



Jacksonville High School

1211 North Diamond Street
Jacksonville, Illinois 62650
Telephone: (217) 243-4384
Fax: (217) 245-0445

Joey Dion, *Principal*
Dan Scott, *Assistant Principal*
Ryan Van Aken, *Assistant Principal*
Ian English, *Assistant Principal*
Mark Grounds, *Dean of Students*

August 6, 2024

To: JHS School Community
From: Mr. Dion
Re: JHS 2024-2025 Back to School Information

The following are key points for the JHS operations as the teachers, staff, parents, and students carry out our plan for the 2024-2025 school year. We have tried to be as thorough as possible about how we will conduct business at JHS. We hope this document will answer many of your questions.

1. JSD School Calendar for 2024-2025

First day of student attendance is **Wednesday, August 14th, 2024**

2. Registration. This is a reminder that online registration is open for all JHS students. Online registration closes on August 7 at 11:59 p.m. Online registration allows JHS parents/guardians to complete the school enrollment process for the upcoming school year. To complete online registration, go to www.jsd117.org, click on Skyward Family and Student Access.

In person registration for new students to the district or anyone needing technical assistance was held on Thursday, July 25 from 2:00 p.m.-7:00 p.m. and Friday, July 26 from 8:00 a.m.-12:00 p.m. at Jacksonville High School. If you 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.

3. Jacksonville High School, Student Expectations

4. Student Handbook. The 2024-2025 Student Handbook is available online at the JHS website. Students will be shown where to access it and will be required to sign a paper acknowledging such. The Handbook is also attached here.

JHS Bell Schedule 2024-2025

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	

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

- **7:45am** - School doors open for JHS students. Students will remain in the Auditorium and Cafeteria from 7:45 a.m. until the release of Early Bird classes at 7:54 p.m. Students will report directly to their first hour classrooms at 7:54 a.m.

- **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 7:00 a.m. and 7:05 a.m. Instructors will escort their classes to their classroom at 7:05 a.m.

- **Breakfast.** If desired, will be provided. It will be a grab and go style breakfast. The Cafeteria will be available for students to eat breakfast.

- **Lunch.** Students will have an opportunity to eat lunch during their scheduled lunch period in the JHS cafeteria.

- **8:05 a.m. - 3:07 p.m.** - Students will attend 7 periods per day and Crimson Time on Monday, Tuesday, Thursday and Friday. Wednesday will be an early dismissal at 2:39 p.m. with students being dismissed after their 7th period class.

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

7. Student Drivers. All student drivers are required to park in the north parking lot. Students found to park in the south parking lot will be warned and consequence. Parking permits are \$50 and can be purchased in the main office.

8. 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. Staff will be on duty in order to supervise entryways (office doors, south doors, north doors) and assist with morning procedures.

9. 1st Hour, Pledge of Allegiance and Announcements. The bell will ring at 8:02 a.m. Students should already be in their first hour class. The Pledge of Allegiance and announcements will be from 8:02 a.m. to 8:05 a.m. In house instruction will begin at 8:05 a.m.

10. Visitors to JHS. Outside visitors will have limited access to Jacksonville High School during the school day. All visitors must report and sign in at the main office.

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11. 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 at the main south doors, towards Walnut. Students should use sidewalks and crosswalks for their safety.

The JHS (South) 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.

12. Student Schedules. Student schedules will be released on Friday, August 9, 2024. Students who have a question about their schedule 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. Schedule changes may be requested for approved reasons. The final date to make a schedule change request is Tuesday, August 20.

13. 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.

We are dedicated to setting your student up for success and believe that you want the same. There are ongoing conversations within our organization about the lack of attendance and truancy concerns. 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!**

14. Student Grades, Discipline Check. Login to Skyward Family Access. Login information and passwords can be reset by contacting Melissa Suttles in Student Services (217-243-4384).

15. 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.

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

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17. Student ID's. Students will be given a student ID card. This card will have their leveling information on it. Students should 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.

18. JHS Dress Code.

19. 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.

20. Cell Phones. Students 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. The instructional time is applicable when the student is in the hallway or restroom if class is going on. There is a time and place for everything and our students need to respect and understand the appropriate times. 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.)

21. Headphones. Headphones are allowed before/after school and at lunch. 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 etc.

22. Lockers. Students will not be assigned lockers for the 2024-2025 school year at JHS. If your student has a need/want for a locker, please contact your building administrator.

23. Class of 2025 Graduation Requirements and Daily Schedule/Classes. No graduation requirements have been altered at this time for the Class of 2025. 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 2025 are expected to attend school every day and follow their daily schedule of classes.

24. ACT. Completing the ACT is an Illinois graduation requirement. ISBE has set up testing dates in the 2024-2025 school year for the Class of 2026 to complete the ACT. The Class of 2025 met the State Graduation requirement taking the SAT this past school year. If a student did not take the SAT during his or her Junior year, they will be required to take the ACT in the spring of 2025 of their Senior year. The ACT testing window is set for March 1st through April 30.

25. Homecoming Week. Homecoming Week is September 16 – September 21. More information is coming soon.

26. School Pictures. Lifetouch will be at Jacksonville High School on Wednesday, August 21. Retakes are scheduled for Wednesday, October 2.



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27. 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.

28. 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