



SHORELAND
LUTHERAN HIGH SCHOOL

2017-2018
Shoreland Lutheran High School
Student Handbook

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The contents of this handbook will serve as a valuable resource and guide for the year ahead.

Policies, programs, and procedures are described to assist you in having a successful school year. All content is presented in the spirit that it will help us fully develop and use our God-given talents so that we may better serve our Savior. May our Lord bless us in that effort.

FROM THE PRINCIPAL

Dear Parent(s) and Guardian(s),

Thank you for choosing Shoreland Lutheran High School. As we strive to be the premiere faith-based school located between Milwaukee and Chicago, we will serve all by reflecting the love of Jesus.

As we spend time together in God's Word this year, we'll center our thoughts on a theme of **In Christ Alone**. The theme is based on Ephesians 2:8-10 where God tells us, "For it is by grace you have been saved, through faith—and this is not from yourselves, it is the gift of God—not by works, so that no one can boast. For we are God's handiwork, created in Christ Jesus to do good works, which God prepared in advance for us to do." The theme will bring focus to the incredible gift of salvation that God has given to each of us through Jesus Christ. Throughout the year, God will provide the Shoreland family with many opportunities to reflect on and respond to this amazing fact.

For now, please take the time to review this Student Handbook. The handbook explains the policies and procedures of this Christian school. If you have additional policy and procedure questions, you may contact the school office.

As we partner with your family through Christian education this school year, we ask God's blessing upon our work to educate, equip, and encourage your child for a life of Christian service!

Blessings always,

Mr. Michael L Koestler
Principal

For more information about SLHS contact:

Mr. Michael Koestler, Principal
SHORELAND LUTHERAN HIGH SCHOOL
9026 12th Street - P.O. Box 295
Somers, Wisconsin 53171
262-859-2595, ext. 204
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OUR PURPOSE

Shoreland Lutheran High School Mission Statement:

Compelled by the love of Christ, Shoreland Lutheran High School exists to EDUCATE, EQUIP, and ENCOURAGE students for lives of Christian service.

Shoreland Lutheran High School assists our federation congregations and families by challenging our students to:

- ❖ **Become life-long students of God's Word so that the Holy Spirit can strengthen their faith, knowledge and devotion.**
- ❖ **Recognize the relationship between the things of this world and the grace of God in every area of the curriculum.**
- ❖ **Strive for excellence in every aspect of their lives as a way to thank God for his grace.**
- ❖ **Recognize their unique identity as God's children, priests, stewards, and witnesses in an increasingly non-Christian world.**
- ❖ **Recognize their particular calling, vocation or career as a blessed way in which they are privileged to serve God and their neighbor.**
- ❖ **Recognize the Christian family and congregation as special places for excelling in spiritual activity, Godly commitment, and loving service.**



OUR PARTNERSHIP

The Christian home, the parish church and school, and the high school unite to nurture each student through the Word. While God has given the primary responsibility for Christian training to the parents, the pastors and teachers willingly assist in this important work. Unity of purpose, trust, cooperation, and open communication are some of the elements that are essential in guiding the students' spiritual, emotional, and academic development. We seek to maintain a supportive exchange of information with parents and parish workers, as it is appropriate in ministering to the needs of each student that God has placed into our care.



Shoreland Lutheran High School Statement of Beliefs

Thank you for enrolling your son/daughter at Shoreland Lutheran High School! We could not be more pleased and privileged to serve your family. We are passionate about our mission and thrilled to share the joy of Jesus with our students.

SLHS's mission is very spiritual in nature. In addition to offering our high school education, we want every one of our students to learn more about God's Word and Jesus Christ. At SLHS, spiritual matters are more than a class or a daily devotion. Lessons from God's Word are an integral part of everything we teach and do.

To that end, we realize that you might not be familiar with who we are or the spiritual nature of what we will teach your son/daughter. Therefore, please read the following basic outline of what we believe and teach. It is important to us that you have a clear understanding of how we will minister to your son/daughter with the truths of God's Word.

We believe...

The Bible is the true word of God. It clearly teaches all we need to know in order to obtain our eternal life.

(2 Peter 1:21, I Corinthians 2:13, 2 Timothy 3:16, John 10:35, Luke 11:28, John 5:39)

There is only one true God. In the Bible God reveals himself as three persons—Father, Son, and Holy Spirit. This is why he is called “Triune.” These three persons in one God are all God. They are equal in power, glory, and in every quality. To deny or ignore one person is to deny all of them. It is God who created, redeemed, and sanctified us.

(Deuteronomy 6:4, Matthew 28:19, John 5:23, Genesis 1:1, I John 2:2, Romans 15:13)

At the beginning of time God created heaven and earth and all creatures. He did this in six days—he spoke his almighty word to create all things. He made everything out of nothing. Man and woman are God's special creation,

(Genesis 1:1, Genesis 1:31, Exodus 20:11, Psalm 33: 6 & 9, Psalm 124:8, Mark 10:6, Hebrews 11:3)

The first man and woman, Adam and Eve, lost the image of God when they gave in to the temptation of Satan and disobeyed God's command. This brought on them the judgment of God. Since that time all people are conceived and born in sin, desire to do what is evil, and are dead spiritually. Therefore, we are unable to reconcile ourselves to God by our own efforts and deeds.

(Genesis 2:17, Psalm 51:5, Ephesians 2:1, John 3:6, Psalm 5:4, Romans 5:12, I John 3:4, Romans 8: 7 & 8)

The message of the gospel is the good news that a loving God sent Jesus Christ to take away the sins of all people. The gospel freely offers to all sinners the righteousness that is found in Jesus. God offers and gives eternal life and salvation to all those who believe in the gospel promises.

(John 1:17, Romans 1:16, John 3:16, Colossians 2:13, Luke 2: 10 & 11, Ezekiel 33:11)

Jesus Christ is the Savior of everyone. He is the eternal Son of God, equal to the Father and the Holy Spirit. He is also the son of the virgin Mary. He became man to redeem all people. Taking our place, he lived a perfect life keeping the law of God for us. He also died as our innocent substitute on the cross to pay the price sufficient for everyone's salvation. After rising from the dead, Jesus ascended into heaven. On the Last Day he will return to judge the living and the dead.

(I John 5:20, Matthew 1:23, Ephesians 1:7, Galatians 3:13, Hebrews 4:15, Romans 1:4, Acts 10:42)

God judged all sinners righteous in his sight when Jesus Christ died on the cross for us. God declared everyone free from the guilt and punishment owed for our sins. The sinner receives this free gift of forgiveness, not by doing good deeds, but only through faith. A person is justified when he or she believes in Christ and his redemptive work. It is a gift of God.

(Ephesians 2:8 & 9, 2 Corinthians 5:19, Romans 3:22-24, Romans 3:28, Romans 4:5, Mark 16:16)

Baptism is a holy act instituted by God. Using water and God's Word, it offers and gives the forgiveness of sins, spiritual life, and eternal salvation. It is meant for young and old, including children. Infants are also sinful and therefore need the spiritual rebirth given through baptism.

(Matthew 28:19, John 3:5 & 6, Titus 3:5, Mark 10:14, Acts 22:16, Mark 16:16)

Holy Communion is a holy act instituted by Christ. Together with bread and wine we receive Jesus' true body and blood. In this special meal Jesus gives the forgiveness of sins, strengthens our faith, and gives eternal salvation to all who believe.

(Matthew 26: 26-28, I Corinthians 10:16, I Corinthians 11:27 & 28, I Corinthians 10:17)

God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. Rejection of one's biological sex is a rejection of the image of God within that person.

(Genesis 1:26-27)

The term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

(Genesis 2:18-25, 1 Corinthians 6:18 & 7:2-5, Hebrews 13:4)

Any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God.

(Matthew 15:18-20, I Corinthians 6:9-10)

God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ.

(Acts 3:19-21, Romans 10:9-10, 1 Corinthians 6:9-11)

All human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life.

(Psalms 139)

Final Authority for Matters of Belief and Conduct

The statement of faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Shoreland Lutheran High School faith, doctrine, practice, policy, and discipline, our Board of Directors is Shoreland's final interpretive authority on the application of the Bible's teachings in our setting.

If you would like more information regarding what we believe, please refer to the website of the Wisconsin Evangelical Lutheran Synod at www.wels.net and click on the link to WhatAboutJesus.com to find out more about our specific faith.

FEDERATION CONGREGATIONS

Bethany Lutheran Church - Kenosha & Somers, WI

262-652-3574

Bethany Lutheran School

Pastors David Pagel and

Peter Prange

Principal Stephen Schultz

Epiphany Lutheran Church - Racine, WI

262-637-5182

Wisconsin Lutheran School

Pastor Michael Zarling

Principal Paul Patterson

Faith Lutheran Church - Antioch, IL

847-395-1660

Faith Lutheran School

Pastors Gregory Hermanson and

Edward Ungemach III and

Lloyd Harter

Acting Principal –

Pastor Engemach

First Lutheran Church - Elkhorn, WI

262-723-4191

First Lutheran School

Vacancy Pastor Wayne Meier

Principal Benjamin Schramm

First Lutheran Church - Lake Geneva, WI

262-248-3374

First Lutheran School

Pastor Peter Metzger and

Karl Schultz

Principal Steve Haag

First Lutheran Church - Racine, WI

262-633-8267

Wisconsin Lutheran School

Pastor John Roekle

Principal Paul Patterson

Friedens Lutheran Church - Kenosha, WI

262-654-7746

Friedens Lutheran School

Pastors Michael Gorte

Principal Bruce Babler

Heritage Lutheran Church - Lindenhurst, IL

847-356-1766

Vacancy Pastor Robert Meiselwitz

Immanuel Lutheran Church - Waukegan, IL

847-623-1035

Immanuel Lutheran School

Pastor Steven Radunzel

Acting Principal –

Pastor Radunzel

Mt. Zion Lutheran Church - Kenosha, WI

262-652-3054

Pastors Steven Neumann and

Scott Bergemann

New Hope Lutheran Church - Racine, WI

262-639-8778

Vacancy

Our Savior's Lutheran Church - Zion, IL

847-872-5539

Our Savior Lutheran School

Pastor Jack Kelly

Principal John Kujath

Peace Lutheran Church - Wilmot, WI

262-862-6014

Pastor James Fischer

St. John's Lutheran Church - Burlington, WI

262-763-8229

St. John Lutheran School

Pastors Kirk Lahmann and
Daniel Waldschmidt

Principal Chris Avery

St. John Lutheran Church - Libertyville, IL

847-362-4424

St. John Lutheran School

Pastor Kevin P. Raddatz

Principal Jon Woldt

St. John Lutheran Church - Howell, Oak Creek, WI

414-762-3950

Pastor Stephen Schmidt and
Staff Minister, Rod Bollinger

St. John Lutheran Church - Oak Creek, WI

414-761-0124

Pastor Dale Reckzin

St. John Lutheran Church - Slades Corners, WI

262-539-2979

Pastor Jeff Halldorson

St. Luke Lutheran Church - Kenosha, WI

262-343-4887

Vacancy Pastor Brian Koschnitzke

St. Paul Lutheran Church - Round Lake, IL

847-546-4685

Pastor Robert Meiselwitz

Trinity Lutheran Church - Caledonia, WI

262-835-1702

Trinity Lutheran School

Pastors David Wierschke

Principal David Habeck

Trinity Lutheran Church - Union Grove, WI

262-878-4156

Pastor Don Frelitz

Zion Lutheran Church - Bristol, WI

262-857-7310

Pastor Brian Koschnitzke

Zion Lutheran Church - South Milwaukee, WI

414-762-1258

Zion Lutheran School

Pastors Aaron Weber and
John Cook

Principal Fonda Fischer

Shoreland Lutheran High School has a dedicated, well-qualified teaching staff who faithfully carries out our mission of Christ-centered education. Members of the faculty have received their call from the Lord through the school to give our students a solid Christian education.

