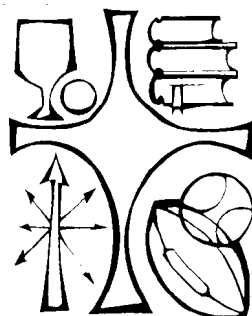


# **PARENT/STUDENT HANDBOOK**



**LOS ANGELES LUTHERAN  
HIGH SCHOOL  
13570 Eldridge Avenue  
Sylmar, California 91342  
(818) 362-5861**

# GENERAL INFORMATION

## Mission Statement

We share Christ, disciple Christian believers and educate students for college and life.

## Purpose Statement

"Train up a child in the way he should go, and when he is old he will not depart from it." Proverbs 22:6. The purpose of Los Angeles Lutheran Middle/Senior High School is to provide an environment to nurture its students to develop their spiritual, mental, physical, social, and emotional gifts to become whole persons equipped for a life of Christian service and to provide a Christian education in partnership with parents so that:

1. Students may be provided with a comprehensive program of education so that they may develop their talents and skills for responsible Christian living and service.
2. Students may be nurtured in and by Scripture, the Lutheran confessions and the Lutheran Sacraments.
3. Students may by grace through faith learn to know that they have been accepted by Jesus Christ and respond by growing in their relationship with Him and service to Him.
4. Students by God's grace may experience a full Christian life on earth and be assured of eternal life.
5. Students may learn to recognize themselves as persons of worth redeemed by God.
6. Students may learn to understand and appreciate their talents and gifts from God.

## Philosophy

We believe that L.A. Lutheran Middle/Senior High School is an integral part of the congregational educational ministry. We place high value on education that is grounded in Christian teachings and values. L.A. Lutheran Middle/Senior High School is committed to instruction and activities that place ultimate values on the Lord Jesus Christ and service to Him.

Specifically, we believe the following:

1. Los Angeles Lutheran Middle/Senior High School, as a response to the Great Commission, is our Church's finest program of ministry to its youth, founded on the gospel of Jesus Christ.
2. Parents are primarily responsible for the instruction of their children, therefore; the school will work closely with parents to educate and nurture them.
3. Education is the main process by which the Church transmits her culture and God's truth. The school is an ideal setting where young men and women, with one another and Christian teachers, can discover and understand God's truth and be strengthened in their Christian faith.
4. The school is a superior educational institution, equipping young saints for ministry through holistic growth: intellectual, spiritual, physical, social, moral, and cultural.
5. The school exists primarily to serve the Lutheran community, secondarily to serve all Christians and their organizations in God-pleasing ways, and finally the community at large.



# Goals and Objectives

Los Angeles Middle/Senior High School is a professional learning community dedicated to education in the following areas; spiritual growth, academic excellence, citizenship, and lifelong development.

## Graduation Outcomes:

### **I. Spiritual Growth**

Through the power of the Holy Spirit, know that they are saved by grace, through faith in Jesus Christ. Graduates will:

- A. Understand the importance of Christ in their lives.
- B. Be educated in biblical truth and its application to life.
- C. Be able to articulate their faith.
- D. Know how to demonstrate their faith as led by the Holy Spirit.
- E. Be empowered to follow His example and teaching as recorded in Scriptures.

### **II. Academic Excellence:**

LA Lutheran graduates will be equipped for life-long learning and accustomed to a high academic standard. Graduates will:

- A. Use a variety of resources and methods to enhance their continued education.
- B. Demonstrate effective oral and written communication skills.
- C. Use proper mathematical skills.
- D. Use logic and critical thinking skills to solve problems.
- E. Appreciate personal expression through the creative arts.

### **III. Citizenship**

LA Lutheran graduates will be equipped to utilize their God-given talents and abilities to contribute to the betterment of the community. Graduates will:

- A. Understand the importance of participating in the democratic process.
- B. Be involved in service and leadership opportunities.
- C. Respect the differences between people of other races and ethnicities.
- D. Exhibit respectful behavior toward the environment and the world's resources.
- E. Work independently and cooperatively.

### **IV. Lifelong Personal Development**

LA Lutheran graduates will be equipped to make wise lifestyle choices based on sound principles and practices of spiritual, physical, and mental health. Graduates will be:

- A. Understand the importance of sustaining a physically healthy and active lifestyle.
- B. Seek help when necessary and appropriate.
- C. Use discernment in developing interpersonal relationships.
- D. Incorporate time management skills in all areas of life.
- E. Resolve conflict through non-violent strategies and interpersonal communication.

Specifically, L.A. Lutheran seeks to enable students and graduates to possess and demonstrate the following characteristics:

- Conduct that is responsive to the teachings of Jesus Christ: without facade, but consistently genuine.
- Responsibility for self by acting respectfully towards others and accepting the consequences of his or her behavior.
- Devotion to God by attempting to use talents and knowledge to the fullest, for the glory of God and the welfare of mankind.
- Appreciation for God's resources by proper and prudent use of the environment, energy, food, living organisms, and time.
- A mature spiritual relationship, viewing self as a child of God, well aware of one's inborn sinful nature.
- Belief in the grace of God as the means to eternal salvation.
- Responsibility to others, through Christian witnessing, through example, and through evidence of Christian love in various ways.
- Helpful and positive interpersonal relationships by valuing members of the immediate and extended family, as well as others in the "family of God."
- Cognitive skills reflecting significant achievement in reading, writing, listening, and speaking.
- Cognitive skills reflecting significant achievement in sciences, social studies, mathematics, and religion.
- Affective development characterized by a positive self-concept derived from having a right relationship with God.

## **Non-Discriminatory Policy**

Los Angeles Lutheran Middle/Senior High School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admission policies, athletic and other school-administered programs.

## **Child Protection Responsibility**

For the protection, welfare and growth of all children, California law mandates that child-care providers report suspected child abuse to a child protective agency. Child abuse includes physical abuse, physical neglect, sexual abuse, and emotional mistreatment.

By law, the identity of the mandated reporter is to remain confidential. If it is suspected that a minor is being abused the child will be released from the school to the custody of a peace officer or county social worker and it is the responsibility of the peace officer or county social worker to notify the minor's parent or guardian.



## **ACADEMIC INFORMATION**

A student will earn five credits for each course that meets for one semester, ten credits for a full year course. Failures and repeats will receive no credit. This is a listing of all courses. Every course may not be offered every year.

### **Senior High School Graduation Requirements**

Failure (“F”) in a class receives no credit. If a student repeats a course to improve a mark (other than “F”), the highest mark for the course will be counted for credit. A student will not receive credit for both classes, nor will the lower mark be deleted from a student’s transcript. Summer School courses may be used only with prior approval from LA Lutheran. Variance from these requirements will be allowed only in extreme cases.

In order to receive a diploma from LA Lutheran, a student must complete a minimum of 60 credits at LA Lutheran. Seniors who have not fulfilled academic requirements for graduation will not be allowed to participate in commencement exercises. A student must fulfill all graduation requirements prior to departure for early graduation. Early graduates will be allowed to participate in baccalaureate services and commencement. Seniors who have finished the senior year yet have not fulfilled all graduation requirements and have less than 30 credits to complete must complete his/her requirements within 12 months. A student, who completes the necessary courses, in the twelve-month period, may participate in the commencement ceremony the following year. Seniors who have finished the senior year and who have more than 30 credits to complete will not receive a LAL diploma. LAL will not issue a diploma to a student who has received a diploma from another school. Graduates are required to participate in the baccalaureate service to participate in the commencement program. To be eligible for the honor of valedictorian or salutatorian a student must have completed three semesters at LAL by end of the first semester of the senior year out of a total of eight high school semesters.

### **Outside Classes**

Students are encouraged to take outside classes for enrichment or when necessary for remediation purposes. Some courses may be offered on campus. In order to maintain high academic standards students will need, prior to enrollment, approval from the administration (counselor or principal) or registrar to attend summer school or take outside classes for transferable credit to LA Lutheran. Course content must be similar in nature to the course descriptions found in this handbook. Courses need to be taken through an accredited institution. Concurrent enrollment of a class will not be accepted.

