

LEON HIGH SCHOOL

2017 – 2018

Student Planner and Agenda Book



Tradition • Pride • Excellence

2017-18 BELL SCHEDULE

FIRST BELL.....	7:25
1ST PERIOD	7:30 – 8:20
2ND PERIOD.....	8:26 – 9:16
3RD PERIOD.....	9:22 – 10:12
4TH PERIOD	10:18 – 11:14
LUNCH.....	11:14 – 11:54
5TH PERIOD	12:00 – 12:50
6TH PERIOD	12:56 – 1:48
BUS BELL - BUSES DEPART.....	1:55
7TH PERIOD	1:55 – 2:45

2017-18 PEP RALLY BELL SCHEDULE

FIRST BELL.....	7:25
1ST PERIOD	7:30 – 8:15
2ND PERIOD.....	8:21 – 9:06
3RD PERIOD.....	9:12 – 9:57
4TH PERIOD	10:03 – 10:48
LUNCH.....	10:48 – 11:28
5TH PERIOD	11:34 – 12:19
6TH PERIOD	12:25 – 1:10
PEP RALLY.....	1:20 – 1:46
BUS BELL - BUSES DEPART.....	1:55
7TH PERIOD	1:55 – 2:45

LEON HIGH SCHOOL

550 East Tennessee Street • Tallahassee, Florida 32308-4938

Telephone: (850) 617-5700

Fax: (850) 922-5311

Principal **Billy Epting**

Assistant Principals **Deshone Hedrington, Attendance**

Sarah Hembree, Curriculum

Ricky Ardley, Discipline

Dean of Students/Athletic Director **Mark Feely**

This Agenda Book Belongs To:

Name _____

Address _____

Phone _____

Grade _____

1st _____ rm. _____

2nd _____ rm. _____

3rd _____ rm. _____

4th _____ rm. _____

5th _____ rm. _____

6th _____ rm. _____



I want to take this opportunity to welcome you to a new school year at Leon High School. Getting off to a good start is very important to having a successful year. This student planner and agenda book is a resource for you to use in achieving that good start.

You will find lots of useful information about Leon High School as well as school policies and procedures that affect everyday life at Leon. I encourage you to use this planner on a regular basis to keep track of assignments and due dates as well as staying informed with regards to school policies and procedures.

High school can be some of the best years of your life. I encourage you to get involved in extra-curricular activities. Try a new club or activity; attend a new performance or sporting event; but most important of all take an active role in your high school experience both academically as well as socially.

We talk about PRIDE a lot at Leon High School. For Leon Lions, PRIDE stands for Prepared, Respectful, Involved, Diligent, and Engaged. If you take those five words to heart the sky is the limit.

I am looking forward to a tremendous year. **Go Big Red!**

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Foreword

This handbook is to be used in conjunction with Leon County Schools' Code of Student Conduct and the High School Attendance Policy which are distributed to all students at the beginning of the school year. These documents have been prepared so that all students and parents may better understand Leon High School and its policies and procedures.

All students are expected to control their own behavior and conduct themselves in a mature manner and will be held responsible for their behavior choices while participating in school activities. Disruption of the educational process causes everyone to lose valuable time and opportunities. It is our expectation that students represent Leon High School in all they do.

Emblem and Colors

The emblem of Leon High School is a shield bearing an old English "L", held up on either side by a Lion. The school colors, red and white, signify courage and loyalty.



Alma Mater

The Alma Mater was written in 1934 by Coach C.H. "Blake" Clark.

The red clay hills of Tallahassee
Harbor memories dear
Memories of our dear old high school
That we all revere.
May we ever bring thee glory
Always honor thee,
Keeping burning deep inside us,
Fires you kindled there.
To Leon, To Leon
We all sing to thee
Faithful we'll always be
To our dear old Alma Mater
We love thy classic halls
Forever more
Loyal and ever true
Leon to you!

Mission

Our mission is to prepare all our students to be lifelong learners and productive citizens in an ever-changing world and global society.

General Information

School History



Leon is Florida's oldest continually accredited high school, founded in 1871 just twenty-six years after Florida became a state. It was five years later when a two story building was erected on the present day site of the Hobbs Federal Building along Tennessee Street. This facility was used until a new building was erected in 1911. That structure was located on

the current site of the Leon County Public Library along Park Avenue. Growth dictated another new facility in 1936. There was much criticism about the three-story structure that houses Leon today. Many people thought it so large that it would never be more than half-full. This third structure, which is still our home today, weathered the criticism and has served the community well.

We want every Leon student to feel part of our legacy and tradition. Once you have walked these hallowed halls, you are part of its history. Our pride is based on our tradition of excellence.

Contacting the School

You can call Leon High School 24 hours a day at 617-5700. The receptionist will answer your calls between the hours of 7:00 a.m. – 3:00 p.m., Monday through Friday. Any other time, calls will be answered by our automated phone system.



Visitors

Leon High School is a Red Carpet School and welcomes parents and community volunteers to its campus. We do request that:



1. all visitors report to the Main Office immediately upon entering the building with a driver's license;

2. school business be taken care of in the appropriate administrative office;
3. appointments be made to discuss concerns with any administrator, teacher, or guidance counselor.

For the safety of all concerned, visitors on our campus not following the proper procedures will be considered trespassers and treated accordingly.

Concerns

If a student or parent has a concern about a school policy or an employee, the following procedure should be followed in order to resolve the concern as quickly as possible:

1. Contact the person involved to discuss the issue.
2. If the concern still exists, contact an assistant principal assigned that area of responsibility.
3. If still unresolved, contact the principal.

Graduation Requirements Class of 2018

Four-year, 24 Credit Option

English (4 credits)

Math (4 credits) - must include Algebra I and geometry

Science (3 credits) - must include Biology 1

Social Studies (3 credits) - World History; United States History; Economics [.5 credit] & American Government [.5 credit]

HOPE (1 Credit) - Health/PE

Arts (Practical/Fine) (1 credit)

Electives (8 Credits)

Students must participate and pass all state required tests, including the FSA and end-of-course exams. State EOC's count as 30% of the final grade in Algebra I, Geometry, Biology I, and United States History. Please see guidance for a grade specific graduation checklist.

Transcripts


Unofficial transcripts including a graduation check will be issued at the end of each semester. All other copies of transcripts must be requested through the Registrar's Office for \$1.00 each.

Seniors may have transcripts sent to universities and scholarships for no fee. Please see Mrs. Smith for details.



Grading System

The grading policy is as follows:

	Grade	Percent	GPA Value
	A	90-100	4
	B	80-89	3
	C	70-79	2
	D	60-69	1
	F	0-59	0
	I	Incomplete	

Grades are distributed four times during the school year. Report cards for grading periods one, two and three are given to students during a homeroom period. Students are expected to deliver the report cards to the parent or guardian. The last report card of the school year is mailed to the home.

Curriculum and Guidance

Semester grades for each course are determined by totaling the points which are listed below for each of the two nine-weeks grading periods and adding the points earned on the semester examination to this total.

