

The Lutheran High School Handbook 2026-2027



Lutheran High School of St. Charles County

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2026-2027

The Lutheran High School Handbook

Lutheran High School of St. Charles County
5100 Mexico Rd.
St. Peters, MO 63376

INTRODUCTION

OUR MISSION

Empowered by the Gospel of Jesus Christ, Lutheran High School nurtures spiritual, academic, and personal growth equipping its students for a life of Christian service.

OUR VISION

Lutheran High School envisions preparing students for Christ-centered lives of purpose and service, fostering academic rigor, spiritual maturity, growth in personal character, authentic relationships, and servant leadership to impact their world for Jesus Christ.

OUR CORE VALUES

The core belief of Lutheran High School is a firm belief in Jesus Christ as our Lord and resurrected Savior. This core belief establishes for Lutheran High these core values:

- Spiritual and Academic Growth
- Servant Leadership
- Building Character and Purpose
- Authentic Relationships

LHS Purpose

Statement of Nondiscrimination

Lutheran High School of St. Charles County (LHS) exists for the purpose of providing a Lutheran/Christian secondary education to the students of the greater St. Charles/St. Louis County areas. Lutheran High admits students of any race, color, national and ethnic origin and grants all the rights, privileges, programs, and activities generally accorded or made available to students of the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of educational policies, admissions policies, scholarship and financial aid programs and athletic and other school administered programs.

Statement of Belief

LHS is part of the Lutheran Church – Missouri Synod (LCMS). The LCMS is a mission-oriented and Bible-based denomination that confesses the historical, orthodox Christian faith in the Triune God, Father, Son and Holy Spirit, a faith built on “the foundation of the apostles and prophets, Christ Jesus himself being the cornerstone” (Ephesians 2:20). We believe without reservation that the Scriptures of the Old and the New Testament are the written Word of God and the only rule and norm of faith and of practice. In addition, the LCMS accepts without reservation the writings contained in the Book of Concord: The Confessions of the Evangelical Lutheran Church. Ministries of the LCMS are self-governed and operate according to their own constitution and bylaws. The Constitution and bylaws of LHS govern our decision-making and policies. A copy is available upon request.

The Lutheran High School Association of St. Charles County is dedicated to the task of helping young people grow in the Christian faith and to live in that faith as God has intended. To that end, in partnership with congregations and Christian homes, Lutheran High involves its students in:

- a systematic study of God's Word
- a study of the teachings of the Lutheran Confessions
- worship activities and Christian service projects
- a broad range of academic studies
- a program of extra-curricular activities in a Christ-centered environment.

As responsible ministers to the youth who have been placed in their care, the members of the Association, together with the Board of Directors, administration, teachers and other staff members, work to provide students with quality learning experiences in all the programs offered. Each student is to have the opportunity to develop spiritually, intellectually, physically, socially, and emotionally.

The Lutheran High School of St. Charles County Association Congregations

Child of God - St. Peters

Holy Cross - O'Fallon

Immanuel - St. Charles

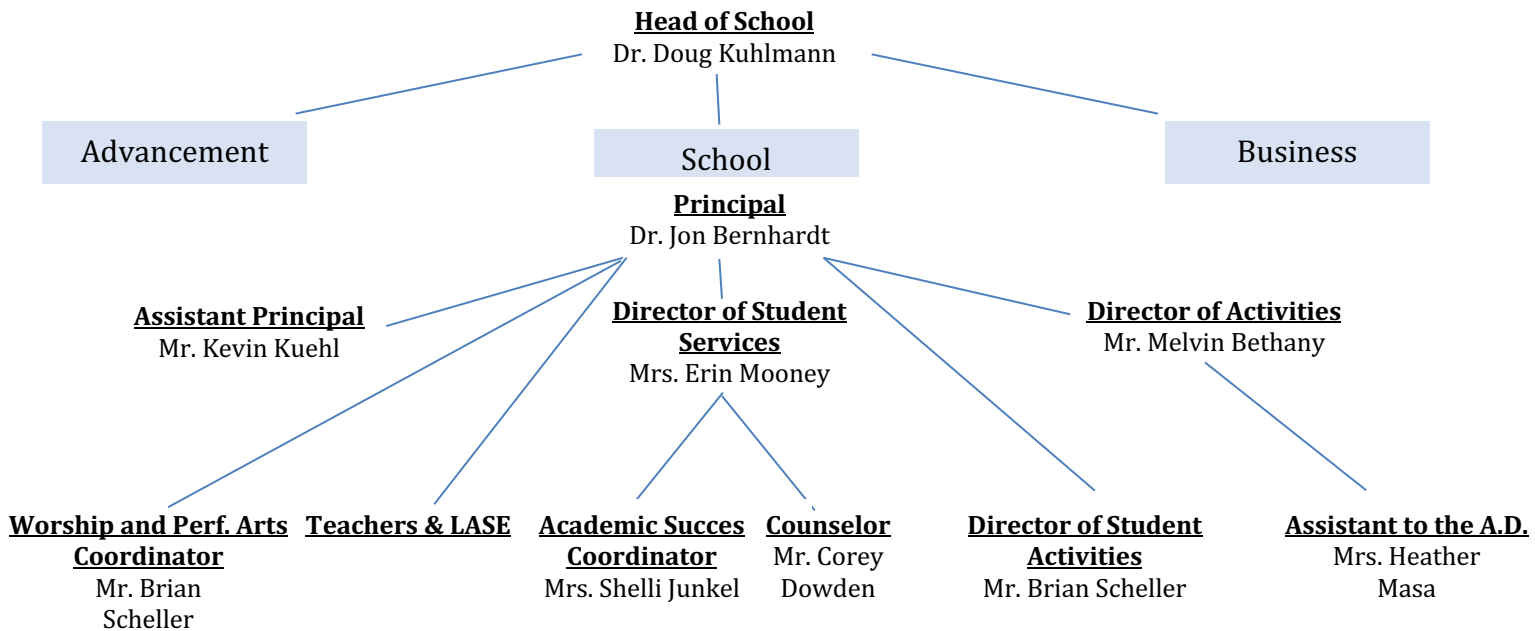
Immanuel - Wentzville

Messiah - Weldon Springs

Our Savior - St. Charles

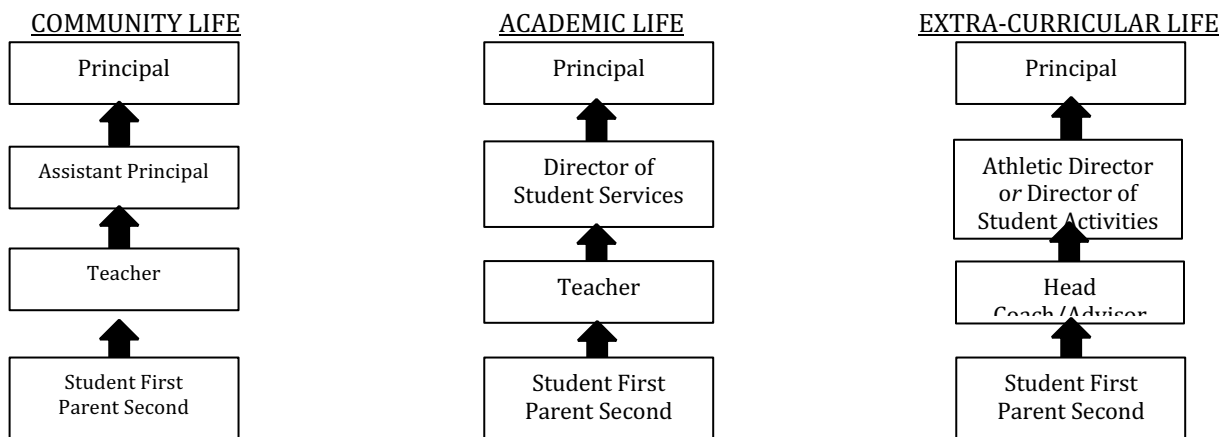
Zion - Harvester

School Organizational Structure



Communication Ladder/Who to Contact

Effective communication is critical to the partnership of school and home. Although the school makes every attempt to communicate effectively and clearly, there are times when questions or concerns arise. To encourage direct communication, to resolve conflict, and produce resolution, Lutheran High requests students and parents follow the steps of the Communication Ladder illustrated below. In addition, this system is intended to teach students to develop independence and problem-solving skills. The Communication Ladder is built on the Biblical principles of Matthew 18. Students are encouraged to begin the process of conflict resolution at the base of the communication ladder by first speaking with the teacher or coach with whom there is a concern or dispute. Should this not bring understanding and resolution, then the parent may take an active role and contact the teacher or coach to discuss the matter.



“If your brother sins against you, go, and tell him his fault, between you and him alone. If he listens to you, you have gained your brother. ¹⁶ But if he does not listen, take one or two others along with you, that every charge may be established by the evidence of two or three witnesses. ¹⁷ If he refuses to listen to them, tell it to the church. And if he refuses to listen even to the church, let him be to you as a Gentile and a tax collector.” Matthew 18: 15-17

LHS COMMUNITY LIFE

General Information

By topic in alphabetical order

Building and Office Hours

During the school year, the building opens at 7:00am; main office hours are 7:30 A.M. to 3:15 P.M. Students and parents should plan for arrival and departure from school within this time frame. Summer office hours are Monday-Thursday from 8:30 A.M. to 2:30 P.M. and closed on Fridays. Prior to the start of school and after school has dismissed, the Commons area is open for students to wait for rides.

Curriculum

Lutheran High School is fully accredited through National Lutheran Schools Accreditation, the Missouri Non-Public School Accreditation Association (MNSAA), and Cognia. The classes offered at Lutheran High School have an orientation towards college preparation.

In addition, Lutheran High offers college credit opportunities through dual credit options available from local universities as well as dual enrollment opportunities at surrounding colleges/universities. (See course descriptions for specific course/credit offerings.)

Special academic programs and services are available through the school, such as vocational classes offered in conjunction with Lewis and Clark Career Center, professional studies offered in conjunction with the St. Charles County Center for Advanced Professional Studies (CAPS), and dual enrollment opportunities through approved colleges. Highly motivated students with special interests may pursue an independent study under the instruction of an LHS faculty member. In special circumstances, online courses may also be made available to students.

Several programs are in place for students with exceptional learning needs. Lutheran High offers the Academic Lab Resource Program and the Learning Center to meet the needs of students with special academic challenges.

Daily Bell Schedule

Lutheran High utilizes the 4x4 Intensive Block Schedule. Students attend four classes each day for 80 minute blocks. Every weekday except Wednesday, school begins at 8:00am. On Wednesday, school begins at 9:00am. Between blocks 1 and 2 time is a dedicated time for students to connect socially and spiritually. It is called "CougarConnect". On Monday, Wednesday, and Friday worship and prayer time, including chapel, occur during CougarConnect. On Tuesdays and Thursdays, this time is intended for students to meet with clubs, gather socially, and work with teachers. There are two lunch periods occurring between blocks 2 and 3 and blocks 3 and 4. School dismisses everyday at 2:30pm. See the appendix for Bell Schedules.

Extra-curricular Opportunities

Lutheran High School is a member of the Missouri High School Activities Association and participates in the MSHSAA-sponsored activities of boys and girls cross-country, football, boys and girls soccer, softball, boys and girls volleyball, cheer, dance, boys and girls swimming, boys and girls basketball, boys and girls wrestling, baseball, boys and girls track, boys and girls golf, boys and girls tennis, instrumental and vocal music, and scholar bowl. Other extra-curricular activities include Student Council, National Honor Society, Teens for Life, Kingdom Workers, Thespians, Pep Band, Key Club, Book Club, FCA, Art Club, Creative Writing Club, and Robotics.

Participation in these activities is encouraged and is open to all students who are enrolled as full-time students. The school will sanction clubs which have a faculty advisor and a statement of purpose and goals which conform to the mission, vision, and values of Lutheran High School. Membership in school sponsored clubs is recorded on the student's permanent record and may be a positive factor in future evaluations of the

student's academic program by outside agencies. The decision of the school to sponsor new activities is based on student interest, feasibility, and compatibility with existing programs and goals of LHS. The Director of Activities or the Athletic Director should be consulted when individuals seek to begin a new program.

FACTS and CANVAS

The FACTS Family Portal is an online tool designed to help parents, students, and teachers stay connected and engaged in the educational process. Through this secure platform, families can easily access important academic information such as grades, report cards, attendance records, and school announcements. The portal also allows parents to communicate directly with teachers, update contact information, and manage financial responsibilities like tuition payments and incidental fees. The portal is also used for the enrollment process. By providing real-time updates and convenient access to school-related information, the FACTS Family Portal empowers families to support their child's academic success and stay actively involved in the school community.

Canvas is the learning management system (LMS) used by the school to provide students with access to their coursework, assignments, and instructional materials. Students use Canvas daily to view lessons, submit assignments, take quizzes, and track their progress in each class. In addition, parents have the option to create an Observer Account, which allows them to view their student's courses, assignment due dates, grades, and teacher feedback. Canvas also includes a built-in messaging feature that makes it easy for students and teachers to communicate directly within the platform. This tool fosters a supportive learning environment by ensuring that both students and parents stay informed and connected with teachers throughout the school year.

Field Trips

Permission forms must be filed with the teacher or advisor before a student is permitted to participate on a field trip.

Food, beverages, and Lunch

Each teacher has their own classroom policies regarding beverages and food in the classroom. The school provides a lunch service which offers affordable, popular, and healthy food options. A monthly menu with planned food offerings will be provided to students and families. Food items may only be purchased by using a lunch card which will need to be pre-loaded with funds. Students also have the option of bringing their own lunch to school. The school maintains vending machines and microwaves for student convenience. Students are to eat in the Commons. Juniors and Seniors have the privilege of eating on the stadium patio. Delivery orders from restaurants or delivery services (Doordash, GrubHub, etc) are not allowed. Any deliveries will be confiscated with no reimbursement for cost.

At the conclusion of lunch, trash is to be properly disposed of in the trash cans and chairs stacked in the appropriate location. LHS is a closed campus, outside guests are not permitted to join LHS students for lunch. With classes in session during lunch, special consideration needs to be given to not create disturbances or distractions. Once finished with lunch, students are to remain in the Commons. Restrooms are available in the lobby outside of the Commons. Students are expected to maintain a behavior and conduct that is respectful and orderly to the students and teachers in the lunchroom, including: cleaning up tables and stacking chairs in an orderly fashion.

Lockers

A student wishing to have a hallway locker may request one from the Administrative Assistant for Student Services, for the storage of books, clothing, and other necessary school items. In addition, students taking physical education classes and/or who participate in athletics may use an athletic locker in the locker rooms. Student book bags and athletic bags are not to be left in lobbies, hallways, or classrooms. STUDENTS ARE RESPONSIBLE FOR LOCKING THEIR VALUABLES WITH A LOCK in both the hallway lockers and/or their athletic locker-room locker. Lockers are school property and may be opened and examined at any time there is reasonable cause by school administration.

Lost and Found

Lost and found items may be claimed in the school office. **All students are to lock and secure all valuables in lockers when unattended.** Should a personal item of value go missing, please report it to the school office immediately. Student-athletes should check with their coach or the Athletic Department when athletic related items are missing.

Mandated Reporting

Missouri child abuse reporting laws require that all teachers and/or classified employees report all KNOWN or SUSPECTED instances of child abuse to the Missouri Child Abuse Hot Line. Failure to do so is punishable by a jail sentence, a fine, and/or revocation of a teacher's certificate. Therefore, in the interest of student safety and in compliance with state law, parents must realize that all such incidents will be reported as dictated by law.

Parking/Drop-off/Pick-up

Designated areas of the parking lot are assigned for visitors, faculty/staff, and students. The spaces closest to the main entrance are always reserved for visitors to the school. Students with a valid driver's license are allowed to drive to school. Student drivers are to park in the assigned sections based on their class. Those students who are driven to school should be dropped off in the front of the school by the Main Entrance using the "Parent Loop." Drivers will need to take the "Parent Loop" dropping off the students at the front of the school. The "Parent Loop" is utilized so we can allow our numerous student drivers and car riders to access our grounds safely and orderly. Drivers dropping off their students, will turn off of Mexico Road, take an immediate right circling around the top parking lot, take a left near the St. Peters' Rec Plex, drive all the way down to make another left by the trash dumpsters heading back towards the front, then make a right to pull up to the front entrance, watch for LHS staff members directing traffic (please follow their directions), please do not block pedestrian crosswalk, and pull as far forward as possible. Parents and visitors wishing to park and enter the building in the morning, please proceed to the visitor parking spots near the front entrance. Please be aware of other cars and students walking into the building. At times, when traffic is heavy, the pick-up line may be redirected toward the RecPlex lot to reduce any back-up on Mexico Road, signs will be posted to direct vehicles. Left hand turns out of the main exit are not permitted from 7am-8am and 2pm-3pm. Drivers needing to turn left (west) should use the stadium exit. See diagram in appendix for more detail. The speed limit on the LHS lot, in compliance with city code, is 15 MPH.

For the safety of everyone at Lutheran High School, students and visitors should use the designated pedestrian walkway at the front of the building when walking from their parked cars. Please be cautious in the parking lot, make eye contact with drivers, follow directions from LHS staff members, and wait for vehicles to come to a complete stop before crossing. Thank you for helping keep our campus safe through patience, awareness, and courtesy.

See the Appendix for Parking Lot Diagram

Safety and Security

The safety of our students and staff is a top priority. During the school day, all exterior doors to the building are locked. Any individual requesting entrance must be "buzzed in" through the main school office. All guests and visitors must check-in at the main office. To help ensure the safety of our students and staff while maintaining a positive educational environment, we ask that visitors schedule appointments in advance when meeting with faculty or staff. Visitors who arrive without an appointment may be accommodated only if the requested staff member is available. All students arriving after school has started must sign-in at the main office. The LHS campus is equipped with cameras allowing surveillance of entrances, hallways, common spaces, and the parking lot. In addition to these protocols, LHS has a part-time School Resource Officer (SRO), who will help facilitate school safety and security.

School Closings - "Snow Days"

If inclement weather makes it impossible to conduct classes or when the snow schedule is used (late start), every attempt will be made to notify students and parents by text message. In addition, an announcement on local television stations and social media (Facebook and X (Twitter)) will announce closing information before the beginning of the school day. When feasible, an asynchronous e-day may be enacted.

There may be times when the weather will take a turn for the worse during the school day. In most instances, classes will NOT be canceled once the school day has started. If Lutheran High is closed for inclement weather, then all school activities involving members of the student body scheduled for that day and evening generally are canceled. Any exception would need special permission from the administration.

Exceptions which would receive consideration would be:

1. Drama performances
2. Drama rehearsals during "tech week" (the week of the play)
3. Competitions which are part of District, Regional, State or National schedule
4. Practices immediately prior to District or State competitions
5. Music concerts
6. Music practices immediately prior to a concert
7. Regularly scheduled events where driving conditions have been deemed safe.

In each of these cases the coach or advisor would be expected to request that an exception be considered by the administration. Each event would be decided on an individual basis. The safety of our students and staff is our top priority.

Spiritual Life

Chapel, Morning Devotions, and Oikos attendance is required for all students. The Worship and Performing Arts Coordinator facilitates corporate worship which may be led by LHS staff, students, guest pastors, youth directors and others at the invitation of the school. Oikos, or small groups, meet on Fridays for relationship building, devotional time and prayer. The Director of Mission Identity and Service is the coordinator of Oikos. Chapel and Morning Devotions occur in the Commons.

Student Health

Records- Student health information is confidential and disclosed only on a need-to-know basis. The Main Office Administrative Assistant maintains student health records and will contact parents, as needed, for clarification of a health concern. Parents are encouraged to contact the Main Office Administrative Assistant when any significant changes occur in their student's health during the school year.

Immunizations-All students attending school are expected to follow state laws and regulations relative to required immunizations. Each student shall have records on file with the school which documents required immunizations or a Missouri statement of exemption. Failure to comply with this requirement may result in the student's exclusion from school until proof of compliance is met.

Physicals- As a member of the Missouri State High School Activities Association (MSHSAA), all participants must have a physical exam on file prior to participation in a sport. The physical is valid for two (2) years from the date of the physical exam. Students will not be allowed to participate or try-out until the physical is submitted to FACTS family portal.

Illness-A student shall not be permitted to attend classes or other school sponsored activities, if the student is known to be afflicted with or liable to transmit any contagious or infectious disease. Students should be fever free (100.4 or higher) for a period of 24 hours, without medication, before returning to school. Students with acute gastrointestinal symptoms (vomiting and/or diarrhea), persistent cough/respiratory distress, or rash of unknown origin should remain home until symptoms subside. Students may be sent home when there is evidence of illness and reason to believe the student is potentially contagious.

Accidents/Injuries-In the event of a medical emergency while at school, EMS (911) will be called for any student experiencing life-threatening symptoms or life-threatening injury. A parent will also be notified as soon as possible. When a student sustains a significant injury during the normal school day, school personnel will apply first aid and contact a parent. It is the parent's discretion whether to seek additional medical care for the student.

Medications- Lutheran High School will store and dispense medication to students at school only when the parent authorizes the school in writing (completing the Parent Authorization for Medical Administration Form) to dispense the medication which is provided by the parent. All medication to be taken by students during the school day are to be delivered to the office by parent or student upon arrival at school. Students are to report to the school office to take medication according to written instructions. All medication must be taken in the office. The school is not responsible to make sure the student comes to the office for his/her medication. Students are not to keep medication in lockers, purses, carrying bags, or on their person while at school. No medication to be taken internally will be provided by the school.

Student Services

Student Services staff includes the director, counselors, Academic Success Coordinator (ASC) and an administrative assistant. This department also works closely with the students and teachers in the Resource Program and the Learning Center. The Learning Center is staffed with teachers from Lutheran Association of Special Education (LASE).

Services offered include, but are not limited to the following:

College search services	Career planning assistance	Personal counseling
Learning strategies	Test planning and interpretation	Resource services for
L&C Career Center liaison	PowerSchool Access for Families	students w/ special needs
Tutoring resources	Work Permits	

The Academic Success Center (ASC)

The Academic Success Center is a dedicated space designed to support student learning, development, and achievement. Led by the Academic Success Coordinator, the Center provides a range of services including tutoring, academic support workshops, and access to resources that promote effective study habits, time management, research, and test preparation. It offers a quiet, focused environment for individual and group study and partners with teachers to coordinate consistent and fair make-up testing opportunities. The Center also serves as the school's library, giving students and faculty access to a wide selection of physical and digital academic resources. In addition, the Academic Success Center coordinates support for students in the Learning Center (LASE) program, ensuring appropriate accommodations are provided for those with 504 plans and IEPs through collaboration with families, teachers, and support staff.

Work Permits

Work permits are issued in Student Services. Parents and students are advised that Lutheran High cannot issue a work permit until the student secures a job and the specific duties can be described by the potential employer. Questions regarding the work permit process should be directed to Student Service.

Student Conduct

Philosophy

It is our belief that God is an active force in the lives of the students and faculty at LHS. We also believe that while we are children of God, our human nature prevents us from being all that God desires. At Lutheran High School, we work to lead students to a greater faith in Christ and the recognition that while all are sinners, forgiveness is available to all who believe and repent. We believe we are truly free to live our lives guided by the Holy Spirit in accordance with God's will. We further believe that under the forgiveness of sins here on earth, consequences of sin may remain to be lived with, yet they in no way reduce full and free forgiveness.

The policies established within this handbook do not define all types and aspects of students' behavior. Lutheran High School has the authority to set forth policies, rules, and regulations to help each student conduct themselves in a manner appropriate and proper for a Christian school.

To reinforce the commitment made by students to abide by school expectations, and to strengthen the partnership shared between parents and school faculty and staff, Lutheran High School asks all families to read and sign an **Acknowledgement and Community Commitment** document which states that students and parents/guardians have read and accept their expectations and responsibilities as laid out in this handbook. See the Appendix for a copy of the Acknowledgement and Community Commitment document.

Student Responsibility

The following behavioral standards are expected of Lutheran High School students:

1. To become informed of and adhere to the rules and regulations established by Lutheran High School.
2. To respect the rights and individuality of other students, staff, administrators, and teachers.
3. To refrain from libel, slanderous remarks, and obscenity in verbal and written expression.
4. To dress and groom in a manner that meets reasonable standards of health, cleanliness, safety, and modesty as expressed in the school dress code.
5. To be punctual and in regular attendance, avoiding excessive absences and tardies.
6. To refrain from misconduct or behavior that abuses the rights of others or materially and substantially disrupts the educational process. This includes any activities that occur outside of the school day and off campus.
7. To be good stewards in the use of God-given talents and abilities.
8. To be good stewards of the physical buildings and grounds, including textbooks and other school property and equipment.
9. To respect the reasonable exercise of authority by the school administrators and teachers in the school and at school sponsored events.
10. To be a Christian Witness evident by their actions, words, and behaviors at LHS, all school events (both at LHS, other schools, and community locations), social media posts, online activities, and in their everyday interactions.

When a student conspicuously or consistently violates a rule of Christian conduct, it is the duty of the school community (teachers, staff, students, and parents) to employ corrective action for student improvement. The goal of this is to help the student recognize wrongdoing and be aware of the need for forgiveness, recommit to God and His will with the help of the Holy Spirit. At times, it may be appropriate to make use of professionals outside the LHS community or to exclude students from attendance to work toward these goals.