# Foreign Language Requirements

Any student educated in their home country in a language other than English at least until the age of 12 will be excused from the foreign language requirement. All students are encouraged to continue language development and should consider taking additional courses.

## Cheating Policy

At LA Lutheran, we want to establish a Christian atmosphere that is loving, honorable, and trusting. In Psalms 34 12-14, it says “Whoever of you loves life and desires to see many good days, keep your tongue from evil and your lips from speaking lies. Turn from evil and do good; seek peace and pursue it.” LA Lutheran considers cheating of any kind a serious offense against God as well as fellow students, parents, teachers and the person themselves. Therefore, the following policy shall be enforced in all classes.

This policy applies to any student found cheating and is for the length of one school year.

- Cheating is considered, but not limited to, the following activities: caught with a cheat sheet, caught copying another student’s homework, giving homework to another person to copy, wandering eyes on an exam, or plagiarism.
- Plagiarism is submitting someone else’s work, whether all or part, as your own without giving proper credit.

### *1<sup>st</sup> Offense:*

- Zero on the assignment
- Saturday detention
- Mandatory Parent/Student/Dean of Student’s Conference
- Accountability paper

### *2<sup>nd</sup> Offense:*

- Zero on the assignment
- Mandatory Parent/Student/ Dean of Student’s Conference
- Possible Expulsion
- Failure for the term in the course where the offense occurred

### *3<sup>rd</sup> Offense:*

- Expulsion

# FOUR-YEAR COLLEGE/UNIVERSITY PREPARATION

## Credit Requirements

40 Credits	Religion	*8 semester courses
45 Credits	English	English 9, *Composition, * Speech, *Amer. Lit, *Eng. Lit., A.P. Eng.,
20 Cr/30 rec.	Foreign Language	Spanish I, II, III, or IV
30 Credits	Social Studies	World Hist., *U.S. Hist., *Government, *Economics, Western Civilization, Humanities
30 Cr/40 rec.	Mathematics	*Alg. I, *Geometry, *Adv. Alg/Trig., Math Analysis, Calculus
20 Cr/30 rec.	Science	*Biology, Chemistry, Physics, Anatomy, A.P. Biology
25 Credits	Physical Education	*Health, *4 semesters of P.E.
10 Credits	Visual/Performing Arts	Band, Choir, Drawing, Painting, 3 D Art, Theatrical Arts
15 Credits	Business/Applied Technology,	*Career Education and College Planning, Personal Finance, Journalism, Business Applications I, II, Business Law, Intro to the Internet
10 Credits	Electives	
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240 Credits	Minimum needed to graduate.	

\*Required course for graduation.

High school credits earned in junior high will count as credits above the 240. They will fulfill subject area requirements but will not count toward the 240 high school graduation credit requirement.

# JUNIOR COLLEGE PREPARATION

## Credit Requirements

40 Credits	Religion	*8 semester courses
40 Credits	English	Eng. 9, *Composition, * Speech, *Amer. Lit., *Eng. Lit., A.P. Eng
10 Credits	Foreign Language	Spanish I
30 Credits	Social Studies	World Hist., *U.S. Hist., *Government, *Economics
20 Credits	Mathematics	Pre-Alg., Alg. 1/2, *Alg. I, or Geometry
20 Credits	Science	Earth Science, *Biology, Chemistry
25 Credits	Physical Education	*Health, *4 semesters of P.E.
10 Credits	Fine Arts	Band, Choir, Drawing, Painting, 3 D Art, Theatrical Arts
20 Credits	Practical Arts	*Career Education and College Planning, Personal Finance, Journalism, Business Applications I, II, Business Law, Intro to the Internet
25 Credits	Elective	
<hr/>		
240 Credits	Minimum needed to graduate.	

\*Required course for graduation.

## Course Descriptions

The number in parentheses following the course title indicates the number of credits granted for successful completion of that course. The numbers 6-7-8-9-10-11-12 following the course description indicates the grades in which these courses are generally taken. Final placement in English, foreign language, science, and mathematics courses will be determined by the school on the basis of scores on Admission Tests and/or grades in previously taken courses in that subject area. Students who do not earn at least a “C” in a mathematics, science or foreign language course, will not be allowed to take a subsequent course until the grade has been improved. **Students cannot change classes after the first two weeks of a semester.** Any class dropped after the first two weeks will be included on the student’s transcript with the mark of “W.”

Courses may not be offered with less than 10 student requests.

**INDEPENDENT COURSES** of study will be charged a fee of \$75.00 per semester.

### **BUSINESS AND PRACTICAL ARTS**

**KEYBOARDING** (5 cr.) Fundamentals of keyboarding and skill development. Course content will include basic applications to further develop their keyboarding skills (6-12)

**BUSINESS LAW** (5 cr.) Business law is designed to develop an understanding of our legal system with its rights and responsibilities and how to apply them to our everyday roles as consumers, citizens, and workers. The student will learn the varieties of common legal documents and the legal implications of various business transactions. Prereq.=none (11-12)

**PERSONAL FINANCE** (5 cr.) This course will give the student practice in working through common personal financial situations encountered in adult life. Topics include personal cash and bank records, wages and budgeting, borrowing money, insurance, investments, home expenditures, travel and transportation, taxes and credit buying. Prereq.= Pre-Algebra or equivalent (11-12)

**JOURNALISM** (10 cr.) Journalism introduces students to the world of the print media. Law, and ethics will complement the major units of study: reporting, writing, editing, photography, management, teamwork, advertising and design. Students will have the opportunity to use state-of-the-art computer-aided publishing tools and other hands-on production tools as well as digital photography experience. This course incorporates production of the high school Newspaper and Yearbook. Some out-of-class time may be required. The course is designed to enable students to learn the art and craft of reporting, writing, and presenting the news. Students will focus on the roles for a publication, organizational and teamwork skills, and the structural as well as business aspects of a school news publication.

**INTRO TO THE INTERNET** (5 cr.) Fundamentals of Windows and the Internet. How to use Windows, browsing the internet, e-mail, new technology. Students will also learn how to develop their own web pages. Prereq.= Keyboarding, unless pass proficiency test (9-12)

**BUSINESS APPLICATIONS I** (5 cr.) Course content will include basic applications, arranging and using a word processor as well as fundamentals of word processing and fundamentals of database and spreadsheet. Students will develop skills such as database management, developing reports, forms, tables, and creating and formatting spreadsheets using Access and Excel. The course will also include advanced applications, arranging and using a word processor (Word 2003) and presentation software (PowerPoint 2003 and Publisher 2003) Prereq.=Computer Keyboarding (9-12)

**BUSINESS APPLICATIONS II** (5 cr.). Course content will consist of video editing and producing short video clips using advanced software and green screen technology.

**CAREER EDUCATION AND COLLEGE PLANNING** (5 cr.) A course covering a survey of careers in many various fields requiring a high school diploma, college education, and/or on-the-job training. It deals with various types of job applications, interview techniques and preparation, as well as determining what kinds of careers are best suited to what types of people. College planning includes applications, scholarship applications, and financial aid opportunities, etc. are covered. Prereq.=none (10)

## **ENGLISH**

*Students will need a Modern Language Association (MLA) style book to be used in preparing formal papers.*

**ENGLISH ENRICHMENT** (5 cr.) This course assists the student in increasing his/her reading comprehension by use of the Accelerated Reading Program and the SRA reading program

**ENGLISH 9** (10 cr.) A basic course in communication skills, including grammar, composition, study skills, and literature appreciation. Prereq.=none

**HONORS ENGLISH 9** (5 cr.) Same as Composition Prereq = consent of instructor

**COMPOSITION** (10 cr.) A study of writing and rhetorical skills including both expository and creative composition and basics of library research. Prereq.=Eng. 10 (9-10)

**HONORS COMPOSITION** (5 cr.) The course offers in-depth and challenging assignments in writing skills and literary analysis. Prereq. = consent of instructor

**AMERICAN LITERATURE** (10 cr.) A course studying the development of American literature from the discovery of America to present, examining its historical, social, philosophical and psychological implications. Prereq.=Composition (10-11)

**SPEECH** (5 cr.) A study of effective formal oral communications, including impromptu, informative, persuasive, special occasion speeches, and concluding with debate. Speech science will also be studied. Prereq.=none (10-12)

