

Taylorville

Senior

High School

Founded 1890



Student Handbook

Taylorville Community Unit School District #3
Taylorville, Illinois

Revised 2021

Taylorville Community Unit School District #3

MISSION STATEMENT

The MISSION of Taylorville Community Unit School District #3 is to have each student acquire knowledge, skills, and values for life-long learning in a changing world through the cooperative efforts of a caring staff, an involved family, and a supportive community.

**Taylorville High School
Student Handbook Disclaimer**

This Student Handbook is a summary of Taylorville High School's rules and expectations, and is not a comprehensive statement of school procedures. The T.C.U.S.D. #3 School Board's comprehensive policy manual is available for public inspection through the district website at www.tcusd3.org. Copies of the T.C.U.S.D. #3 Board Policy are also available at the Administrative office located at 815 B W. Springfield Rd., Taylorville, IL 62568.

The T.C.U.S.D. #3 School Board governs the school district, and is elected by the community. Current School Board members are:

President: Mr. David Driskell

Vice President: Mrs. Tricia Marburger

Secretary: Ms. Sarah Van Huss

Board Treasurer: Wendy Dulakis

Board Members: Dr. Ronald Mizer, Mrs. Brenda Patrick, Mrs. Jennifer Norris, Mrs. Carla Mickey

The T.C.U.S. D. #3 School Board has hired the following administrative staff to operate the school:

Dr. Chris Dougherty Superintendent

Matthew Hutchison, Principal

Stephen Keller, Assistant Principal

Jason Hadley, Dean of Students/Athletic Director

Taylorville High School is located at and can be contacted at:

Taylorville High School

815 Springfield Road

Taylorville, IL 62568

Phone: (217) 824-2268

High School Office Fax: (217) 824-3352

Student Services Fax: (217) 824-2820

Website: www.tcusd3.org

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History

The residents of the Taylorville Community Unit School District No. 3 can be proud of their high school. For over 100 years this institution has provided the community with secondary education that has seen its products, the over thirteen thousand graduates, take their places as useful responsible citizens in a rapidly changing society.

The Taylorville Township High School was authorized by a vote of the people of Taylorville, Illinois in April, 1890, in accordance with the provisions of Illinois School law. A new building was erected near the central part of the city on what is now South Cherokee Street. Starting with an enrollment of ninety-five students, the high school soon became recognized for its educational program and the achievements of its graduates. To better serve the Taylorville community, and to allow for increased enrollment, along with added academic responsibilities, an addition to the original structure was built in 1914. The facility, which adequately served the community for many years, was vacated in 1938.

On October 22, 1935, a special bond issue election was held for the purpose of constructing a new high school on the present site. The referendum was approved by a vote of 1822 to 335 and construction contracts for the new building were approved on December 2, 1935.

In 1948, by referendum vote of the people, the Taylorville Community Unit District No. 3 was formed and the Taylorville High School became an integral part of this outstanding education system. In 1952, the school district organization was changed to a 6-3-3 educational plan and the high school encompassed grades 10, 11 and 12, instead of grades 9, 10, 11 and 12. In 1988, the school district again reorganized and grades 9, 10, 11 and 12 were incorporated into the high school.

In January, 1968, the physical facilities of the high school were expanded into the areas of the building which formerly housed the junior high school. This area was vacated when the construction of a new building for grades 7, 8 and 9 was completed and the students and faculty moved into it at that time.

Mt. Auburn High School was closed in the Spring of 1990, and students from the village of Mt. Auburn began attending Taylorville High School during the 90-91 school year. Stonington High School was closed during the Spring of 1992, and the Stonington School District was annexed by Taylorville Community Unit District #3 beginning with the 1992 - 93 school year.

The high school, throughout its many years of existence, has continued to grow in size and quality of work. It is accredited by the North Central Association of Secondary Schools and Colleges and by the Illinois Office of Education. Its curriculum has continued to expand; it has excellent physical facilities and equipment for desirable secondary school work; and it is staffed by capable and dedicated teachers.

Philosophy of Education, Taylorville Unit Schools

We believe it is the responsibility of the Community Unit School District No. 3 to provide an educational program which will aid the children of this community to grow physically, intellectually, morally, socially and emotionally, that they become adult citizens of our democracy, realizing the most complete life possible within the limits of their individual needs, interests, and abilities.

As a basis for building this educational program:

- We believe education is a growth process by which people learn to think and act more effectively.
- We believe in the individual's worth and dignity as a person.
- We believe the individual's welfare is dependent upon the welfare of others and all must have an understanding of the mutual rights and problems of all people.
- We believe that a respect for and an understanding of the policies of democratic government must be held by all.
- We believe that the privilege of the democratic way of life enjoyed by the individual imply a responsibility to help maintain this democracy.
- We believe that ours is a dynamic society, a society where change is the rule and not the exception, one in which we must not only advance but help to guide the progress.
- We believe that complete citizenship can be realized only through the development of a personality characterized by intellectual, emotional, and social maturity.
- We believe that in our democratic society an opportunity for the development and mastery of fundamental attitudes, habits and skills must be offered to all the people according to their abilities.
- We believe each person should acquire an understanding of and a respect for the traditions, customs, and heritage of this country which has contributed to its development and which will affect its future progress.
- We believe the home, the church, the community, and the school must cooperate to assist young people in developing spiritually and morally.
- We believe in providing for a wise use of leisure time that there may be increased pleasure in living, as well as increased efficiency.

Open Door Policy

The high school administration and faculty invite and encourage parents and/or students to be actively involved in the educational process. Parents are encouraged to contact a teacher, dean or administrator regarding any question or concern they may have. Open communication is the key to success of any organization. Education is a people business and a collaborative effort from everyone enhances the success of our students.

Activity Fund

Section 10-20.19 of the School Code specifically stipulates that —The School Board shall establish rules and regulations governing conditions under which school classes, clubs, and associations may collect or acquire funds in the name of any school . . . In compliance with this law, the board shall make final approval of all class organizations, clubs and associations and their purposes. No funds shall be collected or expended without proper authorization of the principal. A complete accounting of all funds must be maintained. All school sponsored organizations and their activities must be conducted in such a way as to foster the educational objectives of the school and must be under faculty guidance at all times. The board shall see to it that proper persons are appointed and bonded for safe handling of funds and shall provide for an annual audit of all funds. Purchases will not be charged to Taylorville High School without the consent of the principal or his designee. In any case, receipts for items charged to a school organization or club must be placed on file in the high school office at the earliest convenient time after purchase. The high school principal is in charge of the activity fund. Disbursements shall be made only on authorization of an order signed by the faculty advisor of the organization involved and with approval of the Principal.

Activity Tickets

During the first month of school, activity tickets are sold to students of the Taylorville school district. They admit students to all regularly scheduled home athletic events, music concerts, and plays. They are not transferable and are not good for tournaments or championship contests. Students who regularly attend school activities can save a considerable amount of money by purchasing an activity ticket.

Advanced Placement (AP) Courses

The Advanced Placement Program is administered by the College Board and is a cooperative educational endeavor between secondary schools and colleges and universities. (It gives high school students exposure to college-level material through involvement in an AP course. Advanced placement courses are designed for the academically strong student who wants to enroll in challenging courses and work towards preparing for the AP Exams which are given late in the second semester of each year. AP Courses have strict prerequisites, including mandatory examinations and testing fees that must be paid upon enrollment in the course.) Depending on a student's score in the AP exam, colleges and universities are able to grant credit, placement, or both to the student. The AP program has been in existence since 1955 and AP course credits are recognized world-wide by hundreds of colleges and universities.

Any student may elect to take an Advanced Placement Exam in any subject area that the College Board offers an AP Exam. Students will be responsible for signing up through student services and paying all fees incurred. Traditionally, AP Exams are graded on a 1 to 5 scale with a 5 being the highest score. Students scoring a 3, 4 or 5 on most AP exams will qualify (depending on the college) to earn credit, placement, or both at the college of their choice for courses commensurate with the grade and subject material on the exam.

Alternative Education Room

The Alternative Education Room (A.E.R.) is a disciplinary option whereby an adult provides supervision and students are allowed an opportunity to do their work and receive credit in a restricted environment. The Alternative Education Room will be held from **8:30 a.m. to 4:00 p.m.** In preparation for A.E.R., it is the responsibility of each student to get any or all homework and all needed materials before or after school (not during regular school hours). Furthermore, it is imperative that each student makes arrangements with his/her teacher to make up work in physical education, computer classes, labs or any other projects normally completed in the classroom setting at a mutually agreeable time.

Students may be assigned from one hour to a full day or multiple days in A.E.R. for inappropriate behavior. A.E.R. is designed to keep students in an instructional setting as an alternative to out-of-school suspension and yet impose a negative consequence for a violation(s) of school policy.

Students who are in A.E.R. are not permitted to attend the following: school to work, assemblies, or regular class or participate in extracurricular activities. Students in A.E.R. will eat a sack lunch from the cafeteria provided by the school. Students are not permitted to bring lunch from home or have lunch delivered, unless there is a medical or religious need. Students are also not permitted to have cell phones and will turn devices into administration and be locked in a safe in the Assistant Principal's office. Students will receive the device upon completion of the AER day at **4 p.m.**

Any student who refuses to serve A.E.R., refuses to follow the A.E.R. guidelines or refuses to cooperate with the A.E.R. supervisor is guilty of gross defiance and will receive additional discipline.

Alternative School (Safe School Placement)

Taylorville Community Unit School District #3 has contracted with MENTA 612 Academy in Taylorville, Illinois to serve as the Christian County Safe School. Students who require alternative programming from Taylorville Community Unit School District #3 may be transferred to MENTA in Taylorville per the direction of the Superintendent of Schools.

Students who attend MENTA are eligible for disciplinary placements ranging from one semester to two school years. For a student to be eligible to return to a general T.H.S. placement, an administrative review must take place at the end of his/her assigned time with the MENTA Academy.

Students whose educational placement is at MENTA due to disciplinary reasons will not be allowed to attend or participate in any function or activity associated with Taylorville Community Unit School District #3. This includes, but it is not limited to, athletic activities, club activities, Prom and/or Graduation ceremonies. Students with Individual Education Plans of file will receive individual consideration.

Transportation to and from MENTA in Taylorville is provided by MENTA Academy. Students will not be allowed to drive or be taken to MENTA in a private vehicle

Angel Tree

At Christmas time, the Student Council sponsors an Angel Tree for needy children in all the communities served by THS. Individuals and organizations can donate money to a special fund which is used to purchase toys and gifts.

Assemblies

School assembly programs are scheduled periodically throughout the school year. The success of every assembly program will depend upon the audience. There are two kinds of assemblies: 1) program assemblies and 2) pep assemblies.

1. Program Assemblies – From time to time throughout the school year, programs are presented to the entire student body. These programs are presented by members of the school or outside agencies and/or individuals. Parents and other townspeople are welcome to attend these assemblies.

2. Pep Assemblies – Prior to athletic contests, pep meetings are occasionally held. These short pep sessions consist of music, cheers, and a pep talk by the coach and/or players. Our athletes feel they do their best playing when they have the support of the student body. The pep sessions are held for this purpose. Parents and other townspeople are welcome to attend.

Athletic Award Policy

Student athletes dedicate a great amount of time and hard work in order to represent Taylorville High School in interscholastic athletics. In order to recognize their effort and their achievement, special letters and awards will be presented to individuals who qualify in the various sports.

a. Graduation Year Numerals and Certificate - shall be awarded to all squad members who complete their first full season in any sport, (i.e. all freshmen and any sophomore, junior or senior competing for the first time in any sport). However, a CERTIFICATE shall be awarded for participating in a second or third sport. No more than one set of numerals shall be awarded any one individual student. These students shall be listed as —Numeral Winners.

b. 4" Letters (T) with individual sport medallion designation and a Certificate shall be awarded to all sophomores and any freshmen who compete in at least half of the sophomore contests for each sport in which they participate. A sophomore may receive both numerals and a 4" letter for the same sport if it is the first year of participation. No more than one 4" letter will be awarded any one individual student. These students shall be listed as —Sophomore Letter Winners.

c. 6" Letters (T) with individual sport medallion designation and a Certificate shall be awarded to all juniors who are members of a varsity squad, complete the entire season in good standing, but do not fully meet the requirements for an 8" varsity letter. No more than one 6" letter shall be awarded any one individual student. These students shall be listed as —Junior Letter Winners.

c. 8" Letters (T) with individual sport medallion designation and a Certificate shall be awarded to all athletes who are members of a varsity squad, complete the entire season in good standing, and meet the requirements for earning a varsity letter. Seniors who complete a varsity season and do not fully meet requirements for a varsity letter will be awarded a varsity 8" letter. No more than one 8" letter shall be awarded any one individual student. These students shall be listed as —Varsity Letter Winners.

d. An Individual Service Bar and Certificate shall be awarded for any subsequent letter earned, once an initial letter has been awarded.

e. An Award Plaque shall also be awarded to athletes who qualify for a varsity letter during their senior year.

Requirements for each sport - Varsity Letter Winners Only:

Football: Participation in at least 15 quarters.

Cross Country: Squad members who place in the top twelve on one-half of the dual meets and top eighteen of triangular meets.

Soccer: Participation in at least one-half of the games played.

Bowling: Participation in at least one-half of the games played.

Basketball: Participation in one-third of all quarters or are members of the regional tournament team.

Baseball: Participation in at least one-fourth of all innings played. This rule does not apply to the pitcher.

Wrestling: Participation in at least one-half of all the meets.

Golf: Participation in at least one-half of all the meets.

Track: Squad members who attain an average of 2 points per meet.

Volleyball: Participation in at least one-third of all games played.

