

2022-2023 STUDENT HANDBOOK



LINCOLN SOUTHWEST HIGH SCHOOL

Home of the Silver Hawks

7001 S. 14th Street
Lincoln, NE 68512
(402) 436-1306

2022-2023
SOUTHWEST HIGH
SPECIAL DATES:

1ST SEMESTER

Aug 15 First day of class for Freshmen

Aug 16 First day of class for all high school students

Sept 5 Schools not in session

Sept 8 Parent Teacher Conferences

Sept 14 Honors Convocation
(10th, 11th, and 12th)

Oct 13-14 Finals

Oct 17-18 Fall Break

Nov 3 Pre-Act 10th Grade;
No School Grades 9, 11, 12

Nov 10 Parent Teacher Conferences

Nov 23-27 Schools not in session

Dec 21-22 Finals

Dec 23 First day of LPS Winter Break

2ND SEMESTER

Jan 4 Classes resume

Jan 16 Schools not in session

Feb 8 Parent Teacher Conferences

Feb 15 Honors Convocation
(9th, 10th, and 11th)

Feb 20 Schools not in session

Mar 9-10 Finals

Mar 13-17 Schools not in session

Apr 4 ACT 11th Grade;
No School 9, 10, 12th Grade

Apr 7-10 Schools not in session

Apr 11 Parent Teacher Conferences

Apr 28 Schools not in session

May 24-25 Finals

May 25 Last day of class for Students

All procedures, guidelines and dates outlined in these documents are subject to change, based on recommendations and health directives put into place by the Lincoln Lancaster County Health Department (LLCHD) and the Nebraska Department of Education. Please keep in mind that, as with our Standard Response Protocols, every Lincoln Public Schools building or program which provides services may not always be in the same risk category.

2022-2023 Student Calendar



Lincoln Public Schools
Lincoln, Nebraska



Approved 4/20

JULY 2022						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 2023						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	



First and last days of class for students



All schools not in session



All schools will dismiss early, check school building schedule



Elementary school students NOT in attendance (plan days)



Quarter start dates



Quarter end dates

Rev. 4/8/22

GRADUATION DATES

Thursday, May 18, 2023: Yankee Hill Program

Thursday, May 18, 2023: Independence Academy

Thursday, May 25, 2023: Bryan Community Focus Program

Friday, Saturday and Sunday, May 26-28, 2023

Fri: LNS | Sat: East/LHS/LSE | Sun: LNE/LSW

Calendar Options for Families: The Lincoln Public Schools District understands and appreciates that our community has a wide variety of rich and varied religious celebrations and observances. In the event families recognize these holidays, parents should notify schools. Students will be given excused absences and allowed reasonable opportunities to make up any schoolwork missed.

Note: Changes to the calendar may occur as a result of inclement weather or other circumstances. If sufficient school time is lost as a result of calendar changes, and it brings the total number of school hours for the year below the state minimum requirements, the Superintendent will implement a plan for making up this time, which may require additional minutes added to the day, additional days added to the calendar, days previously identified as non-student days re-scheduled as student day, or other appropriate calendar or schedule measures.



2022-2023 STUDENT HANDBOOK



THIS HANDBOOK BELONGS TO:

NAME: _____

ADDRESS: _____

CITY/TOWN: _____ ZIP: _____

PHONE: _____

Main Office: 436-1306
Website: www.lsw.lps.org

Visitors must report to the main office upon arrival.

INTENT OF HANDBOOK

This handbook is intended to be used by students, parents/guardians and staff as a guide to the rules, regulations, and general information about Lincoln Southwest High School. Each student is responsible for becoming familiar with the handbook and knowing the information contained in it. Parents/Guardians are encouraged to use this handbook as a resource and to assist their child in following the rules contained in this handbook. Although the information found in this handbook is detailed and specific on many topics, the handbook is not intended to be all encompassing so it does not cover every situation and circumstance that may arise during any school day, or school year. This handbook does not create a "contract." The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration will be responsible for interpreting the rules contained in the handbook. Should a situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

MISSION STATEMENT

Lincoln Southwest High School will inspire an academic, creative, and flexible learning environment. Students, faculty, staff, and patrons will be challenged as a community of learners to reach their maximum potential in a safe, caring, multicultural, and technological environment.

SOUTHWEST BELIEF STATEMENTS

Lincoln Southwest High School is a place where all students, faculty, staff, parents, and patrons can learn.

WE BELIEVE IN.....