SHORELAND ADMINISTRATION

President

Mr. Paul Scriver (262-515-4527) Social Studies

Principal

Mr. Michael Koestler (262-456-0901) Math

Dean of Student Life

Mr. Paul Strutz (262-898-3244) & (262-515-4528) Social Studies

SHORELAND FACULTY

Ms. Holly Bahr (262-994-8826) English, Physical Education
Pastor Thomas Bauer (262-886-2384) **Religion**, Choir, World Language (Latin)
Pastor Paul Brug (262-456-5140) **World Language** (German), Religion
Mrs. Jody Denzin (414-762-7356) S.E.E. Center
Mr. Jeff Dorn (262-515-4526) **Guidance Director**, Religion
Mr. Robert Edgington (262-763-2988) Physical Education
Mr. James Groth (262-886-1474) **Fine Arts**, Band, Music, Religion
Mr. Matthew Grow (262-903-0206) **Athletic/Activities Director, Social Studies**
Mr. Peter Gumm (623-302-0115) Math
Mr. Jason Hagedorn (608-397-9223) Math
Mr. Daniel Hahm (262-442-7020) **English**
Mrs. Carol Hermanson (847-341-3440) S.E.E. Center
Mr. Paul Huebner (262-939-0044) **Admission Director / Math**
Mr. Samuel Hunter (262-365-9922) English
Mr. Samuel Kleinke (989-415-6855) Art, Bio-Medical
Mr. Timothy Mielke (262-930-3359) Biology, STEM
Mr. Robert Musgrave (262-763-2839) Woodworking, Engine Repair and Maintenance
Mr. Daniel Nolte (920-242-0243) **Technology Director**
Ms. Renee Pappalardo (414-324-5425) World Language (Spanish)
Mr. Courtney Schmidt (262-325-0935) Social Studies
Mr. Daniel Schulz (262-554-1771) **Science**
Mrs. Sarah Selle (920-850-2468) Biology
Ms. Sarah Siegler (262-854-0727) Elementary and High School Orchestra
Mr. Jeremy Strassburg (480-250-4011) World Language (Spanish)

Mrs. Julie Uher (262-835-0775) International Student Academic & Social Coordinator
Mrs. Lisa Wasser (262-248-4569) English
Mrs. Kathleen Weiland (262-305-5819) Computer Science, Foods, Health, Yearbook
Mr. Keith Wordell (612-805-3829) Choir, Elementary Music Program, Social Studies
Mr. Scott Zondag (815-263-1941) **Business and Life Skills**

***BOLD – Department Head**

2017-2018 BOARD OF DIRECTORS

Members

Mr. William Fink

Mr. Josh Gumm

Mr. Steve Haag

Mr. John Heathcock

Mr. Mark Karpinski

Pastor Brian Koschnitzke

Mr. David Krause

Mr. Dennis Marzigliano

Pastor Peter Metzger

Mr. Doug Pagel

Mr. Daniel Peterson

Mr. Lee Rockwell

Mr. Jim Schilling

Pastor Mike Zarling

Mr. Jeff Zilisch

*Please telephone the school office for contact information

Mr. Paul Scriver

President, ex officio

Mr. Michael Koestler

Principal, ex officio

Mr. Paul Strutz

Dean of Student Life, ex officio

Mr. James Groth

Faculty Representative, ex officio

ACADEMIC PLANNING

Shoreland Lutheran High School offers a balance of courses in order to meet varying needs and interests. The following chart will help you plan your student's program.

PLANNING YOUR PROGRAM					
SUBJECT	GRADE 9	GRADE 10	GRADE 11	GRADE 12	REQUIRED
Religion	Religion (1)	Religion (1)	Religion (1)	Religion (1)	4 credits
English	English (1)	English (1)	English (1)	English (1)	4 credits
Math	Math (1)	Math (1)	Math (1)		3 credits
Social Studies		World History (1)	US History (1)	American Gov. (.5) Economics (.5)	3 credits
Science	Biology (1)	Physical Science (1)			3 credits
Commercial	Computer Essentials (.5)				.5 credits
Fine Arts	Music (.5)				1 credit
Phy. Ed.	Phys Ed. (1)	Health (.5)			2 credits
Electives					5.5 credits
TOTAL Credits Required for Graduation					26 credits
** If a student took Algebra I in grade school and a successfully completed placement test, Geometry may be taken.					

- **Fee for Course Selection Changes**

After students have been led through course selections for the following school year (usually completed in November of the previous year through Student Services) - the list of course selections will be approved by the student, the student's parent/guardian, and the Guidance Director.

After the August Registration day, there will be a \$5.00 fee per each course changed.

This is necessary to assure staffing and correct number of course offerings each year.

There are three programs of study offered at Shoreland Lutheran High School:

1. Pre-college program
2. Preministerial program
3. General education program

Pre-college Program

In most cases, our technical and professional-minded society requires a post-high school education. Most of our graduates will be attending colleges, universities, or technical schools to pursue further education to accomplish their career goals.

Students planning to attend college should be sure to discuss those plans with their Guidance Director, advisors, and parents early in his/her high school years as possible. For those considering college, the following program is strongly recommended.

College Prep Coursework	Credits Required
English	4
Math	3 – 4
Science	3 – 4
Social Studies	3 – 4
World Language	2 – 3

Other considerations for the college-bound:

1. Most schools require prospective students to take the ACT or SAT test.
2. The student should take the initiative early (sophomore or junior year) in making personal contact with possible colleges and universities.

Preministerial Program

Jesus gave us all the command to go and preach and teach the Word of God to all people. To some, He has given the gifts and abilities to work full time as pastors and teachers. We strongly encourage our students to pursue a career as a pastor, teacher, or staff minister in the Wisconsin Evangelical Lutheran Synod. We offer a course of study to prepare them for Martin Luther College, the WELS College of ministry.

Recommended	MLC Pastoral Ministry	Recommended	MLC Teaching Ministry/Staff Ministry
4 - years	English	4 - years	English
3 - 4 years	Social Studies	3 - 4 years	Social Studies
3 - 4 years	Math	3 - 4 years	Math
3 - 4 years	Science	3 - 4 years	Science
2+ - years	Latin/German/Spanish	2 - years	Any World Language

General Education Program

In an effort to provide a well rounded high school education based on a sound Christian viewpoint, a variety of electives besides the required courses are available at SLHS. Some students may choose to take additional courses in areas such as business, practical arts, or home economics.

Electives are important as they provide the opportunity to learn in several academic areas and prepare the student for post-high school education or employment. Parental involvement in choosing electives is therefore required.

Physical Education Credit Replacement Policy

SLHS requires 1.5 credits of PE and 0.5 credits of Health totaling 2.0 credits of PE to graduate.

A student may apply to replace one semester (0.5 credits) of physical education with an elective semester course (0.5 credits) in a core academic area by meeting the following criteria:

- The student must be able to demonstrate a clear need for the replacement credit based on hardships due to course selection and scheduling.
- A hardship is determined in consultation between a family and the school.
- The student may have no more than one study hall and/or SEE Center during the semester the replacement credit is earned.

Requests will be reviewed by the SLHS Academic Council and Administrative team. A list of approved requests will be furnished to the Academic Affairs Committee of the SLHS Board of Directors.

Physical Science Exemption Policy

Physical Science--required Sophomore year starting 2016--is one of Shoreland's required Science credits for graduation. This policy expands curricular opportunities in the Science department for Shoreland students should they excel in the area of Science. All applications requesting such an exemption will be reviewed on a case-by-case basis by administrators and the Academic Council before ultimately being approved through the Academic Affairs committee of the Board of Directors.

Students seeking to apply for the exemption will meet with Shoreland's Guidance Director before submitting the request. A student may apply to replace *Physical Science* with another elective Science credit if:

1. The student has written consent from the Science Department chairperson
2. The student has met with Shoreland's Guidance Director to discuss the exemption
3. The student is able to demonstrate a clear need for the replacement credit

ACADEMIC PROBATION

Academic Probation is a period of close academic supervision for individual students who are not performing at a satisfactory level academically. Students will be placed on Academic Probation if they meet one or more of the following:

- A. two or more "F's" at the end of any official grading period
- B. an unweighted grade point average (GPA) below 1.67 at the end of an official grading period
- C. insufficient credits to stay on track for graduation

The Administration and Guidance Department will review the academic progress of each student on Academic probation and create an action plan for academic success. This may include reasonable adjustments to curriculum, schedules, and assessment strategies.

The process of Academic Probation includes:

- 1) The Guidance Director identifies a student according to points A-C above.
- 2) The Guidance Director will report said student to the Administration.
- 3) The Guidance Director, Administration, the SEE CENTER, and applicable teachers will formulate an action plan for academic success for the student.
 - a) The action plan will include:
 - i) Required time in the SEE CENTER during and after school hours.
 - ii) Regular meetings with the Guidance Director
 - iii) No extracurricular activities.
- 4) The student will meet with the Guidance Director and the SEE CENTER to implement the action plan for academic success.
- 5) The Guidance Director will share the action plan for academic success with the student's teachers.
- 6) The Guidance Director and Administration will review the student's progress for academic success four weeks into the action plan and the next official grading period to determine the student's Academic Probation status.
- 7) The Guidance Director and Administration will make a decision whether to continue the action plan for academic success, implement an altered action plan for academic success, or recommend the student for *Academic Dismissal From School*.

ACADEMIC DISMISSAL FROM SCHOOL

It is the policy of the school to retain students if they remain on track to fulfill all graduation and credit requirements. A student may be academically dismissed if, after being placed on academic probation:

- A. a student fails to achieve a grade point average above 1.0
- B. a student fails courses required for graduation
- C. a student falls over 1.0 credit behind grade level minimums.

All dismissal decisions are made by the Principal in consultation with the Administrative Council and Academic Council.

ANNOUNCEMENTS

Daily announcements will be made only in the office at the beginning and at the close of each day. Students should check the monitors in the hallways for general announcements. Announcements will also be posted online.

ATHLETICS/ATHLETIC CONFERENCE

Shoreland is a member of the Metro Classic Conference.

Catholic Central Hilltoppers
Martin Luther Spartans
Prairie School Hawks
Racine Lutheran Crusaders
St. Catherine's Angels
St. Joseph Lancers
Shoreland Lutheran Pacers
Whitefish Bay/Dominican Knights
St. Thomas More Cavaliers

Boys' sports include cross-country, golf, soccer, baseball, basketball, football, track and wrestling. Girls' sports include cross-country, soccer, volleyball, basketball, cheerleading, softball and track. Anyone participating in sports must be careful that his/her academic program does not suffer. Personal level of ability, attitude, and application of ability to do class work are all important considerations in determining eligibility. Guidelines for participation are provided under the eligibility section of this handbook.

DECORUM FOR METRO CLASSIC CONFERENCE ATHLETIC EVENTS

The following guidelines for all spectators at athletic events have been adopted by the Metro Classic Conference, of which Shoreland Lutheran High School is a member.

1. A person under the influence of either liquor or drugs will be denied admittance to the game.
2. No smoking anywhere inside of the building *or on school grounds*.
3. Throwing objects onto the field or court, or interrupting the game by running onto the floor or field will lead to removal from the game.
4. Damage to school or property can lead to dismissal from school plus payment for all damages. Stomping on bleachers is forbidden.
5. Forms of harassment or fighting before, during, or after games is forbidden.
6. No bottles, cans, or liquid refreshments will be allowed in gymnasiums.
7. Theft in any form may lead to dismissal from school.
8. No radios or tape players are allowed (unless for approved use such as cheerleader routines or in conjunction with earphones.)
9. Noise makers are forbidden at all indoor athletic events including whistles, bells, horns, and kazoos. If a band is present during the game, they may play only during time-outs.
10. Cheerleading squads should work together so that both groups are not on the floor at the same time. Cheerleaders should set a positive tone for the fans with no derogatory cheers allowed. A good principle for all fans is: cheer for your school and not against the opponent. No signs are to be posted or carried where they will be a distraction for players involved in a contest. The posters should be positive and constructive in nature.

ATTENDANCE

One of the many blessings God has given you is time itself. As a faithful steward of that gift, you are expected to attend school faithfully. It should also be noted that in order for you to get the most from your education, it is very important that you develop and maintain good attendance habits. Regular

attendance is essential for the earning of credit at the high school level. Your personal attendance record may also be of great interest to future employers and colleges.

Attendance Policy

Regular school attendance is essential for acquiring a quality, Christian education. School attendance is compulsory in the state of Wisconsin for all students, ages 6-18, unless the child has graduated, is excused by the school or parent, or is enrolled in an alternative program leading to graduation. The responsibility for monitoring and encouraging school attendance is shared by the parents and school. Parents must provide excuse for all student absences. The excuse may be in the form of a handwritten note, email, or phone call. (Statutory Reference: 118.15 (3) (a) (c))

Attendance is accrued by the Set or Full Day Attendance

The Dean of Student Life will call or meet with the parent/guardian of a student who misses **5 days** of school in a semester to create a plan for more regular attendance and to alert the parent/guardian and student of the next steps in the attendance process as listed below:

- **8 days** of school (excused or unexcused) in one semester, a student is on academic probation. Academic probation means:
 - A student may no longer participate in any after school activities or extracurricular activities for the next 15 days of school. This means no practices, etc. of any kind.
 - A student must attend after school study hall in the SEE center during these 15 days.
 - After the 15 day period, the student's academic progress will be reevaluated. If they have made satisfactory progress (based upon reports from the teacher, guidance counselor, and administration) they will be reinstated to participate in extracurricular activities.
- **10 individual Sets** in any one course in one semester (excused or unexcused) a student will no longer receive credit for class.
- **20 Full Days** in a school year; the administration reserves the right to recommend disenrollment from Shoreland Lutheran High School. (1 full day of absence = absent 7 or more class periods)

The administration reserves the right to review situations that may be interpreted as extenuating circumstances.