Grade	Grading Period	Semester Exam	Semester Grade
A	8 points	4 points	18-20 pts. = A
B	6 points	3 points	13-17 pts. = B
C	4 points	2 points	8 -12 pts. = C
D	2 points	1 point	3-7 pts. = D
F	0 points	0 points	0-2 pts. = F

Note: To earn credit for a course the student must earn a D or higher either the second grading period or the exam each semester.

GRADE FORGIVENESS (REPEATING COURSES)

Only students who have received a D or an F in a course may retake the same course or a comparable course. Any student eligible to repeat a course that is part of a progressive sequence (e.g. French I, French II, French III) must retake the course prior to or jointly with the next higher-level course in the sequence. This provision also applies to students who are eligible to repeat high school courses initially taken while enrolled in middle school.

Any course grade not replaced according to this forgiveness policy, which must conform to these provisions, must be included in the calculation of the cumulative grade point average required for graduation.

In computing a student's class rank and honors placement, a student with fewer repeat courses would be placed ahead of a student with the same grade point average (GPA) but more repeat courses.

CITIZENSHIP GRADE

Items considered for the Citizenship Grade are: honesty, responsibility, cooperative attitude, consideration for others, tolerance, self-control, appropriate classroom behavior, and consideration of public school personnel, property and equipment.

- 4Outstanding
- 3Satisfactory Conduct
- 2Needs Improvement
- 1Unacceptable

INTERIM PROGRESS REPORTS

Interim progress reports are distributed during the mid-point of the nine weeks grading period. **The student is responsible for delivering the interim progress reports to his or her parents or guardians.**

Academic Integrity

Personal honor and academic integrity are essential to a quality education and a healthy academic environment.

Academic integrity violations can include plagiarism, cheating, and unauthorized group work on any assignment, project, or test.

If a student is caught the following will occur:

- **The student will receive an F with zero credit.**
- **The citizenship grade will be lowered for the grading period.**
- **A notice will be recorded with the guidance office.**



Any occurrence of academic dishonesty may be reported by the guidance office on college admissions applications.

Exams



All students must take a written or performance final semester exam in each course unless otherwise exempted.

Non-core exam exemptions (courses other than English, Math, Science, Social Studies or Foreign Language) may occur under the following conditions:

The teacher has indicated that the course exam may be exempted.

The student made As both nine weeks.

The student obtains written permission from his or her parent.

The student has not transferred in or out of the district or between schools during the semester.

The student has not received any suspension.

Guidance

Guidance counselors are available to help plan an individual course of study, to help resolve conflicts or personal problems, and to explore career opportunities and choices. To better serve students' needs during their years at Leon, each guidance counselor is assigned a part of the student population alphabetically by students' last names. Students may make appointments to visit with their counselor by stopping by the Guidance Office before or after school, between classes, or during lunch. Parents may arrange a conference by calling 617-5703.

Scheduling

Scheduling

Students have the opportunity to select their courses, with teacher and parent approval, in March and April. Schedule changes are made during the **first five days of the semester** for the following reasons:

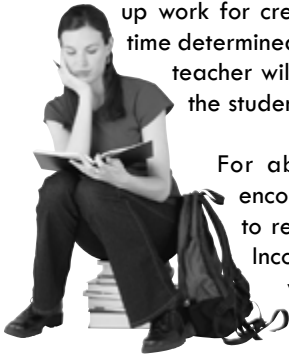
1. The student has already received credit for the class.
2. The student is a senior and needs a certain course to graduate.
3. The teacher recommends a change.
4. The principal makes the determination based on other valid reasons.

Textbook Policy

When a student loses or damages a book he or she is responsible for paying for the replacement. A record is kept of all student obligations. A second book may not be issued until payment is made for the first book.

Make-up Work

Students who have an excused absence shall have the privilege of making up work for credit. Failure to make up work within the allotted time determined by the teacher may result in a failing grade. The teacher will offer reasonable support and understanding to the student regarding make-up work.



For absences of three or more days, parents are encouraged to contact the child's teachers by email to receive make-up work. A student who receives an Incomplete (I) for a grading period must make up all work within an agreed upon time. A student who has been suspended shall be given an opportunity to make up work for the **FIRST** suspension **ONLY**.

Media Center

The Leon High School Media Center has a variety of materials to assist students in meeting their educational and personal goals. The media staff is available to help students at all times during the operational hours from 7:00 a.m. to 3:30 p.m. Students may come to the media center without a pass before and after school and during their lunch period.

Students must have an official pass from a classroom teacher to come to the media center.

Students may have up to five books checked out at any one time. Books may be renewed for a period of two weeks.

Room capacity and the nature of the activities in progress will be considered for allowing students access to the library.



Internet Access

The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of that privilege. Each individual who receives an

Withdrawal and Attendance

account will receive training pertaining to the proper use of the network. Use of the internet is for educational purposes only and must be consistent with the goals and policies of the Leon County School District. Each student will have on file an agreement with the school that states he or she understands acceptable use of the Internet.

Withdrawal Procedures

A form for withdrawing from school is available from the Registrar's Office within the Main Office. Only a parent or guardian with legal custody may initiate the process. The form is to be signed by all the student's current teachers and other areas verifying no outstanding obligations. The Attendance Office may also initiate withdrawal procedures for students at least sixteen years old who accumulate more than ten unexcused absences in a semester.

Attendance Policy

We believe that there is a direct correlation between student learning and consistent and prompt attendance in class. Thus, absences, whether excused or unexcused, affect academic performance and grades. Students and parents should understand that poor attendance will affect the student's opportunity to participate in any extracurricular activity or school sponsored event. If a student is absent from school (four or more periods) he or she is considered absent from the afterschool activity also. If a student accumulates 4 or more unexcused absences from any class period during any grading period, that student will be immediately ineligible to participate in any extra or co-curricular activities until absences are excused.



A copy of the District's Attendance Policy is distributed to every student at the beginning of the school year or upon registration. Students are required to attend all classes unless excused by school officials. **It is the parent's responsibility to notify the school regarding the reason for a student's absence within three days upon returning to school and to provide written documentation for all absences. Failure to do so may result in the student receiving a failing grade (F) for a**

course(s).

It is the parent's responsibility to notify the school of any change in phone number. When a student is marked late (not tardy) or absent in a class, the computer automatically generates a phone call to the phone number designated by parent/guardian. Any time you get one of these calls and you are unaware of your student being absent from class you may call the Attendance Office at **850-617-5748** to inquire which class your student was marked absent or late. **Parents are encouraged to check our automated attendance system for their child's daily attendance reporting.**

EXCUSED ABSENCES:

- (1) Curriculum related field trips
- (2) an administratively recognized function of the school
- (3) illness/medical care
- (4) legal reasons/religious holidays
- (5) death in the family
- (6) pre-arranged absences (must be approved

Attendance

by an administrator).