Parent Responsibility

Parents are an integral part of the Christian education of children. Parents are expected to review and understand the expectations and responsibilities for students as established by Lutheran High School. These expectations are in place to help maintain a climate where spiritual, academic, and personal growth is nurtured and encouraged. Parents are expected to see that students arrive and depart from school on time, to make sure they receive proper rest and nutrition, and to help facilitate their studies. Parents are also expected to be mindful of ways in which students are spending their time, guarding against time spent in

wasteful, potentially harmful, or nonproductive activities outside of school. Lutheran High School greatly values the partnership it has with the parents and families of its student body, and appreciates the support and care given by these families.

Corrective Action Cycle

The school administration will apply corrective action to students involving all aspects of the school program and its relationships with the community. When misbehavior is related to the classroom, teachers have discretion in dealing with classroom corrective action. This allows teachers the option of taking care of problems within the classroom, which might otherwise be referred to the administration. Teachers and staff members may assign a 45 minute detention for minor incidents. These minor incidents include, but are not limited to, classroom or school disruptions, disrespect, cell phone usage, and dress code. These actions may include but are not limited to: verbal redirection, student-teacher conference, an after school detention, parental contact, parent conference with student, teacher, and parent. Serious incidents or incidents that are reoccurring, will be referred to the administration. In extreme cases, incidents will move immediately to latter steps of the Corrective Action Cycle and include, but are not limited to, the following: tobacco/nicotine, vaping, drug and alcohol, threatening language, posturing, fighting, weapons and violence, premarital sexual activity, harassment, written or verbal racial/religious/gender slurs, defiance and disrespect to authority, inappropriate use of technology, and theft/vandalism. Any student who violates these policies may be subject to suspension and/or dismissal from school.

STEPS TO STUDENT DISCIPLINE

1. At the point that the student is unable to apply appropriate self-discipline, and the student's behavior is presenting a distraction to other students or when the behaviors are contradictory to teachers and/or school expectations, the teacher will intervene to resolve the issue. Teachers may provide a verbal redirection, meet with the student after class, and/or issue an after school detention, or alternative appropriate consequence.
2. If the problem persists, the teacher will contact the student's parent and explain the situation.
3. If the problem still persists, or if the behavior merits an escalated response, the student will be referred to the Principal or Assistant Principal. The Principal or Assistant Principal will work with the student and teacher and will advise parents of the situation, and will consider convening with the parents and others, which may include the student's pastor, to resolve the situation. Some situations may warrant suspension from class or school.
4. If the matter remains unresolved, the Principal and/or Assistant Principal will consider options which include regular student meetings with administration, additional detentions, suspensions and placing the student on disciplinary probation. Such probation establishes the conditions of continued enrollment.
5. In the event that a student apparently refuses to accept the ministry offered and consistently demonstrates an unwillingness to cooperate with the school, the student may be disqualified for continued enrollment at Lutheran High School. If enrollment is discontinued, the school will seek opportunities to continue this ministry or to provide it from other sources. When the student expresses a desire to return to the community of LHS and to work within its rules of conduct, the school administration will review the option of re-enrollment.

Corrective Actions (consequences) for Inappropriate Behavior

Students found to be in violation of classroom or school policy are subject to the following consequences.

Detention: Students may be assigned detention for violation of classroom or school policies. Detentions are 45 minutes long and will be assigned on a school day. The parent/guardian will be notified of the detention by a note, email, or phone call. Students will utilize their time in detentions to work on school work and/or read. An accumulation of 3 or more detentions in a term may result in elevated consequences. Electronic devices are not permitted in detention. Teachers or administrators may assign detentions.

Saturday Detention and Fine: Students may be assigned Saturday detention for more serious offenses of classroom or school policies. Saturday detentions may also be assigned for attendance and tardy concerns. Saturday detentions are 3 hours long, will be assigned on Saturday mornings, and require that a \$50 fine be paid by the student. The parent/guardian will be notified of the Saturday detention by a note, email, or phone call. Students will utilize their time in Saturday detentions to work on school work, read, or may be required to perform a work detail at school. Electronic devices are not permitted in detention. An accumulation of more than one Saturday detention in a term may result in elevated consequences. Administrators may assign Saturday detentions.

Office Referral: Students may be sent to meet with the Principal or Assistant Principal regarding situations that are a disruption to policies, rules, and regulations set to help each student conduct themselves in a manner appropriate and proper for a Christian school. The parent/guardian will be notified of the office referral by a note, email, or phone call. In the case of multiple referrals, the Principal or Assistant Principal may assign an Out of School suspension up to referral for dismissal.

Work Detail: Students may be assigned a work detail as a part of their assigned school consequence. Students will be assigned a required number of hours to work on campus. The parent/guardian will be notified of the assigned work detail by a note, email, or phone call.

Out of School Suspension - OSS: Students may be assigned an out of school suspension for violations of serious or repeated offenses of classroom or school policies. The parent/guardian will be notified of the out of school suspension by a phone call and followed up by written notification. During an OSS consequence, students are required to be off campus for school and are prohibited from attending any school sponsored event including athletic/other school-activities (practices, performances, games, social events, meetings, etc.) until the day they are permitted to return to class. Homework, tests, and projects will be accepted during an OSS consequence with the highest grade possible being a 75%. Specific arrangements for submitting school work will be coordinated by the Assistant Principal. No additional time will be allowed for completion of homework, tests, and projects. OSS will count as an absence from school and will add to the total number of absences for the term.

Suspension from Co-Curricular participation or attendance: Students may be suspended from attending any school sponsored event or activity including but not limited to athletic events, practices, drama productions, band/choir performances, dances, etc. The parent/guardian will be notified of the suspension by a note, email, or phone call.

Probation: A student who repetitively fails to comply with school expectations and/or who engages in a more serious offense may be placed on probation. A probation may also be applied to new students based on previous records. Terms of the agreement will specifically outline expectations for continued enrollment for the student and will be determined on a case-by-case basis.

Referral for Dismissal: In the event that a student consistently demonstrates an unwillingness to cooperate with the school and/or commits an offense which endangers the well-being and good of the school community, the student may be referred to the Principal for dismissal. A dismissal from LHS usually results in loss of credit for the term in which the dismissal occurs.

The school administration reserves the right to apply any of these consequences in part or in combination according to the policy as described in this handbook.

Appeals Process

When a student or parent has a question or concern regarding the administration of corrective action by a teacher, coach, or advisor, they are to first follow the steps of the *Communication Ladder* (p.3). These steps are based on the principles of Matthew 18. This system is also intended to teach students to develop independence and problem-solving skills.

1. Student meets individually with the teacher/coach/advisor
2. Parent and student meets with the teacher/coach/advisor
3. Parent and student meets with the Assistant Principal
4. Parent and student meets with the Principal

Expectations for Student Conduct

By topic in alphabetical order

Lutheran High exists as an extension of the Christian home and church to fulfill God's commands to teach His Word, "diligently unto our children" (Deuteronomy 6:5-7). As such expectations for student conduct are founded on biblical principles and created through the lens and teachings of the Lutheran Church-Missouri Synod. We believe that student conduct must demonstrate compassion, love, kindness, respect, and dignity to all people. Hateful behaviors and attitudes directed toward any individual are not in accord with Scripture nor the teachings of Lutheran High School.

The following is a listing (alphabetical order) of student expectations for student conduct at Lutheran High School as well as consequences for infractions. Although many behaviors are listed, this is not an all-inclusive list and the school administration reserves the right to discipline students when student behavior does not align with expectations for a safe and healthy learning environment or the mission of the school.

Furthermore, administration reserves the right to exercise sound judgment in determining appropriate disciplinary consequences, taking into consideration the individual circumstances of each situation, the well-being of the student, the safety of the school community, and the mission and values of Lutheran High School.

School policy applies to school grounds, the Rec-Plex during school hours and activities, as well as other locations where LHS school sanctioned activities occur, including but not limited to athletic, activity, and field trip venues.

Academic Honesty

Teachers define for their students what constitutes plagiarizing, cheating, or misrepresentation of any kind on an assignment or assessment. Furthermore, **when not explicitly permitted by the teacher**, the following are examples of behaviors and/or actions which are not permissible:

1. providing questions, answers, assignments, research papers, assessments, to other students
2. taking copies/photos of assignments/assessments
3. distributing copies/photos of assignments/assessments
4. utilizing AI tools (ChatGPT, Grammarly, OpenAI, etc.) contrary to the LHS AI guidelines and policy. Please see the statement on AI use below.
5. cutting/pasting work from an internet source or another student's work without proper citation.
6. using answer keys, teacher's manuals, and other unauthorized resources found on the internet.
7. paraphrasing from a source without offering proper citation.
8. using devices (phone, ipad, smartwatch, etc.) during an assessment.

Teachers may require students to submit work electronically to an online site to be analyzed for authenticity.

CONSEQUENCES: Daily Assignment - zero credit and detention
 Test/Assessment - retake with 50% deduction and detention
 Paper/project - submittal of equivalent alternative assignment (per the teacher's discretion) with 50% deduction and detention

Arson, Fire, Explosive Devices

Starting or attempting to start a fire or causing an explosion may result in suspension or dismissal. Fireworks are also considered dangerous and prohibited.

CONSEQUENCES: No less than 5 day OSS with the possibility of extending up to referral for dismissal.
 Civil authorities may be informed.

Artificial Intelligence (AI)

Lutheran High does recognize that when used responsibly, ethically, and with full transparency AI can be used as an educational tool. To help direct both students and teachers on the acceptable use of AI for school work. Guidelines have been developed and adopted which will be employed in all classes for all work. Any assignment will be labeled as Red (R), Orange(O), or Yellow(Y). Red means AI use is forbidden. Orange means AI may only be used in generating ideas and answering questions. Yellow means AI may be used for different elements of the assignment as directed by the teacher. If in doubt, always ask the teacher regarding acceptable use of AI. See the Appendix for the AI Guidelines. Use of AI outside the guidelines and outside the directions of the teacher constitutes Academic Dishonesty and will be treated as such. See *Academic Honesty* above.

Attendance and Tardies

Attendance is important for student success and class credit. The learning process includes the exchange of ideas, the pursuit of truth, and the quest for knowledge in a community exercising scholarly exchanges in a classroom setting. Absence from school has a negative effect on the education of the child and although some aspects of the learning process can be recovered, other aspects cannot be recovered. Students are to be in attendance for all assigned class periods of the school day. Please keep the school calendar in mind when planning family vacations, trips and appointments. Missing over 30 minutes of a block will count as an absence for that block.

CONSEQUENCES: Skipping class, on Campus: Saturday Detention, zero credit.
 Skipping class, off Campus: 1 day OSS, zero credit.
 Truancy: 1 day OSS, zero credit, and probation.

Truancy is defined as absence from school without parent/guardian knowledge or permission.

Reported Absences

When absence is necessary and unexpected, parents are to notify (phone or e-mail) the Main Office Administrative Assistant prior to 9:00 AM the day of the absence. For times when parents know in advance that their child will be absent from school, parents are asked to notify (phone or email) the school office in advance of the anticipated absence. It is the responsibility of the student to contact their teachers to obtain any work that will be missed due to any absence.

Reported absences carry the privilege of make-up of work missed for full credit. Arrangements are to be made by the student with each teacher. Reasonable time limits for make-up work are determined by each teacher, but a student will be allowed at least one day (24 hours starting the day of return to school) for make-up work for each day absent.

Nonreported Absences: When a student is absent from school and a parent fails to notify the school of the student's absence, it is recorded as a "Nonreported Absence". In this case, an email will be sent at the start of the school day to the parent indicating the absence. This may serve as a reminder to parents to contact the school to report the absence. By default, any absence is recorded as "Nonreported" and will remain "Nonreported" unless a parent responds to the school office within 24 hours at which time the "Nonreported Absence" will be changed to a "Reported Absence". All "Nonreported Absences" are subject to zero credit for the work assigned on the day of absence.

Excessive Absences:

LHS believes that any absence has a negative effect on the education of the child and although some aspects of the learning process can be recovered, other facets are lost. In the 4x4 Intensive block schedule, a 1-day absence is equivalent to 2 days in a traditional schedule. Excessive absences will have a negative impact on a student's learning. To encourage faithful attendance the following steps will taken when absences accumulate.

CONSEQUENCES:

When a student compiles 5 absences (~6% of class), reported or nonreported, in a single class in a term, the student and the student's parents will be contacted by phone, an emailed letter will be sent to parents/guardians, and student will have a conference with administration.

When a student compiles 10 absences (~13% of class), reported or nonreported, in a single class in a term the student will be placed on an attendance probation. Attendance probation will include regular meetings with administration and monitoring of the student's attendance. The student's parents will be contacted and informed of the terms of the probation.

When a student compiles 15 absences (~19% of class), reported or nonreported in a single class, the student and parent will have a scheduled meeting with the Principal or Assistant Principal. The student may be limited or excluded from after school extracurriculars, unable to attend field trips, and/or removed from the class and forfeit any credit. Continued excessive absences may result in the student being assigned a W/F (Withdrawal/Fail) and not receiving credit for the affected classes.

In the case of extended illness, injury, hospitalization, long term crisis, extreme family circumstances, or bereavement, the school will work with the student and family on an individual basis to see that the educational needs of the student are met. In these cases, the penalty for excessive absences may be exempted at the discretion of the administration. **Extended absences due to medical reasons will require a physician's note for verification and should be submitted within 48 hours of the students return to school.**

Extra-curricular participation: Unless specifically excused by the administration or as stated below, a student is required to be present for 2 blocks to participate or attend as a spectator, any co-curricular events or practices on that day. Exceptions to this rule include pre-planned college visits, school sponsored events, pre-planned medical appointments (physician note for verification required), and funerals.

Leaving Campus

Parental permission must be given to the Main Office Administrative Assistant before a student is authorized to leave campus during the school day. The students are to sign out in the office before leaving campus. Parents who are to be out of town are to send a note to the school office which indicates the name, address, and telephone number of the individual responsible for the student during the parent's absence.

Tardies

A tardy is defined as any time a student is late to class. Teachers have specific rules as to what constitutes a tardy for their class (i.e. in the classroom, in their seat). Students are responsible for knowing the expectation for tardies in each of their classes. Students arriving late to school are to report to the office before going to class. On a day when a student arrives over 30 minutes late to school, a "nonreported" absence for that class period will be recorded. Excessive tardiness will result in the following.

CONSEQUENCES:

Five(5) tardies, a conference and warning will be issued by the Assistant Principal.

Eight(8) tardies per term, a conference and detention will be issued by the Assistant Principal.

Ten (10) tardies per term, a conference and Saturday detention with a \$50 fine will be issued. Placed on Attendance Improvement Plan.

Fifteen (15) tardies will result in attendance probation. Students on attendance probation may not be allowed to participate in extra-curricular activities for the remainder of the semester, may not be allowed to attend field trips or other school sponsored events which will result in any missed class time. Additional steps of corrective action will be initiated when tardies exceed fifteen (15).

Bullying/Harassment/Hazing

It shall be the responsibility of all members of the LHS family (teachers, students, staff) to respect the rights, feelings, sensitivities of others and accept one another as of equal value in the sight of God in the spirit of Christian love, even as Jesus Christ first loved us and gave His life for the sins of all mankind. Lutheran High School will not tolerate bullying, harassment, or hazing of any person by any staff member or student relating to the person's sex, race, color, religion, age or handicap. The term "bullying" is defined as the behavior of an individual or a group of people with more power, who repetitively and intentionally target another person or group of people who feel helpless to respond. The term "harassment" includes but is not limited to slurs, jokes, unwanted touching, e-communications, and other verbal, graphic, or physical conduct relating to an individual's sex, race, color, religion, age, handicap or class in school. The term "hazing" includes but is not limited to any activity which degrades, humiliates or provides risks of emotional/physical harm, regardless of the person's willingness to participate. Also see, "Cyberbullying" below. Any bullying, harassment, or hazing that causes a disruption to the normal functioning of the educational environment is subject to school action regardless of the time or location that it occurs. Retaliation against an individual who makes charges of bullying, harassment, or hazing is likewise prohibited. Those guilty of bullying, harassment, hazing, or retaliation will meet with appropriate sanctions which will include suspension, dismissal, termination and/or prosecution by the civil authorities. This policy is based on Title VII of the 1964 Civil Rights Act and numerous ensuing court decisions. Any unwelcome touching or grabbing, comments about one's body, sexual remarks or suggestions, conversations that are too personal, pornographic pictures or stories, dirty jokes, obscene gestures, offensive displays of sex-related objects, or staring in a way that seems too personal, constitute sexual harassment. Such conduct creates an intimidating, hostile, or offensive school environment and has no place in a Christian setting. Those individuals who believe that they have been a victim of any type of harassment or discrimination should immediately report in confidence the conduct to any administrator, counselor, teacher, or coach. Following an investigation of the incident, appropriate action will be taken.

CONSEQUENCES: 3 day OSS and probation with the possibility of extending up to referral for dismissal.
Civil authorities may be informed at the discretion of the administration.

Cell Phones

As part of our commitment to fostering Authentic Relationships and creating a learning environment that minimizes distractions and maximizes student learning, Lutheran High School is a bell-to-bell cell phone-free campus. From 8:00 a.m. to 2:30 p.m., personal electronic devices, including cell phones, smartwatches, earbuds, headphones, and similar devices, are not to be visible or in use anywhere on campus. This includes passing periods, lunch, chapel, OIKOS, assemblies, and all other school activities during the academic day. Devices must be powered off or placed in airplane mode and stored in a student's locker, vehicle, or backpack. Devices may not be kept on a student's person or in any article of clothing being worn or carried.

Any visible or audible device will be confiscated by a faculty or staff member and delivered to the school office. Students may retrieve the device after 2:30 p.m. (or after the final bell on early dismissal days). Exceptions may be made for documented medical needs with prior administrative approval. Consistent violations of the cell phone policy will be grounds for school corrective action.

CONSEQUENCES: One (1) to Four (4) cell phone violations, the device will be confiscated, and a 45-minute After-School Detention will be assigned for each violation.

Five (5) cell phone violations per term, the device will be confiscated, and the student will receive a Saturday Detention and a \$50 fine. The student and/or parent will meet with the Principal or Assistant Principal to develop a Technology Responsibility Plan designed to identify and address the causes of repeated cell phone violations.

Six (6) or more cell phone violations per term, students may receive additional interventions such as Saturday Detentions, supervised community service, restorative assignments, required device check-in/check-out procedures, loss of school privileges, or other individualized consequences that promote accountability while addressing the underlying concerns contributing to repeated violations.

Classroom Disturbance/ Inappropriate Behavior

Students are expected to maintain respectful, orderly, and cooperative behaviors towards all students and staff.

CONSEQUENCES: Conference with teacher, parent contact, detention, office referral (which may result in additional consequences)

Closed Campus/Visitors

Students of LHS are not to leave the school grounds after their initial arrival at school in the morning until all classes and activities are completed. Students are required to provide parental permission and to sign out in the school office when leaving school before the end of the school day. Non-students are not allowed on campus unless they have checked in with the main office. Because LHS operates a "closed" campus, students are not allowed to bring guests. Students may NOT have non-LHS students meet them at lunch, at dismissal, or at any other time without permission from administration. All visitors will be expected to sign in at the office and abide by all rules of the LHS community.

CONSEQUENCES: Leaving Campus without permission: 1 day OSS, zero credit for missed classes.

Computer - Technology Acceptable Use Policy (AUP)

These policies and guidelines are intended for all users of technology and network resources at Lutheran High School.

General Computer Use Guidelines

1. LHS requires all faculty, staff, students and parents or official guardian to accept in writing the provisions set forth in the Technology Acceptable Use Policy (AUP) by signing and submitting the Acceptable Use Permission Form (pg.5). The user's device will not be given network access nor will the user receive access to LHS resources, FACTS, Canvas, LHS servers, until this form is received. The AUP is a guide. Prohibited behaviors and consequences are not intended to be exhaustive. Users are to use good judgement and Christian standards of ethics to guide their behaviors. LHS reserves the right to sanction any behavior deemed inappropriate by the administration.
2. Each user will be allowed one personal device on the LHS Student Network. LHS issued devices are additional to this count.
3. Technology users are responsible for proper use of a computer/iPad and associated resources. Users will be financially responsible for damages to computers/iPads and associated resources, if owned by LHS, caused by negligent, improper, or malicious use.
4. Device users should have no expectation of privacy in the use of their device and network resources provided by Lutheran High School. Computer files and data contained in these files are the property of Lutheran High School.
5. Student data files will not be routinely monitored by LHS personnel. However, access to technology is a privilege not a right. If a student gives any administrator, teacher or staff member cause to believe that they may be participating in prohibited behavior, that student's data files may be searched without student knowledge or permission.
6. Unauthorized use of technology resources includes but are not limited to:
 - Use which violates federal or state law.
 - Unauthorized access (or attempted access) to administrative files, other user files or protected or private computer resources.

- Activities that disrupt normal computer/network use and services including but not limited to propagation of viruses and/or use which ties up network resources to limit the access of others.
 - Damaging or altering school technology equipment or supplies
 - Use of technology resources to produce, transmit, store or display text or graphics which are inappropriate or unlawful information. This includes, but is not limited to any pornographic material, material that is lewd or suggestive, alcohol or drug related, material which disparages a particular race, gender, religion or nationality, or material considered excessively violent in nature.
 - Unauthorized use of technology resources for financial, commercial or political gain is prohibited.
 - Gaming during class.
7. Users may not attempt to circumvent any protective schemes installed on the devices or network at Lutheran High School. **This includes the use of a personal VPN.**
 8. Misuse of technology resources is subject to disciplinary action according to school policy. Consequences for students may include but are not limited to loss of all device use privileges, suspension or dismissal from LHS. Loss of school technology privileges will not release a student from responsibility for technology-related work in courses and consequently may also have a negative impact on academic grades.
 9. Violation of US or Missouri laws may result in legal action.

Software Use Guidelines

The following applies to all software and data at Lutheran High School, whether owned by the school or owned by a vendor and licensed to the school.

1. The device user is responsible for compliance with all policies and laws regarding the use of software. Ignorance of the rules does not justify their violation.
2. The unauthorized copying of any software and iPad apps licensed or protected by copyright is illegal. All software and iPad apps available for student use are protected by licensing agreements and may not be copied for any use by any user.
3. Users may not attempt to modify any software or iPad apps provided by LHS, including Jailbreaking the iPad OS.
4. No user may install software on any LHS computer without the permission of the LHS Technology Coordinator.
5. Users may download apps/music through their own personal iTunes account. Personal apps/music are to be obtained legally. Educational apps and usage take priority over personal usage.
6. Users may not install protective devices or software (e.g.: encryption) to prevent LHS officials from examining data contained in files.

Network Use Guidelines

All users of the school's network must adhere to the following rules. They apply to device hardware, data, apps and programs connected electronically to school networks regardless of the location of the device.

1. Users may only use their own device and passwords. They may not use another individual's AppleID and/or password, nor can they allow their own iPad password or AppleID to be used by any other individual. Users are responsible for the security of their passwords. Users may not try to obtain another individual's passwords..
2. Users may not attempt to disguise the identity of the computer log-in name and/or password that is being used.
3. Users may not attempt to circumvent data protection schemes or seek security loopholes. **This includes the use of a personal VPN.**
4. Students may not read, monitor, copy, change, or delete another user's files without the permission of the owner.
5. Users may not connect any non-LHS owned laptop to the LHS network without authorization from the LHS Technology Coordinator.

Internet Use Guidelines

Internet use at Lutheran High School is intended to serve the educational needs of students as they relate to their courses or activities at Lutheran High.

1. Internet service during school hours is intended for academic use and school related activities. Recreational use is permitted after the academic day is over.
2. Teachers will determine appropriate computer/iPad usage for their classrooms. Students must adhere to all classroom rules and restrictions. Student use of the internet is restricted to sites related to the assignment specified by the teacher.
3. iPads are not to be used in the locker rooms or in unsupervised areas. iPads should always be secured. Students should respect their iPad as they would their wallet or purse.
4. Students will not identify themselves by age, sex, or location in any communication over the Internet, nor are they allowed to exchange addresses or phone numbers over the Internet.
5. If personal student information is required to open a school related account or to complete a valid assignment, the teacher will guide students through the disclosure process. Any request for information that has not been validated by the teacher, is to be reported immediately to that teacher.
6. Users of the internet are not allowed to view or download inappropriate or unlawful information. This includes, but is not limited to any pornographic material, material that is lewd or suggestive, alcohol or drug related, material which disparages a particular race, gender, religion or nationality, or material considered excessively violent in nature. Users are expected to demonstrate positive digital citizenship.
7. When using the Internet students will not use or establish codes or passwords which are unknown to the school. All passwords will be provided by the school for student use.

Warrant Against Damages

Lutheran High School makes no warranties of any kind for the computer, iPad, network, and Internet services provided by the school. The school will not be responsible for any loss or damages suffered from loss or delay of data, non-deliveries or service interruptions. Use of any information obtained via the Internet is at the user's risk.

Missouri Law Summary of Missouri Law RSMo 1988 569.094-569.099

A state law makes unauthorized access and interference with computer/iPad systems, computer/iPad data and other computers/iPads illegal.

- Do not attempt to access any computer/iPad unless you are authorized.
- Protect passwords. You are responsible for unauthorized use of your log-in name, as well as for refraining from using someone else's log-in name.
- Accessing private computer/iPad files of others, even if those files are unprotected, is illegal.
- Do not endanger or interfere with the operation of any computer/iPad system.

Summary of Antibullying Policy - Missouri Law 160.755

- "Bullying" means intimidation or harassment that causes a reasonable student to fear for his or her physical safety or property. Bullying may consist of physical actions, including gestures, or oral, cyberbullying, electronic, or written communication, and any threat of retaliation for reports of such acts.