Attendance Guidelines

A student is excused from school attendance for any activity which is important to the family if his or her parent or guardian submits excuse to the school prior to the student's absence from school. A student may be excused under this provision for not more than 5 full or partial days (6 or fewer class periods) in a semester.

Absences as a result of the following will generally be classified as excused by the school:

1. Temporary physical or mental illness. The Principal/Dean of Student Life may request the parent obtain a written statement from the physician or other medical professional as proof of the child's condition. The child is required to complete course work missed.
2. Medical or dental appointments
3. Required legal appearances
4. Family emergencies
5. Approved school sponsored activities

Any absences that exceeds the 5 day per semester parent excused provision, will be marked as unexcused. Any absences that do not include the reasons listed above by the school will be marked unexcused. Failure by the parent to provide excuse will result in an unexcused absence.

If a child misses part or all of five or more days in one semester without an acceptable excuse (unexcused), the child is considered habitually truant and referral will be made by the school under 118.16 (5).

The following is a list of procedures, which we would ask that parents and students follow to facilitate the school's attendance policy.

1. An excuse from a parent/guardian is required for any student absence from school. For extended or excessive absence because of illness, a statement from a physician, dentist, or other qualified professional may be required.
2. It is the responsibility of the parent/guardian to notify the school during the morning of the day that the student is absent. Parents should call the school office (262-859-2595) to report the student's absence. If calling before 7:40am, a voicemail may be left. Please give name of student, grade, brief reason, and a parent's phone number.
3. If an excuse is not given to Student Services by the second day back from the absence, an unexcused absence is issued.
4. The school cannot be responsible for the adverse effect which absences have on the student's progress in his/her studies. For this reason, we ask that parents do not take students out of school for vacations or other reasons except when necessitated by illness. When pre-arranged absences become necessary, however, a written request should be sent to the office in advance. Students should personally request schoolwork from their teachers. Completion of incomplete work for planned or unplanned absences is the student's responsibility.
5. If you have an appointment scheduled during the school day, bring a written note to Student Services at the start of the day to secure a pass to leave the building and then check out with Student Services before leaving for the appointment.
6. You should always check in at Student Services when returning to school from an appointment or arriving late to school.
7. Should you become ill or are accidentally hurt during the school day, please notify the office personnel for proper attention; they will call home for you.
8. An unexcused absence from a class (student skipping class, student being asked to leave the class by the teacher, etc.) may result in a detention. (see page 26)
9. A student must not be absent in order to practice or participate in any extracurricular practice or game. Exceptions to this would be a funeral, class field trip, or other excused absence deemed acceptable by the administration.

Late arrival (tardy) to school

The school views punctuality as an important habit. All students are to arrive at school with ample time to be in his/her classroom by the 7:45 AM bell. Any student who arrives at school after this time must report directly to Student Services to (1) deliver any written excuse, and/or (2) obtain a "late-arrival" pass to be presented to the first hour classroom teacher. A note from parent/guardian explaining the tardy does not necessarily excuse it. Any student who will be tardy to a first hour class must receive a "late-arrival" pass from Student Services to enter the classroom.

The reason for the absence and/or tardy must be acceptable to the administration. **Arriving late to school due to habitual tardiness will also result in the tardy not being excused.**

Class tardiness during the day

Once at school, it is the student's responsibility to get to his/her classes on time. The daily schedule permits enough time (four minutes) for students to get to their classes without being late. Tardiness disrupts the learning process for the entire class and shows a lack of consideration for fellow students and the teacher.

Students are to be in their classrooms when the bell rings. A student that is in the classroom at the bell but interferes with the teacher's ability to start class procedures or instruction may also be marked tardy at the discretion of the teacher.

A tardy will be excused when a student presents a written excuse signed either by a parent (for the first period) or by a staff member. If there is no written excuse, the tardy will stand unless excused by the classroom teacher at his/her discretion.

A tardy of **more than fifteen (15) minutes**, which has not been excused, will be considered an unexcused absence. **The accumulation of five (5) unexcused tardies in a semester will result in a detention.** (see page 26) Detentions will be given for each subsequent tardy in that semester up to eight (8). When a student accumulates eight (8) or more tardies in a semester, they will receive a 1 day in-school suspension. This in-school suspension consists of sitting in the conference room in the office for the whole 8-hour school day. During this time, they will be required to do school work (which they will be required to obtain from their classroom teachers on their own) without the benefit of teacher instruction or social interaction with their classmates. They will also eat their lunch in this room by themselves. They will also turn in their cell phones to the Dean of Student Life at the beginning of each day. **If your child should earn more than ten (10) or more tardies, along with the in-school suspensions that they will be serving, they may be asked to discontinue their enrollment at school.** The reason for this serious consequence is that the student is openly and defiantly - through their actions - failing to adhere to a common courtesy rule that is affecting their education, their classmates' education, and the instructional value of the teacher. The student who has received an excuse from a staff member is encouraged to meet with the teacher at the end of the class period to confirm that his tardy status has been properly adjusted.

Perfect attendance

A student will be awarded a certificate for perfect attendance if the following criteria have been met:

1. The student has been in attendance every day of the school year.
2. The student's attendance record is free of any tardies, excused, or unexcused absences.

Please understand that we realize that there are reasons that parents may want to or need to take their children out of school. But any of these reasons, no matter how good they might be, will not allow a student to meet the above criteria. A student will not be counted absent if they miss class or a day of school for a school initiated event.

BACKGROUND CHECKS

In the interest of the safety and protection of our students, all adults who have direct contact with students at school activities or events will be required to consent to a background check prior to being involved in the activity or event. The school faculty or staff person responsible for the activity or event will provide a consent form that can be submitted to the school office. The background check is a quick and easy way to make sure our students are safe. Thank you for understanding the need for such a procedure. If you have any questions, please contact the Principal.

BACKPACKS

Students will not be allowed to carry backpacks to and from their classes. Each student has a locker. They are encouraged to keep all of the items in their locker. They have an ample amount of time to go from their class, to their locker, and then to the next class. The Administration reserves the right to make exceptions when necessary.

BLOODBORNE PATHOGENS

In accordance with the Occupational Safety and Health Administration (OSHA) Standard 29 CFR 1910.1030 entitled "Occupational Exposure to Bloodborne Pathogens," Shoreland Lutheran High School has established an EXPOSURE CONTROL PLAN in order to minimize and to prevent, when possible, the exposure of our employees to disease-causing microorganisms transmitted through human blood and as a means of complying with the Bloodborne Pathogens Standard. This Exposure Control Plan is written and will be implemented by Shoreland Lutheran High School. All incidents should be reported to the main office. Mr. Sjuggerud handles and reports all incidents.

BOARDING FACILITIES

Homes within the federation may be found to provide housing for international students or students coming from a distance that makes daily commuting impossible. Please contact the Principal for additional information.

BOOKS

We currently furnish the required textbooks and workbooks for the students. In case of loss or damage, the student is held liable for repair or replacement costs.

BUILDING AND GROUNDS

The Shoreland Lutheran High School Federation owns the building and grounds we are occupying. Our present facilities are the result of prayer, faith, and much effort by many people. We have reason to praise God for giving us such a blessing. The facilities are shared with you as a special privilege. You are expected to reflect your understanding of Christian stewardship by your careful use of the property. Please lend a hand in keeping it neat and clean.

Shoreland Lutheran High School is in compliance with Department of Health Services EPA regulation 40 CFR Part 763.97. All legacy asbestos was removed from Shoreland as a part of the 2015 STEM/Science addition.

CELL PHONES

Cell phones have become an integral part of our society. They have also become an important way for our parent(s) and their child(ren) to communicate. Cell phone use in and during school hours can create problems. At times, cell phones ring during lessons and could be used to cheat. Students may send harassing and unkind text messages or use camera phones to take and publish pictures and videos of classmates online.

SLHS realizes that students need cell phones; and that many parents rely upon their ability to contact their child at any given time. However, out of consideration to the educational process involving teachers and other students, SLHS has adopted the following guidelines:

- 1) Any student is welcome to use their cell phone to call their parents in the main office.
- 2) If a parent needs to get a message to or talk to their child; they should call SLHS (262-859-2595) and relay their request through the office staff.

Other than the uses listed above; students should not be using their cell phones during the school day (7:45 AM – 3:00 PM). If a student is caught using their cell phone (text messaging, getting calls, making calls, etc.) outside the main office during school hours, they will be subject to the following consequences:

First offense – cell phone will be sent to the Dean of Student Life' office for the day, and the student may pick up the phone at the end of the school day.

Second offense – cell phone will be sent to the Dean of Student Life’ office for the day, and the student will receive a detention. The student may pick up the phone at the end of the school day.

Any other offenses – cell phone will be sent to the Dean of Student Life’s office for the day, and a five (5) day period following. Upon arrival to school, the student will bring their phone to the office. It will be returned to the students at the end of the school day.

Note: Situations which involve invasion of privacy may also result in criminal charges. Cell phones may be examined by the administration.

CHEATING

Each classroom teacher will deal with the student who chooses to cheat in any of the following ways:

- a) the assignment will be given a failing grade
- b) the teacher will call home to the parents
- c) the student will receive a detention (see page 23)

If the student chooses to cheat on a semester exam, the teacher may follow the above guidelines as well as receiving a failing grade for the course. If the course is a required course, the student would have to retake that particular course.

CO-CURRICULAR ACTIVITIES

Shoreland offers students a variety of opportunities for participation in co-curricular activities. The following activities are supervised by faculty advisors: Art Club, Forensics, Drama, National Honor Society, Students for Life, Student Ambassadors, Ministry Club, A/V Club, cross country, golf, football, soccer, volleyball, cheerleading, basketball, baseball, softball, track, and wrestling. To participate in these activities the student must follow the code of conduct.

CODE OF CONDUCT

We need to realize from the outset that bringing the student to the cross of Christ is the only power and strength that can change the heart. Secondly, God has placed parents in the role of authority for nurturing and disciplining His children.

Since these sins adversely affect the praise that is due God alone and are sins of our society currently receiving much attention, Christ-centered disciplinary measures may need to be administered in order to point out the seriousness of the sin. Truthfulness and confession play a role in determining the amount of time that a student may miss from any particular season(s).

A. Violations

A code of conduct violation means purchase, possession, or consumption of alcohol, tobacco, e-cigarettes, any illegal drugs, or vaping, serious vandalism, assault, theft, sexting, and sexual activity. The code of conduct is in effect all year.

B. Code of Conduct Penalties

1. First Offense – When there is a code of conduct violation, the athlete is suspended for at least 25% of the season. If the infraction occurs within the last 25% of the regular season’s games/matches, this suspension will last into the next season in which the athlete would normally compete.

2. Second Offense with a calendar year of the first offense – will result in a forfeiture of an entire season. Example: if 50% of a season is left, the penalty will carry into 50% of the next season.
3. Second Offense outside of a calendar year of the first offense – will result in 50% of a season.
4. Any additional offenses may result in a forfeiture of all co-curricular activities for the remainder of the student's high school career.

C. Guidelines for Applying Shoreland Lutheran High School's Code of Conduct

1. During a suspension, an athlete or manager may practice (coach's discretion).
2. During a suspension from sports in which an athlete or manager normally competes, the athlete or manager is not eligible to join any other sports.
3. Should an athlete be suspended at the start of any WIAA tournament event, they will be ineligible to participate for any further WIAA tournament games.

D. Other Code of Conduct Reminders

1. Any student who has committed a code of conduct violation and self-reports (either they self-report or their parents self report them) within 24 hours of the offense will receive a 1 game suspension rather than a 25% (of games) suspension. This self-reporting policy holds true only for first time offenses regarding the code of conduct policy.
2. Individual coaches/advisors are allowed and encouraged to tailor additional sanctions deemed appropriate for the circumstances. This policy is not intended to be a "cookie-cutter" approach, but rather one, which allows coaches/advisors to adjust appropriately beyond the baseline.
3. Depending on the situation, students who violate the code of conduct may also be suspended from school for a period of time. One critical reason for a suspension is to allow time for the young Christian to reflect on his/her actions and for Christian adults to intervene with counseling.
4. The coach/advisor's discretion shall determine a violator's participation and attendance at practices and team functions.
5. Any additional infractions may lead to forfeiture of participation in all co-curricular activities for the remainder of the student's high school career and to participate in a second program of assessment, instruction, and rehabilitation.
6. The school administration will communicate these baseline sanctions to the violating student and his/her family. The coach/advisor will communicate any additional sanctions directly to the participant, his/her family, and the administration.
7. Each coach/advisor shall review this policy with all participants at the beginning of the season.

CONDUCT AND DISCIPLINE

An important result of the Shoreland educational program should be growth in personal self-discipline. While discipline is not a subject, it is part of every subject and every activity. The Lord Himself calls us to holy living. This will result in self-control, orderliness, and efficiency. Christ-centered discipline is the key to good conduct and proper consideration of other people.