Absences will be excused by the methods listed below:

STAYED HOME – ILL

Parental note sent the day the student returns to school

MEDICAL/DENTAL/LEGAL/etc

Documentation from the service provider or medical receipt

DEATH IN FAMILY

Parental note or copy of obituary

RELIGIOUS HOLIDAY

Form completed and filed with the Attendance Office preferably during the first week of school

PREARRANGED ABSENCE

Form completed and returned to the Attendance Office **at least one week before the absence**

UNEXCUSED ABSENCES:

(1) Reporting to class more than 10 min. late (2) not signing out for appointments, illness, etc. (3) leaving class without permission (4) skipping— absent from class without an excuse.

For each class in which the student has four or more unexcused absences, an **“F” grade (attendance failure) will be assigned for the class.*

TARDY / LATE POLICY

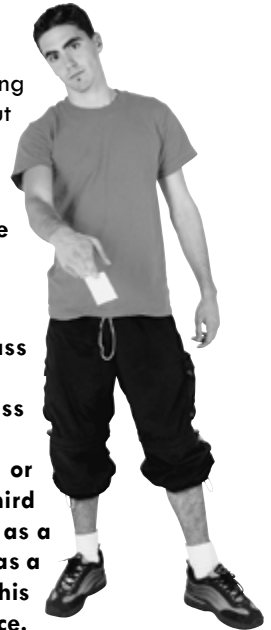
- **A student is tardy if he/she arrives unexcused to class up to 10 minutes after the start time of class.**
- **A student is late if he/she arrives unexcused to class more than ten minutes after the start time of class.**
- **The teacher will record each time a student is late or tardy. The teacher will notify the parent on the third tardy. The fourth tardy is coded on a teacher's roll as a late. Every fourth tardy thereafter is also recorded as a late, and a disciplinary referral will be submitted for this and subsequent tardies. A late is an unexcused absence.**

***Attendance warning letters will be distributed in homeroom (4th period) with interim reports and prior to report cards every nine weeks.**

LATE ARRIVAL AND LEAVING CAMPUS

Any time a student arrives late to school (after the first bell) he/she must sign-in in the Attendance Office. The student may be excused if he/she has an excused note from the parent. Once students have reported to school, they are expected to remain in school and attend classes all day. Under the following conditions, a student may be excused to leave campus:

- **A written request from a parent must be presented or a phone call must be received by the Attendance Office prior to the student leaving school.**
- **The student must provide a note from his/her parent with the student's name, time and reason for leaving, parent signature**



and phone number.

- **The Attendance Office must have parent permission before the student is permitted to leave school with his/her own transportation for appointments and other reasons. Parents may contact the Attendance Office at 850-617-5748.**
- **When the student returns to school, he/she is expected to turn in the required (medical, legal, etc.) documentation to the Attendance Office to excuse absence. Official documentation can be faxed to 850-617-5757 Attn: Attendance Office**
- **Parents of freshman and sophomore students are encouraged to come in to the attendance office and personally sign out his/her student. All parents must show a valid picture ID when signing out students.**
- **Failure to sign-in/out will result in an unexcused absence and may result in disciplinary action or loss of off-campus privileges after numerous occurrences.**

CONTENT OF PARENT NOTES

***Notes must be submitted within three days after the student returns to school.**

All parent notes for any reason must include the following:

- 1. The student's name and grade**
- 2. The date(s) of the absence(s)**
- 3. The specific reason for the absence, lateness or early dismissal**
- 4. The signature of the parent**
- 5. A daytime phone number where a parent can be reached to verify the note**
- 6. Attendance notes should be turned in to the Attendance Office or faxed to 617-5757.**

***Notes indicating "emergency" for reason of absence will not be accepted. All notes must have a specific reason, i.e., illness/medical, court appearance, death in family, etc.**

****Students who are caught using false information on notes will be subject to disciplinary consequences.**

PREARRANGED ABSENCES

College recruitment trips are to be scheduled when school is not in session. Administrative permission may be granted for a planned program schedule for a specific day or if the student has a pre-planned appointment with a specific college administrator, verified in writing. The pre-arranged absence form will need to be submitted to the Attendance Office in advance.

For visits to colleges in Florida, students are allowed a one day excused absence which will be field tripped and not counted as an absence. For visits to out-of-state colleges, students are allowed two days. The student must have pre-arranged the visit and have documentation that he/she was on an official visit for the trip to be marked as a "field trip". College visits that are not designated as field trips must also have documentation to be excused absences (something from the college with the student's name and date(s) of visit).

Attendance

Students who are absent due to **recognized religious holidays** must have completed and filed with the Attendance Office a Religious Holiday(s) Exemption Form during the first nine weeks of school.

Students who are **absent for an “educationally valuable experience”** other than a field trip or school sponsored function may receive an excused absence if the following criteria are met:

- **The parent must submit a pre-arranged absence form to the attendance office at least one week prior to the absence.**
- **The absence must be pre-approved in advance by the principal or attendance administrator.**
- **A student will be required to submit a one page typed essay for absence(s) outside the scope of an “educational experience” that extends beyond one day. The student will submit the essay to the Attendance Office within three days upon his/her return to school.**

SPECIAL ATTENDANCE CIRCUMSTANCES

Chronic Illness

Students and parents are advised to monitor the number of absences, which have accumulated because of medical reasons. When absences for medical reasons are frequent (five or more within a nine weeks), it is highly advisable to seek documentation from a doctor that a chronic illness exists.

Any student with fifteen or more absences due to illness, including a physical or mental condition must present clearance from a physician to be absent for an extended period of time.

****Medical/Doctor’s notes need to specifically address dates of absences, and may not be “blanket excuses” for all absences which have occurred over a period of time. This information must be presented to the Attendance Office as the absences occur and not at the end of the nine weeks.**

Driver’s License

Students between the ages of fourteen and eighteen who accumulate fifteen (15) unexcused absences within ninety (90) calendar days and who fail to satisfy attendance requirements may become ineligible for driving privileges. Students must meet with the Assistant Principal for Attendance to discuss reinstatement procedures.

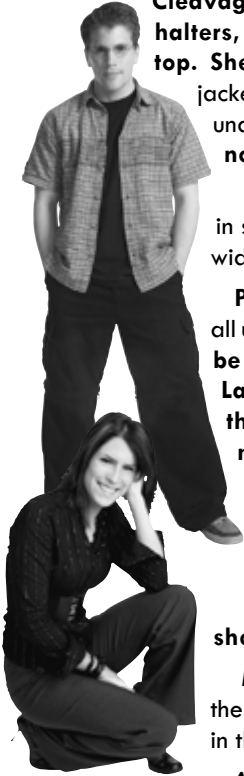
ATTENDANCE CONFERENCE/APEAL PROCESS

An attendance committee is established to review reason(s) for absence(s) beyond three in a nine week grading period. Written documentation may be accepted in lieu of an attendance conference provided all absences are included and are excusable. The parent/guardian must request an attendance conference within ten school days of the students’ return to school.

Dress Code

All students are expected to dress appropriately for school. Students who are in violation of the dress code will be disciplined.

Shirts, tanks, blouses, jackets must cover all aspects of the bosom, chest, stomach, back and sides with straps at least 2 inches wide on each shoulder.



