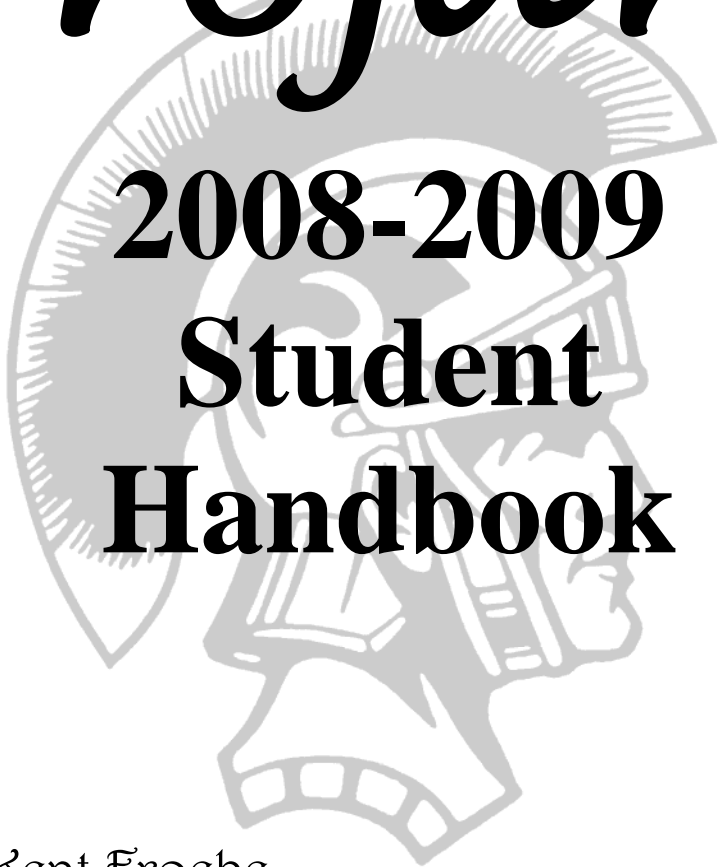

Lincoln Junior High School

Trojans



**2008-2009
Student
Handbook**

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This agenda belongs to...

CONTENTS

PURPOSE AND MISSION STATEMENT	5
ATTENDANCE	
Call In	6
Excused Absences	6
Unexcused Absences	6
Pre-Excuses	6
Early Dismissal Procedure	7
Illness or Injury During School	7
Daily Entrance	7
SCHOOL CLOSING / INCLEMENT WEATHER	8
CLASS ATTENDANCE	
Tardies	8
Leaving the Classroom	8
CORRIDOR COURTESY	8
LEARNING CENTER PASS	9
LEAVING THE BUILDING	9
ACADEMIC ISSUES	
Grades	9
Placement for Accelerated Classes	9
Report Cards	9
Progress Reports	10
Promotion Policy	10
Graduation Requirements	10
Honor Roll	11
Academic Awards	11
Fundraising	11
FIRE DRILL INSTRUCTIONS	
General Guidelines	12
Disaster Drill Instructions	12
SCHOOL INSURANCE	12

STUDENT INFORMATION	
Medication Policy	13
Assemblies	13
Breakfast	13
Lunch	13
Lunch Regulations	13
Physical Education Classes	14
Lockers	14
Respect for School Property	15
Weapons at School	15
Alcohol, Tobacco, Controlled Substances	15
Laser Lights	15
Public Displays of Affection	16
Gum and Soda	16
Bicycles	16
Telephone	16
Cell Phones	16
Electronic Devices	16
Discipline Policy	17
Truancy	17
Lost and Found	17
One Block Radius	17
Field Trips and Class Trips	17
Sexual Harassment	17
Other Prohibited Conduct	18
Signs, Banners, and Posters	18
DRESS CODE	
Student Dress and Grooming	18
COMPUTER LAB	19
LIBRARY	19
EXTRA CURRICULAR ACTIVITIES	
Band	20
Chorus	20
Circuit Rider	20
Student Council	20
Builders Club	21
School Play	21
JUNIOR HIGH SPORTS	
Student's Behavior at Athletic Events	22
Cheerleading	22
Pom Pon	23
School Spirit	23
ACCEPTABLE BEHAVIOR FOR SCHOOL SPIRIT	23

UNACCPETABLE BEHAVIOR FOR SCHOOL SPIRIT	23
LJHS SCHOOL SONG	24
LJHS ATHLETIC CODE	
Forward	24
Athletic Objectives	24
ATHLETIC PARTICIPATION RULES	25
Tobacco, Gang Activity, Criminal Acts	25
Drugs / Alcohol	25
Additional Training Rules	25
Department Policies	26
PARENT SIGN OFF SHEET	27

PURPOSE

The provisions of this handbook are not considered to be irrevocable contractual commitments between the school and the student. Rather, the provisions reflect the current status of the practices, and are subject to change.

