

# LUTHERAN HIGH SCHOOL

Parent – Student Handbook

2024-2025

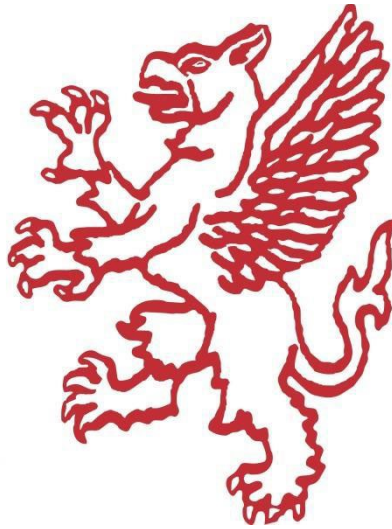


*“Home of the Gryphons”*

3864 Seventeenth Street  
Metairie, LA 70002  
(504) 455-4062

[www.lutheranhighschool.net](http://www.lutheranhighschool.net)





*“Home of the Gryphons”*

### **The Symbolism of the Gryphon**

The Gryphon (pronounced *grif-fin*) is an ancient symbol. It combines the lion, which is the master of the earth, with the eagle, which is master of the sky. From the time of Dante onward, the Gryphon has come to represent the dual nature (divine and human) of Jesus Christ precisely because of its mastery of both earth and sky.

### **Mission Statement**

Lutheran High School exists by God’s grace, as an extension of Lutheran congregations to provide to students from a diverse, multi-cultural background, a Christ-centered educational program of excellence.

Christ perfectly loved, honored and served God. At Lutheran High School, we are imitators of Christ. We believe **LHS** means to:

**Love:** Because Christ first loved us, Gryphons love and follow Him and His teachings.

**Honor:** Because Christ perfectly honored the Father, Gryphons Honor God in all we do and say.

**Serve:** Because Christ served perfectly, even to His sacrifice on the cross, Gryphons serve Christ, our families, and our community.

### **Lutheran High School Purpose**

Lutheran High School, located in a suburban area of Metairie, LA offers a Christ centered education in a small, supportive environment. The school embraces the Good News of Christ through a program of study and activities that nurture and develop spiritual and academic growth and service to others. This is achieved during an eight-class period school day through a rigorous study of Lutheran religion and a college bound curriculum.

Lutheran High School admits students of any race, color, sex, national and/or 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, creed, sex, national or ethnic origin, or handicapping conditions in administration of its education policies, admissions policies, financial aid programs, and athletics and other school-administered programs.

**BELL SCHEDULE  
2024-2025 SCHOOL YEAR**

<b><u>REGULAR BELL SCHEDULE</u></b>		<b><u>CLASS MEETING SCHEDULE</u></b>	
Period 1	8:15 - 9:02	Period 1	8:15 - 8:58
Period 2	9:05 - 9:52	Period 2	9:01 - 9:44
Period 3	9:55 - 10:42	Class Mtg.	9:47 - 10:16
Period 4	10:45 - 11:32	Period 3	10:19 - 11:02
Period 5	11:35 - 12:45	Period 4	11:05 - 11:48
<i>1st Lunch:</i>	11:35 - 11:55 (lunch) 11:58 - 12:45 (class)	Period 5	11:51 - 12:57
<i>2nd Lunch:</i>	11:35 - 12:22 (class) 12:25 - 12:45 (lunch)	<i>1st Lunch:</i>	11:51 - 12:11 (lunch) 12:14 - 12:57 (class)
Period 6	12:48 - 1:35	<i>2nd Lunch:</i>	11:51 - 12:34 (class) 12:37 - 12:57 (lunch)
Period 7	1:38 - 2:25	Period 6	1:00 - 1:43
Period 8	2:28 - 3:15	Period 7	1:46 - 2:29
		Period 8	2:32 - 3:15
<b><u>CHAPEL SCHEDULE</u></b>		<b><u>CLUB SCHEDULE</u></b>	
Period 1	8:15 - 8:56	Period 1	8:15 - 8:58
Period 2	8:59 - 9:40	Period 2	9:01 - 9:42
Chapel	9:43 - 10:28	Period 3	9:45 - 10:26
Period 3	10:31 - 11:12	Period 4	10:29 - 11:10
Period 4	11:15 - 11:56	Period 5	11:13 - 12:17
Period 5	11:59 - 1:03	<i>1st Lunch:</i>	11:13 - 11:33 (lunch) 11:36 - 12:17 (class)
<i>1st Lunch:</i>	11:59 - 12:19 (lunch) 12:22 - 1:03 (class)	<i>2nd Lunch:</i>	11:13 - 11:54 (class) 11:57 - 12:17 (lunch)
<i>2nd Lunch:</i>	11:59 - 12:40 (class) 12:43 - 1:03 (lunch)	Period 6	12:20 - 1:01
Period 6	1:06 - 1:47	Period 7	1:04 - 1:45
Period 7	1:50 - 2:31	Period 8	1:48 - 2:30
Period 8	2:34 - 3:15	Club	2:33 - 3:15

## INTRODUCTION

Lutheran High School (LHS) opened in 1970 in the Garden District of New Orleans with an enrollment of 76 students. It moved to its current location in Metairie in 1982. LHS was founded by Lutheran churches from the Greater New Orleans area. Lutherans have a long-standing tradition of educational excellence. Lutherans are pioneers in education, beginning with the reformer, Martin Luther, who believed all people should have an education so they could read and understand the Bible for themselves and fulfill their vocation in their community.

Lutheran High School has earned the distinction of the National Lutheran School Accreditation (NLSA), and Cognia accreditation. NLSA serves as the accrediting body for Lutheran Church – Missouri Synod schools across the United States and the world. In order to become accredited in good standing with NLSA, a school must comply fully with 30 required indicators of success. Cognia Accreditation is respected around the world, providing an independent mark of quality in over 90 countries. This organization's network members value the opportunity for self-assessment combined with independent third-party evaluation—strengthening the credibility the Cognia Accreditation seal brings to a student's transcript and diploma.

Lutheran High School is part of a worldwide network of Lutheran preschools, elementary schools, high schools, universities, and seminaries. As part of this system, LHS has access to certified secondary teachers who are also trained and commissioned by the Lutheran Church Missouri Synod (LCMS). These called teachers are ministers of the Gospel, which enables them to teach theology and conduct chapel services.

Lutheran High students have the opportunity to acquire and refine skills, knowledge, and an ethical code that allows them to grow spiritually, intellectually, physically, socially, and emotionally. Lutheran High welcomes students from all religious backgrounds. We celebrate our diversity and use it as an opportunity to enhance our educational experience. We welcome any child and family who desire a Christian secondary education and invite them to make an application for enrollment.

Lutheran High School's educational program is rigorous and challenging. It is designed to provide students with the skills, knowledge, morals, and attitudes necessary to be successful in college and live out their vocation in their community.

## SPIRITUAL LIFE

Spiritual life is that element of each school day that distinguishes a Christian school from a public school. Daily religion classes, devotions, prayers, and weekly chapel services at Lutheran High School allow all students to worship God and rejoice in knowing that Jesus lived, died, and rose again for the forgiveness of sins and eternal life with Him. God's Holy Word, and the Gospel of Jesus, permeates everything we do at LHS. Jesus provides the ultimate example of how we should live our lives and how we should treat others.

As a recognized service organization in the Lutheran Church Missouri Synod (LCMS), Lutheran High believes, teaches, and confesses the unchanging truth of the Holy Scriptures, as described in the Lutheran Confessions and the beliefs and practices of the LCMS. For more information about the beliefs of the LCMS, visit [www.LCMS.org](http://www.LCMS.org).

God's forgiveness given us through the life, death, and resurrection of his Son is something we cannot stop celebrating and sharing. Students of Lutheran High School receive a loving, quality, Christ-centered education that we hope will benefit them throughout their lives, and will provide a firm foundation on which to build their future.

Weekly chapel services provide students with the opportunity to experience the joy of hearing God's word. Lutheran High School is blessed to be able to worship together as one at First English Lutheran Church which is located just behind Lutheran High. Chapel services will be led by LHS faculty and pastors from area Lutheran churches. Students will also have the opportunity to get involved if they so choose. Worship is sacred and students are expected to be respectful of others' beliefs. Students are asked to refrain from distracting behaviors but are always welcome to offer silent prayer.

## ENROLLMENT AND FINANCES

Lutheran High School participates in the Louisiana State Scholarship program. Students who qualify for this program will have their Application Fee, Registration Fee, and Tuition paid by the state. Eighth grade students in this program must be promoted to ninth grade to enroll at LHS as ninth grade students. Seventh grade students in this program must request a transfer to enroll as eighth grade students at Lutheran High School.

To be considered for enrollment, a completed application must be submitted with a \$225 non-refundable application fee. In addition, prospective students must provide school records. The Principal reserves the right to request additional information and/or an interview. General tuition is \$6000 per student. Tuition for students belonging to a Lutheran association congregation is \$5500 per student.

Tuition may be paid as follows:

- In full for the year by August 5, 2024
- By semester – first semester (1/2 tuition) by August 5, 2024, and second semester (1/2 tuition) by December 9, 2024)
- Monthly as arranged with Metairie Bank (if approved by the school for a loan through Metairie Bank)
- Only tuition may be financed through Metairie Bank. Registration fees must be paid when due.

The Registration Fee is \$1000 per student or \$1200 per senior. This fee is non-refundable and must be paid for students to attend classes on opening day. Included in the Registration Fee are curricular materials, course fees, textbooks and workbooks, testing program, yearbook, school technology and development, class t-shirt, insurance, and capital improvements.

A “Parent/Guardian Financial Contract” form is a legal agreement, which outlines the school recourse for non-payment of tuition and fees.

- All fees from previous school years must be paid in full before classes can be attended in a new school year.
- A student will not be allowed to take quarter/semester examinations unless all financial obligations are current.
- If a child withdraws at any time during the school year, full payment of tuition is required.

*A senior’s participation in the graduation ceremonies is a privilege granted by the school after all academic, service, and financial obligations have been met.*

**REGISTRATION FOR FOLLOWING SCHOOL YEARS:** All required application documents, including application and registration forms for the Louisiana State Scholarship Program, must be completed and returned to the school office by the given deadlines in order for a student’s seat to be secured for the school year.

## **ACADEMIC SCHOOL COUNSELING SERVICES**

An academic counselor is available for students at Lutheran High School during school hours. These services are threefold to address students’ (1) academic achievement, (2) college goals, and (3) personal/social development. The delivery of these services will be through whole-school prevention programs to safeguard each student at Lutheran High, as well as individualized assistance with any personal issue encountered by the student, whether at school, home, or otherwise.

In addition, the academic counselor is trained to aid students' educational needs, interpretation of test results, college information, career guidance, study help, special concerns, or any area in which students need help or want assistance.

## **STUDENT ORGANIZATIONS**

Lutheran High School offers a variety of opportunities for students to be actively involved in their school beyond the classroom. Special interest clubs allow students to develop skills and abilities outside the regular curriculum that will be valuable beyond their high school years. Students are required to join at least one special interest club. Meetings will be held during school hours. In addition, each special interest club may plan one to two events outside of school hours.

