



Student and Family Handbook

2016-2017

August, 2016:

Dear Students, Parents, and Guardians:

Welcome to the new school year. The Governance Council, Administration, Teachers, and Staff at Las Montañas Charter High School are all very excited to begin the school year and we hope you are too. This journey will begin with our first full year in our new safe, secure, and state-of-the-art facility at 1405 S. Solano. If you have not had the opportunity to tour our new space, I encourage you to do so.

Students, parents, and guardians please read this handbook together. This document will serve as a guide to the expectations regarding the rules of LMCHS. More information can be found on our website at www.lasmontanashigh.com and our Facebook page. If you have any questions, please do not hesitate to drop by the school or call (575) 636-2100.

Please remember that it is very important that all students come to school every day and ready to learn (note the new student attendance policy attached at the end of this handbook). Together we can achieve the mission of the school and the individual goals of every student.

Sincerely,

Caz Martinez
Principal

“Begin With The End In Mind”

Mission Statement

The mission of Las Montañas Charter High School (LMCHS) is to develop the academic potential and personal character of each student by engaging and valuing the student, family and community partnership. Students will work to prepare for and meet the challenges of a post-secondary or workforce environment for a globally diverse society.

Equal Opportunity Education

Every student has the right to have access to a public education. No student will be subject to discrimination, harassment or obstacles to his/her democratic right to benefit from a public education. LMCHS will not allow any discrimination based on religion, culture, ethnicity, race, gender, sexual orientation, political beliefs or disability. This also includes marital status and pregnancy. LMCHS will observe all provisions of section 504 and the Americans with Disability Act (ADA).

TITLE IX/GENDER EQUITY

The LMCHS Governance Council is committed to gender equity in all programs, activities, services, and practices for students. Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of gender in education programs or activities receiving federal funds. LMCHS employees are to fully and equally encourage female and male students, to participate in school activities, to achieve in all areas and to enroll in academic programs and prepare for careers without regard to gender barriers or stereotypes.

Response to Intervention

It is the belief of the LMCHS Governance Council that all students can learn and that all students provided the appropriate support can meet the high academic standards of the school. LMCHS Governance Council recognizes that many of the students coming to LMCHS will be in need of additional instruction and support to achieve the high academic expectations of the school. To achieve this, LMCHS will provide additional support and instruction during an advisory period or intervention course to assist students with academic progress and success.

The Family Educational Rights and Privacy Act (FERPA)

LMCHS maintains confidential student records for each student enrolled. The school complies with the U.S. Family Educational Rights and Privacy Act (FERPA) and Individuals with Disabilities Education Act (IDEA-B) to keep student records confidential and to provide procedures and establish responsibility for collecting, maintaining, and releasing information about students that is contained in student records. Parents may request that the school or school district restrict the release of student records. Parents have a right to review their child's cumulative record folder or to correct inaccuracies.

Immunizations

Students shall not be enrolled in LMCHS unless satisfactory evidence of their completed immunizations, or proper exemption, can be presented. Any enrolled student without an immunization or immunization exemption will be placed on immunization suspension until immunizations are completed or are made as current as possible. It is unlawful for any parent to refuse or neglect to have his/her child immunized, as required by state law, unless the child is properly exempted.

Medical Problems

It is imperative that the student have a medical card on file, either through Schoolmint or a hard copy provided at the school. If there is an emergency situation, and we cannot reach one of the parents, we can proceed with necessary emergency treatment. Persons listed as parent(s)/guardian(s), or otherwise listed as the responsible individuals for the student will be the only persons contacted, should the student become injured or ill.

Restricted Physical Activity

When a physical restriction is such that the student cannot meet the objective of a course, the student needs to meet with administration to work out an arrangement. A schedule change may be needed so that the student can earn credit in another class for the semester. A physician's excuse will be required if the student is to be exempted from a required course, such as Physical Education (PE). This exemption must be renewed annually, and will become part of the student's folder.

If the student has a serious illness or condition that will keep him/her from attending school for at least two consecutive weeks, the student or the parent should immediately contact the school counselor or administration, who will make arrangements for homebound instructions. The student's physician should request homebound instruction if it is in the best interest of the student.

If the student is pregnant, she should follow the directive of her attending physician regarding activities at school. Pregnancy is not a reason to apply for homebound instruction unless she is experiencing medical complications with her pregnancy.

