

HAMILTON COUNTY SENIOR HIGH SCHOOL

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STUDENT HANDBOOK

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This School Agenda belongs to:

Name_____

Address_____

City/Town_____ **Zip**_____

Phone_____

HAMILTON COUNTY SENIOR HIGH SCHOOL
2023-24 Faculty and Staff

Mrs. Connie Lueke	Principal
Mr. Keith Welch	Assistant Principal
Mr. Clint Winemiller.....	Athletic Director
Mr. Doug Miller	Athletic Director
Mrs. Megan Kasten.....	Guidance Counselor

Faculty

Lisa Auten	Business Technology
Tyler Buss.....	Driver Ed. & P.E.
Kelly Carlile	Fine Arts
Chrissy Cockrum	Business Technology
Hanah Cooper.....	English
Garrett Craddock.....	Mathematics
Marlene Cunico	English
Jamie Ellis	Family Consumer Science
Katie Folden.....	Student Support Services
Jason Hall.....	Science
Josh Hamson.....	Industrial Arts
Andrew Hillyard	Band
Drew Imhoff	Mathematics
Megan Kasten.....	Guidance
Heather Lynch	Social Studies
Ben Newbury.....	Agricultural Education
Iloany Ochoa.....	Spanish
Jessica Partain.....	Special Education
Kaitlyn Ragan.....	Social Studies
Tammy Rose.....	Special Education
Caleb Smothers	Health & P.E & Dr. Ed.
Lynnette Staley	Chorus
Jeremy Varner	Science
Rhet Vaughan.....	Special Education
Alicia Ward.....	Industrial Arts
Nora Wilson	English
Amanda Woodrow.....	Librarian

Staff

Denise Campbell.....	Secretary
Dana Carter	Cook
Teresa Golden.....	Teacher's Aide
Beverly Gordon	Teacher's Aide
Dianna Guinn.....	Cook
Lindsay Hansen	Secretary
Ann-Marie Harland.....	Library Technician
Michael Huckabay.....	Custodian
Jamie Knight.....	Custodian
Drew Rawls	Custodian
Amanda Sanders.....	Cook
Alesha Storey.....	Nurse
Rhonda Tracy.....	Nurse Secretary
Erin Underhill	Cook
Flossie Webb.....	Secretary
Lloyd Webb.....	Custodian

MY CLASS SCHEDULE

First Semester

Hr. Class Teacher Room
1
2
3
4
5
6
7
8

Second Semester

Hr. Class Teacher Room
1
2
3
4
5
6
7
8

BELL SCHEDULES

Regular Schedule

First Bell.....8:00 a.m.
 1st period.....8:05 a.m.-8:50 a.m.
 2nd period.....8:54 a.m.-9:39 a.m.
 3rd period.....9:43 a.m.-10:28 a.m.
 4th period.....10:32 a.m.-11:17 a.m.
 Lunch A.....11:17 a.m.-11:47 a.m.
 Lunch B.....12:06 p.m.-12:36 p.m.
 5th period.....11:21 a.m.-12:06 p.m.
 5th period.....11:51 a.m.-12:36 p.m.
 6th period.....12:40 p.m.-1:25 p.m.
 7th period.....1:29 p.m.-2:14 p.m.
 8th period.....2:18 p.m.-3:02 p.m.

Early Dismissal Schedule

First Bell.....8:00 a.m.
 1st period8:05 a.m.- 8:43 a.m.
 2nd period.....8:47 a.m.-9:25 a.m.
 3rd period.....9:29 a.m.-10:07 a.m.
 4th period.....10:11 a.m.-10:49 a.m.
 Lunch A.....10:49 a.m.-11:19 a.m.
 Lunch B.....11:31 a.m.-12:01 p.m.
 5th period.....11:23 a.m.-12:01 p.m.
 5th period..... 10:53 a.m.-11:31 a.m.
 6th period.....12:05 p.m.-12:44 p.m.
 7th period.....12:48 p.m.-1:27 p.m.
 8th period.....1:31 p.m.-2:10 p.m.

HAMILTON COUNTY SENIOR HIGH SCHOOL

This handbook supplements the Unit #10 Parent-Student Handbook and Activity Calendar. It provides an overview of procedures, policies, and guidance information to Hamilton County Senior High School students and their parents. These policies and procedures are intended to be fair and functional for the multitude of personalities and needs of more than 350 students. If you have questions or concerns, please do not hesitate to contact the appropriate faculty member or the principal.

MISSION STATEMENT

Students will become confident, caring, lifelong learners through a student, family, school, and community partnership. Hamilton County Junior/Senior High School students will demonstrate basic competencies in communication, problem-solving, and technological skills. As a result, students will take their places as productive citizens in our global society.

CODE OF ETHICS

A student of Hamilton County Junior/Senior High School is expected to:

1. Respect the rights and privileges of others.
2. Respect authority and observe necessary rules and regulations.
3. Protect and preserve personal and school property, refraining from marking on walls or furniture or in any way damaging or defacing school property.
4. Observe commonly accepted standards of decency in association with contact with others. Outward displays of affection, such as hugging and kissing, are unacceptable behavior at school.
5. Project a positive attitude toward others and accept educational challenges in and out of the classroom. Destiny is not a matter of chance...it's a matter of choice.

VISITORS TO HAMILTON COUNTY SENIOR HIGH SCHOOL

In the interest of providing a safe and orderly environment at school, parents or other visitors to Hamilton County Junior/Senior High School must obtain a visitor's badge in the Main Office unless the sole reason for their visit will require them to only be in the Main Office or Guidance Office. Visitors may enter the building through the main east entrance, located west of the visitor's parking lot. For the safety of our students and staff, all other entrance doors will be locked from 8:15 a.m. until 3:02 p.m. To obtain a visitor's badge, the visitor should come directly to the Main Office and sign in with the office staff, stating the reason for the visit. Once approval is granted, visitors will receive a badge. After completing the business, visitors should return the badge and sign out in the Main Office.

ADMISSIONS AND ENROLLMENT INFORMATION

Activity-Calendar Handbook

The Activity-Calendar Handbook is on the school's webpage, www.unit10.com.

Physical Exams

State Law and School Board Policy JBCB require that 9th-grade students and any student new to the district, 7th - 12th grades, must have evidence of a recent health physical examination and a record of immunizations on file with the school nurse. Parents are advised that failure to provide these in a reasonable amount of time may subject children to being excluded from school until such requirements are fulfilled.