## **ATHLETICS**

Lutheran High School is a member of the Louisiana High School Athletic Association (LHSAA) and abides by all association guidelines and rules for the sports offered by LHS.

Athletic uniforms are the property of LHS and will be issued to student athletes for their use.

***Student athletes must turn in their athletic uniform at the conclusion of the season of the sport in which they participated. No student will be issued a uniform for another sport until the current uniform is turned in.***

## SERVICE HOURS

“Each one should use whatever gift he has received to serve others, faithfully administering God’s grace in its various forms...if anyone serves, he should do it with the strength God provides, so that in all things God may be praised through Jesus Christ.” (I Peter 4:10-11)

Lutheran High School is committed to nurturing students in mind, body, and spirit. As part of this commitment, students are expected to serve others using the gifts and talents they have received from God. It is our hope that students will learn from these service opportunities and develop a foundational connection to the community that will last for the rest of their lives.

Students are expected to begin earning service hours as freshmen. With each year of advancement, the number of service hours required increases. As students mature and have the ability to balance academics and other activities, they are better equipped to serve those in their communities. Hours earned above what is required in a given year, will carry over and count toward hours in a subsequent year. Students will be required to earn at least half of their senior hours during their senior year. We also encourage students to earn service hours in a variety of settings.

Adjustments are made on an individual basis for transfer students. Summarized in the table below are the Service Hour requirements for the next five graduating classes:

	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
Sr – Class of 2025	20	40					60
Jr – Class of 2026	20	30	40				90
So – Class of 2027		20	30	40			90
Fr – Class of 2028		10	20	30	40		100
8 <sup>th</sup> – Class of 2029			10	20	30	40	100

To satisfy the Service Hour requirement for graduation, Seniors must have their hours completed by **April 15<sup>th</sup>**.

### GRADUATION REQUIREMENTS:

Students must complete a required number of service hours prior to graduation. Students who transfer during the school year will be evaluated individually. Students will be given credit for hours earned during their freshman year at LHS. Students who transfer to LHS may be given credit for hours earned prior to enrolling at LHS but will still be expected to earn additional hours as an LHS student. Our intent is for students to work on their hours progressively and to learn to balance community involvement with their other academic and extracurricular obligations. Summers are a great time to volunteer!

Students will record their volunteer hours on a form available from the school office or the LHS website. This form requires a site supervisor’s signature, and a description of the tasks completed. Service Hours with a description of activities may also be submitted on official letterhead from the nonprofit organization. A schedule of hours may be attached to either if the same duties were performed on multiple days. LHS reserves the right to contact the site supervisor for additional confirmation and follow-up. Students are encouraged to have sites or events preapproved before volunteering, or the hours may not be accepted.

***Completed service hour forms must be submitted in a timely fashion.***

The following guidelines should be used in selecting a service location:

- A not-for-profit organization
- If the organization is for profit but sponsors a charity event or supports a philanthropic organization, the specific event(s) may qualify. (Students are encouraged to get these events pre-approved.)
- Students cannot be paid for their services
- A student’s work should benefit others – children, the elderly, the disadvantaged, etc.
- Recommended sites include – schools, churches, assisted living facilities, food banks, community service organizations, etc.
- Organizations that offer structured volunteer programs are accepted – Audubon Zoo, the Aquarium, hospitals, libraries, etc.
- 

**Students should use the table above as a guideline for earning service hours. Students may work ahead of this schedule, but students will be required to earn at least half of their senior service hour requirement during their senior year.**

NOTE: Earning service hours during the school year can be challenging if the student is involved in other extracurricular activities.

A Service Hour Report will be given to students at the end of each quarter.

**Students who fall behind in earning their service hours may be prevented from participating in other extracurricular activities until they have met the minimum requirement for their respective year. Any student reaching his/her graduation date without completing the requisite number of service hours or academic requirements may not be permitted to walk across the stage and will not receive their diploma until all service hours and academic requirements are completed.**

#### SCHOOL SPONSORED SERVANT EVENTS:

Servant events, which are counted toward the student's service obligation, are intended to model serving others and also give faculty the opportunity to work together with students to accomplish the following:

- Share Christ's love in the community
- Show the joy in serving others
- Be a positive force in the community
- Improve character
- Foster civic responsibility
- Impact lives

Lutheran High School sponsors events throughout the year where students may earn service hours – i.e. open houses, community servant events, the Gryphon Gala, summer workdays, and events in conjunction with our area Lutheran churches and Lutheran elementary schools. Students who serve as class officers, or are members of the student council executive board, are expected to volunteer for these events. Other groups, such as student athletes, Service Club, and other club members may also be asked to volunteer at certain events.

Charitable acts do not qualify for service hours - for example, mowing the lawn of a neighbor or relative, helping a parent get caught up with filing at work, volunteering at a friend's for-profit business, etc. We encourage our students to perform these acts of kindness without the expectation of earning service hours.

## **CURRICULUM & GRADUATION REQUIREMENTS**

Lutheran High School plans its educational activities to instill a growing faith in Christ, a loyalty to government, and individuality tempered by a commitment to the common good.

The curriculum is the basic tool for carrying out the philosophy and objectives as established by the Lutheran High School Association of Greater New Orleans. The curriculum is college preparatory.

A student enrolled at Lutheran High School makes the commitment to attend weekly chapel and daily academic religion classes. Regular church attendance outside of school is encouraged.

### **LHS GRADUATION REQUIREMENTS**

Listed below are the general graduation requirements\*. These reflect both State of Louisiana and Lutheran High School policies. An administrator or counselor must be consulted regarding specific courses for fulfilling these requirements. *Listed below are the courses currently offered for high school credit at Lutheran High School.*

DEPARTMENT	COURSES	TOPS UNIVERSITY DIPLOMA REQUIREMENTS
English	English I, II, III, and IV	4
Mathematics	Algebra I and II, Geometry, Advanced Math, Algebra III	4
Science	Physical Science, Biology I and II, Chemistry, Physics, Environmental Science	4
Social Studies	World Geography, World History, American History, Civics/Free Enterprise	4
Fine Arts Electives	Art I, II, III, and IV, Choir I, II, III, and IV, Theatre I & II, Fine Arts Survey	1
Religion	Religion I, II, III, and IV	4
Foreign Language	Spanish I and II	2
Physical Education	Health/PE I and II, PE III and IV	2
Non-Credit Courses	Learning Assistance, Study Hall	--
Electives	Intro to Engineering Computer Literacy Reading Psychology Creative Writing Film in Literature Publications (Yearbook) I and II Publications (Newspaper) I and II Financial Math	3
<b>TOTAL</b>	<b><i>*All students must earn 28 Credits in order to graduate from Lutheran High School.</i></b>	<b>28</b>

Because of class enrollments, student needs, and student requests, some classes may not be offered in a given year Lutheran High reserves the right to add additional courses.

NOTE: Unless scheduled in a for credit high school course, eighth graders will take the following core classes: English 8, Pre-Algebra, Louisiana History, Science 8.

### DUAL ENROLLMENT

Lutheran High School allows seniors to be enrolled in college level courses at local colleges and universities based on the following guidelines: the student must be enrolled in a minimum of 4 classes at Lutheran High School, have the approval of the school's Academic Counselor and/or the Principal, meet the enrollment guidelines of the college chosen to attend, and are current on all financial obligations to Lutheran High School. Lutheran High also offers onsite dual enrollment opportunities through a partnership with Louisiana State University. Dual enrollment grades become a part of the high school transcript. Lutheran High also allows seniors to attend NOCCA (New Orleans Center for Creative Arts), schedule permitting.

It is to be understood that permission from Lutheran High School to participate in Dual Enrollment is a privilege and can be rescinded as necessary if certain responsibilities are being neglected, or if the relationship between the college and the school becomes endangered.

1. At the end of the first semester, if students have received a D or an F in their Dual Enrollment class OR in any course in which they are enrolled at Lutheran High School, their participation in the DE Program will be rescinded for the second semester, and they will be enrolled in a full course load at Lutheran High.

2. Attendance at both Lutheran High and the college of Dual Enrollment will be reviewed at the end of the first semester. Students who have been found to be absent from their Dual Enrollment course will be denied second semester privileges and enrolled in a full course load at Lutheran High. In addition, if students are absent from Lutheran High School, but are found to be attending their Dual Enrollment course, permission for participation will be revoked, and students will be enrolled in a full course load for the second semester. It is expressly forbidden for students to be absent from Lutheran High to complete work for a Dual Enrollment class.

Dual Enrollment/Dismissal Procedures:

- Students must sign out each day in the school office.
- Students must leave campus immediately after signing out. No student will be allowed to stay on campus after signing out for dual enrollment. Students are to wait for rides outside of the building.



- Students returning to campus after attending a dual enrollment class for a club meeting or other campus event **must** return to school in their **full school uniform**.

## LEAP 2025 TESTS

Students in the State Scholarship program or a tuition rebate program (ACE/ARETE/Son of a Saint) must meet the same requirements as public-school students in the state with regard to passing LEAP 2025 Tests. Tuition rebate program participants must test in Math and English classes only. If a student receives a score of Unsatisfactory, he/she must re-test. Initial testing occurs at the end of the school year in April and May, and re-testing occurs in June and December; remediation may be provided. Testing is required for the following courses:

### LEAP 2025 Course Tests

English 8, Math 8, Science 8, Social Studies 8  
Algebra I & Geometry  
English I & English II  
Biology  
U.S. History

## GRADE LEVEL CLASSIFICATION

Lutheran High School offers eighth through twelfth grades. Classification following the 9<sup>th</sup> grade/freshman year is as follows:

- 10<sup>th</sup> grade/sophomore – a minimum of 7 credits earned
- 11<sup>th</sup> grade/junior – a minimum of 14 credits earned
- 12<sup>th</sup> grade/senior – a minimum of 21 credits earned

## TRANSFER STUDENTS

All applicants must submit a completed application form. Students who are not participants in the Louisiana Scholarship program must include a non-refundable application fee; and most recent report card(s) from the school(s) attended prior to registering for the term. Additionally, an applicant is required to interview with the LHS principal. Upon acceptance, LHS will request an official transcript. Transfer credit will not be awarded until the official transcript is received from the previous school. Lutheran High reserves the right to reject credits that do not satisfy LHS graduation requirements. Lutheran High also reserves the right to request additional information.

The only exception will be for those transferring from schools that did not offer religion in their curriculum. All transfer students must still meet the requirement for 28 credits for graduation.

## ACADEMIC POLICIES

### CLASS SCHEDULES

Eight class periods are offered each day per year. Core courses are defined to be from the following areas: English, mathematics, religion, science, and social studies. Two credits of physical education are also required for graduation. Elective courses may be taken in the following areas: computer literacy, STEM, foreign languages, physical education, visual/performing arts, fine arts, and English or math electives. Students approved for Learning Assistance, or registered for a study hall, will be enrolled in a daily period; however, no credit will be given. Exceptions to scheduling may apply to seniors. All schedules are subject to approval by the administration.