Your personal conduct will reflect the faith which is in your heart. As you submit to the will of God, you avoid objectionable language, stealing and cheating, drugs and alcohol, immorality, and that which may

give offense to others. Yours is not an obedience forced upon you by rules. Rather your willingness to obey is a response to the love showered upon you by a good and gracious God!

We do, however, recognize the continued presence of our sinful nature which tends to blind us to God's will and tries daily to put our own wants and desires first. For that reason, some rules exist in the school setting, especially to aid in personal relationships and to serve as a guide in the making of good decisions. The faculty also is present to provide counsel based on God's Word. Discipline so rooted in the Word will still employ such means of reinforcement as detention, probation, suspension, and even expulsion depending on the nature and severity of the problem in conduct. The school must reserve the right to discontinue the student's attendance, particularly if the student gives evidence of an unwillingness to abide by such regulations as have been established as a guide for student conduct.

Every student and parent should be aware of the fact that a handbook such as this will not list the entire "do's" and "don'ts" that are to be observed in Christian living. A Christian is guided by the will of God as revealed in the Bible and will constantly question his/her actions as to whether they are pleasing to the Lord who so graciously went to the cross for him/her. Just because some point does not appear in print does not indicate that it does not exist or apply. **If, in the opinion of the administration, a student's conduct is at variance with the methods and spirit of the school or if his/her academic work is altogether unsatisfactory, he/she may, for the obvious good of the school, be dismissed even though no specific offense meriting suspension or dismissal be charged against him/her.**

SLHS General Discipline Structure

When students don't meet the behavior expectations Christian discipline will be used to help the student get back on track. A distinction is made between what is perceived as a student mistake in his/her lack of adherence to a stated rule and an outward defiance of a rule. This will affect the degree of disciplinary action taken. Every effort will first be made to correct situations in the classroom. The following is a general overview of classroom management.

1. Teachers and Administrators must maintain a school climate that is spiritually, physically, intellectually, socially, and emotionally safe for all students and which promotes learning.
2. Students are expected to cooperate with all school discipline policies as set forth in the student handbook as well as the particular procedures of the classroom teacher or activity advisor.
3. Classroom teachers are the primary disciplinarians. While discipline techniques do vary from teacher to teacher, this sequence should be followed as the general discipline procedure.
 - a. Most disruptions can be dealt with immediately with a simple, firm, and respectful desist. (1st offense) "Judy, please sit down and stop talking."
 - b. Ask the student to remain after class to discuss persistent misbehavior.
 - c. Contact the parents by phone or email to discuss the student's disruptive behavior and solicit their support.
4. If the behavior persists the student will be referred to the Dean of Student Life using an anecdotal report to describe the behavior problem, explain previous interventions, and recommend a course of action.

Gross misconduct (fighting, verbal abuse, profanity, sexual harassment, threats to teachers/students) requires immediate removal of a student from class and referral to the Dean of Student Life and/or Principal. Unresponsive students will also meet with the Dean of Student Life and/or Principal.

What follows are the various types of discipline that are used at SLHS when escalated to Dean of Student Life or Principal.

Level I - Offenses which will be cause for disciplinary action after repeated occurrence.

- **Definitions:** Conduct, activity, or attitude which interferes with the education of students or disrupts normal routine
 - **Examples include, but are not limited to:** Anything in the classroom or during the school day following step 3 previously listed, violation of the dress code, violation of the cell phone policy, public misconduct of couples, language not pleasing to God, accumulation of tardies, consistently not completing assignments.
- **Disciplinary procedures:**
 - The offense is noted and recorded in Educate.
 - Thereafter, repeated offense is cause for discipline - possible detention or suspension.
 - If the above action is ineffective, the case will be brought to Administrative Advisory Team.

Level II - Offenses which become cause for immediate disciplinary actions: detention.

- **Definitions:** Conduct, activity or attitude, which sends a public message contrary to that which Christians should send or which openly, shows disrespect for authority, property, or rules established for the good of the school.
 - **Examples include, but are not limited to:** Cheating, defacing school property, disrespect for authority, improper behavior on school buses, repeated violation of dress code, accumulation of 6 tardies or more, more than one cell phone violation per semester
- **Disciplinary procedures:**
 - Parents will receive notice of detention via an emailed letter, an email or phone call from the Dean of Student Life prior to the detention being served.
 - Thereafter, repeated offense is cause for further action by the Principal and Dean of Student Life.

Level III - Offenses which become cause for immediate disciplinary actions: suspension.

- **Definitions:** Conduct or activity, which willfully destroys property, impairs, or endangers the health, well being, or learning of any student.
 - **Examples include, but are not limited to:** stealing; truancy; threat to harm, physical altercation, vandalism, hazing, harassment or rites of initiation.
- **Disciplinary procedures:**
 - The first offense is cause for a 1 or 2 day suspension as determined by the Dean of Student Life and Principal. Parents must meet with the Dean of Student Life and/or Principal before the student is permitted to return to classes.
 - Thereafter, repeated offense is cause for action by the Principal and Dean of Student Life.

Level IV - Offenses which become cause for immediate disciplinary actions: suspension with the possibility of disenrollment.

- **Definitions:** Conduct or activity involving the use or possession of materials or items deemed a threat to the safety of any student or staff or sexual assault against any student or staff
 - **Examples include, but are not limited to:**
 - The use, possession, consumption, and/or condition of being under the influence of any alcoholic beverage, controlled substance, or use of tobacco (vaping) on school property or at any school-related off-campus activity or between school-related events.
 - The use or possession of drugs or paraphernalia not prescribed for medical reasons.
 - The use or possession of guns, knives, or other items that may be used as a weapon.
 - Vandalizing school property.
 - Causing harm to other students through blatant disregard for the individual's rights.

In such circumstances, the student's parents and where warranted, the police, will be immediately notified. Drug and/or alcohol screening, assessment, and counseling may be requested of the student by the administration. A failure by the students to comply with all aspects of such requests may result in disenrollment.

- **Disciplinary procedures:**

First offense requires immediate 3 day suspension. Depending on the nature of the offense, a student may be disenrolled for a **minimum of at least one semester**. A one-semester probationary period is required of a student who is readmitted following disenrollment from Shoreland Lutheran. Probation may also occur in certain circumstances following a suspension.

CONFLICT RESOLUTION PROCEDURE

During the course of a family's time at Shoreland academic, disciplinary, or general conflicts may arise. God's Word in Matthew 18:15 commands that such conflicts are to be settled through proper communication between the people involved. The steps below outline the approved method for handling such conflicts:

The student or parent should make every effort to resolve the conflict with the person involved (teacher, staff, coach, director, or administrator).

If the matter remains unresolved after personal conversations, the matter should be brought to the attention of the Shoreland administration:

- Dean of Student Life – Student life/discipline issues – attendance, conduct
- Principal – Academics as it relates to curriculum and instruction
- Guidance Director – Scheduling/high school & college planning
- Athletic Director – Athletic related concerns & activities

The administrative team member contacted will review the conflict with all parties involved and attempt to resolve the situation. This may involve meetings with the student/parent, teacher, and a member of the administrative team.

If the issue is not resolved, the parents should contact the president. The president will review the conflict with all parties involved and attempt to resolve the situation. This may involve meetings with the student/parent, teacher, administrative team member, and president.

If the issue is still unresolved after working through the previous steps, the student/parent may present their case to the Executive Committee of the Board of Directors where a final resolution of the matter will be determined. The Executive Committee will determine appropriate action needed to resolve the conflict.

COURSE LISTING

A complete listing of courses can be found in a separate booklet and on the school's website. Copies are available in the office.

CUMULATIVE RECORD

SLHS maintains a cumulative record for each student. It contains background information concerning academic achievement, standardized test scores, and attendance for all his/her high school years, no matter when he/she may have attended. This record presents a picture of a student in very brief form: his/her grades, grade point average, class rank, test scores, activities, and attendance record. The cumulative record is very useful in placing the student in jobs and recommending him/her to employers, schools, and colleges. With this record of facts, the school can assist each student while he/she is at the

school and after he leaves. If transferring to another high school, a current student's cumulative record and transcript must be requested by that high school. Alumni may request their transcript for a minimal charge, (see Transcript section). Your counselor is ready to discuss with you the significance of your cumulative record.

CYBER ISSUES

The internet has been an awesome tool that God has allowed our society to use. However, there are numerous temptations that the internet places before us and our children.

With that in mind; SLHS has adopted the following policies regarding internet use and social networking sites (i.e. Facebook, Twitter, etc.).

- 1) Since the internet is a public place, any information (whether in text form or picture form) is public knowledge. Thus, any activities that are not in accordance with God's Word and/or the laws of our nation could place a student in line for disciplinary measures from SLHS based on our basic discipline policy as well as our code of conduct policy.
- 2) These activities might include but are not limited to: possession or consumption of alcohol, tobacco, e-cigarettes, illegal drugs, vaping, vandalism, assault, theft, sexual activity, sexting.
- 3) Shoreland encourages parents to be aware of their child's cyber activities and students to understand the importance of representing their Savior, family, and school in a positive way.
- 4) Students and parents will read and sign the [Technology Agreement](#) (page 47-48).

DANCE GUIDELINES

1. All dances will be organized under the direction of the Student Council or prom committee, which is responsible to the faculty advisor(s) of the student council and to the administration. Administration reserves the right to adjust rules as it pertains to dance hours.
2. A non-Shoreland student may only be allowed if accompanied by a Shoreland student. Written approval (a non-transferable guest pass) from the administration is required for all non-students. If a guest is asked to leave, the host will also leave the dance. No individual over the age of twenty (20) will be allowed at a Shoreland Lutheran High School sponsored dance.
3. Students will not be allowed to leave and re-enter the dance without prior permission from a chaperone. Students are to remain for the entire dance unless prior arrangements (parent's signed approval or direct parent approval with administrator via phone) have been made.
4. Students will be expected to enter the building upon arrival. No loitering in the parking lot or in the cars before or after the dance.
5. Public display of affection will not be permitted. Failure to cooperate with this request may result in the removal of individuals from the dance or the termination of the dance. Booty dancing will not be tolerated. Those participating in such dancing will be asked to leave immediately.
6. Student admission tickets are sold in advance. Tickets generally will not be sold at the door. These dances are held primarily for the current student body. If you wish to bring a friend who is not a Shoreland student, arrangements must be made in advance through the administration.
7. Organizers may establish a dress code for each dance, which is appropriate for the theme of the dance. The dress code will be established in accord with Christian judgment and the approval of the administration. A student may be denied access to a dance if the attire worn by the individual is not in agreement with the SLHS dress code.
8. Admission to the dance will close 15 minutes after the beginning of the dance, and the doors will be locked at that time.
9. Date and hours of the dance must be approved by the school administration. Dances will not be scheduled on school nights.

10. All students are to display and encourage conduct in keeping with the rules of the school. This activity must be in keeping with the spirit of our lives as part of the family of Christ. The dances are a privilege, which may be discontinued if abused.

DETENTIONS

A detention is a regularly scheduled time spent by a student after school. This time is normally spent on a regularly scheduled time on Wednesday's. The typical detention time is from 3:05 to 4:20 PM. Detention periods can be added at the end of the year in order to ensure that all requirements have been met for graduates.

A detention for behavior or conduct shall be the result of either an accumulation of tardies or a referral by a faculty member for a violation that is considered of a serious nature. An academic detention will be the result of a student not having his/her assignment(s) completed or not completing his/her make-up work in a timely manner.

Detention will consist of the following:

1. One (1) 75-minute period, which will run from 3:05 until 4:20 PM.
2. It will be served on a specific day. This will be designated to allow the notification of parents for transportation purposes and/or other persons to which the student has a responsibility.
3. It will be served in a quiet study hall or the student might do some meaningful task as determined by the administration (corrective action).
4. It will be served before any co-curricular participation also scheduled for the designated time.
5. It will be filed on the appropriate form and kept on file by the administration.
6. If a student misses a detention period on Wednesday's after school (unless due to sickness), they will be assessed another detention.

Classroom teachers will collaborate with the Dean of Student Life and/or Principal to enforce Shoreland's General Discipline Guidelines. The Dean of Student Life and/or Principal will communicate with the parents/guardians to create a plan to correct the undesirable behavior. Parents or guardians should note that a 4th detention in one semester will also include a 1 day suspension and a 5th detention will include a 2 day suspension. A student accumulating 6 detentions in one semester may be disenrolled. The Shoreland Administrative Team reserves the right to disenroll or make exceptions when necessary.

DEVOTIONS-CHAPEL-MISSION OFFERINGS

Each day students and faculty meet in the gym for Chapel to worship our risen Savior. Students are expected to attend, bring their hymnals and conduct themselves with Christian reverence for God's Word. Federation Pastors conduct chapel services each Wednesday. A weekly offering is gathered. The Student Council chooses a different mission project each year toward which the offering is directed.