Enrollment Fees

Each student is required to pay a \$33.00 instructional materials fee at the time of registration, which helps offset the use of textbooks and classroom materials. Students who wish to secure a school-issued locker must pay \$6.00 for a combination lock. Students may retain locks purchased until they graduate from Hamilton County Senior High School. In addition, there is a \$10.00 fee for *Ag Business, Algebra III, *Statistics, *Work Ethics, and *Web Page Design. A \$15.00 fee for, Intro to Theatre Arts, Theatre Arts, and Mixed Media. A \$20.00 fee for *Accounting 1, *Accounting 2, Advanced Biology, Advanced Chemistry, BSAA, Sculpture, *Calculus, and *Pre-Calculus. A \$25.00 fee for Ag Manufacturing, Ag Mechanics, Construction 1, Construction 2, and Anatomy. A \$35 fee for Food & Nutrition. A \$ 50 fee for *Psychology. A waiver of fee eligibility explanation is provided within the Activity-Calendar Handbook.

Each student participating in Athletics will be charged a participation fee of \$50.

Each student enrolled in Driver's Education will be charged a non-waivable \$100.00 fee.

All students enrolled in P.E. or athletics must purchase a combination lock in the main office for \$6.00 to secure their belongings in P.E. lockers. P.E. Lockers are to be locked at all times. The school is not responsible for lost or stolen items. The same refund policy mentioned above will apply.

Student Insurance

A student insurance package explanation is provided within the Activity-Calendar Handbook.

School Lunch Program

Student lunches in the school cafeteria cost \$3.50 per day for a full-price lunch and \$.40 per day for a reduced-price lunch. Breakfast is \$2.25 per day for full price and \$.30 a day for reduced price. Students must have a positive balance on their account to purchase extra items. There are various other food offerings ranging from \$.50 - \$2.00. Students may bring lunch from home and purchase milk for \$.40 per half-pint. Free or reduced-price lunch applications will be available upon request during registration. Parents are encouraged to complete this form and return it to school immediately. Unpaid Meal Charges Explanation is provided within the Activity-Calendar Handbook.

Free or reduced-price lunch applications will be available upon request during registration. Parents are encouraged to complete this form and return it to school immediately.

Unpaid Meal Charges

An explanation is provided within the Activity-Calendar Handbook.

ACADEMICS AND GRADING INFORMATION

Guidance Department

The primary function of the guidance counselor is to assist students with the various concerns they may encounter at Hamilton County Senior High School. The counselor is available to help students make informed decisions that will arise both from an academic and social nature, such as: developing a class schedule, choosing a career, preparing for college admissions, and dealing with peer and classroom pressures. Students should visit the counselor before or after school or during their study hall period.

The guidance department has information concerning the many services provided by that department. Additional information is provided at the High School Parent Open House held during the first few days of school as identified in the Activity-Calendar Handbook.

Graduation Requirements

The requirement for graduation from Hamilton County Senior High School is 24.5 units of credit, as outlined in the Activity Calendar Handbook. A unit of credit is defined as credit awarded for completing two semesters of a class. A course offered for only one semester awards 1/2 unit of credit for successful completion.

Students must pass the United States and Illinois Constitution Tests. Seniors will have three (3) attempts to take and pass each test. The United States Constitution test is given in early December. Those students who fail the test on their first attempt have until the final school day in January to retake and pass the test. Those who do not pass after three attempts are required to take Credit Recovery for Civics, offered at the High School, to graduate in the Spring. The Illinois Constitution Test is given at the end of the 3rd Quarter. The deadline to pass the Illinois Constitution Test is two weeks before the graduation date. Those students who do not pass the Illinois Constitution Test after three attempts must take Credit Recovery for Civics, offered

through summer school. Students cannot participate in the graduation ceremonies if these stated deadlines are not met. Parents will be notified when the student does not pass any tests the first time.

This district's policy is to allow only those students with the required graduation credits to participate in the graduation ceremony.

A listing of classes offered at Hamilton County Senior High School is in the Activity Calendar Handbook.

Class Rank and Weighted Classes

Students with the same grade point average before enrolling in weighted classes, having all A's, and taking the same number of weighted classes, will be considered equal in class rank, regardless of the credits earned by each student.

Senior Honors

The selection of valedictorian and salutatorian will be based on the cumulative grade point average after eight semesters of attendance. In addition, the selection of valedictorian and salutatorian will be based on weighted classes taken and grades received in each. High Honors and Honors designation of graduates will be based on the cumulative grade point average after seven semesters. In the case of a tie, after the 7th semester, the Valedictorian will be the student with the higher SAT score. The SAT must have been taken by the October National Test date of the student's Senior year to be considered for class rank purposes. All students maintaining a 5.0 will still be recognized at graduation. But the Valedictorian and Salutatorian will be the two students with the highest SAT scores. The SAT score must be reported to the Guidance Office directly from SAT.

Academic Honors Information

An explanation of the district's honor roll procedures is described in the Activity-Calendar Handbook.

Grades and Grading Procedures

An explanation of the district's grading scale is given in the Activity-Calendar Handbook, as well as the dates progress reports and report cards are distributed. Progress reports are mailed home to any student who has a 76% average or below, and grade cards are also mailed home on the dates listed in the Activity-Calendar Handbook.

Any student dropping a course after the 5th school day in the first or third quarter will receive a Drop Fail (DF) on their transcript. Students who complete the first semester of a full-year course with a passing grade will earn 1/2 credit.

To average quarter grades, first-quarter and third-quarter grades shall not be recorded below 60 percent unless that teacher has discussed the exception with the building principal and both agree that a percentage grade of less than 60 percent is warranted based on attendance, behavior, and participation.

Grades will not be changed after two weeks from the end of each quarter.

Acquiring Homework

It is the policy of HCSH that assignments are not collected for students unless they miss two or more days of school. Parents and students must check Google Classroom and Teacherease for missing assignments.

When a student is absent for the second consecutive day, the parent or guardian may contact the guidance office before 10:00 on the day assignments will be picked up. The guidance office will ask teachers to have assignments, books, etc., ready to be picked up from the guidance office after 2:45. (The student is then responsible for returning the assignments completed upon returning to school. Once the teacher has informed the student of the assignment, they are expected to turn it in upon returning to school.) Do not request the homework assignments unless the student can complete them and turn them in when they return. Students have one day for every day absent to make up the work if assignments are not picked up. Refer to Teacherease if the student is only absent for one day. New assignments will not be collected until the current assignments have been returned.

Classification As a Sophomore, Junior, or Senior

A student must have earned five or more credits to be considered a sophomore. For junior status, a student must have earned ten credits. For a student to be classified as a senior, they must be able to earn the required twenty-four and a half credits needed for graduation by the conclusion of the current school year or the summer school immediately following. Students must work ballgames and vote in class elections according to their current grade level classification. Students are not held back but not considered on track for graduation if credits are not met.

Schedule Changes

Students will have the first five days of each semester to change classes if seats are available in other classes. Other factors may also be considered. Students must submit a request in writing to Mrs. Kasten.