**HONORS AMERICAN LITERATURE** (5 cr.) Students commit to a more detailed study of American Literature and an expanded scope of literary materials. Prereq. Consent of instructor

**ENGLISH LITERATURE** (10 cr.) An historical and philosophical survey of the literature of England from Beowulf through the 20th Century, including a study of the development of the English language. Prereq.=Composition and American Lit. (11-12)

**HONOR ENGLISH LITERATURE** (5 Cr.) Students commit to a more detailed study of English Literature and an expanded scope of literary materials. Prereq. = consent of instructor

**ADVANCED PLACEMENT ENGLISH (H) or COLLEGE COMPOSITION** (10 cr.) Students are involved in the study and practice of speaking, listening, reading, and writing skills with special emphasis on refining their literary discernment, advanced writing, and critical thinking skills. Students will also be involved in preparations for both the National Advanced Placement Exam and for future college courses. Prereq.=dept. recommendation (11-12)

## **FOREIGN LANGUAGE**

*\*Students need a grade of 'C' or better each semester to advance to the next foreign language class.*

**SPANISH I** (10 cr.) Elementary grammar with introduction to verb conjugations. Emphasis on vocabulary building, comprehension, translation and conversation, includes an introduction to Hispanic history and insights into present Hispanic societies. Prereq.=none for grades 9-12. Consent of registrar needed for grades 7-8 (7-12)

**SPANISH II** (10 cr.) A continuation of Spanish I, with extensive work in complex verb tenses and language structure. Added emphasis on vocabulary buildings, oral comprehension, translation and conversation. Included is a view of all aspects of Hispanic cultures with specific attention to the history and culture of Spain. Prereq.=C or better in Spanish I (8-12)

**SPANISH III** (10 cr.) A continuation of Spanish II including comprehensive review of grammatical concepts. Added emphasis given to vocabulary expansion through cultural or historic narratives, literary selections, and conversations dealing with practical tourist or career-oriented situations. Prereq.=C or better in Spanish II or consent of instructor (9-12)

**SPANISH IV** (10 cr.) Emphasis is on developing oral and speaking skill through the reading of novels and short stories. Grammar will be reviewed as needed. Prereq.=B or better in Spanish III, by petition to Language Department or by invitation of instructor (11-12)

**GERMAN I** (10 cr.) Fundamentals of German speaking, writing and grammar. A vocabulary of 850 words developed. Prereq.=none for grades 9-12. Consent of registrar needed for grades 7-8 (9-12)

**GERMAN II** (10 cr.) Fluency of speech, sentence structure, and grammar are stressed; 1400 word vocabulary is developed. Introduction to literature, composition, and reports. Prereq.=C or better in German I (8-12)

## **MATHEMATICS**

*\*Students need a grade of 'C' or better each semester to advance to the next math class.*

**PRE-ALG** (10 cr.) For those not proficient in the basic skill levels in mathematics. The course covers basic math and beginning algebra skills.(9)

**ALGEBRA 1/2** (10 cr.) Makes the transition from elementary mathematics to algebra. It emphasizes pre-algebra skills and concepts such as equations and problem solving. This course will not satisfy university entrance requirements, but does meet LA LUTHERAN graduation requirements. Prereq.=Placement Test (7-10)

**MATH ENRICHMENT** (5 cr.) This course assists the student in mastering basic mathematical and algebraic thinking and skills using the Accelerated Math Program.

**ALGEBRA I** (10 cr.) A study of real numbers, letters and symbols used in the solution of equations and inequalities. Prereq.=Placement Test or department (8-12)

**GEOMETRY** (10 cr.) A study of two and three dimensional figures. Emphasis will be made on logic, deductive reasoning and writing of formal two column proofs. Prereq.=Alg. I or by Placement Test or department (9-12)

**ADVANCED ALGEBRA/TRIGONOMETRY** (10 cr.) Advanced topics in algebra, including solving systems of equations, quadratic equations, polynomial equations, and radical equations. Also, the study of right triangles, periodic functions, trigonometric identities. Law of Sines and the Law of Cosines. Prereq.=Algebra I or by Placement Test or department (9-12)

**MATH ANALYSIS** (10 cr.) A comprehensive coverage of topics in advanced math is explored to help prepare the student for the study of Calculus. There is a balance of theory and its application in the topics considered. Prereq.=Algebra, Geometry, and Advanced Algebra/Trig. (11-12)

**CALCULUS** (10 cr.) Advanced topics include vectors, analytical geometry, derivatives, symbolic logic, complex numbers, limits, functions, integration, differentials and applications. Prereq.=Grade B or better in Advanced Algebra/Trig. and Math Analysis or by permission of instructor (11-12)

## **PERFORMING ARTS (MUSIC)**

**CONCERT CHOIR** (5 cr. each semester) Concert Choir is the oldest music performance group at LA Lutheran. The repertoire ranges from the Renaissance Period to the Modern Period, both accompanied and a cappella singing. This vocal group is open to all high school students by audition. Students who participate will perform in a variety of venues and can expect to travel to festivals and other events. Prereq.=audition (9-12)

**BOPS** (No school Credit) This award winning vocal group sings in the jazz genre only. The music ranges from swing to rock, from Latino to ballad styles. Membership is by audition. Performers will participate in a variety of public venues. This is an advanced performance group. Prereq = audition (7-12)

**PRIDE CONCERT BAND** (5 cr. each semester) This performance band plays at a variety of venues including pep rallies, chapels, festivals, and concerts. It is open to any student by audition and performs concert style music including symphonies, concertos, marches, tone poems, musicals, overtures.... Any student who studied and was enrolled in LA Lutheran's "Cub" and "Intermediate" bands are accepted into the Pride Band without audition. All other students must audition. Prereq.= Cub/Intermediate band or by audition. (7-12)

**BEGINNING BAND (CUB BAND)** (5 cr. each semester) Cub Band is a feeder band for LA Lutheran's advance bands. Students who wish to learn how to play a band instrument or wish to brush up on instrumental skills prior to enrolling in an advanced band will learn the needed skills in this group. After one semester the student advances into the Intermediate Band. Prereq.=none (6-12)

**INTERMEDIATE BAND** (5 cr. each semester) Students build their techniques in this band after graduating from Beginning Band and before entering Pride Band. Also students who need to "brush up" on

their instrumental skills prior to entering an advanced band may enroll. Generally a student will be in Intermediate Band for 1 or 2 semesters and then move, without audition, into the Pride and/or Jazzman Band. Prereq. = Cub band or audition (6-12)

**JAZZMAN BAND** (5 cr. each semester) This award winning band performs music of the jazz genre. Students need to audition for the band and will perform widely at festivals, concerts, social events, and shows. Music ranges from Latin, rock, swing, and ballads. This is an advanced performance group. Prereq.=Audition, consent of instructor and administration needed for (7-12)

**STRING ENSEMBLE** is a new class for LAL curriculum this year. This group is comprised of Violins, Violas, Cellos and Double Basses. Even though some experienced players are enrolled in this group, beginning students are welcomed if they are willing to dedicate themselves by learning the music and practicing it at home. There are some instruments that are available for use or the student may obtain or rent one privately. See Mr. Bauer for enrollment in class and/or availability of a school instrument.

**GODSTRUCK** ( No School credit) This chapel band plays for LA Lutheran chapels. It is open to anyone who wishes to sing or perform on an instrument during our LA Lutheran chapels. Membership is by audition only. Prereq. = consent of instructor

**JAZZSPACE** (No School credit) This small, advanced jazz octet is designed to perform at a variety of social events. In the tradition of small west-coast jazz groups, it emphasizes improvisational solos of the participants. Prereq. = consent of instructor. (7-12)

**MELODY MAKERS** (No school credit) This show choir emphasizes singing and dancing musical revues in a variety of styles. Students generally come through the Concert Choir into Melody Makers; however, any music student may audition. Performance venues include concerts, festivals, and social events. Prereq. = Consent of instructor. (7-12)

**HONORS MUSIC THEORY (H.)** This class is designed to lead the student to discover the elements of music and learn the practical principles of how music is written. Students learn practical analysis and how to apply the theory of music. Lessons are rooted in the Common Harmonic Practice Period and develop into the modern times. Computer skills are needed to use the music lab. Prereq. = Consent of instructor. (9-12)

**THEATHER TECHNIQUES** (No school credit) The use of theatrical lights, soundboard, staging flats for chapels, dramas, musicals and other “Lion Den” (auditorium) events can be used by theater technicians. Prereq. = Training as provided by the Fine Arts Chair and Tech Manager.