Softball: Participation in at least one-fourth of all innings played. Rule does not apply to pitcher.

Attendance Policy

The progress of a student in school, in which all parents are sincerely interested, depends to a large degree on the punctuality and regularity of his or her attendance. It is the aim of T.H.S. faculty and administration to stimulate and direct the growth of each pupil physically, mentally, and socially. Additionally, it is our goal to assist parents in building character, developing positive attitudes and establishing good study habits and good work ethic. Only by working together can we create the right conditions essential to the proper growth and development of each individual student.

Parents hold the key to good attendance. The student who is permitted to miss school for anything less than the most excellent reason is usually one who is rapidly losing interest in school and, in many instances, one who is on the verge of becoming delinquent.

Regular attendance is necessary to insure maximum educational benefits. It is common practice for prospective employers to request attendance records as well as academic records when investigating the background of high school graduates. Each student's high school transcript of grades includes the attendance record for each of the four years of high school.

The financial assistance each school district receives from the state is based upon the average daily attendance of students; thus, it is possible for a district to lose several thousand dollars in a single year due to excessive absenteeism. The resulting inefficiency of operation is obvious.

All students should familiarize themselves with the Student Discipline Code regarding attendance policies. The Student Discipline Code states that absences by a student in excess of 4 periods per course per semester at the high school level will result in a student receiving 50% reduction from the graded assignment for each period of absence in excess of the allowable absences per course per semester. Excused medical absences and absences from a course due to participation in an authorized school program will be excluded from absences counted in the preceding sentence. An Excused medical absence will be limited to an absence for all or a part of the school day verified in writing by a representative of the medical office providing the medical care for the student. **(It should be noted that to count as a medical absence a medical excuse must be received in writing from the medical office within three (3) school days of the absence).** Other excused absences will include court dates with documentation from an official at the courthouse and religious holidays.

Students that have been referred to the Regional Office of Education for truancy services will not be allowed the 4 parent verifiable absences per semester at T.H.S. or T.J.H.S. These students will be required to have a doctor's statement to validate any absence for the remainder of the school year or until the student is no longer receiving truancy services.

PARENTS SHOULD MAKE EVERY EFFORT TO REPORT THEIR CHILD'S ABSENCE TO THE SCHOOL ATTENDANCE SECRETARY OR ASSISTANT PRINCIPAL BY 9:45 A.M.

FOLLOWING AN EXCUSED OR UNEXCUSED ABSENCE(S), STUDENTS WILL REPORT TO STUDENT SERVICES AND CHECK IN WITH THE ATTENDANCE SECRETARY BY 1ST HOUR OF THE NEXT SCHOOL DAY ATTENDED.

Make-up work:

1. Students will be given one day to make up work for each day they are absent.
2. Students should make every effort to be present for tests and semester examinations. If a student misses a test or examination, teachers may choose to give an alternative form of the original test.

Credit for make-up assignments will be granted or denied as follows:

1. Excused Absence - The student must make arrangements to make up all work if he is to receive credit for work missed. Special help and time will be given by the teacher at the teacher's convenience if such help is desired.
2. Unexcused Absence - The student will be given 50% credit for make up work completed in the established time frame for make up work.

Attendance & School Citizenship

One of the factors that help any school to become an excellent school is the active cooperation of its students. It is our goal to help students develop self-discipline and a strong sense of responsibility.

In any large group, some regulations are necessary. Specifically, you will be expected to meet these minimum requirements:

1. Regular punctual attendance.
2. Observance of the rules of good order at all times.
3. Assistance in maintaining all school property by exercising proper care.
4. Respect for the authority of teachers and other staff personnel in maintaining good order in such places outside the classroom as the cafeteria, the corridors, the entry ways, the gym, and the immediate neighborhood adjacent to the school.

Late Arrival to School

Students who arrive late to school, between **8:30 a.m. and 8:35 a.m.** should report straight to class and the tardy will be handled according to the procedures located in the Tardy to Class section of the Student Handbook. Students who arrive at school later than **8:35 a.m. must report to Student Services to sign in and obtain an admission slip to class.** Students who arrive late, but within 1-1/2 class periods of the beginning of their school day will be considered tardy. **Students who are tardy to school may report to 1st or 2nd period with a pass from Administration or Attendance Secretary.** Students who arrive after the completion of more than 1-1/2 periods of their school day will be charged with 1/2 day absence from school. Students who are tardy must present a note from a parent/guardian or the parent/guardian must phone Student Services to explain the tardiness. (Students and parents have one (1) school day in which to present the excuse). A school administrator will determine whether or not a tardy will be excused.

Tardiness to school shall result in disciplinary action. All tardiness shall be considered unexcused except those due to

1. Very serious family emergency
2. Illness resulting in a medical appointment
3. A verified court date
4. Inclement weather
5. Attendance at a religious function – pre-approval recommended

The absence of a note or phone call for the above will also result in an unexcused tardy. Motor vehicle trouble and oversleeping are NEVER acceptable excuses for being tardy to school. Unexcused tardiness to school will accumulate each semester.

1st unexcused tardy to school — Warning (per semester)

2nd unexcused tardy to school — 1--35 minute Detention Hall

3rd unexcused tardy to school — 2--35 minute Detention Hall

4th unexcused tardy to school — 2--35 minute Detention Halls

5th and each subsequent unexcused tardy to school — A.E.R

Students, who continue to be tardy, risk loss of credit, removal from class for the term, and/or LEVEL III disciplinary consequences.

Leaving the Building/Campus During School Hours

TAYLORVILLE HIGH SCHOOL HAS A CLOSED CAMPUS. PERMISSION (WRITTEN OR VERBAL MUST FIRST BE GIVEN BY A PARENT/GUARDIAN TO A DEAN, THE NURSE, AN ASSISTANT PRINCIPAL, OR THE PRINCIPAL BEFORE A STUDENT MAY LEAVE CAMPUS FOR ANY REASON. STUDENTS MUST SIGN OUT BEFORE LEAVING. FAILURE TO SIGN OUT IN THE OFFICE WILL BE CONSIDERED AN UNEXCUSED ABSENCE. ALSO, FAILURE TO SIGN IN UPON LATE ARRIVAL WILL BE CONSIDERED AN UNEXCUSED ABSENCE. A student who leaves campus for any reason without prior permission will be charged with an unexcused absence and declared truant for the time gone. Only students scheduled into Lincoln Land or Capital Area Career Center classes may leave the campus without prior permission. No motor vehicles are to be driven off campus without prior permission from the nurse, a dean, assistant principal or principal.

Student Illness During School Day

If a student becomes ill during the day, the student is to report directly to a classroom teacher who will issue a pass to the nurse or a dean in the Student Services complex. If a student becomes ill during a passing period, the student is to report to his/her next class and notify the teacher he/she is ill. That teacher will then issue the appropriate pass. If the nurse is not available, the student is to report to a dean, assistant principal or someone in the Student Services complex or the Main Office for help. A student absent from a class(es) who states he/she was in the restroom, waiting for the nurse, dean, counselor, etc. (when they are not in their offices), 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.

Skipping/Truancy

Each time a student skips a class (or classes), or is truant from school, the student will receive a 50% reduction in grade for each class he/she misses. In addition the following discipline will be in effect:

1. Students who are absent 1-2 class periods will be issued 2 Detention Halls for each instance of skipping..
2. A student who is absent for 3 or more class periods will be issued an Alternative Education Room (A.E.R.) placement.
3. Students who continue to be truant will be issued additional discipline including referral to the Christian County Truant Officer for legal action by the State Attorney's Office.

Repeated acts of skipping/truancy will result in additional discipline, including but not limited to, a mandatory conference with the parent/guardian and the student. Furthermore, the student may also risk removal from the course(s) and loss of credit, involvement of a truancy officer, and referral to the State's Attorney for violation of the state truancy law.

Attendance & Participation in Activities

Students, who are absent due to sickness the school day when there is an extracurricular activity, will not be allowed to participate in that activity. If students are gone part of the school day, students must be present in at least three class periods or more in order to participate. Saturday events are not covered under this policy.

Students, who have exceeded their 4 verified absences per class, will not be allowed to participate in any extra-curricular activity during the school day that causes them to miss additional days from that class. Examples include but are not limited to sports, homecoming decoration, prom decoration, musical, field trips, etc.

Students, who miss a class more than 4 times per semester unexcused, will receive 50% reduction from the graded assignments or tests. See Attendance Policy.

Tardiness to Class

Being punctual is a trait that is not only of extreme importance in school, but is a carry-over of significant importance in the workplace. Tardiness to school or class is considered a serious problem. Tardiness deprives students of valuable class time, creates extra demands on teachers and disrupts the educational program. An adequate passing time of 4 minutes is provided for students to get from one classroom to another. Students are expected to use their time wisely, organize their books and materials as time permits, and be on time to class every day.

A student will be considered tardy to class if not in his/her assigned seat when the tardy bell rings. Tardiness is unacceptable behavior and shall be treated as such. Students late for class should go immediately to class and explain to the teacher the reason for the tardiness. It will be the teacher's decision whether to count the tardy as unexcused or not. (Passes from other teachers and excused tardy passes issued from the dean will not count as an unexcused tardy.) Teachers will attempt to solve a tardy problem by talking with the student and the parent/guardian.

Consequences for unexcused tardiness to class are as follows:

TEACHER ACTION:

1st Unexcused Tardy - 15 minute detention with classroom teacher

2nd Unexcused Tardy - 15 minute detention with classroom teacher

3rd Unexcused Tardy - 15 minute detention with classroom teacher

Each subsequent offense - referral to Assistant Principal/Dean. An after school detention will be assigned automatically. A student may face suspension or removal from the course(s) for the rest of the term and loss of credit.

Awards and Honors

Students will be considered Honor Students if they have earned a cumulative grade point average of 5.00 or higher on a weighted scale through eight (8) Semesters of work.

Honor students will be awarded honor cords and denoted in the Commencement program. The student who earns the top grade point average after eight (8) semesters will wear a medal of distinction at Graduation. The class speaker will be elected from and by the members of the honor group.

Building Use and Care

Students are expected to care for school property as their parents would expect them to care for their home furnishings. It is both a moral and legal responsibility. Students owe it to the people of this community and, more importantly, to themselves to take care of the school and its equipment.

We are judged individually by the appearance of our school; therefore, each student should refrain from littering the halls or marking on the walls or desks. Each student is also responsible for keeping an orderly locker.

Markings on desks or walls or discarded candy and gum wrappers on the floor are common indications of the absence of consideration for others and for the high school building, in general. Students who deliberately damage, break, or deface the building or any of its contents may face immediate suspension, financial restitution and possible expulsion and prosecution. Students should also respect the rights of property owners in the vicinity of the school and make every effort to keep refuse and debris from neighboring property.

The building will be open to students during class hours during the school year. Students are not to be in the building after those hours unless under the direct supervision of a teacher and participating in a specific school sponsored activity. To keep our building attractive will require the efforts of all of us. Let us keep it in such condition that we can all be proud of it, and so that anyone coming into it will be impressed by its cleanliness and orderliness.

Bullying Prevention

What is Bullying?

1. Bullying is aggressive behavior that involves unwanted, negative actions.
2. Bullying involves a pattern of behavior repeated over time.
3. Bullying involves an imbalance of power or strength.

Bullying can take place in the form of verbal, physical, psychological, electronic and/or social. Bullying is different from a single incident of teasing. It is also distinct from the normal conflicts of childhood. It is not bullying when two children of approximately equal strength or power have a fight.

Bullying, Intimidation & Harassment Prevention Policy

Bullying, intimidation, and (sexual) harassment are not acceptable in any form and will not be tolerated at school or any school-related activity, on school property, on school buses and transportation vehicles or through a school computer, network or other school electronic equipment. The school will protect students against retaliation for reporting incidents of bullying, intimidation, or (sexual) harassment, and will take disciplinary action against any student who participates in such conduct.

No person shall harass, intimidate or bully another based upon a perceived race, color, nationality, sex, sexual orientation, gender-related identity or expression, ancestry, age, religion, creed, physical or mental disability, gender identity, order of protection status, status as homeless, or actual or potential marital or parental status, including pregnancy, unfavorable discharge from military service, association with a person or group with one or more of the aforementioned actual or perceived characteristic or any other distinguished characteristic. The school and district will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Students who experience or have knowledge of bullying should report this to an administrator or to a certified staff member.

Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student that has or can be reasonably predicted to have the effect of: (1) placing the student in reasonable fear of harm to the student's person or property' (2) causing a substantially detrimental effect on the student's physical or mental health; (3) substantially interferes with the student's academic performance; or (4) substantially interferes with the student's ability to participate in or benefit from the services, activities, or privileges provided by the school.

Buses

Student safety is a major concern of all persons responsible for student transportation. Because improper behavior on a school bus can contribute to accidents, state and local regulations relative to student conduct must be obeyed. Recent state law specifically authorizes denial of riding to those students guilty of safety violations.

While the law requires the school district to furnish transportation, it does not relieve parents of students from the responsibility of supervision until such time as the child boards the bus in the morning and after the child leaves the bus at the end of the school day. Once a student boards the bus – and only at that time – does he become the responsibility of the school district. Such responsibility shall end when the student is delivered to the regular bus stop at the close of the school day.

Students who ride the bus to and from school must remain on school property at ALL times. Any student who chooses to leave school property may be denied the right to ride the bus home and/or disciplinary action, including bus suspension. Students who ride the school bus from Taylorville High School and transfer busses at Taylorville Jr. High School must transfer immediately upon arrival at Taylorville Jr. High School. There is to be no loitering at the TJHS. Taylorville High School students are not allowed to enter the Taylorville Jr. High without permission from the administration.