Incomplete

"I" on a report card means incomplete and denotes failure to turn in work, take a test or complete other requirements for the grading period, typically due to a lengthy illness. A student has a period of 2 weeks in which to remove this deficiency. (A student who receives an "I" for the final nine weeks grading period will also have two weeks to make up the deficiency. Work must be completed within two weeks of the final day of school.)

Academic Assistance

Teachers are available before school, during their planning period, and after school (3:02 - 4:00) to provide students with additional academic support for the classes they teach. Teachers are considered the best resource for academic assistance to students needing support. Students who wish to receive additional tutoring may use tutorial services during their study hall period. In addition, students and parents may access our school website, unit10.com, and enter their Teacherease password to check student grades and homework assignments.

Semester Exams

Semester examinations are deemed as an essential component of a course for two primary reasons: (1) semester exams serve to identify for the teacher and the student what was the most critical information to have learned during the semester and (2) student scores on a semester exam reflect what the student did learn/retain. A secondary reason for semester exam importance

is in preparation for college exams and developing semester exam study habits.

To encourage adequate foundations of student learning and to reward perfect attendance, the following guidelines will allow students the chance to earn semester exam exemptions. Students are exempt from semester exams in a class by any of the following methods:

1. The student has an "A" grade for each quarter of a semester and has not received any unexcused absences, and has less than seven excused absences. If a student has three or more unexcused absences in ANY class (including study hall), they must take all their exams, OR
2. The student has not missed more than two days (excused absence) in a class per semester and has at least a "C" grade for both quarters. Semester-exempt attendance in a class is defined as no more than two excused absences (personal related) per semester, other than school-related activities, and less than three tardies each quarter, OR bereavement days and personal business days as defined. Bereavement days do not count against the perfect attendance policy. They include absences due to "the death" of a student's parent, stepparent, grandparent, brother, sister, immediate aunt, or immediate uncle or cousin. Approval by the administration is expected before the absence of the student. Considering the circumstances, the administration will determine the number of days for bereavement per this policy on a case-by-case basis. Personal business days relate only to subpoenaed court appearances. Students will be required to show proof of subpoena.

Any student exempt from semester exams may elect to take a semester exam to improve their semester/final grade but at no risk of lowering it. The students' teachers will determine if the guidelines have been met and post the names of exempted students in their classrooms the day before semester exams. Students who are exempt from a semester exam are not required to be in attendance for that exam.

Quarter Exams

All students will be required to take a comprehensive quarter exam in each class after quarters one and three. There are no exemptions for quarter exams.

Mathematics Credit

As mathematics is a sequentially learned process; the following procedures will be provided to promote an adequate foundation of student learning. The required mathematics sequence is as follows:

Algebra I	Algebra II
Principles of Algebra and Geometry	Informal Mathematics
(if determined necessary)	Algebra III
Geometry	Pre-Calculus
Vocational Math (Prereq Intro to Ag)	Calculus

Students will not be allowed to go back to more than one level in the mathematics sequence to earn math credits.

To Receive Mathematics Credit

Beginning with Algebra 1 and covering the math classes involved in the sequence leading to Calculus, a student will be allowed to advance to the next higher level math class if they earn 70% or higher in each semester of their current math class.

Students who earn above 70% in one of the semesters but not the other may retake that semester without a chance for math credit during the corresponding semester.

To Receive Graduation Credit

Students not advancing from their current class will be allowed to retake that math class for graduation credit if they make a 70% or higher the first semester and at least one percent higher their second semester. This requirement is to help students receive a solid foundation in one math course before attempting to move on to a higher course. To meet the graduation requirement, students must still earn three math credits in three different math courses, with one credit being at least Algebra I.

A designation of the repetition of a mathematics class taken for graduation credit the second year will show an “A” first semester and a “B” second semester (e.g., Algebra I-A or Algebra II-B).

Concurrent Math Enrollment

Hamilton County Senior High School established a math policy beginning with the 1996/97 school year. Under this policy, students can take two math classes during the same school year if they meet certain conditions. The conditions are as follows:

1. The student is enrolling in only Geometry and Algebra II during an academic year.
(No other combination of math classes is allowed without administrative approval).
2. The student's first-semester average in Algebra I must be at least 93%, and the second-semester average in Algebra I must be at least 93%.
3. Any student who takes the two math classes must obtain the consent of the instructor(s) of the two math classes in which they wish to enroll.

Driver's Education

A student must be 15 years old within 30 days of the first day of class to be enrolled in driver's education. Effective January 1, 1994, through Public Act 88-188, a student must have passed at least eight courses in the previous two semesters to be eligible to enroll in the driver education program. The superintendent may waive this policy if it is deemed in the student's best interest. A student can have no more than five days of absences in the quarter in which they are enrolled in the driver's education classes.

Effective January 1, 2008, students must hold a valid instruction permit for nine months and be 16 years of age to receive a driver's license.

Effective July 1, 2008 (PA95-0310) requires that all six hours of behind-the-wheel training must be taught in a dual-control vehicle under the direct instruction of an ISBE-certified driving instructor on public roadways.

Effective April 4, 2008, the Secretary of State promulgated a rule that defines “enrollment” for

the purposes of issuing instruction permits. The rule prohibits issuing an instruction permit to a student more than 30 days before the student begins participation in an approved driver's education course.

Student Achievement Testing

The SAT Suite of Assessments is part of the College Board Readiness and Success System, a system designed to make it easier for students to navigate a path through high school, college, and career. The system includes a suite of assessments, focused practice activities, college and career information, and student opportunities. The SAT Suite of Assessments includes assessments at multiple grade levels, all vertically aligned, to provide you and your students with actionable feedback about their college and career readiness from eighth grade through graduation. For additional information concerning these tests, please contact Mrs. Kasten.

SCHOOL ATTENDANCE EXPECTATIONS AND PROCEDURES

School Building Access Procedures

In the interest of providing a safe and orderly environment in the school, the school building will remain locked each school day until 7:30 a.m. At 7:30 a.m., the Main Senior High entrance doors will be unlocked, and students entering from that time until 8:00 a.m. must go directly to the commons area and may not go anywhere else in the building unless escorted by a staff member to conduct official school business (club meetings, tutoring, etc.) Once students arrive on campus, they must go to one of the above-mentioned areas. Students are not allowed to stay in the parking lot or other areas of the school grounds. For the safety of our students and staff, all entrance doors will remain locked from 8:15 a.m. – 3:02 p.m.

Attendance Policy

Pupils cannot profit to the fullest extent of schoolwork unless they attend regularly. Good attendance and scholarship are closely associated. The high school attendance policy is listed below.