Personalization - a personalized approach to learning, which will help prepare each student for good citizenship and personal development for the next stage of life;

Coherency - the implementation of a coherent curriculum as a vehicle to provide students with the foundation to apply knowledge and skills for full participation in life in a democratic society;

Time - creating an environment in which learners have adequate time to actively participate in the learning process;

Technology - the integration of technology and training on a daily basis to ensure students will be able to comfortably participate in an increasingly technological society;

Professional Development - providing support and training to all faculty and staff so that they are equipped with adequate preparation and support to perform their responsibilities and continue their own learning;

Leadership - encouraging participation and involvement from both school and community members to partner and become leaders for learning.

SOUTHWEST HIGH SCHOOL BELL SCHEDULE

STANDARD BELL SCHEDULE

00..... 7:15 - 8:00 a.m.
01..... 8:15 - 9:45 a.m.
02..... 9:51 - 11:21 a.m.
03..... 11:21 - 11:51 a.m. 1st Lunch
 11:57 a.m. - 1:27 p.m. 1st Lunch Class
 11:27 a.m. - 12:11 p.m. 2nd Lunch Class
 12:11 - 12:41 p.m. 2nd Lunch
 12:44 - 1:27 p.m. 2nd Lunch Class
 11:27 a.m. - 12:57 p.m. 3rd Lunch Class
 12:57 - 1:27 p.m. 3rd Lunch
04..... 1:33 - 3:03 p.m.

PLC EARLY RELEASE SCHEDULE

00..... 7:15 - 8:00 a.m.
01..... 8:15 - 9:30 a.m.
02..... 9:36 - 10:51 a.m.
03..... 10:51 - 11:21 a.m. 1st Lunch
 11:27 a.m. - 12:42 p.m. 1st Lunch Class
 10:56 - 11:33 a.m. 2nd Lunch Class
 11:33 a.m. - 12:03 p.m. 2nd Lunch
 12:06 - 12:42 p.m. 2nd Lunch Class
 10:56 a.m. - 12:12 p.m. 3rd Lunch Class
 12:12 p.m. - 12:42 p.m. 3rd Lunch
04..... 12:48 - 2:03 p.m.

(Bell Schedule is subject to change)

LSW FINAL EXAM PROCEDURES

It is the responsibility of the students to prepare themselves and study at least two or more days prior to their first day of final exams. Research has shown that cramming a day or a night before an exam does not lead to optimum performance on the summative assessment. Preparing in advance will make them ready for all possibilities regarding assessments. If there is a family obligation that conflicts with the LSW final exam schedule, please start the communication with your student’s teacher and/or counselor so an arrangement can be made regarding final exams. Note, any altered final exam schedule will be communicated to families via email and phone message. Below is the normal end of quarter final exam schedule.

NORMAL FINAL EXAMS SCHEDULE

	Day 1	Day 2
09:00 – 10:30	Block 1	Block 3
10:45 – 12:15	Block 2	Block 4

ARRIVAL AND DISMISSAL PLAN

The school building will be open each school day at 7:00 a.m. After dismissal each day, students are expected to remain in the commons, library, or in an assigned supervised area.

ACADEMIC INTEGRITY

Lincoln Southwest is committed to reinforcing high academic standards. Core values of diligence, civility, and honesty demonstrate academic integrity.

DUE PROCESS PROCEDURE

Any work that violates the rights of another in academic work or that involves misrepresentation of a student’s work is considered dishonest.

1. The teacher and student will conference. The teacher may write a discipline referral.
2. Teacher calls and informs parents/guardians.

3. Administrator may meet with the student to process the incident and determine consequence(s).
4. Teacher and administrator will determine if the student will be expected to complete an alternative assignment / form of the assessment for full, partial, or no credit.
5. One instance of academic dishonesty may mean possible exclusion/dismissal from National Honor Society.
6. In the case of multiple events, additional and more severe consequences will follow (i.e. possible exclusion from the academic honors, additional disciplinary action, etc.)

CONTEXT AND DEFINITIONS

Cheating - Using or attempting to use unauthorized materials, information, or study aids to gain an unfair advantage over other students in any academic exercise. Examples include using notes/cell phones to obtain materials or talking during a test or exam; copying from another student's homework, class work, test, or quiz; and receiving information between exams in multiple sections of a course.

Plagiarism - Representing the words or ideas of another as one's own in any academic exercise. Examples include failing to enclose a direct quotation from a reference source in quotation marks or paraphrasing the words or ideas of another person without proper citation or documentation.

Fabrication - Falsifying or inventing information or citations in an academic exercise. Examples include making up fake statistics for an essay or padding a works cited page with references not cited in the text.

Forgery - Imitating or counterfeiting of images, documents, signatures, and the like.

Multiple Submissions - Submitting the same assignment in two or more courses without the prior permission of the respective instructors. Examples include using the same (or essentially the same) term paper/essay/speech in two classes without obtaining both instructors' permission.