In cases when a student does not conduct himself properly on a bus, such instances are to be brought to the attention of the high school administration by the driver. The administration may inform the parents of the misconduct and request their cooperation in correcting the student's behavior. Students who become a serious disciplinary problem on the school bus may have their riding privileges suspended. In such cases, the parents of the student involved become responsible for seeing that their student gets to and from school safely. In severe cases or cases of repeated misconduct, students may be expelled from the bus for the remainder of the school year or up to two years. Students should consult the Student Discipline Code for specific rules and regulations pertaining to bus ridership.

Cafeteria Information

The POS (Point of Sale) system is used in the Taylorville High School Cafeteria. The POS system is very beneficial to students, parents/guardians and cafeteria employees by keeping an accurate account of hot lunches and a la carte items purchased.

The system works like a debit card. Students must make a deposit and each time food is purchased that amount is subtracted from their account. It is recommended that students pay by the week, month or the year to expedite the record keeping. In order to make a deposit, a student or the parent/guardian may place a check or cash in an envelope, write both first and last name on the envelope and personally deliver it to one of the cashiers in the cafeteria. Each student will be issued a 5 digit pin number, and must enter that pin number to purchase food from the cafeteria.

Students who have a negative balance will not be allowed to purchase a la carte items. Those students will be able to purchase a Type-A lunch only which consists of a main entrée, fruit, vegetable, and milk. Students who have a negative balance of \$5.00 or greater will have a letter sent to their parents/guardians requesting immediate payment

Taylorville High School utilizes School Messenger. This notification system will inform parents/guardians by phone call, email or text message (Tuesdays and Thursdays) when lunch accounts have reached a negative balance.

When students are dismissed for lunch, they are expected to proceed directly to the cafeteria and enter through the two south doors on the east side of the cafeteria. Once inside, students should choose either the Type-A lunch line or the a la carte line, pick up their drink and pay one of the cashiers before progressing into the dining area. Anyone who passes the cashiers without paying is guilty of theft and will be disciplined according to the Discipline Code book.

Students are expected to use good table manners and conduct themselves in a polite and respectful manner. Each student is responsible for cleaning up the trash and debris from the immediate area and returning his/her tray to the appropriate location. Students are to remain seated after returning their tray and will be dismissed by a noon hour supervisor. Once dismissed, students are to exit through the north set of double doors on the east side of the cafeteria and return quietly to their class.

Taylorville High School has a closed campus for their lunch. Students are to eat lunch in the cafeteria or a sack lunch brought from home. Students are not to have fast food brought in from local restaurants unless approved by administration. Occasionally, some seniors who are S.A.T. incentive winners will be allowed to have an Off-Campus lunch. On these lunch incentive days, only the S.A.T. incentive winners will be allowed to leave campus for lunch and **each student must sign out in Student Services.**

Cancellation of School

In the event it is necessary to call off school due to bad weather, it is not necessary to call the school for information. All students, as well as teachers, will be notified by listening to WTIM-FM radio, WMKR-FM radio, or by watching WCIA TV (Channel 3) from Champaign, WAND TV from Decatur (Channel 17) or, WICS from Springfield (Channel 20). This information will be given to the stations as close to 7:00 a.m. as possible. School will be kept open if at all possible.

T.C.U.S.D. #3 will also notify parents/Guardians of school closings through School Messenger. This notification system will notify parents/guardians of school closings by phone call, email or text message. School closing information will also be posted via social media on Facebook at Taylorville CUSD #3.

Cell Phones/ Cell Phone Usage

Cell phone usage is prohibited during instructional time at Taylorville High School. Cell phones should be set to silent mode or turned off upon entering the building. It is permissible for students to use cell phones before school, during passing periods, study hall or during lunch. Cell phones are not to be seen or heard during instructional time. Cell phones should be placed in the cell phone holders during instructional time. On occasion, teachers may allow students to utilize cell phones for educational purposes. Any use of cell phones in locker rooms or bathrooms is **strictly prohibited.** .

Students whose cell phones go off during class or disrupt the learning environment are subject to disciplinary action as determined by building administration.

- Cell phones are popular items of theft. Taylorville Community Unit School District #3 is not responsible for the loss, theft, damage or vandalism to student cell phones. Students and parents are strongly encouraged to ensure that if students have cell phones in their possession they should not leave them unattended or unsecured.

Changes of Address and/or Phone Number

It is most important that files contain the correct address and telephone number of each student. It is the responsibility of the student's parent/guardian to report any changes to the High School office IMMEDIATELY.

Chromebook Information

- Use of a personal device in place of a Chromebook is NOT allowed.
- Each parent must sign the District Acceptable Use Policy AND the Chromebook Agreement.
- Both documents must be on file before a student can receive a Chromebook.
- Students are NOT allowed to personalize the Chromebook or carrying case in any way. (stickers, labels, wallpapers, screensavers, etc.)
- Students are to use Chromebooks for EDUCATIONAL PURPOSES ONLY.
- Students should expect NO PRIVACY when using Chromebooks. ANY AND ALL student activity may be logged, supervised, accessed, viewed, monitored, or recorded at any time.--This includes Chromebook use OUTSIDE OF SCHOOL.
- Student use of Chromebooks in class will be monitored by teachers and access may be restricted during instructional time.
- Attempts to bypass or work around monitoring software will result in disciplinary action.
- Chromebooks must be stored in the provided carrying case between classes and when not in use during the school day.
- Chromebook chargers must stay in the provided carrying case at all times.
- Students are expected to charge the Chromebook each night and bring a FULLY CHARGED Chromebook to school each day.
- Students must bring a Chromebook to ALL classes unless specifically asked not to by a teacher.
- If a student does not bring a charged Chromebook to class:
 - A Student may check out a loaner for the remainder of the day, if available, from the Library Lab.
 - The loaner must be turned in to the Library Lab by 2:45 PM.
- Each student will receive 3 free passes for non repair loaner use (forgot to bring or charge Chromebook).
- The fourth and all further instances result in office referrals.
- Students who do not bring chromebooks to class will face school discipline for failure to bring assigned materials to class.

Classification of Students

FRESHMAN: To be classified as a freshman, you must have graduated from 8th grade.

SOPHOMORE: To be classified as a sophomore, you must have attended at least two semesters of high school and earned a minimum of 6 academic credits.

JUNIOR: To be classified as a junior, you must have attended at least 4 semesters of high school and earned a minimum of 12 credits.

SENIOR: To be classified as a senior, you must have attended at least six semesters of high school and earned 18 academic credits.

To graduate, you must have earned a minimum of 24 credits and met all requirements set by the Taylorville Board of Education and the State of Illinois (see GRADUATION REQUIREMENTS section).

Classroom Procedures

By the time students enter high school, teachers and administrators assume that students are mature enough to accept responsibility and to conduct themselves properly. Teachers expect the mature student to do the following:

1. Be in his/her assigned seat when the bell rings.
2. Bring pen, pencil, paper, textbooks, and other required materials, every day to every class.
3. Listen attentively.
4. Avoid sarcasm and criticism.
5. Respect the rights of others to express their opinions.
6. Return all classroom equipment to the proper place.
7. Leave desks and classrooms neat and tidy.
8. Make worthwhile contributions to group problems and projects.
9. Be dismissed by the instructor, not the bell-tone.

Clubs and Organizations

Taylorville High School and the Board of Education sponsor various clubs and organizations. All club meetings must be scheduled on the master calendar in the high school office, whenever possible. No club or organization may have meeting privileges on the high school grounds or in the high school building without permission from the high school principal. All revenues collected and generated by each school-sponsored club or organization shall be made part of the high school activity funds. No deviation is allowed without permission from the high school principal. All group/organization fundraisers must be pre-approved by the principal.

Club officers must maintain a "C" average to be eligible for election to, and must maintain a "C" average to retain their elected position. Participation by students in any group/club activity is subject to all weekly/semester eligibility criteria.

College Night/ Financial Aid Seminar

Taylorville High School presents a college orientation program during the fall of each year. All high school students and their parents are encouraged to attend this event where they can talk directly with the college, vocational, technical school, and military ROTC/academy representatives about their son's/daughter's future plans.

In conjunction with College Night, a financial aid program will be presented the same evening by local financial aid officials. Parent(s)/guardian(s) and students may ask questions regarding college costs, financial aid forms and filing deadlines. All students and their parent(s)/guardian(s) are encouraged to attend this informative seminar.

College Visitation

Parents and students should carefully consider any activity which necessitates the student being absent from school. Many times visitations to colleges and universities can be made in the summer or on other non-school days. However, if necessary, students will be allowed two (2) requests for college days during their junior year and two more during their senior year. These absences will not be counted in the 5 days of non-medical absences allowed each semester if the following procedures are followed:

1. A college visit request form is acquired from the counselors.
2. The form must be completed, with teacher and parent signatures, and returned to the counselors at least 5 school days prior to the visit.
3. The student must have a prearranged visit with a college counselor and the approval of a T.H.S. counselor.
4. The student must meet admission requirements for the college/university they visit.
5. A signed verification of the visit from the college must be returned to the counselors no later than 2 school days after the visit.

No more than three (3) students may be granted college days on any given day. In the event more than three students request a college day for the same date, all requests will be reviewed by the principal or school counselor before considering a variance. College visits will not be approved for the last two (2) weeks of a semester unless a written request from the university is received.

Computer/Internet Usage

Use of Computer/Internet shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. All students will abide by the Authorization of Internet Access contract that the student and parent/guardian sign at the beginning of the school year. The failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

Concurrent Enrollment in College

A student enrolled in Taylorville High School may not enroll in a post-secondary institution concurrent with his high school matriculation during normal school hours unless each of the following provisions is met, with the exception of the College Now program. (See Dual Credit):

1. Junior or Senior status.
2. All requirements for graduation from Taylorville High School as prescribed by the State of Illinois and the Taylorville Community Unit School District #3 Board of Education have been successfully completed. (Concurrent enrollment in 4th year of English, physical education, and Modern American History are allowable.)
3. Student must be in good standing. (All financial obligations to Taylorville Community Unit School District #3 have been paid.)
4. Student must have exhausted all courses at Taylorville High School leading to the course(s) he registered for at post-secondary schools.
5. Student must have written consent of his parent or guardian and must provide his own transportation. (Taylorville Community Unit School District #3 will not be liable for accidents that occur while student is not on school district grounds.) Written consent must be submitted at least two weeks prior to the first day of the semester in which the student wishes to enroll in the post-secondary center with the exception of the College Now program. (See Dual Credit).

Attendance at a post-secondary center and the scheduling of courses in that center must be supplemental to the scheduling demands of Taylorville High School.

1. All requests for concurrent enrollment must be addressed to the principal or counselors of Taylorville High School.
2. Credit earned at a post-secondary institution will not be recorded on a student's high school transcript unless the student is enrolled in either the College Now program at Lincoln Land Community College. (See Dual Credit). Courses taken will be for enrichment only and credit will be held in escrow at that center.

Correspondence Courses

Taylorville High School will accept up to two (2) full credits from any accredited correspondence school. Correspondence work may NOT be used to accelerate an academic program . . . remedial or make-up courses are the only valid reasons for enrollment in a correspondence course to be transferred. Failing a required course does not automatically mean that a student may take it by correspondence. The counselors have all the necessary information, and students must seek the advice of a counselor prior to enrolling in a correspondence school.

Corridors, Stairs and Elevator

Corridors and stairways are intended primarily for movement of students. Students are not allowed to sit, stand, loiter or congregate in the corridors, stairways or main foyer. After 8:00 a.m., students are encouraged to go to their first hour class or remain in the cafeteria. Students may sit and relax, study, and/or socialize in the classroom or in the cafeteria.

Elevator use is strictly limited to an as needed basis. Only individuals who are injured and/or individuals who have special needs are permitted to use the elevator. Students must secure permission from the nurse or an administrator prior to using the elevator.

Counseling

Students are encouraged and expected to use the services of their counselor. A counselor is the person to whom a student may turn for help and suggestions not necessarily related to the classroom, or even to school at all. He/she is qualified to discuss colleges and universities as to entrance requirements, appropriate choice of school, fields of study, and financial aid programs and grants. The counselors are available to help plan future work and choice of vocation. Please make sure to review The Student Course Planning Handbook regarding the services offered by the counselors.

Daily Announcements

Teachers and/or sponsors of any club or activity may write announcements. All announcements for the day **MUST** be received by **8:15 a.m.** All announcements must be approved by the principal or his designee for inclusion in the bulletin. Teachers will receive the daily bulletin by e-mail as soon as it is completed. Hard copies of the bulletin will be available in the main office.

Announcements will be read to students over the intercom by the principal or his designee at the beginning of the school day.

Dances

A number of school dances are held during the school year. These dances are sponsored by the Student Council or some other school organizations. All high school students are welcome to attend. Students of other high schools, as well as alumni or others, may attend as guests. Students who attend dances held at THS will be limited to high school students through 20 years of age. All guests of Taylorville High School students should fill out a guest pass prior to the dance for approval by administration. All rules contained in the handbook and discipline code of Taylorville High School are in effect during all dances and extracurricular programs.

Dangerous Conduct

Throwing snowballs, initiating a false fire alarm, using or possessing firecrackers or any type of explosive or smoke bomb, using water pistols, or being part of any act which might cause injury to persons, damage to property, or disruption of the educational program is strictly forbidden in the school building, or on the school grounds, or at any school activity on or off the school campus. Possession/use of any weapon will result in severe disciplinary action and expulsion from school for a minimum of one calendar year as required by State statute. A weapon is defined as; all items described as weapons in the Illinois State School Code, including, but not limited to guns, firearms, rifles, shotguns, explosive devices or look-alikes thereof. Such items as knives, brass knuckles, billy clubs, baseball bats, pipes, bottles, locks, sticks, pencils, and pens may be considered weapons if used, or attempted to be used, to cause bodily harm.

