

Hillsboro High School



Janet Ward, Principal
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July 2009

Dear Hillsboro High School Students and Parents,

On behalf of the H.H.S. faculty and staff I would like to welcome everyone back to the 2009/10 school year. As the new principal of Hillsboro High School, I am looking forward with a great deal of excitement to the upcoming school year.

I would like to encourage all students to become actively involved at Hillsboro High School. Cooperation and effort in your academic classes and participation in extracurricular activities will help to ensure your success. Take advantage of your time here at H.H.S., it will pass quickly.

I would also encourage parents to become involved in our schools. Hillsboro High School is a positive and valuable asset to our community. It represents the good things about our educational system and our town. It is through open communication among parents, students, and staff that has helped to create a quality high school where all students have a chance to succeed. We appreciate your input and value your ideas. Please don't hesitate to call or stop by.

A great deal of time and effort go into designing a master schedule. It is intended to provide maximum opportunities for students to take classes they desire. **Therefore, schedule changes will only be made if a student has been placed in the wrong class.**

The first day of school this year is Tuesday, August 18. High School dismissal time that day is 11:45 a.m. On Wednesday, August 19, high school students will be dismissed at 2:20 and school will not be in attendance on August 20 & 21, in honor of Old Settlers Celebration. **ALL students will be required to attend school until 3:20 on August 24.** The 'Early Dismissal Incentive Program' (EDIP) and tutoring will begin on Tuesday, August 25. If you have any questions, please contact the main office.

All freshmen will be required to report to their Homeroom class for the Freshmen Transition Program from August 24-September 2. On September 3, any freshmen student who did not receive a "D" grade or below on their junior high report card average in each class will not be required to attend tutoring or "8th" period. Those who did receive a "D" grade or below will be required to attend tutoring.

Please complete and bring the accompanying school forms when you register. Students will not receive a schedule or locker key until the forms are properly completed, signed, and returned. You can also find these forms on our website at <http://www.hillsboroschools.net/schools/hhs/hhs.htm> by clicking on the "2009-2010 Registration Documents" at the top of the page. Those parents/students who have turned in their completed registration packet will be rewarded with an expedited process during registration.

Thank you in advance for your cooperation. I look forward to meeting all of you very soon. Enjoy the remainder of your summer.

Sincerely,

Janet Ward
Principal

On the following pages you will find:

- ✓ 2009-2010 Student Enrollment Form
- ✓ Affidavit of Residence
- ✓ Internet Use Authorization
- ✓ Tech Prep Credit Permission Form
- ✓ Use of Photo Permission Form
- ✓ Motor Vehicle Registration Form
- ✓ 2009-2010 Checklist

These forms are interactive, meaning that you can fill them out on your computer and then print. If you prefer not to fill them out on your computer you may print them and fill them out by hand. The areas where you see the red **X**'s are not interactive and you and/or your child will need to sign and date in pen after printing.

If you would like to take advantage of the early registration option, please fill out these forms and return to the high school office by June 12, 2009. This will save you time in August at registration and will eliminate an unnecessary registration packet being mailed to you in July.

If you do not submit these forms by June 12, you may fill them out at your leisure and bring with you on the designated registration days in August.

Athletics

If your child will be participating in athletics at Hillsboro High School, please download, print and fill out the following additional files:

- ✓ [2009-10 Athletic Code of Conduct](#)
- ✓ [IHSA Physical Form](#)*

*Note: The IHSA physical form will NOT suffice as a 9th grade physical; however, the 9th grade physical form WILL be accepted for the sports physical.

Today's Date : ____/____/____

HCUSD #3 STUDENT ENROLLMENT FORM

Student's: Last Name First Name Middle Name Preferred or Nick Name

Sex: Birthdate: Birth Certificate: (County/State) Social Security: Has this child attended a Hillsboro School before? YES ___ NO ___

Grade _____
Teacher _____
School Bus # _____

Please indicate who the student is living with:
1-father & mother
2-father
3-mother
4-guardian
5-other _____

Parent/Guardian Information:
Name _____
Street: _____
City & Zip _____, IL _____
Home Phone: _____
Cell Phone: _____
Email address: _____

Does this student have an Individualized Education Plan? YES ___ NO ___

Mother's Name Mother's Occupation & Place of Employment Mother's Work Phone Number

Father's Name Father's Occupation & Place of Employment Father's Work Phone Number

Emergency Information: In order to safeguard your child in case of early dismissal, illness, or accident: If you do not have a phone or cannot be reached, whom shall we contact and where shall we send your child?