Guidance and Counseling Information

The counselor and the advisor (teacher) is the student's best source of information when the student has questions or problems. The counselor and senior advisor has college, vocational school and military information. In addition, the counselor/advisor can assist with tutors and obtain assistance from outside resources for other problems or concerns the student may have.

HIV / AIDS

HIV, the virus that causes the Acquired Immune Deficiency Syndrome (AIDS) is not transmitted through everyday casual contact. It is the position of LMCHS that students infected with HIV attend school in an unrestricted manner. The school will observe all HIV/AIDS related provisions in section 504 and the Americans with Disability Act (ADA).

Student Parking

Students are allowed to drive to school provided they have all of the necessary driving documents as required by state law. The student is not allowed to sit in the vehicle during the day. Student parking is restricted to main/central parking area only. Parking privileges will be revoked if a student is speeding, operating the vehicle in an unsafe manner, or refusing to park in designated areas. In the event that the vehicle is used to transport any illegal substance(s) or weapon(s) onto school grounds, the student's parking privileges will be revoked.

- Speed limit on campus is 10 m.p.h.
- Inappropriate driving activity will result in disciplinary action.

LMCHS assumes no responsibility for the student's vehicle or its contents. The student must lock his/her vehicle and not leave valuables in it. If a theft or loss should occur, the student must contact his/her insurance provider.

VIOLENCE, GANG AND/OR GANG-LIKE ACTIVITIES

LMCHS recognizes that the presence of any violent, gang, and/or gang-like activities can cause a substantial disruption of or interference with the school educational process and/or activities. In addition, the Governance Council recognizes that the primary focus in providing gang and potential violence intervention is involving parents and the community in developing a proactive approach designed to offer assistance to students and families in dealing with the problems of a changing society. LMCHS forbids the possession, care,

use, or distribution of all weapons by students or unauthorized persons in or around a school location, or school-sponsored activity.

LMCHS is enacted and enforced to implement the requirements of the federal Gun-Free Schools Act of 1994, 33 U.S.C., Section 3351(a)(1), and Gun-Free School Zones Act of 1990, 18 U.S.C., Sections 921-924, and it is the intention of LMCHS to conform to provisions of those referenced laws.

Student Dress Code

The student dress policy is an essential aspect of creating a school environment that is safe, conducive to learning, and free from unnecessary disruption. During the school day and while participating in school-related activities/functions, students shall adhere to a standard of dress and appearance that is appropriate. Student dress and personal appearance shall meet reasonable standards of cleanliness and safety and must show respect for others. Personal appearance and dress that violate reasonable standards; compromise safety; demean, slur or harass others through symbols, words, or images; and/or disrupt the educational process shall not be tolerated.

The above statement provides basic guidelines, but is not limited to the described items. When, in the judgment of the administration, a student's appearance or mode of dress is distracting, disrupts the educational process or constitutes a threat to health or safety, the student may be required to make requested modifications. Failure to comply with this policy could result in a parent conference leading to a possible suspension from school or the student being sent home for the remainder of the day.

Nutrition Services

Las Montañas Charter High School nutrition services is operated under the National School Lunch Program (NSLP) and complies with the Community Eligibility Provision. All enrolled students will have the option to eat a free breakfast and lunch that follows all NSLP nutritional guidelines and principles.

Conduct During Lunch Period

Students must stay on campus while eating lunch unless otherwise stated by administration and must continue to abide by all school handbook rules.

All food is to be respected and it is never acceptable to be careless and inappropriate at breakfast and lunch sessions.

Lunch must be eaten in the designated eating areas and NOT in classrooms.

Good Neighbor Policy

LMCHS students are encouraged to be positive role models as they travel to and from school and interact within the community. Students unwilling to share the responsibility of representing the school in a positive manner during or after school and at school-sponsored activities may be recommended for disciplinary action or other intervention.

Disciplinary Offenses

The students of LMCHS will uphold the values of respect and responsibility in their everyday attitudes with all staff and students. The Academic Dean or designated official will oversee any situation where students are in ethical violation, and respect and responsibility are not displayed. Hazing will not be permitted as a condition of membership of any organization or group at LMCHS. Discipline violations will be handled on an individual basis, and the disciplinary policy is subject to be modified at the discretion of the Governance Council.

We believe that all students should be able to take educational challenges that do not jeopardize the students or staff in any way. We want to foster our mission of care and belonging in a safe school community.