1. Students are allowed seven qualified absences (those not listed in #4 below) per quarter. The first two excused absences of each semester shall be considered a student's two sick days for the semester. These first two personal illness days do not count against a student's perfect attendance but shall count toward the total number of seven absences allowed per quarter.
2. Any student who accumulates eight (8) qualified absences in any quarter in a class shall be assigned a 60% F for that class. Students shall remain in the class if they accumulate no more qualified absences.
3. Any student who accumulates nine (9) qualified absences in any quarter, in any class, shall be removed from the class for the remainder of the semester. They will be placed in a study hall and receive no credit for the semester. Any student removed from all classes for attendance reasons shall either be dropped from the roll and be allowed to re-enroll the next semester or be placed in credit recovery classes. This decision will be based on the student's age.
4. The following types of absences do not count against the attendance policy. All others will be considered qualified absences, and they will count towards the attendance policy:

- | | |
|-----------------------------|----------------------------|
| • Doctor approved | • Bereavement Day |
| • School-sponsored function | • In-School Suspension |
| • College Day | • Out-of-School Suspension |

Excused Absences

Policy JBD of the Hamilton County Community Unit #10 Board of Education Policy Handbook deals with absences and excuses. It states the following:

"Excuses in writing may be required from the parent or guardian for any absence or tardiness. Illness of pupil, or of some member of the immediate family, or some urgent necessity shall be regarded as the only valid excuse. The principal shall use discretion regarding specific instances."

Reasons For Excused Absences

1. Sickness - personal or immediate family.
2. Death in the family or intimate friend.
3. Medical or dental appointment (if possible, these appointments should be scheduled after school).
4. Emergency situations.
5. Recognized school-sponsored field trips.
6. Justifiable requests by parents (must be approved in advance by the principal).
7. Bereavement Days (High School Only).
8. Observance of a Religious Holiday. (Must be submitted to the principal in writing.)

Absence Procedures

The following steps should be taken when a student is absent from school: On the day of a student's absence, the parent/guardian should call the main office before 10:00 a.m. as per the Illinois School Code, Chapter 105, Section 5/26-36, and the student should bring a signed statement to the main office on the day the student returns to school from their parent/guardian explaining the cause of the absence. Students failing to bring a parental note or doctor's excuse upon returning to school will receive an unexcused absence. **There is a two-day grace period to produce a parental note following an absence.** Failure to comply will result in the absence remaining unexcused. Students not in compliance will be assigned one after-school detention. Upon the student's return to school following an absence, they must clear up their reason for absence in the main office. A student who misses more than one-half of a class shall be marked as absent and must get a pass to class. The student may receive one of the following excuses for absence and document in Teacherease:

Medical excuse - For physician-approved absences or hospitalization of the student. The student must bring verification from the physician's office rather than a parent-signed note. Physician office staff will provide this if asked.

Excused - For absences that are acceptable as identified by school board policy. All graded school work missed during an excused absence of any kind may be made up through arrangements made with the teachers in a time frame no longer than the number of school days missed by the absence (ex. two days out two days make-up). The student is responsible for reviewing any class material that was missed during the absence to prepare for tests. Anytime a student is aware that they will be absent more than one day in a row, they should have a parent call by 8:30 a.m. on the second day to the guidance office to request homework assignments from the teachers.

Unexcused - Absences that are unacceptable and inconsistent with school board policy, including truancy and suspension. A student that receives an unexcused

absence or external suspension shall receive a "0" for daily classroom work missed and shall receive NO credit for such work is made up. Term papers, projects, and other such inclusive assignments that are due during a suspension must be turned in on time to the appropriate teacher through arrangements made with the principal. Tests and unit assignments covering material that exceeds the days of an external suspension may be made up through arrangements with the teachers in a time frame no longer than the number of school days missed due to the suspension (ex., three days out and three days to make up). The student is responsible for reviewing any class material that was missed during a suspension to prepare for tests. Failure to take a scheduled makeup test or exam will result in a score of "0" (zero) for that test.

Work missed during an excused absence must be completed to the teacher's satisfaction. The responsibility for make-up work is placed on the student with reasonable cooperation from the teacher. If a student has any absence from class on the day of an announced test, quiz, assignment, or project, then he/she shall make up that test or turn in the work that was due on the same day they return to school.

Unexcused absences, including truancy, will result in one after-school detention for each class period missed for the first offense. Continued unexcused absences will result in in-school suspension, Saturday School, out-of-school suspension, and the revocation of senior early-out privileges. Excessive excused absences in non-academic areas, such as study hall, will be subject to similar consequences as unexcused absences.

Truancy

Students are required by law to attend school every day. Students who are absent more than 5% of the last 180 school days will be subject to the following:

- The student must supply a doctor's excuse after five absences per semester. If a doctor's excuse is not supplied, the student's absence will be unexcused.
 - Administration will notify the Truancy Officer at the Regional Office of Education after three unexcused absences.
- Students who leave school or miss classes without permission will also be counted as truant. At seven unexcused absences, the truancy officer may petition the parent and child to appear in court. A parent or guardian may be subject to no more than 30 days imprisonment and/or a fine of up to \$500.

Tardiness Policy

Tardiness is interpreted as arriving to class after the tardy bell has rung or not being in a proper location in the room for class to begin. Gross tardiness will be defined as any student who enters class 5 minutes after the tardy bell and before one-half of the class period is elapsed. Gross tardiness is punishable by one after-school detention. The student must clear absences with the office before class starts, or a tardy may be assigned. Gross tardies count toward the total number of tardies a student may receive in a quarter.

Three tardies per quarter will count as one day of absence from a class, resulting in the loss of perfect attendance. Tardies will be punishable as follows:

- 3rd Tardy** – After school detention.
- 4th Tardy** – two after-school detentions
- 5th Tardy** – in-school suspension.
- 6th Tardy** – two-hour Saturday School.

7th Tardy and Beyond – four-hour Saturday School.

Senior Early Out

The early out option is a privilege afforded to seniors who meet the following criteria: (1) excellent attendance with limited tardiness; (2) passing grade in all classes; (3) exemplary behavior; (4) **on track to graduate**. Failure to meet these established criteria during the first three years of high school may result in the refusal of early out for the senior year.

Seniors leaving early may not use a cell phone until they leave the building.

Qualifications for Senior Trip

1. Attendance – Students with three or more unexcused absences in any class period of the year will not be permitted to go on the senior trip.
2. Students must be on track to graduate to be allowed to go on the senior trip.
3. Students who receive three or more days of suspension (ISS/OSS) for the school year will not be allowed to go on the senior trip.