CONSEQUENCES: Confiscation, detention, office referral (which may result in additional consequences)

Cyberbullying

In accordance with Missouri Law, the use of electronic communications, including but not limited to: email, texting, social networking (facebook, twitter, instagram, snapchat, tiktok, etc.) blogs, websites, or any digital media, for the purpose of bullying, harassment, or hazing is strictly forbidden. Cyberbullying that involves any LHS student either on-campus or off-campus will be dealt with in a swift and serious manner and include the involvement of the civil authorities.

CONSEQUENCES: 3 day OSS and probation with the possibility of extending up to referral for dismissal.
Civil authorities may be informed at the discretion of the administration.

Dances

Unless otherwise advertised, all dances and other social activities are intended for the enjoyment of Lutheran High School students only. When allowed, non-LHS guests planning to attend a dance/event must be registered in advance by completing a "Guest Registration Form." Guests not properly registered in advance will not be admitted to the event. No middle school students or individuals 21 years of age or older may attend LHS dances. Any guest of an LHS student to a dance must be of the opposite biological gender. Any sexually suggestive dancing as well as violent styles are not permitted. Students who refuse to abide by these guidelines may be asked to leave the dance. Students will not be permitted entrance to a dance if arriving more than 1 hour late to the event. Students and guests who leave more than an hour before the end of the dance will have a faculty member contact a parent before leaving the event. Students leaving early will not be readmitted to the event. All participants are expected to follow school policies and dance guidelines as outlined by Lutheran High School. The school administration and/or law enforcement will administer a breathalyzer test to each student attending a dance to test for the presence of alcohol.

Dishonesty to Authority

Students are expected to be honest in all dealings with teachers and administrators.

CONSEQUENCES: Detention, office referral, and/or 1 day OSS

Dress and Appearance

Lutheran High School's Standardized Dress Policy is designed to promote an academic mindset, encourage school unity and spirit, and create a consistent, professional learning environment. Students are expected to dress modestly, appropriately, and in a manner that reflects the values of our Christian community. Dressing appropriately for specific occasions is a life-long lesson to be instilled in our students. All clothing should be modest, clean, of proper fit, and in good repair.

It is the student and parents' responsibility to ensure proper attire before arrival at school. Failure to immediately rectify the dress code issue may result in a detention.

Official uniform items may be purchased through Lutheran High School's uniform partner, Fischer's School Uniforms. Items marked with **(F)** must be purchased through Fischer's. The Fischer's store location is at 3773 New Town Blvd., St. Charles, MO 63301. Orders may be placed through their website <https://www.fischersuniforms.com>.

Approved Uniform Tops

Students may wear:

- An official LHS polo **(F)**
- LHS spiritwear, including approved sweatshirt, ¼ zip, sweater, jacket, or hoody.
- **Fridays ONLY**, in addition to the above, students may wear LHS team, club, activity, spirit wear t-shirts or jerseys/uniforms.

Approved Uniform Bottoms

Students may wear:

- Slacks/Pants: Female and male students are allowed to wear khaki/tan colored dress slacks of a woven fabric, with no outside pockets on the pants leg. Slacks must be worn at the waist, reach the ankle, and may not be frayed or torn. Pants may not have drawstrings or elastic at the ankles (No joggers, sweatpants, windpants, yoga pants, etc). The slacks/pants may be purchased at various vendors and Fischer's School Uniforms.
- Shorts **(F)**: Female and male students are allowed to wear khaki/tan colored shorts purchased from LHS's approved vendor - Fischer's School Uniforms. This is a change for the 26-27 school year. The reason for the change is to help ensure that shorts meet school expectations regarding fit, length, and appropriateness.

- Skirts **(F)**: Female students are allowed to wear the LHS uniform plaid skirt or khaki/tan colored uniform skirt. Skirt length must be no more than 5 inches from the top of the kneecap, may not be rolled at the waistband, and must be buttoned and zipped. The LHS uniform plaid skirt and khaki/tan colored skirts must be purchased from LHS's approved vendor - Fischer's School Uniforms. Additionally, solid black leggings/tights are required to be worn under the skirt. The leggings/tights must be black, ankle length, pattern less, and without mesh. Long pants such as sweatpants, or pajama bottoms may not be worn under the skirts.
- **Fridays ONLY**: in addition to the above, students may wear jeans without holes. Jean shorts are not allowed.

Approved Footwear

Students must wear footwear at all times. Flip-flops and athletic style slides are not permitted. Any footwear deemed a safety or health concern will not be allowed.

Prohibited Clothing and Accessories

The following items are never permitted during the school day:

- Clothing, accessories, or personal items that advertise or promote alcohol, drugs, tobacco, weapons, illegal substances, violence, or sexually suggestive material.
- Hats, hoods, bandanas, sunglasses, blankets, or other head coverings unless approved by administration. Caps or hats are to be removed in the school building during the school day.
- No chains or similar metallic accessories may be worn on clothing, as jewelry, or attached to wallets, backpacks or purses. Traditional metallic jewelry such as necklaces and bracelets may be worn as long as the diameter does not exceed ½ inch.
- Clothing or accessories that distract from the educational environment.

Dress-Down Days and Special Dress Events

On approved dress-down days and special dress event days, including designated "Jeans and LHS T-Shirt Days," students must continue to dress appropriately for a Christian educational environment. Clear and stated expectations will be communicated by staff and/or student leadership groups for exceptions to typical dress code expectations for these dress-down and special dress event days.

On Dress-Down and Special Dress Event Days, the following are not permitted:

1. Tank tops.
2. Clothing that exposes the midriff.
3. Yoga pants or leggings worn without an appropriate skirt, dress, or outer garment.
4. Shorts, skirts, dresses, or tops that are excessively short, tight, revealing, or inappropriate for school.

During any school day, the appropriateness of clothing, hairstyles, hair color, and accessories is always subject to the approval of the administration.

CONSEQUENCES:

One (1) to Four (4) dress code violations per term: The student will receive a 45-minute After-School Detention for each violation. The student will be expected to correct the dress code concern and return to school in appropriate attire.

Five (5) dress code violations per term: The student will receive a Saturday Detention and a \$50 fine. The student and/or parent will meet with the Principal or Assistant Principal to develop a Dress Code Improvement Plan designed to identify and address the causes of repeated dress code violations and establish expectations for future compliance.

Six(6) or more dress code violations per term: Students may receive additional interventions such as Saturday Detentions, supervised community service, restorative assignments, parent conferences, loss of school privileges, or other individualized consequences designed to promote accountability while addressing the underlying concerns contributing to repeated dress code violations.

Repeated or intentional dress code violations may result in additional disciplinary action regardless of the number of previous violations. The administration reserves the right to determine the appropriate response based on the circumstances of each situation.

Emancipated Students

Priorities and responsibilities of a married or emancipated student are different from those of a traditional high school student. These responsibilities may conflict with the responsibilities of LHS student life. Therefore, LHS reserves the right to dis-enroll or deny enrollment to the married or emancipated student. When a student turns 18 years of age, continued enrollment at LHS carries the "implied consent" on the part of the student for the school to continue to share all academic and other personal information with parents/guardians.

Fighting/physical altercation

Fighting and physical altercations between individuals will not be tolerated.

CONSEQUENCES: Scuffling/minor: 2 day OSS and probation
Major: 5 day OSS and probation with the possibility of extending up to referral for dismissal.
Civil authorities may be informed at the discretion of the administration.

Headphones/airpods

Students are not to wear or use headphones, "airpods", earbuds, etc. during school hours unless given permission by a teacher in the teacher's classroom.

CONSEQUENCES: Confiscation and detention

iPads and Smartwatches

LHS recognizes the dangers of cell phones can also apply to iPads, therefore, it must be emphasized that the purpose of iPads at school is as an educational tool. iPads are intended for notetaking and digital assignments, access to school platforms (FACTS and Canvas), research, productivity apps, and other teacher directed use. Using iPads for gaming, texting/messaging, streaming music/videos, and social networking is unacceptable in the school setting. Teachers will monitor the use of iPads in their classroom.

CONSEQUENCES: One (1) to Four (4) violations, the device will be confiscated, and a 45-minute After-School Detention will be assigned for each violation.

Five (5) violations per term, the device will be confiscated, and the student will receive a Saturday Detention and a \$50 fine. The student and/or parent will meet with the Principal or Assistant Principal to develop a Technology Responsibility Plan designed to identify and address the causes of repeated cell phone violations.

Six (6) or more violations per term, students may receive additional interventions such as Saturday Detentions, supervised community service, restorative assignments, required device check-in/check-out procedures, loss of school privileges, or other individualized consequences that promote accountability while addressing the underlying concerns contributing to repeated violations.

Late Work

Lutheran High School is committed to fostering responsibility, time management, and self-advocacy to prepare students for life beyond high school. Our goal is to help students stay on track academically while minimizing the challenges that come with falling behind. The following policies outline expectations for late or missing assignments, tests, and quizzes.

Due Dates

Teachers will establish specific due dates for the submission of all assignments, tests, and quizzes. Work that is submitted after the due date is considered “late”. Late work will be penalized according to the teacher’s late penalty policy as described in their course syllabus.

For times when a student is absent from school, the following guidelines determine if work is “late”.

Daily Assignments

- When a student is absent, they have the same number of days missed to submit assignments assigned during their absence to avoid a late penalty. For extenuating circumstances, the teacher may make alternative arrangements with the student.
- Work assigned prior to the absence will be due upon return to class. For extenuating circumstances, the teacher may make alternative arrangements with the student.

Examples:

A student is absent on Monday and returns on Tuesday.

Assignment X, due Monday, is expected to be submitted on Tuesday at the corresponding time of collection to avoid late penalty.

Assignment Y, assigned Monday (the day of absence) and due Tuesday, is expected to be submitted on Wednesday at the corresponding time of collection to avoid late penalty.

Missed Assignments with Advanced Due Dates

- For assignments with a due date scheduled at least one week (5 school days) in advance, students are expected to submit their work on the original due date, regardless of attendance in class, to avoid a late penalty. Presentations will need to be given the day upon the student’s return to class or at a later time as assigned by the teacher. For extenuating circumstances, the teacher may make alternative arrangements with the student.

Example:

A research paper is assigned two weeks before its due date. The student is absent on the due date. The paper must be submitted electronically on the due date to avoid penalty.

Missed Tests and Quizzes

- If a student is absent for a single day on the day of a test or quiz, they must take it on the day of return to class. For extenuating circumstances, the teacher may make alternative arrangements with the student.
- If a student is absent the day before a test or for multiple days prior to a test, the student will have the same number of days missed, from the original test date to take the test. For extenuating circumstances, the teacher may make alternative arrangements with the student.
- Failure to take a test or quiz within the required time frame will result in a late penalty according to the teacher’s late penalty policy.

Examples:

A student misses school on Tuesday, the same day as a test. The test must be taken by the end of the day Wednesday to avoid a late penalty. If the test is taken on Thursday, it is considered “late” unless the teacher has made alternative arrangements.

A student misses Monday and Tuesday (the day of the test), the test must be taken by the end of the day Thursday to avoid a late penalty.

Penalties for Late and Missing Work

- Each teacher establishes their own penalties for late work and is outlined in their course syllabus. Students are responsible for understanding these penalties for each of their classes.

Additional Considerations

- Extenuating circumstances (e.g., prolonged illness/injury/surgery, family emergencies) will be reviewed on a case-by-case basis and may require proper documentation and administrative approval.
- Students participating in school-sponsored activities that require them to miss class must plan with teachers **before** their absence.
- It is the student's responsibility to communicate with teachers regarding any questions or concerns about late/missed work.
- Some courses such as Fine Art, Physical Education, and Science labs may deviate in application of these policies as their course work is unique in nature. In this case, the course syllabi for these courses will govern the handling of missed/late work.

Respect/Defamation

Students are expected to respect the rights and individuality of other students, administration, staff, and guests and visitors to campus. They are expected to refrain from speaking, writing, posting/publishing messages that would disrespect, humiliate, mock, harm the reputation, or defame another. This includes social media and electronic messaging content.

CONSEQUENCES: Detention with the possibility of extending up to referral for dismissal.

Student Drivers/Parking Lot

Driving to school is a privilege and should be treated as such. The speed limit on the LHS lot, in compliance with city codes, is 15 MPH. Careless or reckless driving on or around school grounds is not acceptable and will be dealt with seriously as the safety of students and families is at risk. Students are never to drive another student's car. Students driving to school are required to have completed vehicle registration with the school. Parking spaces are designated for visitors, students by class, and faculty/staff. Please refer to the appendix for assigned parking areas by class. Left hand turns out of the main exit are not permitted from 7am-8am and 2pm-3pm. Drivers needing to turn left (west) should use the stadium exit.

Vehicles on campus may be searched if there is reasonable suspicion that contraband items may be in the vehicle. Students are not to go to their vehicles during the day unless granted permission from the school office. Students not following the established parking guidelines will be subject to disciplinary action.

CONSEQUENCES: Office referral (which may result in additional consequences)
Civil authorities may be informed at the discretion of the administration.

Student Relationships and Dating

We believe that all children are uniquely created, and God has created each with a specific gender, genetically determined, and identified at birth. We believe that marriage means the uniting of one man and one woman and sexual intimacy is intended to occur within the bounds of marriage. Dating between male and female students is an appropriate activity during a student's high school experience. At school, hand holding between a male and a female is the only public display of affection (PDA) considered appropriate.

CONSEQUENCES: Office referral (which may result in additional consequences)

Student Sexual Activity/Pregnancy

Lutheran High School, in accordance with God's Word, and motivated by His love, promotes sexual abstinence before marriage. If the school administration becomes aware a student has chosen to engage in premarital sexual activity, LHS will require an approved process of Christian counseling to work through pertinent issues. In addition, the child's pastor will be contacted to provide spiritual support for the child and family. The Christian counseling will be required at the student's expense in order for the student, male or female, to continue enrollment at LHS. Care will be taken that the young man and woman will be treated as bearing equal responsibility for the premarital sexual activity. If the sexual activity results in pregnancy, counseling would include pertinent issues such as prenatal health care, social ramifications, a decision regarding who will parent the baby after birth, a decision regarding marriage, etc. Failure to comply with this policy may result in suspension and/or dismissal from school.

If a pregnancy occurs, information regarding the pregnancy must be shared with the administration. In its ministry to young people and their families, the school has a dual responsibility toward both the student and the common good of the school. Because a student pregnancy is not the norm and may be disruptive to the educational process, the continued enrollment of the parent(s)-to-be will be reviewed periodically by the administrative staff and the following restrictions will be implemented until six weeks following the birth or due date of the child.

The female student may not participate in any school related physical activity where a mother or child's health is at risk. The male and/or female student also may not formally represent the school in a public performance (athletics, choir, band, drama, etc.) or a student government office. The student(s) may continue other in-school co-curricular and social activities as long as s/he is attending regular classes and maintaining appropriate behavior (i.e. yearbook, school newspaper, Art Club, Teens for Life, etc.). These restrictions are not intended to serve as a punishment. They are implemented to protect the health and welfare of the parent(s)-to-be and child, to prevent the impression that the school condones or approves of the situation, and to deter other students from promiscuity.

If a student is allowed to continue enrollment at LHS and completes regular graduation requirements, s/he will receive a diploma but will not formally participate in graduation exercises if the ceremony occurs during the aforementioned time period.

LHS is totally committed to a "pro-life", antiabortion philosophy and practice. Therefore, abortion is considered an unacceptable and inappropriate action for a Lutheran high school student. Any student, male or female, who obtains an abortion or assists another in obtaining an abortion opens him/herself to the possibility of immediate dismissal from school. Such cases will be handled on a case-by-case basis by the school administration. Care will be taken to convey to repentant students that the atoning blood of Jesus covers all sins, even that of abortion. When considering the question of continued enrollment, however, the administration must also take into account the impact of the student's actions on the rest of the student body.

If withdrawal from school occurs, the administration will explore ways in which to help the student continue his or her education, receive a diploma, obtain professional and spiritual counseling, etc. The administration will also work closely with the student's pastor, local crisis pregnancy counselors, and other resources.

The faculty, staff, administration, and board of directors are honor bound to practice confidentiality and discretion when discussing disciplinary matters publicly and privately. This is born of care and concern for our students' well-being and school morale. We respectfully ask students and families for the same courtesy.

Substance Use/Possession

A student's involvement with alcohol, nicotine, tobacco, vaping products, THC, illegal drugs, controlled substances, or drug paraphernalia, including vaping materials and paraphernalia at school or at any school sponsored activity is strictly forbidden and has serious consequences.

An administrator may administer a breathalyzer test or perform a drug test (urine), when there is reasonable suspicion that a student is under the influence.

When a student is found to be involved in substance use/possession. A recommendation may be made to the parents/guardians of a student to seek assessment or evaluation by a qualified counselor, approved by the school, or to seek counseling from the student's pastor or other similarly qualified individual. If an assessment indicates need for further treatment of the student, participation of the student in an appropriate treatment program may be a prerequisite to continued enrollment at Lutheran High School. The school reserves the right to request periodic progress reports from the agency responsible for the treatment. Random drug testing may be required at the expense of the family for a student to return to school after being disciplined for such offense. Students who personally and voluntarily seek help for problems with drugs or alcohol may be exempted from the above procedures at the option of the school.

All participants in an activity or sport will be subject to the LHS Athletic and Activities Drug Testing Policy. For more information regarding the Drug Testing Policy, see *LHS Extra-curricular Life*.

CONSEQUENCES: Use and/or under the influence: 5 day OSS
Possession: 5 day OSS
Possession and distribution: 10 day OSS (distribution is defined as giving substance to another person)
Repeat offense of either Use/under influence, possession, or possession and distribution: referral for dismissal.
Distribution with intent to sell: referral for dismissal.
Civil authorities may be informed at the discretion of the administration.

Theft and Vandalism

Everyone is expected to respect school property, as well as the property of others; and to practice good Christian stewardship toward the facilities and equipment that have been provided. If school property or personal property is damaged or lost, restitution is required.

CONSEQUENCES: Restitution, office referral (which may result in additional consequences)
Civil authorities may be informed at the discretion of the administration.

Unauthorized Presence

Unauthorized presence on campus is prohibited. Students are only allowed to be on campus during school hours and for school sponsored activities or events.

CONSEQUENCES: Office referral (which may result in additional consequences)
Civil authorities may be informed at the discretion of the administration.

Weapons and Violence

Our school is established as a safe environment. A weapon shall be defined as any instrument or device customarily used for attack or defense against an opponent, adversary or victim, or any instrument or device used to inflict physical injury or harm to another person. Threats of violence or threats to use a weapon are prohibited. The possession or use of a weapon by any person, except where authorized by law, shall be prohibited in, on, or about school grounds and at any school activity. Violators of this policy may be referred to the appropriate legal authorities.

CONSEQUENCES: Referral for dismissal.
Civil authorities may be informed at the discretion of the administration.

LHS ACADEMIC LIFE

Basic Curriculum

Lutheran High School is fully accredited through National Lutheran Schools Accreditation, the Missouri Non-Public School Accreditation Association (MNSAA), and Cognia. The classes offered at Lutheran High School have an orientation towards college preparation.

Lutheran High offers college credit opportunities through dual credit options available from local universities. (See course descriptions for specific course/credit offerings.) Students entering their senior year may consider the option of taking courses at nearby colleges.

Special academic programs and services are available through the school, such as vocational classes offered in conjunction with Lewis and Clark Career Center, professional studies offered in conjunction with the St. Charles County Center for Advanced Professional Studies (CAPS), and dual enrollment opportunities through approved colleges. Highly motivated students with special interests may pursue an independent study under the instruction of an LHS faculty member. Online courses may also be made available to students.

Several programs are in place for students with exceptional learning needs. Lutheran High offers the Academic Lab Resource Program and the Learning Center to meet the needs of students with special academic challenges.

4x4 Block Schedule

The school year is divided into two terms (or semesters), and the school day is divided into four instructional blocks of 80-minute periods. Each term, students are enrolled in four courses that meet daily. Students receive one full credit for each course successfully completed at the conclusion of each term. Students who transfer to LHS within 5 days of the midpoint of the semester may earn half of the credit for each class. Students who transfer out of LHS for non-disciplinary reasons within 5 days of the midpoint of the semester may receive half of the credit for each class.

Course Selection and Placement for First-Time Freshmen

When a student enrolls at Lutheran High School as a first-time freshman, as part of the admission and enrollment process, LHS will request academic records from the student's current school. The records requested will include course grades, standardized test scores, and any information related to individual assessments connected with Individual Education Plans or 504 Plans. Administrators at LHS will review the student's records and on the basis of those records, along with information gathered through the online application, recommend placement in freshman level classes, especially in English, mathematics and theology classes. When the record is inconsistent, incomplete or shows a "borderline" situation, school administrators may contact the student's current teachers for insight and advice.

Once these recommendations are assembled, families will have the option to choose courses online, or at their option, to come in for an individual meeting with a Lutheran High administrator or counselor. During these appointments, the recommendations from LHS are presented and discussed with both parents and student and confirmed or adjusted according to what the parents and student feel will be the best course of study for the student. During these course selection appointments, students will also have the opportunity to choose electives for the coming year and alternate choices which can be used in the case that first-choice courses are not available.

Course Selection and Placement for Transfer Students

When a student enrolls at Lutheran High School as a transfer student, existing school records are requested as part of the registration process. Course selection of transfer students can be much more complicated considering the variety of options available in high schools. A schedule will be developed in consultation with the student and the student's parents which considers the student's demonstrated performance, ability, graduation requirements, academic goals, and completed course work.

Course Selection and Placement for Returning Students

Each returning student, as part of the registration process, will submit a list of courses they plan to take in the coming year including alternate course choices. Students will plan a course of study for both terms when registering. The date of the completed course selection and re-enrollment process is used to determine priority for scheduling courses which may have limited availability. For this reason, it is to the student's advantage to complete re-enrollment materials as soon as possible.

Other Considerations Regarding Course Placement

Students who have registered on or before March 1 will have their course requests included in the first round of scheduling. The Registration Fee increases after this date and the master schedule is built to include all student course requests received as of that date.

The decision to offer selected elective courses in a given term will depend upon the number of students that register for the course. This makes on-time registration important for students who wish to take an elective class. If a section of an elective class will NOT be offered, or is overloaded, an alternate choice from the list of alternatives supplied by the student will be substituted. If no alternatives have been identified, students will be enrolled in a class at the discretion of the Director of Student Services. Students are encouraged to make an appointment with one of the administrators in Student Services to discuss course options. If scheduling priorities must be set by the school, students will be given their first choice in course selection according to grade level (senior, junior, sophomore, then freshmen) and then by date of course requests received.

Adding and Dropping Classes

A student may initiate a withdrawal from a course and transfer to another course only during the first **two (2)** days of the course. Students and parents are reminded that classes offered on a YEAR LONG basis (e.g., Orchestra, Concert Choir, Publications & others) may not be dropped at the end of the first term. After the first seven days the Director of Student Services may initiate a schedule change without penalty to the student if circumstances dictate.

Concerning Non-Academic Institutional Requirements

College-bound students should consider their academic plans carefully as they progress through high school. Students are advised that most traditional, selective, and highly selective colleges consider in-school and extracurricular activities in making some admission and financial aid decisions. Activities such as music groups, drama productions, school publications, student government, and athletics contribute to the making of a desirable college student, but students should avoid allowing participation in activities to serve as a detractor from academic standards. All post-secondary opportunities available to LHS students including colleges, vocational training and military service will look FIRST at the student's academic records and then to additional accomplishments.

Post-Secondary Opportunities

The information below is compiled from publicly available sources and could be subject to change without notice. Students and parents are encouraged to double-check all requirements directly with the institution. In the table below, "Math" credits are assumed to be from courses Algebra 1 or higher.

	Missouri State	University of MO System	Concordia University	St. Louis University	Washington University
English	4	4	4	4	4
Math	4	4	3	4	4
Social Studies	3	3	2-3	3	3-4
Science	3	3	3	3	3-4
World Language	2	2	2	3	2
Fine Art	1	1	-	-	-
Academic Electives	1*	-	-	3	-

Private Colleges and Universities

The entrance requirements of private colleges and universities vary. Students are urged to plan their school program to meet admissions requirements for the colleges in which they are interested. Students should assume that they will be required to take either the ACT or SAT tests as part of the admissions process. Once a student is considering applying for admission to a specific college, that institution's website and published information should be considered the definitive standard for admission.

Community Colleges

Area community colleges offer excellent options for students. In general, these colleges have "open admissions" which means that students who have a high school diploma or GED will qualify for admission. Such schools may have additional requirements for remediation if the candidate has not attained certain academic proficiencies. There may also be more specific requirements for admission to special programs. A variety of programs are offered including technical and vocational training for those interested in entering the fields of health care, business or industry, or for further specialization in skills learned at the secondary vocational/technical school level. Community colleges also offer a full program of liberal arts and pre professional courses for those who wish to transfer to a four-year college upon completing two years of study at the community college.

Military service

Military service is an excellent option for some graduates of Lutheran High School. All branches of the armed forces of the U.S. government now require a high school diploma as a prerequisite for enlistment. Enlistees with a GED must also have fifteen credits from a college or university. The GED by itself is no longer considered satisfactory. Students who complete minimum LHS graduation requirements and receive a diploma will meet all general education requirements for military service.

NCAA & NAIA Eligibility for Collegiate Athletics

Students who wish to be eligible for competition in NCAA Division I or II athletics, or in athletic programs at NAIA colleges and universities should create files with each agency to be considered for athletic participation and scholarships at the collegiate level. This process should be initiated before the end of the junior year, however there is no advantage to opening an account before the junior year. Both the NCAA and NAIA charge a fee for this service. Additional information regarding academic eligibility for college athletics is available in Student Services.

Academic Reports

Internet Access to Student Data

Student grade and attendance information is available to parents and students via Canvas. Parents may also access student information through the FACTS family portal.