Each teacher will establish clear and precise expectations, boundaries and consequences for student behavior in his/her classroom. When the classroom teacher cannot mediate or resolve a behavioral conflict, discipline will reside with the Academic Dean or designated official.

All state and Federal due process laws for students will be followed in accordance with New Mexico Statute 22-5-4.3 **"School Discipline Policies."** The school Governance Council shall establish discipline policies and file them with the Public Education Department (PED). The Governance Council will also involve parents, school personnel and students in the development of these policies, and public hearings shall be held during the formulations of these policies.

It is the philosophy of LMCHS that discipline is a teaching moment, and progressive disciplinary measures will be used. However, there will be defined behaviors that may lead to suspension, disenrollment or expulsion.

Student Disruption of the Education Process

As a student of LMCHS, each individual has a right to a quality education. LMCHS students, parents, guardians, and staff share the responsibility of maintaining a respectful campus environment. Administration, faculty and other staff have the responsibility to determine when a student's behavior is inappropriate, disruptive, or in violation of school rules or regulations. Distractions to the continuation of the instructional process are prohibited. Some examples of classroom disruption are as follows:

- ✓ Students that do not perform assigned tasks
- ✓ Students exhibiting behavior that interferes with the teacher's right to teach
- ✓ Students exhibiting behavior that interferes with another student's right to learn
- ✓ Students who speak out at inappropriate times
- ✓ Students who roam around the classroom and do not remain seated

Students who are consistently disruptive to the learning environment will be subject to the appropriate disciplinary action.

RESPECT FOR AUTHORITY AND PROPERTY

Students are responsible for compliance with all school policies and all state and federal laws. Students are expected to respond in a respectful manner to all adults while under the jurisdiction of the school district; while on all school-sponsored activities, both on campus and off campus; while participating in all athletic and school events; and while traveling on school busses and participating in school-sponsored field trips. This includes the conduct of students who are en route to and from school. Students need to treat all property belonging to the school and to others with care and respect.

RESPECT FOR SELF AND OTHERS

The behavior of an individual should not interfere with the rights of others. This includes the use of appropriate language, actions and attire. In addition, students are expected to:

- be honest
- treat others with respect and courtesy
- refrain from harassing or bullying others
- come to school free from the influence of tobacco products, alcohol, or drugs; and without the use or possession of such substances

- exhibit appropriate behaviors that do not offend or distract others.

PROHIBITION AGAINST BULLYING, CYBERBULLYING, INTIMIDATION AND HOSTILE OR OFFENSIVE CONDUCT

Bullying behavior, cyberbullying, intimidation and hostile or offensive conduct by any LMCHS student is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. Any repeated and pervasive written, verbal or electronic expression, physical act, or gestures, or a pattern thereof, that is intended to cause distress upon one or more students in the school, on school grounds, in school vehicles, or at school activities or school-sanctioned events. This includes, but is not limited to: hazing, harassment, intimidation or menacing acts against a student which may, but need not be, based on the student’s race, color, sex, ethnicity, national origin, religion, disability, school age or sexual orientation that a reasonable person under the circumstances should know will have the effect of:

- placing a student in reasonable fear of physical harm or damage to the student’s property; or
- physically harming a student or damaging a student’s property; or
- insulting or demeaning any student or group of students in such a way as to disrupt or interfere with the school’s educational mission or the education of any student.

“Cyberbullying” means electronic communication that:

- targets a specific student
- is published with the intention that the communication be seen by or disclosed to the targeted students; is in fact seen by or disclosed to the targeted students; and
- creates or is certain to create a hostile environment on the school campus that is so severe or pervasive as to substantially interfere with the targeted student’s educational benefits, opportunities or performance.

Students and parents may file verbal or written complaints with school personnel and administrators. Any report of suspected behavior will be promptly investigated. If complaints are verified, prompt disciplinary action may be taken against the perpetrator, up to and including suspension and/or expulsion.

LMCHS believes that providing an educational environment for all students, volunteers, and families that is free from harassment (because of disability, racial, religious, or sexual orientation), intimidation, cyberbullying or bullying supports a total learning experience that promotes personal growth, healthy interpersonal relationships, wellness, and freedom from discrimination and abuse. Therefore, harassment, intimidation, bullying, and hazing are forms of dangerous and disrespectful behavior that will not be tolerated. Students participating in one or more of these activities are subject to school discipline and/or legal ramifications.