Leaving the Building During School Hours

Hamilton County Junior/Senior High School has a closed campus. PERMISSION (WRITTEN OR VERBAL) MUST FIRST BE GIVEN BY A PARENT/GUARDIAN TO THE PRINCIPAL OR THE ASSISTANT PRINCIPAL BEFORE A STUDENT MAY LEAVE THE BUILDING FOR ANY REASON. Students must sign out before leaving. A student who leaves the building for any reason without prior permission will be charged with an unexcused absence and declared truant for the time gone. Punishment for this type of offense may include in-school or out-of-school suspension. Only students scheduled into the work program may leave the campus without prior permission. No motor vehicles are to be driven off campus without prior permission from the principal or assistant principal. Parents wishing to take their children away from school during lunch must physically come to the school and sign them out. A note or phone call requesting a student to leave campus during lunch will not be accepted unless a verifiable emergency situation arises.

If a student becomes ill during the day, the student is to report directly to the classroom teacher, who will issue a pass to the nurse or the main office. If a student becomes ill during a passing period, the student is to report to his/her next class and notify the teacher they are ill. That teacher will then issue the appropriate pass. If the nurse is not available, the student is to report to the assistant principal or someone in the main office for help. A student absent from a class that states they were in the restroom, waiting for the nurse, assistant principal, principal, etc., will be unexcused from the class and subject to disciplinary action. A secretary is ALWAYS available in the main office to assist a student when necessary.

College Day Visit

A junior or senior student may use two school days to visit a college or university. The student will not be counted absent provided they are meeting with a professional member of the college and have filled out a College Day Request Form that has been approved (their counselor's signature on the form) at least one week before the visitation day. Students will then be given a College Day Schedule Form to be filled out by the college professional(s) the student sees during the visit. This form will be returned to the main office the next school day following the visit. No visits will be approved during the last two weeks of the school year.

See Mrs. Kasten to assist you in setting up a college day visit appointment.

College Classes

It is the policy of this district to allow students who have met the following criteria to take university parallel college courses*:

1. Attained junior status--earned ten credits and have an overall average of 4.0, or attained senior status--earned 15 credits and have an overall average of 3.8.
2. Received the approval of the principal and or guidance counselor.

Students who meet the above criteria may not take more than one college course per semester with the understanding that they do not receive high school credit for the course.

*developmental, occupational, or adult community ed. classes are permissible for all students.

STUDENT BEHAVIOR EXPECTATIONS AND DISCIPLINE PROCEDURES

Student Behavior and Discipline Measures

It is hoped that students will be proud of their school and help develop a sense of school pride throughout the student body. The worth of our school should not be judged solely by its buildings and facilities. The people in it determine the true quality of a school. Students are urged to do their part to make Hamilton County Junior/Senior High School a school where we can all take pride.

Consequences of Misconduct

For students who choose not to behave appropriately, several methods of discipline may be used depending on the nature of the behavior. These methods may include the following: written and/or verbal warning, detention during school or after school, suspension of bus-riding privileges, suspension of driving privileges, Saturday School, in-school and out-of-school suspension, or possible expulsion. Rescheduling of assigned detentions will only be considered upon a parent's official written or personal request. After-school detention will be served from 3:05 p.m. to 4:00 p.m. Failure to serve and/or removal from detention will result in the assignment of an in-school suspension. Students can be assigned Saturday School in either a two or four-hour block. Students are expected to bring enough school-related materials to remain on task for the entire block of time. Failure to serve and/or removal from Saturday School will result in an out-of-school suspension which will be on a progressive basis. Students assigned in-school suspension are not counted absent from school but will be assigned to attend an alternative classroom to complete classroom assignments, tests, quizzes, etc., and complete individualized behavior improvement activities for the entire school day. Failure to serve the in-school suspension will be considered an unexcused absence for the day, and the student will be expected to serve the in-school suspension on their next attendance day. A parent conference must be held before the student can return to school.

In-school suspension is used as an alternative to external suspension. Work assigned during in-school suspension should be turned in to the teacher/s by the end of the day.

Students assigned out-of-school suspensions are counted as unexcused absences but will be able

to make up coursework during their time of absence. Students assigned out-of-school suspensions are not allowed to attend any school-related activity during the suspension period.

A detailed explanation of student discipline is in the Activity-Calendar Handbook.

Gross Misconduct

Gross misconduct or disobedience shall include any behavior that would constitute suspension as a minimum disciplinary action. Types of gross misconduct include but are not limited to the following:

1. Insubordination toward school personnel
2. Intimidation of, or any attempt to intimidate, school personnel or other students, including threats of violence
3. Possession, use, under the influence of, distribution of, or attempt to distribute any illegal or controlled substance, including look-alike drugs, including tobacco
4. Possession of a weapon on school property, including look-alike as defined in Chapter 105 of the Illinois School Code, Section 5/10-22.6a, and as defined in the Hamilton County Community Unit School District #10 Activity-Calendar Handbook*
5. Possession or use of any tobacco product and/or paraphernalia on school property
6. Fighting or assault of school personnel or other students
7. Intentional damage to or attempt to damage school property or personal property of staff or students
8. Setting off a fire alarm or fire extinguisher
9. Illegal acts as defined by the judicial system
10. Sexual harassment
11. Falsifying school records
12. Instances of theft
13. Student initiation
14. Bullying

*The board may expel a student for a definite period of time, not to exceed two school years. A student determined to have brought a weapon, as defined by Section 921 of Title 18, United States Code, to school shall be expelled for a period of not less than one year.

Fighting Procedures

Hamilton County High School believes that harmonious relations can be developed among all students. Our school promotes positive ways of handling disagreements with other students. These positive ways include discussing the problem with the other student(s), a counselor, a teacher, or an administrator.

Students who resort to violence to solve problems with other students will be dealt with severely. Fighting is an exchange of physical contact (hitting, kicking, slapping, pushing, or shoving). In addition to penalties outlined in this handbook, students involved in a fight on school grounds or at a school activity may be transported to the McLeansboro Police Department by a police officer and may be charged criminally.

1. If deemed necessary, the police will be involved.
2. Students involved will have the opportunity to explain what happened.
3. Students deemed by the administration to have participated in the violent act will be

punished severely. Students are expected to walk away and/or seek help from a staff member.

Hamilton County High School believes that the educational process cannot be disrupted by negative behavior. The school is for ALL students. The school encourages the development of a positive atmosphere where learning can take place. Administration reserves the right to review each situation before determining the required disciplinary action.

Classroom Conduct

It is the responsibility of each student to become familiar with each of their teacher's class rules and to abide by them. Failure to adhere to class rules may result in the following consequences: warning, detention, or discipline referral to the administration. Teachers may remove disruptive students from the classroom. The normal discipline procedure followed in incidents of misconduct in the classroom per semester is as follows:

1st, 2nd, and 3rd Offense – is after-school detention (3:05 p.m. – 4:00 p.m.) A verbal or written warning will not count against a student.

