to get ready for this test. Students who are successful can get scholarships from colleges all over the country. (Flyer in summer packet with date and cost)

- October brings some of the first **performances** for choir, band, orchestra, and productions from the PSHS Theater Department. For information on tickets for plays, visit www.pshstheater.com. For choir event information, visit www.pshschoir.com. Orchestra events are posted on the PSHS website under Performing Arts. Plano is known for its support of the arts and PSHS is a shining example of the talented students the Fine Arts programs have developed.

- Fall semester **Stay Day** is hosted by Student Congress. This is not a day to “Stay at Home”, but a day to encourage students to “Stay on Campus” during the lunch hour. It is a festival with booths selling food, the PSHS jazz band playing great music, and tables representing different student activities raising money and promoting causes. Parents are welcome to attend!

- **PSHS Homecoming Week!** (late October, early November)

Plano Senior celebrates the “Homecoming” of its alumni with a special week of events. The ceremonial tribute takes place at the Friday night football game, but there is a lot more for students to participate in during the week.

🐾 **Group forming:** beginning late September/early October, students form Homecoming friendship groups in sizes from 6 to 20 (anything bigger may not fit in a limo!). They make plans for Homecoming week including meeting at the parade, gathering to exchange mums/garters, going to the football game and making reservations for the dinner/dance evening. Part of the tradition is designing a group t-shirt with a theme on the front and their names printed on the back. The negative part of the tradition is that some groups create inappropriate themes and have the shirts taken away at school. Parents should be sure the design is acceptable. Students may be assigned a day in ISS if their shirts are confiscated.

🐾 **Mums and garters:** a big Homecoming tradition is the exchange of mums (girls) and garters (guys) between couples. These items can be made by crafty parents or ordered through the Planoette website at www.planoettes.org. They show samples in the cafeteria weeks before Homecoming and the orders can be placed online. Local craft stores, florists and grocery stores sell the supplies too. From what we’ve seen, the bigger and louder the mum, the “cooler” the mum or garter. Mums and garters are customized to the individual with charms for various school groups and letters to spell out names. Some girls have metal harnesses attached to their mums to keep the item high on their shoulder. Others have a hoop around their neck and wear the mum like a necklace.

Please note: Juniors are maroon and white and Seniors are silver and white.

Mum etiquette 101: Usually the guy makes or buys the mum for the girl and the girl makes or buys the garter for the guy. If the “couple” is going as friends, they can decide who buys what.

🐾 Homecoming Dance attire: Start shopping early for the homecoming dress or suit and make the all important appointments for hair, nails and so on. Girls tend to get really dressed up although the high heels usually come off as soon as they get to the cafeteria. Restaurant reservations should be made well in advance. The dance is optional but it is the only chance for Juniors to get dressed up for a social event on campus. The Prom is for Seniors and guest only.

🐾 Ticket Sales: The PTSA gets volunteers to sell tickets in the cafeteria for the Homecoming Dance the week before the event. A lot of parents like to help with this so they can be around the excitement of such a special week.

🐾 The Homecoming Parade: Usually held the Wednesday before the Homecoming game, this after school event is for all to come – students, parents, family, and community. The parade starts at a local church and goes to the entrance of the PSHS student parking lot. Led by the PSHS band, it includes floats from student groups and feeder schools. A huge pep rally immediately follows in the school gym and everyone is invited.

🐾 Thursday night is usually a casual dinner or meeting to swap the mums and garters and get the group t-shirts. In some cases, this is when the girls cook for the guys in the group.

🐾 Friday Game Day starts with a morning pep rally and a parade (not literally) of students in their group t-shirts and mums and garters. Hopefully the shirts are appropriate and the mums stay together. If not, the Planoette Moms have a “mum repair shop” in the cafeteria for those who need glue or scissors to make things right. Friday evening may begin with a casual dinner (girl’s treat) and is followed by the football game and the crowning of the Homecoming King and Queen. After the game the group may get together at one of their homes for an after game social.



🐾 **Dance Day** may include a meeting for outdoor or indoor group photos before heading off to dinner. *Parents:* you should plan to meet your child at the photo location to take some great pictures. There are many favorite outdoor locations in Plano that the kids know about. After photos, the group will usually go out to dinner (guys treat) before heading to the dance. Some groups hire limousines to make the transportation process easier on everyone. The dance is held in the PSHS cafeteria and the PTSA asks for parent volunteers to help with coat check and refreshments. Many will plan an after dance gathering, usually at one of their houses to watch a movie, play games...or whatever fits their group. Keep in mind that school starts Monday morning, bright and early!