Physical Altercations, Verbal Assault or Intimidation of Students, Teachers or Other School Employees

Threatening or violent behavior is serious enough to warrant suspension from school with possible long-term suspension. The student may also be reported to the civil authorities for prosecution.

Destruction or Theft of School Property

Students are required to treat all school property with respect. LMCHS staff will be allowed to take appropriate action to prevent or respond to destruction or theft of property. Students are subject to the following consequences:

- Suspension from school or expulsion
- Payment for damages
- Reporting to the authorities for prosecution

Sexual Harassment

Sexual Harassment is unwanted, unwelcome attention directed toward a person's sexuality or sexual identity. It affects relationships among students and faculty. LMCHS wants to offer a fair, mutually respectful environment where everyone has equal opportunities for education. Sexual Harassment is hurtful, harmful and illegal. Sexual Harassment is prohibited by federal law under Title VII of the Civil Rights Act of 1964 and Title IX of the Educational Amendments of 1972. Any individual who violates the Sexual Harassment policies will be penalized. Students are required to report any incident of sexual harassment to LMCHS school officials.

Use of Tobacco Products, Alcohol and Illegal Drugs

In the interest of preserving the health and safety of all its students, LMCHS intends to maintain a smoke-free, drug-free environment. It is the policy of the Governance Council and LMCHS that smoking on school campus not be allowed. LMCHS also prohibits students from using, possessing, distributing or trafficking alcohol or other harmful and illegal substances on school property or at school activities. Distribution or trafficking of illegal substances will lead to expulsion proceedings and a report to law enforcement.

The school staff is willing to make substance abuse counseling available for any student who chooses to seek help. However, any student who is found to be in violation of the school's policy against smoking and drug use will be subject to immediate disciplinary action, up to and including expulsion.

Expulsion (Removal) / Disenrollment of Student

Expulsion/disenrollment is the exclusion of a student from school permanently. A student will be placed on temporary suspension until the administration reaches a decision regarding permanent expulsion. The school reserves the right to determine which violation(s) that disrupted the learning process was severe enough to result in expulsion/disenrollment from LMCHS.

- ✓ LMCHS will contact the parent(s)/guardian in a timely manner and include the parent(s)/guardian in all expulsion proceedings.
- ✓ Students have the right to DUE PROCESS when expelled or dis-enrolled from LMCHS.
- ✓ There will be immediate notification of law enforcement authorities of situations that are violations of criminal law and/or behaviors that are reportable by federal, state or local laws.
- ✓ LMCHS will comply with the federal GUN-FREE SCHOOLS ACT.
- ✓ LMCHS will adhere to student record management and retention procedures.
- ✓ LMCHS reserves the right to refuse enrollment to a student who was expelled or lengthily suspended from another school for actions that would warrant expulsion from Las Montañas.

Student Possession of Firearms / Weapons

If a student is found to be in possession of a firearm or weapon at school or at a school- related function, the student will automatically and immediately be expelled from LMCHS and referred to a law enforcement agency. LMCHS will comply with all applicable state, federal and local laws regarding firearms and weapons. **Any student bringing a gun to school will be expelled in accordance with the Gun-Free School Act of 1994.**

Students will not possess or use firearms, weapons or any other instruments capable of harming a person or property. Any object that can result in bodily harm or property damage is construed as a weapon. These include, but are not limited to:

- Guns

- Chains
- Knives
- Clubs

Possession of a weapon on campus is grounds for expulsion.

Class Changes

Students needing a schedule change will proceed as follows:

1. Request to see the school counselor
2. Obtain parent request
3. Seek Administrative approval

Distribution or Sale of Material

Distribution of disruptive, obscene or libelous materials is not permitted. A written explanation of any proposed distributions or sales (including samples) must be submitted to administration 10 days in advance of the activity. Administration shall make a determination within five school days.

Interruption of Classes

Whenever a class is interrupted, the education of all the students in the class is put on hold. Therefore, the following school rules will be strictly followed:

- Telephones – The office phones are business phones and are to be used for emergencies, appointments or contacting a parent/guardian when having to be picked up from school at end of day. The use of cell phones will be individual classroom teacher’s responsibility to enforce their classroom rule on cell phones.
- Deliveries – Flower bouquets, balloon bouquets, cake, candy, etc., will be received in the front office, student may pick up deliveries after school.
- Pets – Students may not bring pets or animals to school.
- Children/Siblings/Guests – Students may not bring their children, siblings, or other relatives to school without prior approval by administration.
- Attending all classes – Students must attend each of their classes every day. Students must receive written permission to be outside of class during regular class time.

