

# KHS POWER HOUR HANDBOOK



**2022-23**

**POWER HOUR HANDBOOK**

## **POWER HOUR PURPOSE:**

***POWER HOUR IS APPROXIMATELY ONE HOUR DURING THE SCHOOL DAY DURING WHICH STUDENTS MAY EAT LUNCH, ATTEND TUTORING, GO TO CLUB MEETINGS, OR PARTICIPATE IN OTHER ACTIVITIES. IT IS DESIGNED TO ALLOW STUDENTS TO MAKE THE MOST OF THEIR LUNCH TIME AND RECEIVE THE EXTRA HELP THEY NEED WITHOUT HAVING TO STAY AFTER SCHOOL AS OFTEN. IT ALSO ALLOWS STUDENTS THE OPPORTUNITY TO MANAGE AND MAKE GOOD USE OF THEIR TIME IN PREPARATION FOR REAL-WORLD EXPERIENCES AND LIFE BEYOND HIGH SCHOOL.***

## General Expectations

- All students are expected to spend at least 30 minutes of their Power Hour time productively.
- Power Hour will be scheduled from 12:22-1:30pm daily. There will be a “soft bell” at 12:56, (half-way through Power Hour) to remind students that they should be spending at least 30 minutes of their time productively.
- Power Hour can be taken away at any time for individual students, groups of students, or the entire campus for disciplinary reasons, re-training, testing, or other campus-wide events.
- Students may not spend any part of Power Hour roaming the campus. Students are expected to travel on campus with a purpose and a destination. You may only stop and congregate in areas approved for eating or in the location of your activity.
- For safety and productivity reasons, no practicing or free play of any kind such as athletics, band, choir, etc. will take place during Power Hour.
- No students are allowed in stairwells, gyms, weight rooms, locker rooms, back athletic hallways, outdoor basketball courts, practice fields, performance fields, or the performing arts center during Power Hour. Those areas are strictly off-limits for students during Power Hour.
- There will be no “all-calls” during Power Hour. Arrangements for parent pick-ups during Power Hour must be communicated ahead of time.
- Students who are tardy to fifth period after Power Hour will receive an automatic lunch detention for the following school day. There is no excuse to be late after Power Hour.

## Power Hour Lunch Expectations

- Students may eat lunch at any time during Power Hour. Students should not all rush to the cafeteria serving lines at the beginning of Power Hour because time will be wasted waiting in longer lines.
- In addition to the cafeteria serving lines and bistro area, four microwave stations will be located throughout the building for students to heat food brought from home.
- Students are expected to clean up after themselves and each other in every area of the campus. Large trashcans will be available in hallways and common areas as well as access to brooms/dust pans. Cleaning supplies will be available at microwave stations for students to utilize.
- Students may eat in various areas of the building as long as those areas are kept clean. Examples of these areas are learning stairs, hallways, and common areas with collaborative seating, tables and/or chairs.
- There are areas on campus where food is not allowed. Please observe those posted areas.
- Students may eat and collaborate in small groups in common areas of academic pods for study/academic purposes only. An academic environment must be maintained at all times.
- Classroom food/drink policies during Power Hour are at the sole discretion of the teacher. Trash during Power Hour should be disposed of in hallway trashcans.
- **For safety reasons, food from delivery companies will not be accepted during school hours.** Parents may deliver food to the front office area for their student only (not for other students, friends, etc.), to pick up directly from the table. Staff members will not contact students during classes or Power Hour; therefore, parents should make students aware of food in the front office area ahead of time. KHS Staff will not be responsible for ensuring food is delivered to the correct student.
- Once Power Hour is over, the campus “no-food-or-drink” policy is in effect. (only exception, water).

## **Power Hour Tutoring Expectations**

- Power Hour tutorial schedules will be posted in several areas of the building for easy reference.
- Individual teacher schedules will be posted in each classroom as well as guidelines for food allowed in the classroom. (see examples). Classroom food/drink policies during Power Hour are at the sole discretion of the teacher. Trash during Power Hour should be disposed of in hallway trashcans.
- Students should plan ahead with their teachers, so they are certain of the activities/tutoring in which they plan to participate each day.
- Teachers are expected to assign mandatory tutorials in HERO for students who are failing their class and are not attending tutorials voluntarily. **Tutoring takes priority over all other activities.**
- Students may be required to attend mandatory tutorials or interventions during Power Hour. Students who do not attend mandatory tutorials or interventions may be assigned lunch detention for the entire hour on a daily and/or permanent basis.
- All teachers will have 30 minutes for lunch each day and 30 minutes for tutorials or duty.
- Teachers will have a combination of duty, tutoring, and club opportunities and their Power Hour schedule is posted outside the teacher's classroom.

## **Power Hour Use of Electronics**

- During Power Hour, students will be allowed to use personal cell phone and other electronic devices in non-instructional settings. Headphones must be utilized when listening to any type of media.
- Use of electronic devices in classrooms is at the sole discretion of the classroom teacher during Power Hour.
- All personal electronic devices and headphones must be put away and out of sight once they enter their classroom before the 1:36 tardy bell.
- On days we don't have Power Hour, electronic devices are only permitted in the commons area during the assigned lunch time. Electronic devices are not permitted in Power Hour Advisory.