Misuse of Materials - Abuse or unauthorized removal of academic materials from the classroom, library, or any other campus location. Examples include removing the pages from a book or magazine in the library, taking a book from the library without checking it out, taking pictures of academic materials with a cell phone, or stealing an exam from a faculty member's office or desk.

Misrepresentation - Presenting false excuses or using deception to receive a higher grade or to avoid fulfilling the specific requirements of an assignment or course. Examples include giving a false excuse to miss a test, or obtaining unauthorized help from another student on a take-home exam.

Electronic Device Misuse - Disruptive, unethical, or illegal use of any electronic device, including any actions which violate the school's rule and regulations. Examples include, but are not limited to: any unauthorized sharing of any test/quiz materials, storing notes on the cell phone/electronic device or calculator, sending text messages with questions, answers, or pop quiz warnings.

Facilitation of Academic Dishonesty - Helping another student to violate any of these provisions. Examples include allowing a student to copy from your paper on homework, class work, or during an exam; informing another student of the contents of an exam before he/she takes it; writing a paper for another student who subsequently submits it for course credit; and transmitting a false excuse for another student to a faculty member.

Adapted from Central Michigan University Policy on Academic Integrity, Clayton High School Plagiarism Policy, LHS Cheating and Plagiarism Procedures, LNS Academic Integrity Procedures, and LSE Academic Integrity Procedures

ACADEMIC INFORMATION

HONOR ROLL

Honor roll academic recognition will occur at the end of each semester. Each semester, honor roll is calculated based on the previous semester's coursework, including at least 30 graded credits (not including S/U) at a block school. Four categories of academic achievement will be recognized on honor roll:

1. Honor Roll: Students with a weighted semester GPA of 3.5 to 3.749 on a 5.0 weighted scale.
2. Honor Roll with Distinction: Students with a weighted semester GPA of 3.750 to 3.999 on a 5.0 weighted scale.
3. Honor Roll with High Distinction: Students with a weighted semester GPA of 4.000 to 4.249 on a 5.0 weighted scale.
4. Honor Roll with Highest Distinction: Students with a weighted semester GPA of 4.250 and above on a 5.0 weighted scale.

GRADUATION HONORS

Graduation honors (the Laude Latin model) will be determined following term 3, and the student is required to graduate by the end of the next term. Three categories of graduation honors will be recognized:

1. Cum Laude: Student with a weighted cumulative GPA of 3.750 to 3.999 on a 5.0 weighted scale.
2. Magna Cum Laude: Student with a weighted cumulative GPA of 4.000 to 4.249 on a 5.0 weighted scale.
3. Summa Cum Laude: Student with a weighted cumulative GPA of 4.250 and above on 5.0 weighted scale.

GPA

GPA will be computed each quarter. Both weighted and non-weighted GPAs will be noted on student transcripts.

Grading System

A	=	90-100%	S	=	Satisfactory
B+	=	85-89%	U	=	Unsatisfactory
B	=	80-84%	INC	=	Incomplete
C+	=	75-79%			
C	=	70-74%			
D+	=	65-69%			
D	=	60-64%			
F	=	Below 60%			

NATIONAL HONOR SOCIETY

The purpose of National Honor Society is to create enthusiasm for scholarship, to stimulate a desire to render services, to promote worthy leadership and to encourage the development of character in all students. Membership in this chapter is based on scholarship, leadership, service, and character. Juniors who have a weighted GPA of 3.75 or higher and a minimum of 150 graded credits are eligible candidates. Membership in NHS is an honor bestowed by faculty. The selection process is described in full on the LSW website.

LINCOLN PUBLIC SCHOOLS DISTRICT-WIDE ATHLETIC/ACTIVITIES CODE OF CONDUCT

A copy of the Athletic/Activities Code of Conduct can be found on the LSW website under Activities/Athletics at: lsw.lps.org, the document will be labeled *Online Participation Packet* (Refer to policies 6700 and 6740).

ALCOHOL, DRUGS AND TOBACCO

The possession, use, selling, or distribution of alcohol, drugs, tobacco and/or look-alike substances is prohibited and disciplinary action will be taken, which may result in suspension. Drug dogs may be used to help ensure a safe environment.

CONSEQUENCES

(Refer to Regulation 6740.2)

Students who violate the Code of Conduct or coach or sponsor rules or regulations may be disciplined by suspension for up to one calendar year from the date of the finding or violation.

ALCOHOL, TOBACCO AND DRUG VIOLATION CONSEQUENCES

First Offense - Self-Report: The student will be ineligible for 14 calendar days of interscholastic competition/performances with a minimum of the next two competitions/performance dates. During the suspension, the student must schedule a meeting with the school's School Community Intervention Program (SCIP) coordinator and complete an assigned drug education course.