Relative/Friend #1 : Name: _____ Relationship: _____ Phone: _____
Relative/Friend #2 : Name: _____ Relationship: _____ Phone: _____

Doctor's Info : Doctor: _____ Doctor's Phone: _____
Hospital's Info: Hospital's Name: _____ Hospital's Phone: _____

Child covered by: (Mark one) ___ Insurance ___ Medical Card ___ All Kids ___ Not covered

Health History	Yes	No
ADD/ADHD		
Heart		
Seizures		
Asthma		
Diabetes		
Glasses		
Hearing aid		

Allergies (food or medicine): _____

Please state all medications being taken:
1. _____
2. _____
3. _____

Ethnic Code: (Check one)
Asian ___ Hispanic ___
Black ___ White ___
American Indian ___ Multi-Racial ___
Other: _____

Is a language other than English spoken in the student's home? Yes ___ No ___
If yes, which language? _____
Does the student speak a language other than English? Yes ___ No ___
If yes, which language? _____

ADDITIONAL COMMENTS:

Consent of Parent/Guardian: I agree to the release of health information on my child to appropriate school or health authorities and to Medicaid as needed for reimbursement.

Signature: _____ X Date: _____ X

AFFIDAVIT OF RESIDENCE

We, _____ having first been sworn upon our oath depose and say as follows:

That we the parents, foster parents, or court ordered legal guardians of _____, Age _____, and that his/her residence is _____ (street address), City of _____, Montgomery County, IL. Within the territorial boundaries of Hillsboro Community Unit School District #3, Montgomery County, IL. That the said child's residence within the said school district has not been established solely for the purpose of attending the schools thereof. That the following facts are sworn to in order to permit the said school district to enroll the said child in the schools of said district as a resident.

Length of time child has resided at the above address _____
The said child eats meals regularly at said residence Yes _____ No _____
The said child sleeps regularly at said residence Yes _____ No _____
The said child spends weekends regularly at said residence Yes _____ No _____
The said child spends summers regularly at said residence Yes _____ No _____
Child provides _____% of his/her support

X _____
Signature

Address

A PERSON WHO KNOWINGLY OR WILLFULLY PRESENTS TO THE SCHOOL DISTRICT ANY FALSE INFORMATION REGARDING THE RESIDENCY OF A STUDENT FOR THE PURPOSE OF ENABLING THAT STUDENT TO ATTEND ANY SCHOOL IN THAT DISTRICT IS GUILTY OF A CLASS C MISDEMEANOR.

Dear Parent(s)/Guardian(s),

We now have the ability to enhance your child's education through the use of the Internet. The Internet offers vast, diverse, and unique resources. The District's goal in providing this service is to promote educational excellence by facilitating resource sharing, innovation, and communication. Your authorization is needed before your child may use this resource.

The Internet electronically connects thousands of computers throughout the world and millions of individual subscribers. Students and teachers may have access to:

- Limited electronic mail communication with people all over the world
- Information from government sources, research institutions, and other sources
- Discussion groups
- Many libraries, including the catalog to the Library of Congress, and the Educational Resources Information Clearinghouses (ERIC).

With this informational opportunity also comes responsibility. You and your child should read the enclosed **Authorization for Internet Access** and discuss it together. The use of inappropriate material or language, or violation of copyright laws, may result in the loss of the privilege to use this resource. Remember that you are legally responsible for your child's actions.

The District takes precautions to prevent access to materials that may be defamatory, inaccurate, offensive, or otherwise inappropriate in the school setting. On an unregulated network, however, it is impossible to control all material and a user may discover inappropriate material. Ultimately, parent(s)/guardian(s) are responsible for setting and conveying the standards that their child or ward should follow. To that end, the School District supports and respects each family's right to decide whether or not to authorize Internet access.