This handbook is provided to students and their families to acquaint them with the rules, regulations, procedures and other relevant information necessary for the orderly functioning of the school. It has been structured to help promote students progress and also with the interest of modeling appropriate school government. In addition, this handbook provides for the psychological and physical safety of our students through appropriate rules and regulations.

This handbook is a supplement to the Calendar of Events & Policy Handbook that is distributed annually by District # 27.

MISSION STATEMENT

The mission of Lincoln Junior High School is to meet the intellectual, social, physical, and emotional needs of all students through high standards of learning and the development of a sense of community and pride.

ATTENDANCE

Illinois School law and a desire for student success require regular student attendance. Regular attendance is very important for student success. A successful education program requires the cooperation of parents, students, and the entire school staff.

Call In

If a student is absent, the parent/guardian of the student should call the school to give the student's name and reason for being absent. This should be done every school day the student is absent unless other arrangements are made with the office. The school's phone number is 732-3535. Voice mail is available for calls before 8:00 A.M. and after 4:00 P.M.

Parents may request the student's homework when calling the office. Please call before 9:00 A.M. and the homework will be available for pick up at 3:00 P.M. The office closes at 4:00 P.M.

Excused Absences

Absences will be excused for valid causes. The student has the responsibility to contact the teachers and arrange to make up the work missed. The student will have at least as many days as he/she was absent to make up the missed work.

Suspension is an absence from school, and students who are suspended from school are expected to contact their teachers and complete the missed work. Their grade will reflect their performance on this work.

After three consecutive absences, the office may ask for a doctor's excuse in writing.

Unexcused Absences

Absence without valid cause will be unexcused. Absences with no explanation as to the reason are unexcused. Unexcused absences result in a grade of 0 (zero) for all work on the day or days missed. If a student or parent forgets to call or bring a written statement providing the reason for an absence, an extra day may be given to provide the information in order to avoid an unexcused absence.

Any student who misses more than 10 minutes of a class without valid excuse will be counted absent and unexcused.

Pre-Excuses

If possible, the parent/guardian should notify the office of absences known in advance. We do not recommend students miss school for extended vacations.

Early Dismissal Procedure

A request to have a child excused from classes early should be sent with the child on the morning of the dismissal. This request should be given to the attendance officer between 8:00 and 8:10 in the office. Appointments should be made outside of school hours if possible. A child will be released only to the parent unless the office is notified by the parents that someone else has permission to pick up the student. The parent or authorized person must come to the office and sign the student out of school. Any student leaving school must sign out in the office, and if he or she returns that day, sign back in upon returning.

Illness or Injury During School

If a student becomes ill or injured during the school day, he/she should notify the teacher in charge and get permission to come to the office. An attempt to contact the parent/guardian will be made from the office if deemed necessary. The early dismissal procedure will be followed if it is necessary for the student to leave school. Emergency and work phone numbers are very important in this situation. A student whose parent cannot be contacted will only be permitted to call the person or persons listed as emergency contacts.

Daily Entrance

1. Students normally enter Lincoln Junior High School at 8:00 A.M. with classes beginning at 8:15 A.M. Direct supervision of students may not begin until 8:00 A.M.
2. Students are not to be in the building before school.
The following are the only exceptions:
 - a. Band members may enter the building earlier on days of regularly scheduled practices.
 - b. Any student who has a pass to go see a teacher.
 - c. Any student who needs to do business in the office.
 - d. Students eating breakfast.
 - e. Students attending a practice or club meeting.
3. All students should enter the building using the front doors at the main entrance. Students may exit the building using any of the front doors on Broadway Street.
4. Upon entering the building at 8:00, students will be directed where to go.
5. Students who were absent the previous day and need to present a note to excuse their absence may do so between 8:00 and 8:10 A.M.
6. Students are not to be in the gymnasium, locker room, or other areas of the building without supervision.

SCHOOL CLOSINGS / INCLEMENT WEATHER

If closing is necessary due to inclement weather or other unforeseen circumstance, it will be announced on television stations WAND in Decatur (local cable channel 7) and WICS in Springfield (local cable channel 2).

If severe storm or tornado conditions develop during school hours, students will not be dismissed. We will follow the disaster plan in our building.

CLASS ATTENDANCE

Each student has a schedule and is expected to follow it unless their teacher directs otherwise or an emergency occurs. Students may not leave the school without permission from the office before the end of the school day. Students should be in their classrooms in their seats when the signal for the beginning of each period sounds. If they are not, they are tardy.

Tardies

A student who is tardy to first hour must report to the office to sign in as being tardy to school. When a student has three unexcused tardies to a class in a semester, a detention will be assigned. Additional tardies will result in additional detentions. Teachers will assign the detention and send a copy to the office. Chronic tardiness may result in more severe action.

Leaving The Classrooms

Students should not expect to leave the classroom except in emergency situations. Personal needs should be met between classes. If leaving a classroom is necessary, students must have their agenda booklets with them. Each student is issued an agenda booklet at the beginning of the year to record assignments and use as their hall pass. Students must also sign out when leaving the classroom, noting the time they leave and their destination.