Non-Report: The student will be ineligible for 21 calendar days of interscholastic competition/performances with a minimum of the next three competitions/performance dates. During the suspension, the student must schedule a meeting with the school's SCIP coordinator and complete an assigned drug education course.

Second Offense - Self-Report: The student will be ineligible for 28 calendar days of interscholastic competition/performances with a minimum of the next four competitions/performances dates.

Non-Report: The student will be ineligible for 42 calendar days of interscholastic competition/performances with a minimum of the next six competitions/performances dates.

Next Offense - The student will be ineligible to participate for one calendar year. If an additional violation occurs within that suspension year, suspension dates will be adjusted and based on that subsequent violation showing one calendar year from that last violation.

PROCEDURES FOR SUSPENSION

(Refer to Regulation 6740.1)

Students may be suspended by the principal or his/her designee from practices or participation in interscholastic competition or participation in co-curricular activities for violation of rules and standards of behavior adopted by the Lincoln Board of Education or the administrative staff of the school.

ATHLETIC/ACTIVITIES PARTICIPATION

Students wishing to be eligible for participation in athletics or activities must have passed 20 credits the semester prior to the season. Students must also be concurrently enrolled in at least 15 credits during the season in which they are participants to maintain eligibility. Exceptions may be made for Seniors in good standing. The LSW Athletic/Activity Rules are in addition to the LPS and NSAA Rules. (Note: Maximum credits for a teacher assistant are 2.5).

SCHOLAR ATHLETIC AWARDS

This award will be presented to all 9th - 12th grade students who have completed any high school sport season and maintained a GPA of 3.5 and above at the end of the first semester (quarters 1 & 2). Awards will be given one time annually to each student athlete who meets the requirements.

LINCOLN SOUTHWEST ATTENDANCE POLICIES

Regular attendance is vital for students to succeed in school. It is an important habit for teenagers to develop as most teens will soon have jobs and find their employer expects them to be at work every day. School attendance is so important that Nebraska law requires all children to attend school until the age of 18. When children are frequently absent from school, Nebraska law holds parents/guardians accountable. Nebraska law now requires schools inform the county attorney of every student who is absent 20 or more days, or the block equivalent, regardless of the reason. Following are the three attendance absence codes that the county attorney counts against you when absent from school: Illness (IL), Parental Acknowledged (PA), and Truancy (TR). If a student sees a medical provider (appointment or documented illness or procedure) and brings a note from the provider to the attendance office, then the absence will be coded Medical Documentation (MD), and does not count in the absences noted toward the county attorney referral. However, these absences still count against a perfect attendance award.

An electronic parent portal is used to record and share student information with parents and students. With this system, families are able to view attendance, grades, and assignments online. This information is live and can be accessed by parents any time they choose or by setting parameters for information to be sent to them on a regular basis.

To help us be as accurate as possible in reporting attendance, parents may report full day absences via ParentVue. If you call to report your student's absence please include the following: **(1) student name- please spell last name, (2) ID#, (3) how long (clock time) you expect them to be absent, and (4) reason that they are absent.** Communication should occur with the attendance office and teachers prior to any planned school absence. When a student leaves the building prior to the end of school or comes to the building after the school day has begun due to appointments, he/she should check in/out through the attendance office with applicable documentation.

For more information on LPS Attendance Policies, please see the *LPS Important Information Booklet*

LINCOLN SOUTHWEST TARDY POLICY

TARDY – If a student is not in the room when the bell rings.

1st Tardy-teacher intervention

2nd Tardy-student behavior intervention plan and contact home (conference with teacher/parent)

3rd Tardy-assigned to lunch detention

4th Tardy-assigned to lunch detention

5th Tardy-administrative referral (alpha)

- PLEASE notice there are no parent excused tardies.
- If the student is a no-show or late to lunch detention, the student will then be assigned 2 lunch detentions. The 5th tardy will result in a referral to their administrator. Failure to complete lunch detention may result in administrative consequences or suspension.
- Students who come to class late without a pass will be marked tardy. If the teacher previously marked the student TR then that will need to be changed to TD (by the teacher).
- Students who come into school late from doctor's appointments, court, etc. with documentation from the doctor's office, court, etc. should sign-in at the attendance office. (Documentation must be provided or student will be marked tardy) All other students who are tardy should go directly to the classroom and sign-in there.
- When leaving the building early for any reason (except early dismissal for activities), please sign-out in the attendance office.