Term Reports

Report cards issued at the conclusion of each term provide the official grade for the course and determine the number of grade points calculated in the student's cumulative grade point average. They also carry information regarding student performance, work habits in addition to summary information about grade point averages, credit and attendance data.

Term grades are the official record and transcript grades of the school and are used to determine Honor Roll. They are used as part of the evaluation of student academic progress for students on disciplinary or academic probation.

Transcripts

Lutheran High School maintains an official transcript for each student in the student's permanent record. The transcript contains the official record of courses taken and grades earned, standardized test scores (ACT & SAT) that have been released to the school by the student and summary of academic information including the cumulative grade point averages. Basic student data including full name, address and date of birth are also included on the transcript. Up to five sets of test scores (ACT & SAT) are included on the transcript.

In addition to the information on the transcript, a record of additional, optional academic tests (PSAT, etc.) are kept in the student's file and may be released at the student's option.

Parent/guardian permission (if the student is under the age of 18) is required to release this information to third parties other than colleges and universities to which the student has applied. Lutheran High allows juniors and seniors to request release of their transcripts to any college or university to which they have applied without written parent permission. (Parents may revoke this privilege by providing a signed request to the Director of Student Services). All transcript requests must be submitted using the Transcript Request Form which can be found on the LHS website and in Student Services.

There is no charge for sending transcripts, however, all financial balances (including outstanding uniforms, textbooks, school property that has not been returned) must be paid prior to transcripts being released from Lutheran High School. Specific questions regarding transcripts and the release of student data may be addressed to the Director of Student Services.

Parent/Teacher Conferences

Parent/Teacher conferences will be held in the middle of each term. These conferences are open to all parents and are a chance for parents to talk about their child's progress with the classroom teacher(s). Parents of students who are failing one or more classes will be notified by Student Services and specifically requested to attend a conference. Lutheran High School encourages ongoing communication between school and home to assist the student to obtain the best possible outcome for a class.

Special Academic Programs and Options

The A+ Program

Lutheran High School is a participant in the A+ Program sponsored by the Missouri Department of Elementary and Secondary Education. If state funds have been appropriated, students who complete A+ requirements may receive reimbursement for expenses such as tuition for attendance at any Missouri community college. Other colleges and universities may offer assistance through other programs not using state money.

To qualify for the A+ designation, students must meet specific criteria related to test scores, attendance, discipline, grade point average and community service. Application for the A+ Program must be initiated before October 1 of the senior year, and all criteria (except for grade point average) must be completed by May 1 of the senior year. Applications and further documentation are available from Student Services.

College Credit Opportunities

Students enrolled at Lutheran High may be able to get an early start on the completion of a college program by participating in one of several "college credit" options available for students. Students should be aware that Lutheran High cannot guarantee the transferability of these college credits to the institution of the student's choice. All schools cooperating with Lutheran High have regional accreditation verifying the validity of the credit earned. Transferability of credit is determined by the institution receiving the credit, not by the sender. Therefore, students should check with colleges of interest to them to determine the transferability of these credits.

Dual Credit Programs

Dual Credit programs offer students the opportunity to receive college credit for courses taught at Lutheran High School by LHS teachers. Lutheran High School participates in several dual credit programs offered through area universities. There is a fee for the college credit (\$60-\$90/credit) paid by the student directly to the college for each course. Details regarding registration procedures, fees and deadlines are covered in the specific classes where dual credit is available. Students are personally responsible to make sure all deadlines are met. Procedures established by the Coordinating Board for Higher Education of the state of Missouri forbid registration after the established deadline.

The list of courses offered for college credit may vary from term to term due to factors beyond the control of LHS and may not be determined until the start of the school year. Courses which MAY be offering college credit are indicated in the course descriptions. Parents with questions regarding deadlines about specific classes are encouraged to contact their child's counselor at the start of each term.

To be eligible for these courses, students must be juniors or seniors with a cumulative grade point average of 2.5 or higher. Because these classes are part of the regular LHS curriculum, grades for these classes are recorded as regular high school classes and are included in the student's cumulative GPA. In addition, these are courses contingent on the student completing any required pre-requisites listed in the handbook. Students are responsible for contacting the universities and requesting a college transcript of their coursework.

Advanced Placement Program

Some Lutheran High Course material may prepare students for the AP test. Students may contact Student Services for more information regarding this option.

Dual Enrollment

Dual enrollment programs are those that offer high school students the opportunity to take courses at a college or university taught by the college or university faculty. Juniors and seniors at LHS may attend college classes through the dual enrollment programs at St. Charles Community College, Lindenwood University or other approved institutions.

To be eligible for dual enrollment, a student must:

1. Maintain a minimum grade point average in high school courses as specified by the enrolling college or university, usually at least a 2.5 or higher.
2. Fill out a college admission application and submit a copy of the application and course registration materials to LHS each time a course is taken.
3. Enrollment is accomplished by submission of appropriate forms to the institution offering the desired class. Payment of all course fees is made by the student directly to the college or institution.

Additional policies:

1. Dual enrollment courses may be used as part of the regular daily four-period load only by juniors or seniors with a 3.0 or higher cumulative GPA. Students can take no more than one online course per term and must apply through the Academic Flex application. Courses that must be taken in person, on the institution's campus must be approved by Student Services.
2. Students are not allowed to register for courses they can take at Lutheran High unless the course does not fit into their regular schedule.
3. Grades for these classes are included in the student's cumulative high school GPA. All dual enrollment plans must be approved by the Director of Student Services before the LHS student registers for classes.
4. Course credit will be accepted by LHS only from institutions that have received regional accreditation. LHS reserves the right to decide whether or not credit shall be accepted for a given course. Students interested in earning credit online should obtain LHS approval before enrolling.
5. Students are required to send the transcript from the cooperating school to LHS in order to receive the grade in the course.

Online Courses

Online courses refer to any course taken through the LHS partnership with EDUCERE online learning platform. Consideration for online courses will begin after Sophomore year unless there is an eligibility issue. Students may only take 2 online courses per year, this includes summer school, unless the student receives special permission from Student Services and the department head.

1. Summer school online courses are only an option for students who need to meet a pre-requisite or have issues fitting a course into the schedule. Taking summer online classes to improve the GPA may start after junior year.
2. Freshmen may take an online course to meet eligibility but will still be required to retake the course in-person at LHS to meet prerequisites.
3. Online courses may be used as part of the regular daily four-period load only by juniors or seniors with a 2.5 or higher cumulative GPA. Students can take no more than one online course per term and must apply through the Academic Flex application.
4. Online course credit will be accepted by LHS only from institutions which have received regional accreditation. LHS reserves the right to decide whether or not credit shall be accepted for a given course. Students interested in earning credit online should obtain LHS approval before enrolling.
5. The grade awarded by the program will be final. All rules and regulations established by the sponsoring school shall apply and will not be waived by Lutheran High School.
6. Grades for these classes are included in the student's cumulative high school grade point average.

Independent Study

Independent study courses represent an opportunity for students to receive graduation credit for directed study in an area outside the regular high school curriculum. The purpose of Independent Study is to meet the needs of individual students who have legitimate reasons for pursuing academic credit outside the traditional classroom setting.

The following guidelines apply:

1. Students must complete the Academic Flex application by the deadline.
2. Independent Study and the supervision of Independent Study are voluntary both on the part of the student and the instructor.
3. Instructors may only supervise Independent Study courses which are included in their professional preparation and/or certification.
4. Independent Study should normally be student requested, but teachers may request or recommend Independent Study for students with special needs.
5. The Independent Study course contract is to be approved by the Director of Student Services and filed with Student Services.
6. Incidental fees incurred during the course will be paid by the student.
7. An Independent Study course must be completed by the end of regular term unless a different time is specified in the contract.
8. Independent Study requires a minimum of 90 clock hours of student work per term. These hours are to include at least two consultations per week with the instructor.
9. The student will keep a record of activities and studies related to the course. This is to be reviewed weekly and dated notations of student progress made by the instructor.
10. Upon completion of the course, notation of the following will be made on the student's permanent record: the title and description of the course, the completion date, and a letter grade for the course.
11. Normal school grading procedures apply.
12. Independent Study can be terminated by the school at the recommendation of the instructor if the student is not fulfilling the requirements stated in the course outline. The student will receive a grade of "F" for the course.

Internship

Students gain hands-on experience by working with an individual or company within their desired career field. Students will be required to seek out these opportunities. Student Services can support students in finding these opportunities. There is an application process and deadline set forth by Student Services in order to be given permission to include an internship in their course selection. Students will be expected to provide their own transportation to and from their cooperating site. Students will receive a Pass(P) or Fail(F) on their transcript determined by their cooperating supervisor. Students must have at least a 2.5 GPA to apply for an internship.

Lewis & Clark Career Center

Lewis and Clark Regional Career Center in St. Charles offers vocational classes to all students who live in St. Charles County. These are accredited one and two-year courses in a variety of subjects. All classes meet three hours a day and students receive four credits per year of practical arts/elective credit for each course passed. Course credits are accepted by LHS and applied toward graduation requirements. Grades for these classes are included in the student's cumulative high school grade point average.

These courses are intended to supply training for permanent occupations. St. Charles County residents who qualify for admission to these programs will have their Career Center tuition paid by their resident public school district. Enrollment is a competitive process at each sending school. Students who want to be considered for a technical program need to complete a Lewis & Clark application form and return it to the Lutheran High Student Services office.

Student information is compiled regarding grades, attendance, discipline patterns and aptitude testing. Enrollment is competitive and based on the cooperative decision of the enrollment team at each sending school. For priority consideration, students need to complete the application procedure including testing by the enrollment date set at each sending school yearly. Applications received after enrollment will be considered on a space available basis.

Articulation agreements are in place in certain programs for qualified students who complete their program. Students who complete the technical program with a minimum of 90% attendance and 75% average will receive a certificate of completion. An honors certificate will be awarded to students who maintain 95% attendance and 95% academic average.

Students who attend Lewis & Clark Career Center follow the St. Charles District code of conduct and grading scale.

St. Charles County CAPS Program

Center for Advanced Professional Studies (CAPS) was created to immerse St. Charles County high school students in professional environments through an engaging curriculum that is driven by passionate industry leaders and delivered by visionary instructors, providing students with invaluable experiences and insights to guide their future studies and careers. CAPS graduates will have highly developed professional skills and a competitive advantage in post-secondary endeavors.

Students who live in St. Charles County may qualify for this program; however, a tuition fee is associated with the program through the CAPS program in addition to your LHS tuition. All classes meet two and a half hours a day and students receive three credits per year of practical arts/elective credit for each course passed. Grades for these classes are included in the student's cumulative high school grade point average.

This is a competitive program in which an application is required to be considered. In addition to the SCC CAPS application, the SCC CAPS selection committee will also review attendance, grades, and discipline of each applicant.

Credit Recovery

Students who have failed a course at LHS may be able to enroll in summer school courses through the area public schools depending on availability of courses. They may also be able to utilize the online course provider for Lutheran High School (Please see Online course section for more information). If a student fails a "core" class (Theology, English, Math, Science, or Social Studies), they will be required to retake the class at Lutheran High. Student Services personnel will assist students in finding and enrolling in courses that are acceptable options for credit recovery. Students interested in taking high school summer courses should seek administrative approval before the course is taken to guarantee acceptance of credit when the course is completed.

Special Education Offerings

Through a collaborative partnership between Lutheran High School and Lutheran Association of Special Education, Lutheran High has two special education programs to accommodate the unique needs of students with a diagnosed learning and/or medical disability - The Academic Lab Program and The Learning Center.

The Academic Lab Program provides a supportive environment and encourages students towards self-advocacy. Support through the Academic Lab Program include: helping students complete homework and plan for tests/projects, learning time management, organizational, study and self-advocacy skills, projects, etc. The Academic Lab teacher monitors individual plans (504, etc.) and assists students, parents, teachers, administration and outside professionals to facilitate successful completion of high school.

The Learning Center Program is designed for students who need additional support which may include curriculum modification, smaller group instruction and other accommodations to ensure the student is reaching his/her full potential. The Learning Center Coordinator assists students, parents, teachers, administration and outside professionals to facilitate successful completion of high school. Students that need direct instruction in math or communication arts have the option to take 1-2 classes in the Learning Center, giving them small group or individualized instruction. Students engaged in Learning Center Programs may receive certain designations on the high school transcript indicating that the student participated in a modified curriculum in the class. These modifications will not have an impact on Lutheran High graduation standards, but may influence college admissions decisions.

Academic Standards

Minimum Course Load

The required course load at LHS is four classes per term. Exceptions to this are:

1. Students enrolled at Lewis and Clark Area Vocational Center or St. Charles County CAPS program are required to take two classes per term at Lutheran High.
2. Juniors and seniors may be allowed to take only three classes at Lutheran High if they are also taking at least one class through a local college/university's dual enrollment program or approved online course.

Grading Standards

The grading system at LHS is designed to promote Christian stewardship of ability by our students. Where our method of grading sets high standards and expectations for all students, more is expected of the academically gifted than of the average student, and provision is made allowing the less academically gifted student to graduate from LHS with a sense of self-respect and Christian dignity.

A grade at Lutheran High School is a professional judgment by a teacher of a student's progress and represents the teacher's evaluation of the student's achievement in the course.

Letter grades.

- A: Superior achievement. Course average 90% or higher. 4 grade points. Credit awarded.
- B: Above-average achievement. Course average 80-89%. 3 grade points. Credit awarded.
- C: Average achievement. Course average 70-79%. 2 grade points. Credit awarded.
- D: Below-average achievement. Course average 60-69%. 1 grade point. Credit awarded.
- S: Work compatible with standards of good stewardship of talent and achievement commensurate with ability. No points awarded, no impact on GPA. Credit awarded.
- F: Failing achievement. Course average of 59% or lower. Zero grade points and zero credit awarded.
- WP/WF: Withdrawal Passing/Failing. Zero grade points and zero credit awarded.

5-point Grade Scale

Honors courses taught as part of the high school curriculum will qualify for a special grade point system. Honors classes are defined as a) AP classes or b) the top tier course(s) in each of the four core departments (English, Math, Science, and Social Studies) The courses are denoted by an (H) in the course description. In these classes a grade of "A" earns 5 grade pts., "B" earns 4 pts., a "C" earns 3 pts. and a "D" earns 1 pt. . "S" grades are not available for students in AP courses. Students in AP courses who do not participate in the AP exam for the course will not qualify for use of the 5-point grade calculation.

Final Exams

The final two days of the last week in each term are to be reserved for the final exams.

Core academic courses offer a traditional final exam which assesses the student on the material of an entire course or when given a midterm exam, over the last half of the course.

Seniors who enter the semester with a cumulative GPA of at least 3.0 and are earning at least a B in a class will be exempt from the class's final exam. It should be noted that students enrolled in a course for dual credit may be required to take the final exam per the college they are earning credit through.

Failed Classes

Every student is required to take four classes each term they are in attendance at Lutheran High School. Failing a class at Lutheran High has serious implications. If a student fails a "core" class (Religion, English, Math, Science, Social Studies) they will be required to retake the class at Lutheran High in a later term. In order to meet the graduation requirements, the student may be required to take an elective class during summer school or through an online program approved by LHS.

Academic Recovery

Grade reports will be run every week on Monday. The second time a student earns a failing grade (F) in any class, the student will be notified of their placement in Academic Recovery. Students in Academic Recovery will be informed of their status by the Director of Student Services. In addition, notification will be sent to the parents of students.

The purpose of assigning students to Academic Recovery is to:

- Make the student aware of their lack of positive academic progress.
- Provide notice to a parent/guardian of their students struggling in a class.
- Bring the student into regular contact with the individuals who are monitoring their academic progress and who can help guide the recovery process.
- Give the student an opportunity to resolve grade challenges through the development and use of new skills and personal discipline.
- Give the student a regular opportunity to seek additional assistance from classroom teachers at a time that fits within the regular expectations of faculty.

Academic Probation

A student who receives more than one failing grade at term, or who receives a 2.0 or lower GPA will be placed on Academic Probation at the start of the following semester. Students on Academic Probation will be placed on an action plan that includes items aimed to help support the student meet the academic standards of LHS. Academic probation will be reevaluated at midterm. A student who persists in receiving failing grades and/or below a 2.0 GPA may be dis-enrolled from Lutheran High School.

Eligibility

Students must be eligible to practice, compete, and/or perform in athletics and activities, this includes:

- All MSHSAA sanctioned interscholastic activities including: all athletics, non-graded music groups, Scholar Bowl, and Spirit Squad.
- Theater.
- Student Council. Members that become ineligible following election/appointment will forfeit the remainder of their term for which they were elected/appointed.
- Robotics, Key Club, National Honor Society, Student Ambassadors, Kingdom Workers, FCA.

To be eligible at the beginning of a term (semester), a student shall have earned no less than 4.0 units of credit the preceding term (semester) of attendance. That is, a student must pass every course in the preceding term.

To remain eligible at mid-term, for the remainder of the Fall or Spring season, a student shall be passing all current classes. Any F at mid-term will result in the student becoming ineligible for the remainder of the current sport season (Fall or Spring).

- In the case of an incomplete, eligibility will be determined no later than two weeks from the last day of the preceding term.
- Ineligible students and their parents will be notified of the ineligibility status no less than 1 week from the end of the term or mid-term.
- Up to 1 credit may be applied to the previous spring term when credits are earned during the summer. Requirements as spelled out in the MSHSAA handbook must be met.
- Eligibility may be removed by the school for disciplinary reasons without regard to academic status.
- Coaches, advisors, and school administration, may establish additional requirements for participation in school sponsored activities.

Class Status

Incoming students will be enrolled in a grade-level "class" (i.e. freshman, sophomore, junior, senior) according to the number of credits they have accumulated at the beginning of the school year or at the time of enrollment at LHS. Class status is determined at the beginning of the first term and remains in effect for the entire school year:

Freshman: All students in their first year of high school.

Sophomore: Students who have completed at least 4 credits.

Junior: Students who have completed at least 12 credits.

Senior: Students who have completed at least 20 credits.

Early Graduation

A Lutheran High Diploma signifies that a student has completed a minimum of 28 credits during eight full terms (semesters) of high school. Lutheran High believes it is in the student's best interest academically, socially, and personally to be in school for four full years. On occasion, a student will have a valid reason to request an exception to this policy and seek early graduation after the completion of seven terms.

For such a request to be considered, a student must:

- Have a cumulative GPA of 3.0 or higher at the beginning of Senior year.
- Have earned 28 credits by the end of their seventh term. No more than 8 credits per school year will be factored into this number.
- Have earned 4 credits of religion by the end of their seventh term.
- Have earned 24 state credit requirements by the end of their seventh term.
- Have completed additional graduation requirements (US and MO Constitution tests passed, financial obligations met, etc.)
- Have a clearly defined educational plan which necessitates early graduation or a unique opportunity that would otherwise be forfeited if the student remains in school eight semesters. [Requests for the primary reason being saving the cost of one term of tuition will not be considered]

A written request form, available in Student Services with indication of the satisfactory completion (or plan of completion) of the above requirements must be submitted to the LHS School Leadership Team for review no later than the end of the junior year.

Please note: Requests for early graduation are very unusual and require special needs/circumstances, few are granted.

Participation in Graduation Exercises

Seniors entering the eighth term with fewer than 25 credits will be allowed to participate in graduation exercises only if they have completed all graduation requirements by graduation day.

Honor Roll

All students with a grade point average of 3.000 to 3.499 are considered to be HONOR students. Those with a grade point average of 3.500 or higher are considered HIGH HONOR students. Academic honors are designated with every completed grading period and use Term 1 and Term 2 grades as the basis for the awards.

Graduation Awards

Graduation awards are based upon cumulative grade point averages. Awards will be determined using the grades at the end of the senior year. LHS reserves the right to disqualify a student on the basis of poor citizenship or conduct inconsistent with the goals and philosophy of Lutheran High. The final decision on graduation honors will be made by the administration. Graduation honors will be designated as follows:

- Summa cum laude - graduating with a cumulative GPA of 4.05 or greater
- Magna cum laude - graduating with a cumulative GPA of 4.00 or greater
- Cum laude - graduating with a cumulative GPA of 3.75 or greater
- High Honors - graduating with a cumulative GPA of 3.5 or greater
- Honors - graduating with a cumulative GPA of 3.0 or greater.

Lutheran High School Graduation Requirements

1. Students will take 4 credits per term/8 credits per year of attendance at LHS
2. Students will earn a minimum of 28 credits including those listed below

Subject	Credits
Theology (A)	4
English	4
Math	3
Science	3
Social Studies (B)	3
World Language	2
Fine Arts	1
Practical Arts (C)	1
PE/ Health (D)	2
Electives	5 No

- . 1 credit of theology is required for each year of attendance at LHS
- B. Early American or Modern American History and an American government course are required for graduation
- C. Personal Finance is required for graduation
- D. At least .5 credit must be in Health
- E. Students who complete participation in the entire season of a MSHSAA-sanctioned athletic activity at LHS while juniors or seniors can have 1 credit of the PE graduation requirement waived. However, it will be noted on their transcript.

Planning Your High School Coursework

Use this planning sheet as you prepare for formal registration via PowerSchool.

FRESHMAN YEAR

Biblical Foundations (1 credit)

Literature and
Communication (1 credit)

Conceptual Physics (1 credit)

Principles of History (1 credit)

Health/PE (1 credit)

_____ (Math - 1 credit)

_____ (Elective - 1 credit)

_____ (Elective - 1 credit)

SOPHOMORE YEAR

Biblical Narrative (1 credit)

World Literature (1 credit)

Early World Civ. or
Modern World Civ. (Social Studies - 1 credit)

_____ (Science - 1 credit)

_____ (Math - 1 credit)

_____ (Elective - 1 credit)

_____ (Elective - 1 credit)

_____ (Elective - 1 credit)

JUNIOR YEAR

Christ in the Church (1 credit)

American Literature (1 credit)

Early American or Modern American
History (1 credit)

_____ (Science - 1 credit)

_____ (Math - 1 credit)

_____ (Elective - 1 credit)

_____ (Elective - 1 credit)

_____ (Elective - 1 credit)

SENIOR YEAR

Christ in the World (1 credit)

____ American Govt. & Citizenship (1 credit)

____ Or Honors American Government

_____ (English - 1 credit)

_____ (Elective - 1 credit)

_____ (Elective - 1 credit)

_____ (Elective - 1 credit)

_____ (Elective - 1 credit)

_____ (Elective - 1 credit)

Course Offerings

DC - Dual Credit

H - Honors Class

<u>Course</u>	<u>Level</u>
English	
Introduction to Literature and Communication	9
Studies in Literature and Communication	9
World Literature	10
American Literature	11
21st Century Literature (½ Credit)	11,12
Christian Literature (½ Credit)	11,12
Creative Writing (½ Credit)	11,12
Sports Literature (½ Credit)	11,12
British Literature *DC* *H*	12
English Symposium *DC*	12
Fine Arts	
Art Fundamentals	ALL
Ceramics	ALL
Drawing	ALL
Painting	ALL
Digital Arts	ALL
Mixed Chorus	ALL
Concert Choir	Audition
Concert Band	Audition
Strings Orchestra	ALL
Theatre Arts	ALL
Explorations in Music	ALL
Music Theory *DC* *H*	12
World Language	
Spanish I	10,11,12
Spanish II	10,11,12
Spanish III *DC*	11,12
Spanish IV *DC* *H*	11,12
French I	10,11,12
French II	10,11,12
French III *DC*	11,12
French IV *DC* *H*	11,12
American Sign Language I	10,11,12
American Sign Language II	10,11,12
American Sign Language III	10,11,12
American Sign Language IV	10,11,12
World Cultures	ALL
Math	
Foundations of Algebra	9
Algebra I	9
Accelerated Algebra I	9
Principles of Geometry	9,10
Geometry	9,10
Algebra II	10,11,12
Accelerated Algebra II w/ Trig	10,11,12
Algebra III	10,11,12
Probability & Statistics *DC*	11,12
College Algebra *DC*	11,12
Pre-Calculus *DC*	11,12
Calculus I *DC* *H*	12
PE/Health	
Boys Team Sports/Health	9
Girls Team Sports/Health	9
Lifetime Fitness	10,11,12
Recreational Sports	10,11,12
Athletic Performance	10,11,12

Practical Arts

Academic Skills Seminar	ALL
Personal Finance *DC* (½ Credit)	11,12
Introduction to Business	ALL
Business Management	11,12
Sports Technology and Media	
Leadership *DC* (½ Credit)	11,12
Life Skills Seminar (½ Credit)	11,12
Publications	ALL
Introduction to Engineering Design	ALL
Principles of Engineering	ALL
Aerospace Engineering	10,11,12
Computer Science	10,11,12
Vocational Education (2 Credits per Sem.)	11,12
CAPS (3 Credits per Year)	11,12
Internship	11,12

Science

Conceptual Physics	9
Accelerated Conceptual Physics	9
Biology	10
Chemistry I	10,11,12
Accelerated Chemistry I	10,11,12
Chemistry II *DC* *H*	11,12
Astronomy	11,12
Forensics	11,12
Advanced Physics *DC**H*	11,12
Anatomy & Physiology *DC* *H*	11,12

Social Studies

Early World Civilizations	10
Modern World Civilizations	10
Early American History *DC* *H*	11
Modern American History	11
American Government & Citizenship	12
Global Issues *DC*	11,12
American Government Honors *H*	11,12
Introduction to Psychology *DC*	12

Theology

Biblical Foundations	9
Biblical Narrative	10
Christ in the Church	11
Christ in the World	12
Scripture and its Interpretation *DC* *H*	12

Learning Strategies

Academic Lab	ALL
LASE-Learning Center	ALL

Course Descriptions

Dual Credit Courses - The designation *DC* is used to designate courses which MAY be eligible for dual credit from an area college or university. Because of college-dictated standards, the list of approved courses can change from year to year.

