

# LEO HIGH SCHOOL

## CAREER MAJORS ACADEMY



### Principal's Desk

I would like to welcome Parents, Students and the community to the 2014-2015 school year. Leo Jr. Sr. High School provides a world-class education for students through a wide variety of opportunities. Students take Advanced Placement courses and dual credit opportunities with area Colleges and Universities. In addition to a rigorous curriculum and a strong Faculty, Leo Jr. Sr. High School students continue to achieve some of the most successful academic test scores and graduation rates in the area. Students are offered National Project Lead the Way Courses in Pre-Engineering and Biomedical Sciences. Leo Jr. Sr. High School Career Majors Academy helps students bring relevancy to the classroom through powerful internships, partnerships and mentorships with area businesses. Students develop meaningful future plans through career related courses. Students explore a wide variety of career opportunities and gain invaluable experiences as they prepare for their future.



As we look forward to the new school year with great anticipation, I would like to reflect on the success enjoyed during the 2013-2014 school year. We celebrated National Merit Scholarship winners, Four Star School award, State Championship in softball, Academic Super Bowl Championship in English and ISSMA All-Music Program recognition for our Band. For the second year in a row, Leo Jr. Sr. High School has been honored to place a member of the senior class in the Nation's most prestigious Military institutions, the West Point Military Academy in 2013 and the United States Air Force Academy in 2014. For the second year in a row the school recently received Gold Star Status from the Indiana Department of Education for our School Counseling and Guidance program.

The 2013-2014 school year was a very successful year at Leo Jr. Sr. High School. We expect the 2014-2015 school year to be just as exciting and successful. We look forward to working collaboratively with parents and students to continually improve the education process. I wish all of our students and parents a wonderful and successful school year.

Sincerely,

Dr. Neal Brown III  
Principal

# Welcome to Leo!

New additions to our Leo Lions Jr/Sr High School:  
Please welcome:

Nicole Singer, Assistant Principal  
Amanda Hess to our Science Department  
Roshni Patel to our Spanish Department

We hope you have a great first year at Leo!



## *Where to go when you gotta kn **OW***



Attendance Information: Pam Keane

446-0180 ext. 7114

Faculty/Staff Phone and email list:

<http://www.eacs.k12.in.us/lhs/page.php?pid=573>

Classroom Connection:

<https://portal.eacs.k12.in.us/webPages>

Leo JSHS webpage:

<http://www.eacs.k12.in.us/lhs>

Lost & Found:

Located in the Library

## REGISTRATION

**Monday, August 4 from 12:00 PM – 7:00 PM**

**Tuesday, August 5 from 8:00 AM – 3:00 PM**

**It is very important that ALL parents/guardians attend one of the open registration sessions listed above.**

Registration forms are available online through [www.eacs.k12.in.us](http://www.eacs.k12.in.us). Navigate to Leo High School and the forms will be on the main page. Parents will be required to complete a Student Emergency Information form for each student during registration.

The on-line process allows you to complete many registration forms including the emergency information form from home (or any computer with internet access). You should have already received a document explaining EACS Parent Access along with your new activation code. Computer labs will still be available at school for those who do not have internet access. If you decide to complete the on-line portion of registration at Leo Jr/Sr High during the in-person portion of registration, please be sure to **bring your new activation code** with you.

**Classroom location and locker help will be available to for new students and 7<sup>th</sup> graders during registration. New students and 7<sup>th</sup> graders are encouraged to visit their lockers and classrooms. Student helpers will be located in the junior high school halls.**

# iPad Distribution!

**It is very important that ALL parents/guardians attend one of the open registration sessions listed above.** During the registration process, all parents of students in grades 7-12 will complete paperwork (iPad Acceptance Form) for their student's iPad.

**iPads will NOT be distributed without this paperwork being completed.**

Student iPads will be distributed on August 14 to students whose parents have completed the required iPad Acceptance Form. The iPad Acceptance Forms are available to preview EACS' website under the Parent tab.

Parents/Guardians will have the option of choosing EACS iPad insurance for \$30.00 decline insurance and accept full responsibility for lost, stolen, or damaged iPads. All repairs must still be handled through East Allen County Schools technology department to prevent warranty invalidation.