Disaster/Emergency Plans

Drills are held at intervals to provide practice for all types of emergencies. Fire and tornado drills will be practiced at various times during the year (as per state requirement and will be announced as such).

1. **FIRE:** Signaled by one continuous blast of on-site alarms and/or intercom announcement with administrator verification. Students should proceed to the nearest exit after administrator verification, and at the teacher's direction with the rest of the class or study hall. Once the alarm has been silenced, you will be signaled to return to the building. **WALK AT ALL TIMES!** Running increases the risk of injury by falling or collision with another student.

2. **CRISIS MANAGEMENT PLAN:** In the event of a crisis that would require an evacuation, Shelter in Place or total lock-down, the following procedures should be followed:

– Instructions for Evacuation

1. After administrative verification, use designated fire drill exit plan or safe alternate route to predetermined site.
2. Take grade book or class roster. Immediately after evacuation, students should line up in alphabetical order and the teacher should take attendance.
3. Notify office of exact attendance: present, absent, unaccounted for, extras.
4. Listen for further instructions.

– Instructions for Shelter-in-Place

1. Lock doors, close shades
2. Report Attendance: unaccounted for or extra students..
3. Keep Students in classroom.
4. Teacher continue teaching.
5. Listen for further instructions.

– Instructions for Hard Lock-Down

1. Lock doors, close shades, move away from windows and doors, and turn off lights.
2. Take protection under desk, behind desk, or along a blind wall out of sight.
3. Take/record attendance immediately.
4. Notify office of exact attendance: present, absent, unaccounted for, extras.
5. Listen for further instructions.

3. TORNADO: T.H.S. has a weather monitoring system that alerts the administration when severe weather is in the area. A tornado warning is signaled by a continuous tone over the loudspeaker and will be announced via the intercom. Stay with the teacher and the members of your class at all times during the alarm. Pay close attention to the directions given by your teacher and follow those instructions. WALK AT ALL TIMES! The teachers will be signaled to return to class when the danger has passed. The (All Clear) may be announced over the intercom system and/or by the sounding of another (different) continuous tone over the speaker system.

4. EARTHQUAKE:

What To Do If Indoors

1. Library or rooms with tables – students and staff should get under table.
2. Rooms without tables – if time permits, go to the hallway next to a wall. If time does not permit, go to the interior wall of the room.
3. Stay away from windows, shelves and heavy objects that may fall. Turn away from window or glass. Kneel alongside of a wall, bend head close to knees, cover sides of head with elbows, and clasp hands firmly behind neck.

What To Do If Outdoors

1. Move to an open space, away from buildings and overhead power lines.
2. Lie down or crouch to the ground. Keep looking around to be aware of dangers that may demand movement.

Indoors or Outdoors

1. When an earthquake occurs, take action at the first indication of ground shaking – there may not be time for an alarm.

Discipline Code

Students and their parents/guardians are expected to read and familiarize themselves with the Taylorville Community Unit #3 Student Discipline Code book located online. This code and its associated policies are in effect for all students at all times on all school properties, school buses, at all school-sponsored activities and events including, but not limited to, those events that are scheduled in the school building. Field trips, athletic team trips, fan bus trips, overnight excursions and educational trips are extensions of the school day even though they may occur over weekends or holidays. Students should remember that the tenants of the Discipline Code are applicable in all circumstances where the school is either directly or indirectly the sponsor of an activity where students are participants or spectators.

When a student cannot follow the district's discipline standards due to his/her disability, a behavior management plan will be developed. Students with a behavioral management plan will receive a copy and their parent/guardian will receive a copy of the policy and procedures related to the behavioral interventions when the plan is developed. Anyone interested in receiving a copy of the policy and procedures may receive one upon the request in the administrative office of the high school or the school district.

Dress Code

Taylorville High School encourages a standard of dress, grooming, and appearance that reflects pride in self, home and school. Appropriate standards of dress and grooming are reflections of good judgment by students and their parents. Students are to wear apparel that is appropriate for the educational environment. Extreme dress is inappropriate. Inappropriate dress is defined in the discipline codebook as follows:

Inappropriate Dress - student apparel and grooming detrimental to health and safety, or which are obscene, or which create classroom or school disorder. Examples of unacceptable attire include, but are not limited to:

1. Students are expected to wear clothing that is not revealing. Examples include bare feet, bare midriffs, halter tops, tank tops, strapless tops, backless tops, clothing that reveals undergarments, tops that expose the chest and/or waist areas, shorts/pants that expose the buttocks while standing, sitting, or bending, shorts and tight skirts, and pants that are tight and/or frayed to the point of being revealing. Shorts, Skirts and Skorts should be worn at an appropriate length. **(Appropriate length shall be determined as longer than one's fingertips when arms rest naturally to one's side)**. Pants/Jeans/shorts with holes, rips, tears or frayed areas above the thigh are inappropriate for school.

2. Baggy pants or shorts are not appropriate if the waistband hangs lower than the individual's waist.

3. **Tops and shirts must have shoulders and sleeves. Cold "open" shoulder tops are an exception to this policy.**

4. No wearing apparel shall contain any reference to drugs, alcohol or tobacco. No wearing apparel shall make any reference to sexual conduct or misconduct, including double entendres. No wearing apparel shall make reference to hate, violence, racial/ethnic slurs, suicide, homicide, death or negative messages. This includes, but not limited to pictures, graphics, symbols, numbers, or other written or implied messages.

5. Garments with suggestive or obscene statements or symbols of endorsement of unlawful products are also inappropriate.

6. Underwear worn as outerwear is inappropriate.

7. No wallet chains, chains, or accessories of any kind that may be used as weapons may be worn.

8. Other inappropriate apparel includes: hats, bandanas, hoods, any other head coverings, coats, pajamas, sunglasses or items of apparel deemed inappropriate by building administration.

9. Student issued IDs and lanyards will be worn daily as required by the dress code. Students will wear their IDs and lanyards around their necks to display the ID badge. Failure to properly wear ID will result in discipline. Lost IDs or lanyards can be replaced for a \$5.00 fee.

Note: The discretion of the administrator shall determine the appropriateness/inappropriateness of other items on an individual basis. If clothing is deemed inappropriate and the student does not have an acceptable alternative, an administrator will loan the student a THS shirt for the day. Furthermore, if a student refuses to wear the shirt and is sent home to change, it will be an unexcused absence.

Driver Education

The State Board of Education requires all students enroll and successfully complete the CLASSROOM phase of the driver's education prior to graduation. This should normally be done during the student's sophomore year. BEHIND-THE-WHEEL is not required for graduation. Students must be present in the classroom and complete a minimum of 30 clock hours of classroom instruction within one quarter. Students not completing the minimum 30 clock hours cannot pass the course. Students must successfully complete (pass) at least eight (8) courses during the previous year of school to be eligible for enrollment in the classroom phase. Students enrolling as freshmen will have their eighth grade report card reviewed and evaluated as a basis for proof of the eight-course rule.

In addition to the academic requirements, there are two fees associated with the driver's education courses. These fees are to be paid by the student's parent/guardian during the time period the student is enrolled in the courses. The first fee is paid during the classroom phase and is set by the State at \$20.00. This fee pays for the student's —learner's permit. The second fee is paid only if the student elects to take the behind-the-wheel phase. This fee is set by the district at \$50.00 and covers the cost of such things as insurance, gas, etc.

Dual Credit

Students at Taylorville High School have an opportunity to earn dual credits. This means college credits can be earned towards traditional four-year baccalaureate degrees without ever leaving the THS campus! Currently, THS students enrolled in Honors English, Accounting II, Computer Application Systems, Film as Literature, and Chemistry II can earn several hours of transferable college credit while at the same time earning high school credit for those courses. The credits are not held in escrow by the college, but are listed on both the student's college transcript and high school transcript upon successful completion of the course(s). Our counseling department can assist students desiring dual credit enrollments.

In addition to Dual Credit courses held at the high school, Juniors and Seniors may also earn college credit(s) through Lincoln Land Community College utilizing the College NOW Program. These courses are held on LLCC's Taylorville campus. Students will need to meet the requirements and complete the necessary steps to enroll. A separate agreement form is required.

(*) All students and parents should check with the Counseling Department to determine what if any course fees, book fees, etc. may be required.

Eligibility for Extracurricular Activities

Taylorville High School is a member in good standing of the I.H.S.A. (Illinois High School Association). Members of the organization subscribe to certain constitutional and by-law provisions that all member schools and students must obey. (A copy of those eligibility rules is included in the back of this handbook. Rev. 4/13) Students and parents should be aware of these rules, and comply with these standards. Additional copies of the I.H.S.A. rules and regulations are available from the high school office or the athletic director's office by request.

Taylorville High School No Pass/No Play Policy

In addition to the I.H.S.A. eligibility requirements, Taylorville Community Unit School District No. 3 has implemented an academic-based No Pass/No Play Policy for all students enrolled in grades nine through twelve who participate in any school sponsored activity, including school supported athletic or extra-curricular activities. In accordance with Section 10-20.30 of the School Code, and in conjunction with Section 3.000 of the Illinois High School Association Handbook, the board has determined eligibility requirements to be as follows:

I. Weekly Eligibility

a. Students shall maintain a passing grade in six (6) courses per week as determined by the eligibility reports submitted by classroom teachers.

b. Any student who fails to meet the minimum requirements established in Paragraph A, Section I of this policy, shall be suspended from further participation in any school sponsored, school supported, or extra-curricular activity for one calendar week.

II. Semester Eligibility

- a. Students shall have passed and received credit toward graduation for a minimum of six (6) courses of high school work as determined by the final semester grades submitted by classroom teachers.
- b. Any student who fails to meet the minimum requirements established in Paragraph A, Section II of this policy, shall be suspended from further participation in any school sponsored, school supported, or extra-curricular activity for the ensuing semester.

The following is a list of extra-curricular activities that the Taylorville High School No Pass/No Play Policy applies:

Athletics: Football, Golf, Cross-Country, Volleyball, Soccer, Basketball, Wrestling, Bowling, Baseball, Softball, Track

Other Extra-Curricular Activities: Cheerleading, Dance, Band – Non-graded activities and I.H.S.A. competitions only, Choir – Non-graded activities and I.H.S.A. competitions only, THS FFA Chapter, Student Council, Scholastic Bowl, e Sports, Key Club, Art Club, Science Club, French Club, National Honor Society, Madrigals, Scholastic Bowl, Spring Musical, THS S.A.D.D. Chapter, Swimming, Bass Fishing.

* Any other Taylorville High School sponsored organization.

Enlistment in the Armed Forces

Students planning on a career in the armed forces should make plans to see a recruiter during their junior or senior year. Recruiters are always glad to come to the school to interview prospective enlistees, and appointments can be arranged by contacting a counselor in the guidance office. Recruiters who are trying to fulfill quotas will sometimes suggest an enrollment date that is prior to the end of a student's senior year. Such practices are discouraged but do occur. Students should be aware that the school cannot take responsibility for the successful completion of all graduation requirements if the student chooses to leave school one or two months early to enlist in the armed forces. Please notify the high school administration if a recruiter suggests enrollment in the service prior to commencement exercises.

Extra-Curricular Conduct Code

It is our belief that participation in extracurricular activities involved with interscholastic competition is a privilege and not an absolute right of Taylorville Junior and Senior High School students. Students, who elect to represent Taylorville Junior and Senior High Schools, and take part in extracurricular activities, must also accept the responsibility to conduct themselves in a manner that exemplifies the behavior of good citizenship. Therefore, the Extracurricular Conduct Code must be adhered to for the duration of a student's attendance at Taylorville Junior and Senior High Schools. These rules have been approved by the Board of Education and have been set forth to guide students toward a better understanding of their responsibilities as representatives of the Taylorville Junior and Senior High Schools.

The Extracurricular Conduct Code went into effect upon the approval of the Taylorville Board of Education and will remain in effect 365 days a year through the conclusion of the student athlete's participation in extracurricular activities at Taylorville Junior or Senior High School. A copy of the Code is to be reviewed by each student and their parent/guardian at the beginning of each year. A signed acknowledgement of receipt and understanding of the code is to be on file EVERY YEAR a student is involved in an extracurricular activity.

Family and Student Access

Taylorville High School uses the Skyward Family and Student Access online software program to assist parents in staying informed about their child. Family Access allows parents to view up-to-date grades, attendance, discipline and food service information. Passwords can be obtained by contacting Student Services at 824-2268. The passwords used at Taylorville High School are the same passwords that students and parents used at the Jr. High School.

*It is imperative that parents/guardians keep up to date information on Skyward. This includes home phone number, cell phone, email, home address and emergency contact information. Please contact Student Services with any changes that may arise at 824-2268.

Final Examinations

Examinations are given to all students during the last week of each semester. The material found on these examinations is representative of classroom study for the past semester. Final examinations count twenty percent (20%) of a semester grade (See Grading Systems).

Gambling

No form of gambling is permitted in the building, on the school grounds, or in the immediate vicinity of the school.

Grading Systems

100 - 90 = A The student is more than meeting the demands of the teacher. The work is in on time and is of superior quality. The student is a positive influence on the rest of the class.

89 – 80 = B The work is above normal and the required work is well done. The student meets the demands of the teacher and exerts a positive influence on the class.

79 – 70 = C The required work is done satisfactorily. The work is in on time and is of average quality. The student is showing normal achievement.