CORRIDOR COURTESY

Keep hallways and stairways open to traffic by walking to the right. Do not block traffic by standing in groups. Pass through hallways quietly. Discard trash in the containers provided. Help keep your school clean. Line up for the water fountain along the wall and not across the hallway.

LEARNING CENTER PASSES

A Learning Center Pass should be obtained by the student from the teacher if the student wishes to do work in the Learning Center. The Learning Center consists of the library and the computer lab.

LEAVING THE BUILDING

After dismissal time, students should promptly exit the building and school grounds. Students should remain in the building only when supervised by a staff member. Students leaving the building must use the front exits only, never the alley doors.

ACADEMIC ISSUES

Grades

At Lincoln Junior High School, grades are based on both daily performances and periodic assessment of achievement over longer time periods. Our school grading scale is:

A	100-95	C	82-79
A-	94-93	C-	78-77
B+	92-91	D+	76-75
B	90-87	D	74-72
B-	86-85	D-	71-70
C+	84-83	F	69 and below

This grading scale is aligned with Lincoln Community High School.

In order to stay current with your child's grades, please get activated to use parent portal at registration or by calling the Jr. High office.

Placement for Accelerated Classes

Students will be placed into 7th grade pre algebra, 8th grade algebra, and 8th grade language arts based upon placement tests, teacher recommendation, and/or consideration of achievement test scores.

Report Cards

Report cards are sent home at the end of each nine-week period. It is recommended that parents and pupils take time at home to discuss the grades on the cards. Parents are urged to schedule conferences with teachers when results on report cards are not satisfactory. If your child's report card is sent home in an envelope, please return it to the office so it can be recycled.

Progress Reports

Progress reports on students achieving at the D or F level will be sent home at the mid term of each nine weeks. These reports may be mailed or brought home by the student. Positive reports are not necessarily sent home at mid term. Progress reports may be sent home at other times if necessary.

Promotion Policy

To be promoted, a student may not fail more than one class for the year including P.E. and music. Passing will be determined by the student's cumulative percentage in each class. Consideration may be given to whether or not the student scored at an appropriate level on state and local testing.

Students who are not promoted may be provided the remedial services of an intensive summer school program. Students who fail to successfully complete the summer school program will be retained. Students are not guaranteed the right to attend summer school.

Graduation Ceremony Requirements

1. To receive a diploma and participate in the graduation ceremony, no student may fail more than one class during their 8th grade year. Each student must have fewer than ten days of suspension during grades seven and eight (including in school suspensions). Also, students may have no more than ten days of unexcused absences during grades seven and eight. If a student's attendance improves dramatically during the 8th grade year, administrative approval may be given to participate in the ceremony.
2. Students who are promoted to ninth grade but are not eligible to participate in the graduation ceremony will receive a diploma.

Illinois statute requires successful completion of a "constitution test" (Federal and Illinois) by all students in order to graduate.

Honor Roll

Lincoln Junior High School believes that students who do especially good work should receive recognition from fellow students and the community in addition to the personal feeling of accomplishment. We acknowledge these students' efforts by the Honor Roll. The Honor Roll is published in the communicator, the local newspaper, and is also acknowledged at awards assemblies.

**These are the classifications of the Lincoln Junior High School Honor Roll:

1. Board Scholars- Pupils with a grade of A in every class including PE, Band, etc.

Only academic classes count for the following categories.

2. High Honors* - Pupils attaining an average of at least 3.80.
3. Honor* - Pupils attaining an average of at least 3.4.
4. Honorable Mention* - Pupils attaining an average of at least 3.0.

**Students may not have a grade below a C to be eligible for the Honor Roll.

Students in Pre-Algebra, Algebra, and Accelerated Language Arts receive a grade that is "weighted" for grade point average purposes.

Academic Awards

Three awards will be presented in each subject area at the end of the school year during the Awards Assembly. The award winners are determined by classroom performance during the past year. In some subjects, a departmental test may be given during May to determine the winner. The student qualifies to take the examination on the basis of classroom performance. Awards will be given in the following 6th, 7th and 8th grade areas: Health, Science, Social Studies, Mathematics, Computers, Art, Language Arts, and Speech.

Awards will also be given for perfect attendance and service in various organizations. Other awards presented include the Daughters of the American Revolution (D.A.R.) History Award, the American Legion Citizenship Award, and Principal's Awards.

Fundraising

Each year the PTO may sponsor a fundraising effort to benefit school programs. Other clubs or organizations within the school may also use fundraising as a means to support programs with the approval of the principal. Only approved fundraising may be done at the school. Students may not sell items at school to raise money for outside organizations without the permission of the principal.

FIRE DRILL INSTRUCTIONS

General Guidelines

1. When the fire alarm sounds, the students should file out in single file. The row closest to the door should go first.
2. The students sitting closest to the windows should close all of the windows.
3. The last person out of the room should close the door.
4. All students should walk, NOT RUN.
5. As soon as students get out of the building, they should form into their room groups so the teacher can check the role.
6. During the fire drill, students should behave as if there is a fire. Students never know when it is a drill or a real occurrence.