English

Introduction to Literature and Communication

Prerequisites: By placement

This course is to be taken by recommendation and a review of entrance scores, and will focus on preparation for high-school level Communications and English classes, as well as World Language classes. Specific emphasis will be placed upon a review of grammar and mechanics skills, sentence and paragraph construction, and a basic introduction to the research paper.

Studies in Literature and Communication

Prerequisites: Gr. 9 status

Studies in Literature and Communication will focus on the growth of literary comprehension and enjoyment through the study of short-stories, non-fiction, poetry, drama, and novels. Writing will be a major component of the course, with frequent writing exercises and workshops, as well as review of basic grammar and mechanics skills.

World Literature

Prerequisite: Studies in Literature and Communication

This course will focus on the voices and stories of people throughout the world and broaden our students' understanding of the human experience. Students will study plays, novels, short stories, nonfiction, poetry, and film from across the globe in order to better understand and empathize with others from different backgrounds while learning that - despite individual experiences - humanity shares core values and fears.

American Literature

Prerequisite: Gr. 11-12 status. Required

This course focuses on American literature: how it developed and how it continues to reflect the growth of the United States. The course begins with early recordings of native Americans and Puritan writers and continues through the beginning of the 21st century. Studies will include essays, poetry, short stories, plays, and novels. Reading, various writing methods, projects, critical thinking, and evaluations will be included.

21st Century Literature

Prerequisites: Gr. 11-12 Status or 10 with teacher approval

This course seeks to explore the major themes and techniques of modern and contemporary literature around the world. Students will look at current events that influence contemporary writing and explore how, in an ever-changing world, literary art reflects those issues. Students will consider how "older" literature influences 21st Century literature and explore the commonalities as well as the differences in cultural values and aesthetics.

Creative Writing

Prerequisites: Gr. 11-12 Status or 10 with teacher approval

This course focuses on the creative side of writing and engages in self-expression rather than academic writing. Students will take what they have learned about literary elements and figurative language and apply them to their own work, practicing brainstorming, various stages of editing, and the art of constructive criticism. Students will practice writing through a variety of projects such as poetry, short story, journaling, etc.

Christian Literature

Prerequisites: Gr. 11-12 Status or 10 with teacher approval

This course covers a broadly defined range of literature that either serves or is shaped by the Christian worldview. Students will explore works shaped by Christianity, from the literary side of biblical teachings to modern works that have significant Christian undertones, and secular works that reflect Christian values.

Sports Literature

Prerequisites: Gr. 11-12 Status or 10 with teacher approval

This course will focus on common genres of literature through the lens of sports and sport as well as providing an introduction to literary criticism. Students in this course will study plays, novels, short stories, nonfiction, poetry, and film. Through the study of multiple genres with a single focus, students will hone analytical skills and draw connections in the writing and study of these works. This course will help students in the shift between broader high school English classes and the more focused and deeply analytical college courses they are preparing for.

English Symposium

DC

Prerequisite: Gr. 11-12 status

This course is designed for juniors and seniors who would like a course that offers a more intensive, collegiate-styled look at five specific areas of English instruction. The focus areas are: nonfiction, modern poetry, dystopian fiction, historical/mystery fiction, and mythology. Each area of study is reading, presentation, and discussion oriented with a writing intensive requirement for each focus area.

British Literature

DC *H*

Prerequisite: Gr. 12 status, C or better in American Literature

A senior level Honors Course. Content covers a chronological survey of English Literature from the Renaissance to the present including advanced analysis, summer reading, and a rigorous, college level workload.

Fine Arts

Art Fundamentals

Prerequisites: None

Students will be introduced to production, criticism and history of art to develop an appreciation for the visual arts. A variety of materials and techniques will be explored while developing basic skills in both two-dimensional and three-dimensional work. Emphasis is placed on learning composition and design, working in a diverse range of themes/subject matter, and creating art for personal expression.

Ceramics

Prerequisite: Art Fundamentals

Students design and build pottery using traditional hand building methods and wheel throwing. Students are expected to use their knowledge of the elements and principles of design to problem solve, as well as developing the terminology related to the clay medium.

Drawing

Prerequisite: Art Fundamentals

Students will explore a broad range of drawing techniques in both traditional and contemporary materials including sketching, formal observation and imaginary work. An emphasis is placed on technical drawing and composition while rendering a diverse range of themes/subject matter and creating art for personal expression.

Painting

Prerequisite: Art Fundamentals

Students will explore the formal and expressive application of various types of paint including acrylic, watercolor and oil paint. An emphasis is placed on technique and composition while rendering diverse subject matter. It is expected that the student has knowledge and an understanding of color theory, design, and drawing skills to aid in the development as a painter.

Digital Arts

Prerequisite: Art Fundamentals

The course will introduce techniques and theory of digital art and graphic design. Students will apply elements of art and principles of design to produce digital and printed art. Students will respond to and reflect upon digital media as an art form. Learning focus will be on photography/image manipulation, typography, vector drawing, page design, cinematography and copyright law. Students will gain firsthand experience working for a client, including concepting, idea development, presentation and production.

Mixed Chorus

Prerequisite: None May be repeated for credit.

Vocal techniques, music history and theory, sight singing and performance skills will be emphasized through a variety of choral literature. Required concert participation is included in the student's grade.

Concert Choir

Prerequisite: Placement by audition May be repeated for credit.

Open to students interested in praising God through vocal and choral music. Based on audition, students who have shown abilities and attitudes necessary to succeed in this advanced performance group will be accepted on the basis of available openings. The study of vocal techniques, music theory, sight singing and performance skills will be emphasized through a variety of choral literature. Required performance participation is included in the student's grade for the course. The group may participate in an overnight tour and a participation fee may be charged.

Concert Band/Strings Orchestra

Prerequisite: Placement by audition. May be repeated for credit.

The study of instrumental techniques, music theory, sight reading, and individual and ensemble performance skills will be emphasized through a variety of orchestral literature. Several concerts are presented each year presenting a wide array of musical styles. Required performance participation is included in the student's grade for the course. Every other year, the group will participate in an overnight tour and a tour fee will be charged.

Theatre Arts

Prerequisite: None

An overview course comprising both acting/public speaking components and technical theater. Scene study, improvisation, movement, set design and construction, costume design and construction, lighting, sound, and other technical theater skills will be explored and developed.

Explorations in Music

Prerequisite: None

Discover the driving rhythms of African drums and their connection to the rock music of today. This course will help the student critically listen to and develop an enjoyment of extraordinary music. Students will compose their own music using Garage Band in a multitude of styles while learning about the elements of music: rhythm, pitch, form, dynamics, and melody. This is not a performance class.

Music Theory

DC *H*

Prerequisite: Grade 12

The procedures of writing and analyzing music in the common practice idiom, including music notation in manuscript and with a computer, keys and scales, rhythm and meter, intervals, triads and seventh chords, figured bass, orchestral transpositions, roman numeral and lead sheet analysis, part writing and melody harmonization using triads, harmonic progressions, cadences and periods, and setting texts to music in an original composition.

World Language

Spanish I

Prerequisite: Grade 10, C or better in English

This is a course designed to introduce students to the elementary-level Spanish language. Students will learn strategies to help them acquire new vocabulary words and phrases in the target language and they will also become acquainted with several elementary grammatical structures with an emphasis on verb conjugation. Students will learn to produce complete sentences both orally and in writing.

Spanish II

Prerequisite: C or better in Spanish I

This second course builds upon the foundations established in Spanish I. Students will learn how and when to utilize more complex grammatical structures. By establishing these skills, the students will express complete thoughts both orally and in writing.

Spanish III

DC

Prerequisite: 85% or better in Spanish II or instructor approval.

Material covered is the equivalent of a first semester college course in Spanish composition and conversation. Students will continue to acquire new vocabulary words and phrases in the target language and they will learn complex grammatical structures that will later be applied in meaningful contexts.

Spanish IV

DC* *H

Prerequisite: a minimum composite score of I-1 on the AAPPL or instructor approval

Material covered is the equivalent of a second semester college course in Spanish composition and conversation. Students will strengthen their mastery of speaking, writing, listening, and reading in the target language. Students will continue to acquire new vocabulary words and phrases in the target language and they will review, produce, and apply complex grammatical structures to their usage and comprehension of Spanish.

French I

Prerequisite: Grade 10, C or better in English

This is a course designed to introduce students to the elementary-level French language. Students will learn strategies to help them acquire new vocabulary words and phrases in the target language and they will also become acquainted with several elementary grammatical structures. Students will learn to produce complete sentences both orally and in writing.

French II

Prerequisite: C or better in French I

This second course builds upon the foundations established in French I. Students will learn how and when to utilize more complex grammatical structures. By establishing these skills, the students will express complete thoughts both orally and in writing.

French III

DC

Prerequisite: 85% or better in French II

This course is a continuation of French 1 and 2. This course will focus on reading, writing, listening, speaking, and grammar skills in the French language, along with an awareness of francophone cultures. The objective is for students to achieve “intermediate-mid” proficiency (per ACTFL guidelines) by the end of the course.

French IV

DC* *H

Prerequisite: a minimum composite score of I-1 on the AAPPL or instructor approval

Material covered is the equivalent of a second semester college course in French composition and conversation. Students will strengthen their mastery of speaking, writing, listening, and reading in the target language. Students will continue to acquire new vocabulary words and phrases in the target language and they will review, produce, and apply complex grammatical structures to their usage and comprehension of French.

American Sign Language I

The student will learn sign language and develop proficiency in communicating with deaf people. Students will experience an overview of the signing process, models of signing, introduction to the skills necessary to achieve dynamic message equivalence in signing ASL to English and English to ASL. Students will focus on skills building and developing fluency in signing, plus be introduced to the topics of deaf ministry, deaf education, deaf culture, ASL history, deaf social, sign languages, and audiology.

American Sign Language II

Prerequisite: C or better in American Sign Language I

This second course builds upon the foundations established in American Sign Language I.

American Sign Language III *DC*

Prerequisite: 85% or better in American Sign Language II or instructor approval

This course builds upon the foundations established in American Sign Language II.

American Sign Language IV *DC*

Prerequisite: Completion of ASL III and Instructor approval

This course builds upon the foundations established in American Sign Language III.

World Cultures

Prerequisites: None

World Cultures is an elective course that covers a general study of diverse world cultures. Topics include cultural practices, social structures, geography, religions, arts, and languages.

Learning Strategies

Academic Lab

Prerequisite: Inclusion in 504 Plan or IEP.

Students will work one on one or in small groups with the resource teacher. The purpose of this class is to provide a supportive atmosphere and encourage students towards self-advocacy.

Math

Foundations of Algebra

Prerequisites: By placement

Foundations of Algebra is designed to introduce and involve the student in the concepts of Algebra. Students will learn the language of algebra and use it to describe numbers and the relationships between them. Strategies leading to a successful approach to solving any problem will be stressed.

Algebra I

By placement or successful completion of Foundations of Algebra

Algebra I includes a review of types of numbers, sets fundamentals, properties and basic operations. It also involves the study of solutions, of linear quadratic equations and inequalities, exponents, polynomials, factoring and radicals. Emphasis is placed on problem solving techniques.

Accelerated Algebra I

Prerequisites: By placement

Accelerated Algebra I is designed for the student who has taken a full year of Algebra but would benefit from a review of topics before taking Geometry. Topics to be covered include: slopes and lines, exponents and powers, quadratic equations and square roots, polynomials, linear systems, factoring and functions. Strategies leading to a successful approach to solving any problem will be stressed.

Principles of Geometry

Prerequisites: By placement

To be offered on an "as needed" basis for students who are not ready for Geometry. This class would serve as an introduction to geometry, while also reviewing concepts from Algebra I.

Geometry

Prerequisite: C or better in Algebra I or Adv. Algebra 1

A course involving the study of congruency, proofs (direct and indirect, formal and informal), similar figures, area, volume, construction, scale drawings and models, and Pythagorean theorem, a brief introduction to trigonometry and other topics with emphasis on reasoning and logic as the means of solving problems.

Algebra II

Prerequisite: C or better in Geometry

This course allows students the opportunity to build on topics of Algebra I and Geometry. Students will learn problem solving using skills developed in the following areas: factoring, solving equations, inequalities, irrational and complex numbers, polynomial functions, rational expressions, logarithmic functions and basic statistics.

Accelerated Algebra II with Trigonometry

Prerequisite: C or better in Geometry

This course emphasizes problem solving using skills developed in the following areas: factoring, solving equations, inequalities, irrational and complex numbers, polynomial functions, rational expressions, conic sections, exponential and logarithmic functions, triangle trigonometry and its applications. This course is designed for students planning to take Pre-Calculus and Calculus.

Probability and Statistics

DC

Prerequisite: C or better in Algebra II or Accelerated Algebra II

This course is an exploration into the basic concepts of probability and statistics emphasizing measures of central tendency, the normal curve and the probability of compound events. It will provide a foundation for further studies in statistics and future work in a variety of careers. Designed for the business or general studies college student.

College Algebra

DC

Prerequisite: B or higher in either Algebra II or Accelerated Algebra II (or counselor approval)

This Dual Credit course is a detailed study of functions and their graphs. Topics covered include linear and quadratic equations, inequalities, polynomial and rational functions, exponential and logarithmic equations and systems of equations

Algebra III

Prerequisite: Algebra II or Accelerated Algebra II

This course will enhance the higher level thinking skills developed in Algebra II through a more in-depth study of those concepts and exploration of some pre-calculus concepts. Students will be challenged to increase their understanding of algebraic, graphical, and numerical methods to analyze, translate, and solve quadratic, polynomial, rational, exponential, and logarithmic functions and/or relations. Modeling real world situations is an important part of the class.

Pre-Calculus

DC *H*

Prerequisite: B or better in Acc. Algebra II/Trig.

This is a pre-calculus course designed for college bound juniors and seniors who are considering further study in math or science. This course covers functions, graphing, conic sections, advanced trigonometry, sequences, series, limits and an introduction to calculus. This course will help the student make the transition from high school to college mathematics.

Calculus 1

DC *H*

Prerequisite: B or higher in Pre-Calculus or instructor permission

This is an AP class designed to establish a foundation in calculus for college-bound students. Topics covered include: limits, the derived function (derivative), the integral, and applications of the derivative and the integral. All students are expected to have their own graphing calculator. Students should expect a college-level assignment load.

Physical Education

Boys Team Sports/Health, Girls Team Sports/Health

Required Grade 9

This course aims to give the student a thorough knowledge of team sports and physical fitness. Team sports units will consist of presentations and practice of individual skills through drills and activities, and discussion of rules and strategy through game play. The Health portion of the course is intended to give the student a thorough knowledge of the human body and the factors that affect it mentally, physically, socially, and spiritually.

Lifetime Fitness

Prerequisites: Grade 10,11,12 May be repeated for credit but may only be taken one time each year.

This course aims to help students develop an appreciation of being fit for life. Focus will be on improving personal fitness through various walking activities, including, but not limited to: power walking and hiking. Emphasis will be placed on monitoring activity on a daily, weekly, and monthly basis. Students will develop a fitness plan and goals which will include elements of physical fitness, nutrition, healthy sleep patterns, and stress reduction. This course will also have an introduction to weight training and core. Students will learn knowledge, skills and effective experiences in body development. Weight training and fitness helps students gain and maintain physical conditioning to prevent injury and increase performance in other areas of physical activity. Finally this course will emphasize the importance of stretching exercises through yoga.

Recreational Sports

Prerequisites: Grade 10,11,12 May be repeated for credit but may only be taken one time each year.

This course aims to give the student a general knowledge and appreciation of recreational team, individual sports, and physical fitness. Recreational team sports may include flag football, soccer, volleyball, floor hockey, kickball, pillow polo, dodgeball, kickball, and basketball. Individual recreational activities may include badminton, tennis, pickleball, yoga, cornhole, and archery. The carry-over values of these various fitness activities will be emphasized so that the student will consider the value of being “fit for life”.

Athletic Performance

Prerequisites: Grade 10,11,12. May be repeated for credit but may only be taken one time each year.

This course is a hands-on training program for all students who desire a basic knowledge of strength and conditioning toward becoming a well-rounded athlete. The material provided is a systematic approach towards creating a safe atmosphere that allows each individual to maximize their full fitness potential, and to develop an appreciation for athletic performance at a high level. This course is geared for athletes that want to improve in their sport. Emphasis for this class will be spending time in the weight room.

Practical Arts

Academic Skills Seminar

Prerequisite: Grade 9

Academic Skills is intended to provide students with experiences and skill development in academic topics to better prepare them for high school. These include: study skills, utilizing the learning management system, goal setting, word processing, public speaking, and fostering positive academic relationships.

Introduction to Business

Prerequisite: None

This course introduces students to a variety of topics in the field of business, including basic economic concepts, international business, business operations, and entrepreneurship. Students will also explore their roles as effective consumers, business owners, and workers by learning basic job search and financial management skills and improving their communication skills. This course builds a foundation for further studies in business and helps students develop the business knowledge and skills they will need in their everyday lives.

Business Management

Prerequisites: Grade 11 or 12

This course is designed to help students develop an understanding of skills and resources needed to manage a business. Topics covered include characteristics of effective leaders, management functions, elements of marketing, financial analysis, human resource management, and communication skills. As a class, students will also manage and operate an actual business. This class is highly recommended for students who wish to explore business as a career possibility.

Personal Finance

Prerequisite: Grade 11 or 12 or Department Approval. Required for Graduation

Personal Finance gives students the fundamental knowledge they need to better manage their own finances both now and in the future. In this class, students will explore practical topics such as money, banking, investments, credit, taxes, and insurance. Students will learn to make informed decisions as they complete simulated activities in money management.

Sports Technology and Media

Prerequisite: None

This course explores the dynamic world of sports media, equipping students with the skills to thrive in various roles, from sports journalism to broadcasting and digital content creation, while also examining the ethical and societal implications of sports coverage. The class integrates theoretical and practical learning, with real world media production experiences, preparing students for future opportunities in sports media and technology.

Leadership

Prerequisite: Grade 11 or 12

This course provides an examination of historical and contemporary models of leadership, skills of effective leadership, and the responsibilities and privileges of leadership. Students will learn to function effectively in group settings and build an awareness of leadership issues facing our communities and society. As part of the course, students will be required to join and be actively involved in a non-athletic school club or organization.

Life Skills Seminar

Prerequisite: Grade 11 or 12

This course is intended to provide students with experiences and skill development in life topics to better prepare them for adulthood. These include: college and career readiness, independent living, relationships, child and family development, retirement planning.

Publications

Prerequisite: Permission of instructor.

This course emphasizes the areas of writing, photography, and graphic design that focus on the nonfiction communication found in yearbooks and magazine style writing. The primary objective of the course is to design, develop, and publish the school yearbook. Students will sharpen skills in informational writing and peer editing. They will develop skills in journalistic design, computer layout, photography, and marketing. Course may be repeated for credit.

Introduction to Engineering Design (IED)

Perquisite: C or better in Algebra 1, or instructor permission

Students explore an engineering design process, applying math science and engineering standards to hands-on projects documented in an Engineering notebook. Students work individually and in teams using professional grade 3D modeling software. Projects move from concepts to real hardware solutions using 3D printing, CNC carving, manufacturing processes, and shop skills. Students apply professional-grade systems and software prominent in universities and industry today. This is the first class in the Project Lead the Way high school engineering program.

Principles of Engineering (POE)

Prerequisite: C or better in Geometry, or currently enrolled in Geometry, or instructor permission; and C or better in Introduction to Engineering Design

POE exposes students to concepts that they will encounter in a postsecondary engineering program. Students explore a broad range of engineering topics, including mechanisms, strength of materials and structures, automation, thermodynamics, hydromechanics, energy, and kinematics. The course applies and concurrently develops secondary level knowledge and skills in mathematics, science, and technology. This is a second-level class in the Project Lead the Way high school engineering program.

Aerospace Engineering (AE)

Prerequisite: C or better in Geometry, or currently enrolled in Geometry and/or instructor permission; and C or better in Introduction to Engineering Design

Students explore the physics of flight and apply their learning to hands-on projects like designing and testing a glider, an airfoil, propulsion system, a rocket, a wind turbine, and parachutes. Students simulate exploring a planet, including creating a map of the terrain with a model satellite and using the map to execute a mission using an autonomous robot. This is a second-level class in the Project Lead the Way high school engineering program.

Computer Science

Prerequisite: Completion of Introduction to Engineering Design and Algebra II

Computer Science introduces students to software engineering and object-oriented programming and design using the Java programming language. This curriculum covers a broad range of topics, including the design of solutions to problems, the use of data structures to organize large sets of data, the development and implementation of algorithms to process data and discover new information, the analysis of potential solutions, and the ethical and social implications of computing systems.

Vocational Education

Prerequisites: Set by the L&C Program

Lewis and Clark Career Center: Available Courses

All courses taken at the Lewis and Clark Career Center are listed on the Lutheran High School transcript as "Vocational Education" classes so they do not carry individual course numbers. For more information about each of these areas of study, please see the Lewis & Clark Career Center website at www.lewisclarkcc.org

Computer Maintenance & Networking

Computer Software Development

Early Childhood Careers

Health Occupations

Health Related Occupations

Precision Manufacturing Technology

Combination Welding

Brick & Stone Masonry

Building Trades-Carpentry

Electrical Trades

Heating, Ventilation, & Air Conditioning (HVAC)

Auto Collision Repair

Auto Service Technology

Power Equipment Technology

Applied Retail and Business Skills

Early Childhood

CAPS

Prerequisites: Set by the CAPS Program

St. Charles County CAPS Program: Available Courses

All courses taken through the CAPS program are listed on the Lutheran High School transcripts as CAPS followed by the course. For more information visit the CAPS website at

<https://stcharlescountycaps.yourcapsnetwork.org/>

Healthcare

Global Business/Entrepreneurship

Technology Solutions (IT and Creative Media)

Internship

Prerequisites: Grade 11 or 12 and cumulative GPA of 2.5

Students gain hands-on experience by working with an individual or company within their desired career field. Students will be required to seek out these opportunities. Student Services can support students in finding these opportunities. There is an application process and deadline set forth by Student Services in order to be given permission to include an internship in their course selection.

Science

Conceptual Physics

Prerequisite: Concurrent enrollment in Algebra I

Conceptual physics is a laboratory science course with an emphasis on interpreting, organizing, and communicating data; and developing a conceptual understanding of physics language. This course requires less mathematical rigor than the accelerated conceptual physics course; however, it does involve the application of algebraic skills to solving word problems. Topics covered include:

- Scientific experimentation and organization: metric unit conversions, graphing and interpreting data, units and dimensions
- Physics topics: linear motion, Newton's laws, momentum and impulse, energy and work, sound and waves.

Accelerated Conceptual Physics

Prerequisite: Algebra I

Accelerated conceptual physics is a laboratory science course with an emphasis on interpreting, organizing, and communicating data; and developing a conceptual understanding of physics language. This course has a greater emphasis on integration of algebraic content than the regular conceptual physics course; and it requires more extensive laboratory work and a deeper exploration of topics than regular Conceptual Physics. Topics covered include:

- Scientific experimentation and organization: scientific notation, dimensional analysis, metric unit conversions, graphing and interpreting data, units and dimensions.
- Physics topics: linear motion, Newton's laws, momentum and impulse, energy and work, sound and waves, light and color.

Biology

Prerequisite: Grade 10 or school approval

The Biology course is required at Lutheran High. This course allows the student to examine, survey, and understand the magnitude and complexity of God's creation – His creation of each person as well as their surroundings. Topics include: cell development, levels of organization, genetics, botany, invertebrates, vertebrates, ecology, and human biology. The course gives students an understanding of life systems.

Astronomy

Prerequisite: Biology

Astronomy is designed to provide students with an overview of the physical laws governing celestial bodies and their motion. Topics include history of astronomy, motion of the earth and moon, origin of the universe as seen from both secular and Christian views, light and stars, telescopes, comets, asteroids, and meteorites.

Chemistry I

Prerequisite: C or better in Biology, concurrent or past enrollment in Algebra 2.

Provides the student with knowledge of the fundamental principles of chemistry with an emphasis on the scientific method, matter and measurements, states of matter, atomic structure, chemical periodicity, chemical bonding, chemical reactions, the mole, and stoichiometry. Throughout the course, students will learn proper laboratory procedures emphasizing proper techniques following safety protocols.

Accelerated Chemistry I

Prerequisite: C or better in Conceptual Physics, Biology, and Algebra I and concurrent or past enrollment in Algebra 2

Accelerated General Chemistry is an intensive course designed for high school students seeking a fast-paced and comprehensive introduction to the principles of chemistry. This course covers foundational topics including atomic structure, the periodic table, chemical bonding, stoichiometry, states of matter, thermochemistry, and chemical reactions. Students will also explore real-world applications of chemistry in areas such as energy, environmental science, and technology. The accelerated format challenges students to engage with material at a rapid pace, developing critical thinking and problem-solving skills through hands-on laboratory experiments, collaborative projects, and in-depth analysis. This course is ideal for students who are academically motivated and prepared to manage the demands of a rigorous curriculum. It provides an excellent foundation for advanced chemistry studies and STEM pathways, equipping students with the skills and knowledge to excel in future scientific endeavors.

Forensics

Prerequisite: Chemistry I

This course introduces students to the field of forensic science. Forensic science is a multidisciplinary course that includes biology, chemistry, and physics concepts. This course will emphasize the analysis of physical and biological evidence including fingerprints, impressions, bloodstain pattern analysis, DNA, fibers, hair, and more. By stepping into the role of a forensic scientist the student will apply a variety of scientific strategies and skills.