## **PHYSICAL EDUCATION**

**PHYSICAL EDUCATION I** (10 cr. each) Lower division Physical Education emphasis is on developing skills in team sports and physical conditioning. Prereq.=none (9-10)

**PHYSICAL EDUCATION II** (10 cr. each) In upper division Physical Education the emphasis is on developing skills in recreational and lifetime sports, as well as continuing work in physical conditioning. Prereq.=none (11-12)

**HEALTH** (5 cr.) Topics covered include nutrition, disease, fitness, addictive tendencies, community support, etc. This is a state required course for all students. Prereq.=none (10)

**MEDICAL EXCUSE** (0 cr.) Prereq.=Approved excuse submitted by a medical doctor (7-12).

**P.E. Alternative:**

- Credit may be given for participation in athletics at the rate of 3.33 credits per season.
- Participants must notify the Guidance Office in writing in advance of the season and receive approval of their request before receiving any credit.
- Participants must complete a 3-5 page paper on the sport with at least three references (Guidelines to be approved by the P.E. or Guidance Office).
- Participants must attend at least 90% of the practices.
- Participants must complete the season.
- Participants will only receive credit if they complete four years of math and three years of science.
- Participants must complete a first aid course of at least 6 hours.

## **RELIGION**

**NEW TESTAMENT EPISTLES** (5 cr.) A chronological overview of the New Testament and the history of the early church. Prereq.=none (9-10)

**OLD TESTAMENT PROPHETS** (5 cr.) A survey of the Old Testament beginning with Genesis through the minor prophets. Prereq.=none (9-10)

**LUTHERAN DOCTRINE** (5 cr.) A study of Lutheran doctrine through the examination of God's Word and an accompanying notebook of printed material with explanations and questions. Prereq.=none (9-12)

**COMPARATIVE RELIGIONS** (5 cr.) A comparative study of the major religions of the world, major protestant denominations, and current cults and the occult. Prereq.=none (9-12)

**LIFE OF CHRIST** (5 cr.) This course gives a brief survey of the life of Christ, harmonizing statements where necessary. It will also discuss modern treatments of this subject and refutes attacks made on the Biblical account. Prereq.=none (11-12)

**GENESIS** (5 cr.) The study of "beginnings" will examine in particular God's creating act, man's fall into sin, the flood, and God's covenants. Special attention is paid to literal interpretation and the Joseph section. Prereq.=none (11-12)

**CHRISTIAN ETHICS** (5 cr.) Using Scripture, articles, video, activities and discussion, the student will examine the Christ-centered life as it pertains to perceiving the needs of others. There will be an emphasis on listening and counseling skills, as well as learning how to take an ethical stand on the major issues of faith and life. Prereq.=none (12)

**MARRIAGE AND THE FAMILY** (5 cr.) The students will examine the nature of the Christian family from a Biblical viewpoint. Topics will examine teenage dating, social problems, marriage, and parenting. Prereq.=none (12)

## SCIENCE

*\*Students need a grade of 'C' or better each semester to advance to the next science class.*

**EARTH SCIENCE** (10 cr.) An introductory study of the composition of the earth, the chemical make-up of the earth, its weather, and related topics.

**BIOLOGY** (10 cr.) A laboratory science studying in detail the basic principles and concepts of biology, biological chemistry, environmental studies, heredity, human anatomy and physiology. Prereq.=Algebra I or concurrent enrollment (9-12)

**CHEMISTRY** (10 cr.) A laboratory science studying in detail the basic principles and concepts of chemistry, periodic relationships, chemical bonding, structure, dynamics and analysis. Prereq.=completion of Algebra I with a C or better (10-12)

**PHYSICS** (10 cr.) A practical study of physics, including classical mechanics, waves and sound, light, optics, electricity, magnetism, properties of matter, relativity theory, atomic and nuclear physics, and selected other topics. Prereq.=completion of Chemistry with a minimum grade of C, Algebra II or concurrent enrollment (11-12)

**ANATOMY/PHYSIOLOGY** (10 cr.) Course will include physiology and human anatomy with an emphasis in health related fields. Prereq.=completion of Chemistry with a minimum grade of C Algebra II or concurrent enrollment, (11-12)

**ADVANCED PLACEMENT BIOLOGY (H)** (10 cr.) A laboratory class of advanced biological concepts. Students may take the AP test for possible college credit. Prereq.=completion of Chemistry with a minimum grade of C Algebra II or concurrent enrollment, (11-12)

## SOCIAL STUDIES

**WORLD HISTORY** (10 cr.) A study of Western and Eastern civilizations, including art, music, philosophies and cultures. Also covers important social movements. Prereq.=none (9)

**HONORS WORLD HISTORY**(10 cr.) Advanced study of world history with an emphasis in research. Prereq. = consent of instructor (9)

**UNITED STATES HISTORY** (10 cr.) An interpretive study of the U.S. from the colonial era to the present with an emphasis on cultural and political history. Prereq.=none (11)

**HONORS UNITED STATES HISTORY** (10 cr.) An advanced study in U.S. History with emphasis on research skills. Prereq. = Consent of instructor (11)

**GOVERNMENT** (5 cr.) A study of the political theory, U.S. government processes, law and constitutional rights. Prereq.=none (12)

**HONORS GOVERNMENT** (5 cr.) An in-depth study of governmental structures with emphasis on writing and analytical skills. Prereq. = Consent of instructor (12)

**ECONOMICS** (5 cr.) This course, required of seniors, explores basic economic concepts and terms;

reviews major economic systems such as capitalism, socialism, and communism; and studies contemporary issues in American economics. Prereq.=none (12)

**PSYCHOLOGY** (5 cr.) Human behavior of individuals and of groups is studied. Motivation, perception, and theories of learning are parts of the units selected for the study of psychology. Prereq.=none (11-12)

**HONORS PSYCHOLOGY** (5cr.) Advance study of human behavior as described in Psychology with emphasis in writing and analytical skills. Prereq. = Consent of instructor

**SOCIOLOGY** (5 cr.) Introduces the student to concepts in value systems, roles and relationships of people, social change, classes in society, and social mobility. Prereq.= CUENET Regis. (11-12)

## ELECTIVES

**YOUTH, FILM, AND ETHICS** (5 cr.) A study of the media and its impact on social mores, ethical choices, and personal values.

**TEACHERS ASSISTANT (TA)** (1 cr.) Student serves as a teacher aid during a scheduled study hall. Prereq. = Consent of office and instructor.

### UNIVERSITY PREPARATION ( cr.)

This course is developed for seniors planning to attend a four-year college or university. The class assists students in college application and scholarship preparation including writing essays and interviewing skills. The course prepares students for college success by introducing study groups, and advanced placement testing strategies.

## VISUAL ARTS

**DRAWING** (10 cr.) Art history and art appreciation from Paleolithic to present will be covered. The student will have experiences in pencil, charcoal, ink and other media serving as a basis for future art classes. The student may or may not display artistic skills; however, the student must be willing to develop his/her skills to the best of his/her ability. Prereq.=none

**PAINTING** (10 cr.) Using the fundamental principles and skills learned in Drawing, the student will be introduced to acrylic, tempera, and watercolor medias and techniques. Art history and appreciation from Paleolithic era to the present will be reviewed and reinforced. Prereq.=Drawing (10-12)

**3-D ART** (10 cr.) A study of 3-dimensional art and it's history. Students will work in ceramics forming artwork by hand and by wheel. Additive and subtractive experiences will be provided in paper, cardboard, plaster, wire and other media. Students should know the fundamental principles and skills of art. Prereq.=Drawing or Painting preferred (10-12)



## Honors Level Courses

Cal State, University of California and other private college and university systems, encourage students to take demanding academic courses in all subjects. It is important to read the admissions information for the individual college/university of your student's choice to see how the college/university accepts honors and AP courses. **Honors classes dropped after the third week, will be shown on the student's transcript with the mark of "W."**

Students may also elect to take the Advanced Placement subject area tests such as AP Biology or Calculus.