MAKE UP WORK

Students with excused absences are responsible to take the initiative to make up missed schoolwork. Teachers will allow a 2-day make up time for each day missed. Students leaving school for a school-sponsored event must make arrangements with their teachers prior to the absence.

Make up work may be requested when a student has been absent for 2 or more days. Our online grading & attendance system is also a great way for students & their families to keep current with student work and attendance.

CELL PHONE EXPECTATIONS

Placing cell phones in a designated area as students enter each classroom is a new school-wide expectation at Southwest. Teachers will direct students if there is an appropriate time to access their phones. Students who are using a cell phone during class time without teacher permission may receive disciplinary consequences. LSW and LPS are not responsible for lost, stolen, or damaged items and encourage students to leave devices in their lockers, cars, or at home.

COUNSELING CENTER INFORMATION

Check the Counseling webpage for current Counseling Center information.

Students who need counselor recommendation letters should complete a request for a letter of recommendation at least two weeks prior to the date that the letter must be mailed and provide a stamped, addressed envelope.

Parents are encouraged to call for an appointment with counselors to ensure counselor availability.

Students that retake a course to raise a grade must see their counselor and complete a *Retaking a Class to Raise a Grade* form. The course that is retaken must be the same as the original course in order for the grade to be changed.

Students may choose to receive a grade of satisfactory (S) or unsatisfactory (U) instead of a letter grade. Students must complete a Pass/Fail form that must be signed by the student, teacher, parent, and counselor. This form must be turned in by the specified deadline. Students may only have 5 credits of **Pass/Fail** per term with a total of 30 credits between grades 9-12.

OBTAINING STUDENT TRANSCRIPTS

Students must request their transcript from the registrar's office. If a student is under 18, a parent must complete a transcript release form requesting the transcript. Transcripts will be available for pick up on the next business day. Official transcripts are signed by the registrar and placed in a sealed envelope.

SCHEDULE CHANGE PROCEDURE

Before the Start of the Quarter:

1. Students are expected to select classes carefully during registration sessions in order to minimize the need for schedule changes.
2. All students will receive their schedules prior to the start of the next school year. Students will be enrolled in the courses that will meet high school graduation requirements.
3. If there is a problem with class schedules in the upcoming quarter, please see the counselor prior to the end of the current quarter.

After the Start of the Quarter:

1. Schedules that are incomplete or incorrect due to failures or students not meeting graduation demonstration requirements will be changed at the beginning of each quarter.
2. During days 1 and 2 of each quarter, students requesting a schedule change will need to see a counselor. Counseling Center staff will review requests and may consult with administrators when questions arise.
3. New classes cannot be added after the 3rd day of the quarter. Students may request to drop a class only for extenuating circumstances. Dropping a class can negatively affect class rank and future academic plans.
4. Please reference the "Athletic and Activities Participation" section on page 7 for NSAA eligibility requirements.
5. Students must attend the class in which they are enrolled unless and until they have been notified that a schedule change has been approved. Students who do not attend their scheduled class will be marked truant. Truancies will not be removed from the student's attendance record.

LINCOLN SOUTHWEST POLICIES AND GUIDELINES

BLOCK SCHEDULE

LSW offers a 4x4 block schedule where most classes are 90 minutes long and last for 1 quarter (9 weeks).

ANTI-BULLYING POLICY (5482)

For more detailed information regarding the anti-bullying policy in Lincoln Public Schools, please reference the *LPS Important Information Booklet* available at www.lps.org.

Students who feel as though they are being bullied should report this to a school administrator as soon as possible.

NON-DISCRIMINATION AND ANTI-HARASSMENT EXPECTATIONS

For more information on LPS Non-Discrimination and Anti-Harassment Expectations, please see the *LPS Important Information Booklet* on the LPS website.

LSW COMPUTER USE GUIDELINES FOR STUDENTS

For more information on LPS computer use guidelines for students, please see the *LPS Important Information Booklet* available at www.lps.org.

DANCE GUIDELINES

School dances are scheduled from 8:00 p.m. until 11:00 p.m.

1. Homecoming is held at the high school. Prom is at a location other than LSW.
2. A permission form must be completed for any guest, outside of LSW, prior to purchasing a ticket. Forms will be available in the main office.
3. All students must show their student ID or some form of photo ID upon admittance to the dance.
4. Students must arrive to the dance(s) by 9:00 p.m. No admittance will be allowed after that time.
5. Once students exit the building, they may not return. LSW is not responsible for students who leave the dance prior to the dance ending.
6. All school rules apply.
7. Dance tickets will be sold Tuesday through 1:00 p.m. Thursday, the week of the dance.
8. School fines must be paid prior to purchasing dance tickets.
9. Daily attendance may affect eligibility to purchase dance tickets. Students must have less than the equivalent of 10 days of trancies during the current semester of prom.
10. Supervisors reserve the right to remove students for inappropriate behavior/dancing.
11. LSW is not responsible for lost or stolen articles.

