



# KNOX COMMUNITY HIGH SCHOOL

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## REDSKIN PARENT NEWSLETTER

### August 2016

On Thursday, August 4, 2016, students will begin their classes at Knox High School. We hope our students had a great summer and also hope they are anticipating the opening day of school with the same enthusiasm as the teachers and staff. The faculty at KHS is excited to welcome our student body back to school. We look forward to the return of our students who previously attended KHS and we welcome the class of 2020 as new members of Knox High School. We also would like to warmly welcome all students new to our school and community.

This school year presents a number of challenges for all of us, as well as a number of opportunities to excel. Our largest challenge will be to provide our students with the quality of education they will need to meet their expectations and dreams for the future. Of utmost importance, we must provide this opportunity to students in an environment that is safe and allows them to grow.

We believe Knox Community High School has all of the ingredients needed to enable our students to be successful. Working together, we can find ways to help our students achieve their goals. Throughout the year you will be receiving parent newsletters and emails to keep you abreast of important news, information, and events. This newsletter contains information related to the following topics: **Registration, Welcome - Back to School Night, Book Rental, Lunch & Breakfast Costs and School Pictures.**

Please feel free to contact me at your convenience if you have any questions related to these issues. I look forward to visiting with you at the many positive school events we have planned for the 2016-2017 school year. Let's make this our best year yet!

Sincerely, Dr. Elizabeth Ratliff, Principal

### **REGISTRATION**

Students who are new to Knox Community School Corporation must have a copy of their birth certificate, proof of residency, and immunization records (Documentation of MMR inoculation), and transcripts from your previous school.

### **WELCOME - BACK TO SCHOOL NIGHT**

On **Wednesday, August 3**, KHS will host our annual Welcome Back to School Night. The intent of this program is to offer parents and students an opportunity to randomly visit classrooms and meet faculty members. Parents and students may visit KHS from **4:00 — 6:00 p.m.**

### **SCHOOL UPDATES AND COMMUNICATION**

The High School will continue to expand our use of technology for parent information and communication. A form will go home with students on the first day for parents to update email addresses in our student management system if they would like to receive communications in this manner. *The email lists will not be utilized for any purpose other than KHS parent-school communication.*

**Please take the time to check out our websites:**

Knox High School Website: [hs.knox.k12.in.us](http://hs.knox.k12.in.us) (General HS Information)

Knox High School Blog: [knoxhs.blogspot.com](http://knoxhs.blogspot.com) (Current Events & Pictures)

Parent PowerSchool Portal: [ps.knox.k12.in.us/public/](http://ps.knox.k12.in.us/public/) (Student Grades & Attendance)

## **CELL PHONES**

- **Cell phones, radios, tablets, CD players, I-pods, MP3 players, pagers, or any other electronic devices of any kind that are brought to school should not become a distraction or disruption in any way, as determined by KHS staff, KCSC Board Policy and/or Indiana State Law.**
- KCSC policies regarding acceptable internet/ computer use and harassment/ bullying apply to cell phone/ electronic device usage.
- KHS is not responsible for lost or stolen items.
- Cell phones, I-Pods and similar devices may be used (with headphones) during the lunch hours and passing periods unless the student is assigned a lunch detention or ISS.
- Parents can leave important messages for their children by calling Student Services at 772-1677. **Parents are discouraged from calling/texting student cell phones during classroom hours.**
- **Parents must contact Student Services if they need to pick up their child from school. Students leaving school grounds without permission from Student Services are subject to Administrative sanction.**
- Students may not record (video, audio, etc.) any person (student, faculty, visitor, etc.) without their consent. Recording in no way should disrupt the school environment.
- Teachers and other staff have the authority to regulate cell phone (electronic device) use in their classrooms and can enforce this policy outside of their classrooms if necessary.
- Students are subject to Administrative Sanction (see page 32 of student handbook) for violation of this policy or the refusal to surrender an item to any KCSC staff member. Confiscated items will be turned in to Student Services. Parents may be called to retrieve the items if determined by KHS administration.
- The KHS Administration has the final say on the appropriateness of any cell phone/electronic device use.

## **STUDENT DRESS AND GROOMING**

It is time for back to school shopping and we hope that the following information will assist you. Please refer to pages 26-27 for the Student Dress Code of the adopted student handbook for KHS, which is available on the KHS Website ([hs.knox.k12.in.us](http://hs.knox.k12.in.us)), under the Info tab and Document Library. We ask that parents/guardians please familiarize themselves with the following information related to the KHS dress code.

We take pride in the appearance of our students. Proper student dress and grooming is basically a responsibility of the student and his/her parent/guardian. However, a student's dress and grooming must be in the best interest of the school with respect to health, welfare, and safety of the student and the student body. The appearance of the student must not interrupt the orderly process of education in the school at anytime. From time to time there may be certain occasions when special type of clothing may be worn, but this will be with the permission of the school administration.

In conclusion parents, we ask that your child come properly dressed to school. Please make sure their clothes fit them according to school guidelines so that the focus of our classroom efforts remains on what is being taught and learned as it is related to the curriculum.

## **BOOK RENTAL – e-FUNDS**

**e-Funds** is now on the Knox Community School website: [www.knox.k12.in.us](http://www.knox.k12.in.us) This is an exciting new feature made available for parents to view and make payments on their student's accounts throughout the year. A class schedule will be emailed to your student's email, please look for the 9 digit ID number or STN Number for the registration process.