Any class schedule change, once the semester has begun, will require the permission of the parents, the classroom teacher, and the academic counselor. No students will be allowed to change their class schedules after the first week of the school year unless a classroom teacher and the academic counselor initiate the process in a special academic circumstance.

## EXAMINATIONS

Examinations are administered during the last week of the first quarter, first semester, third quarter, and second semester. All examinations are one hour and thirty minutes. Examination schedules will be announced in advance and emailed to parents and students. The exam at the end of a quarter or a semester may be comprehensive covering material from the entire quarter or semester. **All financial obligations to the school must be current for a student to take final exams.**

Each course is graded per quarter and semester. Specific guidelines are provided in the syllabus for each class. Semester grades appear on a student's transcript.

Seniors may be exempt from the final exam in each subject in the 2<sup>nd</sup> semester of their senior year if they have an "A" in that subject for the 3<sup>rd</sup> and 4<sup>th</sup> quarters. This exemption is at the teacher's discretion.

## GRADE REPORTING

Report cards are issued after each quarter ends, four times a year. Report cards are e-mailed to parents and students each quarter; should the report card not arrive, please notify the office.

Only semester grades are entered into the student's permanent record. Each semester grade is independent and not averaged for the year. A 1/2 credit is earned each semester.

Report cards will not be issued to students who are indebted to the school including, but not limited to, tuition indebtedness, missing or damaged athletic uniforms, textbooks, locks, and/or any other school issued property that is not in working condition or not returned. .

## STUDENT PROGRESS

Current grades, attendance, and discipline are available for students and parents through ParentPlus Portal. Students and parents are responsible for setting up their ParentPlus Portal accounts upon receiving access codes. These will be made available at the start of the school year. While continuous efforts are made to ensure accuracy in electronic postings and grade reporting, this system is provided as a convenience. Students are responsible for ALL assignments given by teachers using any of the following methods - during class, posted in Google Classroom, and/or posted to ParentPlus Portal. Students are encouraged to check the online platforms daily and to use a student planner for tracking daily assignments, quizzes, tests, etc. ***Grades and other information provided through the ParentPlus Portal are not official records.*** In the case of grade discrepancies, the teacher should be contacted.

All progress reports will be emailed to parents and students.

## PARENT-TEACHER CONFERENCES

Parent-Teacher Conferences: Individual conferences may be initiated by either the parent or teacher at any time during the school year. Parents of a student who has earned a grade of D or F on a progress report or report card are encouraged to schedule a conference with the teacher and/or may have a mandatory conference scheduled by the administration.

Individual conferences may be initiated by either the parent or teacher at any time during the school year. Parents of a student who has earned a grade of D or F on a progress report or report card are encouraged to schedule a conference with the teacher.

## GRADING SYSTEM

Grades are recorded by the letter classification system: A, B, C, D, and F. Selected comments and other pertinent information appear on the report cards. The following designations are attached to the letter grading system:

100-99%	A+		71-69%	D+	
98-95%	A = Superior		68-67%	D = Below Average	
94-92%	A-	4 (3.5-4.0)	66-65%	D-	1 (0.5-1.4)
91-89%	B+		64% or below	F = Failing	0 (0.4 & below)
88-86%	B = Above Average				
85-83%	B-	3 (2.5-3.4)		I – Incomplete work	
82-78%	C+				
77-75%	C = Average				
74-72%	C-	2 (1.5-2.4)			

Students not meeting the required attendance days may be required to makeup attendance time (seat time) and may receive an incomplete on their report card until the attendance time is made up.

A student may be assigned an “I” on their report card for excessive absences and/or missed assessments by the teacher after consultation with the administration. Please see the attendance section of the handbook for more details.

## ACADEMIC INTEGRITY

The philosophy of Lutheran High School is based on Christian principles, dignity, and character. It is Lutheran High’s mission to provide a quality body, mind, and spirit education to its students. As part of that philosophy and mission, the following is designed to help students maintain ethical academic behavior and lead them to Christian and personal integrity.

Violations of academic integrity include, but are not limited to the following areas:

**Plagiarism** includes, but is not limited to, the following:

- Presenting as one’s own work the opinions and words of someone else without proper acknowledgement
- Having a parent or other person write a paper or do a project which is then submitted as one’s own work
- Using ideas, arrangement of materials, or the pattern of thoughts of someone else without proper acknowledgement

**Cheating** includes, but is not limited to, the following:

- Attempting to use unauthorized help (books, cheat sheets, formulas, notes, classmates, electronic devices, etc.) on homework, tests, quizzes, papers, or projects
- Talking during a testing session
- Providing specific information about a test to someone who has not yet taken the test
- Stealing copies of tests, exams, quizzes, or answer keys
- Using AI (ChatGBT, Gemini, etc.) to complete any assignment or written work
- Allowing another student to copy your homework or test answers or doing another student’s work for them

## LEVELS OF CONSEQUENCE:

A violation of academic integrity is a very serious offense that includes serious consequences including a sense of dishonor, school detentions, suspension, loss of class credit, and expulsion. God gave each of us the ability to grow in our intelligence and character, and academic dishonesty cheats this growth. The following levels include academic/disciplinary consequences for academic dishonesty:

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

- Automatic zero given for the assignment, paper, project, or test
- Documentation of the incident to be kept on file in the principal’s office
- Parents notified of the offense

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

- Automatic zero given for the assignment, paper, project or test
- Documentation of the incident to be kept on file in the principal’s office
- Meeting with the student, parents, teacher(s) involved in the incident and the principal to discuss the issue and further consequences that will include a detention or suspension

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

- Automatic zero given for the assignment, paper, project or test
- Documentation of the incident to be kept on file in the principal's office
- Meeting with student, parent, and principal for suspension and possible expulsion

## STUDENT FAILURE

**A student failing any semester of a course must make it up in summer school (credit recovery).** The requirement must be completed with a passing grade the summer following the course and completed before the student returns in the fall. (Only electives or non-required courses are an exception.) Failing a non-required course will not prevent a student from readmission to the fall semester only if the credit is not required for the student to meet the grade level classification.

Failures may be repeated but the first grade will not be replaced. It will be entered on the transcript along with the passing grade.

Students who receive a failing grade in a core course taken at LHS will be required to earn the credit by successfully completing the course in a state approved credit recovery program during the summer term. Students requiring summer school must obtain a permission letter from LHS to enroll in the approved credit recovery program. Parents are responsible for informing LHS where their child will be attending summer school and are responsible for paying for the summer school/credit recovery program. Any student who fails more than two credits at Lutheran High School during the school year will be subject to dismissal.

LHS will arrange summer school for those students who fail religion classes at Lutheran High.

## ACADEMIC/BEHAVIORAL PROBATION/CONTRACT

All students must maintain a 1.9 GPA for each quarter. A lower average will result in a student being placed on probation. A student who does not improve his/her GPA during a successive quarter will be placed on academic contract. Failure to meet the conditions of the academic contract may result in dismissal. A student with excessive behavior incidents may be dismissed from Lutheran High School.

## EXTRA CURRICULAR ELIGIBILITY

The following organizations and all athletic teams have a minimum GPA requirement for participation:

1. **National Honor Society:** This organization is governed by the National Honor Society (NHS) constitution. NHS is established by the national organization under the auspices of the National Association of Secondary School Principals (NAASP). NHS recognizes students who reflect outstanding accomplishments in the areas of academics, character, leadership, and service. Members must maintain a 3.0 cumulative GPA. They must show outstanding achievements in leadership, service, and character as voted on by the faculty committee. Students will first be considered for membership at the end of their sophomore year.
2. **Student Council:** Student Council serves the needs of the student body of LHS and promotes Christian fellowship and cooperation among the students, faculty, and administration. Members must maintain a 2.5 cumulative GPA and meet the LHS student council criteria in order to serve as a member.
3. **Athletic Teams:** Student athletes are required to meet eligibility requirements as outlined by the Louisiana High School Athletic Association (LHSAA) and additional LHS guidelines.
4. **Art Honor Society:** Membership is by invitation and is based upon art scholarship, as well as service and character. Additional eligibility outlined in the chapter's bylaws includes a minimum of a 3.5 GPA in art, completion of one full year of art, review of a student's art portfolio, teacher recommendations, and a commitment to community service.

## AWARDS & RECOGNITION

The academic awards program is designed to recognize the academic achievements of Lutheran High School students. During recognition ceremonies, certificates, and other honors awards are presented to selected and deserving students.

**HONOR ROLL:** The Honor Roll for superior academic performances has three categories. It is published four times a year. Regardless of GPA, a student cannot be on the Honor Roll with a D or F in any course.

B Honor Roll	Minimum 3.0 GPA
A Honor Roll	Minimum 3.5 GPA
Principal's Honor Roll	Minimum 4.0 GPA

## **SENIOR AWARDS PRESENTED AT GRADUATION**

### VALEDICTORIAN AND SALUTATORIAN:

The valedictorian at commencement exercises is the student who graduates first in rank in the senior class. The salutatorian at commencement exercises is the student who graduates second in rank in the senior class. To qualify a student must meet a minimum GPA of 3.6 and be a student in good standing. Should a student or students in a senior class not meet the eligibility criteria for valedictorian or salutatorian; the senior class president will represent the class at graduation.

Eligible candidates for valedictorian and the salutatorian must have attended Lutheran High School for 4 consecutive semesters immediately prior to graduation. If there is a tie after the GPA is carried 4 points to the right of the decimal, then a co-valedictorian (or a co-salutatorian) will be declared. Also, to qualify for these highest honors, the students must have taken four years of math and science.

The following awards may be awarded and are voted on by the faculty and administration:

AMERICAN LEGION AWARD: The American Legion Award is presented to the male and female seniors displaying high qualities of courage, leadership, character, service, and scholarship.

D.A.R. CITIZENSHIP AWARD: The Daughters of the American Revolution Citizenship Award is presented to the member of the senior class who displays the following qualities which are associated with a good citizen: honor, service, courage, leadership, and patriotism.

LEADERSHIP AWARD: The Leadership Award is presented to the student who has demonstrated a willingness to serve in positions of leadership and taken responsibilities of decision-making and working with others.

LUTHERAN HIGH FACULTY AWARD: The Lutheran High School Faculty Award is presented to the male and/or female graduates who best exemplify the ideals and philosophy of Lutheran High School.

SCHOLAR-ATHLETE AWARD: This award is presented to a senior scholar-athlete who excels both in the classroom and on the playing field. This student athlete effectively demonstrates academic discipline while participating in multiple sports and/or excelling in a single sport. A student must meet both the academic and the athletic requirements to be considered.

SERVICE AWARD: The Lutheran High School Service Award is presented to the male and/or female graduate who has demonstrated selfless Christian service to others.

STUDENT COUNCIL AWARD: A Student Council Award is presented to the senior Student Council member who has best served the school and its student body throughout his or her term as a student council member in good standing.