69 - 60 = D The student is not doing all the assigned work. Work is below normal but shows some evidence of growth.

59 – 0 = F Unsatisfactory, with little growth taking place.

Progress reports will be reported halfway through each grading period, quarter & semester. These progress notices will be posted to skyward family access. Parents are urged to arrange for a conference with the teacher sending failing progress notice. It is hoped that this will prevent failure at the end of the grading period.

Semester grades will be calculated by using 40% for each quarter and 20% for the final exam.

Graduation/Graduation Ceremony

Graduation is when a student has earned the required number of credits and passed the required courses, to be awarded a Taylorville High School diploma by the Taylorville Community Unit School District #3 Board of Education.

The Graduation Ceremony is a solemn occasion. Students should be proud to have earned graduation status as a class. During the ceremony, students should not wear sunglasses, or have other markings that deter from the original Graduation gown or mortar board. Students should not use stickers, markers or affix any items that make the Graduation gown or mortarboard different from its original condition.

Noisemakers, laser pointers, cowbells, or any items that may deter from the ceremony should not be brought to the graduation ceremony by graduating seniors, family members or friends.

Graduation Requirements

Class of 2022

4 years of English (consisting of 1 full year of 9th, 10th, 11th, and 1 year of additional English)
 3 years of mathematics (equivalent of Algebra I with Geometry content)
 2 years of science
 1 semester of Freshmen Consumer Education
 1 year of fine arts or vocational education
 1 quarter of driver education - classroom phase
 1 semester of Government and passed the U.S. and Illinois Constitution test and flag test
 1 year American History
 1 semester Modern American History
 4 years physical education
 Health requirement earned in P.E./Strength Training classes
 Total number of credits to graduate - 29

Class of 2023

4 years of English (consisting of 1 full year of 9th, 10th, 11th, and 1 year of additional English)
 3 years of mathematics (equivalent of Algebra I with Geometry content)
 2 years of science
 1 semester of Consumer Education
 1 year of fine arts or vocational education
 1 quarter of driver education - classroom phase
 1 semester of Government and passed the U.S. and Illinois Constitution test and flag test
 1 year American History
 1 semester Modern American History
 4 years physical education
 Health requirement earned in P.E./Strength Training classes
 Total number of credits to graduate - 25

Class of 2024 and beyond

4 years of English (consisting of 1 full year of 9th, 10th, 11th, and 1 year of additional English)

3 years of mathematics (equivalent of Algebra I with Geometry content)

2 years of science

1 semester of Consumer Education

1 year of fine arts or vocational education

1 quarter of driver education - classroom phase

1 semester of Civics and passed the U.S. and Illinois Constitution test and flag test

1 year American History

1 semester of Introduction to Social Studies

4 years physical education

Health requirement earned in P.E./Strength Training classes

Total number of credits to graduate - 24

A student MUST carry a minimum of 3 academic credits plus physical education each semester: except in special circumstances such as Special Education.

Early Graduation Requirements

Any junior that qualifies for early graduation must complete the Early Graduation request form and submit it to Administration prior to April 30th. The Administration and School Counselors will review the student's academic progress and make a final determination.

Hall Passes

In order for students to be in the halls at times other than passing periods between classes or when requested via a note from the high school office, a written pass from a teacher, Dean of Students or other administrator will be required. The pass will state destination, time, and date. Passes will be issued on a limited basis.

Hazing

The initiation or hazing of students is strictly forbidden by an act of the State Legislature and is punishable in the courts of the State of Illinois. This law was put into effect after several high school students lost their lives as a result of hazing. THE LAW WILL BE STRICTLY ENFORCED. Refer to Chapter 3, Section 356, and 357, Illinois Revised Statutes, 1955). Hazing in any form is not only illegal, but totally unacceptable conduct and students will be disciplined as per the discipline code regardless of where or when the events occur.

Health Records

Recent changes in Illinois law regarding health records mandate a much closer review of our physical forms for proof of routine immunizations. Parents must list the month and year of each immunization their child has received since birth. The school MUST EXCLUDE students whose records are not up to date. These records will be audited by the State Board of Health, and schools which have students not in compliance with these laws face loss of state financial aid. The school has been made the enforcer by the State, a position we are reluctant to accept, but we must enforce or be in violation of the laws of the State of Illinois. We ask for your cooperation and understanding in this matter.

Physical Examinations

All students entering Taylorville High School for the first time must have physical examinations. This is required by state law. Examination blanks may be secured from the school nurse or in the high school office. These should be completed by the student's physician and dentist and returned to the school nurse's office. This should be done before school starts, and MUST be done by the first day of school in the fall. Physical examinations are required of all students each year for participation in all athletics and cheerleading. All participants in athletics will be required to submit to an examination before participating in any practice sessions. Physical examinations become a part of a student's permanent health record.

In cases where a student may appear to have a communicable disease, each student will be sent home from school with a notification to the parents as to the reason for his exclusion. Exclusion will be for the State Board of Health specified isolation period and/or until return is approved by the family physician.

School Nurse

The office of the nurse is located in the Student Services complex. The nurse is available to those needing first aid or other immediate attention. The nurse is not a hospital. We are here to provide a health program and services for you which will be contributing to the best interests of all students. If a student needs to take medication during school hours, **it is the parent's/guardian's responsibility to personally bring the medication to the school nurse. The medication should be in the original container with specific directions for dosage and when to administer.** The nurse will keep the medication secure and administer it as per doctor's orders. ALL medication administered at school must follow the guidelines for administration of medication at school policy. School personnel are forbidden by law from administering any internal medicine (i.e. aspirin). Students should not request such preparations.

Students who must leave school because of illness or injury are required to obtain permission from the nurse or an administrator before leaving the school grounds.

Homecoming Festivities

Homecoming is an annual activity sponsored almost entirely by the high school Student Council. The usual format for Spirit Week includes a pep assembly on Thursday of Homecoming week where skits are performed, fall athletes are recognized, the football team is introduced and the homecoming king and queen are announced to reign over the week's activities. The Homecoming Parade will be held after school on the Thursday prior to the Homecoming game. The parade route winds its way from the fairgrounds to the downtown square and is followed by the Bonfire at THS. The Homecoming Dance and coronation of the king and queen are held on the Saturday evening following the Friday night football game.

Homecoming is always held in the fall of the school year, usually during the end of September or first few weeks of October. Floats are prepared by each class, and the process of designing, building and decorating the floats falls on the shoulders of the class members of each class. Faculty class sponsors oversee the activity, which is held at the county fairgrounds. Students are reminded that all rules and regulations regarding school activities are enforced during this off-campus activity

Any full-time senior student enrolled in Taylorville High School for the entire previous semester (prior to Homecoming) is eligible to run for Homecoming King or Queen. Candidates for king and queen will be selected from a list of seniors supplied by the main office. During a preliminary election, seniors will elect eight king and queen candidates. Juniors will elect three candidates for junior class attendants, sophomores will elect three candidates for sophomore attendants, and freshmen will elect three candidates for freshman attendants.

A final election will be held with all students voting for a king and a queen. The senior boy and girl receiving the second highest number of votes will be named first attendants; the senior girl and boy receiving the third highest number of votes will be named second attendants. Juniors will also elect one girl and one boy as junior attendants, sophomores will elect one girl and one boy as sophomore attendants, and freshmen will elect one girl and one boy as freshmen attendants.

The homecoming king and queen are ineligible for election to prom king, queen or attendant.

Homework

Home study is a necessary part of each pupil's educational program. Each student must be expected to spend some time in addition to scheduled class instruction to achieve satisfactory success. Successful planning eliminates the necessity of spending too much time in completing an assignment the day before it is due. A teacher recommended study habit check-off list is provided:

1. Establish a quiet place of study.
2. Schedule time appropriately for study and breaks.
3. Provide necessary materials such as: assignment notebook, textbooks, classroom notes, pens, pencils, paper. Include reference materials such as: dictionary, encyclopedia, thesaurus, atlas, and other materials.
4. Remain focused.
5. Review completed assignments for accuracy and reinforcement.
6. Look up the meaning of unfamiliar words.
7. Check maps, charts, or tables mentioned in the lesson.
8. Answer questions.
9. Review the material from memory.
10. Establish and keep within a time limit, but do not sacrifice accuracy.
11. Allow yourself a three to five minute break after 30 minutes of study.

It is recommended that each student carry a separate assignment notebook to which he may refer for assignments. This is also useful to refer back to when preparing for examinations.

Late Work

Students who fail to turn in assignments will be given an opportunity to submit late work for a reduced grade.

Students should make every effort to turn in work on the assigned due dates. Failure to do so will result in the following:

- 1 day late - Student may earn a maximum of 85% of the total points assigned to the work.
- 2 days late - Student may earn a maximum of 70% of the total points assigned to the work.
- 3 days late - Student may earn a maximum of 60% of the total points assigned to the work.
- 4+ days late - Student may earn a maximum of 50% of the total points upon teacher discretion.

This is a guideline, classroom teachers may develop their own policy to encourage work completion by students.

Honor Roll

Taylorville High School has two different honor rolls each quarter a Straight A Honor Roll and an Honor Roll. Both are determined by the grades earned in ACADEMIC classes. A student must have carried a full academic load and earned all A's in all academic classes to be placed on the Straight A Honor Roll. A student must have carried a full academic load and earned at least all B's in all academic classes to be placed on the Honor Roll. Restrictions for both honor rolls are limited to the following: (1) no student may have more than one C in non-academic courses, and (2) no grades of D or F are allowed. The names of the eligible students are placed outside the main office in the main foyer. Their names will also be published in the local newspaper.

Lockers

When a student is assigned a locker anywhere in the building, (hallway or locker room) it is understood that he/she assumes all responsibility for its security, contents and conditions. The Board of Education or its employees cannot be liable for losses that may occur. Lockers must be secured at all times. Students' lockers are provided for the use and convenience of students, but remain under the jurisdiction and control of school authorities. Each student is assigned an individual locker and expected to use ONLY the locker assigned by the office! Lockers are not to be shared. (To share a locker is to share responsibility for its contents and possibly the consequences for those contents.) Students who choose to share lockers will be considered in gross defiance, a Level III offense, and discipline will be issued.

Each student is responsible for the security, contents and conditions of his/her locker at ALL times. Graffiti and/or stickers are not appropriate in or on lockers at any time. Each student is responsible to have his/her locker cleaned out and all books/materials returned to the appropriate teacher/location by the end of the school day on the last day of school. Students who choose to deface or vandalize their lockers, or knowingly allow these acts to occur may receive discipline and/or be charged a maintenance fee to clean or repair the locker.

If a student has a problem with a locker, it should be reported to the administration immediately. It will be repaired promptly or the student will be assigned with a new locker.

Your locker may be inspected if there is suspicion that it contains any prohibited items (refer to Student Discipline Code) and such material will be confiscated and used as evidence during suspension or expulsion hearings.

Gym lockers are assigned by the physical education instructor and locks and/or their combinations will be given to the student at that time. Students will be required to pay for repairs to damaged or defaced lockers. Lockers that are jammed or otherwise in need of repair should be reported to the high school office immediately.

McKinney-Vento Homeless Act

Taylorville Community Unit School District follows the guidelines set forth by the McKinney-Vento Homeless Act. Homelessness is defined as children who do not have fixed, regular or adequate nighttime residences. For assistance, contact the principal, assistant principal, or counselors for enrollment.

Motor Vehicles/Parking Information

Taylorville High School has assigned parking only for students and staff. Students will be assigned parking during their registration dates/times. Students will be issued a parking tag that will correspond with a parking space number in the Taylorville High School parking lots during the August registration dates/times. Only those seniors who register on the first day will be given preference for any available parking spaces in the main parking lot. Beginning on the second day of registration, all remaining parking spaces will be distributed on a first come first served basis until all parking spaces have been assigned.

NOTE: The building principal and his/her designee may search any motor vehicle parked on school grounds or on any property for which a school parking tag is required if, in the opinion of school administration, reasonable suspicion exists that one or more prohibited items is in the motor vehicle. The student driving or parking the motor vehicle on school grounds or on any property for which a school parking tag is required, shall be deemed to have possession of all items of property in the motor vehicle at the time of the search. If the student interferes with or refuses a search in any manner, it shall be conclusively presumed for disciplinary purposes that the vehicle in question contained the prohibited item(s) for which reasonable suspicion existed.

These regulations are designed for the protection and safety of everyone. Students who choose to ignore or disobey these regulations may have his/her parking privileges revoked and/or receive other disciplinary action.

1. Parking fee registration/identification **tag is \$40.00**. A student may replace his/her lost parking tag for \$5.00.
2. All motor vehicles must be registered in the high school office and display a current identification tag.
3. Identification tags must be affixed to the rear view mirror or displayed in the front window so the ID number is clearly visible from the front of the vehicle. Parking tags are non-transferable and must be used only by the person to whom it has been issued.
4. A student who has purchased a tag but fails to display it for whatever reason may be subject to discipline.
5. Motor vehicles must be vacated **IMMEDIATELY** upon arrival and students should return to them only at the end of school unless they have special permission from a dean or administrator to do so.
6. Motor vehicles must be parked in the areas designated by the administration. Failure to park in the designated areas may result in a fine, revocation of privileges, and/or towing at the owner's expense.
7. Students are not to park around the perimeter of the school building, in the front circle drive, in the east circle drive, in any area with a yellow block, or in the two lines of STAFF parking just east of the smokestack. These areas are for staff parking only! Parking is prohibited on any of the Pepsi Building property unless directed by administration for special circumstances.
8. The front circle drive is reserved for students to be dropped off or picked up, but it is imperative not to park in the front circle drive.
9. Parking is permitted along both sides of the front circle drive after school hours during special events. However, vehicles should never be double-parked or parked in any way that may impede the flow of traffic. This is a safety issue and violators will be towed!
10. The front circle drive and the east circle drive are designated one-way traffic only.