4th Offense – is an in-school suspension.

5th Offense – is a two-hour Saturday School.

6th Offense – is a four-hour Saturday School.

7th Offense and Beyond – is an out-of-school suspension.

Any written discipline notice that results in at least a detention will count against this policy, except for tardies and cell phone violations.

Any student receiving multiple discipline notices within the same class would be subject to removal from that class for a period of three days up to the remainder of the semester. Deviation from the above may occur depending on the nature and severity of the incident.

Academic Integrity Misconduct

Any of the following are considered acts of academic misconduct and are subject to disciplinary action, including failing grades on assignments and progressive disciplinary action:

- Cheating on any form of homework, tests, quizzes, or papers.
- Plagiarism by intentionally taking or using work that is not your own. It can be published or unpublished to be considered plagiarism.
- Misrepresenting information, including data, quotations, sources, or other information.
- Abetting includes helping another student cheat, plagiarize, misrepresent, or otherwise engage in academic dishonesty.
- The use of electronic applications to fabricate or obtain responses of any kind.

Search and Seizure

To maintain order and security in the school, administrators may inspect and search places and areas such as lockers, desks, parking lots, and other school property and equipment owned or controlled by the school. This also includes searching student backpacks, bags, and personal effects, including vehicles, without the notice or consent of the student. Specifics of search and seizure may be found in Chapter 105, Section 5/10-22.6a of the Illinois State Code.

Substance Abuse

Hamilton County Junior/Senior High School has zero tolerance for drugs and alcohol. Students in violation will be disciplined as outlined in the Activity - Calendar Handbook.

CAMPUS CONDUCT

The normal discipline procedures for campus conduct will parallel the procedures of classroom conduct.

Hallway Behavior

While in the halls, students are expected to be orderly. Waste paper and other refuse materials should be placed in the waste paper baskets. Safety regulations that apply to behavior in the halls are:

1. Keep to the right.
2. No excessive noise.
3. No running.
4. No loitering.
5. Do not walk 4 or 5 abreast.
6. No public displays of affection or physical contact beyond hand-holding on school grounds or while attending school-sanctioned functions.

Food and Drink on Campus

Students are to limit their consumption of food and drinks to the cafeteria/commons area. Eating food and having drink containers in the hallways and lockers is prohibited. The cafeteria soda machines will be available to students during lunch and after school hours.

Hallway Passes

Students in the hallways during class time must have a pass from their teacher, showing they have permission to be absent for a specified time. The pass must state the destination, departure time, and the teacher's signature. All school staff members are authorized to verify that students have approved passes.

Phone Use

Cellular phones are not to be used or displayed on the outside of clothing, clothing accessories, outerwear, or visible from the time the student enters the building until 3:02 p.m. Any phone usage by students will be on an as-needed basis through the teacher's classroom or main office with prior administrative approval. Consequences for violating the cellular phone restriction are as follows:

- 1st Offense** – will be confiscation of phone (released to the student at the end of the school day) and detention.
- 2nd Offense** – two after-school detentions
- 3rd Offense** – is an in-school suspension.
- 4th Offense** – is a two-hour Saturday School.
- 5th Offense and Beyond** – is a four-hour Saturday School.

On the second and all subsequent offenses, the phone will be confiscated and released only to a parent or guardian. The School District is not responsible for the loss or theft of any electronic device brought to school.

Bus Conduct

As many students of all ages ride the buses of Hamilton County, it is imperative that student behavior on buses is conducive to maintaining safe driving conditions for the bus driver. In short, obey the bus driver and the safety guidelines outlined in the Activity-Calendar Handbook. Consequences for misbehavior on the bus will range from detention, and parent/administrator conference to short-term or permanent removal from the bus.

Student Dress

Students are expected to conform to the general student dress guidelines as described in the Activity Calendar Handbook. Students and parents are reminded that an important element in appropriate student dress is clean, neat clothing and a clean body, and shampooed hair.

The following guidelines will assist parents and students in understanding Hamilton County Junior/Senior High School's specific expectations regarding student dress. The statements below are not all-inclusive. Students found to be in violation of this policy will be required to make necessary arrangements, which may include being sent home to change apparel or clothing in violation of these guidelines. Time spent out of class to comply with this policy will be considered unexcused. The first offense for dress code violation will be a written warning. A second violation will result in a detention, with all subsequent offenses being progressively disciplined.

*Students will refrain from graffiti or other writing on their skin or clothing with markers/pens, etc.

*Billfold-type chains of any size are not permitted at school.

*Torso and midriff areas must be covered at all times.

*No exposed undergarments.

*Cami or undershirts must have a minimum strap width of 1 inch

*Jeans are to be worn at the natural waist.

*Sunglasses are not to be worn in the building.

*Students who wear hats to school should remove them upon entering the building and store them in their locker for the remainder of the day before the first-hour tardy bell.

*Any attire with obscene or suggestive notations should not be worn at school. This includes references to controlled substances, including alcohol, look-alike drugs or drug paraphernalia, tobacco or tobacco products, etc., or any attire insulting others.

*Shorts may be worn throughout the school year if they do not deviate from board policy or the guidelines (4½" inseam) concerning obscene or suggestive clothing. The 4½" inseam is

enforceable regardless of any undergarment worn.

*Any studded coats or clothing, studded bracelets, studded earrings, or studded necklaces.

*Sleeveless tops are prohibited.

* Compression Shirts

*Inappropriately tight clothing.

*Dresses or skirts must be within 6" of the middle of the knee, regardless of any undergarment worn.

*Razor-cut jeans or other attire that have areas that might offensively expose various parts of the anatomy. Jeans with holes above the knee must be within 6" of the middle of the knee. Holes above that height must be patched or have clothing (not undergarments) visible underneath.

*Neckline of shirts, blouses, or dresses shall not be lower than 3 1/2" below the collar bone (clavicle).

* Current trends may require additional interpretation of the above-mentioned guidelines

*Tattoos that display drugs, sex, alcohol, or tobacco products must always be covered.

*The above statements are not all-inclusive.

Study Halls

Study halls provide a place to study for students who do not have an academic class. Students must bring books and materials to study during the period. A student may elect to go to the media center during their study hall period. If so, they should sign the attendance sheet located on the circulation desk. After attendance has been taken, any student with a signed pass from a teacher may sign out. Any teacher signing a pass is then responsible for that student for the remainder of the period. Students who do not have a signed teacher's pass are not allowed to leave the study hall. No passes to lockers and restrooms will be given unless absolutely necessary. Students who are on the No Pass / No Play list will not be permitted to leave the study hall without a strong academic reason.