1. Honors classes at LA Lutheran follow these guidelines:
2. Students who meet the prerequisites and elect to take an honors level course will be enrolled in the regular course and satisfy the extended content of honors curriculum requirements in addition to the regular course requirements.
3. Students enrolled in the honors program will meet in special seminars with the honors teacher at appointed times each week.
4. Prerequisites: A student must maintain a minimum GPA of 2.5 in the previous academic year. Students must have maintained a minimum GPA of 3.0 in the subject area in previous courses or have the recommendation of an instructor in that department. A student will not receive honors credit for any grade below a "C".
5. A minimum of 5 students is necessary to offer an honors course.

**Distance Learning Courses** are offered through CUENET, Concordia University Education Network, via the distance-learning lab. Courses vary from year to year based on availability through the university. Classes are actual college courses taught by university professors. Grades and college credits are given by Concordia University; therefore, they do not fall under the jurisdiction of LA Lutheran. Students may elect to receive 10 credits for the semester with **no Honors** points or 5 credits and Honors points.

## Honor Roll

Any student who satisfies the following requirements will automatically be placed on the Honor Roll for the semester during which the grades were earned:

1. 3.00 minimum current GPA based on semester grades
2. No marks of D or F for the semester grade

Those students with a GPA of 3.0 to 3.49 will receive honors. Those with 3.5-3.99 will receive high honors. Those 4.0 and above will receive highest honors.

## California Scholarship Federation (CSF)

CSF is a state-wide organization with standards met by the state governing board. Membership is neither mandatory nor automatic but only students earning the appropriate amount of points (as designated by the state board) will become members. Students must apply in person by completing and returning the appropriate form during the first three weeks of each semester. Students who maintain membership for four semesters during grades 10-12 (one semester of which must be in the senior year) become Seal Bearers, receive special recognition on their diplomas, and become eligible for scholarships. Ninth graders are encouraged to apply as associate members of CSF the second semester after completing a full semester of high school course work.

## National Honor Society

NHS is a nation-wide organization sponsored by the National Association of Secondary School Principals. Students are invited to apply for lifetime membership in their sophomore, junior or senior year if they have attained a cumulative GPA of at least 3.0. Freshmen are invited on a provisional basis the second semester. The faculty of the school elects members on the basis of the student's performance in the following four areas: *Scholarship, Character, Leadership, and Service*. To maintain his/her membership, the student must demonstrate high standards in all of these areas.

## Valedictorian/Salutatorian

The Senior(s) who has attained the highest cumulative grade point average (GPA) by the end of the 7th semester will receive the honor of Valedictorian at graduation. If the Senior(s) who has attained the second highest cumulative GPA by the end of the 7th semester has at least a 3.75 cumulative GPA, he/she will receive the honor of Salutatorian. To be eligible for both the valedictorian and salutatorian awards, a student must have completed three semesters at L.A. Lutheran by the end of the first semester of his/her senior year and have completed a total of eight High School Semesters.

## Grading System

Student work will be evaluated in all courses according to the following system:

90% - 100%	A	Superior work	(4 grade pts.)
80% - 89%	B	Above Average	(3 grade pts.)
70% - 79%	C	Average	(2 grade pts.)
60% - 69%	D	Below Average	(1 grade pts.)
Below 60%	F	Unsatisfactory	(0 grade pts.)
	I	*Incomplete	(Incomplete work not completed will result in an F)

A 5 point grading scale will be used for honors and advanced placement courses where a grade of C or above is earned. See section under Honors Level Courses.

\*All incomplete work must be completed within two weeks of posting of the report cards unless other arrangements have been made with the administrator.

## Academic Guidance Program

A student is placed on the Academic Guidance Program (AGP) when his/her current GPA is 2.00 or below or when there is a significant drop in current GPA. Students have two (2) terms to show the required improvement specified on the individual terms of probation. Those who do not satisfy the minimum or specified requirements as noted on the terms of their AGP agreement may be asked to discontinue enrollment at LA Lutheran and must then transfer to another school.

As with all disciplinary matters, the LA Lutheran staff views AGP as a chance to counsel with the student and to help him/her improve academically. To monitor a student's progress, each student must complete a weekly progress report (signed by a parent/guardian) and turn it in to the office on the designated day. Support from the home is requested and expected. Students on AGP must attend tutoring and will be assigned to a study skills course that will meet Wednesday mornings 7:00 – 7:45 A.m. in room 4. The student will also be assigned to a specific B Period. Seniors on AGP or have a "D" or "F" in any class will lose their senior square privileges for that term. Seniors who have not fulfilled academic requirements for graduation will not be allowed to participate in commencement exercises.

# Textbook Policies

Textbooks will be purchased by the student. The following rotation will be used for new textbooks:

2009-2010	Science, Art, Music
2010-2011	Foreign Language, Religion, Physical Education, Business
2011-2012	English, Publication
2012- 2013	Social Studies
2013- 2014	Math



## STUDENT LIFE

### Attendance Policies

#### ABSENCES

*If a student is absent from school, the school is to be notified.*

1. On the day of absence, a parent/guardian must call the school office to inform the administrative assistant of the student's absence.
2. **Before classes begin**, on the day of return, the student must turn in to the office a note from the parent/guardian.
3. The note shall contain the following information:
  - Student's name
  - Day(s) and date(s) of absence
  - Reason for absence
  - Signature of parent or guardian
4. Excused Absences are:
  - Illness
  - Bereavement
  - Legal Obligation
  - Medical or dental appointments

*\* Notes with no reason stated or a reason other than those listed above, will be considered unexcused.*

Parents choosing to hold students out of school for any reason other than the above are advised that their students will not receive credit for any work missed on those days, unless the school is notified one week in advance of the absence. If a one -week notice is given, all make-up work must be arranged with teachers prior to the days of absence. This policy will be strictly enforced.

**Note: Students not attending four (4) or more classes or their equivalent in a school day will not be allowed to participate in or attend any extra-curricular activities (such as drama or athletic practices or events) for that day.** If absent on a Friday, a student may attend, but not participate in a Saturday activity unless prior approval is granted by the administration.

## **TRUANCY**

Absence from school without parental consent may result in a suspension. NOTE: Unexcused absence from any class or chapel service is considered truancy with the possibility of a suspension.

## **TARDIES**

If arriving late to his/her first period, students must go directly to class unless they have an excused tardy note that can be taken to the school office.

1. Students will receive one (1) detention for every three (3) tardies. On the third detention the student will serve a detention on a designated Saturday of the month.
2. If a student receives 9 tardies in any one semester, a mandatory parent meeting will occur. The meeting will be to discuss the following two options:
  - The parent attending class with the student for the day.
  - Zero-tolerance policy regarding tardies. A student on zero-tolerance will not be admitted to any class to which he/she is tardy. A student will remain on zero-tolerance for one month. If during that time, he/she does not receive a tardy, he/she will be taken off zero-tolerance.
3. If tardies continue to be a problem, a contract will be instituted. See discipline section regarding contracts.
4. Tardies will be excused for the following reasons:
  - Illness
  - Bereavement
  - Legal Obligation
  - Medical or dental appointments
  - Three tardies may be excused because of traffic issues.

*All other tardies, even those with a parent/guardian note, will be considered unexcused.*

## **PROLONGED ABSENCE**

Students missing the equivalent of ten (10) times in any one particular class, during one semester, may lose credit for that semester's class at the discretion of the teacher and administrator. Block days are considered two classes and count as two absences. Missing half of a class counts as an absence.

**NOTE:** Absence from four (4) or more periods constitutes one day. Three (3) or less constitutes 1/2 day.

Students missing four (4) days in a row for illness must present a doctor's care paper to return to school.

