

WHAT'S  
AT YOUR



*community* *own it* *respect* *empathy*

LINCOLN HIGH SCHOOL

SUCCESS MANUAL  
2019-2020

## WHY ARE YOU HERE?

At Lincoln, we recognize that a high school education is the beginning of your adult life and a high school diploma is a tool for getting ready for life after high school. By coming to Lincoln you have made a choice to stay in school, catch up on your credits, and graduate. While you are here, we will support you in learning the information that will help you be successful in the future and become the best version of yourself.

It is our responsibility to make high school useful, meaningful, accessible and engaging. It is your responsibility to take full advantage of your education in order to help you get where you want in life. It is your choices that will make you successful.

We have set up a learning community that allows for a fresh start for you to learn and grow as individuals. We will provide you with options and resources to help you determine, and then achieve, your goals. Through examining what's at your CORE, we ensure that your transition into full on adulthood will be successful.

## GRADUATION REQUIREMENTS

Credits: 200 credits in the following subjects:

<u>Credits</u>	<u>Subject</u>	<u>Credits</u>	<u>Subject</u>
40	English (1-4, 10 credits in each)	30	Social Studies
20	Mathematics Algebra (10 credits) Other Math (10 credits)		Modern World History (10 credits) United States History (10 credits) Government (5 credits) Economics (5 credits)
20	Science Life Science (10 credits) Physical Science (10 credits)	10	Practical Arts
		10	World Language or Fine Arts
		20	Physical Education
5	Health and Safety	45	Electives/Non-departmental

## YOUR TRANSCRIPT

Your transcript is the official record of the credits you have earned. After each grading period, you will receive an updated transcript to show the credits you've earned.

## RECOGNITION AND AWARDS

You will make the Honor Roll at Lincoln if you earn at least 15 credits in a quarter and your grades are 3.0 or above. Other recognition is given for going above and beyond this. There are frequent opportunities to be recognized including district-wide recognitions and graduation.

## GRADUATION

Lincoln is its own school, so we have our own graduation ceremony. Our Lincoln graduates wear burgundy caps and gowns, some give speeches, some receive awards and scholarships.

## QUARTER CREDIT GOAL

Every Lincoln student has their own credit goal to achieve their plan. To figure this out, you divide the number of credits you still need to earn by the number of quarters you will be at Lincoln. Every quarter you need to earn that number, which can be up to 30 credits per quarter. If you do not earn at least 15 credits in a quarter, you are getting further behind! We will work with you and your family to make another plan.

## 18 YEAR OLD STUDENTS

This is a high school, and all students here are treated as part of a family. Whether you are 16, 17, 18, or 19, your parent or guardian must do things like attend orientation or other meetings, fill out your enrollment forms, and excuse your absences.

## 5<sup>TH</sup> YEAR OF HIGH SCHOOL

If you reach the end of your senior year and you don't have enough credits to graduate, you can ask to return for all or part of a 5<sup>th</sup> year of high school. You can only stay if you are meeting the contractual requirements: meeting your credit goal each quarter, attending regularly, and contributing to a positive campus climate.

## COURSE CREDITS

You earn credit by having good attendance and doing the work. It takes at least 12 hours (which is 16 class periods) to earn 1 credit. You have the ability to earn 2.5 credits a quarter for each class.

Present:

- On time. 3 tardies costs one productive day.
- In class, where you are supposed to be. If you leave without permission, you will not earn credit.

Productive:

- On task. Phones are off and away, and social conversations are on hold.
- Fully engaged in what the class is doing and working hard at it.
- Not distracting from anyone's learning with conversation, arguments, drama, toys, excessive/repeated foul language, etc.

## GRADES

Grades are based on quality of assignments, projects or other assessments where you can show how much you learned. Your letter grade is all about what you have learned and is not related to how many credits you earned. *Credit = quantity of work • Grade = quality of learning*

## SCHEDULES

Students take from 4-6 classes. You may not get your first choice of classes, but you will never be assigned to a class you do not need for graduation. If you finish your credits in the middle of the quarter, any extra credits you earn will go to Elective credit.

## SUBJECT LAB

Subject lab is an individualized credit recovery opportunity. You will be working with your teacher and the counselor to earn the credits you need.

## ON CAMPUS CREDIT OPPORTUNITIES

### ADDITIONAL CREDIT

In your classes, teachers will offer optional additional credit projects you can do to get more practice, go deeper, or apply your learning outside of class. Students are allowed to earn a maximum of 30 credits per quarter in their classes.

