

# Hoover Staff Hub

## Staff Handbook



<p style="text-align: center;"><b>Resources, Calendar, Schedules</b></p> <p><a href="#">Mission, Vision, Schoolwide Learner Outcomes</a>  <a href="#">Bell Schedule</a>  <a href="#">Teacher Phone List</a>  <a href="#">Administrative/Office Phone List</a>  <a href="#">One-Page Calendar</a>  <a href="#">Administrative Team Assignments</a>  <a href="#">Counseling Team Assignments</a>  <a href="#">Department Chairs</a></p>	<p style="text-align: center;"><b>Attendance, Grading, Culture/Climate</b></p> <p><a href="#">Attendance &amp; Communication</a>  <a href="#">Grades &amp; Grading, Syllabi</a>  <a href="#">Special Education &amp; 504s</a>  <a href="#">Student Behavior &amp; Discipline</a>  <a href="#">How to Submit a BNF</a>  <a href="#">How to Set up Adobe (needed for electronic BNF)</a>  <a href="#">BNF Form</a>  <a href="#">Common Area Expectations</a>  <a href="#">Start on Time (Tardy Policy)</a>  <a href="#">Restroom Procedures</a>  <a href="#">Cell Phone Expectations</a>  <a href="#">Dress Code</a></p>	<p style="text-align: center;"><b>Health and Supports</b></p> <p><a href="#">Social Emotional Support Services</a>  <b><a href="#">Social Emotional Referral Form</a></b>  <a href="#">Student Health</a>  <a href="#">CPS Referral Form</a>  <a href="#">COVID Guidelines—Staff</a>  <a href="#">COVID Guidelines--Students</a></p>
<p style="text-align: center;"><b>Safety, Mandated Items, &amp; Resources</b></p> <p><a href="#">Emergency/Safety Procedures</a>  <a href="#">Parking and Visitors</a>  <a href="#">Non-discrimination, Safety, and Anti-Bullying</a>  <a href="#">Sexual Harassment</a></p>	<p style="text-align: center;"><b>Athletic Schedule &amp; Supervision</b></p> <p><a href="#">Athletic Coaches/Contacts</a>  <a href="#">Athletic Supervision</a></p>	<p style="text-align: center;"><b>Calendar, Facilities, Absences, and Field Trips</b></p> <p><a href="#">Master Calendar &amp; Facilities Requests</a>  <a href="#">Weekend and Holiday Access to Campus</a>  <a href="#">Absence Notification and Substitutes</a>  <a href="#">Field Trip Protocols</a>  <a href="#">C-1 Travel Form</a></p>
<p style="text-align: center;"><b>Technology</b></p> <p><a href="#">Technology General Information</a>  <a href="#">Acceptable Use Policy (AUP)</a>  <b><a href="#">Submit a Tech Support item (HEAT ticket)</a></b></p>	<p style="text-align: center;"><b>Professional Learning, PLCs</b></p> <p><a href="#">Professional Learning Communities and PL</a>  <a href="#">Instructional Practice Guides</a>  <a href="#">IPG Literacy</a>  <a href="#">IPG Math</a>  <a href="#">Instructional Practices that Build SEL</a>  <a href="#">Social-Emotional Competencies</a></p>	<p style="text-align: center;"><b>Current—To Know Now</b></p>