11. student who uses a motor vehicle to leave campus and/or a student who allows someone to use his/her vehicle to leave campus without administrative permission may have his/her parking privileges suspended or revoked.
12. Repeated motor vehicle violations and/or a continuation of unmodified acts of misconduct (Level II or higher) may be cause for parking privileges to be revoked to denied. No refund will be given.
13. Any student who vandalizes/tampers with any vehicle or its contents or affixes may be suspended from school and/or have his/her parking privileges revoked.
14. A student must report new license plate numbers or transfer of vehicle information to the office immediately.
15. Students must observe traffic laws and ordinances of the state and city.
16. Student parking along the fence on Sportsman Drive is restricted to compact cars only.

Parking Lot Regulations

1. The speed limit in the parking lot is 5-10 mph.
2. All drivers are expected to drive in a safe and responsible manner. Students driving in a reckless or hazardous manner on school property may have their parking privileges revoked or denied.
3. Any unauthorized person parking in a handicapped parking space may be fined \$100.00 and/or have his/her vehicle towed at owner's expense.

Parking Violations

Note: Violations will be cumulative as per vehicle and/or per driver. Example: An accumulation of two tickets by the same student regardless of which vehicle may be cause for suspension or revocation of parking privileges.

1. First Offense - No parking tag, parking in teacher parking, parking in a reserved parking space or parking in a no parking zone – possible Detention Hall(s).
 2. Second Offense – Detention Hall(s) and/or revocation of parking privileges.
 3. Third Offense - Revocation of parking privileges for a minimum of 30 calendar days.
- * Students may receive Detention Hall(s) in addition to the loss of privileges.
4. Repeated violations - Revocation of parking privileges for a minimum of 90 calendar days and/or vehicle may be towed at owner's expense.

* In addition to the foregoing regulations, any vehicle that creates a safety hazard, or in any way impedes the flow of traffic or the movement of the pedestrians may be immediately towed without warning at the owner's expense.

Students who do not serve assigned Detention Hall(s) may receive other disciplinary action for Gross Defiance.

National Honor Society

One of the highest honors that can be bestowed upon any student in high school is election to membership in the National Honor Society. Like the national organization, Taylorville High School's chapter recognizes students who excel in the areas of scholarship, character, leadership, and service. Membership gives nationwide recognition since this chapter is one of over 20,000 chapters throughout the world.

To be eligible for membership in the Taylorville High School chapter of the National Honor Society a student must:

1. Junior status for initial membership.
2. have been enrolled in THS at least one semester.
3. have a grade point average of 4.8750 at the end of the first semester of the school year and No D or F grades on the student's permanent record.
4. be considered on their service, leadership, and character.

All students meeting the first three criteria will then be invited to apply for membership. Applications for membership are based on the other qualifications of membership – character, leadership, and service. Students and parents must be aware that grade point average alone will not assume a student's acceptance into NHS. It is imperative that students and parents realize the importance of proper conduct and cooperative attitudes, as well as grades, during the freshmen, sophomore, and junior years when desiring admittance to NHS.

The election of members to this chapter of the National Honor Society shall be by a faculty committee consisting of the chapter advisors and five voting faculty members. No principal or assistant principal may be included on the faculty council. The chapter advisors shall be ex-officio, nonvoting, members of the faculty committee. The faculty committee shall select the members based on the applications submitted by the prospective members and evaluations completed by THS faculty and staff members. Once selected for membership, students are inducted into membership during an induction ceremony.

Any member who fails to maintain active status in the organization or who fails to maintain the standards of the organization will not be able to wear membership stoles during the Baccalaureate and Graduation ceremonies. Gross disciplinary action may constitute a disciplinary review and expulsion from the organization as per the guidelines of the national organization.

An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of his/her membership and signed by the principal. An active member of the National Honor Society who transfers to this school and who has junior or senior status will be automatically accepted for membership in this chapter upon completion of the following: a. presentation of a letter from his/her previous principal that indicates the status of his/her membership and b. the end of the first semester of the junior year. Transfer members must maintain the membership requirements for this chapter.

Parent Conferences

Parent-Teacher conferences are held every school year for parents and teachers to discuss the progress of students. These conferences are generally held at the end of the 1st grading period (End of October). In addition to the scheduled Parent-Teacher conferences, parents may make appointments for conferences with teachers, a counselor, or the administration by telephoning the high school office at 824-2268. The school may request parent conferences if determined to be in the best interest of the students.

Personal Electronic Devices

Personal electronic devices include but are not limited to iPods, iPads, MP3 players, Personal Digital Assistants, Nooks, Kindles, Smartwatches and Electronic readers. These devices can be beneficial to the learning environment. Use of personal electronic devices will be limited to specific times and locations.

Personal

electronic devices may be used before school, during passing periods, during lunch and study hall. Teachers may allow students to utilize their personal electronic devices for educational purposes at their discretion.

Students are not to use personal electronic devices that will interrupt teaching or disrupt the learning environment. Students will utilize their own earbuds or headphones while operating these devices. Personal electronic devices with external speakers, etc. will not be permitted at Taylorville High School. Students who misuse electronic devices are subject to disciplinary action as determined by building administration.

- Personal electronic devices are popular items of theft. Taylorville Community Unit School District #3 is not responsible for the loss, theft, damage or vandalism to student electronic devices. Students and parents are strongly encouraged to ensure that if students have electronic devices in their possession, they should not leave them unattended or unsecured.

Posters/Announcements

All posters/announcements to be displayed anywhere in the building must first be approved by an administrator. Attachment can only be to surfaces that will not be marred or damaged. All signs and/or posters will be taken down after a reasonable length of time.

Progress of Academic Coursework

Skyward Family Access provides parents/guardians and students with the most current progress of a student's academic coursework. Parents/guardians are encouraged to monitor this frequently to have a knowledge of their child's academic progress in classes at any given time.

Parents should feel free to contact the teacher involved for a conference. Parents may call the high school office at 824-2268 and leave a message for the teacher to return his/her call to request a meeting time. Parents may also email teachers, whose email addresses are found on the school website www.tcusd3.org and Skyward Family Access.

We strongly encourage parents to monitor their child's daily progress by utilizing our Skyward Family Access Program. Please see page Family and Student Access.

Prom

The Prom is held in the spring of each year and is sponsored by the Junior class. It is held in the THS Cafeteria during the first few weeks of May. All Juniors and Seniors and their dates are invited to attend – announcements about where students may purchase tickets are made during the weeks prior to the dance.

Any full time senior student may be selected as a candidate for prom king or queen from a list of those eligible seniors. Juniors and seniors will elect by majority vote a king and queen, first maid of honor and her escort, second maid of honor and her escort, and six female and male attendants. Each student must be enrolled in Taylorville High School during the entire previous semester.

Public Display of Affection

Public display of affection other than holding hands is not approved or permitted in the school building or on the campus at any time. Proper conduct and behavior by all students is a necessity if the correct atmosphere for learning is to be maintained. Parents may be notified if necessary and may be requested to come to school for a conference. Inappropriate display of affection is a level II offense, see Student Discipline Code book.

Records: Student

Pursuant to Chapter 122, Article 50, of the Illinois State School Code, all student records must include the following information:

Permanent Records

1. Student permanent records shall consist of:
 - a. Basic identifying information, including student and parent names and addresses; student birth date and place; gender; and social security number.
 - b. Academic transcript, including grades, grade level achieved, scores on college entrance examinations, and after graduation their class rank and graduation date.
 - c. Attendance record.
 - d. Accident reports and health records.
 - e. Record of release of permanent records information, and
2. May also consist of:
 - a. Temporary Records.
 - b. Honors and awards received.
 - c. Information concerning participation in school sponsored activities or athletics, or offices held in school-sponsored organizations.

Student temporary records may consist of:

1. Family background information.
2. Intelligence test scores, group and individual.
3. Aptitude test scores.
4. Reports on psychological evaluations including information on intelligence, personality and academic information obtained through test administration, observation, or interviews.
5. Elementary and secondary achievement level test results.
6. Participation in extracurricular activities including any offices held in school sponsored clubs or organizations.
7. Honors and awards received.
8. Teacher anecdotal records.
9. Disciplinary information.
10. Special education files, including the report of the multidisciplinary staffing on which placement or non-placement was based, and all records and tape recordings relating to special education placement hearings and appeals.
11. Reports or information from non-educational persons, agencies, or organizations.
12. Other verified information of clear relevance to the education of the student.
13. Record of release of temporary record information.

You will want to make the information in these records available to prospective employers and colleges during the senior year and later. You will want to do your best to present an acceptable record. **REMEMBER: YOU MAKE YOUR OWN RECORD; THE SCHOOL ONLY KEEPS IT FOR YOU AND YOUR FUTURE**

Restrooms

Clean restrooms contribute to a good first impression by visitors. It is everyone's duty and obligation to do his/her part to keep the restrooms in good order. Feminine hygiene products are available in various restrooms and in the nurse's office at no cost to our female students. Students are not to loiter in the restrooms at any time. Students who are ill should report promptly to the nurse after securing a pass from a teacher, a dean or an administrator.

School Spirit

School spirit may be divided into three categories:

1. Courtesy - toward teachers, fellow students, and the officials of school athletic activities.
2. Pride - in everything our school endeavors to accomplish and has accomplished.
3. Sportsmanship - the ability to win and lose gracefully.

School spirit means loyalty to all functions of the school. A loyal student supports the school and does his/her best to keep scholastic and activity standards at the highest possible level

Student Solutions Program

The Student Solutions Program is an intervention program to assist students who are having problems in one or more of the following areas: behavior, attendance, health, or academics. All information is kept confidential and is not part of a student's permanent record.

A student may be referred by an administrator, a teacher, a parent, another student, or self-referral. Referral sheets are available in Student Services or from a team member or teacher. The completed referral form should be given to administrative assistants in the main office or Student Services.

Registration and Schedule Changes

The master schedule of class offerings, teacher, and room assignments is all derived from the tallies of spring registration. For these reasons it is extremely important that students not change their schedules once their selections are made. However, as the master schedule is constructed, conflicts may occur in some student schedules. Students will be contacted (as soon as possible) to make alternate course selections.

It is very important that each student discuss class scheduling with his/her parent/guardian during the spring pre-registration time so changes are kept to a minimum. Pre-registration forms are supplied early in the second semester. These forms must be signed by the student's parent/guardian signifying their knowledge of their son/daughter's selection of courses for the fall of the following year. Failure to return pre-registration forms signed by parent/guardian may jeopardize a student's course request list from being scheduled. Students must always follow the established registration guidelines. No student/parent initiated schedule changes are allowed after a designated date, determined each year.

The school may find it necessary to drop courses from the curriculum listed because of insufficient enrollment, unavailability of teaching personnel or teacher overload. Those decisions are made after March 1 of the prior year when section information, teacher and room availability are finalized.

If a student enrolls in a two-unit (two semesters) course, it is expected that the student remains in the course the entire year. If for some reason a student is dropped after one semester with the intention of completing the course during a subsequent year, that student may be requested to audit the first semester of the course. Class makeup, teacher time, changes in curriculum or textbooks all dictate progress made in each course each year.

Semester Exam Exemption

Students (Sophomore, Junior & Senior) may be exempt from Semester Exams if they meet the following requirements.

1. Students must earn a 76.50% (C+) or better in all classes for the previous semester.
2. Students may not miss more than 4 verified days per class/per semester during the current semester. Additionally, students were not truant any period(s) nor have any instance of AER, ATS, or OSS suspension. Medical/ School related absences do not apply.
3. Students must pass both quarters of the class during the current semester, in order to be exempt from the semester exam.

Students may opt to take Semester Exams if it will improve their grade. Students who are going on to college and would like the rigor of a Semester Exam are encouraged to take the exam. The grade on the Semester Exam will only be used if the grade improves their final semester grade. (LLCC Dual Credit and CACC classes must take Semester Exams regardless of academic grade.)

Student Pre-Registration and Schedule Changes

The following policy will be used for student registration and schedule changes:

1. Pre-registration of students will occur during the early to middle part of the second semester. Students will take home pre-registration materials to their parents/guardians for discussion and selection of courses.
2. Students will receive pre-registration materials in a classroom setting (usually their English class). Course selection sheets will be completed by the students and taken home for a parent/guardian signature. Students absent on these days will need to see their respective counselor to complete the process.
3. Students and parents/guardians are to review the course selection sheets for necessary changes. Changes can be made on this listing of courses prior to it being returned. Course selection sheets will be due back within approximately one week when the student is scheduled to enter course selection requests into the computer (usually during a predetermined class)
4. Course selection sheets, signed by the parent/guardian, (with or without changes), must be returned on the day the student is scheduled to enter course requests into the computer. Students that do not have course selection sheets signed by a parent/guardian will be expected to do so and return the completed sheet the next school day to the counselors.
5. During the week of registration, students will be given their actual daily schedule.

6. Once school starts, students will have 5 school days to make any schedule changes.

At times, a teacher, guidance counselor, and/or administrator may believe a student schedule change is necessary. These changes can only be made with the approval of the principal and/or his designee.