(This number can also be found on last year's picture ID card)

If you have any questions regarding this process, please contact Jennifer Tow @ 772-1678

## **ATHLETIC PARTICIPATION**

Athletic practices for all fall sports have begun. All athletes and managers are required to have a completed physical form on file in the athletic office prior to participating in practice. Physical forms are available in the KHS athletic office and on the high school web site. Contact Mr. Owens, KHS Athletic Director at 772-1627 if you have any questions regarding eligibility.

## **October 1 SAT**

The SAT will be given at Knox Middle School Saturday, Oct. 1, 2016. Regular Registration is due by Sept. 1. The SAT website is <https://collegereadiness.collegeboard.org/sat/register> See guidance for details and questions.

## **Lilly Scholarship Due September 2, 2016** The application can be found at [www.nicf.org](http://www.nicf.org) on August 1!

The Lilly program will provide one scholarship in Starke County for full tuition, required fees, and a special allocation of up to \$900 per year for required books and required equipment for four years of undergraduate study on a full-time basis, leading to a baccalaureate degree at any Indiana public or private college/university accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The Scholarship recipient is to be known as a Lilly Endowment Community Scholar.

### *Criteria for Eligibility*

1. Student must be a high school senior, who is Starke County resident and who will have graduated by the end of June 2017 with a diploma from an accredited Indiana high school.
2. Student must be accepted for a full-time baccalaureate course of study at a public or private college or university in Indiana accredited by the North Central Association of Colleges and Schools by May 3<sup>rd</sup> 2017, to begin studies no later than fall of 2017.
3. Siblings of current and previous Starke County Community Foundation Lilly Endowment Community Scholars are eligible to apply.
4. Submit completed application online by Friday, September 2, 2016 at 3:00 pm.
5. You are ineligible to apply for this scholarship if you are a child, stepchild, grandchild, great grandchild, spouse, brother, sister, brother-in-law, or sister-in-law of someone, **who served during the year prior to the application deadline date or who is currently serving** as any of the following: a member of the Northern Indiana Community Foundation (NICF) Board; a member of the Starke County Community Foundation (SCCF) Service Committee; the NICF Executive Director; a County Associate Director; a Staff Member of the NICF/SCCF; or a member of the SCCF Scholarship Committee. Spouses of everyone listed in this paragraph are also ineligible.

The application can be found at [www.nicf.org](http://www.nicf.org) on August 1!

### **Steps for Completing the Scholarship Packet**

1. Determine your eligibility.
2. The application **must be completed online.**
3. Seriously consider whom you will ask to submit your letter of recommendation. Choose someone who knows you well enough to write a letter. You will need someone that can explain what sets you apart from your peers. It may not be from a relative. You will enter your recommenders' email address. They will be contacted via the online system to provide the letter of recommendation.
4. After you submit your application ONLINE on or by September 2nd, your guidance counselor will provide us with your transcript and academic certification form.
5. The application will require three essays. We encourage you to make your essay strong, concise, and well-organized. Keep it to 200 words or less.
6. The application will require you to download a quality wallet size photo of yourself. The photograph will become property of the Foundation for publicity purposes should you be chosen.

The application can be found at [www.nicf.org](http://www.nicf.org) on August 1!

## LUNCH AND BREAKFAST PRICES

Students will have the opportunity to eat breakfast and lunch at KHS on a daily basis. Students may deposit money into a personal meal account, and each time the student passes through the breakfast or lunch line, the cost of the meal will be withdrawn from the account balance.

Listed below are the costs of breakfast and lunch at KHS for the 2016-2017 school year:

	<u>Breakfast</u>	<u>Lunch</u>
Regular	1.25	2.20
Reduced	.30	.40

Applications for Free and Reduced lunches/breakfasts may be completed at registration. If you have already registered your child for school, you may pick up a copy of the free and reduced meal application in the main office of the high school

## SCHOOL PICTURES

School Picture Day will be held on Tuesday, **August 9, 2016**, for all students in grades 9-12. Picture order information will be distributed to all students. These pictures are for the student ID cards.

## SEASON PASSES

Applications for season sports passes are available in the main office at the high school. Forms are also available on the high school website.

## TECHNOLOGY UPDATE

Laptop Computers will be available during Open House for student/parent pickup.

Knox High School utilizes software for monitoring computer system that will allow us to view and project student computer screens throughout the school day in the office and around the building. It is important to remind students that the student laptop **must** be dedicated to educational activities.

**Please ensure that your student's laptop bag is being used to transport the computers.** Damage to the laptops will continue to result in the student/parent incurring a cost for the insurance or repair. Please review the student handbook for laptop breakage and repair information. We have seen amazing work from our students with the laptops and are committed to ensuring appropriate use.

## UPCOMING EVENTS

<b>August 3</b>	<b>KHS Open House/Laptop Pickup – 4:00-6:00 pm</b>
<b>August 4</b>	<b>Students first day back – Red Day</b>
August 9	Pictures for all students for school ID's
September 1	Regular Registration Deadline for Oct. SAT
September 2	Deadline for Lilly Scholarship 3:00 pm CDST
September 5	No School – Labor Day
September 9	Progress Reports
September 23	Homecoming football with North Judson
October 1	SAT at Knox, Regular registration deadline Sept. 1
October 4	Choir Concert
October 9	End of first 9 weeks