DISPLAY OF AFFECTION – PUBLIC & PRIVATE

Wholesome and God-pleasing relationships among our students are encouraged. The school and school-sponsored activities are neither the time nor the place for public displays of affection. Students will be counseled if problems arise and parents will be informed if inappropriate behavior persists.

We expect our students to abstain from all intimate sexual conduct outside the marital union of one man and one woman. (see the Statement of Beliefs, pg. 5)

DRESS AND GROOMING

As a Christian community, we take seriously our calling to help students learn and grow in faith. Our grooming and dress make a statement about us. No dress code will please everyone but past experience has told us that a dress code is necessary.

Fashions can change and no manual can provide every answer to the potential choices which will confront the students of Shoreland Lutheran High School. Here, as in other matters, we are called to combine our knowledge of Jesus' will with a dose of common sense and Christian living.

Since the manner of dress and grooming should not be a distraction within the learning environment, we provide these guidelines:

- 1) Keep the hair clean, well groomed, and at a modest length with highlights of a natural hair color. (no blue, green, pink, purple, etc.)
- 2) Students may wear a neatly trimmed beard or mustache. Administration reserves the right to ask a student to shave or trim their beard or mustache, if it becomes a distraction.
- 3) All tops should be at collarbone height. No cleavage should be showing at any time. Examples of tops that fit this criteria include, but are not limited to, collared shirts with one button open, "crew-neck" shirts, "round-neck" t-shirts, etc. Tops that do not meet this criteria (for example, "cammies," "scoop-neck" shirts, v-necked shirts, etc.) should not be worn or must have another shirt that meets the above criteria worn underneath. The following are examples of tops to avoid: tank tops, halter tops, spaghetti straps, sleeveless shirts, bare midriffs, tight-fitting or sexually suggestive tops. A tank top is any shirt that does not cover from the neck line to the rounding of the shoulder. (Girls: sleeveless dresses and blouses may be worn with the exception of tank tops.)

Examples of dress that are not acceptable include:

- Ragged, torn, clothing with holes, baggy or low cut jeans. Undergarments should not be showing at any time; standing or sitting (thongs, boxers, etc.).
 - Students may wear selective clothing with logos. This also pertains to backpacks, gym bags, and school-related material. However, any type of logo that endorses attitudes and actions that displease our Lord are not to be worn or placed on backpacks, gym bags, and school related material. Some specific logos that are not to be worn include: beer, alcohol, drugs, double meaning, (sexual innuendo) vulgar language, guns or messages promoting guns, skull and cross bones, Gothic-related items, professional wrestling-related material, and music-related clothing (groups, concerts, individuals, album covers, etc.) except those associated with Shoreland Lutheran High School or WELS musical programs.
 - No sleeveless shirts for boys.
 - Clothing with holes, halter-tops, or bare midriffs.
 - Yoga pants/leggings may be worn with appropriate length skirt but may NOT be worn alone as pants.
 - Students may not wear anything classified as "loungewear", including pajama pants, slippers, sweat pants (pajama pants, draw string sweats), or related clothing items. Sweat pants with logos or writing on the backside of the pants may not be worn. Nylon athletic pants are still acceptable.
 - Girls skirts and shorts should reflect Christian discretion and be worn in modest fashion. Administration reserves the right to ask a student to change if in our opinion the skirt or shorts are too short or too tight.
- 4) Students are to dress in conformance with their biological gender.
 - 5) Bare feet are for the dressing rooms. Do not wear cleats or shoes that leave black marks on the floors. If tennis shoes are worn for class, they should be neat and clean and not used for physical education wear. Muddy shoes worn for physical education should be removed before entering the building.

- 6) Students will use the locker rooms, changing facilities and restrooms conforming to their biological gender.
- 7) All standards for dress and grooming apply to all Shoreland Lutheran High School activities unless a request for special or unusual dress (such as theme days during homecoming week) has been approved in advance by the administration. Wherever we represent our Savior and school, we must select our clothing with care. This includes athletic competitions where SLHS is the visiting team.
- 8) Boys may wear a small stud or hoop earring in each earlobe to school and school functions.
- 9) Girls may wear a small stud in their nose as a piercing.
- 10) Students may not have pierced eyebrows or tongue.
- 11) Students may not have nose rings or gauges.
- 12) Offensive tattoos are not permitted.
- 13) No hats, caps, or hoods may be worn in the building during regular school hours.
- 14) Chains and spiked jewelry are not to be in school. Wallet chains are also forbidden.

If a student is wearing something that does not meet dress code criteria:

- 1) **The student will receive a warning and will be required to change.**
- 2) **Any following dress code offenses will result in a detention, and the student will be required to change.**

DRINKING

It is the responsibility of the parents of our Shoreland students to train their children by word and example regarding the proper use of alcohol. Furthermore, these parents will point out to their young people that the laws of our land forbid the public purchase and use of alcoholic beverages by individuals under the age of 21 and that obedience to these laws is an extension of the Christian's desire to live in conformity with the Fourth Commandment. In view of these principles, the consumption or possession of alcoholic beverages by students at Shoreland or school-sponsored events under the influence of or in possession of an alcoholic beverage will result in disciplinary action, which may lead to disenrollment.

DRUGS

The consumption, use, or possession of any illegal drug is not permitted both according to the law and school policy. Coming to school or any school sponsored function under the influence of or in the possession of any illegal drug may result in school dismissal. To protect itself and its students, SLHS reserves the right to confiscate any drugs in the possession of the students. This includes, but is not limited to, drug testing of students involved in extra-curricular activities when there is "reasonable suspicion" that a student may be using drugs as well as the presence of drug searching dogs within the building. Student drug testing is done at the expense of the student, not Shoreland. All medications should be brought to the office. A parent or doctor note is required for all medications.

The Kenosha County Sheriff's Department may be consulted in regards to the use of alcohol and/or drugs by the student(s) of Shoreland Lutheran High School.

EIGHTEEN YEAR OLD STUDENTS

All eighteen-year-old students, as Christians, should recognize that they have special responsibilities toward their fellow students who are minors. Students who are eighteen years of age will submit to all rules and regulations that govern the school. In the event that an eighteen-year-old student is no longer living at home, special arrangements for excuses must be made with the school office.

ELECTRONIC DEVICE POLICY

In our efforts to provide an environment that fosters and supports learning and the exchange of ideas, Shoreland Lutheran High School finds that the proliferation of personal electronics in our instructional arenas makes it necessary to address the acceptable use of these devices during class sessions and examinations. Using an electronic device for activities unrelated to the learning experience coordinated by the course instructor distracts the student using the device, his/her neighbors, and the instructor. Additionally, this usage is viewed as disrespectful of all others (students and instructor) engaged in the teaching/learning process. Parents and students will be required to sign the [Technology Agreement](#) (page 47-48).

Policies

- All electronic devices other than a Chromebook are not to be used during the school day unless an instructor authorizes their usage for a class-related purpose.
- Students shall be personally and solely responsible for the security of electronic devices brought to school. The school shall not assume responsibility for theft, loss, damage, or unauthorized use.

ELIGIBILITY

These guidelines apply to all areas of student life outside of the classroom. This includes such non-credit areas as athletics, clubs and organizations, and musical and dramatic groups.

General Considerations

1. Participation in co-curricular activities at Shoreland is to be encouraged in that these create another avenue of education for students with special interests and talents.
2. Participation in co-curricular activities is a privilege granted to our students to be used in a God-pleasing way.
3. Although time and effort is needed to do well in these activities, at no time should any activity interfere with classroom assignments or activities.
4. Guidance and counseling from parents, faculty, and advisors is needed to serve the best interests of our students. The individual's personal needs will be considered.
5. On occasion, the over-all welfare of a team or organization may have to be considered over an individual's personal needs.
6. Students are required by board policy to be present for all classes to participate in any practice, game, or performance. The administration reserves the right to decide if an excuse is acceptable.
7. In the light of important academic priorities, a student may have to be restricted from participation in co-curricular activities.
8. Eligibility status is determined at the end of each quarter.
9. A physical exam and a parental signature are required before a student can participate in an interscholastic sport.

Eligibility Criteria

To be eligible to participate in co-curricular activities, a student must conform to the following regulations:

- a) Enrollment
 - i) The student must be in regular attendance in grades 9, 10, 11, 12.
 - ii) He/She must have enrolled in the school by the first day of athletic practice or the first day of school for the current school year.
 - iii) Enrollment for forty school days of a semester shall constitute a full semester for eligibility purposes in interscholastic competition.
 - iv) International student eligibility must be approved by WIAA.

- v) Work-release students are ineligible to participate in extra-curricular activities.
- b) Eligibility
 - i) The student must have successfully passed three full credit subjects or the equivalent during the previous semester.
 - ii) In case of incomplete work during a semester, credits made up in a manner accepted by the administration may be counted toward eligibility.
 - iii) The student's grade point average for each quarter must be 1.85 or better with no appeal unless:
 - (1) The student has currently, within the last four years, been diagnosed with a learning disability.
 - (2) The student is under the care of a medical, psychological, or educational professional.
 - (3) The student, from first indication of academic difficulty (mid-quarter or earlier), is presently participating in the SEE Center. This program includes tutoring and testing and is monitored by the SEE Center staff.
 - iv) The student may appeal for eligibility through the Guidance Director the first time they become ineligible. A student is ineligible if he/she has a GPA below 1.85 and falls under one of the above criteria.
- c) Participation
 - i) The student shall not be eligible for participation after eight semesters of enrollment; the last two must be consecutive.
 - ii) WIAA rules state a student owes loyalty and allegiance to the school and team of which he/she is a member during the season of a given sport. A student becomes ineligible in a sport for the remainder of the season for competing in a nonschool game, meet, or contest in the same sport during the season of practice and competition established by the school.
- d) Age
 - i) A student shall be ineligible for interscholastic competition if he/she reaches his/her 19th birthday before August 1 of any given school year.
- e) Academic Eligibility
 - i) A student who becomes academically ineligible may regain eligibility by meeting the academic standard following a period of 15 scheduled school days and nights of ineligibility.
 - ii) A student regains eligibility immediately if incompletes are made up within two weeks after a grade-reporting period. A student may erase ineligibility status following the last grade-reporting period of the school year through summer school courses (including correspondence courses) at the same or some other school, provided the course(s) made up are equivalent to the one(s) that caused the ineligibility.
 - iii) A student may erase ineligibility status related to the last grade-reporting period through summer school courses (including correspondence courses) at the same or some other school, provided the student successfully completes not less than the same number of courses, which caused ineligibility.
 - iv) A student who is ineligible for a minimum of 15 scheduled school days, under the provisions of this Section, may not return to competition until the school day following the 15-day ineligibility period.
 - v) The ineligibility status described in the introduction to this Section (a) will be adjusted as follows for students in fall sports:
 - Fall Sports – The minimum ineligibility period shall be the lesser of:
 - 1) 21 consecutive calendar days beginning with the date of earliest allowed competition in a sport or
 - 2) One-third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction).
 - vi) Grades of the 4th quarter of the previous year will determine eligibility for athlete participating in fall sports.

f) Code of Conduct

- i) A student who transfers from any school, whether or not a member school, with a status of ineligibility for disciplinary reasons retains such status at his/her new school for the same period as decreed by the former school.

Appeal Process in Cases of Ineligibility

A student with 2 Fs is not allowed to appeal his/her ineligibility. The appeal process is only for instances of ineligibility with a GPA lower than 1.85 and not including 2 Fs. If a student is found to be ineligible, an appeal may be requested based on one or more of the following qualifications:

- A. The student has currently, within the last four years, been diagnosed with a learning disability.
- B. The student is under the care of medical, psychological, or educational professional.
- C. The student, from first indication of academic difficulty (mid-quarter or earlier), is (or has in the past) working in the SEE Center.
- D. The student is ineligible for the first time.

A letter of appeal needs to be written from the student and family requesting eligibility and explaining the circumstances resulting in ineligibility. Following quarters 1, 2, and 3 grading periods, the Guidance Director will solicit teacher feedback based on the letter of appeal and the student's performance in the classroom. The Eligibility Review Committee (ERC) will make a decision on an appeal 3 days following the submission of the appeal letter from the parents.

The Eligibility Review Committee is comprised of a faculty representative, a SEE Center representative, and the Guidance Director. The Principal will serve as an advisory member of the ERC. The Principal will become a voting member in the place of any member of the ERC who may have a conflict of interest with a student involved in the appeal process.

Should the appeal not go through, the student would be ineligible for 15 school days or 21 calendar days for fall sports.

ENROLLMENT

The first step in the enrollment process is to complete an online application by visiting slhs.us, Admissions tab. Once the application has been reviewed and accepted by Shoreland, an e-mail will be sent directing the applicant to complete enrollment online. Upon filling out the necessary information options are given in regards to remittance of enrollment fee to Shoreland. If assistance is needed, please contact the school office: 262-859-2595

Enrollment policy

Shoreland Lutheran High School is owned and operated by a Federation of Wisconsin Synod Lutheran churches in Southeastern Wisconsin and Northeastern Illinois for the purpose of giving a Christ-centered education to the children of Federation members. The school may also open its doors to any non-federation family interested in educating their children in a Christian environment. All students are to attend the daily devotions and religion classes.