Student Residency

It shall be the policy of the Taylorville Community Unit School District #3 to limit attendance in the district's schools to those students domiciled within district boundaries. In the event a question concerning the domicile of a child arises, the district shall:

1. Require the child's parent or guardian to complete a questionnaire in order that the district may determine domicile. Such questionnaires shall be routine at the time of original enrollment and may be required at such other times as the administration deems necessary.
2. Conduct an informal investigation to acquire information that may aid the district in determining domicile.
3. Provide the child and/or the parents or guardians of the child with an opportunity to present pertinent information to the building principal that would aid in determining residency.
4. Permit the child and/or the parents or guardians of the child to appeal unfavorable domicile determinations by the building principal to the superintendent of schools, save that the superintendent's domicile determination after hearing shall be final and binding.
5. Allow the child to attend Taylorville schools until the district makes a final determination of the child's domicile, provided, however, that the child's parents or guardians shall be responsible for payment of the costs (tuition equivalent) incurred by the Taylorville schools for this interim period of time the child was permitted to attend Taylorville schools if the child is ultimately determined to be domiciled in some school district other than Taylorville.

If a child has been placed in a home other than his parents' by operation of law or order of court, the district may require a written copy of such placement order before allowing the child to attend Taylorville schools. If such placement was made primarily so that the child could attend school in Taylorville on a tuition-free basis, the child shall not be permitted to attend Taylorville schools tuition-free.

Surveillance/Security Cameras

Surveillance/Security cameras are in various locations at Taylorville High School. These cameras are in high traffic areas to maintain safety and security of students and staff. It is our goal that the placement of these cameras will deter vandalism, theft, fighting and other negative acts of behavior.

Telephone

Telephones in the main office are to conduct school business. Use of the telephone by students will be limited to emergencies or other necessary calls. Permission to use the telephone must be obtained from an administrator. Students will not be called from class to the telephone unless an emergency exists. Messages to students must be kept to a minimum.

Testing

Taylorville High School sponsors several different types of testing programs.

District Testing:

PSAT 9 & 10

SAT (11)

As determined by the state testing requirements:

Illinois Science Assessment (ISA) – This state required online assessment uses a course based model with content aligned to Biology.

SAT (Scholastic Aptitude Test) – will replace PARCC tests, as the state required testing as determined by the State of Illinois. THS students in the 11th grade will take the SAT at no cost, including the SAT essay, beginning in the spring of 2017. The SAT will serve as the state's accountability exam.

Optional:

ACT (American College Test) – This is a national test given at national test sites located in the area. This is a test used/required for college admission.

ASVAB – test is given to seniors, juniors and sophomores on a voluntary basis. This test is a military aptitude test given by the military.

PSAT/NMSQT (Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test) – given annually in October to juniors interested in pursuing a college education. This is an optional test and a fee is paid by the student.

The **PSAT** can be used as a good prediction of a student's ability to score on the national testing programs –**SAT** or **ACT**. The results of each test are available from the counseling office.

Textbooks

Students must assume full responsibility for books issued to them. Any item belonging to the school district that is maliciously destroyed or broken by any student or groups of students must be paid for by the student or students involved. Any student who loses, destroys, or fails to return a textbook (regardless of the age of the textbook) must pay the replacement cost of a new textbook. Textbook fines are assessed at the end of the semester/year depending on the length of the class.

Tobacco and Related Products

Students are not permitted to possess or use any tobacco and/or tobacco related products (including vapes) in the building or on any school premises either during the school day or at any school-sponsored activity held at night.

The same prohibition is in effect for tobacco products when riding school buses going to and from school, school-sponsored field trips, or other activities. Use of tobacco at other schools during an event sponsored by THS is considered part of the field trip. See Student Discipline Code for violation explanations.

Transferring/Withdrawing from School

If a student moves from this school district and plans to transfer to another school, he must do the following:

1. Notify the high school office as to where and when he/she is moving; and if possible, leave a forwarding address.
2. Obtain from the high school office all forms required for transferring to another school.
3. Turn in all textbooks, library books, athletic equipment, and any other school property issued.

When the student registers at a new school, a request for his records will be sent to Taylorville High School. We will mail those records to his/her new school.

Visitors

It will not be a general practice to allow students from other schools to visit Taylorville High School during the regular school day. Special exceptions may be made to this rule as the situation warrants, but all such visits may only be approved by an administrator and must be arranged a minimum of one day in advance. All approved visitors must first check in at the high school office to obtain permission from an administrator to remain and be issued a visitor's ID. All teachers should request to see visitor's pass from anyone who is in the senior high school building, but who are not Taylorville High School students. Anyone not having such an ID should be identified and directed to leave the building or to report immediately to the high school office.

Weighted Grades

Taylorville High School uses a weighted grading system where the weighted scale provides for an assigned—level of difficulty for each class offered at THS. The list of classes is available in the Student Course Planning Handbook on-line at www.tcusd3.org under counseling. Please consult your counselor or the Student Course Planning Handbook for further explanation.

Withdrawal from Class Policy

Please refer to the section titled Student Registration/Schedule Changes.

Work Permits

Illinois law requires that most youthful employees hold work certificates issued by school officials before they are employed. In general, a person must be over fifteen years of age, have parental consent if under sixteen years of age, have proof of age, and have a written statement of employer's intention to employ him before a permit is issued.

All students who are in need of work permits or certificates are to see the Regional Superintendent of Schools in Christian/Montgomery County, who handles this matter. The Regional Superintendent of Schools office is located in the Christian County Courthouse on the square in Taylorville.



Illinois High School Association

(For 2020-21 School Term)

This summary is for the purpose of assisting in the understanding of IHSA By-laws and Policies. In case of a conflict between this publication and the constitution and by-laws of the IHSA, the constitution and by-laws shall control.

Key Provisions Regarding IHSA Rules

Eligibility Rules

When you become a member of an interscholastic team at your high school, you will find that both your school and the IHSA will have rules you must follow in order to be eligible for interscholastic participation. The IHSA's rules have been adopted by the high schools which are members of IHSA as part of the Association's constitution and by-laws. They must be followed as minimum standards for all interscholastic athletic competition in any member high school. Your high school may have additional requirements, but they may not be less stringent than these statewide minimums.

The principal/official representative of your school is responsible to see that only eligible students represent the school in interscholastic competition. Any question concerning your eligibility should be referred to your principal/official representative, who has a complete copy of all IHSA eligibility rules, including the Association's due process procedure. Only the IHSA Executive Director is authorized to make formal rulings on eligibility, so if your principal/official representative has questions or wishes assistance in answering your questions, the principal/official representative should contact the IHSA Office.

Information contained here highlights some of the most important features of the IHSA by-laws regarding interscholastic eligibility. It is designed to make you aware of major requirements you must meet to be eligible to compete in interscholastic competition. The information here is only a general description of major by-law provisions and does not contain the statement of the by-laws in their entirety. You can review the by-laws at www.ihsa.org.

You may lose eligibility for interscholastic competition if you are not in compliance with IHSA by-laws. Remember, if you have any questions regarding IHSA rules, please contact your principal/official representative.

1. Attendance

- A. You may represent only the school you attend. Participation on a cooperative team of which your school is a member is acceptable.

- B. You must be enrolled and attending classes in your high school no later than the beginning of the 11th school day of the semester.
- C. If you attend school for ten (10) or more days during any one semester, it will count as one of the eight (8) semesters of high school attendance during which you may possibly have eligibility.
- D. If you have a lapse in school connection for ten (10) or more consecutive school days during a semester, you are subject to ineligibility for the rest of the semester. The specific terms of your extended absence must be reviewed by the Executive Director to determine if it is "lapse in school connection" or not.

2. Scholastic Standing

- A. You must pass twenty-five (25) credit hours of high school work per week. Generally, twenty-five (25) credit hours is the equivalent of five (5) .5 credit courses (2.5 full credits).
- B. You must have passed and received credit toward graduation for twenty-five (25) credit hours of high school work for the entire previous semester to be eligible at all during the ensuing semester.

3. Residence

Your eligibility is dependent on the location of the residence where you live full time with your parents, parent who has been assigned custody by the court, or court appointed legal guardian.

You may be eligible if you are entering high school as a freshman and:

- A. You attend the public high school in the district in which you live full time with both of your parents, custodial parent or court appointed guardian; or
- B. In the case of a multiple school district, you attend the public high school in the attendance area where you live full time with your parents, custodial parent or court appointed guardian; or
- C. You have paid tuition to attend a public school for a minimum of 7th and 8th grades in a district other than the one where you live with your parents, custodial parent or court appointed guardian and you continue to pay tuition as a high school student in that same district; or
- D. You attend a private/parochial school located within the boundaries of the public school district where you live with your parents, custodial parent or court appointed guardian; or
- E. You attend a private/parochial high school and have attended a private/parochial school for 7th and 8th grades, or for any four (4) grades from kindergarten through eighth grades; or
- F. You attend the private/parochial high

school which one or both of your parents attended; or

- G. You attend a private/parochial high school located within a thirty (30) mile radius of the residence where you live with your parents, custodial parent or court appointed guardian.

4. Transfer

- A. In all transfer cases, both the principal of the school from which you transfer and the principal of the school into which you transfer must concur with the transfer in writing on a form provided by the IHSA Office. **You cannot be eligible when you transfer until this form is fully executed and on file in the school office.**
- B. If you transfer after classes begin for the current school term, you will definitely be ineligible for thirty days from the date you start attending classes at the new high school. In addition, you will be ineligible for that entire school term in any sport in which you engaged in any team activity, including but not limited to tryouts, drills, physical practice sessions, team meetings, playing in a contest, etc. at the school from which you transferred. For example, if you were out for cross country at the school from which you transfer and transfer after **the IHSA sport season has begun**, you will be ineligible for cross country that entire school term at the new school.
- C. If you transfer attendance from one high school to another high school, you will be ineligible unless:
 1. Your transfer is in conjunction with a change in residence by both you and your parents, custodial parent or court appointed guardian from one public school district to a different public school district;
 2. Your transfer is between high schools within a public school district and both you and your parents, custodial parent or court appointed guardian change residence to the district attendance area for the school to which you transfer;
 3. Your parents are divorced or legally separated; you transfer to a new school in conjunction with a modification or other change in legal custody between your parents by action of a judge; and required court documents are on file at the school into which you transfer;
- D. If you transfer in conjunction with a change in legal guardianship, a ruling on your eligibility must be obtained from the IHSA Office.
- E. If you transfer attendance from one school to another while you are ineligible for any reason, the period of ineligibility imposed prior to your transfer or the period of ineligibility that would have been imposed had you stayed at the school, will be enforced at the school to which you transfer, even if you are otherwise in compliance with the by-laws.

- F. Any questions about your eligibility in any of these instances must be resolved by a formal ruling from the IHSA Executive Director.
- G. In all other transfer situations, a ruling by the IHSA Executive Director is necessary to determine your eligibility. This ruling must be obtained in writing by the principal/official representative of the school into which you transfer before you participate in an interscholastic athletic contest.
- H. The IHSA Executive Director may grant limited eligibility if you transfer schools prior to the start of your sophomore year and are not otherwise in compliance with the transfer

5. Age eligibility by-laws.

You will become ineligible on the date you become twenty (20) years of age, unless your twentieth (20th) birthday occurs during a sport season. In that case, you will become ineligible in regard to age at the beginning of the sport season during which your twentieth (20th) birthday occurs.

6. Physical Examination

You must have placed on file with your principal/official representative a certificate of physical fitness, signed by a licensed physician, physician's assistant or nurse practitioner in order to practice or participate. Your physical examination is good for 395 days from the date of the exam. The physician's report must be on file with your high school principal/official representative.

7. Amateur Status

- A. If you win or place in actual competition, you may accept a medal or trophy for that accomplishment, without limit to its cost. Your school may provide IHSA state champions with championship rings/mementoes.
- B. For participating in competition in an interscholastic sport, or for athletic honors or recognition in a sport, you may receive any type of award (except cash, check or legal tender) that does not exceed \$75 fair market value. There is no limitation on the value of your school letter.
- C. The amateur rule does not prohibit you from being paid to referee, receiving pay for teaching lessons or coaching in a little kids league, etc. It only applies to your own competition in an athletic contest.
- D. If you violate the amateur rule, you become ineligible in the sport in which you violate. You must be reinstated by the Executive Director before you may compete again.

8. Recruiting of Athletes

- A. The by-laws prohibit recruiting of high school students for athletics. If you are solicited to enroll in or transfer to a school to participate in athletics, you are being illegally recruited and your eligibility is in jeopardy.
- B. You will lose your eligibility if you enroll in or transfer to a school in response to recruiting efforts by any person or group of persons, connected with or not connected with the school, related to athletic participation.
- C. You will lose your eligibility if you receive special benefits or privileges as a prospective student-athlete which are not uniformly made available to all students who attend your school.
- D. You may not receive an "athletic scholarship" or any other special benefit from your school because you participate in athletics.
- E. It is a violation for any student-athlete to receive or be offered remuneration or any special inducement which is not made available to all applicants who apply to or enroll in the school.
- F. It is also a violation to induce or attempt to induce or encourage any prospective student to attend any member school for the purpose of participating in athletics, even when special remuneration or inducement is not given. Please remember that you may not be offered or receive any benefit, service, privilege or opportunity which is not also provided or made available to all prospective students at that school.

Note: If you are interested in finding out more information about a school, contact the principal/official representative or an administrator at the school, not a member of the coaching staff.

9. School Team Sports Seasons

- A. Each sport conducted by IHSA member schools has a starting and ending date. Your school may not organize a team, begin practice or participate in contests in a given sport until the authorized starting date. Your school may not continue to practice or participate in contests after the authorized ending date. This means that:
 - 1. During the school year, you may not participate on a non-school team coached by any member of your school's coaching staff unless it meets specific criteria established by the by-laws.
 - 2. No school coach may require you to participate in an out-of-season sport program as a requirement for being a member of a school team.
- B. Violation of the sport season by-laws will result in penalty to you and/or to your school's coaching personnel.

