



Jacksonville High School

1211 North Diamond Street
Jacksonville, Illinois 62650
Telephone: (217) 243-4384
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Joey Dion, *Principal*
Dan Scott, *Assistant Principal*
Ryan Van Aken, *Assistant Principal*
Ian English, *Assistant Principal*
Mark Grounds, *Dean of Students*

August 9, 2023

To: JHS School Community
From: Mr. Dion
Re: JHS 2023-2024 Back to School Information

Here are key points for the daily operations at JHS as the teachers, staff, parents, and students carry out the JHS plan for the 2023-2024 school year. We have tried to be as thorough as possible about how we will conduct business at JHS during the 2023-2024 school year. I hope this document can answer many of your questions. Jacksonville High School Student Expectations.

First day of student attendance is **Wednesday, August 16th, 2023**

JHS Bell Schedule 2023-2024

Early Bird	7:05-7:54	
1st Hour	8:05-8:54	49 minute classes
2nd Hour	8:57-9:46	3 minute passing time
3rd Hour	9:49-10:38	
4/5 Hour	10:38-12:55	
6th Hour	12:58-1:47	
7th Hour	1:50-2:39	
Crimson Time	2:42-3:07	

1. JHS Bell Schedule, School Day Detail. The JHS bell schedule will be a 3:07pm dismissal with a 3-minute passing time between classes. Classes will be 49 minutes long.

- **7:45am** - School doors open for JHS students. Students will remain in the Auditorium and Cafeteria from 7:45am until the release of Early Bird classes at 7:54am. Students will report directly to their first hour classrooms at 7:54am.
- **Breakfast**, if desired, will be provided. It will be a grab and go style breakfast. The cafeteria will be available to eat breakfast.
- **Lunch.** Students will have an opportunity to eat lunch during their scheduled lunch period in the JHS cafeteria. Food may not be ordered or brought in by an off-campus restaurant.
- **Early Bird.** We will offer select early bird classes this coming school year. Students who are enrolled in early bird classes will be expected to meet their instructor at the front or back doors between the times of 7:00am and 7:05am. Instructors will escort their classes to their classroom at 7:05am.
- **8:05am - 3:07pm** - Students will attend 7 periods per day and Crimson Time on Monday, Tuesday, Thursday and Friday. Wednesday will be an early dismissal at 2:39pm with students being dismissed after their 7th period class.

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2. JSD School Calendar.

[Jacksonville School District 117 2023-2024 School Calendar](#)

3. Morning Supervision. Administration/teachers/paraprofessionals plan to be in the hallway each morning to ensure students are greeted properly and report promptly to their first hour. Supervisors will be at entryways (office doors, south doors, north doors) and assist with morning procedures.

4. 1st Hour, Pledge and Announcements. The bell will ring at 8:02 a.m. Students should already be in their first hour class. The Pledge and announcements will be from 8:02 a.m. to 8:05 a.m. Instruction will begin at 8:05 a.m.

5. Student Drop Off. Students should be dropped off in the morning on the South side of the building. The loop on the Southside of Jacksonville High School will open at 7:45am for parents to drop students off.

6. End of the Day. Dismissal times - see JHS Bell Schedule/ JSD School Calendar. At dismissal time, students who are walking or being picked up exit the building out of the main south doors towards Walnut. Students should use sidewalks and crosswalks for their safety.

The JHS loop will be utilized for student pick up. An attendant will be out front to assist students and parents with traffic flow.

Bus riders will report to the cafeteria and wait for their bus number to be called. Bus students will board their bus just outside the north doors.

Students who drive to school will park in the north parking lot and exit the north parking lot by car turning north on Diamond. An attendant will be at the north exit to assist with traffic flow.

7. Registration. This is a reminder that online registration is open for all JHS students. Online registration allows JHS parents/guardians to complete the school enrollment process for the 2023-2024 school year. Go to www.jsd117.org, click on Skyward Family and Student Access to complete online registration. In person registration for new students to the district or anyone needing technical assistance was held on Thursday, July 27 from 2:00pm-7:00pm and Friday, July 28 from 8:00am-12:00pm at Jacksonville High School. If you still need assistance please reach out to JHS main office at 243-4384. New families, please be prepared to bring an original birth certificate, if possible, all required medical documentation and three (3) forms proving your residence.

8. Student Handbook. The JHS Handbook is available online on the JHS website. Students will also be shown where to access it and sign a paper acknowledging such.

9. Student Levels. At least once a quarter data is collected on student behavior and academics. Different activities are allowed based on this data. See student handbook for more information.

10. Social Probation. The behavioral component to the level system will be addressed through Social Probation. Students that continuously defy behavioral and attendance expectations will be placed on Social Probation. These behaviors will affect their levels. Administration will monitor and determine student Social Probation based on

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factors such as: tardiness, referrals, and attendance to school. Social Probation, at any level, prevents certain privileges for the student regardless of their academic standing.