DISPLAYS OF AFFECTION

For more information on appropriate displays of affection, please see the *LPS Important Information Booklet* on the LPS website at lps.org.

STUDENT DRESS EXPECTATIONS

For detailed information regarding dress code expectations in Lincoln Public Schools, please reference the *LPS Important Information Booklet* or the *High School Common Practices* available at www.lps.org.

ELECTRONIC ITEMS

Nuisance items and electronic devices including, but not limited to, cellular phones and/or iPods, should not be used/visible during instructional time. Should such items be used/visible they may be confiscated and may lead to disciplinary action. Students that are called to any school office are required to follow this same policy. Students may be asked to surrender their cell phones during an investigation. Students may lose the privilege to have electronic devices in the building if unable to responsibly manage them. LSW/LPS are not responsible for lost, stolen or damaged items.

(Note: Instructional time means a 90-minute class period).

For more detailed information regarding nuisance items, please reference the *LPS Important Information Booklet* available at www.lps.org.

EMERGENCY PROVISIONS

All regular drills are held as required by law throughout the school year. Students are required to remain with their teacher during emergency situations for their own safety. Students should follow staff members' directions and emergency protocol.

FIELD TRIPS

Students must have a signed release from a parent/guardian prior to attending a field trip during the school year. Transportation may be either school buses or in student driven cars.

For more detailed information regarding field trips, please reference the *LPS Important Information Booklet* available at www.lps.org.

FINES, FEES AND EXPENSES

Fines are assessed against students for losing or damaging books, equipment, and other school or LPS property. Fees/fines can be viewed and paid via ParentVue or paid to the bookkeeper and a receipt will be provided. If the lost item is returned at a later date, a refund will be issued.

FOOD/DRINK POLICY

No food or drink, other than water, is permitted in the instructional areas of the buildings. No food or beverages from outside vendors may be sold, delivered or distributed in the school building 30 minutes before and after school breakfast or lunch. Any sales, delivery or distribution of food or beverages, outside this timeframe, must have prior approval. Students remaining on campus may eat in the commons. Lunch trays are to remain inside the building. Students are not allowed to have food delivered to them from outside vendors during the school day.

FUNDRAISING

All fundraising for clubs and/or activities of the Lincoln Public Schools shall be within the policies of the Board of Education. Fundraising activities must receive prior approval from the administration. All fundraising items are the responsibility of students and items or the value of the items will be billed to the student.

LOCKERS AND LOCKS

All lockers are the property of the Lincoln Public Schools and accessible to staff members when necessary. Students are responsible for the contents and appearance of their lockers. Only the school-issued locks may be placed on lockers. All others, unless previously authorized by the administration, will be cut off and replaced with a school lock by staff. Lost locks must be replaced at the student's expense. (The lock replacement fee is \$5.00). All decorations must be removable without causing any damage to the locker. A one time, non-refundable fee of \$5.00 will be charged at the initial locker check-out.

LOST AND FOUND

Personal items that students choose to bring to school are the responsibility of that student. Students are asked to bring only items that are necessary for school. The school and LPS staff are not responsible for items that are lost, stolen, or damaged.

Campus Security maintains lost and found items in the security office near the front entrance of the school. Items not claimed at the end of each quarter will be donated to local agencies.

MULTICULTURAL EDUCATION AND EQUITY

For more information on LPS Multicultural Education and Equity policies, please see the *LPS Important Information Booklet*

OPEN/CLOSED CAMPUS

The Board of Education has approved a limited closed campus policy for high schools (Regulation #5511.1). Students are NOT allowed to leave the building at any time during the day without permission from the administrative office. Students in grades 11 and 12, may leave campus for lunch provided school rules are followed and students are prompt in returning to their afternoon classes. This is a privilege that may be revoked at any time. Students in grades 9 and 10 will receive a lunch detention for leaving the building during their lunch time.

PARKING

A current parking permit is required to park in the student parking lot. Students must complete the "Student Parking Application" form, show a valid driver's license, current registration, proof of insurance and pay a \$5.00 fee to receive a parking permit. The parking permit must be visible in the rear window at all times. Permits are issued each year and only valid for that school year. Lost permits must be replaced at the student's expense through the bookkeeper's office. Replacement cost is \$3.00.

Vehicles not displaying a valid permit, blocking exits, entrances, drives, in the visitor or staff lot, or otherwise illegally parked will be ticketed (fine is \$10) and may be towed at the owner's expense. Vehicles will be towed at the owner's expense when a student acquires four or more tickets for non-compliance.