Nondiscrimination Policy

In keeping with the enrollment policy, SLHS 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, and ethnic origin in the administration of its educational policies, admissions policies, scholarship and loan programs, or athletic and other school-administered programs. As a parochial non-profit institution, Shoreland reserves the

right to refuse enrollment or to disenroll students/families whose beliefs and/or morals are not in line with the Biblical principles of the Wisconsin Evangelical Lutheran Synod.

ENTERING THE BUILDING

Please use only the southeast and southwest doors for entry and exit before and after school. During the school day, all doors will be locked. Please come to the southwest door for entrance.

FINANCIAL ASSISTANCE

Financial assistance is available for those families who are experiencing financial difficulty. Please contact the school office for more details.

GENERAL BOARD

The General Board, composed of approximately 100 delegates from all of our federation churches, is the school's governing body. This group meets three times a year: October, February, and May. This body elects the 16-member Board of Directors.

GRADE REPORTING

Report cards are issued each semester and are mailed directly to the parents. Quarter grades indicate the student's progress in the course. Semester grades are recorded on the student's permanent record (transcript) and are used to determine class rank. Parents and students are able to check grades any time on NetClassroom. Report cards will only be displayed on Net Classroom each quarter and at the end of each semester.

The following chart displays the marking scale at SLHS:

Percentage Range	Letter Grade	Mark Points	
95 - 100	A	4.00	Excellent
93 - 94	A-	3.67	
91 - 92	B+	3.33	
87 - 90	B	3.00	Good
85 - 86	B-	2.67	
83 - 84	C+	2.33	
79 - 82	C	2.00	Average
77 - 78	C-	1.67	
75 - 76	D+	1.33	
72 - 74	D	1.00	Poor
70 - 71	D-	0.67	
	E	0.33	
	F	0.0	Fail (No Credit)
	I	0.0	Incomplete
	W	0.0	Withdraw
	WP	0.0	Withdraw Pass
	WF	0.0	Withdraw Fail
	T	0.0	Transfer to another section

Honors courses receive a 0.33 increase in GPA mark points due to the nature of the course content. Spanish IV, German IV, AP Calculus, AP US History, AP Literature & Composition, Physics, AP Chemistry are all considered honors courses.

An incomplete is marked by an "I" on the report card, when, because of illness, absence, or another valid excuse, insufficient work has been turned in to warrant a grade. In such cases, credit is withheld until the situation has been remedied to the satisfaction of the teacher involved. The student is responsible for all make-up work. This "I" becomes an "F" if the work is not completed within two weeks after the end of

the marking period, unless there is some exceptional and valid excuse for extending this time. A failing final mark in a required course must be made up to fulfill graduation requirements.

God expects each student to work according to his/her ability. Realizing that not all students have average abilities in academics, instructors may choose to give a low achieving student an "E." This mark suggests that the student has produced work showing exceptional effort, but has not achieved a grade as high as a "D-." The student with an "E" does receive credit for the course.

GRADUATION

Students must have 26 academic credits to graduate (Please see Handbook section entitled "Course Selection" for requirements). All tuition and student fees must be paid in full or a signed agreement to pay in full must be on file in the office. No transcript of credits or diploma will be issued until all obligations, both academic and financial, to the school have been satisfactorily met. It is understood as a matter of contract, that families, by their attendance at SLHS, waive their right to the forwarding of transcripts to their next school. As this handbook represents the understandings of both parent and school, attendance at SLHS is therefore to be viewed as an assent to the terms and conditions stated in this document.

Valedictorian Criteria

In order to be considered as a candidate for valedictorian of the graduating class, a student must attend Shoreland Lutheran High School for his/her entire junior and senior year. In no case will any student who transfers to Shoreland Lutheran High School during his/her junior or senior year be considered for valedictorian of his/her graduating class.

The valedictorian for each graduating class of Shoreland Lutheran High School will be determined on the basis of the cumulative grade point average after seven semesters. The student who has earned the highest grade point average at that time is declared the class Valedictorian. If two or more students tie for the highest cumulative grade point average after seven semesters the number of points earned will determine the valedictorian. (Points = Number of Credits Earned x Cumulative Grade Point Average) If two or more students have the same point total, co-valedictorians will be named.

The salutatorian for each graduating class of Shoreland Lutheran High School will be the student who is ranked second in the class based upon cumulative grade point average. If two or more students tie for the second ranking based upon cumulative grade point average after seven semesters, cumulative points will be used to determine the salutatorian.

If co-valedictorians have been named, the student with the next highest ranking based upon cumulative grade point average and or cumulative points will be the salutatorian.

GUIDANCE/COUNSELING

During the four years of high school, students are required to make many decisions. SLHS's guidance program is designed to help each student make choices that will make the most of his/her God-given talents and adequately plan for the future. Throughout the school year, each student will meet with the Guidance Director or his/her advisor in individual meetings to discuss academics, college plans, career ideas, etc. Besides personal counseling, the department is responsible for student programming, scheduling, and testing.

The structure of the SLHS Guidance Department is responsible for students on three levels. The Guidance Director, faculty advisors, and the Dean of Student Life provide students with daily opportunities to receive personal, individualized guidance, and counsel.

Shoreland also partners with Wisconsin Lutheran Child & Family Services (WLCFS) to provide counseling on location or video counseling. Screenings and services are available to all interested students.

HALL PASS

Students are to go only to the place approved on the hall pass. A pass to use the bathroom is not a pass to go to the locker room, vending machine, or telephone. Misuse of hall passes may result in disciplinary action. (see page 23)

HARASSMENT, THREATS, AND MATTERS OF RESPECT

SLHS expects that students will treat others with respect and courtesy. The school will not tolerate harassment or bullying based on race, color, creed, religion, national origin, sex, or status with regard to public assistance or disability. SLHS will take action to ensure that all school practices and activities are free of unlawful discrimination or harassment.

Sexual Harassment

SLHS does not tolerate sexual harassment. As in all areas of conduct, it is expected that students would conduct themselves in a God-pleasing manner. If a student uses poor judgment in the areas of sexual harassment (verbal, written, electronic, or physical) these actions will be dealt with immediately.

We will take reasonable steps to ensure that all students and anyone else who has contact with our students, including our faculty, staff, and the public, follow our policy prohibiting harassment.

Discrimination or Harassment Complaints

Violation of SLHS's discrimination or harassment policies may result in disciplinary action, including detention, revocation of privileges, or dismissal. (see page 23)

If you believe that you have not been provided equal opportunity in any manner, or if you become aware of discrimination or harassment, you should immediately report that conduct to the Dean of Student Life or to the Principal. SLHS will promptly investigate and attempt to resolve your concerns. Your identity will be kept confidential to the extent possible under the circumstances.

If you do not find that your concerns have been handled to your satisfaction, you should report the matter to the Principal. If still unresolved, you should report the matter to the Board of Directors.

Retaliation Prohibited

We will not tolerate retaliation against a student or parent who brings a good faith report of discrimination or harassment. If you believe retaliation has occurred, you should promptly notify the Dean of Student Life or the Principal. If this is not satisfactory, your concern should be brought to the Board of Directors.

All students and parents are expected to be cooperative and forthright in responding to any report of discrimination or harassment.

Offensive Conduct

Shoreland Lutheran High School promotes a Christian environment in which all students are comfortable and can work productively. We will not tolerate offensive, degrading, or harassing remarks or conduct, even if the conduct does not rise to the level of unlawful discrimination or harassment. Conduct prohibited by this policy includes any action by any student, faculty, staff member, parent, or member of administration that directly or indirectly threatens unwelcome physical contact. It also includes offensive conduct that threatens or adversely affects a student's performance or participation in school activities.

Disrespect for Authority

If a student chooses to demonstrate disrespect for an instructor or others in authority through words and actions that cannot be resolved in a peaceful manner, the instructor is to immediately involve the Dean of Student Life or Principal and an appropriate response will take place.

HEALTH SERVICES

Illness at School

If a student becomes ill during the school day, he/she will report to the school office, where the student will be monitored until such time as he/she can return to class or receives permission to go home. Generally, students will not be permitted to stay in the school office for more than one class period. After that time he/she will be expected to return to class or make arrangements to go home. If returning to class, the student should obtain a pass from office personnel. Students are required by board policy to be present for all classes to participate in any practice, game, or performance. The administration reserves the right to decide if an excuse is acceptable.

Injury/Accident Reports

Should an accident/injury involving any student, visitor, or employee occur at school or during an off-campus school related activity, those who witnessed or were involved in the event must report it to the Principal as soon as possible. An exception to this is that athletes who experience an injury will report it to their head coach, who will subsequently report it to the Athletic Director or Athletic Trainer. The appropriate individual will then complete an Accident/Injury Report Form and submit it to the Principal, who will file the report and take any appropriate action.

Medications

State health regulations do not permit the administration of medication without the consent of the parent or guardian. Whenever possible, please administer medication at home, either before or after school. If medication is to be administered at school, it is the responsibility of the parent/guardian to provide all authorized medication and replace expired medication. Medication may be delivered to the office via parent/guardian or student. All medication must be supplied in the original container. Prescription medications require the pharmacy label. Non-prescription medication must be in the original container with the directions on the container including student name. All medications shall be kept in a locked cabinet. Students requiring medication at school, including herbal and vitamin supplements and ibuprofen, shall provide a completed "Medication Authorization Form." Prescription medications require a physician and a parent/guardian signature. Over-the-counter medications require a parent signature. The office can only administer over-the-counter medications according to package directions. A physician signature is required for any changes in dosage or frequency of medication. The parents must notify the school when the drug is discontinued or for any changes. An updated medication authorization form is required for all changes. All medication authorization forms must be renewed annually. All unclaimed medication at the end of the school year will be disposed of per policy. ALL prescription and over-the-counter medications must be stored in the school office and administered under the guidance of school personnel, with the exception of those that must remain with the child (e.g. epi-pens, inhalers, diabetes kits). The school office daily records the dosage and time of distribution in a SLHS medication log. The school will reasonably protect student confidentiality when storing, administering, or recording student medications.

When students become ill or injured, they should report to the office immediately. Parents will be contacted and the student will be sent home, admitted to the sick room, or returned to class. Generally students will not be kept in the sick room for more than a class period.

Sick Room Policy

Student phones are not allowed in the sick room. Cell phones will be left on the office counter. The phones will be returned after the student leaves the sick room.

If a pattern develops and the student continually stays in the sick room during one particular class period, the student will no longer be allowed to use the sick room.

Any student who spends time in the sick room is not eligible to participate in after school activities.

HOMEWORK PHILOSOPHY

At Shoreland Lutheran High School, homework is a strategic tool used to support and extend learning after sufficient practice has been provided. Students will be provided meaningful opportunities to practice skills and understanding within a goal-oriented classroom. After such opportunities have been provided, students are expected to thoughtfully approach and complete homework with earnest diligence that brings glory to God. Homework at Shoreland provides a three-way partnership opportunity between students, parents, and teachers to be involved in the academic achievement success of the student.

Should additional support be needed, the Shoreland Educational Excellence Center (SEE Center) provides academic support for students. Contact the Guidance Director for more information regarding SEE Center requests.

HONOR ROLL

The Honor Roll is published after each semester. Only semester grades are used for the calculation of class rank. Recognition of the use of one's talents is a worthwhile thing. Position on the honor roll will be determined by an average of the points earned.

<u>Rank</u>	<u>Grade Point Average</u>
Highest Honors	3.8-4.00
High Honors	3.5-3.79
Honors	3.2-3.49
Honorable Mention	3.0-3.19

IDENTIFICATION CARDS

School identification cards bearing the student's photo are issued yearly. This card is to be used by the student for admission to all regular season home games or proof of enrollment as part of dance admission and may also generally be useful for proof of age requirements.

IMMUNIZATION POLICY

State law requires all public and private school students to present written evidence of immunization against certain diseases within 30 school days of admission. The current age/grade specific requirements are available from school and local health departments. These requirements can be waived only if a properly signed health, religious, or personal conviction waiver is filed with the school. The following immunizations are state-required minimums for Grades 9-12:

4-DTP/DtaP/DT/Td, 1-Adolescent Booster (Tdap), 4-Polio, 3-Hepatitis B, 2-MMR, 2-Varicella (Chicken Pox)

LATE START

The second Monday of each month has been designated as a Late Start Day. Late Start Days are designed to allow for faculty professional development. It is important for our faculty to excel in the ever changing world of education. The designated Late Start Days for 2017-2018 are:

September 11, 2017
November 13, 2017
December 11, 2017
January 8, 2018
February 12, 2018
March 12, 2018
April 9, 2018
May 14, 2018

Class will begin at 9:45am on these days. Students who need to arrive earlier than 9:45am will have a supervised area of the school available to them and are not allowed to leave the campus without parent permission once they are here.