Cleavage and armpits should not be visible. Tank tops, tube tops, halters, crop tops or spaghetti straps are not permitted as a primary top. Sheer and/or tight clothing are not allowed for school dress. If a jacket or other covering is worn over the top, the shirt, blouse, or dress underneath must meet the dress code. **Jackets and sweaters may not be used for the purpose of covering inappropriate attire.**

Skirts, dresses and/or shorts, must reach mid-thigh length when in standing position. All dresses must have straps (at least 2 inches wide). No revealing short-shorts and mini-skirts are allowed.

Pants: Pants should fit appropriately, without sagging, and hide all undergarments (underwear, boxers, shorts, etc.). **Pants should not be torn or have holes above the knee. *(Florida's Sagging Pants Law) requires school boards to adopt dress codes barring clothes that "expose underwear or body parts in an indecent or vulgar manner." Undergarments should not be visible at any time.**

Pajamas are not allowed to be worn at school.

Underwear (boxers, briefs, bra or bra straps, etc.) must not be exposed at any time.

Shoes are required and must be safe for school activities. **Bedroom shoes and house slippers are not permitted.**

Hats or any head covering (male & female) Hats may be worn in the hallways, inside the buildings and cafeteria. They are not allowed in the classrooms or offices.

Attire and jewelry must not be sexually suggestive or feature crude or vulgar commercial lettering, printing, or drawings which would be offensive or insensitive to those on the Leon High School campus. They may not depict drugs, tobacco, alcohol, or be indicative of gang membership. (Leon County School Board Policy 3.06)

Accommodations will be made for medical, cultural, and/or religious reasons.

Failure to follow the dress code will result in the following consequences:

****Male students** will be sent to the Asst. Principal in the Student Affairs Office. **Females** will be sent to the Asst. Principal in the Attendance Office.

1st Offense - The student will be issued a warning and will be given proper change of clothing to wear for the remainder of the school day.

2nd Offense - The student will be issued a lunch detention and the parent will be notified. The student will be given proper change of clothing to wear for the remainder of the school day.

3rd Offense - The student will be issued a Saturday School and the parent will be notified. The student is given proper change of clothing to wear for the remainder of the school day.

4th Offense - The parent will be notified and the student will be assigned In School Detention. Continuous violation of the dress code will result in a parent conference and/or increased number of detentions.

Discipline

Discipline

Students are expected to follow all school rules and procedures as well as those of the teachers. When students fail to follow the rules and a disciplinary referral is submitted, consequences are assigned by school administrators based on the number of offenses for that infraction. For minor infractions such as classroom disruptions and skipping, students will initially be assigned Lunch Detention, followed by Saturday School, In-school Detention and possibly Out-of-school Suspension. For more serious infractions such as disrespect, defiance, horseplay, leaving campus without permission, failure to serve lunch detention, etc., students will initially be assigned Saturday School or In-school Detention followed by Out-of-School Suspension. Though it is impossible to anticipate every act of misconduct, school administrators reserve the right to assign consequences to any student who misbehaves but always in a fair and consistent manner.

Leon High School Automatic Suspension Policy

In accordance with the Leon County Schools Discipline Plan and Procedures, Leon High School developed the following automatic suspension policies:

- | | |
|---|---------------------------------|
| 1. Running from school official | 2 days off campus suspension |
| 2. Verbal Altercations | 3 days off campus suspension |
| 3. Refusal to give teacher a cell phone | 3 days off campus suspension |
| 4. Physical Altercation | 3 day off campus suspension |
| 5. Fighting | 5-10 days off campus suspension |
| 6. Removal or Refusal to attend ISD | 3-5 days off campus suspension |
| 7. Profanity toward an adult | 3-5 days off campus suspension |

Leon High School Bullying Procedures

Students will receive training each year in their homeroom classes. In short, students are encouraged and expected to report all incidents of potential bullying/harassment to a school guidance counselor or administrator in a timely manner and this report can be **anonymous**.

Alcohol and Drugs

Any student who uses or possesses drugs or alcohol on school property or at a school-sponsored event may expect serious consequences, which may include removal from classes and all extra-curricular participation, including, but not limited to athletic events, dances, drama, club activities, etc. for a designated period of time and forfeiture of any elected or appointed position of leadership.

The consequences for violation of the drug and alcohol rules may also include suspension for up to ten (10) days and an assessment by school approved drug and alcohol professionals. Depending on the circumstances, the consequences could be more stringent. Repeated violations may result in dismissal or expulsion from the school and school district.

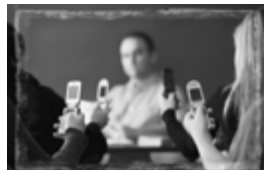
Tobacco Products

The Leon County Board of Public Instruction has adopted the following policy concerning tobacco products:

Possession or use of any tobacco product by a student is a violation of school board policy. Smoking is prohibited on the school grounds of all Leon County Schools. Disciplinary action will be taken for violation of this policy.

Personal Electronic Devices/Cards

Bringing personal electronic devices to school is strongly discouraged due to the high risk of theft and loss. The school will not be responsible for loss or theft of such devices. Students may bring these devices to school, however, these items must be turned off during **class time** and can **ONLY** be used in the hallways, cafeteria and outside of the building. iPods and cell phones used in the class, will be confiscated and will be returned only to parents or guardians. Repeated violations of these rules will result in more severe disciplinary actions including keeping the device until the end of the academic year. Playing cards of any kind is **NOT** permitted.



Suspensions

Out-of-School: Students may be suspended from school or riding the bus for no longer than ten school days unless extended by the Superintendent of Schools or the School Board. Absences during the suspension shall be considered administrative absences. A student may make up any work missed only during the first suspension in a school year. Students who are suspended are not permitted to participate or attend any school sponsored activity while on suspension.

Expulsion

Reasons for which the principal may recommend expulsion from school include, but are not limited to, the following:

1. disrespect or disobedience of school personnel.
2. verbally or physically threatening school personnel.
3. verbally or physically threatening another student .
4. behavior which is detrimental to the welfare or safety of other pupils, including fighting on the school grounds.
5. illegal possession, distribution, use, sale, or attempted sale of any drugs.
6. possession and/or use of a firearm, knife or other weapon, or such object which is utilized as or is intended to function as a weapon.
7. failure of suspensions or other actions to eliminate undesirable behavior.

Discrimination

Students have a right to attend school and learn in an environment where all students and adults are treated equitably without regard to race, color, religion, national origin, age, sex, handicap, perceived disability, or record

Student Information

of disability as defined by the Americans with Disabilities Act; and, where there is an environment free from sexual harassment.

If a student has concerns about any form of discrimination or harassment he or she should:

1. Discuss the complaint informally with the principal or a guidance counselor.
2. If this informal discussion does not resolve the problem, the complaint may be discussed with an Executive Director.
3. If the problem is not resolved at this level, a written, signed grievance may be submitted to the Superintendent via the Equity Coordinator not later than the tenth school day following the alleged incident. To reach the Equity Coordinator, call 487-7100.
4. If the decision of the Equity Coordinator is unsatisfactory, a similar written, and signed grievance may be submitted to the School Board. This submission must be within three school days following the notification of the Superintendent/Equity Coordinator's decision.