Specific instructions will be given by the teacher in each room. Students should become familiar with the correct exit for each classroom.

Disaster Drill Instruction

The same rules should be followed as for a fire drill. Instructions for each room have been posted. Students should become familiar with the instructions for each classroom. Whether a drill or actual disaster, the proper position is to sit on the floor with head between the knees and hands over the back of the neck.

SCHOOL INSURANCE

Accident insurance is made available to all pupils who wish this protection. Information concerning the insurance will be distributed near the beginning of the school year. District 27 does not carry insurance coverage for students who suffer accidents while at school.

When the insured wishes to file an insurance claim with the insurance company the principal will fill out a claim sheet upon parent request. It is the responsibility of the insured to have the claim sheet completed and returned to the office within 30 days of the accident. It will then be forwarded to the insurance company.

All students who plan to try out for a sport must have school insurance or a waiver signed by the parents.

STUDENT INFORMATION

This information supplements the Discipline Policy included in our Calendar of Events and Policy Handbook.

Medication Policy

In order for medication to be distributed to students, the district medication form must be completed and signed by both parent and doctor. This includes any over the counter medication such as Tylenol. A student must bring a note from his/her parent authorizing cough drops. The office will then issue a pass for the student to carry with them throughout the day.

Assemblies

Assemblies are often held at our school when an appropriate educational opportunity arises. Students will sit together as a class in an assigned area and be dismissed as a class. Courteous and cooperative behavior is expected of students at all times.

Breakfast

Breakfast is served from 7:45-8:05a.m.

Lunch

All pupils must remain at the Lincoln Junior High for lunch. Pupils may eat a regular lunch served by the cafeteria or they may bring a sack lunch. Payment may be made for individual days or on a weekly basis. Payment may be made in the cafeteria or in the office before school.

Lunch Regulations

1. Students should proceed to the lunchroom in an orderly manner and be seated. They should stay in that seat unless they are making a necessary trip.
2. Students may not leave the lunchroom unless a supervisor excuses them.
3. Extra milk will be available in the lunchroom.
4. Pop is not allowed in the school during normal school hours.
5. Courteous and cooperative behavior is expected at all times in the lunchroom. Throwing food is considered serious misconduct and is not tolerated.
6. Talking in a normal manner is encouraged. Shouting is not appropriate.
7. Students will remain in their seats until dismissed by the supervisor at the end of the period.

Physical Education Classes

Physical education is part of the curriculum at Lincoln Junior High School. All students participate unless medically incapacitated or presenting religious objections.

The following rules apply in physical education classes.

1. Each student is assigned a locker with a combination lock. Students who lose a lock must pay a \$4.00 replacement fee.
2. Students may be issued a detention in the detention hall at the third incident of unexcused not dressing for class and for each succeeding incident. Chronic failure to dress may result in progressive disciplinary actions.
3. Students must wear an appropriate T-shirt and shorts to participate. All uniforms should be washed regularly.
4. All injuries must be reported to the instructor at once.
5. All articles found are to be turned into the instructor.
6. Valuables should not be kept in gym lockers.
7. Jewelry may not be worn in P.E. classes.
8. Clothes should be taken home Friday for laundering and brought back Monday.
9. Aerosol cans and glass containers are not permitted in the locker room.

*Sixth grade students will not change for P.E. class

Lockers

1. Each student is assigned a locker with a combination lock. The lockers are the property of District 27, and they are subject to inspection by authorized school personnel with or without the student's permission.
2. Lockers should be kept neat and orderly.
3. Combinations are issued only to the student and should be kept confidential.
4. Students should use their own locker.
5. To open locker:
 - a. Turn right two full turns and stop at the first number of the combination.
 - b. Turn left one full turn past the first number and stop at the second number of the combination.
 - c. Turn right to the third number.
 - d. Lift the handle with your hand.

Lockers work best when you open and close them with your hands (not by kicking them).
6. If a locker isn't working the student should see the principal, the secretary, or the custodian.
7. Marking on a locker is vandalism.
8. District 27 does not insure student property or possessions. Cassette tapes, C.D.'s, Walkmen, C.D. players, tape players, video games, electronic devices, and other such material should be left at home.

Respect for School Property

Each student is expected to treat all school property with respect and care, especially textbooks and lockers. Students who damage property accidentally are responsible for paying for the damage. Fines for damage to textbooks beyond normal usage are usually assessed at the end of the year when the books are collected. Students who purposely damage school property are responsible for paying for the damage and may face the very serious consequences of vandalism. Students are also expected to take care of and return all athletic equipment issued to them.