**Partial insurance payments will not be accepted this year.**

**Checks should be made payable to Leo JSHS – NOT East Allen County Schools.**



## Food Services

Prepay your lunch account in the cafeteria or in the wooden "lunch account" box located adjacent to the attendance office. **Please remember that students may not use cash in the service lines.**

<b>2013-2014 Prices:</b>	<b>Student</b>	<b>Adult</b>
Breakfast	\$1.00	\$1.30
Elementary Lunch (grades K-8)	\$1.60	\$2.40
Secondary Lunch (grades 9-12)	\$1.80	\$2.40
Milk	\$.30	\$.30
Reduced Lunch	\$.40	N/A



*Call Deb Carper for more information 446-0180 x 7117*

## GUIDANCE DEPARTMENT

The Leo Jr/Sr High School Department welcomes you to the 2013-2014 school year!

Christi Smeltzley, Guidance Director – Grades 11 & 12

Gary Rogers, Guidance Counselor – Grades 9 & 10

Cary Cogdell, Guidance Counselor – Grades 7 & 8

- Reminder: Schedules will not be changed unless they are incomplete or a class has been included in error.
- The PSAT will be given on Wednesday, October 15 to all sophomores and selected freshman.
- If you are planning to go to college, you need to take the SAT or ACT. A complete list of 2014-2015 test dates are posted on the Leo website under Academics/Guidance.

## ATHLETICS

Purchase your All Sports Passes at registration or in the athletic office. Save money and support your team.

**IHSAA physical forms** are available on-line at: <http://www.eacs.k12.in.us/lhs/page.php?pid=1156> or in the athletic office.

*Remember, all student athletes must have a completed physical form before being eligible to participate in an IHSAA sanctioned sport.*

We look forward to a great fall season and hope to see you here supporting your LEO LIONS!!!

## Student Safety & Discipline

The EACS Student Back to School Guide (Behavior / Rules) will be distributed through the EACS central administration. Please read this document carefully as students and parents should know and understand school expectations.

Please remember that cell phones and other electronic devices are not to be used during the instructional day.

## Parking / Student Pick-up and Drop Off

The amount of traffic in and out of the school grounds before and after school causes serious safety concerns each year. Please help keep our students safe by observing the following parking lot procedures.

Traffic entering the South lot should turn right and enter lot through any parking lanes except the bus lane directly adjacent to the school (see below).

Traffic entering the North lot should enter by the Tennis Courts and proceed through and across the lot, then exit adjacent to the building.

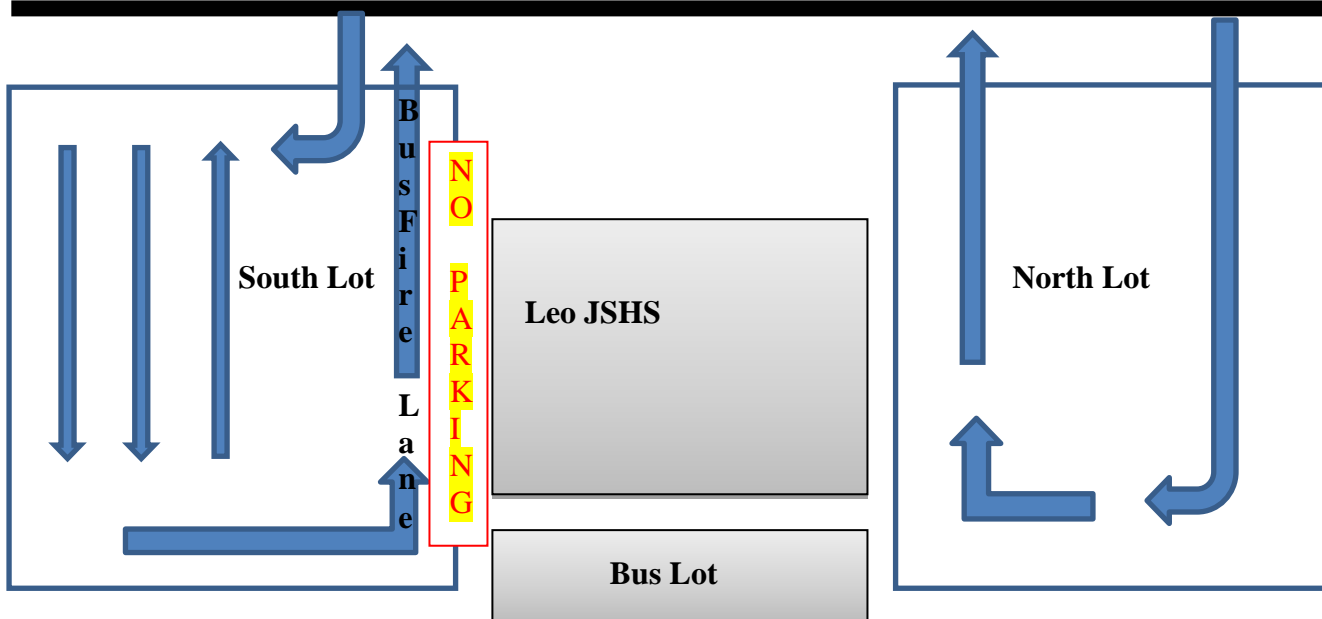
**Please note: The East (bus lot) is closed to all traffic BEFORE and AFTER school until buses have exited.**