Staff parking is in the north lot and a permit is required. Unauthorized vehicles parked in this lot will be ticketed and may be towed at the owner's expense.

POSTING AND DISTRIBUTION OF INFORMATION

All material posted or distributed must be school related and approved by the administration prior to distribution or display. Such items may only be posted in designated areas.

SEARCH AND SEIZURE, SEXTING

For more information on LPS policies regarding Search and Seizure and Sexting, please see the *LPS Important Information Booklet* on the LPS website.

STUDENT IDENTIFICATION CARDS

Students must carry their LSW student IDs on their person at all times and be ready to display it upon request. Students will need the ID to check out materials from the Media Center, for entry to the building, for purchasing lunch in the cafeteria, and for admittance to dances.

There will be a \$3.00 fee for a replacement ID. There will also be a fee for a temporary ID. Students will be expected to either have their ID or pay \$1.00 for a temporary ID for admittance into the building. Failure to follow these guidelines will be considered grounds for disciplinary action.

VALUABLES

Students should not bring large amounts of money or other valuable items to school. Neither Lincoln Southwest High School nor Lincoln Public Schools are responsible for lost, stolen, or damaged items.

VISITORS

Visitors accompanying students will not be accommodated during the school day. Contact an administrator with questions.

MEDIA CENTER GUIDELINES

The media center is the information hub for Silver Hawks. Students can use a wide variety of print and electronic resources from 7:30 a.m. to 4:00 p.m. daily. Students are also welcome to use the media center during lunch periods. Food and drink, except for water, are not allowed in the media center.

- Books are checked out for three weeks; magazines and test prep materials, one week.
- Students have off-site access to all of the media center's electronic resources on the LSW Media website: <http://wp.lps.org/medialsw>

MULTI-TIERED SYSTEMS OF SUPPORT- BEHAVIOR (MTSS-B)

MTSS-B is a research-based framework for proactively teaching and supporting positive behaviors for ALL students. This school-wide approach to discipline focuses on building a safe and positive environment in which all students can achieve social, emotional, and academic success. The benefits of implementing MTSS-B include:

- fewer behavior issues
- increased time engaged in learning
- improved school climate

While MTSS-B is used district wide in Lincoln Public Schools, Lincoln Southwest has developed unique school wide expectations. We refer to these expectations as S.O.A.R.

MTSS-B includes tiers of support for students.

Tier 1: Expectations and Supports for ALL Students

Tier 2: Supports for SOME Students

Tier 3: Supports for a FEW Students

GUIDELINES FOR SUCCESS- S.O.A.R.

Safe

Open-Minded

Accountable

Respectful

Students are responsible for conducting themselves in a manner that will create safe and positive opportunities for them at Southwest High School. S.O.A.R outlines what this acceptable behavior looks like throughout the school building.

MTSS-B IN ACTION AT LSW

The following list outlines some of the MTSS-B initiatives that are taking place at LSW:

1. Students at LSW have the opportunity to be acknowledged for displaying positive acts and following school wide expectations.
2. LSW expectations for success (S.O.A.R.) are posted in both classrooms and non-classroom settings.
3. LSW expectations for success are taught and retaught throughout the school year.
4. Interventions and supports are developed and offered to students based on a systematic review of a wide variety of student performance data.

LINCOLN PUBLIC SCHOOLS

RESPONSIBILITIES OF STUDENTS *(Revised 5/2014)*

In order to function properly, public school education must provide an equal learning opportunity for all students. In addition to the regular curriculum, good citizenship must be taught and demonstrated. This includes an appreciation for the rights of others.

For the complete LPS Responsibilities of Students, please see the *LPS Important Information Booklet* on the LPS website.

CALENDAR OF EVENTS

Please check the LSW website for all scheduled events at:

<http://lsw.lps.org/>



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2023-2024 Student Calendar



Lincoln Public Schools
Lincoln, Nebraska



Approved 2/23/21

JULY

2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JANUARY

2024

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21	22	23	24	25	26	27
28	29	30	31			

AUGUST

2023

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27	28	29	30	31		

FEBRUARY

2024

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SEPTEMBER

2023

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MARCH

2024

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24	25	26	27	28	29	30
31						

OCTOBER

2023

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APRIL

2024

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NOVEMBER

2023

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MAY

2024

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DECEMBER

2023

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24	25	26	27	28	29	30
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JUNE

2024

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23	24	25	26	27	28	29
30						



First and last days of class for students



All schools not in session



All schools will dismiss early, check school building schedule



Elementary school students NOT in attendance (plan days)