MISCELLANEOUS INFORMATION, POLICIES, AND

PROCEDURES Accident Insurance

All students can secure student accident insurance as explained in the Activity Calendar Handbook. All athletes and cheerleaders must take out school insurance or have their parents sign a statement furnished by the school indicating that their family insurance gives adequate coverage.

All accidents at school or on school-sponsored trips must be reported to the main office immediately.

Communication to Students

Administrative and staff communications to students are carried out by the following three methods: (1) the bulletin board, (2) published school announcements, and (3) School Reach automated calling. If a student has an announcement, it must be approved and signed by a faculty member or the principal and turned in to the office by 8:05 a.m. Announcements **MUST** be written or typed; verbal requests will not be accepted.

Student Records

The district's student record policy is addressed within the Activity-Calendar Handbook.

Electronic Devices

Using laser pointers, iPods, MP3 players, cameras, electronic games, paging devices, and Walkman-type radios/headphones **is prohibited** on school property. If the school deems it necessary for such devices in the educational process, they will make such arrangements.

Student Lockers

All students are furnished with lockers. It is highly recommended that students purchase a school combination lock (see page 1) to adequately secure their locker. For security reasons, no school locker can have any lock other than one purchased in the main office. Students are advised not to leave money or other valuables in lockers. The sharing of lockers is a major reason for lost articles. Lockers are school property and, therefore, should not be defaced by such items as markers, ink, tape, stickers, etc., and are subject to searches as outlined in board policy JCAB and Illinois School Code, Chapter 105, Section 5/10-22.10a and 22.6a.

Student Parking

Students who wish to drive to and from school are expected to comply with the following:

1. Observe and comply with city and state traffic laws and ordinances.
2. Vacate vehicles immediately upon arrival at school with the driver and all passengers moving to the appropriately assigned area.
3. Keep vehicles locked while in the school parking lot.
4. All students that drive to school must register their vehicle regardless of where they park on campus.

Failure to follow the above rules may result in loss of on-campus parking privileges.

Prom Eligibility

Outside guests for Prom must be at least a freshman in high school (and not exceed an age limit of 22) and have completed a permission form signed by their school's principal. Guests may be required to show a photo ID upon entry.

Senior Band Trip Eligibility

Instrumental music students must be a member of the senior high band for six semesters, two of which are the student's senior year, to be eligible for the annual band trip. In addition, students must attend all performances and have a passing grade in band at the time of the trip. Color guard

students are eligible to go if they have performed with the senior high band at all field shows, parades, and any other activities that require their performance for three fall semesters, one of which is the students' fall semester of their senior year. Students must meet all other school requirements for extracurricular participation.

Lost and Found

Students who have property missing should come to the main office to report the missing item and check with the secretaries to see if the item has been turned in. Students finding property, which is not theirs, should turn it into the main office.

Taking Medicine at School

The district's administration of medication at school policy is detailed in the Activity-Calendar Handbook. Questions on this policy should be directed to the school nurse, Ms. Aleesha Storey.

District Grievance Procedure

The grievance procedure for students is published in the Activity-Calendar Handbook, along with explanations and due process procedures.

EXTRA-CURRICULAR PROGRAMS

Extracurricular Participation

House Bill 452 requires that beginning in the fall of 1998 high schools shall establish, implement, and enforce a no pass/no play policy for all types of extracurricular activities, not just athletics. Hamilton County Unit #10 has adopted policy JHD, authorizing the school to address the intent of this law. Hamilton County Senior High School requires that all students participating in extracurricular activities meet academic standards set by all Illinois High School Association (I.H.S.A.) extracurricular programs. In brief, a student must pass five (5) academic classes or two and a half (2.5) units of credit weekly to participate in athletics and after-school activities of band, chorus, and school clubs. A detailed explanation of the academic requirements is listed in the Scholastic Standing section of the IHSA Athletic Eligibility rules in the Activity-Calendar Handbook. Students **MUST** be in attendance for a minimum of four (4) full class periods of the school day to participate in extracurricular activities that afternoon or evening unless it is an excused doctor's appointment, bereavement day, dental appointment, or approved by the administration.

Student Clubs

There are many groups students are invited to join while a student at HCSH. These clubs participate in a variety of activities throughout the year and take field trips. Students who receive 3 or more days of suspension (ISS/OSS) for the school year cannot participate in any field trips.

BOOK CLUB: Ms. Woodrow, Sponsor

INDUSTRIAL ARTS: Mr. Hamson, Sponsor - The Industrial Arts club is open to any student that has taken or is enrolled in an industrial arts course in high school. The purpose is to inform members of the knowledge and technology in today's industrial arts field.

BETA CLUB: Mrs. Cunico, Sponsor – This club promotes character, develops leadership skills, encourages service involvement, and recognizes student achievement.

SCIENCE CLUB: Mr. Varner, Sponsor – This club promotes the many diversified areas of science and is open to all students.

FELLOWSHIP OF CHRISTIAN ATHLETES/YOUTH FOR CHRIST: Mr. Vaughan, Sponsor – FCA is an interdenominational Christian sports organization open to all student athletes of Hamilton County Senior High School. Its mission is to present to athletes and coaches, and all whom they influence, the challenge and adventure of receiving Jesus Christ as Savior and Lord, serving Him in their relationships with others.

FUTURE BUSINESS LEADERS of AMERICA: Mrs. Cockrum, Adviser – FBLA provides additional opportunities for secondary students in business-related fields to develop vocational and career competencies and to promote civic and personal responsibilities.

FUTURE FARMERS of AMERICA. (a national agriculture organization): Mr. Newbury and Mrs. Ward, Sponsors – One year of agriculture is required to join F.F.A. This club is designed to develop leadership and training skills in the field of agriculture.

FAMILY, CAREER, AND COMMUNITY LEADERS OF AMERICA: Mrs. Ellis, Sponsor
This club is open to any student that is enrolled, or has completed, one course in Home Economics in high school or junior high school. The purpose is to provide opportunities for self-development, preparation for family and community living, and employment.

HOSO CLUB: Mrs. Storey, Sponsor- Membership in HOSO is open to any Hamilton County Senior High School student who is interested in learning more about various health-related careers and/or plans to pursue a health-related career.

INTERACT: Mrs. Kasten, Sponsor – This club is open to any student as a combination service and social club. Activities will include school/community service, international activities, and fun.

MATH CLUB: Mr. Imhoff, Sponsor – This club is open to sophomores, juniors, and seniors enrolled in advanced math with a cumulative "B" average overall and in all previous math courses taken.

PEP CLUB: Mr. Winemiller, Sponsor – The Pep Club supports the athletic teams of Hamilton County Senior High School and is open to all students.

RECYCLING CLUB: Ms. Robertson, Sponsor-The Recycling Club works to make our community a more Earth-friendly place.