If you are picking a student up after school please use the North lot or take a parking space and exit with the normal flow of traffic in the south lot.

**The Bus/Fire lane must be clear of parked vehicles at all times.**

Moped riders — please park in the circle drive on the west side of the building. Do not park on the sidewalk, under the covered section of sidewalk, or in the main parking lot.

**Moped parking tag fees are \$5.00, Cars tags are \$15.00. Tags are available at registration.**



## DRESS CODE (See EACS Policies Sec. E2 b - page 15.)

Guidelines for appropriate dress include, but are not limited to, the following:

1. Students will wear footwear at all times.
2. Hats/hoods/bandanas/sunglasses/headgear of any kind should not be worn, or be visible, upon entry into the school and throughout the academic school day. The only head gear that is permitted is head gear that is worn for religious purposes.
3. **Exposed shoulders, backs, cleavage, or midriffs are not allowed at any time. Examples of shirts not to be worn include: muscle shirts, tank tops, tube tops, spaghetti straps, visible undergarments, see-through tops. All tops/shirts must have sleeves that cap the shoulder and be without slits. A good test to use to see if your top is too low cut: Lay the palm of your hand on the center of your upper chest with fingers together so that the index finger is at the base of the collar bone. If the shirt falls below your pinky, it is considered too low cut to wear to school.**
4. **Shorts, skirts and dresses should be appropriate in length. Shorts, skirts and dresses are to be no more than 4" from the center of the knee cap.**
5. Underwear should not be visible. Accordingly, sagging pants exposing clothing or skin are prohibited. No portion of any clothing worn under pants or shorts may be visible at any time, regardless of whether a shirt covers the waist or not.
6. Clothing that is torn excessively or torn in inappropriate locations (including above 4" above the knee) will not be allowed.
7. Accessories that may be detrimental to the learning environment or are a potential safety issue are not permitted, such as spikes on either clothing or jewelry.
8. Administrators may make exceptions prior to school spirit activities.

## Mark Your Calendars

**BACK TO SCHOOL NIGHT:** Thursday, August 14, 2014  
Reception at 3:00 .m. in the main gym  
Program 3:30 – 6:30 p.m.

**PICTURE DAY:** Friday, September 5, 2014.  
Retakes: Tuesday, October 14 during lunch mods only.

**HOMECOMING LEO VS HERITAGE HS:** Friday September 26, 2014

**PARENT TEACHER CONFERENCES:** Thursday, October 23, 2014 from 3:30 – 7:30 p.m.

# LEO JSHS BELL SCHEDULE

2014-2015

Bell

Daily Schedule		A	
Entrance Bell	7:15		
Warning Bell	7:40		
Period 1	7:45	8:35	
Period 2	8:40	9:27	
Period 3	9:32	10:19	
Period 4	10:24	12:16	
PRIDE	10:24-10:54	10:59-11:29	
Lunch A	10:24	10:54	
Lunch B	10:59	11:29	
Lunch C	11:46	12:16	
Period 5	12:21	1:08	
Period 6	1:13	2:00	
Period 7	2:05	2:55	