Quarter start dates



Quarter end dates

Rev. 6/7/22

GRADUATION DATES

Monday, May 20, 2024: Yankee Hill, Independence Academy

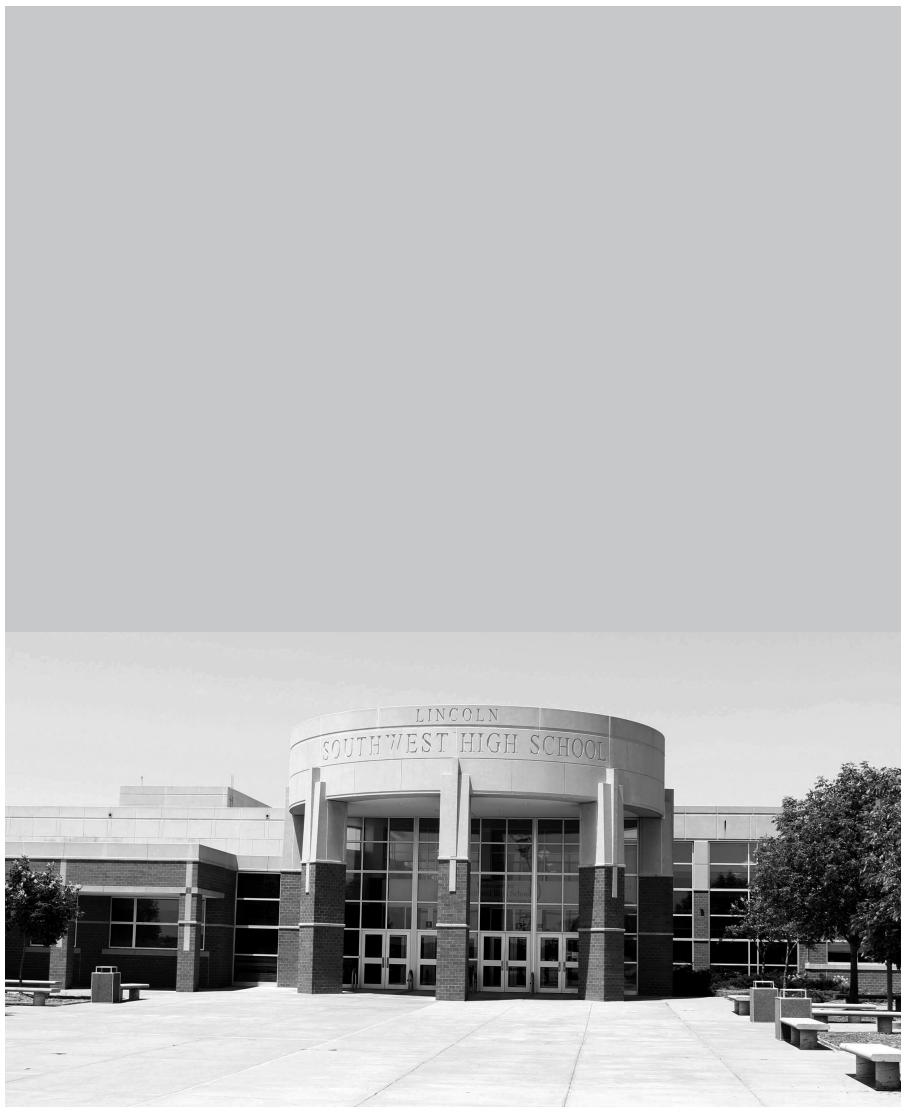
Thursday, May 23, 2024: Bryan Community Focus Program

Friday, Saturday and Sunday, May 24-26, 2024

Fri: Schools TBA | Sat: Schools TBA | Sun: Schools TBA

Calendar Options for Families: The Lincoln Public Schools District understands and appreciates that our community has a wide variety of rich and varied religious celebrations and observances. In the event families recognize these holidays, parents should notify schools. Students will be given excused absences and allowed reasonable opportunities to make up any schoolwork missed.

Note: Changes to the calendar may occur as a result of inclement weather or other circumstances. If sufficient school time is lost as a result of calendar changes, and it brings the total number of school hours for the year below the state minimum requirements, the Superintendent will implement a plan for making up this time, which may require additional minutes added to the day, additional days added to the calendar, days previously identified as non-student days re-scheduled as student day, or other appropriate calendar or schedule measures.



LINCOLN BOARD OF EDUCATION

5905 O Street • Lincoln, NE 68510

The Lincoln Public School District does not discriminate on the basis of race, color, national origin, religion, sex, marital status, sexual orientation, disability, age, pregnancy, childbirth or related medical conditions, genetic information, citizenship status or economic status in its programs, activities and employment.