Truancy

Truancy is not acceptable! The student’s parent will be notified. Continued truancy may result in expulsion from school. (See the LMCHS Attendance Policy)

Search and Interrogation

LMCHS reserves the legal right to search school property, facilities and student belongings when there are just and reasonable grounds to do so. The Principal shall make a reasonable attempt to notify the student’s parent in the event that a law enforcement officer needs to interrogate or detain him/her at school. If the parent is not able to be in attendance, the Principal shall be present during the interrogation.

Enrollment Requirements

Las Montañas Charter High School has an open enrollment policy. Enrollment is open to any student residing in the community.

It is critical to have current custodial and contact information for your child. When you move, change phone numbers or change emergency contact names, contact the school immediately.
Required documents to enroll:

- Completed new student application information form on www.lasmontanas.schoolmint.net
- Completed all required registration documents on www.lasmontanas.schoolmint.net
- Proof of student's date of birth (birth certificate, physician's records, passport/visa or previous school records)
- Up-to-date immunization records
- Evidence of physical home address (current utility, water, gas or electric bill)
- Current documentation of grades and/or transcript
- Proof of guardianship (if applicable)

Withdrawal from School

If a student must withdraw from school during the semester, the parent must accompany the student to begin the process. An administrator will authorize the withdrawal process with the parent or guardian. The student must turn in all textbooks, and pay any amount owed to the school before withdrawing from school.

Charge for Lost or Stolen Textbooks

Students will be responsible for returning all books and supplies when leaving school for any reason. As per **Instructional Material Law (22-15-10 B)** as it pertains to school districts, state institutions, private schools or adult basic education centers, the parent, guardian or student may be held responsible for the loss, damage or destruction of instructional material while such materials were registered to the student.

Any book that has been lost must be replaced at full value. This value is to be assessed according to replacement cost. If the book cannot be replaced with the exact title, the cost of a similar publication is to be assessed. Payment for the replaced textbooks must be made to the school. If the lost book is found within a 45-day period and the book is in good and usable condition, a full monetary refund for the textbook will be made to the parent/guardian.

Correction of School Records

Students are encouraged to verify their records to ensure that information in their files is correct. If their name, address, phone number or parent/guardian information is incorrect, the office administrator must be informed so that the proper corrections can be made.

Retaking a Course

A student wishing to retake a class in order to improve a grade in the course may do so. A written request, signed by the parent/guardian, must be given to the office. The highest grade earned in the course will be the grade used to determine the student's final grade point average. A student will receive credit only once for a course taken. This does not apply to courses failed.

Graduation Requirements

Effective Fall 2016
24.5 credits to include: <ul style="list-style-type: none">• 4 credits English

- 4 credits math (one credit = or > than algebra 2)
- 3 credits science (2 w/lab)
- 4 credits Social Science, including United States History, World history, Government and Economics, and New Mexico History
- 1 credit physical education
- 1 credit career cluster, workplace readiness, or language other than English
- .5 credit of Health Education
- 7 credits electives

One of the above units must be honors, Advanced Placement, dual credit, or distance learning.

Students who have attended high school for four years and who need more than eight credits to graduate may attempt to graduate. Credits may be earned during the two semesters of the regular school year, on-line courses, summer school, and an independent study course or by correspondence course. A school administrator will review each case carefully and discuss it with the parent/guardian before permitting students to attempt this course of action.

Classification Policy

9 th Grade	Freshman - a student must be promoted from 8 th to 9 th grade
10 th Grade	Sophomore - a student must have earned <u>at least</u> 6 credits
11 th Grade	Junior - a student must have earned <u>at least</u> 12 credits
12 th Grade	Senior - a student must have earned <u>at least</u> 18 credits

Make-up Work

A student's academic standing can be negatively affected by absenteeism. Therefore, it is the responsibility of the student to make up work that was missed due to an absence. If a student is excused from school for a school-sponsored activity, it is the responsibility of the student to see teachers in advance of the absence to arrange for make-up work.