SPANISH CLUB: Mrs. Ochoa, Sponsor – The Club is open to any student currently enrolled in Spanish. The purpose is to provide opportunities for cultural awareness.

Membership in one or more of these organizations provides students with varied opportunities to develop their present talents and abilities, explore new interests, develop additional friendships, and become more active participants in the school and community. Some of these activities are competitive by nature, while others are not. Each of these has many worthwhile contributions to make toward the overall education of its members.

Student Council

The Student Council is an elected student organization with sixteen (16) members: president, vice-president, secretary, treasurer, and three (3) senators from each class. As an organization, the Student Council's purposes are: (1) to promote the worthy ideals of scholarship, citizenship, sportsmanship, cooperation, and loyalty among the students it represents; (2) to give the student body an opportunity to voice opinions in the operation of the school; (3) to direct student activity programs; and (4) to study ways and means of improving student-teacher relationships at school. Student Council members may not also run for or hold a class officer post. Students should know who their student council representatives are and make them aware of issues they feel may need to be improved to have a better school.

Class Officers

1. Freshman, sophomore, junior, and senior class officers are elected in May or September for the coming year.
2. All students interested in running for office shall obtain a petition from their class sponsor during the first week of the corresponding month.
3. During the 2nd week, a student seeking office must secure the names of 25 students in their class on the petition. All petitions containing the required number of signatures must be filed with a class sponsor by Friday of that week in order to be eligible to run for office.
4. Elections will be held during the third week.
5. Class Officers are required to work extracurricular events with their sponsor.

Selection of the A.C.E.S. Team

Students participating in the annual WYSE competition are primarily selected by teacher recommendation. The WYSE areas of competition include English, math, physics, biology, chemistry, computer fundamentals, engineering, and AutoCAD.

Selection of the Olympiad Team

Students participating in the competition are primarily selected through teacher recommendation.

Interscholastic Competition

Hamilton County Senior High School supports a well-rounded interscholastic program. Any student who maintains eligibility as established by the Illinois High School Association is welcome to participate. Sports programs offered at Hamilton County Senior High School include the following:

Fall, Winter Spring

Cross Country (coed) Basketball (girls) Baseball (boys) Football (boys), Basketball (boys) Softball (girls), Golf (coed) Cheerleading (girls) Track (girls) Volleyball (girls) Track (boys) Cheerleading (girls) Sporting Clays (coed) Sporting Clays (coed)

The high school also provides the opportunity for students to participate in I.H.S.A. sanctioned

band, choral and scholastic bowl competition through participation in the appropriate school programs.

Eligibility guidelines for the Illinois High School Association (I.H.S.A.) competitions are printed in the Activity Calendar Handbook. Local school personnel employed to conduct Hamilton County Senior High School's programs may have additional policies and procedures that must be followed to remain eligible.

MASCOT - COLORS - SCHOOL SONG

The school mascot, the Fox, and the school colors, which are green and white, have been used since the 1920s. The school song was written in the early 1930s by Dwight York, the principal of the school. He composed the words to the music of "The Notre Dame Victory March."

Cheer, cheer for old green and white,
 Fight, boys, let's play ball tonight.
 Send a rousing cheer on high,
 Bring down the thunder from the sky.
 Although the odds be great or small,
 Old green and white will win over all,
 While our loyal sons are fighting,
 Fighting for victory,
 Cha-hee, Cha-haw, Cha-rah, rah, rah,
 Hamilton County Foxes rah! rah! rah!

GENERAL ADMISSION REQUIREMENTS AT PUBLIC UNIVERSITIES

The ten Illinois universities that admit freshmen have revised their high school course requirements for admission to be consistent with Public Act 86-0954. The legislation will not affect admission to adult basic and secondary education programs, remedial programs, or occupational and vocational degree and certificate programs offered by community colleges. However, community colleges will be developing high school course requirements for admission to baccalaureate-transfer programs that are similar to those adopted by public universities. Public universities and community colleges can admit students to baccalaureate programs that do not meet the high school course requirements for admission.

In addition to high school course requirements, public universities will continue to consider other measures in making admission decisions, such as high school grade point average, high school rank, or entrance examination scores.

The guidance office can provide more information about high school course requirements for admission and other admission requirements.

Although the high school course requirements may vary at each university, the following is the most comprehensive set of requirements to date:

English 4 credits

Social Studies 3 credits

Mathematics 3 credits – including Algebra I (state requirement)

Science 3 credits - primarily Biology, Applied Biology, Chemistry, Physics, & advanced courses

Electives in Music, Art, foreign language, or vocational education two credits

NCAA ACADEMIC REQUIREMENTS

**BE SURE TO ASK YOUR COACH AND GUIDANCE COUNSELOR ABOUT REQUIREMENTS
OR CONTACT THE NCAA NATIONAL OFFICE AT 913/339-1906.**

Course offerings 2023-24

English

*English I & II
*Lit & Comp III & CP
*Lit & Comp. IV & CP
*Lit & Comp. IV-AP
(*Speech)
*Creative Writing

Mathematics

Business Math
Math Lab
Algebra I, II, & *III
*Applied Vocational Math
Geometry
*Pre-Calculus
*Calculus
*Statistics
Informal Math

Business

Business and Technology Concepts
*Web Page Design
Word Processing I
Computer Concepts I
Computer Concepts II
*Work Ethics
*Applied Work Ethics
Desktop Publishing I & II
Accounting I & II
Information Processing
Sports and Entertainment Marketing

Family & Consumer Science Ed.

Parenting
Foods & Nutrition
Child Development
Intro to Education
Clothing II, III
Resource Management

Agricultural Business & Management

Introduction to Ag Industry
Basic Horticulture
Veterinary Technology
Animal Science
Agronomy
Ag Leadership/Communication
*Ag Business Management
Horticulture Production Mgt.

Fine Arts

Chorus	Music Appreciation
Music Theory	Band
Theatre Arts	Drawing
Graphic Arts	Mixed Media
Art Appreciation	

Social Studies

*US Studies
*Civics
*World Geography
*American History
(*Psychology)
*World History
Southern Illinois History
Study of Holocaust
Legal Issues

Physical Education

Driver Education
Physical Education
Health

Science

Biology
Advanced Biology
Chemistry
Adv. Chemistry
Anatomy Physiology
Physical Science
Life Science
Physics
Astronomy
CNA
Genetics
BSAA

Foreign Language

*Spanish I, II, III, & IV

Industrial Occupations

Construction
Orientation to Manufacturing
Ag Metal I & II Ag Mechanics
Orientation to Transportation
Orientation to Construction
Applied Vocational Math

*NCAA Core Academic Courses

() Rend Lake College Dual Credit Courses