Weapons at School

Lincoln District 27 policy and various statutes prohibit using, possessing, distributing, purchasing, or selling explosives, firearms, knives, or any other weapon on school property. Very serious penalties have been established including suspension from school including all school-sponsored events and expulsion. Criminal penalties may also apply. Sometimes a student attempts to explain possession or someone else placed it there. There can be no explanation for possession of a firearm at school. A student who discovers that he or she has forgotten and brought some other type of weapon or weapons to school must voluntarily report to the administrator or head teacher and surrender the weapon or weapons before they have been discovered. Doing so may possibly result in a reduction in the severity of the consequence of this behavior.

Students who are aware that some form of weapon or unauthorized substance has been or is about to be brought to school, or that someone is planning to do so, must report this immediately to an administrator, counselor, or teacher. Students are responsible to protect the safety of everyone at the school by reporting threats or plans that would violate school safety. Failure to report could result in being considered or charged as an accomplice.

Students should not be in possession of any look-a-like toys or sharp objects that might be used as a weapon, including pocketknives.

Alcohol, Tobacco, Controlled Substances

Possession, distribution, and/or use of alcoholic beverages, tobacco products, controlled substances, or related paraphernalia is strictly prohibited on or near school grounds and is considered gross misconduct. Matches and cigarette lighters are also prohibited. Students who “forget” that they have these materials in their possession on or near school grounds must surrender them voluntarily to a teacher or administrator before discovery if this excuse is to be accepted by school administration. Activity of this nature which violates the law will be reported to the police.

Laser Lights

The possession and/or use of any Laser Light are not permitted on school property or at any school-sponsored event.

Public Displays of Affection

Public displays of affection between students are prohibited. Violations will result in disciplinary action including but not limited to phoning parents, detentions and Saturday detentions.

Gum and Soda

Gum chewing and soda are not permitted in the school building during normal school hours. Violations will result in disciplinary action including but not limited to phoning parents, detentions and Saturday detentions.

Bicycles

Bicycles are to be parked in the bicycle racks provided. Students should not ride the bicycle around after arriving at school. Please do not ride the bicycle on the grass or sidewalks. Students who ride a bicycle to school should follow the safety rules as set forth in Rules of the Road.

Telephone

Students may use the office telephone if they become ill or some other emergency occurs. Calling for forgotten P.E. clothes or materials is not such an emergency. Permission from office personnel is required before using the phone.

Cell Phones

All cell phones must be turned off and in the student's locker during school hours. Violation of this will result in the phone being confiscated and returned to the parent, as well as an after school detention or potential in-school suspension. Continued infractions will result in further disciplinary action including but not limited to Saturday detention or loss of privilege entirely. With the permission of coaches and sponsors, cell phones may be used to call for rides after extra curricular activities. Inappropriate use on the way to an event, on the way back from an event or during an event, will result in confiscation of the phone. Confiscated phones will be turned over to the parent/guardian. District 27 does not insure student property.

Electronic Devices

MP3 players, iPods, cameras, recorders, video games, and any other such material brought to school should be turned off and in the student's locker throughout the school day. Violations will result in disciplinary actions including but not limited to phoning parents, detentions, and Saturday detentions.

Discipline Policy

Student misconduct may result in a detention being assigned. Detentions normally last a maximum of forty minutes but may be extended to sixty minutes if the student exhibits very discourteous or uncooperative behavior or if the student has exhibited a continued pattern of misconduct by recording a number of detentions previously. After a student accumulates detentions in a semester, they may be assigned Saturday detentions. After a student accumulates Saturday detentions in a semester, they may be given alternative placement (internal suspension) for future referrals. If a student fails to serve an after school detention without valid cause, they may be assigned a Saturday detention, in-school suspension, and/or loss of privileges to attend evening activities. Students are expected to serve the detention on the day the discipline officer schedules it.

Truancy

In accordance with the City Truancy ordinance #668, any student who is absent without valid cause or leaves school grounds without permission may be subject to a minimum \$50 citation. Such citations will be issued by a police officer of the Lincoln Police Dept. or truancy case worker from the Logan/Mason/Menard Regional Office.

Lost and Found

Lost and found items are sent to the Principal's office. Pupils may inquire about lost and found items before or after school. Permission from your classroom teacher is required at other times of the day. All library books that are sent down to the office will be turned in to the library.

One Block Radius

Students that are prohibited from being on school property must not be within a one block radius of the school.

Field Trip and Class Trips

Students must adhere to guidelines before being allowed to go on field trips or the 8th grade class trip. Guidelines including criteria for behavior and attendance will be written and distributed to students in the weeks prior to the trip.

Sexual Harassment

Sexual harassment is illegal, unacceptable conduct, and it will not be tolerated at Lincoln Junior High School. It is a violation of proper conduct for any student or employee to harass another student or employee through conduct or communications of a sexual nature or of a nature that creates a hostile working or learning environment. Reports of alleged sexual harassment should be made to a school guidance counselor, a teacher, or the principal.

Other Prohibited Conduct

Harassment based on race or religion or attempts to demean, ridicule, or provoke other students is unacceptable at LJHS and grounds for disciplinary action.