Chemistry II

DC *H*

Prerequisite: B or better in Chemistry I and Algebra II

Provides the student with knowledge of the fundamental principles of chemistry with an emphasis on mixtures and solutions, gasses, energy and chemical change, reaction rates, equilibrium, acids and bases, redox reactions, hydrocarbons, biochemistry, and nuclear chemistry. This course is designed for the serious chemistry student who is willing to build on the concepts learned in Chemistry I. Students will employ their critical thinking skills in scenario and inquiry-based laboratory activities.

Advanced Physics.

DC *H*

Prerequisite: B or better in Algebra II or Accel. Algebra II.

A study of the relationship between energy and matter with emphasis on problem solving involving mathematical principles. Mechanics and sound are studied and supported with laboratory work.

Anatomy & Physiology

DC *H*

Prerequisite: B or better in Biology and B or better in Chemistry or instructor permission.

The Anatomy & Physiology course builds on the foundations students acquired in Biology and Chemistry and applies them to the human body. The class covers several body systems as the students will be required to learn the different parts of those systems (Anatomy), and the operation of the systems (Physiology).

Social Studies

Early World Civilizations

Prerequisite: None

This course surveys the early development of societies, through the beginnings of agricultural practices, to the Renaissance and Reformation. Students will analyze the political, social, and economic changes of various peoples in Europe, Africa, and Asia. Through this exploration of major historical themes and the utilization of geographic skills, students will understand how the world becomes increasingly more interconnected, due to new technologies and more expansive trade routes.

Modern World Civilizations

Prerequisite: Grade 10

This course surveys a vast period of world history, from the origins of the transatlantic slave trade and the contests for the Americas, through the fall of monarchies and empires of Europe, to the spread of democracy and communism throughout the globe. Students will explore major historical themes and examine the various peoples, ideas, ecological forces, and technologies that traversed and transformed the modern world.

Early American History

DC* *H

Prerequisite: Grade 11

Revolution to Reconstruction: The First Half of the U.S. Survey

This course surveys the founding of the United States from the French and Indian War through the collapse of federal reconstruction after the American Civil War. During this period, the United States grew exponentially both in its population and territory. Americans also faced difficult questions about how to effectively govern the nation and waged a bloody war over the question at the core of the class: “what does it mean to be an American?” Students will explore major historical themes and examine the various peoples, ideas, ecological forces, and technologies that shaped the country during these years. This course also emphasizes the development of critical reasoning and writing skills through regular engagement with primary and secondary sources, Socratic discussions, and argumentative writing assignments.

Modern America History

Prerequisite: Grade 11

The Second Half of the U.S. Survey. This course surveys the United States’ ascent as a global superpower through the twentieth century and beyond. During this period, the United States expanded its influence abroad, staved off economic collapse, and waged wars across the globe. At home, Americans wrestled with inequality, cultural revolutions, and the rise of terrorism. Students will explore major historical themes and examine the various peoples, ideas, ecological forces, and technologies that shaped the country during these years. This course also emphasizes the development of critical reasoning and writing skills through regular engagement with primary and secondary sources, Socratic discussions, and argumentative writing assignments.

American Govt and Citizenship

Prerequisite: Grade 12; Required for Graduation.

The students will study the history and structure of the American government with an emphasis on the U.S. Constitution and Missouri Constitution. Students will study the three branches of representative government and the importance of civic participation at all levels. Students must pass this class or the Honors Government course to graduate from high school.

Honors American Government

H

Prerequisite: Successful completion of Early American or Modern American History AND World Civilizations I or II. Can be used to meet the American Government graduation requirement.

This course is the study of seven countries and the general concepts used to interpret the political relationships found in national politics. Students should expect a college-level assignment load. This class may be used for the required Government class.

Introduction to Psychology

DC

Prerequisite: Grade 11 or 12

Introduction to the systematic and scientific study of behavior and psychology of humans. Modern and historical approaches to psychology are covered. Studying human behavior from a Christian and scientific approach is emphasized.

Global Issues

DC

Prerequisite: Successful completion of Early American or Modern American History and either World Civilizations I or II

This course explores the contemporary domestic and international issues which dominate the news cycle. Throughout the course, students will read widely on a variety of current events topics, then apply their existing historical knowledge to evaluate competing interpretations of these moments, taking care to assess authors' qualifications and biases, the evidence they marshal, and the merits of their conclusions. During regular Socratic seminars, students will defend their opinions on the different issues from a Christian perspective.

Theology

Biblical Foundations

Prerequisite: None

This course is devoted to studying the foundational principles of theology in the Torah and the Gospels and introduces the student to the life of a Christian student at LHS (the Cougar Way). Students will learn to use the Lutheran Study Bible tools and apply basic hermeneutics as they explore the interrelationship between the Old and New Testament. Students will study Biblical themes and typologies in all of Scripture to show the entire Bible is about Jesus. Students will learn to apply scripture to devotional practices, worship, and service.

Biblical Narrative

Prerequisite: Biblical Foundations

This course will give the student an overview of the Biblical narrative of the Bible. Special emphasis will be placed on the history of the people of God from the development of the Kingdom of Israel and Prophets in the Old Testament through the beginnings of Christianity in the 1st century in the Gospel of Luke and Acts.

Christ in Church

Prerequisite: Biblical Foundations and Biblical Narrative

This course will focus on the nature and life of God's people (the church) as gathered by faith in Jesus Christ. The following foundational questions will be addressed and explored: Who is God? Who are we? How do we know this? What does God do in response? How do we live? In response to these questions, the course will utilize a deeper exploration of the Epistles, 6 chief parts, church history, comparative Christian denomination study, and Christian dialogue with contemporary issues. Each component will provide further insight to what it means for the church to be the body of Christ in the world.

Christ in the World

Prerequisite: Christ in Church

This course is devoted to equipping students to engage their culture with the gospel of Jesus Christ. Emphases will include understanding the various worldviews of our unbelieving neighbors, sharing the gospel in a meaningful way with them, and giving a defense for the hope we have within us. The first half of the class will be a survey of the world's major non-Christian worldviews, religions, cults, and the occult. The second half of the course is an introduction to Christian Apologetics. Students will continue to develop use of hermeneutical principles from prior courses as they study the writings of John in his Gospel, Epistles, and book of Revelation.

Scripture and its Interpretation: A Global Introduction to the Bible

DC *H*

Prerequisite: 2 Theology credits, American Literature (or English Dept. approval), Gr. 11 or 12 status.

Concise introduces the Old and New Testaments and related topics and examines a variety of historical and contemporary interpretive approaches, including Lutheran perspectives from African, African-American, Asian, and Hispanic communities.

Department Progression Charts

English	
<i>4 credits required for graduation - highlighted courses are required as 3 of the 4 credits</i>	
Introduction to Literature and Communication	By placement - Grade 9
Studies in Literature and Communication	Grade 9
World Literature	Grade 10
American Literature	Grade 11 or 12
<i>In addition to the highlighted courses above students should choose at least one of the following courses to fulfill graduation requirements.</i>	
English Symposium	Grade 12
Senior Honors British Literature	Grade 12
<i>Two of the following may also be taken to fulfill an English credit. Courses are each a half credit.</i>	
21st Century Literature	Grade 11 or 12
Christian Literature	Grade 11 or 12
Creative Writing	Grade 11 or 12
Sports Literature	Grade 11 or 12

Science	
<i>3 credits required for graduation - highlighted courses are required as 2 of the 3 credits</i>	
Conceptual Physics*	Grade 9
Biology	Grade 10
<i>In addition to the highlighted courses above students should choose at least one of the following courses to fulfill graduation requirements.</i>	
Chemistry I	B or better in Biology and Algebra II
Astronomy	Must have passed Biology to enroll
<i>The following may be taken as a Science Elective.</i>	
Chemistry II (Honors/Dual Credit)	B or better in Chemistry I and Algebra II
Anatomy and Physiology (Honors/DC)	B or better in Biology and Chemistry
Advanced Physics (Honors/DC)	B or better in Algebra II

*Not always applicable to transfer students.

Mathematics	
<i>3 credits required for graduation that are Algebra I or higher</i>	
Foundations of Algebra	By Placement: Grade 9
<i>One of the following:</i>	
Algebra I	Grade 9
Accelerated Algebra I	By Placement: Grade 9
<i>After completion of Algebra with a C or better a student should move onto one of the following:</i>	
Foundations of Geometry	By placement: Grade 10
Geometry	Grade 10
<i>One of the following after completion of Geometry with a C or better:</i>	
Algebra II	
Accelerated Algebra II with Trigonometry	
<i>The following may be taken to earn additional math credits.</i>	
Algebra III	
College Algebra (Dual Credit)	B or better in Algebra II
Probability and Statistics (Dual Credit)	C or better in Algebra II
<i>The following progression may be followed after the completion of Accelerated Algebra II with Trig. or Algebra III with a B or better.</i>	
Pre-Calculus (Honors/Dual Credit)	
Calculus (Honors/Dual Credit)	B or better in Pre-Calculus
Calculus II (Honors/Dual Credit)	

Social Studies	
<i>3 credits required including an American History and Government course.</i>	
<i>One of the following</i>	
Early World Civilizations	Grade 10
Modern World Civilizations	Grade 10
<i>One of the following required</i>	
Early American History *H*	Grade 11
Modern American History	Grade 11
<i>One of the following required</i>	
American Government and Citizenship	Grade 12
Honors Government	Grade 11 or 12
<i>The following may be taken as a Social Studies Elective.</i>	
World Civilization course you did not take previously	
American History course you did not take previously	
Introduction to Psychology	Grade 12
Global Issues	Grade 12

LHS Course Pathways

****courses for specific pathways are **italicized/bold**.*

Course pathways are designed by the office of Student Services to guide students towards courses that will both expose and prepare them to begin higher education studies in a particular field. It is not necessary to take every suggested course in order to become exposed and prepared. These are only to serve as a guide. Students can switch pathways at any point during their time at LHS. Students can also work with student services to develop pathways that allow for exploration of more than one career path.

Students who do not have direction towards a specific pathway should take the “Career Cluster Inventory” assessment through their Missouri Connections profile or log into their SCOIR account to take their aptitude tests.

Missouri Connections login page: <https://portal.missouriconnections.org/>

Use the following username and password to login and then you will go through the process of creating your profile.

Username: LHS

Password: 2viewmoc

SCOIR - The SCOIR College Network website: <https://www.scoir.com/>

Students will receive an invitation to create an account at the beginning of their freshmen year. Please contact student services if you are unable to create your account.

Education pathway

Freshman Year	
Biblical Foundations	1 Credit
Studies in Literature and Communication	1 Credit
Conceptual Physics	1 Credit
Early World Civilization	1 Credit
Health/PE	1 Credit
	Math Credit
World Cultures	1 Credit
	Fine Arts Credit

Sophomore Year	
Biblical Narrative	1 Credit
World Literature	1 Credit
Modern World Civilization	1 Credit
Biology	1 Credit
	Math Credit
	World Language Credit
	World Language Credit
	Elective Credit

Junior Year	
Christ in the Church	1 Credit
American Literature	1 Credit
Early American or Modern American History	1 Credit
Personal Finance	½ Credit
	Science Credit
	Math Credit
Introduction to Education Online	1 Credit
Life Skills or Leadership	½ Credit
	Elective Credit

Senior Year	
Christ in the World	1 Credit
American Government	1 Credit
	English Credit
Internship or Lewis and Clark	1 Credit
Internship or Lewis and Clark	1 Credit
Elective or Lewis and Clark	1 Credit
Elective or Lewis and Clark	1 Credit
	Elective Credit

** Students should use one of their electives either sophomore, junior or senior year to fulfill their 2nd PE credit requirement.*

Introduction to Education - Dual Credit Online Course

St. Charles Community College: EDU 101 Introduction to Teacher Education (1 college credit)

Introduction to the field of education. Gain experience in presenting lessons to a P-12 classroom, including the realities of day-to-day teacher preparation including state standards for teacher candidates and P-12 students, lesson plan development, and educational policy, as well as degree and certification requirements in Missouri. To successfully complete EDU 101, students must pay for and pass a criminal background screening (prior to entering P-12 schools), join the state and local chapter of MSTA, and complete five hours of observation/field experience work in a P-12 classroom. ***please note semester availability is subject to change.

Concordia University Wisconsin: ED 102 Foundations of Education, (3 college credits)

ED 102 Foundations of Education is a critical examination of the forces that have shaped formal and informal education, especially as they affect American urban education. Historical, philosophic, scientific, and social foundations are related to contemporary issues. This is an introduction to the teaching profession.

Technology is integrated throughout this course. ***please note semester availability is subject to change.

Teaching Internship - 2 credits maximum

Students gain hands-on experience by being paired with an association Lutheran school. Students will be required to seek out a teacher within the school to act as their class intern. Students will be expected to provide their own transportation to and from their cooperating site.

Education and Training - Lewis and Clark

This course will prepare students for entry level employment in the field of early childhood education, while providing the foundations for study in higher education programs that lead to certification in early childhood or elementary education. Students will gain the leadership, employment, and communication skills necessary for success in Early Childhood Education Careers.

Over the course of the program students will explore career opportunities and identify personal traits needed for success in careers working with young children. They will be given opportunities to work directly with children ranging in age from birth to age 8 in various childcare and elementary school settings. Students will earn certification in infant, child, and adult First Aid/CPR. In addition, students will earn a Missouri state certificate for the Infant Safe Sleep Course. Students completing this program will be able to describe typical child development, demonstrate knowledge of creating safe and healthy learning environments, and be competent in lesson planning and implementation. Students will practice appropriate behavior management techniques, and will learn about nutritional guidelines, state licensing expectations, and the legal and ethical responsibilities of child care workers and/or classroom teachers.

Students who have met all requirements and attended two years of the program will be eligible to test for the CDA (Child Development Associate) credential upon graduation.

Engineering/computer science pathway

Freshman Year	
Biblical Foundations	1 Credit
Studies in Literature and Communication	1 Credit
Conceptual Physics	1 Credit
Early World Civilization	1 Credit
Health/PE	1 Credit
Acc. Algebra Preferred	1 Credit
Introduction to Engineering	1 Credit
	Fine Arts Credit

Sophomore Year	
Biblical Narrative	1 Credit
World Literature	1 Credit
Modern World Civilization	1 Credit
Biology	1 Credit
Geometry	1 Credit
	World Language Credit
	World Language Credit
Acc. Algebra II	1 Credit

Junior Year	
Christ in the Church	1 Credit
American Literature	1 Credit
Early American or Modern American History	1 Credit
Personal Finance	½ Credit
Life Skills or Leadership	½ Credit
Pre-Calculus	1 Credit
Principles of Engineering	1 Credit
Chemistry I	1 Credit
Aerospace Engineering	1 Credit

Senior Year	
Christ in the World	1 Credit
American Government	1 Credit
	English Credit
Digital Electronics	1 Credit
Calculus	1 Credit
Advanced Physics	1 Credit
Chemistry II	1 Credit
Internship	1 Credit

** Students should use one of their electives either sophomore, junior or senior year to fulfill their 2nd PE credit requirement.*

Internship I

Students gain hands-on experience by working with an engineering company each day. Students will be required to seek out their own internship. Student's must apply for an internship prior to course selections in order for LHS to approve the opportunity as a valuable learning experience. Students will be expected to provide their own transportation to and from their cooperating site.

Health field pathway

Freshman Year	
Biblical Foundations	1 Credit
Studies in Literature and Communication	1 Credit
Conceptual Physics	1 Credit
Early World Civilization	1 Credit
Health/PE	1 Credit
	Math Credit
	Fine Arts Credit
	Elective Credit

Sophomore Year	
Biblical Narrative	1 Credit
World Literature	1 Credit
Modern World Civilization	1 Credit
Biology	1 Credit
Geometry	1 Credit
	World Language Credit
	World Language Credit
Acc. Algebra II	1 Credit

Junior Year	
Christ in the Church	1 Credit
American Literature	1 Credit
Early American or Modern American History	1 Credit
Personal Finance	½ Credit
Life Skill or Leadership	½ Credit
Pre-Calculus	1 Credit
Chemistry I	1 Credit
	Elective Credit
	Elective Credit

Senior Year	
Christ in the World	1 Credit
American Government	1 Credit
	English Credit
CAPS or Internship	1 Credit
CAPS or Internship	1 Credit
CAPS or Chem II	1 Credit
CAPS or Forensics	1 Credit
Introduction to Psychology	1 Credit

** Students should use one of their electives either sophomore, junior or senior year to fulfill their 2nd PE credit requirement.*

St. Charles County CAPS Program

<https://stcharlescountycaps.yourcapsnetwork.org/course/medicine-healthcare/>

Center for Advanced Professional Studies (CAPS) was created to immerse St. Charles County high school students in professional environments. Students will engage in the team approach of healthcare at hospitals and/or healthcare facilities, giving students actual experience with health practitioners. Students will have the opportunity to learn about a variety of careers in the medical field, from medical practitioner to hospital administrator. Students will participate in medical training and clinical presentations prior to participating in clinical observational rotation assignments.

Lewis and Clark Health Sciences

<https://mo01910164.schoolwires.net/domain/143>

Lewis and Clark Regional Career Center in St. Charles offers vocational classes to all students who live in St. Charles County. These are accredited one and two-year courses in a variety of subjects. All classes meet three hours a day and students receive four credits per year of practical arts/elective credit for each course passed. Course credits are accepted by LHS and applied toward graduation requirements.

The Health/Health Related Occupations course offer learning experiences for juniors and seniors in high school designed to create or further stimulate their interest in the many career opportunities available in the health field. This course is designed to be challenging and meet the needs of all learning styles. The student will learn beginning skills and the basic procedures needed for an entry level job and a sound basis for continuing their education in the medical field.

Seminary pathway

Freshman Year	
Biblical Foundations	1 Credit
Studies in Literature and Communication	1 Credit
Conceptual Physics	1 Credit
Early World Civilization	1 Credit
Health/PE	1 Credit
	Math Credit
World Cultures	1 Credit
	Fine Arts Credit

Sophomore Year	
Biblical Narrative	1 Credit
World Literature	1 Credit
Modern World Civilization	1 Credit
Biology	1 Credit
Geometry	1 Credit
	World Language Credit
	World Language Credit
	Elective Credit

Junior Year	
Christ in the Church	1 Credit
American Literature	1 Credit
Early American or Modern American History	1 Credit
Personal Finance	½ Credit
Christian Literature	½ Credit
Spiritual Life Aid	1 Credit
	Math Credit
	Science Credit
	Elective Credit

Senior Year	
Christ in the World	1 Credit
American Government	1 Credit
	English Credit
DCE/Pastor Internship	1 Credit
DCE/Pastor Internship	1 Credit
Scripture & Its Interpretation	1 Credit
Chapel Aide	1 Credit
Introduction to Psychology	1 Credit

** Students should use one of their electives either sophomore, junior or senior year to fulfil their 2nd PE credit requirement.*

Internship I

Students gain hands-on experience by working with a DCE or Pastor each day. Students will be required to seek out their own internship. Student's must apply for an internship prior to course selections in order for LHS to approve the opportunity as a valuable learning experience. Students will be expected to provide their own transportation to and from their cooperating site.

Online Religion Course

A list of courses we recommend can be found through this link:

<https://www.cuw.edu/admissions/undergraduate-admissions/high-school-students/pre-college.htm>

Music pathway

Freshman Year	
Biblical Foundations	1 Credit
Studies in Literature and Communication	1 Credit
Conceptual Physics	1 Credit
Early World Civilization	1 Credit
Health/PE	1 Credit
	Math Credit
Music Class	1 Credit
	Elective Credit

Sophomore Year	
Biblical Narrative	1 Credit
World Literature	1 Credit
Modern World Civilization	1 Credit
Biology	1 Credit
Geometry	1 Credit
	World Language Credit
	World Language Credit
Music Class	1 Credit

Junior Year	
Christ in the Church	1 Credit
American Literature	1 Credit
Early American or Modern American History	1 Credit
Personal Finance	½ Credit
Life Skill or/Leadership	½ Credit
	Math Credit
	Science Credit
Music Class	1 Credit
Music Mentor	1 Credit

Senior Year	
Christ in the World	1 Credit
American Government	1 Credit
	English Credit
Church Music Internship	1 Credit
Church Music Internship	1 Credit
Music Class	1 Credit
	Elective Credit
	Elective Credit

Music Class Choices: Mixed Chorus; Concert Choir; Concert Band; Strings Orchestra

** Students should use one of their electives either sophomore, junior or senior year to fulfill their 2nd PE credit requirement.*

Internship I

Students gain hands-on experience by working with a church each day. Students will be required to seek out their own internship. Student's must apply for an internship prior to course selections in order for LHS to approve the opportunity as a valuable learning experience. Students will be expected to provide their own transportation to and from their cooperating site.

Physical/Digital arts pathway

Freshman Year	
Biblical Foundations	1 Credit
Studies in Literature and Communication	1 Credit
Conceptual Physics	1 Credit
Early World Civilization	1 Credit
Health/PE	1 Credit
	Math Credit
Art Fundamentals	1 Credit
	Elective Credit

Sophomore Year	
Biblical Narrative	1 Credit
World Literature	1 Credit
Modern World Civilization	1 Credit
Biology	1 Credit
Geometry	1 Credit
	World Language Credit
	World Language Credit
Drawing	1 Credit

Junior Year	
Christ in the Church	1 Credit
American Literature	1 Credit
Early American or Modern American History	1 Credit
Personal Finance	½ Credit
Life Skill or/Leadership	½ Credit
Painting	1 Credit
Digital Arts	1 Credit
	Science Credit
	Math Credit

Senior Year	
Christ in the World	1 Credit
American Government	1 Credit
	English Credit
	Math Credit
Ceramics	1 Credit
3D Art	1 Credit
Art Independent Study	1 Credit
Communications Aide	Elective Credit

** Students should use one of their electives either sophomore, junior or senior year to fulfill their 2nd PE credit requirement.*

Internship I

Students gain hands-on experience by working with a company each day. Students will be required to seek out their own internship. Student's must apply for an internship prior to course selections in order for LHS to approve the opportunity as a valuable learning experience. Students will be expected to provide their own transportation to and from their cooperating site.

Business pathway

Freshman Year	
Biblical Foundations	1 Credit
Studies in Literature and Communication	1 Credit
Conceptual Physics	1 Credit
Early World Civilization	1 Credit
Health/PE	1 Credit
	Math Credit
Introduction to Business	1 Credit
Art Fundamentals	1 Credit

Sophomore Year	
Biblical Narrative	1 Credit
World Literature	1 Credit
Modern World Civilization	1 Credit
Biology	1 Credit
Geometry	1 Credit
	World Language Credit
	World Language Credit
	Elective Credit

Junior Year	
Christ in the Church	1 Credit
American Literature	1 Credit
Early American or Modern American History	1 Credit
Personal Finance	½ Credit
Life Skill or Leadership	½ Credit
	Math Credit
	Science Credit
Digital Arts	1 Credit
Business Management	1 Credit

Senior Year	
Christ in the World	1 Credit
American Government	1 Credit
	English Credit
CAPS or Internship	1 Credit
CAPS or Internship	1 Credit
CAPS or Communications Aide	1 Credit
CAPS or Online Dual Credit	1 Credit
	Math Credit

** Students should use one of their electives either sophomore, junior or senior year to fulfill their 2nd PE credit requirement.*

St. Charles CAPS Global Business & Entrepreneurship

<https://stcharlescountycaps.yourcapsnetwork.org/course/global-business/>

Center for Advanced Professional Studies (CAPS) was created to immerse St. Charles County high school students in professional environments. This course strand is designed for students to create real startup ventures and solve real business needs. Students will develop professional skills that are necessary to thrive in collaborative, innovative, and fast-paced environments. Students engaging in entrepreneurship will learn startup principles and develop an entrepreneurial mindset. Students engaging in global business will work with organizations to work on projects that solve real needs.

Communications pathway

Freshman Year	
Biblical Foundations	1 Credit
Studies in Literature and Communication	1 Credit
Conceptual Physics	1 Credit
Early World Civilization	1 Credit
Health/PE	1 Credit
	Math Credit
World Cultures	1 Credit
Fundamentals of Art	1 Credit

Sophomore Year	
Biblical Narrative	1 Credit
World Literature	1 Credit
Modern World Civilization	1 Credit
Biology	1 Credit
Geometry	1 Credit
	World Language Credit
	World Language Credit
Digital Arts	1 Credit

Junior Year	
Christ in the Church	1 Credit
American Literature	1 Credit
Early American or Modern American History	1 Credit
Personal Finance	½ Credit
Life Skill or Leadership	½ Credit
	Math Credit
	Science Credit
2 of the following: Creative Writing, 21st Century Literature or Christian Literature	1 Credit - ½ Credit for each course
Publications	1 Credit

Senior Year	
Christ in the World	1 Credit
American Government	1 Credit
English Symposium	1 Credit
British Literature	1 Credit
Publications	1 Credit
Internship or Online Public Speaking Course	1 Credit
Introduction to Psychology	1 Credit
	Math Credit

** Students should use one of their electives either sophomore, junior or senior year to fulfill their 2nd PE credit requirement.*

Internship I

Students gain hands-on experience by working with a communications company each day. Students will be required to seek out their own internship. Student's must apply for an internship prior to course selections in order for LHS to approve the opportunity as a valuable learning experience. Students will be expected to provide their own transportation to and from their cooperating site.