## **LEAVING CAMPUS DURING SCHOOL HOURS**

School hours are 7:00 a.m. through 2:35 p.m. Jazzman band students start at 7:00 a.m. High school and middle school begins at 8:00 a.m. Students must have a release form from the school office to leave the campus. This can be obtained only upon receipt of a parental permission note or phone call. Failure to do so is considered truancy.

**VISITORS** Because we maintain a closed campus, students are not allowed to have visitors. Those wishing to visit during school hours to view the school need to contact the school office. Only prospective students are generally allowed to visit. Alumni friends must get a visitor's pass from the office.

## WORK DISMISSAL FOR SENIORS

Seniors who desire a work-related dismissal are required to submit a request from their employer to the administration. The administration will consider each request on an individual basis. Students granted such dismissals are expected to leave campus promptly after their last class. Failure to do so will result in a loss of this privilege. LA Lutheran will not allow credit for work experience. The student is responsible for meeting all graduation requirements.

## CLOSED CAMPUS

LA Lutheran runs a closed campus. Entrance to and exit from the campus is controlled. This policy assures parents that their child's whereabouts are known, safety is assured, and the school takes its "parenting" responsibility seriously. The following rules apply:

- Students may not leave campus from the time they arrive until school is dismissed for the day without securing a release form from the office.
- Students who leave campus at the end of the day are not allowed to return to campus.
- If a student must be on campus past 3:05 p.m. on a daily basis and is not in a supervised activity, he/she must attend after school study.
- The campus is open at 7 a.m.; however, direct supervision of students does not occur until 7:50 a.m. with the exception of Jazzman Band members.
- After school study ends at 5 p.m. Students should arrange for rides by that time.
- Violation of the closed campus rule will be handled as truancy.

## AFTER SCHOOL STUDY HALL

Students on campus after 3:05 p.m. and who are not in an organized school sponsored activity must report to study hall. Latecomers will be assessed a \$2.00 fine. Students must be **signed out by a parent/guardian**. Students not following after school guidelines may lose this privilege and parents will have to arrange for their child to be picked up at the end of school. Students on campus after 5:30 p.m. will be assessed a supervision charge of *\$1.00 per minute*.

## CANINE DETECTION

In order to assure a safe drug-free environment in which our students can learn, LA Lutheran contracts with Interquest for the use of detection canines. The canines and their handlers search the school on random days for weapons, drugs, or alcohol. They will search classrooms, lockers, and cars parked on or near our grounds. A positive identification for any of the listed substances will result in a request for expulsion.



## EXTRA-CURRICULAR ACTIVITIES

To provide for a well-rounded education, several different extra-curricular activities are provided for our students. From sports to drama, music to cheerleading, each student has a wide variety of options available to him or her. Participation in these activities is a privilege and an honor; therefore, it is dependent upon academic achievement and responsible conduct.

## **ATHLETICS**

The following guidelines apply to all athletic extra-curricular activities:

### ***High School:***

1. A student will be eligible only if he/she has no more than one "F"
2. All students in grades 9-12 must **maintain a GPA at or above 2.00** in the previous grading period. There is an athletic probation option that may be used one term during one's high school years. Information can be obtained from the athletic director.
3. The cost of uniforms and equipment will be covered by the school only if the items are issued by the school. All such items must be returned to the school at the conclusion of the activity or season in appropriate condition or a fine will be incurred to cover the replacement cost.
4. All extra-curricular teams must have a coach present at all their activities and school approval for each specified event.

## **FINE ARTS**

The following guidelines apply to all non-athletic extra-curricular activities:

1. A student will be eligible for non-athletic extra-curricular activities only if he/she is passing all classes taken in a term's grading period.
2. All extra-curricular teams must have an advisor present at all their activities and school approval for each specified event.

## **OTHER ACTIVITIES**

Advisors or sponsors must be present and school approval received for other activities.

## **HARASSMENT**

Students should be free from harassment, bullying, and other forms of intimidation. Forms of harassment include but are not limited to the following: oral harassment such as derogatory comments, jokes or slurs; physical harassment such as unnecessary, unwelcome or offensive touching, or impeding or blocking movement; visual harassment such as derogatory or offensive posters, cards, cartoons, graffiti, drawings, or gestures; unwelcome advances, requests, or demands for favors; and other oral or physical misconduct. Harassment that occurs between students at home, over the telephone or over the Internet, will be dealt with as a school incident.

Any pupil desiring to make a complaint of harassment should immediately report it to the principal or designee. However, there is absolutely no requirement that the pupil must make a complaint to the alleged harasser. If the principal or designee is the alleged harasser, the pupil should make the complaint to the Executive Director. A pupil making a complaint of harassment shall not suffer any reprisal for doing so. The school will promptly and thoroughly investigate all complaints of harassment. The school also will take immediate and appropriate action to resolve such complaints. A report of the results of the investigation will be made to the complainant, the alleged harasser, and the supervisor of the alleged harasser.

## **SEXUAL HARASSMENT**

LA Lutheran recognizes that harassment on the basis of sex is unlawful. Employees and pupils will not engage in conduct constituting sexual harassment. School Board Policy prohibits any act of sexual harassment as defined by this Board Policy where such act is related to any school activity or school

attendance as allowed by law. The school will not condone or tolerate sexual harassment. The school will take appropriate disciplinary action against all employees or pupils found to have engaged in sexual harassment.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. It includes but is not limited to circumstances in which: submission to such conduct is made a term or condition of a pupil's academic status or submission to or rejection of such conduct is used as the basis for any academic decision affecting such a pupil or such conduct has the purpose or effect of unreasonably interfering with a pupil's academic performance or creating an intimidating, hostile, or offensive educational environment.

A detailed copy of the Board Policy on "Pupil Sexual Harassment and Pupil Complaint Procedure" is available in the office.

## **STUDENT PREGNANCY**

At LA Lutheran we believe in the sanctity of life. This includes the need to nurture a deep reverence and gratitude for God's gracious gift of human life. When the administration becomes aware of a student pregnancy, a consultation program will immediately be designed by the school to involve the student(s), parents, and selected resources such as the student's pastor and other counselors.

Arrangements for the student's continued enrollment at LA Lutheran will be based on the circumstances and response of those involved in each case. Repentance, forgiveness, and restoration are important to the individual as well as the school community; therefore, each case will be evaluated on an individual basis.

## **PUBLIC DISPLAY OF AFFECTION**

Physical contact between couples on campus is limited to holding hands.

## **STUDENT MARRIAGE**

LA Lutheran operates as a school for preteens and teenagers, and as such, holds the opinion that its social setting is not designed to include married students in daily attendance. This opinion also applies to non-married (live-in) student situations. Because individual cases vary greatly, all situations involving student marriage/live-in will be dealt with individually. The school administration will rule on all cases.

## **LUNCH**



LA Lutheran does not have a hot lunch program. Students should bring a nutritious and filling sack lunch to eat on campus. As LAL is a closed campus, students will not be permitted to leave campus to eat or purchase a lunch. Deliveries except by parents are not allowed. There are vending machines for the convenience of students. LAL is not responsible for losses incurred as a result of using these machines. A hot lunch item from local businesses is usually available for purchase. (Students must have change, the office and student sponsored groups will not give change)

## CELL PHONES/ELECTRONIC DEVICES

**LA Lutheran is not responsible for any stolen or damaged electronic device. Such items should be locked away in the student's locker during the school day.**



**Cell phones** are only to be used before or after school. Cell phones visible from 8:05 a.m. until the end of school will be confiscated. (This includes ear phones, speakers etc.)

1<sup>st</sup> offense: phone will be returned to the parent/guardian.

2<sup>nd</sup> offense: phone will be returned to the parent/guardian. The student loses his/her cell phone privilege on campus. If student brings cell phone to school and is confiscated again, it will not be returned until the **end of the academic year.**



**Electronic devices** such as pagers, CD players, cameras, electronic games, MP3 players, iPods, are allowed only before or after school or by a teacher's discretion. If these items or ear phones, speakers etc are visible after 8:05 a.m. they will be confiscated. They will not be returned until the end of the academic year.

## TELEPHONE

Parents having **urgent** messages for students may call the school office and leave the message with the receptionist. Such messages will be delivered as soon as possible. We will not call students out of class unless there is an emergency.