11. Student ID's. Students will be given a student ID card. This card will have their leveling information on it. Students are required to wear their ID's every day. They must present their ID at sporting events, dances, to get a hall pass, etc. If lost, a replacement ID card will be issued for \$5, and can be purchased in the main office.

12. Lanyards. Students will be provided with lanyards and will be expected to wear their student ID's at school.

13. JHS Dress Code

DRESS CODE/PERSONAL APPEARANCE

14. Backpacks. Your student may bring a backpack to school. Students may take their backpacks to class with them. Backpacks are subject to search with reasonable suspicion.

15. Cell Phones. Your student may have their cell phone at school. Students may use their phone before/after school, during passing periods and at lunch. Students' cell phones are not to be used during instructional time. Cell phones that are out during instructional time will be turned into the office and the cell phone policy will be followed. (See JHS Student Handbook for cell phone policy steps.)

16. Headphones. Headphones are allowed before/after school. Headphones should be put away and not worn at other times during the school day. Students should not be wearing them around the neck or in their ears during the school day. Headphones that are out during the school day will be confiscated and turned into the office. This includes passing periods, instructional time, study halls, lunch etc.

17. Lockers. Students will not be assigned lockers for the 2023-2024 school year at JHS. If your student has a need/want for a locker, please contact your building administrator.

18. Class of 2024 Graduation Requirements and Daily Schedule/Classes. No graduation requirements have been altered at this time for the Class of 2024. Seniors are still expected to fulfill all graduation requirements set forth by the Illinois State Board of Education and JSD117. Members of the Class of 2024 are expected to attend school every day and follow their daily schedule of classes. Should ISBE or JSD117 change graduation requirements for the Class of 2024, students and parents will be notified.

19. Student Schedules. Student schedules will be released on Friday, August 11, 2023. If a student has a question about their schedule, they can ask for a pass or permission to go to Student Services before school, after school, during lunch or advisory. They will be directed to our Counselors when available. Counselors may also be contacted by phone or email.

20. Student Attendance and Grading. Students are expected to attend school in-person every day. Daily attendance will be taken and entered into Skyward. Truancy guidelines will continue to be followed. Parents are reminded to contact the attendance office when their student(s) will be absent.

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We are dedicated to setting your student up for success and believe that you want the same. With that being said, there have been conversations within our organization about the lack of attendance and truancy concerns at Jacksonville High School. As professionals we take responsibility for educating your child. However, this cannot happen if they are absent, demonstrating a pattern of being late, or skipping classes. Optimal learning takes place when students are present. Students that are continually trying to play catch up fall behind and suffer academically. Our message to students is that there needs to be an urgency to complete make-up work when absent and learning must stay current in order to be successful. The staff at JHS is committed to building a rapport and assisting in helping when attendance is a concern. Research also shows that students who get involved with their school are more likely to attend. JHS offers many opportunities for students. We want to help in any way that we can! Attendance Matters

- 21. Student Grades, Discipline Check.** Login to Skyward Family Access. Login information and passwords can be reset by contacting Melissa in Student Services.
- 22. SAT.** Completing the SAT is an Illinois graduation requirement. ISBE has set up testing dates in the 2023-2024 school year for the Class of 2025 to complete the SAT. The SAT testing window is set for March 1st through April 30. SAT and PSAT testing will all be digital this year.
- 23. Visitors to JHS.** Outside visitors will have limited access to Jacksonville High School during the school day. Any visitor (parent, grandparent, other family member, delivery driver, salesperson, etc.) will be encouraged to make an appointment before entering JHS. All visitors must report and sign in at the main office.
- 24. Homecoming Week 2023.** Homecoming Week 2023 is September 18 – September 23. More information is coming soon.
- 25. School Pictures.** Lifetouch will be at Jacksonville High School on Wednesday, August 30. Retakes are scheduled for Thursday, October 5th.
- 26. PE.** Students are required to wear athletic clothing that adheres to the dress code. Tennis shoes must be worn on the gym floor. These clothes and personal items should be locked in their PE locker.
- 27. Water Bottles and Water Fountains.** Students are encouraged to bring a water bottle to drink from during the day. Bottles need to have closable lids on them to help prevent spills in classrooms and hallways. Bottles are subject to search based upon reasonable suspicion of an inappropriate substance present. Students will be allowed to refill bottles at the water fountain/bottle fill stations.

We are excited to begin another school year! If your student attends regularly, follows school rules and has a solid work ethic, success will follow.

Please feel free to contact me with questions, thoughts, or comments.

Respectfully,

Joey Dion, JHS Principal

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