Please read and discuss the **Authorization for Internet Access** with your child. If you agree to allow your child to have an Internet account, sign the **Authorization** form and return it to your school.

Adopted 2/13/96

**006.235-E2
INSTRUCTION**

AUTHORIZATION FOR INTERNET ACCESS

(Each student and his or her parent(s)/guardian(s) must sign the Authorization before being granted unsupervised access. Please read this document carefully before signing.)

All use of the Internet shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. This **Authorization** does not attempt to state all required proscribed behavior by users. However, some specific examples are provided. The failure of any user to follow the terms of the **Authorization for Internet Access** will result in the loss of privileges, disciplinary action, and/or appropriate legal action. The signature(s) at the end of this

document is legally binding and indicates the party who signed has read the terms and conditions carefully and understands their significance.

Terms and Conditions

1. **Acceptable Use**—Access to the District’s Internet must be for the purpose of education or research, and be consistent with the educational objectives of the District.
2. **Privileges**—The use of the District’s Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The Building Principal will make all decisions regarding whether or not a user has violated this **Authorization** and may deny, revoke, or suspend access at any time.
3. **Unacceptable Use**—You are responsible for your actions and activities involving the network. Some examples of unacceptable use are:
 - a. Using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any U.S. or State regulation;
 - b. Unauthorized downloading of software, regardless of whether it is copyrighted or devirused;
 - c. Downloading copyrighted material for other than personal use;
 - d. Using the network for private financial or commercial gain;
 - e. Wastefully using resources, such as file space;
 - f. Gaining unauthorized access to resources or entities;
 - g. Invading the privacy of individuals;
 - h. Using another user’s account or password;
 - i. Posting material authored or created by another without his/her consent;
 - j. Post anonymous messages;
 - k. Using the network for commercial or private advertising;
 - l. Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abuse, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material; and
 - m. Using the network while access privileges are suspended or revoked.
4. **Network Etiquette.** You are expected to abide by generally accepted rules of network etiquette. These include, but are not limited to, the following:
 - a. Be polite. Do not become abusive in your messages to others.
 - b. Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language.
 - c. Do not reveal the personal addresses or telephone numbers of students or colleagues.
 - d. Recognize that electronic mail (E-mail) is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
 - e. Do not use the network in any way that would disrupt its use by other means.
 - f. Consider all communications and information accessible via the network to be private property.

5. No Warranties—The district makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or your errors or omissions.
6. Indemnification—The user agrees to indemnify the School district for any losses, costs, or damages including reasonable attorney fees, incurred by the District relating to, or arising out of, any breach of this **Authorization**.
7. Security—Network security is a high priority. If you can identify a security problem on the Internet, you must notify the system administrator or Building Principal. Do not demonstrate the problem to other users. Keep your account and password confidential. Do not use another individual's account without written permission from that individual. Attempts to log-on to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network.
8. Vandalism—Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.
9. Telephone Charges—The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Students, parent(s)/guardian(s), and teachers need only sign this **Authorization for Internet Access** once while enrolled in the School District.

I understand and will abide by the above **Authorization for Electronic Network Access**. I understand that the District and/or its agents may access and monitor my use of the Internet, including my E-mail and downloaded material, without prior notice to me. I further understand that should I commit any violation, my access privileges may be revoked, and school disciplinary action and/or appropriate legal action may be taken. In consideration for using the District's electronic network connection and having access to public networks, I hereby release the School District and its Board members, employees, and agents from any claims and damages arising from my use of, or liability to use the Internet.

DATE _____ X

User Signature:
(Required if the user is a student) X

I have read this **Authorization for Electronic Network Access**. I understand that access is designed for educational purposes and that the district has taken precautions to eliminate controversial material. However, I also recognize it is impossible for the District to restrict access to all controversial and inappropriate materials. I will hold harmless the district, its employees, agents, or Board members, for any harm caused by materials or software obtained via the network. I accept full responsibility for supervision if and when my child's use is not in a school setting. I have discussed the terms of this **Authorization** with my child. I hereby request that my child be allowed access to the District's Internet.

DATE _____ X

Parent/Guardian Name (Please PRINT) X

Signature X

TECH PREP CREDIT PERMISSION FORM

What is Tech Prep?