2 Hr. Delay Schedule			
Entrance Bell	9:15		
Warning Bell	9:40		
Period 1	9:45	10:15	
Period 2	10:20	10:50	
Period 3	10:55	11:25	
Period 4	11:30	1:10	
	No PRIDE Time		
Lunch A	11:30	12:00	
Lunch B	12:05	12:35	
Lunch C	12:40	1:10	
Period 5	1:15	1:45	
Period 6	1:50	2:20	
Period 7	2:25	2:55	

## Collaboration

Entrance Bell	7:15		
Warning Bell	7:40		
Period 1	7:45	8:30	
Period 2	8:35	9:19	
Period 3	9:24	10:08	
Period 4	10:13	11:56	
PRIDE	10:13-10:43	10:48-11:18	
Lunch A	10:13	10:43	
Lunch B	10:48	11:18	
Lunch C	11:27	11:57	
Period 5	12:02	12:46	
Period 6	12:51	1:35	
Period 7	1:40	2:25	

## 3 Hr. Delay Schedule

Entrance Bell	10:15		
Warning Bell	10:40		
Period 1	10:45	11:15	
Period 2	11:20	11:50	
Period 3	11:55	12:25	
Period 4	12:30	2:10	
PRIDE	NO PRIDE Time		
Lunch A	12:30	1:00	
Lunch B	1:05	1:35	
Lunch C	1:40	2:10	
Period 5	2:15	2:45	
Period 6	2:50	3:20	
Period 7	3:25	3:55	

# LEO JSHS BELL SCHEDULE

# 2014-2015

Bell

### Homeroom Schedule 30 min

Entrance Bell	7:15	
Warning Bell	7:40	
Homeroom	7:45	8:15
Period 1	8:20	9:04
Period 2	9:09	9:51
Period 3	9:56	10:38
Period 4	10:43	12:36
PRIDE	10:43-11:13	11:18-11:48
Lunch A	10:43	11:13
Lunch B	11:18	11:48
Lunch C	12:00	12:30
Period 5	12:35	1:17
Period 6	1:22	2:06
Period 7	2:11	2:55

### HomeRoom Schedule 1 hour

Entrance Bell	7:15	
Warning Bell	7:40	
Homeroom	7:45	8:45
Period 1	8:50	9:30
Period 2	9:35	10:14
Period 3	10:19	10:58
Period 4	11:03	12:48
PRIDE	No PRIDE Time	
Lunch A	11:03	11:33
Lunch B	11:38	12:08
Lunch C	12:13	12:43
Period 5	12:48	1:27
Period 6	1:32	2:11
Period 7	2:16	2:55

### Hr. HomeRoom Schedule 15 min

Entrance Bell	7:15	
Warning Bell	7:40	
Homeroom	7:45	8:00
Period 1	8:05	8:50
Period 2	8:55	9:39
Period 3	9:44	10:28
Period 4	10:33	12:27
PRIDE	10:33-11:03	11:08-11:38
Lunch A	10:33	11:03
Lunch B	11:08	11:38
Lunch C	11:57	12:27
Period 5	12:32	1:16
Period 6	1:21	2:05
Period 7	2:10	2:55

### Homeroom Schedule PM

Entrance Bell	7:15	
Warning Bell	7:40	
Period 1	7:45	8:29
Period 2	8:34	9:16
Period 3	9:21	10:03
Period 4	10:08	11:57
PRIDE	10:08-10:38	10:43-11:13
Lunch A	10:08	10:38
Lunch B	10:43	11:13
Lunch C	11:27	11:57
Period 5	12:02	12:44
Period 6	12:49	1:31
Period 7	1:36	2:20
Homeroom	2:25	2:55



## IMMUNIZATION REQUIREMENTS FOR 2014-2015 SCHOOL ATTENDANCE

The Indiana State Department of Health is **requiring** the following additional immunizations for school attendance:

*NEW for the 2014-2015 School Year*

- Two (2) doses of Hepatitis A is required for *Kindergarten*.
- Two (2) doses of MCV4 (Meningococcal conjugate) is required for *12<sup>th</sup> grade*.