## **OTHER AWARDS PRESENTED AT THE END OF THE YEAR**

CLUB AWARD: Club advisers may choose a student to be recognized at the end of the year for actively participating and/or taking a leadership role within the club. Recipients will receive a certificate and a cash award.

LITERARY RALLY AWARDS: Students participating in and placing in the annual District Literary Rally competition are presented awards and recognized at the end of the year.

SUBJECT/COURSE AWARD: Teachers may choose a student per course each year to be recognized at the end of the year. Recipients will receive a certificate and a cash award.

D.A.R. American History Award: The Daughters of the American Revolution History Award is presented to a student demonstrating excellence in the subject of American History. The recipient will receive a certificate, and a medal presented on behalf of the Daughters of the American Revolution.

## **BEHAVIOR POLICIES**

Holy Scripture tells us that all we do should be done for the glory of God. As members of the Christ-centered community that is Lutheran High School, we are compelled by His redeeming love to do just that! “Love the Lord, your God, above all else, and your neighbor as yourself.” This behavior code is Lutheran High School’s ideal goal. Counseling and discipline are designed to help the student grow toward maturity and make the proper moral, ethical, and personal decisions that reflect this code.

A student’s behavior is a reflection on himself/herself and the school that he/she attends. Many opportunities are provided for students to develop and test their capacity to exercise good judgment in making decisions. The faculty establishes a learning environment where this is possible. When poor decisions are made, the student needs to recognize it as a compromise of personal integrity and commitment to the goals of the school. The close relationship between teachers and students makes this learning environment possible.

## **TECHNOLOGY/INTERNET/DEVICES**

- **CELLULAR PHONES/WEARABLE COMMUNICATION DEVICES:** *All cell phones and wearable communication devices (including but not limited to smart watches and ear buds) must be powered off prior to the first bell and remain in the student’s backpack during the school day. Students may not have a cell phone or wearable communication device in a pocket/purse or on their person at any time while inside the school building during the school day. Cell phones and wearable communication devices use inside the school building at any time is prohibited.* Students have access to an office phone during school hours. Parents who need to communicate with their child should call the office. If a student is observed with their phone on their person on campus, any teacher or administrator may take the phone. The phone will be secured until the end of the school day in the school office. Students who do not comply will be subject to disciplinary action. When cell phone misuse by a student becomes excessive, a student may be subject to disciplinary action and/or a parent conference with an administrator.
- **INTERNET/ELECTRONIC USE DURING SCHOOL:** Student conduct on the Internet during school hours should promote the general welfare and reputation of Lutheran High School and must not reflect poorly on its name or the community in general. Students are required to sign an Internet policy which outlines school use of computers. A violation of this policy will result in immediate disciplinary action. Student use of faculty computers and faculty equipment in the classrooms is prohibited. Students must respect the security and integrity of the computers and the computer network system. Installation and transfer of software, shareware, freeware, or any other types of application programs or files without authorized permission is forbidden and may result in disciplinary action. Students may not install or use any non-educational app/website on school desktops or school Chromebooks. This includes but is not limited to Discord, video chat applications, text chat applications, gaming platforms, etc. *No student may wear personal wireless audio devices in the school hallways or elsewhere on campus.* Students found in violation of these policies will be subject to immediate disciplinary action including but not limited to suspension of computer and internet privileges.
  - *Students are not to bring any personal electronic devices such as laptop computers, iPads, recorders, cameras, gaming systems, lasers, or wearable devices to school.* LHS is not responsible for these items. Unauthorized use of these electronic devices during the school day will result in disciplinary action.
- **INTERNET USE OUTSIDE OF SCHOOL:** Parents should be aware that many Internet sites allow students to create a personal profile, post comments, participate in chat room discussions, and post photos. This information is readily accessible to anyone in the public domain who logs onto the site. LHS encourages parents to discuss with their children the responsibility that comes with using the Internet, including Internet gaming websites and platforms, and the risks of displaying personal and sensitive information as well as inappropriate material on these public sites.
  - Students who post inappropriate or morally offensive material on the internet directed at LHS and/or its faculty, staff, and students, jeopardize the good name and safety of the school. Harassment and bullying of peers are prohibited. Students whose personal websites feature such inappropriate material will be subject to disciplinary action and their parents will be notified. Inappropriate material includes any writings or images that are determined to be detrimental to the common good or which are morally offensive according to the teachings of the Lutheran Church, and thus, harmful or offensive to members of the LHS community. Legal consequences may result from Internet abuse.
- **INTERNET/SOCIAL MEDIA USE:** First and foremost, students are encouraged to always exercise the utmost caution when participating in any form of social media or online communications, both within the Lutheran High School community and beyond. Examples of social media are included but not limited to Tik Tok, Facebook, Instagram, YouTube, Vimeo, Snapchat, Kik, Twitter, WhatsApp, Periscope etc. in addition to Internet gaming websites and platforms, including but not limited to Discord, Xbox, PlayStation, etc.
  - Students who participate in online interactions must remember that their posts reflect the entire Lutheran High

School community and, as such, are subject to the same behavioral standards set forth in the LHS student handbook.

- In addition to the regulations found in the student handbook, students are expected to abide by the following:
  1. To protect the privacy of LHS students and faculty, students may not, under any circumstances, create digital video recordings of LHS community members on campus. Students may not create digital video recordings of LHS community members while at off campus LHS events for online publication or distribution that are derogatory in nature.
  2. Students may not use social media sites to publish disparaging or harassing remarks about Lutheran High School, the LHS community members, athletic or academic contest rivals, etc.
  3. Students who choose to post editorial content to websites or other forms of online media must ensure that their submission does not reflect poorly upon Lutheran High School or the Lutheran High School community members.

*Failure to abide by this policy, as with other policies at LHS, may result in disciplinary action as described in the student handbook, or as determined by the principal, which may include expulsion.*

## **CONDUCT**

- **CONDUCT (CAMPUS)**: Morals and ethics shall be consistent with the Ten Commandments, including a reverence for God and worship, respect for the name of God and Word of God, respect for all authority, concern for the safety, welfare, good name and property of others, and the highest regard for life itself.
- **CONDUCT (CHAPEL)**: Chapel occurs once a week. When held at First English Lutheran Church (located behind LHS), students are asked to do the following - leave personal belongings at LHS, refrain from using the restrooms, and do not use the items located in the pew racks. Chapel is an integral part of the educational life at Lutheran High School. All students are required to attend weekly chapel. Respectful chapel behavior includes being attentive during the service (no sleeping), sitting up straight (no slouching), and refraining from any behavior that distracts others. Misbehavior during chapel is considered a serious offense and will not be tolerated.
- **CONDUCT (LUNCHROOM) & FOOD/DRINK POLICY**: Students must remain on campus and be in the lunchroom during the lunch break. Orderly conduct is expected in the lunchroom. Students are expected to clean up the tables and floor after they have eaten. Paper wrappers, paper bags, uneaten food and other wastes are to be placed in the waste containers. No food deliveries by any outside organization are allowed (i.e., Uber Eats, etc.)
  - Proper use of furniture and food is expected at all times.
  - Students are to eat only in the lunchroom. Food and drink items are to be kept in the student's backpack when outside of the lunchroom.
  - Gum chewing is not allowed in the building.
  - Students must ask for permission from the teacher on duty to leave the lunchroom for any reason.
  - Students may not use the vending machines after the lunchtime warning bell has sounded.
  - All students will be assigned lunchroom clean up duties (sweep, wipe tables, and clean microwaves/carts) on a weekly rotating basis throughout the year.
- **CONDUCT (SCHOOL SPONSORED OFF-CAMPUS)**: When students participate and/or are present at school sponsored off-campus activities such as sporting events, dances, and field trips, the conduct code remains the same as on campus events. This includes the Behavior Policies outlined in the Lutheran High School handbook. Students are expected to follow the appropriate dress code for the event, as well as the Parent-Student Handbook policies on shaving and hair. At no time should a tattoo be visible, and earrings are not to be worn by male students. Faculty and staff may take appropriate action when students' conduct does not follow the Lutheran High School handbook.
- **CONDUCT (VAN)**: Students using van transportation for school activities are expected to conduct themselves according to the campus conduct policies. Excessive misconduct on the van may result in a student losing this privilege. Upon leaving the van, students are to ensure that they have all of their personal belongings and that all trash has been removed from the van.
- **CONDUCT (OFF-CAMPUS)**: The school may take direct action with respect to student misconduct at non-school sponsored activities. The school looks with disfavor on any conduct that is unbecoming of a Christian and that reflects unfavorably upon the school.
- **CONDUCT (CORRIDOR COURTESY)**: Students are to move as quickly and orderly as possible, always keeping to the right. No loitering between classes is allowed.

- **CONDUCT (CAMPUS DISTURBANCES)**: Disruptions to the orderly atmosphere of the school will not be tolerated. Any behavior that disrupts the academic environment will result in disciplinary action.

## **DRUGS/ALCOHOL**

- **DRUGS/ALCOHOL**: The sale, purchase, possession or consumption of drugs or medications and alcohol is strictly prohibited. In addition, the possession of drug and alcohol paraphernalia is strictly prohibited. Anyone violating this rule is subject to suspension/expulsion and/or legal consequences.
- **DRUG TESTING POLICY**: All students attending Lutheran High School are subject to random drug and/or alcohol testing. Tests will be conducted by an approved testing agency to be paid for by the parent. A positive test result or refusal to submit to a drug and/or alcohol test will subject the student to further disciplinary action including, but not limited to, suspension and/or expulsion. Students who test positive for drug use will be required to attend a mandatory counseling program. A second positive test will result in immediate expulsion. If a student is suspected of using illegal drugs, the school will require a drug test at the parents' expense.
- **RANDOM SEARCHES**: The school reserves the right to conduct random searches of students' belongings, lockers, and vehicles as a general deterrent to the possession of illicit drugs, narcotics, drug paraphernalia, alcohol, tobacco, weapons, or stolen property. Specific searches may also be made on a student's person, property, locker, and vehicle if there is reasonable suspicion that a student may be in possession of the above. An administrator and another staff member will conduct all searches. Random searches may include the use of trained dogs from the Jefferson Parish Sheriff's Office.
- **SMOKELESS TOBACCO/ELECTRONIC CIGARETTES (VAPING)**: The use of smokeless tobacco/electronic cigarettes (vaping) is not allowed on campus or at school related activities. Offenses subject the student to disciplinary action including suspension/expulsion at the principal's discretion.
- **SMOKING**: Smoking is not allowed within 3 blocks of the campus or at school related activities. First offense will result in disciplinary action. Repeated offenses subject the student to suspension/expulsion.