Behavior of a profane, vulgar, or pornographic nature whether spoken, written, or displayed in some other manner is unacceptable at LJHS and is grounds for disciplinary actions.

Signs, Banners, and Posters

1. There should be no signs, banners, pennants, or posters placed on the walls or lockers.
2. During special campaigns spaces will be provided for posters and campaign materials.
3. Signs or posters concerning activities other than those sponsored by the school or the Parent Teacher Organization are prohibited.

DRESS CODE

Student Dress and Grooming

Each student should make every effort to be clean and neat in appearance and use good judgment in the selection of proper clothing for school. Student dress should not jeopardize the student's health and safety or the health and safety of others. A student's dress may not provide distractions from the educational activities of school. Any student whose appearance or dress is deemed to be distracting or hazardous will be required to change the affected clothing. The entire teaching staff of the school is responsible for enforcing acceptable standards of dress for the students. Final responsibility shall rest with the building principal. These standards apply to after school events and field trips.

The following are unacceptable:

1. Chains which can be used as weapons, this includes some jewelry (judgment will be left up to the administration)
2. Shoes or sandals that are not securely attached to the foot.
3. The wearing of hats, caps, or hoods inside of the building during the school day.
4. Shorts/skirts that do not extend to mid thigh, sleeveless shirts, see-through tops, bare midriff shirts, clothing with inappropriate holes, sagging pants, bandanas or sweatbands, shirts with a low neckline.
5. Clothing with marking or writing denoting a sexual, vulgar, drug, alcohol, tobacco, or gang affiliation message.
6. Earrings extending beyond the lobe of the ear that are distracting or dangerous. School personnel may not assist pupils in applying earrings and no pupil may wear earrings in PE class unless authorized by the teachers.
7. Pants, skirts, or dresses that drag on the floor.
8. Clothing that exposes underwear.
9. Shoes with wheels.

Note the Following

1. Shirts must be long enough to cover the top of the waistband
2. Students may not wear coats or jackets in the classroom.
3. Students may not take book bags, backpacks, or purses to the classroom.
4. Students may not carry book bags, back packs, or purses around the school, including athletic events, unless given permission by the administration

COMPUTER LAB

In the LJHS computer lab, students will learn various computer application skills using the following software: Learn to Type, Microsoft Office Professional 2003 (Word/ Publisher/ PowerPoint/ Excel/ MovieMaker), Audacity, Adobe Photoshop Elements, and select internet sites.

Each student will be expected to meet the criteria established by the Illinois Business Education Association for keyboarding proficiency. By the completion of 8th grade, students should be able to keyboard 30 words per minute and properly format the following word documents: Standard Memorandum, Block Business Letter, Research Paper, Bibliography, and a PowerPoint presentation. In addition to the keyboarding curriculum at LJHS, students will complete projects that are aligned with the curriculum of the content area teachers.

Projects will be scheduled so that students have time to complete them in class. However, should students need more time to complete projects, they may see if there is space in the library or lab during their homeroom or they may come to the lab after 4:00 P.M. All materials in the computer lab or library may be used after school, when needed. Since the lab is always in use, it is important that students only use the computers for class projects and follow the computer use guidelines written in the Acceptable Use Policy.

LIBRARY

In the library, students may read magazines or newspapers, as well as select and check out library books. Books will be checked out for a one week period and may be renewed only once. If they are late, a fine of five cents per day will be charged until the book is returned. If a book is lost, stolen or damaged, a fine will be assessed to replace the book.

Students may request a book through the Rolling Prairie-Interlibrary Loan Program, if it is not available at LJHS. The library clerk is available to help with the process. To see what books are available at LJHS, please see the LJHS Library Catalog link and instructions on the LJHS Web-Site...lincolnjhs.com.

The library is open every day until 3:35 P.M. and arrangements can be made to stay until 4:00 P.M. with the library clerk.

EXTRA CURRICULAR ACTIVITIES

Band

The band program is open to all 7th and 8th grade students with previous band experience. The components are Wind Ensemble (which also is the Marching Band) and the Jazz Band. Students without previous band experience may participate in Wind Ensemble as a keyboard/synthesizer player or in Jazz Band as a keyboard or bass player based upon audition performance. Transfer students will be placed by the director based upon audition performance.

Students receive one lesson per week on a rotating schedule within the school day.

Jazz Band plays as a pep band for approximately eight girls and boys basketball games. Also, Jazz Band may play at a “Meet The Teams” and one volleyball match, depending on scheduling.

Selected students appear from time to time in small ensembles and community meetings on request.

All band students receive a report card grade each grading period.

Chorus

All 6th, 7th and 8th grade students are eligible to try out for chorus.

Circuit Rider

The Circuit Rider is the school newspaper. Circuit Rider staff members are selected from the student body. The staff members write articles for the paper with the help of the faculty adviser.

Student Council

Student Council members are elected from each homeroom. The President, Vice-President, Secretary and Treasurer are elected by the student body in the early part of the year. The Student Council provides opportunities for students to develop and exercise constructive leadership and work for the welfare of the school. A faculty sponsor leads this group.