For more information on discipline issues, please refer to the **Leon County Schools Code of Conduct**.

Lunch

ACCORDING TO SCHOOL BOARD POLICY, OFF CAMPUS PRIVILEGES ARE ONLY FOR JUNIORS AND SENIORS WHO HAVE A SIGNED PARENT APPROVAL FORM ON FILE IN THE ATTENDANCE OFFICE.

This privilege can be taken away for skipping classes, being tardy to class from lunch, or for abusing school rules including, but not limited to, taking non-approved or ineligible students off campus or loitering in the parking lot during lunch.



Clinic

The clinic is located in the Attendance Office area. Students in need of first aid or other related assistance should get a pass from a teacher to come to the clinic. If it is necessary for the student to leave campus, the parent or guardian will be called. If a student is injured on campus during the school day, the injury should be reported to a teacher or school official immediately. Accident report forms must be filled out as soon as possible. Administering any medicine to students is not a recommended procedure for schools, but at times it is necessary. Any medicine that needs to be administered at school should be done as follows:

1. Written order from a physician detailing the name of the drug, dosage, and when medications are to be taken.
2. Written permission from the parent or guardian of the student requesting that the school district comply with the physicians order.
3. Medication must be brought to school in a container appropriately labeled by the pharmacy or physician and given to the attendant in the clinic.
4. All medications will be administered and taken in the presence of the attendant in the clinic.

Elevator Keys

A Student who is not able to navigate the stairs may check out an elevator key in the clinic with a \$10.00 refundable **CASH** deposit and note from their physician (note should also indicate length of time needed).

Hall Passes

A student **MUST** have a written hall pass any time he or she is in the hall during class time. Students are strongly encouraged to use their Agenda Books for hall passes. All students found in the hallways or on the campus without such permission will receive the appropriate consequences. Students are not allowed to be in the parking lot while school is in session.

Telephone Use and Deliveries

Students may not use the telephone during class time. Emergency calls can be made from the Attendance Office with permission. Classes will not be interrupted for messages or deliveries. Deliveries sent to school for students will not be accepted.

Lockers

Lockers are available for student use, however they remain the property of the school. Lockers may be searched by school personnel with probable cause or randomly. The school assumes no responsibility for articles lost or stolen from lockers. Lockers are assigned by fourth period teachers. Students are responsible for providing their own locks for security.

Parking

Only students who purchase a parking sticker are allowed to park on campus in their assigned area. Do not park illegally. If you park illegally on campus, your car could be towed away at your expense. Students can be assigned lunch detentions for parking illegally on the first offense. Parking stickers can be purchased in the attendance office.

Emergency Drills

Emergency drills, planned by the administration, will be conducted with or without advance notice. These include fire drills, tornado or severe weather drills, lockdowns, etc. Special directions are posted in all rooms giving an exit route in case of emergency. Students and teachers should familiarize themselves with this map at the beginning of the school year.

During fire drills students are to leave the building, remain with their class, proceed to designated areas in a single line, remain quiet, and maintain this quiet until the bell rings indicating "all clear." The teacher, or a designated student, is responsible for seeing that the windows in the classroom are closed, the lights are off, and the doors are closed.

Lost And Found

All students are encouraged to label personal items and articles of clothing. Any personal items or articles of clothing which are found should be taken to the Attendance Office. Unclaimed personal items and clothing will be donated to a charity or similar organization throughout the year.

Student Information

Student Activities

Consistent with the mission of Leon High School all students are encouraged to participate in the many, varied extra-curricular offerings at the school. Attendance and grades should be in good standing of extracurricular participants. The activities program provides the opportunity for students to:

1. Take responsibility for their own decision-making.
2. Freely and creatively express themselves in an appropriate and constructive manner.
3. Develop characteristics which enable each student to function as a productive citizen of the community.
4. Develop self-direction and self-motivation.
5. Create an attitude of self-respect and pride.

In addition to the GPA requirements of 2.0 and above, students and parents should understand that poor attendance will affect the student's opportunity to participate in any extracurricular activity or school sponsored event. If a student is absent from school (three or more periods) he or she is considered absent from the afterschool activity also. If absences become excessive, (ten or more within a nine weeks) the student may be removed from participating in extracurricular activities or school sponsored events.

Be a Tradition Keeper

As a Leon Lion, you are part of school with a rich tradition dating back more than 100 years. To get the most out of your high school years, we invite you to be a Tradition Keeper, by completing at least 35 of these traditions in your four years at Leon High School.

- Dress up for Spirit Week
- Attend a Homecoming Dance
- Raise money for Leon's Breast Cancer Fundraising Drive
- Go to Prom
- Collect at least 25 cans for Leon's canned food drive or food pantry
- Play on a Leon sports team
- Wear your colors at a Leon/Lincoln game
- Rep your year at a pep rally
- Make a senior crown
- Attend a Homecoming game
- Be part of one of Leon's performing arts
- Attend Guitar Roar
- Attend P.A.W.S.
- Attend a school play
- Camp on the lawn senior year
- Join a club
- Be part of a service project
- Cheer on the Lions at a basketball game
- Cheer on the Lions at a baseball game
- Cheer on the Lions at a volleyball game
- Cheer on the Lions at a soccer game
- Cheer on the Lions at a lacrosse game
- Cheer on the Lions at a tennis match
- Ride a fan bus to an away game
- Cheer on the Lions at a football game
- Serve as an officer of a club
- Attend, play or cheer at a powderpuff football game
- Participate in Black History Month
- Wear a Leon t-shirt to support a special event
- Join a language club
- Go to Gradbash
- Attend a steel drum concert
- Decorate a hall for Homecoming Week
- Take a picture next to the historic register plaque.
- Pose with the Lion statue.
- Participate in Lion's Lark.
- Sing around the Lion.
- Learn the alma mater and sing it.
- Attend the Back-to-School dance
- Get published in the High Life
- Attend Project Graduation

The History of Leon High School

As a Leon H.S. student, you're part of a long and rich history, steeped in tradition. Leon H.S. is the oldest, continuously accredited high school in Florida.

In 1827, the first Leon Academy (for boys) was opened, and it operated until the 1840's. A private school for girls, the Leon Female Academy, located on Bronough Street, was incorporated in 1845. This Academy operated until 1858, when the West Florida Seminary for boys absorbed it and admitted girls. This was the beginning of coed education in the capital city.

In 1871, the Board of Public Instruction for Leon County opened a new Leon Academy for white students (a public school for black students had been established around 1869). The Leon Academy educated students from elementary grades through the first two years of high school. After completing two years of high school most students finished the last two years of high school at the West Florida Seminary. Leon High School finally achieved racial integration in fall of 1963.

By 1885, a \$7,000 two-story brick building with four main rooms, two classrooms and six cloak closets was constructed. Children brought their own lunches or walked home to eat; they also provided their own books and supplies. In the winter, the school was heated by pot-bellied, wood burning stoves, and in the summer, it was cooled by opening windows on either side of the room. This Leon Academy was situated on the south side of West Tennessee Street between Duval and Bronough Streets.