## **PERSONAL**

- **ASSAULT ON ANOTHER PERSON**: Any unwanted physical contact on another student is strictly prohibited. This act may result in suspension/expulsion.
- **GANG ACTIVITY**: Lutheran High School maintains a campus that is safe for students and staff. In meeting this commitment, any student wearing, carrying or displaying gang paraphernalia, or making gestures which symbolize gang membership shall be subject to disciplinary action, including suspension and/or expulsion.
- **HARASSMENT/BULLYING**: Lutheran High School will not tolerate any harassment of any person relating to the person's sex, race, color, age, or handicap. The term harassment includes but is not necessarily limited to slurs, jokes, verbal, graphic, or physical conduct relating to an individual's sex, race, color, age, or handicap. Requests for sexual favors or physical contact of a sexual nature of a male or female constitutes sexual harassment since such conduct creates an intimidating, hostile or offensive school environment and has no place in a Christian setting. Those individuals who believe that they are a victim of harassment or discrimination should immediately report such conduct in confidence to the academic counselor or the school principal. Violators will be subject to immediate suspension or expulsion.
- **PUBLIC DISPLAYS OF AFFECTION**: God desires that couples will publicly exhibit their care for each other in appropriate ways. Public displays of affection (including, but not limited to, hand holding, hugging, or kissing) are not appropriate and will not be condoned at LHS and/or at LHS sponsored events. Teacher discretion may be applied, including the issuing of demerits or detentions.
- **MARRIED STUDENTS**: A student who is married is not allowed to enroll or to remain at Lutheran High School.
- **PREGNANCY**: Pre-marital sex is not in keeping with the Christian values and principles considered acceptable at Lutheran High School. If a pregnancy occurs, Lutheran High School will encourage counseling, health care, and continued education to help the students make mature decisions in accordance with Christian doctrine. However, because Lutheran High School is responsible for the Christian moral development of the whole student body, the Principal's decision as to continued enrollment at Lutheran High and his/her involvement and/or attendance in extracurricular school-sponsored activities will be final. In



addition, it would be expected that Lutheran High School, or any function associated with Lutheran High School, would not be the appropriate setting to bring the child.

- **PERSONAL LIFE:** If a student permanently removes himself/herself from living with his/her parent(s) or legal guardian(s) and establishes a lifestyle apart from the family home, Lutheran High School reserves the right to review its contract for this student's enrollment. A parent or legal guardian is responsible for a student for the duration of enrollment at Lutheran High School.

## PROPERTY

- **RESTRICTED AREAS:** Students are not permitted in maintenance or storage areas, faculty room, faculty restrooms, or offices without a teacher or staff member present. Demerits or detentions will be given for violations.
- **THEFT:** Theft of any sort is forbidden and will result in suspension and/or expulsion.
- **VANDALISM:** Vandalism of any sort is strictly forbidden. Violation of this rule will result in suspension and/or expulsion, restitution, and legal consequences.
- **WEAPONS:** The possession of guns, knives, and other weapons at school and at any school activity is strictly prohibited. Violation of this rule will result in suspension and/or expulsion and legal consequences.

## DRESS CODE & SCHOOL UNIFORM

Lutheran High School provides an educational atmosphere that is conducive to the learning process. Toward this end, Lutheran High School enforces a dress code that includes a school uniform. The clothing and grooming of a student should reflect the student's desire to learn and his/her intention to make learning a priority. Two extremes are to be avoided: a careless, untidy appearance and use of extreme fashions. The dress code is in place to promote school spirit, school unity, Christian ethics, health and safety on and off campus, and provide school identity during off campus activities.

*The school uniform is a sign of pride in oneself and in one's school and must be worn correctly on and off the school campus. The school uniform is an extension of Lutheran High School; any action taken by a student while in uniform that reflects negatively on the school will be subject to disciplinary action.*

Random dress code checks will be conducted periodically to ensure dress code compliance. These checks will include uniform (pants/skirt, shirts, belts, socks, shoes, and outerwear), hair, shaving, make up, and jewelry/accessories. Students are expected on a daily basis to adhere to the following uniform/dress code rules:

### SCHOOL UNIFORM

Must be purchased at Schumacher's Shoes & Uniforms, 3601 Hessmer Avenue, Metairie, 70002, (504) 454-0427.

#### BOYS:

- Khaki flat front uniform trousers, Dickies 874 Original Fit or Elder 1240BRKHK, with a plain, solid, black or brown leather or web belt worn at the waist.
- Red, white, or gray monogrammed shirts must be **TUCKED** in at all times
- Brown tie up dress shoe such as Eastland Plainview or Doc Marten with either solid black or solid white socks.
- No hair adornments including bandanas may be worn.

#### GIRLS:

- Uniform skirt with gym shorts worn under the skirt (length of skirt must be at the knee). The skirt must touch the student's knee when kneeling on the floor.
- Black solid leggings **or** solid tights may be worn underneath the uniform skirt (solid black or solid white socks must also be worn). Sweatpants are **NOT** allowed. Patterned and/or multi-colored leggings and tights are **NOT** allowed.
- Red, white, or gray monogrammed shirts must be **TUCKED** in at all times.
- Brown tie up dress shoe such as Eastland Plainview or Doc Marten with either solid black or solid white socks.
- If a girl chooses to wear a headband or ribbon to secure her hair, it must be no more than two inches wide and must be worn in

solid school colors: black, gray, white or red are permitted. No elaborate or distracting hair ornaments may be worn. No oversized bandanas of any color or any excessively large hair coverings are allowed.

- No colored lipsticks will be permitted; nude lip gloss or ChapStick is allowed. False eyelashes are not permitted. Fingernails should be of reasonable length.

#### **ALL:**

- Lutheran High School uniform sweatshirts, sweaters, and jackets (frayed and cuts are not allowed) are to be worn appropriately. School sweatshirts, sweaters, and school jackets are permissible in the classroom.
- Blankets are not allowed to be brought to school.
- Shirts worn under a school shirt must be a school color: white, black, red or gray with no visible writing.
- If a student chooses to wear a long-sleeved undershirt, it must not be visible at any time.
- Students may not walk on the backs of shoes.
- School polos must be worn under school sweatshirts, sweaters, or letter jackets.
- Uniform pieces must fit appropriately, and the administration reserves the right to require the purchase of new uniform pieces.
- Uniform pieces must be free of holes, tears, frays, stains, etc.
- Hats are not to be worn in the building and must be kept in a student's backpack during school hours.
- Shoes must be properly laced and tied at all times.
- Solid color black or white socks must be worn and seen above the shoe.

#### **P.E. UNIFORMS**

- All P.E. students will be required to wear the uniform LHS T-shirt and shorts.

#### **DRESS DOWN DAYS:**

Periodically throughout the year, students may be allowed to dress down. Dress down days are a privilege. The guidelines for dress down days will be provided to students and may be shared with parents and students via email. Students who fail to follow the dress down day rules will be required to change into their school uniform or may be sent home for the rest of the school day.

#### **CLOTHING/JEWELRY/ AND/OR ACCESSORIES:**

Clothing, jewelry and/or accessories promoting drugs, alcohol or illicit activities are prohibited. Only small chain necklaces, bracelets, etc. may be worn. Students not in compliance will be required to remove the article (which will be confiscated) and disciplinary actions may be taken. *Excessive bracelets, necklaces, and rings are not allowed.*

#### **SHAVING:**

Male students are to be clean-shaven. Sideburns are to end at the bottom of the ear and must be neatly groomed. Students who have been found in violation of this policy will be required to shave on campus before attending classes.

#### **BODY PIERCING AND TATTOOS:**

Body/tongue piercing and tattoos are not permitted and must not be visible while in school or at school sponsored activities and events. *Earrings will not be worn by male students while in school or at school sponsored activities and events.* Girls are limited to *one* small hoop or post earring per ear and only the earlobes may be pierced. NO nose rings/piercings are allowed. Any student not in compliance with this policy will be asked to remove the piercing and it will be kept in the school office until the end of the day.

#### **HAIR:**

Hair should be neat, clean, combed out, and of reasonable length (Boys: Must be moderate and appropriate length and thickness in the front, back, top and sides. Hair length must be above the ear on both sides; to the eyebrows in front; and, to the hairline in the back. No ponytails, buns, etc.) Haircuts are to be conventional. **STUDENTS WHOSE HAIRCUTS ARE DEEMED INAPPROPRIATE BY THE PRINCIPAL WILL NOT BE ALLOWED TO ATTEND CLASS UNTIL THE INFRACTION IS CORRECTED.** ALL: Hair color must be a natural color - no extreme colors allowed. No metal combs may be brought to school.

#### **DRESS CODE VIOLATIONS:**

In the case of a correctable dress code violation, the student will make the correction at school. If the school must issue the student proper clothing to correct a dress code violation, the student will be charged for purchasing this clothing (socks, leggings, etc.) Correctable violations will result in a demerit. Uncorrectable violations may result in detention. Inappropriate outerwear may be confiscated and held in the office until the end of the day and/or a parent may be asked to come pick it up.

## **DISCIPLINE PROCEDURES**

The administration, faculty, and staff of Lutheran High School believe that attending school gives students the opportunity to acquire and refine skills, knowledge, and an ethical code that allows them to grow spiritually, intellectually, physically, socially, and emotionally.

As students develop these important skills and values, they may be recognized for modeling positive behavior that exemplifies what it means to be a Lutheran High School Gryphon.

Infractions of school rules have consequences, such as demerits, detentions, the removal of certain privileges, suspension, expulsion, withdrawal, or denying permission to return.

The following consequence will be used in whole or part when a rule violation results in the need for disciplinary action:

- Verbal warning issued by a teacher
- Demerit issued by a teacher
- Disciplinary measure by teacher or detention assigned
- Parent/guardian/student/school conference
- Suspension
- Expulsion

Each quarter begins a new discipline record. Any unresolved differences between students and staff resulting in repeat violations, major violations of school policies or rules, or individual teacher's classroom guidelines may result in suspension or dismissal following consultation between school administration with parents and the student.

## **DEMERIT SYSTEM**

The demerit system is designed to document and track repeated minor disciplinary infractions. Faculty and office staff will give demerits throughout the school day for the following minor infractions:

1. Tardy - to school and to class
2. Dress code violation
3. Shaving (issued by the office)
4. Disruptive behavior in classroom/chapel
5. PDA (Public Display of Affection)
6. Disorderly conduct in hallways/cafeteria
7. Vulgar language
8. In unauthorized area/out of class without permission
9. Eating/drinking in class
10. Sleeping in class
11. Gum chewing
12. Excessive talking

Each infraction equals one demerit. The demerits from all teachers will be combined and tracked in total through the Parent Portal. Upon accumulation of five demerits within a 9-week period, a student will be issued a 45-minute after school detention. A student's complete discipline record may be viewed through the Parent Portal.

## **DETENTIONS**

Detentions may be given to students who violate school policies, rules, or a teacher's classroom policy. Detention is viewed as a very serious disciplinary action.

**45-minute after-school detention:** A 45-minute detention will be assigned for every five demerits accumulated. Detentions are held weekly. Teachers may also assign an immediate 45-minute detention for major offenses such as (but not limited to):

1. Oral or written vulgarity
2. Defiance
3. Defacing another's personal property
4. Dismissal from the classroom for inappropriate behavior
5. Inappropriate use of electronic devices including but not limited to inappropriate Chromebook use, use of cell phone in school, cell phone visible or on a student's person.