Other immunizations that must be current prior to the school year

- Two (2) doses of Varicella (chickenpox), or evidence of immunity, for all students in grades Kindergarten through 12<sup>TH</sup> grade.
- One (1) dose of MCV4 is required for 6<sup>th</sup> grade.
- One (1) dose of Tdap (Tetanus & Pertussis) is required for 6<sup>th</sup> grade.

See your physician for needed immunizations or you may go to:



The **Allen County Department of Health**, located at 4813 New Haven Avenue, at the corner of New Haven and Meyer Road. Children under age 18 need to be accompanied by a parent or legal guardian (with appropriate consent). Children eligible under the Vaccines for Children program may qualify for free vaccine. For all others, there is a \$9 administration fee per vaccine in addition to the cost of the vaccine. Cash, debit or credit cards accepted. Call 449-7514 to schedule an appointment or for additional information.

**Super Shot** also offers immunizations at various locations throughout Allen County. There is an \$8 fee per shot; Medicaid is accepted. No one will be turned away due to inability to pay. *Your child's shot record is required and he/she must be accompanied by a parent or legal guardian.* Call 424-7468 for additional information.



If you have questions, call your physician or your school nurse.

IMMUNIZATION RECORDS SHOULD BE BROUGHT TO REGISTRATION  
OR DELIVERED TO YOUR CHILD'S SCHOOL  
*PRIOR TO THE FIRST DAY OF THE SCHOOL*

## 2014-2015 School Year

Below are the number of doses and each vaccine required for school entry by grade level.

<i>3 to 5 years old (Pre-kindergarten)</i>	3 Hep B (Hepatitis B) 4 DTaP (Diphtheria, Tetanus & Pertussis) 3 Polio (Inactivated Polio) 1 MMR (Measles, Mumps & Rubella) 1 Varicella (Chicken Pox)	
<i>Kindergarten</i>	3 Hep B 5 DTaP 4 Polio	2 MMR 2 Varicella 2 Hep A (Hepatitis A)
<i>Grades 1 to 5</i>	3 Hep B 5 DTaP 4 Polio	2 MMR 2 Varicella
<i>Grades 6 to 11</i>	3 Hep B 5 DTaP 4 Polio 2 MMR	2 Varicella 1 Tdap (Tetanus & Pertussis) 1 MVC4 (Meningococcal conjugate)
<i>Grades 12</i>	3 Hep B 5 DTaP 4 Polio 2 MMR	2 Varicella 1 Tdap 2 MVC4

**Hep B** The minimum age for the 3<sup>rd</sup> dose of Hepatitis B is 24 weeks of age. Two dose alternative adolescent schedule (Recombivax HB<sup>®</sup> given at age 11-15 years x 2 doses) is acceptable if properly documented.

**DTaP** Four doses of DTaP/DTP/DT are acceptable if 4<sup>th</sup> dose was administered on or after child's 4<sup>th</sup> birthday.

**Polio** Three doses of Polio vaccine are acceptable for all grade levels if the 3<sup>rd</sup> dose was administered on or after 4<sup>th</sup> birthday and at least 6 months after the previous dose with only one type of vaccine used (all IPV or all OPV).

For students in grades Kindergarten through 4<sup>th</sup> grade the final dose must be administered on or after the 4<sup>th</sup> birthday, and be administered **at least 6 months** after the previous dose.

**Live Vaccines (MMR, Varicella, LAIV)** Live vaccines that are not administered on the same day must be administered a minimum of 28 days apart. The second dose should be repeated if the doses are less than 28 days.

**MMR** If given as single antigen, 2 Measles, 2 Mumps and 1 Rubella required.

**Varicella** Physician documentation of disease history, including month and year, is proof of immunity for children entering preschool through 6<sup>th</sup> grade. A signed statement from the parent/legal guardian indicating history of disease, including month and year is required for children in grades 7-12.

**Tdap** There is no minimum interval from the last Td dose.

**MVC4** Individuals who receive dose 1 on or after their 16<sup>th</sup> birthday only need 1 dose of MVC4.