- **Graduation Plans** (November) begin with the ordering of cap, gown, and graduation invitations. The designated company will be in the cafeteria with samples and helpful sales people. If the process is too overwhelming, you can schedule an appointment at their shop to go over all the options. Price ranges vary depending on your selections.

- Late November is the arrival of **Junior Class Rings** ordered back in September. There is no special ceremony – just pick it up and put it on!

- **PSHS Jazz Band Swing Dance** (Tuesday before Thanksgiving) is a fun way to start the long holiday weekend. This event is open to the community and attracts PSHS alumni coming home for the holidays. The program includes swing dance lessons, desserts and some great jazz music. Watch the e-News for ticket information.

- **PSHS Choir Madrigal Dinner** (on a weekend in early December) is a dinner and choir performance at its best! The cafeteria is transformed into a medieval castle and the ticket price includes a traditional medieval dinner along with strolling musicians and a professional magician. Tickets can be purchased online at www.pshschoir.com

- PTSA hosts a **PSHS staff dessert bar** (at the end of finals week) to say thanks to the over 250 staff members on campus. Volunteers on the “Baking” list bring homemade and store bought goodies to this highly anticipated event.

- **Final first semester exams** (mid-December) are structured like high school with a half day of testing ending at 1 p.m. The only difference is that if a student has any “off” periods in their schedule, they do not have to stay on campus.

- **Winter Break** (late December/early January) gives most students a chance to regroup or catch up and get ready for the second semester. Some students will be travelling with groups or continuing with athletic schedules. One never knows if the football team will be headed to State playoffs at this time!

- The **Physics Paper Bridge Project** (due between late December and early February) is a little scary for both students and parents, but is a great learning experience for all. Honors and AP Physics students must construct a bridge made of only paper and glue and will be graded based on the amount of weight it can hold without failing. A website with details on construction and grading can be found at www.gravitykills.com. Hint: start early and keep it simple. Roll and glue your paper into rods and let dry several days before cutting, drilling, and assembling. Every parent’s nightmare is helping their student blow dry glue joints at 2:00 in the morning before the project is due!

- **Calling All Cats** (early February) is a program for incoming Juniors and their families to learn about PSHS and the classes and clubs that are available. The cafeteria is set up with booths manned by PSHS students and sponsors encouraging new Wildcats to check them out and make plans to join in the fall.



- The PTSA will sponsor another practice test session by The Princeton Review for the **PSAT, ACT, and SAT**. It falls right before some of the March testing dates. Watch the e-News for more information. March is a good time for Juniors to take their first SAT or ACT. Have them visit College Board for more testing information.

- **Mr. Plano** (mid February) competition is for Senior guys representing various organizations on campus. Everyone is invited to attend this fundraising event which includes fashion and talent competition.

- **Junior Academic Conferences** (February-April) occur in the Counseling Department in the spring. A postcard with your scheduled day and time will be sent to your home. Parents are encouraged to attend with their student as the conference covers the senior year schedule and reviews graduation requirements and college admission basics. This is where you learn about the Blue Packet - forms for the teacher's letter of recommendations that are sent to the student's counselor for the counselor to use when writing college letters of recommendation.

- **Spring Open House** (March) is a parent event. Students do not usually attend. Teachers are clustered in departments and parents have a chance to visit about their student's progress in one or more classes. This event is come and go and does not follow the bell schedule.

- **Audition Times** (March-May) and interviews are happening for many of the school Performing Arts programs and student organizations. The results of these tryouts will affect the class schedules for the fall. Students should watch the school monitors for more information. (TV monitors are in most rooms on campus and in some areas have a continuous script of announcements for students.)

- **Spring Break** (mid-March) is usually the best time for family vacations or college visits. Sometimes you can combine the two! Take a family vacation to an area with a number of colleges that your child is interested in attending. This is the perfect time for Juniors to do college visits without losing class time.

- **Senior Class President Election** (April)

- **Duck Week** (April) is a campus celebration of the ducks that live around the PSHS pond. Special Duck Week t-shirts are designed and activities are planned for each day.




- **Spring Stay Day** is typically scheduled during Duck week. This bi-annual lunchtime festival encourages the students to stay on campus for lunch. Food vendors are brought in and various student groups sell items to raise money and promote causes.