The Student Council president must be an eighth grader. Other officers may be sixth, seventh or eighth graders. In order to be a candidate for an officer position, a student must meet the criteria in the Student Council Bylaws. These bylaws also contain other criteria regarding membership on the council.

Meetings will be held at least every other week during the school year.

This organization sponsors several student dances during the school year. Students who have been suspended (in-school or out of school) since the previous dance are ineligible to attend the next dance.

Builders Club

Builders Club is an organization sponsored by the Kiwanis of Lincoln. It is a service organization that does a variety of community service and school service projects. The Kiwanis sends a sponsor from their organization to attend our meetings and helps organize community projects.

Community projects may vary from year to year. These projects may include the crop walk for the hungry, working at the Kiwanis booth at the Railsplitter Festival, serving as ushers for the Lincoln Area Music Society for their Christmas and spring concerts, serving food for the drive-up sales for the food pantry, working at the Balloon Fest, helping with the Easter Parade, and serving/cleaning up at the Teacher Retirement Tea.

School Play

Each year LJHS does a spring play. Times of tryouts and other important information will be announced at the appropriate time. Students must be academically eligible to tryout for the spring play according to the same guidelines for extracurricular activities.

JUNIOR HIGH SPORTS

Every student enrolling in the sports program must meet the following requirements to participate:

1. Must have a birth certificate on file.
2. A physical examination on file less than one year old signed by a doctor. This must be on file before a student can participate.
3. Have adequate insurance coverage in case of injury (school insurance) or have an insurance waiver signed by a parent or guardian.
4. Completed Certificate of Physical Fitness Participation in Athletics, Medical Authorization Forms and Agreement to Participate. These forms are supplied by the school.

Students who try out for the teams are expected to comply with the following rules:

1. Adherence to the adopted Athletic Code. This Athletic Code is included later in this handbook.

2. Regular attendance at practices.
3. Observance of training rules as explained by the coaches.
4. LJHS will follow the IESA policies concerning eligibility. Athletes / Participants must maintain a passing grade in all subjects. Eligibility is checked weekly, and the result applies to the following Sunday through Saturday period. Eligibility is based on an accumulated grade for the period. Any athlete/participant who is ineligible for three consecutive weeks, will be removed from the team for the balance of the activity/season.

Ineligible players will practice with the team as scheduled

Ineligible players will attend home games only and sit on the bench
or with the squad in street clothes

Ineligible players will not attend away games or contests

Coaches will make every effort to contact parents of ineligible players
to inform them of the player's status

5. Full cooperation with coaches in charge.
6. No radios, tape players etc. will be permitted at practice or sporting events without the coach's permission.

Athletic awards will be presented to all participants who qualify.

Student's Behavior At Athletic Events

All students should remember that they come to an athletic event to watch that event in a courteous and sportsmanlike manner. Therefore, students should find a seat and remain in it until half time or in between games. Students will not be allowed to leave during the event unless given permission by the supervisor. Remember, if you bring a younger sister or brother to a ball game, you are responsible for watching them. Students are expected to have a ride within fifteen minutes of the end of the games. Those students who exhibit misconduct or unacceptable behavior may be asked to leave the building and/or may be declared ineligible to attend future events.

Students who have been suspended in school or out-of-school are suspended from attendance at athletic events on the day(s) of his/her suspension.

Cheerleading

Cheerleaders must meet the same requirements as players. Cheerleaders are to build enthusiasm and support among students of L.J.H.S. for the basketball teams. Cheerleaders are chosen in the spring for the following school year based on procedure and guidelines established by the sponsor. They will cheer at all boys and girls home games as well as post season tournaments.

Pom Pon Members

Pom Pon members must meet the same requirements as players. Pom Pon members perform at boys and girls home games. Approximately \$40.00 is needed to purchase the required materials. Pom Pon members are also chosen in the spring for the following school year based on procedure and guidelines established by the sponsor.

School Spirit

Students develop real school spirit through enthusiastic and industrious participation in all school activities. Students who exhibit good citizenship and improved scholarship also show school spirit. Loyal and enthusiastic spectators who back their team also have this quality. Show school spirit!

ACCEPTABLE BEHAVIOR FOR SCHOOL SPIRIT

1. Applause during introduction of players, coaches, and officials.
2. Players shaking hands with opponents while both sets of fans recognize the player's performance with applause.
3. Accept all decisions of game officials.
4. Cheerleaders lead fans in positive support.
5. Handshakes between participants and coaches at the end of contest, regardless of the outcome.
6. Treat competition as a game, not a war.
7. Coaches/players search out opposing participants to recognize them for outstanding performance or coaching
8. Applause at the end of the contest for performance of all participants.
9. Everyone showing concern for an injured player, regardless of the team.
10. Encourage surrounding people to display only sportsmanlike conduct.