Questions about Grades

If the student believes that their teacher has made a mistake when issuing his/her grade, the following steps must be taken to resolve this problem:

1. The student must review his/her class paperwork to ensure that a possible error did occur.
2. The student must make an appointment with the teacher for a meeting.
3. The student must have all class paperwork on hand for review with the teacher.
4. The student must not interrupt a class to discuss grades.
5. The student and teacher must review the grading procedure to determine if the error is a misunderstanding.
6. The student must listen carefully to the explanation the teacher has given.
7. If the student is still not satisfied with the outcome, an appointment can be scheduled with the Academic Dean to discuss the matter further.
8. If the student notices a missing grade in his/her report card, the student needs to report this matter to that teacher. The teacher will in turn provide the appropriate grade information to the registrar.

Interim Notices

Interim notices will include an absence report for all classes. Interim notices are sent at the midpoint of a marking period.

Attendance – See LMCHS Attendance Policy

Tardiness

Tardiness is viewed as a disruption to the classroom environment. Coming in late not only deprives the tardy student of full learning time, but it also disrupts the education of other students. If a student is to learn, he/she must be in his/her classroom prepared to work when class begins.

Students must sign in when reporting to school late. Please report to main office area.

Leaving Campus Due to Illness

Students who become ill during the school day must get permission from a teacher to go to the office and obtain parental permission before leaving campus. Any student needing to leave campus due to illness must be signed out by a designated parent or guardian. Leaving campus without checking out through the office is considered truancy. Students will only be released to those persons named in the “Student Emergency Contact Information” for students who do not drive themselves to school.

Parking and Student Vehicle Policy

- Speed limit on campus is 10 m.p.h.
- Inappropriate driving activity will result in disciplinary action.

Permit to Leave Campus

When leaving campus during the day, a student needs to obtain parental permission before leaving. The student must sign out in the office; leaving campus without doing so is considered truant. Students will only be released to those persons named in the “Student Emergency Contact Information” for students that do not drive themselves to school. If a student returns to campus that day, he/she shall go to the office and sign back in before returning to class.

Student Identification Card

Each student will be issued an Identification Card each school year. Students are required to have their I.D. cards in their possession at all times.

School Visitors

All visitors, including parents, are required to sign in at the front office. Visitors may be required to provide a photo identification card for the security and safety of our students. Parent(s)/guardian(s) can arrange with the principal to visit any classroom or school activity as they wish.

Sensitive Material

If a particular class assignment or presentation is offensive to the student or the parent/guardian, ask the teacher (*in writing*) for an alternative assignment. Movies rated “G”, “PG”, or “PG13” may be shown at LMCHS without parental consent. Teachers will notify parent(s)/guardian, as well as the principal, when sensitive material will be utilized.

Canine Inspection

LMCHS prohibits the use or possession of illegal contraband and drug paraphernalia. Canines may be used periodically to inspect school property, including but not limited to: hallways, bathrooms, parking lots (including all vehicles parked on school property) and classrooms.

ACCEPTABLE USE OF INTERNET AND TECHNOLOGY RESOURCES

All LMCHS students, employees, contractors, volunteers, and other school officials who use or have access to school district technology must sign and abide by the school district's Acceptable Use Policy (AUP) indicating their knowledge of and agreement to terms and conditions of use of district technology resources. Failure to follow the AUP will result in the loss of these tools and may result in disciplinary action up to and including suspension, expulsion, termination, and criminal charges. All technology resources must be used in a responsible, efficient, ethical, and legal manner and in accordance with LMCHS mission statement and goals.

Field Trips

Throughout the school year students may be participating in academic field trip excursions sponsored by the school. Students are expected to behave appropriately and with respect to other environments and other individuals. Disrespect and inappropriate behavior during field trip may result in a student unable to attend future ventures. Profanity is not permitted and the highest degree of respect for others and the environment is expected. All school rules will apply when on a field trip.



Family and Student Handbook PARENT AND STUDENT SIGNATURE PAGE

PLEASE COMPLETE AND RETURN THIS SIGNATURE PAGE TO YOUR CHILD'S ADVISORY TEACHER

Student Name (print): _____

My child (listed above) and I have reviewed this family handbook together. I understand that contained in this handbook is a summary of some important school policies and regulations and a summary of student rights and responsibilities.

I understand that I can review all LMCHS policies and regulations at the school by setting up an appointment with Administration.

I have also read and understand the school's Attendance Policy and will make every effort to have my child at school and on time every day.

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____ Date: _____

Student Signature: _____ Date: _____

RETURN THIS SIGNATURE PAGE TO YOUR CHILD'S ADVISORY TEACHER