10. Playing in Non-School Competition

- A. During the time you are participating on a school team in a sport at your high school, you may neither play on a non-school team nor compete in non-school competition as an individual in that same sport or in any skill of that sport.
- B. If you participate in non-school competition during a sport season and subsequently wish to join the school team in the same sport, you will not be eligible.
- C. If you wish to participate in a competition sanctioned by the National Governing Body of a sport, a junior affiliate of the National Governing Body of a sport or an official Illinois affiliate for the sport, your principal/official representative must request approval through the Schools Center prior to any such participation.
- D. You may try out for a non-school team while you are on your school's team in that same sport, but you may not practice, receive instruction, participate in workouts, or participate in competition with a non-school team in that same sport until you cease being a member of your school's team. You cease being a member of your school's team when the team(s) of which you are a member terminates for the school term.
- E. You will become ineligible if you participate on, practice with or compete against any junior college, college or university team during your high school career.

11. All-Star Participation

- A. After you have completed your high school eligibility in the sport of football, basketball, soccer or volleyball, you may participate in three (3) all-star contests in any of these sports and still play for other school teams, provided the high school season in that sport has been completed.

You may lose your eligibility for other interscholastic sports if you play in all-star competition in any of these sports under any other conditions.

- B. You are not restricted from participating in all-star competition in sports other than football, basketball, soccer or volleyball, except that you may not do so during the school season for the sport.

12. Misbehavior During Contests

- A. If you violate the ethics of competition or the principles of good sportsmanship, you may be barred from interscholastic athletic contests, either as a participant or spectator or both.
- B. If you are ejected from a contest for unsportsmanlike conduct, you will be ineligible for your team's next contest. You are also subject to other penalti

NCAA ELIGIBILITY CENTER QUICK REFERENCE GUIDE



Divisions I and II Initial-Eligibility Requirements

Core Courses

- NCAA Divisions I and II require 16 core courses. See the charts below.
- Beginning August 1, 2016, NCAA Division I will require 10 core courses to be completed prior to the seventh semester (seven of the 10 must be a combination of English, math or natural or physical science that meet the distribution requirements below). These 10 courses become "locked in" at the start of the seventh semester and cannot be retaken for grade improvement.
 - Beginning August 1, 2016, it will be possible for a Division I college-bound student-athlete to still receive athletics aid and the ability to practice with the team if he or she fails to meet the 10 course requirement, but would not be able to compete.

Test Scores

- Division I uses a sliding scale to match test scores and core grade-point averages (GPA). The sliding scale for those requirements is shown on Page No. 2 of this sheet.
- Division II requires a minimum SAT score of 820 or an ACT sum score of 68.
- The SAT score used for NCAA purposes includes only the critical reading and math sections. The writing section of the SAT is not used.
- The ACT score used for NCAA purposes is a sum of the following four sections: English, mathematics, reading and science.
- When you register for the SAT or ACT, use the NCAA Eligibility Center code of 9999 to ensure all SAT and ACT scores are reported directly to the NCAA Eligibility Center from the testing agency. Test scores that appear on transcripts will not be used.

Grade-Point Average

- Be sure to look at your high school's List of NCAA Courses on the NCAA Eligibility Center's website (www.eligibilitycenter.org). Only courses that appear on your school's List of NCAA Courses will be used in the calculation of the core GPA. Use the list as a guide.
- Division I students enrolling full time before August 1, 2016, should use Sliding Scale A to determine eligibility to receive athletics aid, practice and competition during the first year.
- Division I GPA required to receive athletics aid and practice on or after August 1, 2016, is 2.000-2.299 (corresponding test-score requirements are listed on Sliding Scale B on Page No. 2 of this sheet).
- Division I GPA required to be eligible for competition on or after August 1, 2016, is 2.300 (corresponding test-score requirements are listed on Sliding Scale B on Page No. 2 of this sheet).
- The Division II core GPA requirement is a minimum of 2.000.
- Remember, the NCAA GPA is calculated using NCAA core courses only.

DIVISION I 16 Core Courses

- 4 years of English.
- 3 years of mathematics (Algebra I or higher).
- 2 years of natural/physical science (1 year of lab if offered by high school).
- 1 year of additional English, mathematics or natural/physical science.
- 2 years of social science.
- 4 years of additional courses (from any area above, foreign language or comparative religion/philosophy).

DIVISION II 16 Core Courses

- 3 years of English.
- 2 years of mathematics (Algebra I or higher).
- 2 years of natural/physical science (1 year of lab if offered by high school).
- 3 years of additional English, mathematics or natural/physical science.
- 2 years of social science.
- 4 years of additional courses (from any area above, foreign language or comparative religion/philosophy).

NCAA FRESHMAN-ELIGIBILITY STANDARDS

QUICK REFERENCE SHEET

KNOW THE RULES

Core Courses

- **NCAA Division I requires 16 core courses as of August 1, 2008.** This rule applies to any student first entering any Division I college or university on or after August 1, 2008. See the chart below for the breakdown of this 16 core-course requirement.
- **NCAA Division II requires 14 core courses.** See the breakdown of core-course requirements below. Please note, Division II will require 16 core courses beginning August 1, 2013.

Test Scores

- **Division I** has a sliding scale for test score and grade-point average. The sliding scale for those requirements is shown on page two of this sheet.
- **Division II** has a minimum SAT score requirement of 820 or an ACT sum score of 68.
- The SAT score used for NCAA purposes includes **only** the critical reading and math sections. The writing section of the SAT is not used.
- The ACT score used for NCAA purposes is a **sum** of the four sections on the ACT: English, mathematics, reading and science.
- **All SAT and ACT scores must be reported directly to the NCAA Eligibility Center by the testing agency. Test scores that appear on transcripts will not be used. When registering for the SAT or ACT, use the Eligibility Center code of 9999 to make sure the score is reported to the Eligibility Center.**

Grade-Point Average

- Only core courses are used in the calculation of the grade-point average.
- **Be sure** to look at your high school's list of NCAA-approved core courses on the Eligibility Center's Website to make certain that courses being taken have been approved as core courses. The Web site is www.ncaa-clearinghouse.net.
- **Division I** grade-point-average requirements are listed on page two of this sheet.
- **The Division II** grade-point-average requirement is a minimum of 2.000.

DIVISION I

16 Core-Course Rule

16 Core Courses:

4 years of English.

3 years of mathematics (Algebra I or higher).

2 years of natural/physical science (1 year of lab if offered by high school).

1 year of additional English, mathematics or natural/physical science.

2 years of social science.

4 years of additional courses (from any area above, foreign language or non doctrinal religion/philosophy).

DIVISION II

14 Core-Course Rule

14 Core Courses:

3 years of English.

2 years of mathematics (Algebra I or higher).

2 years of natural/physical science (1 year of lab if offered by high school).

2 years of additional English, mathematics or natural/physical science.

2 years of social science.

3 years of additional courses (from any area above, foreign language or non doctrinal religion/philosophy).

PLEASE NOTE: Beginning August 1, 2013, students planning to attend an NCAA Division II institution will be required to complete 16 core courses.

Taylorville Junior and Senior High School



Extra-Curricular Conduct Code

It is our belief that participation in extracurricular activities is a privilege and not an absolute right of Taylorville Junior and Senior High School students. Extracurricular activities are privileges extended by the district to students who wish to participate, and who agree to comply with this Code and the rules and regulations established for the respective activity. Compliance allows for an ongoing participation in the particular activity. Failure to comply with the rules and regulations shall result in appropriate sanctions as listed in this code.

Because these activities are regarded as privileges and not property interests of the student, only those procedural and substantive considerations as provided in this code shall be afforded the student when a disciplinary sanction must be considered.

Students, who elect to represent Taylorville Junior and Senior High Schools, by taking part in extracurricular activities, must accept the responsibility to conduct themselves in a manner that exemplifies good citizenship. This responsibility extends beyond the typical school day and/or the school sponsored activity times. Therefore, the following Extracurricular Conduct Code must be adhered to at all times for the duration of this code. These rules have been approved by the Board of Education and have been set forth to guide students towards a better understanding of their responsibilities as representatives of the Taylorville Junior and Senior High Schools.

----- STATEMENT OF AFFILIATION -----

Taylorville High School is a member of the Illinois High School Association and the Apollo Conference. Taylorville Junior High School is a member of the Illinois Elementary School Association. Both schools must adhere to the constitutions and by-laws of these organizations concerning student conduct, eligibility and participation in extracurricular activities.

----- ENFORCEMENT PERIOD -----

The Taylorville Junior and Senior High Schools' Extracurricular Conduct Code shall be in effect 365 days a year. During the enforcement period the Extracurricular Conduct Code and all the rules and regulations pertaining to it are in effect 24 hours a day, 7 days a week.

----- CODE VIOLATIONS -----

1. Use or possession of tobacco.
2. Use or possession of alcoholic beverages.
3. Use or possession of illegal drugs or drug paraphernalia.
4. Theft or possession of stolen property.
5. Vandalism or destruction of property.

6. Other criminal acts.

7. Other serious or disruptive acts (including severe unsportsmanlike conduct, Level III or IV acts of misconduct as listed in the Student Discipline Code, etc.) which are detrimental to the individual, to the sponsor or coach, to the activity-group of which he or she is a member, or to the school.

----- REVIEW HEARING -----

Any participant committing one or more of the above infractions shall be entitled to a review hearing and be subject to consequences as listed in this document. The coach or sponsor and the administrator shall hear all charges and shall provide the participant with his or her minimal due-process rights, beginning with an informal hearing of the charges against him or her. All further due-process rights shall be granted in accordance with Section 5/10-22.6 of the Illinois School Code.

The head coach or sponsor and the administrator shall notify the participant's parent(s)/legal guardian by either telephone, a personal conference, or in writing, of the code violation(s) and any consequences that are to be imposed as a result of the violations.

Each violation and the consequences imposed for it shall be documented, with a record kept in the student's temporary file.

The Athletic Director may be included in the review process if and when his participation is deemed appropriate by the school administrator.

----- CONSEQUENCES -----

SELF REPORTING: A first time offender may notify the Athletic Director, Assistant Principal or Principal within 48 hours of the violation of the extracurricular conduct code and have his/her consequences reduced to 25% of activities or contests. This self-reporting honesty provision will only apply one time in a student's high school career.

FIRST VIOLATION: (Athletic Participants)

The student shall be declared ineligible for one-half the regularly scheduled Athletic Contests for which he/she is eligible. Should less the one-half of the athletic contests remain, the student will be declared ineligible for all remaining scheduled contests. In addition, the portion of the penalty not served will be served in the next athletic activity in which the student participates (including any tournament series).

FIRST VIOLATION: (Non-Athletic Participants)

The participant shall be declared ineligible for one-half of the regularly scheduled contests/performances in which he/she is eligible. In addition, the portion of the penalty not served will be served in the next activity in which the student participates (including any tournament series).

FIRST VIOLATION: (Students involved in both Athletics and Non-Athletic Activities)

The student shall be declared ineligible for one-half the regularly scheduled Athletic Contests for which he/she is eligible. Should less the one-half of the athletic contests remain, the student will be declared ineligible for all remaining scheduled contests. In addition, the portion of the penalty not served will be served in the next athletic activity in which the student participates (including any tournament series). The student who violates the Extracurricular Conduct Code

will not be permitted to participate in any THS Extracurricular Activity during their time of ineligibility. If a non-graded, Non-Athletic event falls during the time of ineligibility, the student who violated the Extracurricular Conduct Code will not be permitted to participate. It should be noted that first offenders remain eligible to practice, but cannot participate in contests, performances, nor be in uniform during their period of ineligibility. Also, only first offenders are still eligible to receive an award in the activity in which he/she participates, provided they have met all criteria for the award. First offenders who commit a second offense or any subsequent offenses are not eligible for any activity awards (letters, bars, numbers, pins, etc.) for the activities in which they participated.

ADDITIONAL VIOLATIONS: Should additional violations be committed during the enforcement period of the Extracurricular Conduct Code, the student shall be removed from any current participation and declared ineligible for all extracurricular activities for one full calendar year from the date of the subsequent violation(s). The Extracurricular Conduct Code will be in force during all periods of ineligibility. Any violations committed during the period of ineligibility will be enforced at the conclusion of the period of ineligibility.

----- NUMBER OF ACTIVITIES FOR VIOLATION(S) -----

This Code will be in effect for the following activities at Taylorville Junior and Senior High Schools. It is understood that at any time an additional interscholastic competitive sport or activity not listed below is made available to students, that sport or activity automatically is governed by the same terms and conditions as those listed below.

Athletic Activities * ½ of the Scheduled games. Approximate number of games is as follows:

<u>Sport</u>	<u>Approximate Number of Games Suspended</u>	<u>Self reporting Suspension</u>
Baseball	<u>15 games</u>	<u>7 games</u>
Basketball	<u>15 games</u>	<u>7 games</u>
Bowling	<u>8 matches</u>	<u>4 games</u>
Cheerleading (fall)	<u>4 games</u>	<u>2 games</u>
Cheerleading (winter)	<u>15 games</u>	<u>7 games</u>
Cross Country		
Dance Squad (fall)	<u>4 games</u>	<u>2 games</u>
Dance Squad (winter)	<u>15 games</u>	<u>7 games</u>
e-Sports	<u>TBD</u>	<u>TBD</u>
Football	<u>4 games</u>	<u>2 games</u>
Golf	<u>9 meets</u>	<u>4</u>
Soccer	<u>9 games</u>	<u>4 games</u>

Softbal

l

Trac

k

Volleybal

l

Wrestlin

g

15 games

9 meets

15
matches

10 dates

7 games

4 games

7 matches

5 dates