## **Power Hour Lunch Detention**

- Students who are assigned lunch detention must report to detention no later than 12:27pm.
- Lunch detention is for the entire Power Hour.
- Students may bring a sack lunch from home, or they will receive a sack lunch from the cafeteria which will be delivered to them.
- Students will not have access to a microwave in lunch detention.
- Students in lunch detention may not socialize or have access to their electronic devices.
- Students who break lunch detention rules or do not report for lunch detention are subject to additional days of lunch detention, Saturday detention, loss of Power Hour and/or ISS/OSS.

## **Power Hour Advisory**

There will be days during the school year when we will run a schedule with no Power Hour. On days without Power Hour, students will report to their Power Hour Advisory at designated times and an A/B lunch schedule will be followed.

Some examples of days with no Power Hour are:

- The first few days of school
- Weather delays
- Early release days
- Testing days
- Loss of power hour privileges / re-training days

Students' Power Hour Advisory will be their 4<sup>th</sup> period class. On Advisory days, students will attend A or B lunch based on the location of their 4<sup>th</sup> period class:

- **12:19-1:34 Advisory or NON-Power hour Days**
  - ***12:19-12:49 – LUNCH A Block – Half of the campus***
    - A block will be released from their 4<sup>th</sup> period class to report to the commons for lunch. At 12:49 students will return to their 4<sup>th</sup> period class and teachers will check to ensure all students have returned. Students will leave for 5<sup>th</sup> period at 1:34.
  - ***1:04-1:34 – LUNCH B Block – other half of building***
    - At 12:19 students in the B block will remain in their 4<sup>th</sup> period class. At 1:04 students will report to the commons for lunch.

***Advisory lunches will be determined by a campus lunch map.***

Power Hour Advisory Expectations:

- Students are not permitted to leave their Power Hour Advisory for ANY reason unless it is an emergency.
- Students who are at lunch must remain in the commons area and library area only, and not in the hallways where advisory classes are in session.
- Students will participate in activities provided by advisory teacher during Power Hour Advisory. This is not an extension of 4<sup>th</sup> period.
- Students who are late or do not report to their Power Hour Advisory will face disciplinary consequences.
- Lunch Detention will not be held on days without Power Hour.
- District Cell Phone Policy applies during Power Hour Advisory.
- Teachers who do not have a 4<sup>th</sup> period class will have their 30-minute lunch and the other 30 minutes, they will be assigned a duty station.
- THE BELL SCHEDULE IS DIFFERENT FOR NON-POWER HOUR DAYS and there is a 12:54-1:04 time NO STUDENT should be in the hallways. Students who are in the hallway at this time will be subject to the campus tardy policy or other disciplinary consequences.

**Power Hour**  
**SENIOR OPTION - Off-Campus Lunch Policy**

- Available to Seniors Only who have met CCMR requirements and have parent permission. (parents may revoke the Senior Option at any time). Students will get parent permission before getting CCMR ID.
- ***The lunch hour is tied to Power Hour; therefore, off-campus lunch will not be permitted on Advisory days we do not have Power Hour.***
- Seniors who have earned the Senior Option will receive a separate Senior Option badge.
- Seniors must exit/enter through the student parking lot doors at the Senior table only. A campus staff member will be there to check students out at the Senior Table.
- Seniors must leave their CCMR ID at the Senior table when they leave campus and will pick it back up when they return. (Seniors with temporary IDs will not be permitted to leave campus)
- Seniors exercising the Senior Option must leave campus. Loitering on any part of campus is not permitted and is subject to disciplinary consequences, including loss of Senior Option.
- Seniors who bring food back with them from off-campus must eat or discard the food prior to reporting to 5<sup>th</sup> period.
- Seniors who are late returning from off-campus lunch, for any reason, will be assigned 60 minute lunch detention for the next day.
- Seniors who are not in good academic standing or whose graduation is at risk may have their Senior Option revoked.
- Seniors who violate any rules or take students who are not eligible with them off-campus may have their Senior Option revoked.
- Seniors who violate the student code of conduct may have their Senior Option revoked.

***The Senior Option is a privilege and may be revoked at any time.***

## Power Hour Classroom Teacher Schedule (Examples)

### CORE Teacher Example A

	MON	TUES	WED	THUR	FRI
A -Block	Tutoring	ADVISORY	Club	Lunch	Lunch
B-Block	Lunch	Lunch	Lunch	Cafe Duty	Tutoring

### CORE Teacher Example B

	MON	TUES	WED	THUR	FRI
A -Block	Tutoring	ADVISORY	Lunch	Lunch	Lunch
B-Block	Lunch	Lunch	Cafe Duty	Tutoring	Tutoring

### ELECTIVE Teacher Example A

	MON	TUES	WED	THUR	FRI
A -Block	Lunch	ADVISORY	Lunch	Lunch	Lunch
B-Block	300 Hall Duty	Lunch	300 Hall Duty	Tutoring	300 Hall Duty

### ELECTIVE Teacher Example A

	MON	TUES	WED	THUR	FRI
A -Block	Lunch	Lunch	Courtyard Duty	Tutoring	Courtyard Duty
B-Block	Club	ADVISORY	Lunch	Lunch	Lunch

Schedules are posted outside the classroom doors will also indicate if students can have food in the classroom.



OR