UNACCEPTABLE BEHAVIOR FOR SCHOOL SPIRIT

1. Yelling or waving arms during opponent's free throw or serves.
2. Disrespectful or derogatory yells, chants, songs, or gestures.
3. Booing or heckling an official's decision.
4. Criticizing officials in any way; displays of temper with an official's call.
5. Yells and antagonizing opponents.
6. Refusing to shake hands or give recognition for good performance.
7. Blaming the loss of the game on officials, coaches, or participants.
8. Laughing or name calling to distract an opponent.
9. Use of profanity or displays of anger that draw attention away from the game.
10. Doing own yells instead of following the lead of cheerleaders.

LINCOLN JUNIOR HIGH SCHOOL SONG

Loyal and true
We pledge allegiance to you.
This is our motto.
We are all for one and one for LJHS.

Here's to our school.
And long and high may she rule.
Forever more you will find us,
Always loyal and true.

Repeat....

LINCOLN JUNIOR HIGH SCHOOL ATHLETIC CODE

Forward

The purpose of this code is to establish a uniform policy regarding athletic participation, eligibility, training rules, and other items relating to the administration of the athletic program at Lincoln Junior High School.

Policies or regulations set forth in this code must be supported and enforced by all members of the athletic department.

For the purpose of this code, the term "athlete" is interpreted to mean any student who participates in any IESA sponsored activity, including cheerleading, pom pons, scholastic bowl, and speech.

Athletic Objectives

To place academic endeavors above all other consideration and place athletics second.

To develop in each participant a feeling of pride, a sense of accomplishment, and a desire to win within the ethics of the sport.

To encourage, build, and promote in every way possible improvement in the individual's moral character, spiritual well being, and physical development.

To develop athletic teams of a superior quality by stressing the fundamentals.

Each head coach will hold a meeting to explain the Athletic Code and his/her individual rules to the athletes and their parents/guardians. These meetings will take place prior to tryouts. An athlete's parent/guardian will acknowledge in writing that they received the rules. This permission slip is included for communication purposes. When

a student becomes a member of a school team, further communication will be made by the coach/sponsor.

ATHLETIC PARTICIPATION RULES

1. Athletes will not use or possess tobacco in any form.
2. Athletes will not transport, possess, or consume alcohol or other controlled substances or knowingly be in attendance at gatherings that are held for these purposes. Family gatherings or religious ceremonies where alcohol is present are not considered a violation of this rule.
3. Athletes will not participate in gang activity, criminal acts, or acts which are detrimental to the athlete, team, squad, or school.

A student accused of a violation of these rules will be informed of the charges and given the opportunity to explain or respond. Any athlete in violation of these rules on or after the first day of practice of the fall sports season until the end of the school year shall be subject to the following consequences:

Tobacco, Gang Activity, Criminal Acts

First Offense: Suspension from athletic participation for 33% of the games in the present season. If less than 33% of the games remain, the suspension will affect the next season in which the student participates. The student will be suspended from the same number of games as 33% of the previous season. If the infraction occurs at the end of the school year, 6th and 7th graders will be suspended at the beginning of the season in the next school year.

Second Offense: Suspended from athletic participation for one calendar year.

Drugs/Alcohol

Any use, possession, or transporting of alcohol or other controlled substances or knowingly being in attendance at gatherings which are held for these purposes will result in the student being suspended from all athletic participation for one calendar year. Family gatherings and religious ceremonies where alcohol is present are not considered a violation of this rule.

Additional Training Rules

With the approval of the principal, each coach may establish additional training rules for his or her activity in regard to grooming, curfew, missing practice, etc. Copies of these rules shall be given to the athletes prior to the start of each season. Both athletes and parents will be asked to acknowledge in writing that they have received these rules before participation is permitted.

Each coach is responsible for establishing and enforcing fair and consistent penalties for violation of these rules.

Department Policies

1. An athlete who is suspended from participation in one sport may not go out for another sport until the first sport's season has ended.
2. Student requests to be in two sports at the same time or to quit one sport and go out for another will be determined on a case-by-case basis by the athletic director.
3. School equipment issued to the student athlete is his or her responsibility. He or she is expected to keep it clean and in good condition. Loss or damage to any school issued equipment is the athlete's financial obligation.
4. All athletes must travel to and from out-of-town athletic contests in transportation provided by the school. With permission of the coach, athletes may return with their parents or legal guardians: verbal communication by parents or guardian is necessary.
5. An athlete who leaves school or is not in attendance from 12:00 pm to 3:00 pm because of illness on the day of a contest will not be allowed to participate in the contest.
6. An athlete who misses all or part of the day of school because of illness will not participate in practice that day. The athlete may attend if his or her condition permits and the coach desires.
7. If students are involved in a sport as well as cheerleading or poms, the student must play in the game if the two activities conflict.

Parent/Student Sign Off Sheet

Student's Name _____
Please print

Student's Signature _____

Parent/Guardian _____
Signature

Date _____

The signatures above signify that we have received the Lincoln Junior High School Student Information and Expectations book and the District 27 calendar and policy handbook for the year 2008-09.