LOCKER ROOMS

The locker rooms will be open immediately before and after school and at the time when students are changing for physical education classes or athletics. Do not store personal items or class materials in these lockers if you plan to use them during the school day. Lockers should be kept locked at all times. SLHS is not responsible for lost or stolen items from unlocked lockers in locker rooms.

Students will use the locker rooms, changing facilities and restrooms conforming to their biological gender.

LOCKERS

To make life more convenient for you as a student at SLHS, you are extended the courtesy of the use of an assigned locker. The locker remains the property of the school. The lockers should be kept neat, clean, and locked. You alone are responsible for your own property. Thus, it is not wise to share lockers or locker combinations; nor is it wise to bring items of significant value to school. Also, good Christian judgment needs to be exercised in how the locker is "personalized" by the individual student. All items in your locker should conform to school rules not be a nuisance that detracts from the learning environment, and not present a health or safety hazard. Items that detract from the school's purpose are not to be kept or displayed in the locker. No alcoholic beverage can or bottle or alcoholic posters and advertisements are to be used as a decoration in your locker. For the protection of the students, and in order to fulfill their responsibilities, the administration reserves the right to enter any locker at any time. Periodically during the school year the lockers are inspected. At the end of the school year, each student is to clean his/her locker and have it checked out by his/her advisor. If the locker is dirty and damaged, the student will be assessed a \$10 fine.

Lockers should be kept locked at all times. SLHS is not responsible for lost or stolen items from unlocked lockers.

LOST AND FOUND

The lost and found department is located in the main office. The items are disposed of at the end of each quarter.

LUNCH

Shoreland currently offers a full-meal lunch program. Meals can be paid for in the office before school starting at 7:30am. Prices are as follows:

- Meal - \$3.65
- Extra - \$1.60 (2nd entrée or other individual a la carte item)
- Milk - \$.15

(These prices are subject to change.)

Students will use their Student ID to track and pay for their meals and milk by scanning their ID at the lunch terminal. If the student loses their ID and needs a replacement, the fee is \$5 for each replacement ID.

Students are to eat their lunches during the designated portion of the day. In order to keep our building and grounds as clean as possible, all eating should be done in the commons, unless an alternate area has been designated.

- 1) Students should proceed promptly to the commons. No loitering in the halls is permitted.
- 2) The restrooms may be used anytime during the lunch break.

In the commons proper, respect not only for God's gifts but also for our neighbor is especially encouraged. God expects that we will be proper stewards of the blessings he has provided to us. We would hope that a student does not feel it is necessary to waste any food he/she has been given. In addition to this reminder:

- 1) No throwing of food, garbage, or any other objects will be permitted.
- 2) The sliding of chairs or tables or the spinning of things such as soda cans on or across tabletops will not be permitted.
- 3) Nothing should be left on the table or floor. Garbage should be placed in the appropriate container before leaving the cafeteria.
- 4) All students will rise and return chairs to their proper positions, for the prayer of thanksgiving.

NATIONAL HONOR SOCIETY

This service group within the student body consists of those who qualify through consistent performance on standards of scholarship, leadership, service, and character. Information on the NHS is available through the Guidance Office. Only Shoreland Lutheran High School National Honor Society will qualify in recognition at graduation. Appropriate Christian behavior will be necessary to represent Shoreland Lutheran High School.

OPEN BOARD OF DIRECTOR'S MEETING

The Board of Directors at Shoreland has established a new practice of inviting parents and students or other interested parties to attend the Board of Directors meeting two times during the school year. The regular meetings of the Board of Directors in December and March will include a 20 minute "Open Meeting" segment to allow Shoreland family members the opportunity to have time with the Board of Directors if desired. This portion of the meeting will include the opening devotion followed by the Administrative Council report and then opportunities for questions to be asked of the Board. The Board will then move on to the rest of the agenda in closed session.

The schedule is as follows:

December 11, 2017 – 7:30 PM

March 12, 2018 – 7:30 PM

This interaction with the Board of Directors is designed to create more opportunities for open communication with the leaders at Shoreland. It will always be important to keep in mind the guidelines established in Matthew Chapter 18 as well as the Conflict Resolution Procedure found on page 24 of the Parent-Student Handbook as things are brought to the Board of Directors.

May God continue to bless the ministry at Shoreland as we work together as a team to Educate, Equip, and Encourage young people for lives of Christian service.

PARKING LOT

All student drivers need to register their vehicle before they drive to school, only seniors will be given a reserved parking spot. Please drive and park courteously. Park your vehicle in an orderly manner facing the curb. Upon arrival, students are to enter the building promptly. The back lot is reserved for faculty and staff parking. School administration has the right to search the car if there is "reasonable suspicion" of illegal substances in a vehicle. Disciplinary measures may be issued and/or parking privileges revoked for inappropriate behavior in regards to driving habits or parking lot behavior.

PARENT-TEACHER MEETINGS

Two evenings are set-aside in October for meeting with parents. At this time, parents are invited to schedule consultations with the student's teachers. If a parent wishes to meet with a teacher at another time, they are encouraged to call the school office to schedule an appointment.

PHYSICAL EXAMS

A physical exam will be required of any student wishing to participate in any interscholastic sport. Such an exam will cover a student for two successive years of competition in sports. The physical must meet or exceed the requirements established by WIAA. A WIAA physical form must be on file at school prior to the first practice. Forms are available in the office.

PREGNANCY POLICY

Children are a heritage of the Lord and a blessing of the marriage bond for husband and wife. Sinful nature, however, entices men and women as well as adolescents to become sexually involved with each other outside of the marriage bond. Pregnancy can be the result of such sinful relationships. SLHS female students who become pregnant are counseled to speak with their pastor relative to their spiritual needs. The administration will also arrange a meeting with the student, parents, and pastor to review the situation. A proper Christian attitude of contrition, repentance, and forgiveness are to be evident through these discussions and in actions taken. The resulting consequences are to be viewed as living chastisement and not as punishments. God willing, they will serve as corrective and instructive measures for the student, the student body, and the SLHS federation. (II Samuel 12)

The pregnant student may continue her normal classroom instruction if her health allows it. Should there be some physical limitations the school will establish an alternative course of study with her. This will be determined by the administration in consultation with the student and her parents. Since the pregnancy creates some special concerns both for the student and the school, the student's involvement in co-curricular activities, and school related public appearances (i.e. plays, concerts, etc.) will be suspended for a periods of 365 days starting at the time the pregnancy is confirmed by the administration. This 365 day suspension from co-curriculars also applies should the pregnant student suffer a miscarriage. This suspension serves as a consequence for the action, and in no way minimizes the fact that forgiveness is present. After the suspension is served, the student, parents, and administration will review whether it is advisable for the student to resume co-curriculars.

If a male student at SLHS is responsible for a pregnancy, he will be counseled to speak with his pastor to meet his spiritual needs. A meeting with parents, student, and administration will be held to review the situation. A proper Christian attitude of contrition, repentance, and forgiveness are to be evident through these discussions and actions taken. The student may continue his normal classroom instruction during the term of the pregnancy. However, his involvement in co-curriculars and school related public appearances (ie. plays, concerts, games) will be suspended for 365 days from the time the pregnancy is confirmed to the administration. This suspension serves as a consequence for the action, and in no way minimizes the fact that forgiveness is present. After the suspension is served, the student, parents, and administration will review whether it is advisable for the student to resume co-curricular activities.

The matter of public offense is also an issue of concern (Romans 14 and 1 Corinthians 8.) A student who demonstrates an unrepentant attitude by his/her words and/or actions is an issue of concern

and the student(s) involved could be restricted by the administration from taking part in the public graduation service. The student(s) would still receive his/her diploma but only after all required work was completed. Should the pregnancy be terminated by an abortion, the student(s) involved, parents, pastor(s), and administration will meet to review the situation and the administration will determine the consequences for such action. Because of the blatant disregard for the Fifth Commandment's directive not to murder, the consequences could be suspension or expulsion.

It is important that faculty, students, and parents of a Christian school testify to the truth and turn away from sin. While sexual permissiveness may pervade our society, we are to stand as a witness to God's will which opposes sexual relations outside the marriage bond. In the event that an SLHS student is a partner in a second pregnancy, the student forfeits the privilege to attend SLHS upon confirmation of the pregnancy by the administration. The parents and pastor will be contacted regarding these actions. Such action stands as a witness to all regarding God's will for our lives as His redeemed children.

PROM

This Junior/Senior prom is a Junior Class salute to the Senior Class. The evening is a tribute, which serves as a farewell. The Junior Class/Junior Parents plan the banquet, entertainment, and dance. The Dean of Student Life should be in attendance of the meeting on final determination of dance hours.

This formal evening is open to the members of the junior and senior classes and their dates. Guest tickets for dates who are not members of the junior or senior classes will be sold in advance. The ticket will be good for the entire evening (banquet, entertainment, and dance). All dance guidelines are found in the dance section of this handbook found on page 25.

REPORTABLE ISSUES

Shoreland Lutheran High School's faculty and staff are required by law to be mandated reporters of any and all illegal activities. In keeping with the laws that govern the state of Wisconsin, our faculty and staff are required by state law to report these illegal activities. Any activity that is a "threat of harm to themselves and others" is deemed reportable. The following is a sampling (but not limited to the following) of what would constitute illegal activities according to Wisconsin Social Service: a) sexual abuse b) physical abuse c) child neglect d) threat of harm to themselves and others e) drug use and, f) alcohol use.

The SLHS faculty and staff are instructed to follow these steps when reporting any issues:

- a. Speak privately with the individual regarding the issue.
- b. Inform an administrator of the issue.
- c. Report the issue by calling Kenosha County Social Services.
- d. Document any and all information pertinent to the situation.

SAFETY PROCEDURES FOR FIRE AND DISASTER

Mr. Randy Abitz has been designated as the Fire Marshall. A diagram is posted in every classroom showing the exit route for that room. Regular fire drills will be conducted in accordance with state law.

As a safety precaution, no student is to be alone in the building after school hours without the knowledge and supervision of a faculty member. In an emergency, contact the nearest faculty/staff member.

Faculty and staff members have been trained in CPR and defibrillator use. In case of crisis issues, faculty and staff have been trained how to proceed in cooperation with local law enforcement, fire, and rescue workers.

SCHEDULE CHANGES

On occasion, a student may have a good reason for dropping a subject or changing his/her schedule. Schedule changes can be made within the *first full week of each new semester*. The instructor may recommend a change after that time for the benefit of the student and/or the class. A fee of \$5 per change will be assessed. Any subject dropped after that period without instructor permission may appear as a "WF" (Withdraw Failing) on the permanent record. Exceptions to standard policy are subject to review by the Principal.

SCHOLARSHIPS

Students who earn the highest score on the SLHS Placement Test in their Federation grade school will receive a \$250 scholarship toward their education at Shoreland. In addition, the Principal's Scholarship (\$500) is awarded to the highest scorer from all the Federation schools. If the student maintains a 3.0 GPA in his/her freshman year, the money will be awarded in the fall of his/her sophomore year.

The following memorial scholarships are available for returning students and will be used toward tuition:

- Ken Russell (\$250) for spiritual leadership and volunteer service – returning Junior
- Erbe-Vogel (\$150) for academic, social, and spiritual leadership
- Dana Spurlock (\$300)
- Benjamin Honeck for visual arts (\$500)
- Noel Honeck for performing arts (\$500)
- Brooks Family Bio-Med (varies)

The following scholarship is awarded to a graduating senior who is enrolled at Bethany Lutheran College, Martin Luther College, or Wisconsin Lutheran College:

- L.R. "Larry" Marquardt Scholarship (\$500)

SCHOOL CLOSINGS

Families will be notified through a message from the Principal or for more information on school closings, watch one of these stations or check the front page of SLHS website:

WTMJ 4, Fox 6, WDJT 58, or WISN 12

In the event that school is closed all or part of any school day because of inclement weather, all in-house co-curricular activities for the balance of that day are cancelled. Significant changes in weather between the time of closing and the start of an activity hosted by another school will be monitored on an individual basis. Shoreland's participation will be determined by the administration.

SCHOOL OFFICE HOURS

MID AUGUST – MAY	7:30 AM - 3:30 PM
JUNE – MID AUGUST	8:00 AM - 12:00 PM Monday-Thursday (Closed Fridays)

Closed during Thanksgiving, Christmas and Easter Vacations, as well as other days when school is not in session. If it is critically important to contact the school, please call the Principal at 262-456-0901.

SCHOOL SONG

For we are Shoreland Lutheran High School;
and we will fight to win this game!
Stand proud of our school; black and gold,
our colors will ever reign!
Our unity and spirit guide us,
the Pacers bold and strong are we.
For, we will stand together striving for success

as we move on to victory!!
SLHS - SLHS -SLHS - GO SHORELAND HIGH!