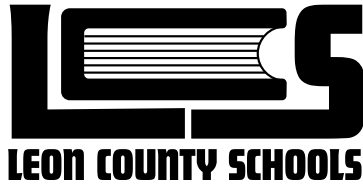
On August 22, 1903, the Board of Public Instruction of Leon County passed a resolution establishing a 12-grade high school known as the Leon Graded and High school, which was open to Leon County students free of tuition. The old Academy building was renovated for use in 1905, and the first kindergarten class in the state of Florida began as a part of the Leon Graded and High School. Miss Kate Sullivan and Miss Caroline Brevard were among the first teachers at the new school.

Over time the student population outgrew this location, and a new site for Leon High School was purchased on the southwest corner of Park Avenue (where the current LeRoy Collins Public Library now stands). The school opened its doors in 1911 and was considered one of the most "complete and well-arranged" schools in the state.

Leon High School was one of the first schools in the State of Florida to institute a physical education program, and in 1917 Leon had its first football team. By 1921, Student Council (Student Government) was a strong program whose sponsor was Mrs. Augusta Raa.

In 1928, Mode Stone was hired as Principal of Leon High School and he led the campaign to build a new Leon High School. By 1936 the new high school was under construction and there was much controversy. Most people said, "It's too far out of town" (at that time Tennessee Street, Miccosukee Rd. and Meridian Streets were pasture and swamp land); they also said it was way too expensive (the cost was \$500,000) and the locals were sure that there would never be enough students to fill the structure.

In 1937, the WPA project was complete and Leon High School opened its doors to the citizens of Tallahassee and Leon County. Leon is still an architecturally beautiful and functional school, and, in 1993, it earned a spot on the National Register of Historic Places.



Nondiscrimination Notification and Contact Information

“No person shall on the basis of gender, marital status, sexual orientation, race, religion, national origin, age, color or disability be denied employment, receipt of services, access to or participation in school activities or programs if qualified to receive such services, or otherwise be discriminated against or placed in a hostile environment in any educational program or activity including those receiving federal financial assistance, except as provided by law.” No person shall deny equal access or a fair opportunity to meet to, or discriminate against, any group officially affiliated with the Boy Scouts of America, or any other youth group listed in Title 36 of the United States Code as a patriotic society.

An employee, student, parent or applicant alleging discrimination with respect to employment or any educational program or activity may contact:

Dr. Kathleen L. Rodgers
Equity and Title IX Compliance Officer
Leon County Schools
2757 West Pensacola Street
Tallahassee, Florida 32304
(850) 487-7306
rodgersk@leonschools.net

A student or parent alleging discrimination as it relates to Section 504 of the Rehabilitation Act may contact:

Dr. Alan Cox, 504 Specialist
Leon County Schools
2757 West Pensacola Street
Tallahassee, Florida 32304
(850) 487-7190
coxa@leonschools.net

Athletic Department Information

Sport/Activity	Coach	e-mail
Athletic Director	Mark Feely	feelym@leonschools.net
Asst. Athletic Director	Ryan Pennington	penningtonr@leonschools.net
Athletic Trainer	Alan Morales	moralesa@leonschools.net
Cheerleaders	Jana Wells (Sponsor)	wellsj3@leonschools.net
	Jeffery Hunnicutt (Coach)	jhunnicutt12@gmail.com
FALL SEASON		
X-Country	Andrew Wills	willsa@leonschools.net
GGolf	Molly Smith	smithm2@leonschools.net
BGolf	Ryan Pennington	penningtonr@leonschools.net
Football	Garrett Jahn	jahng@leonschools.net
Swimming	Terry Maguire	maguiret@leonschools.net
Volleyball	Angie Strickland	stricklanda@leonschools.net
WINTER SEASON		
BBasketball	Rick Davis	davisr@leonschools.net
BSoccer	Jamie McBrearty	mcbreartyj2@leonschools.net
GBasketball	Bruce Daniels	brucedaniels3@yahoo.com
GSoccer	Tony Kidd	leongirlssoccer@gmail.com
GWeightlifting	Phillip Prior	priorp@leonschools.net
Wrestling	Chuck Ringel	ringelc@leonschools.net
SPRING SEASON		
Baseball	Robbie Zimmerman	zimmermanr@leonschools.net
Sand Volleyball	Angie Strickland	stricklanda@leonschools.net
Track	Andrew Wills	willsa@leonschools.net
BWeightlifting	Garrett Jahn	jahng@leonschools.net
Flag Football	James Green	greenj1@leonschools.net
Softball	Katie Mueller	muellerk@leonschools.net
Tennis	Kevin Record	recordk@leonschools.net
BLacrosse	Lou Albasi	Louis.Albasi@fdc.myflorida.com

Activity/Organization/Club Sponsor Information

Club/Activity	Sponsor	e-mail
Amitie	TBA	
Anime	Stacy Fabrega	fabregas@leonschools.net
Anchor	Susan Merlau	merlaus@leonschools.net
Art Club	Sarah Raulerson	raulersons@leonschools.net
Art Club	Erika Martin	martine@leonschools.net
Bowling	Dan Wessner	wessnerd@leonschools.net
Black History Brain Bowl	Jeannine Meis	meisj@leonschools.net
Brain Bowl	Scott Brown	browns@leonschools.net
Brain Bowl	Keith Lassiter	lassiterk@leonschools.net
CBE/Business Entrepreneurs	Pamela Weston	westonp@leonschools.net
Culinary Arts	Christine Beam	beamc@leonschools.net
Culinary Arts	Karen Stribling	striblingk@leonschools.net
Debate	Jeannine Meis	meisj@leonschools.net
El Cid	Ali Karani	karania@leonschools.net
English Honor Society	Michelle Hadden	haddenm@leonschools.net
Exchangettes	Jeannine Meis	meisj@leonschools.net
Fashion & Design	Kate Davis	daviska@leonschools.net
FBLA	Pamela Weston	westonp@leonschools.net
Fishing	TBA	
FCA	Kate Davis	daviska@leonschools.net
French Honor Society	TBA	
Gaming	Michael Green	greenm4@leonschools.net
Garden	Scott Brown	browns@leonschools.net
GSA	Scott Brown	browns@leonschools.net
GSA	Rachel Hale	haler@leonschools.net
ICC	Josh Stewart	stewartj@leonschools.net
Interact	Cesar Kothe	kothec@leonschools.net
Key	Martina Taylor	taylorm2@leonschools.net
Korean/ JapanLangDrama (KJLD)	Jeannine Meis	meisj@leonschools.net
Ladies of Distinction	Ramona Green	greenr2@leonschools.net
Latin Honor Society	Jana Wells	wellsj3@leonschools.net
Minecraft	Michael Green	greenm4@leonschools.net
Model U.N.	Polly McAuliffe	mcauliffep@leonschools.net