LHS EXTRA-CURRICULAR LIFE

LHS Extra-Curricular Mission Statement

In accordance with the LHS Mission, the central goal of the LHS Athletics and Activities program is to nurture personal growth and foster characteristics and qualities of respect, honesty, integrity, commitment, reliability, commonsense, and perseverance. These values will prepare participants to glorify God with a life of Christian service.

LHS Extra-Curricular Purpose and Philosophy

Interscholastic athletics and activities are an integral part of the total school educational program. Extra-curricular activities help to develop knowledge, skills, and emotional maturity. Participation promotes the Christ-centered qualities of self-control, loyalty, leadership, teamwork, work ethic, and friendship. Additionally, the concept of being on a team allows participants to advance in areas of humility and selflessness and at the same time giving the participant a proud sense of belonging.

Sportsmanship is paramount to Lutheran High School and is expected to be held in high esteem by coaches, advisors, participants, and parents. Sportsmanship and fair play can be a great tool and provides opportunity to give a Christian witness to the world. Winning is not the only thing, but to participate at a maximum level and effort for the good of the team is the goal. Athletics and activities should be fun and at the same time a challenge. Above all, extra-curriculars at Lutheran High should bring glory to our Lord Jesus Christ.

Extra-Curricular Groups at LHS

Extra-curriculars at Lutheran High School include athletics, activities, and clubs.

- Athletics are those sports which fall under the governance of the Missouri State High School Activities Association (MSHSAA). The administrator directly responsible for oversight of Athletics is the Athletic Director.

Fall: Cheer, Cross-country (B/G), Football, Golf (G), Sapphires, Soccer (B), Softball, Swim (B), Tennis (G), Volleyball (G).

Winter: Basketball (B/G), Cheer, Sapphires, Swim (G), Wrestling (B/G).

Spring: Baseball, Golf (B), Soccer (G), Track and Field (B/G), Tennis (B), Volleyball (B).

- Activities are non-athletic teams or groups whose participants are held to specific required standards of participation which may be established by a constitution and by-laws or an outside governing authority. The administrator directly responsible for oversight of activities is the Director of Student Activities.

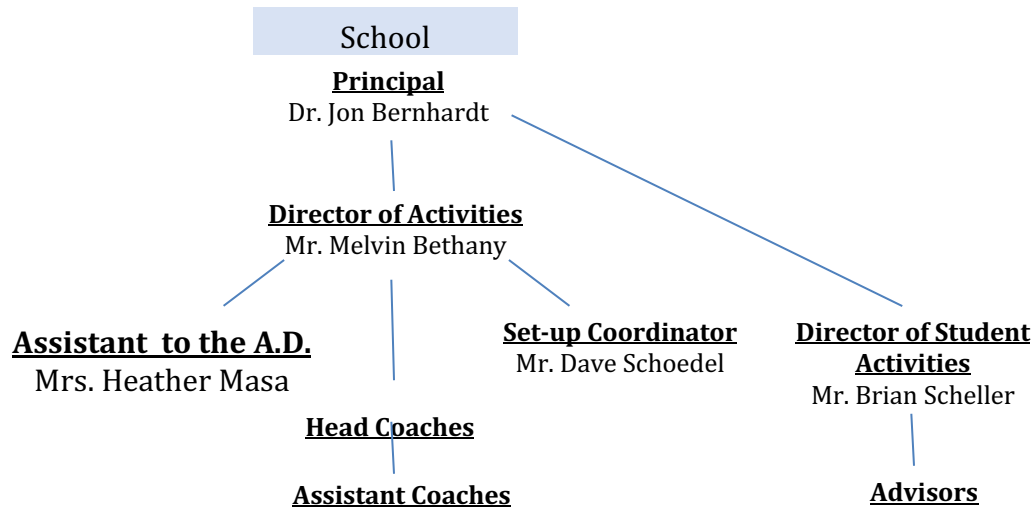
Activities at LHS include: Key Club, Music groups, National Honor Society, Robotics, Scholar Bowl, Student Ambassadors, Student Council, Theatre, Kingdom Workers, FCA.

- Clubs are groups of participants who share a common interest to participate together in activities related to the focus of the group. These are independent groups, typically not affiliated with an outside governing authority and operate with more informal expectations. The administrator directly responsible for oversight of clubs is the Director of Student Activities.

Clubs at LHS include: Archery Club, Art Club, Book Club, International Club, Pep Club, Teens for Life

Participant is a term which could include any student involved in athletics, activities, and/or clubs.

Administrative Structure



Governing Associations

Lutheran High is a member of the Missouri State High School Activities Association (MSHSAA). As a member school, LHS is committed to upholding the MSHSAA by-laws with integrity.

Additionally, different activities are governed by the national and/or state/regional associations for such organizations, for example, the LHS chapter of the National Honor Society (NHS) is guided by the Missouri Association of National Honor Societies (MANHS) and the National Association of Secondary School Principals. (NASSP).

General Rules and Regulations for Extra-curricular participation

- A. All participants are to conduct themselves in a manner that reflects the Christ-centered objectives of Lutheran High School. The participant is given the privilege of representing these principles for all of the school community on the court, field, classroom, or in the community. When conduct contradicts the Christ-centered objectives of the school, privilege to participate may be revoked.
- B. Each coach/advisor will adopt general policies outlining specific guidelines for that sport/activity. This list of rules will be distributed to each participant at the first official meeting and/or practice. Each participant is expected to comply with the guidelines and expectations.
- C. Each participant is to make arrangements to be picked up no later than 15 minutes after the conclusion of practices, meetings, or home competitions and no later than 30 minutes after arriving back to Lutheran High School from away trips.
- D. Unless specifically excused by the administration, a participant is required to be present for half of the school day to participate in an event on that day (practice or games). Friday attendance will be used to determine participation in events held on Saturdays.

Athletic Equipment

- A. School issued athletic equipment is to be worn and used for practice and game contests only.
- B. An athlete is financially responsible for any athletic equipment issued to him/her.
- C. An athlete should wear only the equipment issued and should NOT permit its use by another person.
- D. Athletes are to turn in their equipment two weeks from the time they leave the team or the close of the season. No athletic awards, grades, or transcripts will be released to the student until all equipment is turned in or fines paid.
- E. Failure to turn in uniforms and gear will result in the following penalties. (Each family will receive notification of the penalties prior to the deadlines being met.)
 - a. After three weeks: \$25 fine (provided the equipment comes in)
 - b. After four weeks: \$50 fine and pay for the replacement cost of the jersey (whichever is greater).

- F. All uniforms and gear fines must be paid before a student is issued another uniform for the next season. All equipment must also be turned in before a report card is issued.

Attendance for Participants

- A. Class attendance, punctuality, and attendance at practices are assumed. Unexcused absences or tardies are a discourtesy to your teammates and coaches.
- B. It is the responsibility of the participant to PERSONALLY INFORM the coach/advisor in advance of any anticipated absence or tardiness from practices, meetings, and/or games (including all school sponsored activities).
- C. Any student who has been absent from school is not eligible to participate in a practice, meeting, or competition, scheduled for the same day. This ruling may be waived, in individual cases, by administration, if in his or her judgment, the absence was for "valid reason," not the result of carelessness or willful disregard of responsibility. Likewise, a student dismissed early from school is not eligible to participate in a practice or game without permission from the administration.

General Eligibility for participation in Athletics and/or Activities

Please see MSHSAA for further explanations as rules and regulations regularly change.

- A. You must have earned, the preceding semester of attendance, a minimum of 3.0 units of credit or have earned credit in 80% of the maximum allowable classes in which any student can be enrolled in the semester, whichever is greater, at your school.
- B. Credits earned or completed after the close of the semester will not fulfill this requirement. Summer high school courses for academic eligibility may count provided the course is necessary for graduation or promotion (no electives), and it is placed on the school transcript. No more than one credit in summer school shall be counted toward eligibility. Correspondence courses do not count. If you are beginning the 9th grade, you must have been promoted prior to the beginning of the school year.
- C. He/She will have spent no more than eight (8) consecutive semesters in high school.
- D. For athletics, a participant may not have reached his/her nineteenth (19) birthday prior to July 1st preceding the opening of school.
- E. For athletics, a participant must have turned in a parental permission/physician's certificate and an emergency medical release form to the school office before he/she is eligible to participate in formal practices or contests. The medical certificate is valid if issued on or after February 1 of the previous school year.
- F. Any participant demonstrating serious negative citizenship may be suspended or removed from an LHS team or group. Actions on the part of the student, which require administrative probation or suspension from school, shall be considered as demonstrations of serious negative citizenship.
- G. A student must be Academically Eligible (See next section)

Academic Eligibility for participation in Athletics and/or Activities

Students must be eligible to practice, compete, and/or perform in Athletics and Activities, this includes:

- All MSHSAA sanctioned interscholastic activities including: all athletics, non-graded music groups, Scholar Bowl, and Spirit Squad.
- Theater.
- Student Council. Members that become ineligible following election/appointment will forfeit the remainder of their term for which they were elected/appointed.
- Robotics, Key Club, National Honor Society, Student Ambassadors, Kingdom Workers, FCA.

To be eligible, a student shall have earned no less than 4.0 units of credit the preceding term (semester) of attendance. That is, a student must pass every course in the preceding term.

- The length of eligibility is 1 term.
- Eligibility is determined by term grades. In the case of an incomplete, eligibility will be determined no later than two weeks from the last day of the preceding term.

- Ineligible students and their parents will be notified of the ineligibility status no later than the first day of the term for which they are deemed ineligible.
- Up to 1 credit may be applied to the previous spring term when credits are earned during the summer. Requirements as spelled out in the MSHSAA handbook must be met.
- Eligibility may be removed by the school for disciplinary reasons without regard to academic status.
- Coaches, advisors, and school administration, may establish additional requirements for participation in school sponsored activities.

Academic Recovery

Grade reports will be run every week on Monday. The second time a student earns a failing grade (F) in any class, the student will be notified of their placement in Academic Recovery. Students in the Academic Recovery will be informed of their status by the Director of Student Services. In addition, notification will be sent to the parents of students. Students in AR will be assigned to an academic detention for the purpose of remediating their grades. Failure to attend the assigned detention(s), will result in a disciplinary detention. ACADEMIC DETENTION SUPERSEDES ATHLETIC/ACTIVITY PRACTICES OR MEETINGS.

A student in Academic Recovery at Mid-Term will be considered ineligible from extra-curricular activities (practices and games) starting on the Tuesday following the grade check, for a minimum of 2 weeks. When a student no longer shows a failing grade in any classes after 2 weeks, they are removed from Academic Recovery and again eligible to participate in extracurricular activities. The purpose of assigning students to Academic Recovery is to:

- Make the student aware of their lack of positive academic progress.
- Provide notice to a parent/guardian of their students struggling in a class.
- Bring the student into regular contact with the individuals who are monitoring their academic progress and who can help guide the recovery process.
- Give the student an opportunity to resolve grade challenges through the development and use of new skills and personal discipline.
- Give the student a regular opportunity to seek additional assistance from classroom teachers at a time that fits within the regular expectations of faculty.

Transfer Students and MSHSAA eligibility

If a student transfers schools and the parents do not have a complete move out of the current district and into the district of the new school, the students will be ineligible for 365 days - unless one of the exceptions listed in the MSHSAA Residence and Transfer Rules applies.

- If student moves with parents to a new school district, the student will be eligible at the new school provided they were eligible in all other respects at the former school. A student shall not be eligible to represent two different schools in the MSHSAA state tournament series in the same sport during the same season.
- The student and parents must move to the new residence at the same time.
- Always check with the school Athletic Director before transferring to determine how it will affect eligibility.
- Discipline follows the student to the new school. Transferring while under suspension will cause the student to be ineligible for 365 days.

Please see MSHSAA for further explanations as rules and regulations regularly change.

1. Form ST: Standard Transfer or Eligibility Form
 - To be used when a student moves into St. Charles County. Unrestricted eligibility is granted by MSHSAA.
2. Form W: Application for Waiver or Transfer Rule
 - To be used when a student already living in St. Charles County transfers into Lutheran High School from another school in the county. Restricted eligibility is granted by MSHSAA. In any sport in which the student participated in the last 365 days from the transfer at the previous school, the student may play that sport, but not at the varsity level until he/she has been at LHS for 365 days. Unrestricted eligibility is granted in sports in which the student did not participate in at the previous school.
3. Form H: Application for Eligibility - Hardship Transfer

- Unrestricted eligibility may be granted by MSHSAA when there is sufficient evidence provided to show that it was necessary for the student to transfer because of unforeseen, unavoidable, or unusual circumstances; including, but not limited to, broken home conditions, death of parents or guardian, and abandonment and provided the transfer was not for athletic reasons and there was no undue influence.

Participation Limits

- A student is eligible to participate in any sport for a maximum of four seasons.
- Any part of a contest played during a season counts as a season of participation. A student may not play another sport once they have already played in a contest in a different sport.
- Eligibility to participate in high school activities begins when the student first enters the ninth grade and lasts for the next eight consecutive semesters (four consecutive years).

Entering School

A student must enter school within the first 11 days of the semester in order to be eligible.

Age Limits

If a student reaches 19 years of age prior to July 1, they will be ineligible the next school year.

Non-school Competition

- You may not practice for or participate with a non-school team or in any organized non-school athletic competition and for your school team in the same sport during the same season of the school team. Swimming and diving have a special exception. Contact the administration for specific details.
- You may not practice for the non-school team or participate in organized non-school athletic competition on the same day that you practice with or participate for the school team without prior approval of the AD.
- You must receive approval in advance from the principal and/or AD in order to miss school time to practice for, travel to or compete in organized non-school athletic competition.
- Before you join a non-school team or enter any non-school competitive athletic event, the school administration should be consulted to make certain these standards are met.

College Auditions and Tryouts

- A student may participate in a college tryout, audition, or evaluation event for a specific sport outside the school season of the sport concerned (MSHSAA By-Law 242).
- A student may not miss school time to travel or participate in the event unless the absence is approved in advance by the school administrator.
- A student may not miss a MSHASAA-sponsored postseason athletic event to participate in or travel to and from the event.
- A student may only attend one evaluation event by invitation per sport per year. They may attend any number of "open" evaluations (anyone may register) with no limit on college-sponsored tryouts.

Camps and Clinics

- During the school year outside of the school sport season, a student may attend a nonschool-sponsored specialized sports camp(s) or group instruction, provided: it does not result in any loss of school time, attendance does not occur within 14 days of the start of the school sport season for the sport concerned, it is not a team camp, no competition occurs other than limited scrimmaging, and no member of the coaching staff of the school the student attends (or will attend) is involved in any way.
- During the school sport season, a student may attend a non-school sponsored specialized sports camp(s) or group instruction provided a school coach attends with you, camp attendance does not result in any loss of school time, it is not a team camp, there is no competition other than limited scrimmaging, and a school administrator approves the participation.
- The student and/or parents must pay all camp/clinic fees, tuition and other related expenses. A scholarship, waiver of fees or a payment of travel expenses shall result in the loss of your eligibility.

- D. To participate in a Lutheran High Summer camp, a participant that will be entering grades 9-12 must be enrolled as a student for the upcoming academic year. Enrollment requires the registration fee and all supporting documentation be completed prior to the start of camp.

Training Rules for Athletics

1. Training rules are in effect from the first practice of the season until the last contest.
2. These regulations apply to all players, managers and personnel associated with the team.
3. The reasons for having training rules are as follows:
 - a) to promote optimum performance on the part of the athlete
 - b) to help the athlete recognize his/her own responsibilities
 - c) to have the athlete make a commitment to the team
 - d) to provide some training for adulthood
 - e) to abide by the laws of the school and the state of Missouri
4. For the above reasons, athletes will abstain from possession or use of drugs:
 - a) smoking paraphernalia
 - b) alcohol
 - c) tobacco
 - d) drugs (narcotics)
5. Athletes will not be involved in hazing/harassment/bullying with other team members.
6. Athletes will not deter from the team family concept, make fun of teammates, and cause the team to break down by complaining about playing time, other players, etc. Athletes will be on time for ALL practices and weightlifting sessions. Athletes will strive to not get detentions. Athletes will maintain a decent grade point average.
7. The penalty for violation of rule 4 will result in suspension from the team for a minimum of 20% of games (practice participation is per the head coach). For rules 5 and 6, the penalty will be extra conditioning, suspensions for parts of games, entire games, or possibly the season.
8. Team members are encouraged to uphold these rules and help their teammates to abide by them as well.

Random Drug Testing

The purpose of this program is to:

- promote a drug free school environment.
- encourage student health and responsibility.
- identify and resolve issues of substance use/abuse amongst students representing LHS.
- establish an environment of student success.

The goals of this program are to:

- Identify and provide help to student participants of LHS athletics and/or activities who are engaging in substance use.
- Educate students participants on the consequences of substance use.
- Prevent addiction to substances.
- Encourage healthy and responsible decision making by student participants.
- Support student participants in modeling upstanding and productive citizenship.
- Guide participants in being positive role models and influencers in the community.

This policy shall apply to all LHS students in grades 9-12 participating in school - sponsored extracurricular athletics and activities.

Urinalysis will be the method used. This method, which is the most commonly used for drug testing, is used because of its accuracy and reliability. The drug test will be conducted according to the manufacturer's instructions.

The drug-testing procedures include a four-step process: collection, screening, confirmation, and review. All students in grades 9-12 who are considered participants in school - sponsored extracurricular athletics and activities, will be subjected to mandatory random drug testing throughout the school year. LHS will determine the students to be tested for each testing occurrence by use of a computerized method that ensures randomization. Under no circumstances will human interference be allowed to alter the randomized nature of student selection.

Through urinalysis drug testing, LHS will be able to detect the presence of drugs taken prior to the test. If a student has been taking medication, he/she will be given the opportunity to indicate the type of medication being taken. A "chain of custody" procedure will be used to monitor the identity and integrity of the sample throughout the collection, and testing process. All screening shall be performed at LHS.

Results from the testing will be available no later than 4:00 p.m. on the third day after samples are collected.

Drug testing will take place periodically throughout the school year, occurring multiple times throughout the course of each season. Dates for the testing are predetermined and only known by the Principal and Assistant Principal.

A student may be selected for drug testing more than once during a school year.

Samples will be collected in the LHS Athletic Trainer Private Restroom.

Selection for drug testing is random. Students who are identified for inclusion for drug testing will be placed in a pool from which the random selections will be made. A computerized system will be used to randomly select students from the established pool of participants.

Students who are selected for drug testing and refuse to participate will be treated as if they received a positive result.

Students who are not present on a day they are selected for drug testing will be included on the next random testing date. Any student who has been notified that he/she is selected for random testing but who, because of illness or any other legitimate reason, leaves school before the test is performed, shall be included in the next random drug testing. A student who is truant after being notified that he/she has been selected for drug testing will be considered as having tested positive. Refusal on the part of any student to participate in a scheduled or random drug test shall be considered as having tested positive.

An LHS administrator and the school athletic trainer will conduct the drug testing and oversee the collection of samples being tested.

To maintain the integrity of the sample collection process, testing will be conducted in a restroom with an LHS Administrator of the same gender present; however, the monitor will be positioned outside the private restroom door in a way to give the student his/her privacy. Students will be prohibited from taking any personal belongings into the restroom while producing urine samples. Students will be allowed to enter the restroom and close the door for privacy. No running water or flushing of the toilet will be allowed until the urine sample is collected for the administrator. Students will also be allowed to witness the validation, marking, and sealing of the specimens.

Test results will be kept in separate, confidential files from the students' other educational records. Test results are confidential and, unless required by court order, may be disclosed only to the student, the parent/guardian, and the LHS administration. Any parties involved in the case of a confirmed positive test result shall be notified only with respect to the level of the offense. Test results shall be released only upon written request of a parent/guardian or to a student who is of legal age. Test results shall be destroyed within 60 days or when the participant graduates or is no longer of LHS student.

For the purpose of this program, the term drug shall be defined as any substance considered illegal by either federal or Missouri law or that is controlled by the United States Food and Drug Administration including, but not limited to the following:

1. Amphetamines/methamphetamines (speed, uppers, diet pills)
2. Cannabinoid (Marijuana)
3. Cocaine metabolites
4. Hallucinogens (LCD)
5. MDMA (Ecstasy)
6. Opiates (Heroin, Morphine, Codeine)
7. Phencyclidine (PCP, Angel Dust)
8. Propoxyphene (Darvon)

LHS reserves the right to test for any and all illegal or controlled substances.

The following sanctions will be imposed on the participant testing positive for a first, second, or third offense:

First Violation:

- A. Administrator and parent conference.
- B. The student is ineligible to participate in any competition/event for 20% of the season from the time of the test day (day 0). When out of season, the student is ineligible to participate in competition/event for 20% from the first competition/event (day 1) of the season. Participants are allowed to practice/meet.
- C. The participant will participate in an approved drug education program and assessment.
- D. The participant will be required to take urinalysis/drug testing at future testings.

Second Violation:

- A. Administrator and parent conference.
- B. The student is ineligible to participate in any extra-curricular activities for 365 days. Test day is day 0. Participants are NOT allowed to practice or meet.
- C. The participant will participate in an approved drug education program and assessment.
- D. The participant will be required to take urinalysis/drug testing at future testing dates.

Third Violation:

- A. Administrator and parent conference.
- B. The Student participant is ineligible to participate in any school-sponsored extra-curricular activities involved in competition for the remainder of their time as a student at Lutheran High School.
- C. Furthermore, the student's enrollment at Lutheran High may be discontinued.

Hazing/Harassment/Bullying

Lutheran High School believes that hazing activities of any type are inconsistent with the educational process and prohibits all such practices at any time. "Hazing" means the performance of any act or the coercion of another to perform any act of initiation into any team or group that causes or creates a substantial risk of causing mental or physical harm. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to weather, forced consumption of any food, liquor, beverage, drug or other substance, or any brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such students or other person to extreme mental stress, including extended deprivation of sleep or rest or extended solitude. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy. All staff members shall be alert to possible circumstances or events that might include hazing. A staff member who detects hazing or planned hazing shall immediately inform the participants involved of the prohibition against hazing and direct them to cease all hazing activities or planning for hazing. All hazing incidents must be reported to the administration. A staff member or participant who fails to observe the prohibitions and mandates of this policy will be subject to discipline. Off campus hazing incidents will be investigated and appropriate action will be administered in accordance with school policy.

Medical Care

- A. Each athlete is required to fill out on FACTS the "Emergency Medical Authorization" form and a "Parent's Permission Physician's Certificate" form. These forms must be completed before an athlete can participate in any practices or games.
- B. LHS is not responsible for injuries which occur because of participation in the Extra-curricular program.
- C. Injuries should be reported immediately to the coach/advisor so that he/she might recommend the medical attention that should be given. The coach/advisor must file an injury report so that the insurance company can be notified of the pertinent facts.

Insurance

All students participating in interscholastic athletics must have accident insurance. (MSHSAA requirement).

Parent Involvement

Parents are encouraged to become involved with and support their children in their participation in the extra-curricular program. This support may include providing transportation, attending contests and events, participating with and as a part of the Booster Club, and reinforcing the extra-curricular mission statement and rules of this handbook.

Parents are expected to attend meetings held by the coach/advisor prior to the beginning of the season in order to review the rules and procedures described in this handbook, as well as any team rules, which will be in effect during the season.

Parental attendance is obligatory in every season which a son/daughter participates. Each activity at LHS has a different coach/advisor, therefore, rules and regulations of each individual coach may be different. This is why **attendance is mandatory at EVERY meeting**.

Participants **will not be allowed to play** in any **contests** until the activities fee is collected. The fee is collected by the Activities Office in each individual sport.

Furthermore, as part of the Booster Club each family will be asked to volunteer their time as concessions stand workers or at the gate two times per season which their son or daughter participates. Sign-ups for these slots will be done online or at the parent meeting held at the beginning of each season.

Volunteer Workers

In several of the LHS sports, there is a need for press box and scoring table workers. These are duties that require concentration on the event, an understanding of the game, knowledge of the rules of the game, and a professional demeanor. LHS relies on these volunteer workers to have athletic contests running smoothly and professionally.

Such opportunities include:

- Football (Freshmen, JV, and Varsity) -- Clock/Scoreboard Operator and Announcer
- B/G Volleyball (Freshmen, JV, and Varsity) -- Clock/Scoreboard Operator and Official Bookkeeper
- Soccer (JV and Varsity) -- Clock/Scoreboard Operator and Official Bookkeeper
- Softball (Varsity) -- Clock/Scoreboard Operator and Official Bookkeeper
- Boys Basketball (Freshmen, JV, and Varsity) -- Clock/Scoreboard Operator and Official Bookkeeper and Announcer (Varsity only)
- Girls Basketball (Freshmen, JV, and Varsity) -- Clock/Scoreboard Operator and Official Bookkeeper and Announcer (Varsity only)
- Wrestling -- Clock/Scoreboard Operator and Official Bookkeeper
- Baseball -- Clock/Scoreboard Operator and Official Bookkeeper
- Track -- Announcer

All announcers, scorekeepers, and clock operators are entitled to appropriate compensation for their work. A parent's desire to serve in one of these capacities **does not** negate their duty to work in the concessions stand

in any given season. It remains a head coach's responsibility to obtain statisticians for the non-MSHSAA official statistics. Head coaches may recruit a parent or a student to assist with these duties.

Transportation

Participants will be expected to travel to and from "away" contests with the team/group. If a participant wishes to be with his/her parents before/after a contest then: a written excuse or personal contact (verbal) must be filed with the administration or head coach/advisor before or during the contest/event. Permission from the head coach/advisor must be granted.