- **Cap/Gown/Invitation Pickup** (April) takes place in the cafeteria from sunup to sundown. Your student will need a photo ID to be able to receive the items. It is time to get the graduation invite address list ready!


- **FITNESSGRAM** (late April) for Juniors is required by the state and takes place each spring to assess their physical fitness. It is not based on athletic ability but on good health. The testing is done on campus during the school day.


- **TAKS testing** (late April) for Juniors takes place during morning class time on a number of days. These are basically exit tests for graduation, so the students should take them very seriously. If they do not pass, they have another chance as Seniors. Seniors are not required on campus until 12:15pm.

- **PSHS Senior Prom** (late April) has historically been held at Southfork Ranch and is for Seniors and their guests. Some students attend with dates and others attend with a group of friends. Prom traditions include:

-  Group forming: Similar to Homecoming, students form groups and make plans with their group regarding t-shirts, limo and dinner reservations, and after prom activities.

-  Prom attire: This is a chance for the students to really go all out and dress up. Girls typically wear beautiful formal dresses and the guys rent tuxes. The guys traditionally buy a corsage for their date and the girls purchase a boutonniere for their guy.

-  Ticket Sales: The PTSA organizes volunteers to sell tickets in the cafeteria for Prom and After Prom the week before the event. This is a chance for parents to volunteer and watch the excitement as one of the biggest events in High School draws near.

-  Prom Night: The evening starts out with group and individual photos before heading off for dinner. Many groups choose an outdoor location for a beautiful backdrop to their pictures.

Parents should plan to attend the photo session as well to capture special memories. After photos, the group usually heads out to dinner - reservations strongly suggested! Pre-arranging a limo takes a lot of stress off parents as well as being fun for the kids. After dinner the students head to the Prom which is traditionally held at SouthFork Ranch from 9pm-1am. After the prom many students will plan an after dance activity, hopefully at the PTSA sponsored Plano After Prom at Main Event.

- **Plano After Prom** is the biggest event hosted by the PSHS PTSA. The purpose is to provide a drug-free, alcohol-free, life-saving celebration that encourages Seniors and their guests to make good choices for after prom activities. Plano After Prom was first held in 1985. Tickets are typically sold for \$15.00 per



person and include four hours of fun from 1-5 a.m. Historically held at The Main Event in Plano, the event includes unlimited bowling, laser tag, billiards video games, pizza, drinks, and desserts and last but not least **thousands** of dollars in prizes and scholarships.

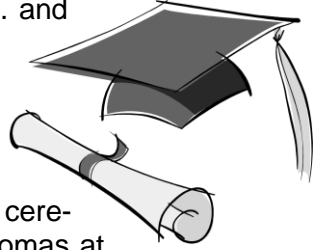
The PTSA begins planning in August and works hard throughout the year to gather funds and donations to keep the cost to students low and the amount of prizes and scholarships high. The event takes many volunteers and Junior parents are strongly encouraged to be a part of the committee. This allows Senior parents to enjoy Prom day with their children. Check the PSHS PTSA website for a PowerPoint presentation on Plano After Prom.

- **Pops by the Pond** (mid-May) is an outdoor concert performed by the PSHS Full Orchestra. It's a great way to spend an evening in May. Bring a picnic dinner, lawn chairs or blankets and listen to upbeat music from our talented orchestra students.

- **May and June** are full of end-of-year concerts, banquets, and performances along with AP (advanced placement) tests and final exams. Juniors must take all finals except for AP classes and Seniors can earn exam exemptions with good attendance and good grades for the second semester.

- **Blood Drive** (May) Student Congress has been hosting a blood drive on campus for over 30 years! Students, staff, and community are invited to participate. PSHS currently has the title of largest High School Blood Drive in the United States!

- **Graduation** (early June) is the best day in the life of a Wildcat! It is the final celebration of the success of 13 years of education. Plano ISD holds all three Senior High graduation ceremonies on the same day in June. The ceremony is held at the Dallas Convention Center and the three senior high schools rotate each year through the times of 10 a.m., 2 p.m. and 7 p.m. Because of the size of the convention center, seating is limited and tickets are required. PSHS is limited to 6 tickets per student. In case you did not know, the actual Plano Senior diploma is not handed out at the graduation ceremony. Students pick up their real diplomas at PSHS in the Fishbowl during the summer. Be sure to watch the eNews for dates the school will be closed. This usually happens the week of the fourth of July.





If you are currently a Junior parent, it's time to start your student's last year as a Wildcat. If you are a current Senior parent, it's time to say goodbye. Although you are free to unpack your colorful clothing, you might just find that **Maroon** has become your favorite!