Students and parents will be notified via email about the detention, and the student must serve the detention after school on one of the assigned days in the assigned room beginning at 3:20 PM and ending at 4:05 PM. The emailed detention notice will include a description of the major offense and/or a history of discipline infractions/demerits.

***Once a student has served two 45-minute after-school detentions, the next violation will result in a student/parent and administrator conference and possible school suspension.***

## **SUSPENSIONS**

In or out of school suspensions are imposed for violations of school rules as previously noted in this handbook. Students who are suspended may not participate in extracurricular events during the day(s) of suspension. For all violations previously noted in this handbook where that violation results in suspension, the duration of the suspension will be dependent upon the severity of the violation.

## **EXPULSION**

This is the final step of discipline. Upon review of the issue(s), the principal has the right to expel a student. The principal, parents, and students will meet to discuss the final decision. All tuition or fees will be forfeited. All textbooks, school property, athletic uniforms, etc. must be returned and all personal items are to be removed from the assigned locker. The expelled student will be banned from the school campus as well as all school-sponsored activities in the current year and in the future.

## **DUE PROCESS GUIDELINES**

Situations may arise at school throughout the school year which may cause concern for parents, staff, or students. Resolving those situations as soon as possible is necessary and beneficial for all parties involved.

The following steps are based on the procedures as given in God's Holy Word in the 18<sup>th</sup> chapter of the Gospel of Matthew.

Communication following these guidelines will bring the quickest resolution to the situation:

1. **CONTACT THE APPROPRIATE STAFF MEMBER:** The most direct route to resolving a concern is to confer directly with the person involved, whether it is a teacher, coach, parent, student or staff member. The majority of concerns may be resolved at this level.
2. **CONTACT THE PRINCIPAL:** The Principal is in charge of the academic and spiritual life of the school. The principal is responsible for all concerns that may arise from the school's operation. Explanations of policies and procedures, various clarifications, and all types of information are available in the principal's office.
3. **CONTACT THE BOARD OF DIRECTORS:** This is done by requesting a hearing through the Principal or by contacting the Board Chairperson. The Board or an assigned committee serves as an appeal body in resolving disputes.

Students with extensive disciplinary infractions and academic concerns throughout the course of the year will be reviewed by a faculty committee at the end of each quarter. At this time recommendations will be made for continued enrollment. In any of the parent-student handbook policy issues, the school administration reserves the right to make the final decision

## **SCHOOL PROCEDURES**

Although many situations are addressed in these policies and procedures, new or unusual issues are certain to occur during the school year. The school administration, in conjunction with the Board of Directors, will establish and apply appropriate policies as the need arises.

## **ABSENCES**

On each day of a student's absence(s), a parent or guardian only **MUST** communicate with the office by phone or email prior to the start of school to report the absence(s). If a call is made before school opens, a parent or guardian should leave a message to report the absence. Emails should be sent to [khansen@lutheranhighschool.net](mailto:khansen@lutheranhighschool.net).

***Upon returning to school, the student must report to the office to obtain an absentee slip for admittance to class. An email, parent note, or doctor's note is required for admittance to school after an absence. If no note or email is provided, students MAY NOT be allowed to make up missed work from their absence for credit and the absence will be marked as unexcused.***

**ABSENCE (DUE TO ILLNESS):** In case of illness, parents should contact the school office in the manner described above. Students must have a parent or doctor's note to return to school.

ABSENCES (CONVENIENCE): Absences of convenience, such as for trips, days before holidays, days of special events, etc., are discouraged. In the event of such an absence, the parent should communicate with the academic counselor **at least one week** before the time to be missed and the student must complete all work in advance if possible. Making up missed work will be at the discretion of the individual teacher.

ABSENCE (DISALLOWS ACTIVITY PARTICIPATION): A student must be present the entire day in order to participate in extracurricular events or practices. Students who are absent on a particular day, except for a family emergency or a medical appointment with a note from the doctor, will be ineligible for participation in any athletic or extra-curricular events held that day or evening. College visits are permitted and must be approved by the academic counselor. Prior notice of the visit will allow student participation.

SKIPPING CLASS: Failure to attend an assigned class will result in automatic after-school detention. A repeated offense will result in a parent/principal meeting and may result in student suspension or expulsion.

TRUANCY: *Anyone who skips school is truant and must report to the Principal the next day with their parent or guardian for a conference before the student will be readmitted to school. No credit will be given for every class missed. A second offense may result in expulsion from school.*

## ATTENDANCE

Regular attendance is important for success in school. It is also a requirement of the State of Louisiana that students be present a minimum number of days per semester to be eligible to receive credit for the course taken. All absences require students to make up all schoolwork. If absences become excessive, a conference with parents and administrator will be required. Students accumulating more than the allowed absences in a given class will receive no credit for that class for that semester. Parents will be warned when the student's record approaches this point. Appeals can be made by contacting the Principal.

Students not meeting the required attendance days may be required to make-up attendance time (seat time) and may receive an incomplete on their report card until the attendance time is made up.

## CHECKING IN OR CHECKING OUT DURING THE SCHOOL DAY

CHECKING IN: If a student is tardy to school, the student must bring a note from a parent or doctor explaining the reason for tardiness. Without a note, the tardy will be unexcused. Students will be given a demerit when they are issued an unexcused tardy.

CHECKING OUT: Parents or an individual named on the emergency section of the registration form are required to send an email to the front office, or send a note to school with the student to allow a student to check out due to illness, appointments, etc. No student will be allowed to leave school to take another student home.

- In case of student illness, students must bring a note from a parent or doctor in order to be admitted to school on the day of their return. This should be done prior to the 8:15 AM tardy bell.
- In the case of planned appointments, etc. a doctor's note is required in order to be admitted to school on the day of their return. This should be done prior to the 8:15 AM tardy bell.
- Students are encouraged to check in with their teacher prior to leaving early for assignments.

Parents are highly encouraged to schedule doctors' appointments, etc., after school hours. ***Students may not check out between 3:10 PM and 3:15 PM dues to dismissal procedures.*** If a student is signed out early excessively, a conference will be mandatory with the parent, student, and school principal to discuss the partial day absences.

## OUT OF CLASS PROCEDURES

Students are expected to be in the classroom and will only be allowed to leave for emergencies and at the teacher's discretion. Students must have permission when out of class. Those students who repeatedly abuse this privilege will be subject to disciplinary action.

## LEAVING SCHOOL GROUNDS/PROPERTY

***Once a student arrives on campus either by parent transportation or by JPPS bus, he/she may not leave the campus without permission from the principal or a coach/teacher.*** Leaving without permission and returning to campus will result in disciplinary action. Repeat offenders will be subject to suspension or expulsion.

## TARDINESS

Any student not in class at the time of the 8:15 AM tardy bell will be considered tardy. Any student arriving at school after 8:15 AM must report to the office for a tardy pass. The student must have a note from his or her parent explaining the tardiness, or the parent may call or come to the office with an explanation. Habitual tardiness will result in a parent-administrator conference to be followed by necessary action. Students who have an unexcused tardy to school or between classes will be issued a demerit.

Students not in their first period class when the bell rings are considered tardy and are responsible for all missed schoolwork.

When a student is tardy between classes, he or she should go directly to the next class. Three minutes of pass time is sufficient between classes. That teacher will mark the student tardy unless he or she has a hall pass from the previous teacher.

## GENERAL SCHOOL INFORMATION

### SCHOOL HOURS

SCHOOL HOURS: The school day begins at 8:15 AM and ends at 3:15 PM every day unless a special schedule is in effect. Teacher supervision will be provided beginning at 7:45 AM. Students should enter through the 1st building front doors and report directly to the lunchroom if arriving before 8:15 AM. Students arriving after 8:15 AM must check in at the front office prior to going to class. A warning bell sounds at 8:10 AM dismissing students from the lunchroom.

Teacher supervision after school will be provided until 3:45 PM or until the last bus leaves. Students being picked up by car must be picked up outside the 1st building entrance.

SCHOOL PICK-UP/NEIGHBORHOOD PARKING: Students who walk home and those being picked up by car will be dismissed from the 1st building entrance. Parents arriving early may park along Seventeenth Street but must not block the bus lane in front of the 3rd building entrance. Buses must be able to make the turn north onto Courtland. Parents are reminded to follow the parking signs posted and to be respectful of our neighbors' driveways and yards. Parents should not park where the curb is painted yellow. Driveways should not be blocked or parked across from. The T-intersections along 17th Street should remain clear so that drivers can see to turn in all directions.

### TRANSPORTATION

- AUTOMOBILES: Students must be 17 years of age and (1) have a valid driver's license, (2) car insurance, and (3) vehicle registration paperwork to register a vehicle with the school office and drive to school. Any act that endangers lives and property will result in suspension of the driving privilege. Not registering all vehicles, not observing parking rules and regulations, and/or coming to school late may result in loss of driving privileges. Excessive tardiness/late arrivals to school will result in suspension of driving privileges. Restoration of driving privileges will be at principal discretion.
- Student drivers are required to park in parking lot located between Lutheran High School and First English Lutheran Church. The entrance to the lot is on Cleary. Students should park on the side facing Lutheran High School in the end spots closest to Cleary. Students are NOT to park on Cleary or Seventeenth Street. Students should also NOT park on the side streets off Cleary, nor in the neighborhoods off of Courtland, Napoli, Taft, or Seventeenth Street. Student drivers are to enter through the 1st building back doors (down the side hallway) and report directly to the lunchroom if you arrive prior to 8:15 a.m. The doors to school are open at 7:45AM. Students are expected to enter the building upon arrival to school and not loiter in the parking lot. Once on campus, students are not allowed to return to their automobiles without permission from the school administration. Students arriving after 8:15 AM. will need to enter through the front door.

During the school year, a DMV certificate of required school attendance forms will be issued upon request. Please allow one week for the issuance of these forms. Students are not permitted to miss school to go to the DMV.

- TRANSPORTATION (JPPS – BUS): Jefferson Parish Public Schools (JPPS) will provide bus service to those students who live in Jefferson Parish and reside more than one mile from Lutheran High School. To participate, families must request this service through LHS. Daily bus service is dictated by the JPPS calendar. The LHS school calendar differs periodically

throughout the year. There will be days when bus service is not provided for the day, or an early dismissal will result in no PM bus service. These dates are noted on the included LHS school calendar. Students using JPPS bus transportation must abide by the rules and regulations established by JPPS. Violations may result in suspension from the bus and in LHS disciplinary action. Students must sit upright and face forward. No rolling backpacks are allowed on the bus. Student behavior cannot be a distraction for the driver.

- Students riding the bus will be dropped off in the bus lane outside of the 3rd building in the morning. Students will need to walk to the 1st building entrance. At the end of the school day, bus riders will be dismissed to the 3rd building to wait for their bus and will then leave the building using the 3rd building front doors.
- **NOTE:** Families are encouraged to establish a relationship with their bus driver and contact the **driver directly via the driver's cell phone number** with concerns, bus stop arrival times, or when special circumstances arise.