## LOST AND FOUND

Lost articles may be retrieved in the Lost and Found closet. Maintained by the Student Council, a 25- cent fee will be charged for each returned item. All monies will be used to fund Student Council projects. At various announced times throughout the year accumulated items will go to the Thrift Shop.

Backpacks should not be left in the hallways, under the benches or on Senior Square. These backpacks will be taken to the office and a **\$1.00 fee** will be assessed for returning the backpack.

## LOCKERS AND LOCKS

Lockers will be furnished to all students. Lockers are the property of the school and may be checked by appropriate school authorities without the student's permission. Lockers may be personalized on the inside but stickers and permanent markings may not be used. All decorations should show good Christian taste. Locks will be issued to students once in their LA Lutheran career. Additional locks can be purchased in the office. Only locks issued by the school may be used on lockers. Students are responsible for their lockers. If the locker assigned to a student is damaged, a damage assessment will be made.



## STUDENT DRIVERS



Driving a car to school is a privilege and a responsibility granted by both the home and the school. In a cosmopolitan area such as ours, driving is often necessary. However, cars can also be misused. Therefore, LA Lutheran has established the following guidelines for student drivers:

1. Maximum speed is **10 mph** on campus.
2. **All cars parked on campus must be registered with the school.**
3. Student cars may be parked only in designated student areas.
4. **Students are not allowed access to vehicles during the school day without faculty supervision.**
5. Music played should not be heard outside the vehicle.

**Infringement of these rules may result in loss of campus driving privileges.**

## Spiritual Growth Opportunities

### PRAYER GROUPS

Prayer groups provide safe settings for students to grow both in their faith and understanding of God's miraculous power through the power of prayer. Students meet weekly, exchange prayer requests, and pray for each other. LA Lutheran currently sponsors three prayer groups: coed junior high group, women's senior high group, and men's prayer group. All are welcome to attend.

### CHAPEL WORSHIP TEAM

Chapel Worship Team is an opportunity for students to become involved in leading and developing chapel services. Students can lead worship, participate in chapel drama productions, and/or prepare chapel artwork.

### CHAPEL

Because of the importance of chapel services for the spiritual development of all, certain guidelines are to be followed. Students are to move directly from their fourth period class to their assigned seating area in the chapel with their teacher. Books and materials are to be left in the classroom. As you enter, please **BE QUIET! Use the pre-chapel time as worship preparation time, not as chatting time.** Please have respect for the Lord's presence in our chapel. Offerings are collected for various mission projects.

Chapel absences and tardies will be dealt with in the same manner as classroom absences and tardies. At the completion of chapel, students are asked to leave quietly.



# Uniform Dress Code

LA Lutheran strives to create an environment that is conducive to academic excellence, spiritual growth, responsible citizenship, and the development of life skills, as well as promoting **unity** within our school community. With this in mind, we have developed a uniform dress. We recognize that the students' individual appearance is the responsibility of the students and their parents. All students are expected to dress in accordance with acceptable standards of health, safety, cleanliness, and style. Therefore, student dress and personal appearance are areas in which parental responsibility and cooperation are essential.

ALL clothing must be clean, in good condition, without holes, frays, tears, writing, etc.

1. **Shirts** must be a *traditional* polo shirt (solid white, Columbia blue or navy blue), with 1-4 buttons, a collar, and sleeves and made of cotton or cotton-polyester blend (no Lycra or spandex). Bottom button of polo must be buttoned.
2. All **pants/shorts/skirts/skorts** must be Docker-style (khaki dark or light or navy blue), and should not have patches, decals, writing, rips, frays etc. **No jeans, or cargo pants/shorts/skirts/skorts**

All clothing must fit in such a manner that no cleavage, midriffs, or undergarments (including undershirts) are visible at any time. Clothing must be of an appropriate fit/size; not too short, big, tight, revealing or **baggy** Therefore:

- **Shirts** must extend past the belt or waistband of pants/skirts/skorts/shorts **or** be tucked in at all times (including when stooping, bending, reaching, sitting, etc.). **Shirts are not to be over-sized in width and or length**
  - **Pants** must be worn up around the waist with a belt. (Belts must have no writing or improper images on buckle or belt itself. **Baggy pants will not be acceptable attire.**)
3. **Shorts and skirts /skorts** (solid navy blue, or khaki dark or light) must be at least to the middle fingernail when standing. If the **skirt** has a slit, the top of the slit must also be to the middle fingernail when standing.
  4. **Sweatshirts/sweaters** (Solid white, Columbia blue, or navy blue) may be worn over polo shirts or school t-shirts.
  5. **Juniors and seniors are allowed to wear college T-shirts/sweat shirts on Thursday and Friday only.** ( The name of the college or university **must** appear on the T-shirt/sweatshirt)
  6. **T-shirts / tank tops** may be worn under a traditional polo shirt, provided the T-shirt/tank top is not visible below the bottom of the polo shirt or **does not extend** past the sleeves of the polo. T-shirt/tank top must be of a solid color, and must not be visible through polo.
  7. **Outer jackets/coats** (Solid white, Columbia blue, or navy blue.) May not represent athletic teams, or have logos, designs etc. Jackets are not allowed to be worn inside out. **Hoods are not to be worn inside building (hallways and classrooms)**
  8. **LA Lutheran clothing**, such as band or sports T-shirts, may be worn on Thursday and Fridays.
  9. **Hair** must be well groomed and clean. Hair should be worn so that it does not cover the eyes.( bangs must not extend over eye brows) \*
  10. **MALES** hair must be trimmed to the top of the collar of polo shirt \*
    - No ponytails are allowed
    - No shaved images or designs
    - No extreme styles, cuts, or coloring. (Mohawks, large spiking etc.)

- Facial hair should be clean-shaven. Underclassmen may wear well groomed mustache.
  - **Seniors** may wear a beard or mustache if is neat and well trimmed.
  - Students needing to shave at school will be charged \$1.00 for a disposable razor.
- \*Hair out of dress code must be corrected by the next day of classes or student will not be allowed to attend classes.**

11. **Shoes** must have a heel support, back strap, and soles. (State educational code)

12. Miscellaneous fashion items.

- No **visible** tattoos, chains, or body piercing (exception of earrings)
- Boys may wear a single stud earring.( hoops, spikes and other types of earrings are not acceptable)
- No offensive **accessories ( wrist bands, chains, necklaces with inappropriate images or symbols)**
- No sunglasses in building (hallways and classrooms)
- Hats of any kind are not to be worn inside the building. Only LA LUTHERAN issued hats may be worn when outside.
- Dress attire for students participating in extracurricular activities such as dances and athletic/ music practices will be determined by the sponsors and must be approved by the Dean of Students. The dress standard requests for these activities must be in written form.
- Game and performance day dress attire during school hours must be presented in written form and approved by the Dean of Students.

### **Uniform Dress Discipline**

**Parent/guardian will be notified by the student by phone and a change of clothing must be brought to school for the student before the student will be allowed to return to class.** Inappropriate clothing may not be worn in school, even if covered up with something else.

### **Failure to follow the Uniform dress will result in the following:**

- 1<sup>st</sup> offense - Warning and change of clothing
- 2<sup>nd</sup> offense - Detention and change of clothing
- 3<sup>rd</sup> offense - Detention, change of clothing and mandatory parent meeting
- 4<sup>th</sup> offense - Change of clothing and Saturday detention
- 5<sup>th</sup> offense - Suspension, mandatory parent meeting, and implementation of a contract  
(Please refer to discipline section regarding contracts)

## **Discipline Policies and Procedures**

Within the realm of Christian life there must be structure. St. Paul wrote to the Galatians, reminding them "not to use their freedom to indulge the sinful nature, but to serve one another in love," (Galatians 5:13). So too, our lives as God's people revolve around Jesus Christ and following His example of love. Therefore, the rules that govern our activities at LA Lutheran are designed to help curb our desire to sin and enable us to walk closer to God and each other.

### **OBJECTIVE:**

Structure our lives and those of our students in a pattern established in God's Word. This reveals itself in

three ways:

1. Establishing attitudes, words, and actions that give glory to God.
2. Displaying Christ-like love toward one another.
3. Fostering responsibility for one's own behavior.