Activity/Organization/Club

Sponsor Information

Club/Activity	Sponsor	e-mail
Model U.N.	John Watts	wattsj1@leonschools.net
Mosaic	Jennifer Roady-Lawson	roady-lawsonj@leonschools.net
Mu Alpha Theta	Cesar Kothe	kothec@leonschools.net
Peace Jam	Scott Brown	browns@leonschools.net
Peace Jam	Sarah Marquez	marquezs@leonschools.net
Pierian	Marty Towey	toweym@leonschools.net
Pierian	Jeannine Meis	meisj@leonschools.net
Ping Pong	Terry Maguire	maguiret@leonschools.net
Rebus Gestis	Al Kummer	kummari@leonschools.net
Rebus Gestis	Jana Wells	wellsj3@leonschools.net
Rho Kappa SSHS	Kate Davis	daviska@leonschools.net
Robotics	Dan Wessner	wessnerd@leonschools.net
Science NHS	TBA	
SGA	Josh Stewart	stewartj@leonschools.net
Spanish Honor Society	Julia Sullivan	sullivanj@leonschools.net
SWAT	Paula Swope	swopep@leonschools.net
Theatre Tech Club	Tabitha Peck	peckt2@leonschools.net
Thespians/Drama	Lea Marshall	marshall11@leonschools.net
Yarn	Erica Sears	searse@leonschools.net
Yearbook	Michelle McFatter	mcfatterm@leonschools.net

Class	Sponsor	e-mail
Senior Class	Kim Garcia	garciaak@leonschools.net
Senior Class	Stacy Fabrega	fabregas@leonschools.net
Senior Class	Amanda Geiger	geigera@leonschools.net
Senior Class	Susan Merlau	merlaus@leonschools.net
Junior Class	Helen Moran	moranh@leonschools.net
Junior Class	Karen Stribling	striblingk@leonschools.net
Junior Class	Erika Martin	martine@leonschools.net
Sophomore Class	Katherine Giglio	gigliok@leonschools.net
Freshman Class	Ali Karani	karania@leonschools.net

14

Students Report

August

Monday

15

Tuesday

16

Wednesday

17

Thursday

18

Friday

19

Saturday

20

Sunday

21

August

Monday

22

Tuesday

23

Wednesday

24

Thursday

25

Friday

26

Saturday

27

Sunday

28

August

Monday

29

Tuesday

30

Wednesday

31

Thursday

1

September

Friday

2

Saturday

3

Sunday

4

Labor Day Holiday (Districtwide)

September

Monday

5

Tuesday

6

Wednesday

7

Thursday

8

Friday

9

Saturday

10

Sunday

11

September

Monday

12

Tuesday

13

Wednesday

14

Thursday

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Friday

16

Saturday

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Sunday

18

September

Monday

19

Tuesday

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Wednesday

21

Thursday

22

Friday

23

Saturday

24

Sunday

25

September

Monday

26

Tuesday

27

Wednesday

28

Thursday

29

Fall Holiday (Districtwide)

Friday

30

Saturday

1

Sunday

October

2

October

Monday

3

Tuesday

4

Wednesday

5

Thursday

6

Friday

7

Saturday

8

Sunday

9

October

Monday

10

Tuesday

11

Wednesday

12

End of First Nine Weeks

Thursday

13

Teacher Planning/Inservice Day (Students Out)

Friday

14

Saturday

15

Sunday

16

October

Monday

17

Tuesday

18

Wednesday

19

Thursday

20

Friday

21

Saturday

22

Sunday

23

October

Monday

24

Tuesday

25

Wednesday

26

Thursday

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Friday

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Saturday

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Sunday

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October

Monday

31

Tuesday

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November

Wednesday

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Thursday

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Friday

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Saturday

5

Sunday

6

November

Monday

7

Tuesday

8

Wednesday

9

Thursday

10

Veterans Day Holiday (Districtwide)

Friday

11

Saturday

12

Sunday

13

November

Monday

14

Tuesday

15

Wednesday

16

Thursday

17

Friday

18

Saturday

19

Sunday

20

**Thanksgiving Holiday
(Students & Teachers Out)**

November

Monday

21

Thanksgiving Holiday (Students & Teachers Out)

Tuesday

22

Thanksgiving Holiday (Students & Teachers Out)

Wednesday

23

Thanksgiving Holiday (Districtwide)

Thursday

24

Thanksgiving Holiday (Districtwide)

Friday

25

Saturday

26

Sunday

27

November

Monday

28

Tuesday

29

Wednesday

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Thursday

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December

Friday

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Saturday

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Sunday

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December

Monday

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Tuesday

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Wednesday

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Thursday

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Friday

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Saturday

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Sunday

11

December

Monday

12

Tuesday

13

Middle & High School Exam Days
Elementary, Middle & High Early Release

Wednesday

14

Middle & High School Exam Days
Elementary, Middle & High Early Release

Thursday

15

Middle & High School Exam Days
Elementary, Middle & High Early Release
End of Second Nine Weeks

Friday

16

Saturday

17

Sunday

1

Winter Holiday (Districtwide)

January

Monday

2

District Staff & Teachers Return
Teacher Planning/Inservice Day (Students Out)

Tuesday

3

Students Return

Wednesday

4

Thursday

5

Friday

6

Saturday

7

Sunday

8

January

Monday

9

Tuesday

10

Wednesday

11

Thursday

12

Friday

13

Saturday

14

Sunday

15

Martin Luther King Holiday (Districtwide)

January

Monday

16

Tuesday

17

Wednesday

18

Thursday

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Friday

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Saturday

21

Sunday

22

January

Monday

23

Tuesday

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Wednesday

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Thursday

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Saturday

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Sunday

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January

Monday

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Tuesday

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Wednesday

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February

Thursday

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Friday

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Saturday

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Thursday

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Friday

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Saturday

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Sunday

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February

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February

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February

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28

Wednesday

1

March

Thursday

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Friday

3

Saturday

4

Sunday

5

March

Monday

6

Tuesday

7

Wednesday

8

Thursday

9

End of Third Nine Weeks

Friday

10

Saturday

11

Sunday

12

Spring Break (Students & Teachers Out)

March

Monday

13

Spring Break (Students & Teachers Out)

Tuesday

14

Spring Break (Students & Teachers Out)

Wednesday

15

Spring Break (Students & Teachers Out)

Thursday

16

Spring Break (Students & Teachers Out)

Friday

17

Saturday

18

Sunday

19

Teacher Planning/Inservice Day (Students Out)

March

Monday

20

Students Return

Tuesday

21

Wednesday

22

Thursday

23

Friday

24

Saturday

25

Sunday

26

March

Monday

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Tuesday

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Wednesday

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Thursday

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Saturday

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April

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April

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April

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May

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Friday

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Saturday

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Sunday

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Monday

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Tuesday

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Wednesday

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Thursday

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Friday

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Saturday

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Sunday

28

Memorial Day Holiday (Districtwide)