## COMMUNICATIONS

- **PARENT COMMUNICATION:** Information is communicated to students and parents in a variety of ways. Please monitor emails, social media, our website, and Parent Plus Portals.
- **SCHOOL ANNOUNCEMENTS:** Each morning school announcements are read during the 1<sup>st</sup> period class and posted in the hallway. These announcements are to keep students informed of upcoming activities, events, and general school information.
- **WEATHER (INCLEMENT):** In case of bad weather, Lutheran High School will follow the procedure as announced for the Jefferson Parish Schools. Parents will also receive a text and/or email message directly from the school through our AP Notify app.
- **WEATHER – HURRICANE EVACUATION:** In order to keep in contact with our school families if an evacuation order is given or you choose to leave the city for a hurricane, please keep the following in your evacuation kit:
  - When you arrive at your safe destination, please call/text Ms. Loughmiller (281) 799-9883 or call Martin Insurance (888) 415-2006 and leave your name and a phone number where you can be reached. It is very important that we hear from each family.
  - If a computer is available, you may email us at [khansen@lutheranhighschool.net](mailto:khansen@lutheranhighschool.net). Please send us your name and a contact number for your family. On the school website, we will be posting the latest information concerning the re-opening of the school.
  - We are truly concerned about the safety of our families and wish to keep in contact so that we may restart the educational process as soon as possible.

## HEALTH/SAFETY

- **FIRE/ACTIVE INCIDENT DRILLS:** Fire drills and Active Incident drills are conducted throughout the school year. Silence is to be strictly observed and orderly conduct is strictly enforced during a lock down or students leaving the building during the emergency. Exit routes and procedures for vacating the building are posted in each classroom. False alarms by students are criminal offenses.
- **LUNCHES:** Students are encouraged to bring their own lunches to school. The Athletic Department and classes/organizations team up to make available some lunches. Additionally, snacks and cold drinks are available from vending machines in the school lunchroom. Microwaves are also available for student use. No food deliveries by any outside organization are allowed (i.e., Uber Eats, etc.)
- **MEDICATIONS:** The school will not administer medication of any kind except for basic first aid in the case of an injury. Students who are required by a doctor to take prescription medication during school hours must bring in the prescription bottle to the office in the morning in order to have it administered. Such medications must be stored in the office during the school day and may be picked up after school.
- **VISITORS:** All outside doors to the campus are locked. Visitors to the LHS campus must call the school office to be admitted and issued a visitor pass.

## EXTRACURRICULARS

- **SCHOOL DANCES:** Lutheran High School dances occur throughout the school year. Dress must follow the guidelines set for each dance. Students are also expected to follow the Parent-Student Handbook policies on Shaving, Hair, and Body

Piercings/Tattoos. The dress should always be modest, and conduct should reflect the values of Lutheran High School. The use of drugs and alcohol at any school dance is strictly forbidden.

- Only Lutheran High School students and their guests are invited to attend school dances. LHS students wishing to bring a non-LHS student guest must complete a Guest Pass Form prior to the event. The intent of this form is to ensure that the guest is a student in good standing. The adviser/school administrator will give final approval for the guest to attend the dance. LHS students are responsible for the behavior of their guests. Students and their guests will be required to sign in and out of the dance. Once a student and/or his/her guest leaves the dance, he/she may not return.

***THE POLICIES AND INFORMATION IN THIS HANDBOOK ARE  
SUBJECT TO MODIFICATION, CHANGES, ADDITIONS, AND  
DELETIONS AT ANY TIME AT THE DISCRETION OF THE PRINCIPAL. TIMELY  
NOTICE OF ANY CHANGES IN THESE POLICIES WILL BE SENT PRIOR TO  
IMPLEMENTATION.***

## **COURSE DESCRIPTIONS**

### **ENGLISH DEPARTMENT**

The English department is based on five pillars in accordance with state standards: 1) reading and responding to literature, 2) writing, 3) writing and proofreading, 4) speaking and listening, and 5) information resources. These standards are integrated throughout all four years at Lutheran High School in order to produce lifelong learners and communicators. Since learning is not something that should only be done during the school year, the department requires that all students also participate in a summer reading program. Summer reading provides students with an opportunity to improve their reading and vocabulary skills while broadening their horizons through a variety of novels.

#### **ENGLISH 8**                      **8<sup>th</sup> grade course (LEAP testing)**

#### **ENGLISH I**                      **1 credit (LEAP testing)**

The class is an introduction to English with emphasis on reading and responding, writing, proofreading, speaking, listening, and research. The reading objectives of this course include a desire for students to extend their basic vocabulary, analyze the development of story elements and literary devices, and demonstrate a critical understanding of a variety of texts including nonfiction, short stories, drama, poetry, the novel, and film. The writing objectives of this course include a desire for students to develop organized, coherent paragraphs, followed by various types of multi-paragraph compositions. Students will learn to apply standard rules of sentence formation, word usage, and mechanics throughout their writing. Students will also be expected to organize and deliver formal oral presentations, as well as participate in group discussions.

#### **ENGLISH II**                      **1 credit (LEAP testing)**

This class is a study of world literature that focuses on reading, writing, proofreading, speaking, listening, and research. The reading objectives of this course include a desire for students to extend their basic vocabulary, analyze the development of story elements and literary devices, and demonstrate a critical understanding of a variety of texts from around the world. Writing objectives of this course include a desire for students to develop organized paragraphs, and then develop multi-paragraph essays including narrative, descriptive, persuasive, and research writing. Students will learn to apply standard rules of sentence formation, word usage, and mechanics throughout their writing. Students will also be expected to organize and deliver formal oral presentations, as well as participate in group discussions.

#### **ENGLISH III**                      **1 credit**

This is a study of American literature from the colonial period to the present. In this class, students will extend their basic vocabulary, analyze literary elements in American texts, draw oral and written conclusions based on literature, analyze the impact of history on culture and literature, and explore the significance of techniques, characteristics, and themes in major periods of American literature. Students will be expected to write complex compositions for a variety of purposes as well as participate in oral presentations and group discussion.

#### **ENGLISH IV**                      **1 credit**

The class is a study of British literature from the Anglo-Saxon period to the present. In this class, students will extend their basic vocabulary, analyze literary elements in British texts, draw oral and written conclusions based on literature, analyze the impact of history



on culture and literature, and explore the significance of techniques, characteristics, and themes in major periods of British literature. Students will be expected to write complex compositions including a major research paper following MLA documentation format. Students will write for various purposes as well as participate in oral presentations and group discussion. Students will learn how the history and culture of a period shaped its literature and thinking. This course emphasizes critical and interpretive reading and communication. A comprehensive research paper is assigned to test writing and research skills.

**CREATIVE WRITING**                      **1 credit or .5 credit single semester course**

This elective class is designed to inspire students to express themselves through writing. Creative Writing is designed for students to create original forms of descriptive writing, poetry, drama, fiction, and non-fiction. Vocabulary development, creative writing techniques, and skills will be explored. Class readings will expose students to various writing styles and provide examples of the successes and strategies of other writers. Students will learn some of the basics of the writing workshop, including how to respond to writing in different genres, and aspects of reading and discussing texts as a writer. Class time is devoted to sharing student work, discussing the writer's craft and assigned readings, and responding to student writing.

**LITERATURE IN FILM**                      **1 credit**

Literature and Film, examines the interaction of film and literary texts, and the qualities of each. Students will consider what happens when a variety of short stories, novels, or plays are made into a film; if we approach film and literary texts differently; and how we view and read these texts. By exploring how literature across genres has been adapted into film, students will gain an appreciation of how the written word is translated to the silver screen.

**PUBLICATIONS**                              **1 credit (per course taken)**

This course involves reporting and writing copy, which includes headlines and captions. Students are also taught the fundamentals of photography and design layout in conjunction with yearbook production. (The following courses are available: Publications (Newspaper I and Newspaper II; Yearbook I and Yearbook II).

**READING**                                      **1 credit**

The reading course is designed to assist with student's comprehension, literacy rate, and communication and note-taking skills across the curriculum. The intention is to build strong readers and foster a love of literature by introducing students to relevant, high-interest informational and age-appropriate literary texts in a variety of genres, including fiction and non-fiction.

**MATHEMATICS DEPARTMENT**

**PRE-ALGEBRA**                              **8<sup>th</sup> grade course (LEAP testing)**

**ALGEBRA I**                                      **1 credit (LEAP testing)**

This course introduces students to the study of math, which focuses on the use of variables. Topics covered include properties of real numbers; solving and graphing linear equations and linear inequalities; solving systems of linear equations and linear inequalities; exponents and exponential functions; quadratic equations and functions      polynomials and factoring; and rational equations and functions. Upon completion of this course students should have a strong foundation in problem solving techniques that they will continue to expand upon in future math and science courses.

**GEOMETRY**                                      **1 credit (LEAP testing)**

Geometry is a course designed for students to determine the effects and relationships of geometric features and factors in the real world. The application and construction of geometric figures regarding parallelism, perpendicularity, and congruence and similarity will be heavily infused in real-life applications. Inductive and deductive reasoning and proving statements and theorems are an essential aspect of this course. The study of circular regions, polygonal regions with constructions and measurements, and the manipulation of geometrical figures and patterns are also important topics that are covered.

**ALGEBRA II**                                      **1 credit**

This course is an expansion of Algebra I, which is intended to give students a stronger foundation in algebra for college. Topics covered include equations and inequalities; linear equations and functions; systems of linear equations and inequalities; matrices and determinants; quadratic functions; polynomials and polynomial functions; exponential and logarithmic functions; sequences and series; probability and statistics; and an introduction to trigonometry.

**ALGEBRA III**                                      **1 credit**

This course is intended to strengthen the math skills obtained in Algebra 2 and further prepare students for College Algebra. Topics covered include the following: work with linear equations and inequalities, the examination of various graphs and functions, investigation of exponents, polynomials, roots and radicals, the exploration of rational expressions, and the study of inverse, exponential, and logarithmic functions.

**ADVANCED MATH**                      **1 credit**

The objectives of this course are to establish and develop both a conceptual and working understanding of trigonometry, complex numbers, exponential and logarithmic functions, probability, statistics, and sequences and to attain proficiency in more advanced techniques of algebra. This will involve an initial review of linear relations and functions, systems of linear equations and inequalities, and polynomial and rational functions. The course will involve the refinement of problem-solving skills and the ability to apply these skills to real-data problems. It will use different learning styles and focus on individual needs to develop improved critical thinking and a more advanced conceptual understanding of mathematics.

**SCIENCE DEPARTMENT****SCIENCE 8**                                      **8<sup>th</sup> grade course (LEAP testing)****PHYSICAL SCIENCE**                      **1 credit**

The purpose of physical science is for students to recognize and identify the nature and impact of physics and chemistry in the real world. In this course the basic concepts of physics and chemistry will be explored to relate the cause and effect of real-life applications to students' lives. Lab work will be used to aid students' understanding of these concepts and applications.