In Illinois, Tech Prep consists of a sequence of academic and technical courses taught at a minimum during the two years of secondary school preceding graduation and (1) during two years of postsecondary education leading to an Associate of Applied Science degree or (2) an apprenticeship of at least two years following high school. The sequence must include integrated academic and technical content, workplace skills, and instruction delivered both at the work-site and in the school/college setting. Programs at Hillsboro High School begin with the Keyboarding class in the 9th grade and can in some cases articulate to four-year baccalaureate degrees.

In the past, the form a student completed to apply for tech prep credit (FREE college credit hours) from Lincoln Land Community College had to be brought home for signature. We are streamlining this process by providing you with a blanket signature form that will cover any class for which your student applied for tech prep credit (FREE college credit hours). This form will be good for all four years at Hillsboro High School.

TECH PREP PARENTAL PERMISSION FORM

I give my permission for _____ to apply
(Print student name)

for any tech prep credit available at Hillsboro High School through courses that are articulated with Lincoln Land Community College.

Print parent/guardian name X

Signature parent/guardian X

Students

Exhibit—Using a Photograph or Videotape of a Student

Distribute to parent(s)/guardian(s) at the time they register a child for school and/or annually at the beginning of the year.

Pictures of Unnamed Students. Students may occasionally appear in photographs and videotapes taken by school staff members, other students, or other individuals authorized by the Building Principal. The school may use these pictures, without identifying the student, in various publications including the school yearbook, school newspaper, and school website. No consent or notice is needed or will be given before the school uses pictures of unnamed students taken while they are at school or a school-related activity.

Pictures of Named Students. Many times, however, the school will want to identify a student in a school picture. School officials want to acknowledge those students who participate in a school activity or deserve special recognition.

In order for the school to publish a picture with a student identified by name, one of the student’s parents or guardians must sign a consent form. Please complete and sign this form to allow the school to publish and otherwise use photographs and videotapes, with your child or ward identified, while he or she is enrolled in this school.

I grant consent to Hillsboro School District to identify a picture of my Child or ward, by full name and/or the school he or she attends, in any School sponsored material, publication, videotape, or website. This consent is valid for the entire time my child or ward is enrolled in _____ School. I may revoke this consent at any time by notifying the Building Principal.

Signed Parent/Guardian’s Name

Printed Parent/Guardian’s Name

Date

Child or Ward’s Name

Pictures of Students Taken by Non-School Agencies. While the school limits access to school buildings by outside photographers, it has no control over news media or other entities that may publish a picture of a named or unnamed student. School staff members will not, however, identify a student for an outside photographer.

Hillsboro High School



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MOTOR VEHICLE REGISTRATION FORM

Permit Number _____ Date Issued _____

Issued By _____

Do not write above this line

Issued to _____
Last Name First Name Initial

(Check) Fr. _____ So. _____ Jr. _____ Sr. _____

Vehicle Description: Make _____ Year _____
Model _____ Color _____

License Plate Number _____

Parent/Guardian _____
Last Name First

Address _____
Street City State

Phone: (____) _____ (____) _____ (____) _____
Home Work Cell

VEHICLE AGREEMENT

I, _____, parent or guardian of _____
do hereby give my permission for said student to drive the above registered automobile to
school as long as he agrees to follow those rules set forth by school officials. I recognize that
failure to comply with said rules may result in the forfeiture of driving privileges for said
student.

Parent/Guardian Signature X

Date X

(Please fill out and submit this checklist with all of your registration materials. Go ahead and sign for the student handbook—it will be given to you at registration. Your early registration is not complete without this form completed.)

CHECKLIST
2009-2010

NAME _____ **GRADE** _____

ENROLLMENT FORM _____

AFFIDAVIT OF RESIDENCE _____

INTERNET ACCESS _____

TECH PREP CREDIT PERMISSION _____

USE OF PHOTO _____

VEHICLE REGISTRATION FORM _____

I understand by receiving this 2009-2010 handbook, I am responsible for reading and understanding its contents. I know that I am responsible for following the school rules and procedures outlined in the handbook. The handbook must be carried at all times, as it will be used as a hall pass.

HANDBOOK RECEIVED _____ X

Student Signature

_____ X

Parent Signature