May

Monday

29

**Middle & High School Exam Days
Elementary, Middle & High Early Release**

Tuesday

30

**Middle & High School Exam Days
Elementary, Middle & High Early Release**

Wednesday

31

**Middle & High School Exam Days
Elementary, Middle & High Early Release
End of Fourth Nine Weeks
Last Day of School**

Thursday

1

June

Friday

2

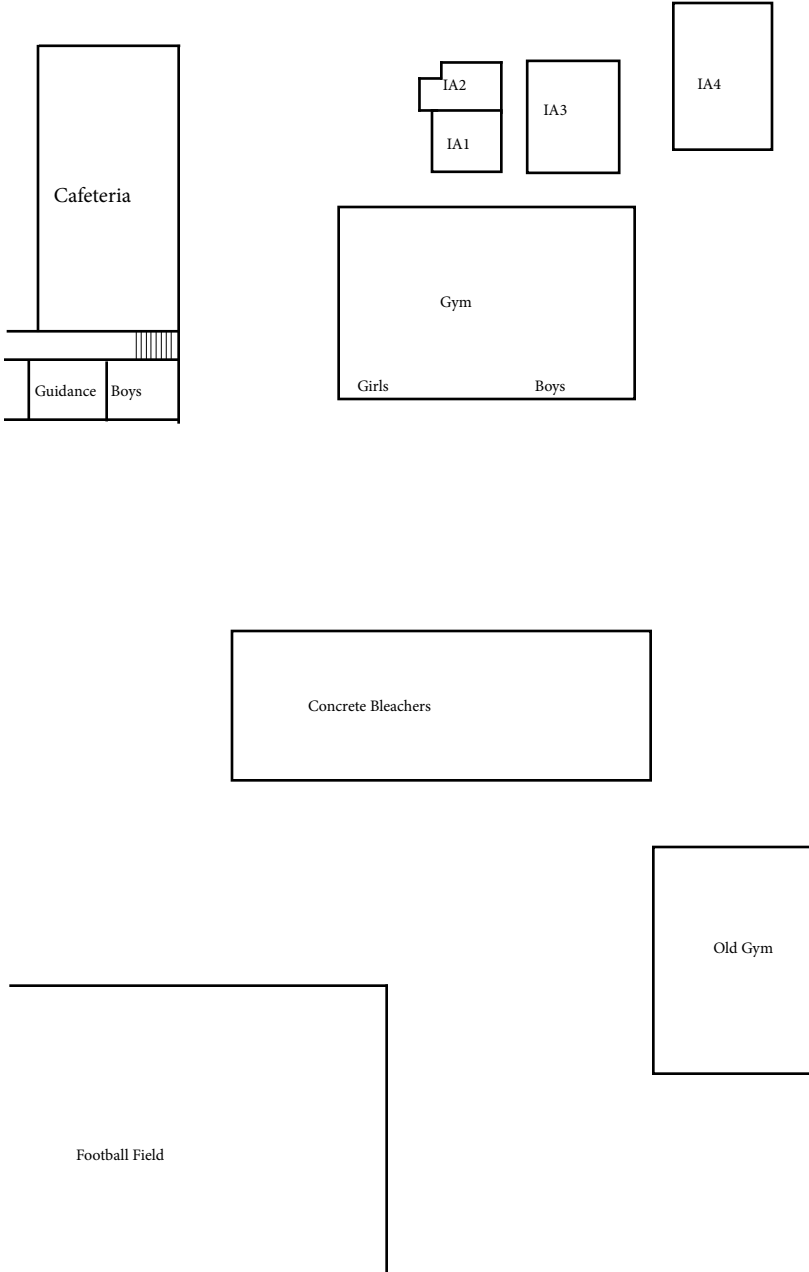
Saturday

3

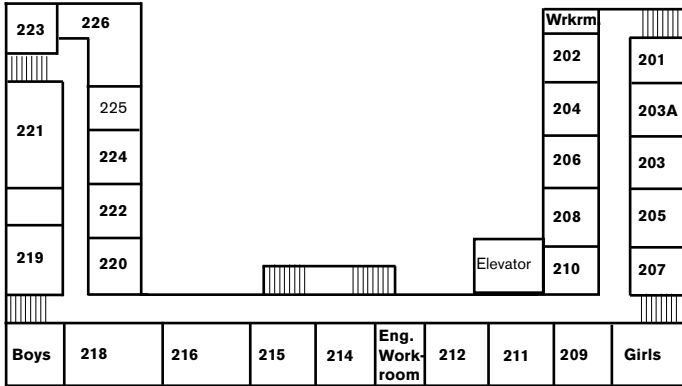
Sunday

Industrial Arts/ Gymnasiums

Bus Ramp



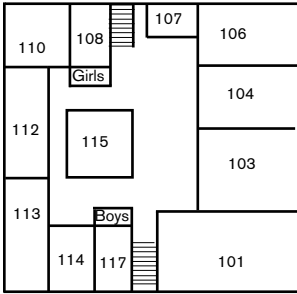
2nd Floor Main Building



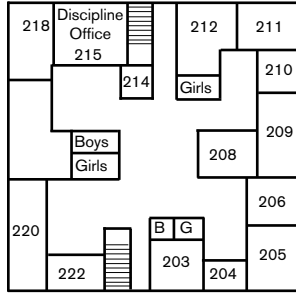
3rd Floor Main Building



**1st Floor
Nettles Building**

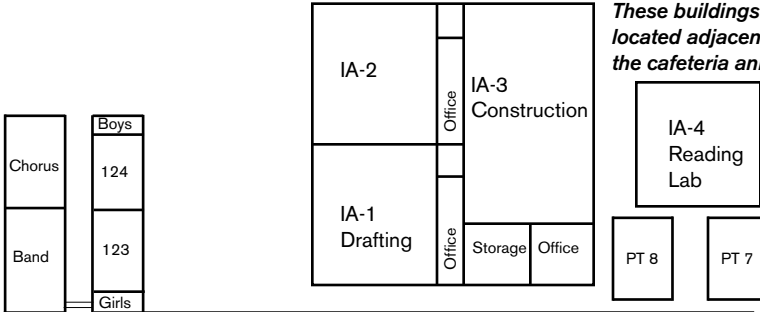


**2nd Floor
Nettles Building**

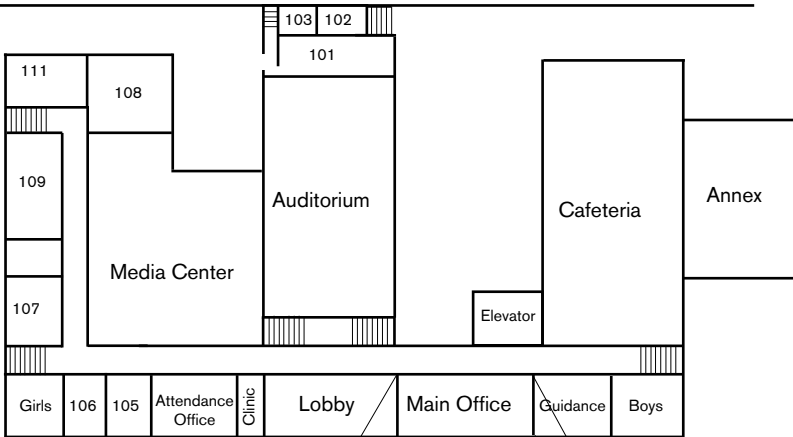


Industrial Arts Bldg

These buildings are located adjacent to the cafeteria annex.



Bus Ramp



**1st Floor
Main Building**