Administrative Information


- 🐾 **Attendance Policy:** at the Senior High level, attending classes each day is very important for graduation. The current policy for absences is very clear and can be found on the web at: <http://k-12.pisd.edu/schools/PSHS/Admin/attendance>. Be sure to review this with your Junior child as it relates to college visits, and especially as a Senior hoping to be exempt from exams. With the open campus at Plano Senior, it is sometimes easy for a student to gather a number of tardies that can add up to absences, which in turn may affect exam exemption and graduation.
- 🐾 **Principals:** Although there is only one PRINCIPAL, the Senior High administrative structure also has Associate and Assistant Principals. The two Associate Principals handle Curriculum and Student Activities. They office in the main entry by the Fishbowl. The next level includes four Assistant Principals or Sub School Principals.
- 🐾 **Sub Schools:** PSHS is divided into four sub schools named Alpha, Beta, Delta, and Gamma. The sub school offices are located in Building C (the cafeteria) behind the wall of trophy cases. Students are assigned to a sub school according to the first letter of their last name. The range of letters for each sub school changes each year. An assistant principal and secretary manage each sub school and handle matters of discipline, attendance, college visit forms, as well as matters related to lockers, parking tags, ID badges, textbooks, textbook fines, etc. The sub schools handle the issuing of TEA/VOE forms which are required for driver's license applications & renewals and auto insurance purposes. If your student signs up in the morning at his/her sub school, they'll be able to pick it up at the end of the school day. The sub school is where you would go if you need to sign your student in or out during the day.
- 🐾 **Counseling:** The Counseling Center is located in Building B and handles matters related to academics, testing, college admissions, careers, and personal growth. Each student has a counselor designated by the first letter of their last name.


There are currently eight counselors and two secretaries. More information on counseling can be found at <http://k-12.pisd.edu/schools/PSHS/Counsel/Counseling>.

 **Registrar's Office:** This office located next to the Fishbowl retains records for students for two years after graduation and stores transcripts forever. During the year, students come to the registrar for their GPA and class rank, and to have transcripts sent to colleges. There are procedures and fees associated with this that are explained to all students during their Senior year.

 **Student Activity Office:** Located next to the Fishbowl, the Student Activity Office is a good place to buy football tickets. If you are paying by check, be sure you include the required student ID number and Driver's License number!

 **Copy Center:** Thousands of copies a year are requested by the administration and staff to use in classrooms or for student groups or parent mailings. The PTSA is asked to staff the Copy Center for a shift each morning and afternoon, Monday through Friday. This is a great way to meet PSHS staff and the volunteers are very much appreciated! Sign up for a monthly shift on the Volunteer Form in the summer mailing or through the PSHS PTSA website.

 **Nurse:** PSHS has one full time registered nurse on campus located in Building B down the hall from the Fishbowl. Students leaving school because of illness must first sign out at the nurse's office.

 **Police:** PSHS has a police liaison officer with a goal of establishing a rapport between students and uniformed police. The officers also serve as counselor and instructor on matters involving law enforcement. The police liaison officer's office is located in Building C, near the Sub School offices.

Library: The PSHS library is an amazing place for your student to do research and check out books. It is also a gathering place for group projects or writing assistance. The physical library is in Building C, upstairs above the cafeteria. The PSHS library is

open from 8:00 a.m. to 4:30 p.m. Monday –Friday. Students may also access the library online at <http://001.catalog.pisd.edu> or through [myPISD.net/ Quick Links/Library Resources](http://myPISD.net/QuickLinks/LibraryResources). Students may borrow materials including books, magazines, DVDs, and calculators. Fines ranging from 25¢ a day to \$5.00 maximum are charged for late materials. A current PSHS student I.D is necessary to borrow school supplies, computer Netbooks, and textbooks at the circulation desk. A school store in the library sells supplies such as poster board, pens, and folders. A “Back Room” with die cuts, scissors, glue, and markers is also available for creating student projects. Laminating is by reservation only. The library charges for all printing, 10 ¢ a side for B & W and 20¢ a side for color. Students are not allowed to bring food and beverages other than water into the library. The library is a great place for parent volunteers to help with checkout and supplies.

- 🐾 Many of these administrative areas request PTSA volunteers during the year. Be sure to visit the PSHS PTSA website for more information on volunteer opportunities on campus! <http://k-12.pisd.edu/schools/PSHS/PTSA>