SEASON PASSES

A season pass good for all regular season home games may be purchased from the office.

SOCIAL ACTIVITIES

Social activities are sponsored by various clubs and classes and are regulated by the Student Council. While participating in these activities, one needs to remember that his/her behavior is to conform to the will of the Savior. Scripture states: "*So whether you eat or drink or whatever you do, do it all for the glory of God.*" (I Cor. 10:31)

Some of the social activities sponsored in the past by Shoreland have included skating, bowling, picnics and dances. Consider being an active participant in school life. This will help cultivate friendships and make high school life more enjoyable.

STUDENT COUNCIL

The Student Council is comprised of 19 students - four Freshmen, four Sophomores, five Juniors, and six Seniors. The chief purpose of the SLHS Student Council is to serve the student body by setting Christian examples and encouraging Christian fellowship. It aims to develop Christian leadership and God-given talents. It serves as a link between the students and faculty and has responsibility for many of the school's social functions and activities. The Council discusses problems and recommends changes regarding school life. It has charge of the mission offerings and investigates worthwhile mission work to which the money may be contributed.

The Student Council receives its authority from the administration and it regulates those phases of school life among the student body as specified by the Principal. Its faculty advisors guide the Council's work. It is expected that the Student Council members will be examples in their studies. All students are called upon to give them support and cooperation.

STUDY HALLS

If you do not have a class during a period of the school day, you will be assigned to one of two study halls. You are to use the study halls to prepare your assignments. The study hall supervisor will outline specific guidelines for the study hall. Study hall is considered a class in the sense that rules of tardiness and behavior apply. Come to study hall prepared to study. Every member of a study hall group is expected to study and to make it possible for others to study without distraction.

A student must have a signed pass from an instructor to leave the study hall for the purpose of meeting with the instructor or using classroom facilities (science labs, computer labs, etc.).

Study hall is an ideal place for you to practice stewardship of time. Strive to do the God-pleasing thing by keeping busy at your work and not wasting the gift of time.

SUPPORT GROUPS

While support from SLHS comes from many sources, the following special support groups have contributed notable services to the school. The participation of Shoreland parents in their activities is encouraged.

- MATA "Music And The Arts" (supports fine arts)
- Pacer Patrons (supports athletics)

TESTING PROGRAM

Current SLHS Students: SLHS conducts a standardized testing program to help in the evaluation of courses and student progress. Freshman and sophomore students will take the ACT Aspire Test in preparation for the American College Test (ACT) that will be taken during the junior year. Juniors will be taking the Armed Services Vocational Aptitude Battery (ASVAB) and may choose to take the College Board's PSAT/NMSQT Test. Information and guidance is passed along to juniors as they prepare to take college entrance exams such as the ACT or the Scholastic Aptitude Test (SAT).

TOBACCO AND SMOKING

One of the main objectives of SLHS is to develop good habits and attitudes to carry over into adult life. For that reason and to comply with state laws, tobacco products are prohibited in lockers, on you personally, and on the school premises or in school buses. In the same manner, e-cigarettes are also prohibited in lockers, on you personally, and on the school premises or in school buses. These rules also apply to all off-campus activities.

TRANSCRIPTS AND TRANSFER STATUS

SLHS is a member of the Association of Lutheran High Schools and is listed in the Wisconsin Non-Public School Directory published by the Wisconsin Department of Public Instruction. Credits earned at SLHS are transferable to other secondary schools, both public and non-public, and to any institutions of higher learning.

All transcripts from the year 2011 to present should be requested through Parchment.com. Those needing transcripts from years 2010 and prior can either email or call Student Services to request a transcript. **The cost for a student transcript is \$3 and for alumni transcript is \$5.** No transcript of credits or diploma will be issued until all obligations to the school (both academic and financial) have been satisfactorily met.

Transfer Credit Policy

Regarding our practice with transfer credits:

- Shoreland will accept credit and record a given grade (A-F) for any class in which credit is given from another recognized educational organization.
- Shoreland does not accept transfer grades in a weighted grading format.
- Grades will be entered on a student's transcript as received for credit, and will be calculated into a student's GPA using Shoreland's grading scale.

TRANSPORTATION

Shoreland is located in the Kenosha Unified School District. Any student living in this district and more than two miles from school is entitled to transportation. Shoreland is also located within five miles of three other school districts. These are Racine Unified, Union Grove, and Salem Central. Any student living in these areas is also entitled to transportation by law. Whether this is busing directly or parent contract is up to the officials of the district.

In addition to the busing provided by the Racine and Kenosha School Districts, Shoreland owns and operates a fleet of buses to provide transportation for students who come from outlying areas of our Federation. Currently, transportation is available for students from East Troy, Elkhorn, Lake Geneva, Burlington, Union Grove, Wilmot, Antioch, Bristol, South Milwaukee, Oak Creek, and Caledonia. A user fee helps to defray the cost of this transportation. Routes and stops are established each year, based on those who participate in the program. These routes are set up based on need after registration each year.

TRIPS AND TOURS

All trips and tours are planned under the direction of a faculty advisor and with permission from the Principal. Most often the expense of the trip will be the responsibility of the parent/guardian, unless otherwise stated. A signed parent/guardian permission form must be on file before departure. Since a school is often judged by the conduct of its students, Christian conduct is particularly necessary on the part of members of a tour group. This applies to all manner of trips. Teachers reserve the right to exclude any student who does not meet these standards.

In the interest of the safety and protection of our students, all adults who have direct contact with students at school activities or events will be required to consent to a background check prior to being involved in the activity or event. The school faculty or staff person responsible for the activity or event will provide a consent form that can be submitted to the school office. The background check is a quick and easy way to make sure our students are safe. Thank you for understanding the need for such a procedure. If you have any questions, please contact the Principal.

TUITION AND FEES

Tuition fee covers class dues (graduation diplomas, etc.) and student expenses (book rental, report cards, etc.). Not covered are lunch tickets, locks, physical education t-shirt, student planner, yearbooks, letter jackets, graduation announcements, class rings, and class trips.

If a student leaves our school in the middle of a month, tuition will be charged for the entire month.

There will be a fee for each activity listed below in which a student participates. Managers and statisticians volunteer their time to help the team and will not be charged a fee.

Baseball	Cross Country	Golf	Track
Basketball	Football	Soccer	Volleyball
Cheerleading	Forensics	Softball	Wrestling

The fee will be added to the tuition statement when the coach or advisor gives the team roster to the office. Please contact the school office for more detail on tuition rates.

VANDALISM

Any act of vandalism by a student of SLHS on school property whether directed at a student, faculty or staff member, or the building and grounds of SLHS will be addressed. Vandalism falls under the guidelines of a code of conduct violation.

Depending on the act of vandalism, the involved student(s) may be subjected to the following consequences: detention(s), suspension(s), disenrollment, fines, and/or legal ramifications.

Vandalism may also affect the participation of would-be seniors in the graduation ceremony.

VISITORS

Shoreland runs a closed campus school. All visitors must sign in at the main office. This means that no one is allowed to wander around or consult with students without first introducing himself/herself at the office and stating his/her business. This includes parents, friends, and former students, as well as all vendors.

If a student wishes to bring a friend or relative to visit Shoreland, he/she should get permission at least one day in advance. When a visitor arrives, he/she is first introduced to the Principal and/or Dean of Student Life and then issued an identification pass. The guest is expected to accompany his/her host

while at school and to observe all school rules including dress codes. No visitors will be allowed on days when semester tests are scheduled.

WEAPONS

The Gun Free School Zones Act prohibits all persons knowingly possessing a firearm or discharging a firearm within 1000 feet of a school. Any person possessing a firearm at Shoreland Lutheran High School or at a school function under the jurisdiction of Shoreland Lutheran High School may be disenrolled for not less than one year. Students at Shoreland Lutheran High School, possessing at school or at a school function any dangerous weapons (destructive devices), may be disenrolled for not less than one year.

The term firearm includes the following:

- 1) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive
- 2) the frame or receiver of any such weapon
- 3) any firearm or firearm silencer
- 4) any destructive device
- 5) any device having the appearance of the weapons described on this page (including toys)

The term dangerous weapon includes but is not limited to:

- 1) firearm (loaded or unloaded)
- 2) electronic weapon or other device designed as a weapon capable of producing death or great bodily harm
- 3) metallic knuckles or any knuckles of any other substance which could be put to the same use with the same or similar effect as metallic knuckles
- 4) nanchaku or any similar weapon consisting of two sticks of wood, plastic or metal connected at one end by a length of rope, wire, chain, or leather
- 5) cestus or similar material weighted with metal or other substance and worn on the hand
- 6) shuriken or any similar pointed star-like object intended to injure a person when thrown
- 7) manrikigusari or similar length or chain having weighted ends
- 8) any knife with a blade of more than 2½ inches in length

WORK PERMITS

Any student below the age of 16 who becomes employed is required to have a work permit from the Wisconsin Department of Industry, Labor and Human Relations. After you have secured a job, the Student Services office can issue a permit. Students are required to bring the following to the office before school:

1. Proof of age (birth certificate or driver's license)
2. Social security card
3. A letter from employer stating intention to hire a minor and what the job duties will be (type of business, business address and phone number must be included)
4. A letter from parent or guardian consenting to the employment
5. Mandatory fee of \$10 (State regulated)

WORK RELEASE

Some students may decide to participate in a work release program. Any students desiring such a program should speak to the Guidance Director. A student who wishes to participate in such a program MUST:

- a) Be senior student status
- b) Receive approval from the school administration
- c) Submit agreement letter from employer complying to program

- d) Submit a letter from the parent(s) requesting such a program
- e) Be in academic "good standing"
- f) Submit a weekly work schedule



Responsible Use of Technology Agreement

Parents and Students, please read this document together. Then sign, date, and return just the last page. This document is also available on the SLHS web page.

Student access to Shoreland Lutheran High School's (SLHS) electronic tools and systems is a privilege, not a right. Through this system students are able to communicate with other schools, colleges, organizations, teachers, and individuals and have access to hundreds of resources for research, content, creative works, and services. Students are reminded to use all of these tools as a gift from God and make all knowledge they learn, "captive to the Word of God" (Martin Luther).

SLHS technology involves many types of communication and information networks. It is possible to access material that students or parents might find objectionable. While SLHS has taken reasonable steps to restrict access (content filter), it is impossible to guarantee that such access cannot or will not be gained. It is the student's responsibility to follow guidelines for appropriate use. It is also the time for a student to practically apply 1 Cor. 10:31, "Whether you eat or drink or whatever you do, do it all to the glory of God."

The following are the student's agreements about the use of technology:

1. I will not harm other people or their work.
2. I will not use any electronic communication to harass, intimidate, or bully anyone.
3. I will not damage, change, or tamper with hardware, software, settings, or the network equipment from SLHS or on SLHS property or under SLHS jurisdiction in the cloud.
4. I will not interfere with the operation of the network or network traffic.
5. I will respect copyright laws by properly citing sources and not stealing intellectual property.
6. I will not seek, send, view, or display offensive messages or media.
7. I will not share passwords with another person.
8. I will not waste limited resources such as bandwidth or printing capacity.
9. I will not trespass on another student's or teacher's cloud computing accounts, files, or work.
10. I will not attempt to access the Internet via any connection that bypasses the SLHS content filters.
11. I will not give out personal information in online web tools (blogs, videos, wikis, etc.) that could help someone locate or contact me in person.
12. I will treat online web tools as classroom space remembering that "...whatever you do, do it all to the glory of God." (1 Cor. 10:31)
13. I understand my image or likeness may be used for digital communication and publication in conjunction with being a student at SLHS.
14. I will notify an adult immediately if by accident I encounter materials which violate these rules.
15. I am prepared to be held accountable for my action, for the loss of privileges, the loss of an educational experience, or appropriate consequences if these rules are violated.
16. I understand I have no right or expectation of privacy in my electronic communications.
17. I am aware all content created under SLHS supervision is owned by SLHS and me.
18. These expectations of responsible use apply to any and all times I am under SLHS's supervision.
19. These expectations of responsible use do apply at any time in my life of Sanctification.

Student User

I have read, understand, and I will abide by the SLHS Responsible Use of Technology Agreement and the terms and conditions for use. I realize violations may result in my loss of the network, Chromebook, or Internet access and other disciplinary action. I realize that once I step into a global community there may be legal consequences beyond SLHS's control.

I will sign my name to show that I will follow these rules.

Student #1 _____ Grade _____

Student #2 _____ Grade _____

Student #3 _____ Grade _____

Date Signed _____

Parent/Guardian Permission

I have read this Responsible Use Agreement and have discussed it with my child(ren). We agree that by my signature, I give my permission for my child(ren) to use the school's network and access the Internet with a personal or school Chromebook.

Parent/Guardian Name (Print) _____

Parent/Guardian Signature _____

Date Signed _____

NOTE: Return entire sheet. Copies are available if needed.