Student Drivers

Generally, participants will travel to away contests via school supplied transportation. If the school is unable to provide transportation, it will be the responsibility of the parent to transport their child to and from the contest. If the participant is a licensed driver, the Lutheran High School of St. Charles County Student Participation Permission and Release Form (see appendix) must be completed jointly by the student and his/her parent and submitted to the Activities Office. This completed form provides the student the ability to drive his/her vehicle and releases the school of liability of any claims related to events involving the student driver and siblings (if applicable) that may occur during travel to and from the event.

Travel Guidelines

Out of town trips can be an excellent experience for members of Lutheran High programs. These trips can enhance opportunities for participation and competition, build lasting memories, and strengthen team bonds. As a Christian school, Lutheran High School also views these opportunities as a means for living a visible example of the Christian life and serving as a witness to others. To encourage a successful and unifying trip, guidelines and expectations have been established and are listed on the Extra-curricular Travel Guidelines form. This form needs to be signed by student and parent prior to participation in an out-of-town trip. See appendix for Extra-curricular Travel Guidelines

Physical Requirement-Athletics

A participant in athletics must have a current and completed MSHSAA participation certificate on file with the school before the first practice of an athletic season. This includes physical information, insurance information, emergency medical authorization information, and training rules information sheet.

Scheduling

It is our desire and intent to provide a well-rounded education for LHS students and consequently, we encourage our young people to be involved in as many activities as possible to accomplish this goal. It is obvious they cannot be involved in every available opportunity, and it is equally obvious limiting them to one activity is unrealistic.

The conflict resolution procedure will be as follows (in terms of LHS sponsored activities):

A contest (game) overrides a rehearsal.

A performance (concert, drama) overrides a practice.

When a conflict exists between a practice and a rehearsal or a performance and a game, a "give and take" policy based upon the objective information available should prevail. This "give and take" is the responsibility of the teachers, coaches and sponsors.

Communication is the key. The responsibility belongs to the athlete. Get together and "work it out". If together a mutual decision cannot be reached, the Athletic Council should be consulted for a final decision.

Practice and Game Attendance-Athletics

Absences from practices during a season because of non-school obligations will *possibly* result in suspensions from upcoming contests. When in doubt, first speak to the head coach and verify what is acceptable and what is not. The head coach of each sport will make the final decision.

Unexcused absence (defined as any absence such as skipping practice, absence due to non-school sponsored functions, etc. with the exception of emergency situations where prior notification could not occur) from practice or games will result in action.

Athletes who do not follow a coach's rules or are disruptive during practice may be dismissed from that session at the coach's discretion. Continuous disruptions during practice sessions may result in a report to the athletic director, parent, and possible suspension or removal from the team after following due process.

Club Teams

The LHS encourages players to participate in other sports and not focus solely on one because a well-rounded athletic experience will only enhance the overall high school atmosphere. The coaches and staff of Lutheran High School realize how important it is for athletes to prepare performance sessions and practice in the sports which they play. However, it is the expectation of LHS coaches that athletes will not be on two of the same teams (club and school team) during their school season.

Research clearly indicates that playing a sport year round is not always in an athlete's best interest. Information and research can be provided if a family desires. Furthermore, research indicates that a high school athlete who plays more than one sport in their careers will become a better, more well-rounded adult.

College recruiters want to see their incoming athletes as well rounded and having participated in more than one sport while in high school. Furthermore, a mere 1% of all high school athletes receive scholarships from Division I-A schools, therefore, a more well-rounded athletic career is paramount.

While we do want our athletes to be well rounded and participate in more than one sport, we do recognize that there are some athletes who will be able to compete at a club level in a different sport at the same time that their school sport season is going on. These are very special circumstances and both coaches should be addressed prior to taking on two "teams" and their schedules of games and practices. LHS supports club sports and encourages their participation as long as their schedules do not interfere with LHS sponsored activities. The priority must be with the LHS sports.

As a MSHSAA rule, club team schedules must be cleared with the coach and the athletic director. Parents and club team members must provide the AD with a written letter (via email or letter) and the "Two Sport Form". Coaches should be aware of any schedule conflicts before teams are selected (following tryouts) so coaches can clearly choose their respective teams. Again, while we encourage participation in different sports, we also encourage club sport participation if athletes recognize that the LHS sponsored activity takes priority. Athletes who miss practice and games for a club team function may face the disciplinary actions in section XXIV.

A Lutheran High **practice, contest, activity must take precedent over a non-LHS club sport activity**. All athletes should be aware that if they do play on a club team during a varsity school sport season and they miss a practice or a game or any team function, they will face the disciplinary actions in section XXIV of the LHS Athletic Handbook.

Awards-Athletics

The athletic awards given to the athletes who represent Lutheran High School in interscholastic competition are entirely honorary awards and are not to be considered compensation for participation in sports. The following procedures list the requirements for earning an athletic award.

All athletes desiring to letter must meet the following basic requirements:

- A. Attend all practices, squad meetings, and contests regularly and promptly. It is very important that the coach is notified **PERSONALLY** by the **PLAYER INVOLVED** prior to missing a practice or contest (unless the athlete is out of school due to injury, illness, etc.)
- B. Demonstrate to coaches, teammates, to the school, and to the community his/her loyalty, cooperation, sportsmanship, and Christian citizenship.

- C. Athletes who become ineligible or are removed from the team due to rules violations will not be granted a letter, even if he/she has played sufficient time prior to becoming ineligible.

Awarding of Letters-Athletics

- A. Letters are awarded to those individuals in each sport who meet each individual programs minimum standards and have met the basic requirements listed above. Male and female athletes will receive a block "L". The following awards will be given:
- B. Varsity - 6" block L, blue chenille on gray, sport insert (first letter), and bar insert awarded for each letter in each sport.
- C. Numerals - anyone winning a letter for the first time (j.v. or varsity) will also be awarded a set of 3" numerals, blue chenille on gray.
- D. When an athlete earns his/her 2nd, 3rd or 4th letter in a given sport he/she receives one bar pin. Thus, if an athlete earned four varsity letters in a given sport, he/she will receive one letter and four bar pins in that sport.
- E. Managers or statisticians shall be eligible for the same award as players. Their letter shall be designated with a MGR or STAT of the traditional insert.
- F. Special awards like MVP, MIP, and Cougar Award may be given by each sport.

Wearing of Awards-Athletics

- A. Only athletes who have been given an athletic award on the junior varsity or varsity level may wear that designated award. Medals won at high school events or district/state competition may also be attached.
- B. Team championship league, district and state patches will be available for any team member desiring to purchase them. League championship patches will be 4" in the shape of the ball/insignia of the sport with a white background. District championship patches will be 4" in the shape of the state of Missouri with a white background. Individual league, district and state patches will be available for purchase from the school at the request of the athlete.
- C. Letters - Any letter awarded by LHS may be worn on an official school letter jacket. The letter shall be worn on the left side above the pocket. Only a single letter may be worn on one garment.
- D. Numerals - Numerals are a school award. Only persons earning them should wear them. Numerals are the first award an athlete earns. (EXCEPTION) A person who earns a varsity award as his/her first award. The school issues only 3" numerals. No others should be put on a jacket or sweater. Since 3" numerals are not generally available at sporting good stores, those who want another set of numerals may order them through the athletic director. Numerals shall be worn on the right sleeve four inches from the normal shoulder sleeve line.
- E. Stars - Stars are awarded by LHS to captains or co-captains of varsity teams when the respective teams have captain(s). Stars are to be placed directly behind the metal insert of the sport in which he/she served as a captain.

Award Assemblies/Banquets-Athletics

- A. Each coach will make the presentation of letters and certificates to his/her players.
- B. If ineligible, an athlete may be recognized on Senior Day but may not receive any awards.

Requirements for Athletic Letters

Each coach will have his/her requirements for lettering for the particular sport.

APPENDIX

Bell Schedules

Lutheran High School Bell Schedules 2026-2027

REGULAR (M/T/Th/F) (80 min. blocks)

7:55am	Warning Bell
8:00am-9:20am	Block 1
9:25am-9:50am	CougarConnect
9:55am-11:15am	Block 2
11:15am-11:40am	Lunch 1
11:45am-1:05am	Block 3B
11:20am-12:40pm	Block 3A
12:40pm-1:05pm	Lunch 2
1:10pm- 2:30pm	Block 4

REGULAR (W) (60 min. blocks)

7:30-8:30am	PowerHour
9:00am-10:00am	Block 1
10:05am-10:50am	CougarConnect
10:55am-11:55am	Block 2
11:55am-12:20pm	Lunch 1
12:25pm-1:25pm	Block 3B
12:00pm-1:00pm	Block 3A
1:00pm-1:25pm	Lunch 2
1:30pm- 2:30pm	Block 4

LATE START (60 min. blocks)

9:45am	Warning Bell
9:50am-10:50am	Block 1
10:55am-11:55pm	Block 2
11:55pm-12:20pm	Lunch 1
12:00pm-1:00pm	Block 3A
12:25pm-1:25pm	Block 3B
1:00pm-1:25pm	Lunch 2
1:30pm-2:30pm	Block 4

EARLY DISMISSAL (55 min. blocks)

7:55am	Warning Bell
8:00am- 8:55am	Block 1
9:00am- 9:55am	Block 2
10:00am-10:55am	Block 3
11:00am-11:55am	Block 4

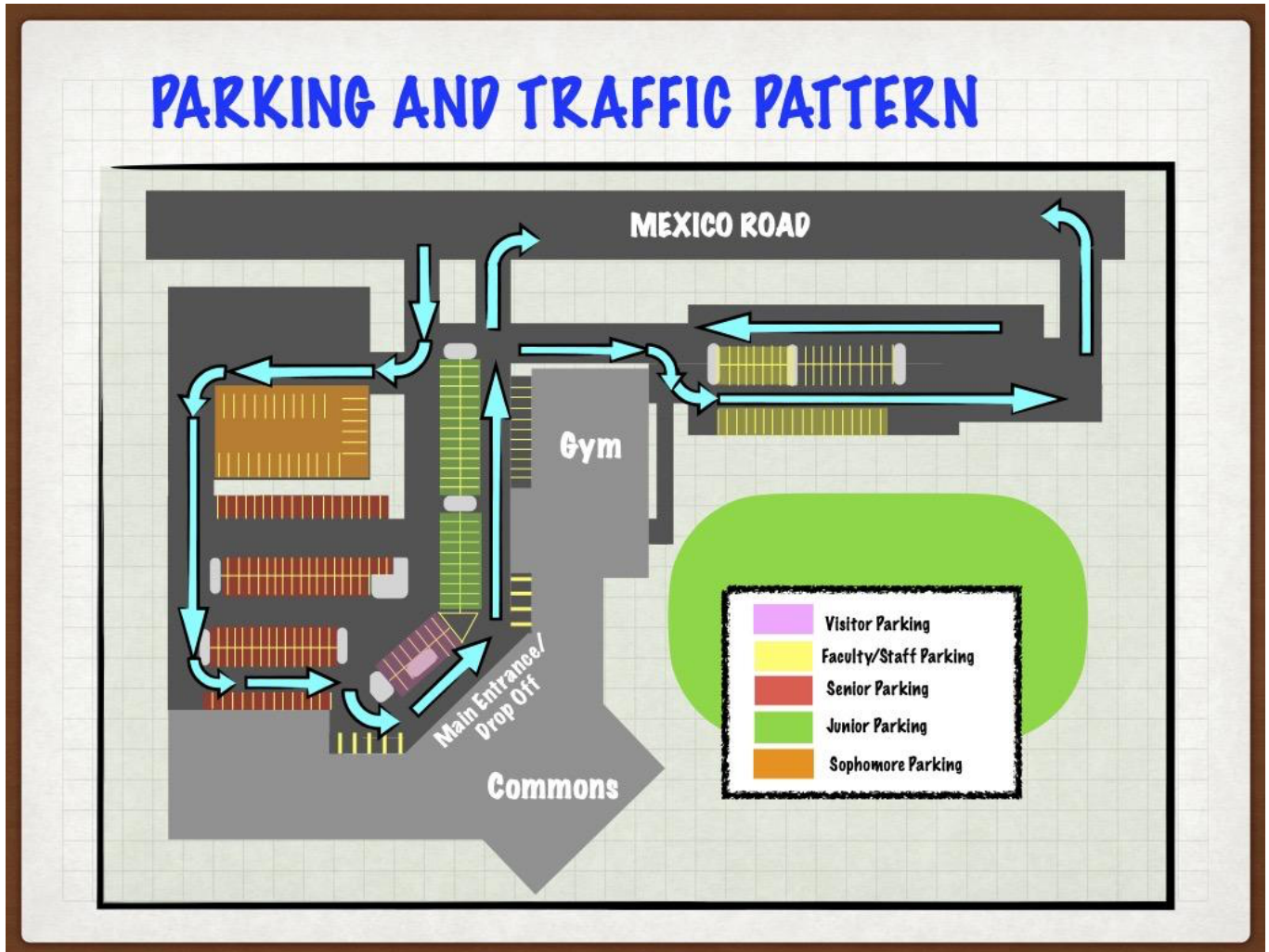
FINAL EXAM (90 min. blocks)

7:55am	Warning Bell
8:00am-9:30am	Exam Block
9:30am-9:40am	Break
9:45am-11:15am	Exam Block

Cougar Connect: Monday: School Devotion followed by break time
 Tuesday: Seminar
 Wednesday: Chapel followed by break time
 Thursday: Seminar
 Friday: Oikos, School Devotion, or Mansion Meetings, followed by break time

PowerHour: 1st, 3rd, 5th Wednesday – Faculty/Staff Meetings
 2nd, 4th Wednesday – Student Group Meetings

Parking and Traffic Pattern



Acknowledgement and Community Commitment Form

2026–2027 Lutheran High School Parent & Student Handbook Acknowledgment and Community Commitment

As a ministry of Christian education, LHS depends upon a strong partnership between school and home. By signing below, I/We acknowledge and agree to the following:

Handbook Review

I/We have received, read, and understand the current Lutheran High School Handbook. We understand that it outlines policies, expectations, and procedures regarding:

- Christian conduct and community standards
- Spiritual life participation
- Academic integrity and performance
- Attendance requirements
- Student discipline and corrective action
- Technology and digital citizenship
- Dress code and appearance
- Athletics and extracurricular participation
- Health, safety, and supervision policies
- Parent communication expectations

We understand that policies may be updated as needed and that continued enrollment signifies agreement to abide by school policies.

Enrollment

Enrollment at LHS is granted on an annual basis only and creates no right to future enrollment. Re-enrollment is offered at LHS's discretion, based on the student's and family's continued conduct, cooperation, and alignment with LHS's mission and policies. LHS may suspend, expel, separate, place on probation, deny reenrollment to, or otherwise discontinue a student's enrollment at any time whenever the administration determines it is in the best interest of the student, other students, the school community, or LHS's mission and ministry, regardless of academic or disciplinary standing.

Commitment to Mission & Conduct

We understand that enrollment at LHS is a privilege and a partnership. Students are expected to conduct themselves in a manner consistent with Christian values both on-and-off campus when their actions affect the school community, including online and social media. Parents/guardians are expected to engage in respectful communication that supports the unity and mission of the school. We agree to support and uphold the mission, vision, and core values of Lutheran High School:

- Spiritual and Academic Growth
- Servant Leadership
- Building Character and Purpose
- Authentic Relationships

School Authority

We understand that enrollment at Lutheran High School is a privilege and is contingent upon a cooperative and mission-aligned partnership between the school and family. LHS reserves the right, in its reasonable discretion and consistent with its Christian mission and governing documents, to:

- Apply corrective action for violations of school policy
- Suspend, expel, separate, disenroll, or place on probation
- Limit or revoke participation in extracurricular activities or other privileges
- Require disclosure of any criminal investigation or charge, juvenile proceeding, civil litigation, protective order, court-ordered supervision, or probation.
- Restrict or revoke campus access for individuals whose conduct is disruptive, threatening, or materially inconsistent with the orderly operation or mission of the school
- Reevaluate or discontinue enrollment when necessary to preserve the safety, unity, or Christian integrity.

LHS may investigate independently and act before any proceeding is resolved, including placing our student on administrative leave, suspending or denying enrollment or re-enrollment, or separating our student from school, regardless of the proceeding's eventual outcome. Such decisions will be made prayerfully, consistently, and in alignment with the school's policies and ministry responsibilities.

Partnership Agreement

We commit to working collaboratively with LHS to support our student's spiritual, academic, and personal growth. We will follow established communication procedures when concerns arise and seek resolution in a spirit consistent with Matthew 18. This Acknowledgment, together with the Handbook and any enrollment or tuition agreement, is the complete agreement between our family and LHS for the current school year; if any provision is unenforceable the remaining provisions stay in effect, and the school's failure to enforce any provision on one occasion does not waive its right to enforce it later. By signing below, we affirm our understanding and agreement with the above.

Parent/Guardian Name: _____ Parent/Guardian Signature: _____ Date: _____

Student Name: _____ Student Signature: _____ Date: _____

AI Guidelines for Assignments

Artificial Intelligence (AI) Code for Appropriate Usage on all Assignments

AI is a tool which can both enhance student learning and replace student learning. In order for all students at LHS to have a consistent understanding of teacher expectation when it comes to completing an assignment, the following system has been developed and adopted to guide students.

Assigned Level	Usage	Description	Disclosure Requirements
Level 1 RED	Forbidden	May not use any AI tools	"I affirm that I did not use AI in any way on this assignment."
Level 2 ORANGE	Feedback Only	AI may respond to student-created content with general ideas, questions, or approaches, but not conclusions, solutions, designs, code, images, outlines, or anything included in the final product	"I acknowledge the use of [AI tool name] to offer feedback on [specifics here]. The transcript from my chat can be accessed here [insert link]."
Level 3 YELLOW	Student-Driven AI Assistant	AI may complete specific elements of the task as directed by the teacher , but students remain responsible for the accuracy, quality, process, and integrity of the final product	"I used [AI tool name] to complete the following tasks: [list tasks]. I fact-checked and sourced all generated content. The transcript from my chat can be accessed here [insert link]."

All school work including, but not limited to- daily work, quizzes, tests, projects, papers, productions, creations, and presentations, will be assigned a level for appropriate use by the teacher. If a code is not explicitly assigned, it should be considered a Level 1 - Red, AI usage is forbidden. If a student is unsure of the level to which an assignment is given, it is the expectation that the student will confer with the teacher for clarification.

Travel Guidelines

Extra-curricular Travel Guidelines Lutheran High School of St. Charles County

Out of town trips can be an excellent experience for members of Lutheran High programs. These trips can enhance opportunities for participation and competition, build lasting memories, and strengthen team bonds. As a Christian school, Lutheran High School also views these opportunities as a means for living a visible example of the Christian life and serving as a witness to others. To encourage a successful and unifying trip, the following guidelines and expectations have been established for **ALL** participants in the trip, coaches/advisors, parents, and students.

LHS TEAM/CLUB TRAVEL GUIDELINES:

1. Extra-curricular groups must receive approval from the Principal for travel. As such, these trips are sanctioned by Lutheran High School and all policies and procedures as outlined in the Lutheran High School Handbook including those below will be enforced for the entirety of the trip.
2. All policies and procedures as outlined at the start of the season and/or specifically implemented for team travel by the Head Coach/Advisor will also be in effect for the entirety of the trip.
3. All students and parents are representatives of Lutheran High. The expectation is that both students and parents will serve as a model of Christian conduct throughout the entire trip.
4. LHS students, their parents, grandparents, and siblings are allowed to travel or stay with the team. Extended family (cousins, aunts, uncles, etc.), friends, and other guests are not permitted to travel or stay with the team.
5. All students of the team/club are to travel together, when possible, in the school sanctioned transportation. When necessary, and only after receiving the approval of the Head Coach/Advisor, a student may travel in the same vehicle as their parent.
6. All members of the team/club are to stay in accommodations arranged for by the school. Exceptions to this rule may be granted by the Head Coach/Advisor only when- a member of the program could stay in the same room as his/her parent if the room is in the team hotel. In this case, curfew and conduct expectations still apply. **Team members are not allowed to stay in the room of a parent that is not their own. Team members are not to stay in separate accommodations that is not the team hotel.**
7. The possession/use of alcohol, tobacco, or drugs is strictly forbidden.
8. The Head Coach/Advisor will communicate a set curfew each night. The Head Coach/Advisor will enforce this time with hallway and room checks. Students who violate curfew will face disciplinary action as determined by the Head Coach/Advisor.
9. No fraternization will take place between genders inside a hotel room. Students of the opposite gender are not permitted in a hotel room together.
10. The trip is intended to be a unifying experience, conduct must reflect this. Team members shall not exclude others or be involved in any conduct or behavior that would create divisiveness or dissension amongst the team/club.
11. No congregating of large groups inside a single hotel room unless there is a team meeting held by a member of the coaching staff with the approval of the Head Coach/Advisor.
12. A team/club member should not leave the premises of hotel or venue unless accompanied by an adult AND after receiving approval from the Head Coach/Advisor. The coaching staff should always know the whereabouts of each participant.

Any conduct which violates these guidelines or other school and/or program policy will be communicated to the school administration and will be dealt with in accordance with school policy. If it is necessary for a participant to be sent home early, transportation arrangements and expenses will be the responsibility of the parent.

I agree to the above guidelines as well as conducting myself in a Christian manner, serving as a positive representative of Lutheran High School.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Student Participation Permission and Release Form

**LUTHERAN HIGH SCHOOL OF ST. CHARLES COUNTY
STUDENT PARTICIPANT PERMISSION AND RELEASE FORM**

Lutheran High School of Saint Charles County ("Lutheran") is offering students involved in school sponsored events, including but not limited to activities, clubs, athletic practices/contests, or other academic experiences, the opportunity to drive their own vehicles or ride in the vehicle of another student to school sponsored events. Your child will not be permitted to ride in another student's vehicle or drive their own vehicle to school sponsored events unless this **Lutheran High School of St. Charles County Student Participant Permission and Release Form** is signed, and any associated requirements met. This form must be signed by the parent and/or legal guardian of the child participating in the school event as well as the participant, if he or she is 18 years of age or older.

I. TRANSPORTATION RELATED TO THE SCHOOL SPONSORED EVENT

As the custodial parent and/or legal guardian ("the parent") of:

Child's Name: _____

Grade: _____

Activity, Sport (team), Club, or Class: _____

I have given my child named above, involved in a school sponsored event, my permission and consent to do one or more of the following, as indicated by my check mark(s) below:

- ☐ Drive his/her car to and from school sponsored events;
- ☐ Ride with another student to and from school sponsored events;
- ☐ Drive other students in his/her car to and from school sponsored events in accordance with the restrictions as set by the state of Missouri for a student holding an Intermediate driver's license, see below.

[Teen drivers have an Intermediate License which prohibits more than 1 passenger for the first six months of the license and prohibits more than 3 passengers after the first six months of holding a license. (Missouri State Law/MODOR)]

Understanding the risks associated with my child's participation in the school sponsored event and travel related to the same, and responsibility of additional risks of which neither the school nor I/my child may be aware, I represent one that I have enrolled my child in any and all insurance, including but limited to automobile liability, health care, accident and personal property insurance that I believe, in my sole judgment, is necessary to protect my child and my child's interest while participating in school sponsored event and travel to and from same.

II. RELEASE, ASSUMPTION OF RISK AND INDEMNIFICATION AGREEMENT

RELEASE. In consideration of my child being permitted to participate in school sponsored event I, on behalf of myself and my child, acknowledge and agree that Lutheran, including any board members, employees, officers, agents, volunteers, insurers or representatives, ("Releasees"), shall be free from any and all claims, liabilities, damages and responsibility, and herein RELEASE AND HOLD HARMLESS Lutheran, including any board members, employees, officers, agents, volunteers, insurers or representatives from and against any and all claims relating to the school sponsored events, including transportation to and from same, and assume full liability and responsibility without consequence to Lutheran or any board members, employees, officers, agents, volunteers, or representatives.

INDEMNIFICATION. I hereby also agree on my own behalf and on behalf of my child to indemnify Releasees from and against any and all claims, suits, actions, causes of actions including, but limited to claims of negligence on the part of Releasees and liabilities including attorneys' fees by any person (including without limitation my child) resulting directly or indirectly from my child's participation in the program, including, but not limited to, injury of any person caused or alleged to be caused by my child or for damages or destruction of any property caused or alleged to be caused by my child.

ASSUMPTION OF RISK. I recognize and appreciate the risks and danger associated with my child's participation in school sponsored events including, but not limited to risks associated with vehicle travel, activities of the school sponsored events and the potential negligence of Releasees. I hereby assume the risk of any and all losses and damages, including but not limited to personal injury and the potential negligence of Releasees, which my child may incur as a result of participating in said school sponsored activities/athletic event.

THE RELEASE, INDEMNITY AND ASSUMPTION OF RISK PROVISIONS CONTAINED ABOVE INCLUDE ANY PROPERTY OR PERSONAL LOSS OR DAMAGE, OR OTHER LOSS CAUSED OR ALLEGED TO BE CAUSED, IN WHOLE OR IN PART, BY THE ORDINARY NEGLIGENCE (BUT NOT GROSS NEGLIGENCE) OF RELEASEES. BY SIGNING BELOW, I ACKNOWLEDGE THAT THIS FORM CONTAINS A RELEASE, INDEMNIFICATION AND ASSUMPTION OF RISK TO WHICH I WILL BE BOUND AND THAT I HAVE READ, UNDERSTOOD AND ACCEPTED THE CONDITIONS OF THE RELEASE, INDEMNIFICATION AND ASSUMPTION OF RISK.

Signature of Parent: _____ Date: _____

Print Full Name of Parent: _____

Signature of Child if 18 or Over: _____ Date: _____

ADDITIONALLY, SUBMIT A COPY OF THE STUDENT'S DRIVERS LICENSE