The acceptance and execution of all disciplinary policies are the responsibility of every student, parent/guardian, administrator, staff and faculty member.

## **IDENTIFICATION OF TERMS**

### **Detention**

One (1) hour of supervised work or confinement on Wednesdays at 7:00 a.m. (am detention) or after school (pm detention) or on a Saturday morning, superseding **ALL** other school activities. Unexcused absence from detention results in a one (1) day suspension or a double detention (aka am & pm detention) as determined by the administration. The white detention paper must be signed by a parent/guardian and returned to the detention supervisor before a student serves detention. Failure to comply will result in a double detention the following week. **Conflicts with detention must be resolved with the supervisor two days prior to the detention date** or a double detention will be given. The detention supervisor will reschedule the detention that is in conflict.

**Saturday detentions:** A **\$20.00 fee** will be assessed the student for the **1<sup>st</sup> Saturday detention**. A **\$40.00** fee will be assessed the student for the **2<sup>nd</sup> Saturday detention**. A **third Saturday detention may result in expulsion**.

### **Suspension**

The removal from classes and **ALL** school activities for a designated period of time, with readmission contingent upon a conference with a parent or guardian. Continued misbehavior may lead to a recommendation for expulsion. Credit for homework for students receiving Out-of-School Suspension is at the discretion of each teacher.

### **Discipline Contract**

Good behavior is expected of students attending LA Lutheran. Unfortunately, if a student is unable to demonstrate appropriate self-control he/she may need to be placed on a contract. A discipline contract outlines expected behavior for a student who has consistently shown he/she is unable to take responsibility for his/her actions. A contract will stipulate the expected behaviors of a student. The contract may be a requirement for re-enrollment and will last for at least the period of one semester. Failure to meet the expectations specified in the contract may result in expulsion.

## **DETENTION IMPLEMENTATION**

When a student is misbehaving, a teacher may elect to give the student a detention.

### **Procedure**

1. The offense is named by the teacher.
2. The teacher takes the student's name.
3. A detention form is completed by the teacher and sent to the office.
4. The teacher contacts the parent/guardian to notify the parent/guardian of the detention.
5. The first and second detentions will be served on the established detention day after school. A third detention will be served as a work day on Saturday morning, 9:00 a.m. - noon. A **\$20 supervisory fee**

will be assessed for the 1<sup>st</sup> Saturday detention. A fourth detention will result in an administrative conference. Any further Saturday detentions will carry a **\$40.00 fee** paid to the person in charge of the Saturday detention.

## **EXAMPLES OF UNACCEPTABLE BEHAVIOR AND THE CONSEQUENCES**

<b>Unacceptable Behavior</b>	<b>Minimum Consequence</b>	<b>Maximum Consequence</b>
A. Use, possession, or sale of tobacco.	Suspension	Expulsion and referral to legal authority.
B. Under the influence or use of alcohol or drugs.	5 Day Suspension	Expulsion
C. Sale or possession of alcohol, drugs, drug paraphernalia or weapons, including guns, knives, etc.	Expulsion and referral to legal authority.	
D. Destruction or defacement of property belonging to the school or others.	Detention	Expulsion
E. Excessive display of affection.	Warning	Suspension
E. Offensive language.	Warning	Suspension
G. Disrespect or insubordination to faculty, staff or administration.	Detention	Expulsion or referral to legal authority.
H. Use of radios or tape/CD players.	Confiscation: Released only to parent or guardian.	Suspension
I. Eating, or drinking, outside of supervised designated area.	Detention	Suspension
J. Fighting.	Suspension	Expulsion
K. Theft.	Suspension	Expulsion
L. Driving at excessive speed at any time; parking in non-designated areas during school day.	Loss of campus driving privileges.	Permanent loss of driving privileges.
M. Violation of the dress code.	Detention	Suspension
N. Cheating.	Refer to Cheating Policy	
P. Violation/vandalism of faculty/staff personal property.	Suspension	Expulsion.
Q. Gum chewing.	Teacher assigned classroom cleaning.	Suspension
R. Harassment (physical, verbal, sexual) of other students.	Suspension	Expulsion.
S. Violation of school Network/Internet Acceptable Use Policy	Loss of privilege for 30 days minimum	Expulsion
T. Use of LA Lutheran name in MySpace or similar sites or derogatory or degrading comments about teachers or staff	Suspension	Expulsion

## SENIOR SQUARE

*Senior Square is a privilege not a right. There are guidelines that must be followed or seniors will lose this privilege for a period of time determined by the administration.*

1. When seniors are at Senior Square, they must remain at the square until the bell rings for the end of the period. Students are not to stand, sit or lay down on the grass area. If a senior needs to go to the restroom or to their lockers, they must get permission from the office. Seniors are not allowed to go to their cars during this time. Seniors are not allowed to wander the hallways during class time.
2. Seniors are not to lie down on benches during this time. Card playing is not allowed.
3. If study hall falls during second lunch, seniors are not allowed to use the vending machines.
4. Seniors must report to study hall first before going to the square. Study hall teacher will dismiss students to the square.
5. Seniors are not allowed to use the square during their class time.
6. Seniors with a grade of 'D' or 'F' or on academic probation will lose their pass for the entirety of the grading period. A 'D' or 'F' will result in the forfeiture of the pass for the next term.
7. Disrespect to any school personnel or failure to follow directive from any school personnel will result in losing the pass for two weeks.
8. If your study hall is 8<sup>th</sup> period, you are not allowed to leave school early. Special situations must be cleared through the office.
9. Passes must be shown to your teacher before you are allowed to leave class. No pass; no senior square.
10. Seniors are not allowed to order food for delivery by a business or friends without prior approval from the office.
11. Only seniors are allowed to be on the square during the school day.
12. Care and maintenance of the square is the responsibility of the senior class. Trash, food, etc left at senior square may result in the square being closed for a determined period of time.
13. Seniors are advised not to leave backpacks, purses, computer, wallets, or other valuables on the square unattended. Seniors, who leave valuables unattended, do so at their own risk.

## EARTHQUAKE PREPAREDNESS

For your student's safety and comfort following a major earthquake, an earthquake preparedness kit is **REQUIRED** using the following guidelines.

**TWO** or more of any of the following:

- Canned tuna (packed in water, not oil)
- Canned chicken or other canned meat
- Vienna sausages
- Meat spread
- Small package of processed cheese (such as Velveeta)

**TWO** or more of any of the following:

- Small can of **UNSALTED** nuts
- Graham crackers
- Granola bars
- Other **UNSALTED** crackers
- Canned pudding

**THREE** or more small CANS of juice.

Plastic ware if needed.

Solar or space blanket (available in most sports stores).

Any medication that your child would need over a 36 hour period of time.

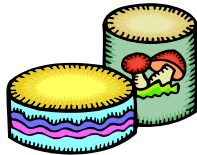
A 3x5 card with your student's name, address, and phone number. Also include those persons to whom your student may be released.

**ALL OF THE ABOVE IS TO BE PUT INTO A SINGLE ONE GALLON ZIP LOCK BAG.**

Due to the lack of space, please do not send more than one bag.

Avoid the following items:

- Any foods needing to be heated.
- Any foods needing water added to them.
- Salty foods.
- Any foods in jars.
- Foods your child won't eat.



## Fight Song

Oh, we will fight for the blue and white team,  
Oh, we will fight for Lutheran High.  
May her colors, ne'er be faded,  
May her glory never die. Rah, Rah, Rah.

Loyal to our dear school team,  
Raise her banner to the sky.  
Oh, we will strive to win her fame,  
In honor of her name. Hurrah for LUTHERAN HIGH.

## Alma Mater

O Luth'ran High, we sing thy name, our own high school,  
Thy faith be evermore thy fame, and love be thy rule.  
Full grounded on the Savior's love, upholding truths eternal.  
Strong may thy counsels in our lives direct our ways.  
Beneath thy banner blue and white, in hallowed halls,  
Oh campus fair and field so bright, we strive one and all.  
Now may thy Godly lessons taught, and friendships true and loyal,  
Fore'er enshrined within our hearts, O Luth'ran High.