**BIOLOGY I**                                      **1 credit (LEAP testing)**

This course explores the characteristics, adaptations, body systems, and life cycles of organisms and their relationships with each other and their environment. Students examine the growth and development of organisms and study the levels of structural organization of living systems. Topics of concentration include cells, the molecular basis for heredity, structures and functions of human body systems, and contemporary health issues.

**BIOLOGY II**                                      **1 credit**

Biology II is designed for the student who has a strong interest in biology. Students explore advanced topics selected from cellular biology, biochemistry, biotechnology, genetics, microbiology, evolution, behavior, ecology, plant and animal anatomy, and physiology. Research and advanced laboratory techniques are emphasized.

**CHEMISTRY**                                      **1 credit**

This course is designed for students to become familiar with the fundamental concepts of chemistry in the real world. The periodic table of elements and their natural states of existence will be studied. The molecular and ionic bonding of different elements and compounds will be investigated when these elements are exposed to various environmental conditions. Important concepts are chemical nomenclature, stoichiometry, and energy relationships in chemistry, the electronic structure of the atom, periodic properties of the elements, chemical bonding, molecular geometry, states of matter, and the chemistry of solutions.

**PHYSICS**                                      **1 credit**

This course is designed for students to analyze and identify the changes that matter, and objects undergo when subjected to certain environmental conditions. Students will become familiar with the basic concepts and applications of the physical properties of quantities. Labs and experiments will be utilized to reinforce the concepts presented in class lectures. Topics covered are: measurement and conversion of units, kinematics, force, momentum and collisions, fluid mechanics, circular motion and gravitation, work and energy, heat and thermodynamics, vibrations and waves pertaining to sound and light, electricity and magnetism.

**ENVIRONMENTAL SCIENCE**                      **1 credit****SOCIAL STUDIES DEPARTMENT****LOUISIANA HISTORY**                      **8<sup>th</sup> grade course (LEAP testing)****WORLD GEOGRAPHY**                      **1 credit**

World Geography is a course intended to expose students to basic geographical skills such as maps and longitude and latitude as well as introduce them to the cultural geography of our world. This is achieved through focusing on each region of the globe separately using the five themes of geography: location, place, human/environment interaction, movement, and region.

**WORLD HISTORY**                                      **1 credit**

World History is a general survey course which will "gallop through the ages." It is designed to give the student an exposure to world history, from ancient through medieval to modern history. The class will emphasize Western cultural and political history. The students will be able to identify major individuals, events, and movements within the framework of history and show their importance on the present world through the discussion of current events.

**AMERICAN HISTORY**                      **1 credit (LEAP testing)**

American history is a concise survey of cultural and political history, from the exploration and colonization of America to the role of the U.S. today. The major events and individuals that helped shape the American experience will be emphasized. Current publications will be utilized throughout the course to give the student a perspective of the most recent effects of their studies.

**CIVICS**    **1 credit**

Civics is an introductory course covering the basic areas of the American governmental system and the responsibilities of citizens. The role and function of local, state and federal governments will be explored. The three branches of the federal government will be compared. This course also examines the American free enterprise system and introduces fundamental economic concepts. Discussion will include current events and challenges to the American system.

**PSYCHOLOGY**                                      **1 credit or .5 credit single semester course**

Psychology is an introductory course in the study of Psychology. There is an emphasis on personal application and growth by studying the different cumulating theories of the Psychological world. Major topics include an historical overview as well as the major forces in psychology: Psychoanalytic, Cognitive/Behavioral, Personality, and Sociocultural Psychology.

**FINE ARTS DEPARTMENT**

**FINE ARTS SURVEY**                              **1 credit**

Students will gain a basic understanding of the four fine arts: music, dance, drama/cinema, and visual art. Studies will focus on relationships between the arts, art appreciation, historical/cultural context, interpretation, evaluation, and creative expression/performance.

**ART I: INTRODUCTION TO ART**              **1 credit**

Students will gain a basic understanding of the visual arts, including elements, principles and techniques of art. The primary focus will be placed on creative expression, critical analysis, historical context, and the study of aesthetics. Over the course of the year, students will gain experience in a variety of mediums, write on various topics, keep a sketchbook, and visit an art viewing.

**ART II: PAINTING AND 3D DESIGN**        **1 credit**

Students will gain a basic understanding of painting and 3-dimensional techniques and processes using a variety of media. The primary focus will be placed on creative expression, critical analysis, historical context, and the study of aesthetics. Students will be required to complete various projects, writing assignments, keep a sketchbook, attend an art viewing, and professionally present artwork.

Prerequisite: *Intro*

**ART III: DRAWING, PRINTMAKING AND CERAMICS**              **1 credit**

Students will gain a basic understanding of drawing, printmaking and ceramic techniques and processes using a variety of media. The primary focus will be placed on creative expression, critical analysis, historical context, and the study of aesthetics. Students will be required to complete various projects, writing assignments, keep a sketchbook, attend an art viewing, and professionally present artwork.

Prerequisite: *Intro*

**ADVANCED ART: Independent Study**      **1 credit**

Advanced art is for serious self-motivated art students, who plan to continue their study of art after high school. Students will concentrate in a fine art area of their choice and be held accountable via contract between the student and the instructor. Students must complete contracted tasks, keep a sketchbook, write a research paper, create and maintain an art portfolio.

Prerequisite: *2 ½ Art credits*, Must have maintained a "B" average in all prior art classes.

**CHOIR I - IV**    **1 credit each**

Choir is a performance-based course. Performances will include a concert series, Lutheran High Sundays, school and association events, competitions, and a potential tour. These performances are vital to the ministry of the ensemble and attendance is required. This course will teach proper vocal technique, sight-singing, music theory, and history. No prior experience required only a willingness to work. The choir is ministry oriented. We develop God's gift of music in students and share that gift with others.

**THEATRE I & II**    **1 credit each**

Theatre is the study of theatre and drama. This course includes the study of theatre, specifically acting techniques, scene study, theatre history, literature and criticism, and drama appreciation. Students encounter drama, an improvisational and process-centered form of theatre in which a leader guides participants to imagine, enact, and reflect upon human experience. Performances will be required.

**RELIGION DEPARTMENT**

**RELIGION I & II**                      **1 credit each**

Old Testament and New Testament - English Standard Version (ESV) Bibles and supplemental resources will be used to teach each course. The Old Testament focuses on the world in which it exists, its structure, major events, and God's covenant relationship with His people. While studying the New Testament, students will gain an in-depth look at the New Testament world, including the inter-testament period events leading up to Jesus' birth, the teachings of the Gospels – the Life of Christ. Following the gospels, students learn about the foundation of the church (Acts) and the teachings of the epistles. Special emphasis will be placed on applying biblical truths to a student's life.

**RELIGION III & IV**                      **1 credit each**

Lutheran Doctrine and World Religions - Lutheran Doctrine focuses on the basic understanding of Christian teaching while incorporating the six chief parts of Dr. Martin Luther's Small Catechism. Students will explore the various doctrines of the church, with an emphasis on the theology of the Lutheran Church and the real-life application of Scripture to the personal lives of students. While studying World Religions, students will delve deeper into the Christian faith and explore its connections to the world around them. Major questions include: How does their faith compare with the faith of other religions, past and present? Where did Christianity come from and how did we get to where we are today? What is the Christian response to problems in the world? What is the ultimate fate of all Christians?

**GENERAL ELECTIVES****ACT PREP**                                      **1 credit**

The ACT Prep class is designed to familiarize sophomores and juniors with the test required for admission by many universities. Well prepared students are more likely to score higher on the ACT, which may increase their chances of receiving scholarships and enable them to have more options when selecting a college. Students will learn test taking strategies, review English, Math, and Science content, take practice tests and discover ways to reduce test anxiety.

**COMPUTER LITERACY**                      **1 credit**

Students taking this course will be exposed to several aspects of technology that can enhance student learning. Units will include – improving keyboarding skills, desktop publishing, spreadsheets, other data organization tools, presentation programs, and how to effectively search for information on the internet. Students will have the opportunity to learn both Microsoft and Google programs. Digital citizenship, plagiarism, and internet safety will also be discussed.

**INTRO TO ENGINEERING**                      **1 credit**

Introduction to Engineering is an elective course intended to expose students to the world of engineering. The course is designed by Project Lead the Way with many exciting hands-on activities and projects. Students will adopt an engineering mindset as they discover problems, provide solutions, design products, and give presentations.

**FINANCIAL MATH**                                      **1 credit**

Students will be given the opportunity to engage in activities designed to strengthen their roles as future consumers and/or entrepreneurs. Topics include banking, personal financial planning (including budgeting), buying a home, tax preparation, investing and insurance. Case studies will be used to help students develop decision-making skills related to money management.

**FOREIGN LANGUAGE DEPARTMENT****SPANISH I**    **1 credit**

Spanish I is a year-long introductory course in spoken and written Spanish in which students begin the study of vocabulary and grammar that comprise the language. Cultural information is provided where appropriate to enhance concepts being taught. Grammar topics for the year move from the present tense to the preterit tense, covering main concepts related to the two tenses including, but not limited to: articles, adjectives, ser, estar, stem-changers, and reflexive pronouns.

**SPANISH II**    **1 credit**

Spanish II is a year-long intermediate course in spoken and written Spanish in which students further the study of vocabulary and grammar that comprise the language. Cultural information is provided where appropriate to enhance concepts being taught. Grammar topics for the year begin with a review of Spanish I, quickly moving into but not limited to: the imperfect tense, the difference between the preterit and imperfect, the future tense, the conditional tense, and commands.

**PHYSICAL EDUCATION DEPARTMENT****HEALTH AND PE I**                                      **1 credit**

The class is designed to promote participation in sports and encourage social growth through interacting with other students. The emphasis in the freshman year is on team sports. Each unit will be approximately four weeks in length, except freshman health, which

will be one semester. The team sports are as follows: volleyball, flag football, soccer, basketball, and softball.

**HEALTH AND PE II**                      **1 credit**

The class is designed to promote participation in individual, team and lifetime sports. Each unit will be approximately four weeks in length. The units will be selected from speedball, badminton, team handball, weightlifting, and field hockey.

**PE III**                                      **1 credit**

This class emphasizes first aid techniques and how to deal with emergency situations. Team and individual athletic activities alternate with classroom work.

**PE IV**                                      **1 credit**

The class is designed to promote and inform the student of the importance of individual and lifetime activities that are critical in sustaining a healthy lifestyle. Units include bowling, tennis, golf, aerobic exercise, and fitness for life.

**NON-CREDIT COURSES**

**LEARNING ASSISTANCE**

Enrollment in this class is by administration recommendation. Those accepted spend one class period each day working with a mentor who assists them in managing their individual needs. Activities may include, but are not limited to, developing time management and study skills, providing specialized academic help, administering alternative examinations, and maintaining close contact with the student's teachers and parents in order to assess and facilitate progress.

***NOTE:** Lutheran High School is not required to provide services requested in a student's current IEP (Individual Educational Plan) or 504 plan.*

**STUDY HALL**

Study hall is intended as a period indented for work and study only. Students must bring appropriate materials for the entire period.