### SPORTS

Lincoln sports (currently basketball and soccer) are open to all students, male and female. We play in a continuation league, against other small schools in the East Bay. Team members have the opportunity to earn credit by participating.

### BEFORE AND AFTER SCHOOL PROGRAM

By participating in Eagle Time, students may have an opportunity to earn additional credits. We offer Credit Recovering, Homework Help, Driver's Ed, Cooking Matters, STEM, Leadership, Printmaking, Art and much, much more. Please sign permission slip at the end of this manual to participate.

## OFF CAMPUS CREDIT OPPORTUNITIES

### ROP

Eden Area ROP classes are available to all 11<sup>th</sup> and 12 grade students. You can start a class at the beginning of the year, or – if space is available – at the beginning of second semester. These classes meet every day in the morning or the afternoon. Lincoln students earn 10 credits a quarter for each ROP class.

### ADULT SCHOOL

San Leandro Adult School offers afternoon classes for credit recovery. Each class is worth 5 credits. To sign up, get the paperwork from the counselor.

### COMMUNITY COLLEGE

Lincoln High students can take classes at any California community college. Afternoon, evening, and Saturday classes are available fall, spring, and summer semester. A 3 unit course at the college is worth 10 high school credits. High school students are not allowed to take "activity classes" like sports or painting, but academic and career preparation classes.. To sign up, get the paperwork from the counselor.

### WORK EXPERIENCE

If you have a job, you may be eligible to earn credit. See the counselor for more information.

### COMMUNITY SERVICE

If you volunteer for a non-profit organization, like Boys and Girls Club, Scouts, a religious or community group, or a political campaign, you can earn elective credit for your hours worked. You must sign up with the counselor or principal in advance. No credit will ever be offered without a written contract in advance.

# CAMPUS EXPECTATIONS

## ATTENDANCE

Attendance is expected every day, in every class. If you must be absent for a legitimate reason, check out with the Office before you leave. When you return, provide proof from your family, doctor, court, etc about where you have been. If we don't get verification of where you were, we have to record it as an unexcused absence.

Students who are not in class will be sent home.

## PASSES

During class time, if you have legitimate business that takes you out of class, always work with your teacher to make an agreement and take the class pass. Only one student can be out of class at a time. Students must have a pass to the office from their teacher if they want to see the counselor or principal.

## PHONES AND HEADPHONES

You may use your cell phone or headphones before school, after school, or at lunch but not during class time. This includes on your way to and from the bathroom or the office if it is during class. Families can call the office if they need to get a hold of you during class.

The idea is that you need to focus all your attention on class during class time, and be free from distraction. If your teacher can see it or hear it, it is automatically interfering with class, so expect them to ask for it. If asked, please give up your phone respectfully and you will get it back after class. If the principal gets involved, you will lose the phone all day at the least.

## CLOSED CAMPUS

Lincoln is a closed campus, which means that once you arrive on campus, you must remain here until the end of your school day. If you leave campus without permission from the office, you will not be allowed to return for the remainder of the day.

## BREAKFAST & LUNCH

Breakfast is served before school. Lunch is served in the Multipurpose Room. You can also bring your own food from home. You can eat in the Multipurpose Room, the gazebo tables, anywhere outdoors, or in classrooms if it is okay with that teacher. Make sure you get all your trash into a trashcan.

## DROP OFF & PARKING

Students and visitors should park on the street. The parking lot on campus is for staff only. If you need something from your car, make sure you get an okay from office staff before you leave.

## CLIPPER CARDS

Applications are available free Student Transit Pass on a Youth Clipper card. Please visit the office for more information.

## SHOW US WHAT'S AT YOUR CORE

You know and understand what's expected of you. We are a small school and care very much for our students, so we don't like to get into your business unless you ask us or we need to. Please review the following items and actions that we must address.

### WEAPONS

It is against the law to bring a knife, dagger or other instrument, weapon, or explosive that could be used to threaten, intimidate, or injure another person. Also illegal is anything that explodes (from guns to firecrackers) and anything designed to hit people with (from baseball bats to brass knuckles). It is your job to make sure you don't bring anything that looks dangerous. You will be suspended and likely expelled along with criminal charges.

### GAMBLING

Non-casino gambling for money or credit is illegal in California and not allowed at school.

### FIGHT & CONFRONTATIONS

Fights and confrontations are never okay at school. This includes everything from screaming matches to fistfights. If it disrupts campus or draws a crowd, it's a problem and everyone participating in or instigating a fight will be suspended. If you know you are having a problem with someone, you need to handle your business without drama or violence. Teachers and staff are happy to help.

### OFF CAMPUS ISSUES

If your off campus issues spill onto campus, it becomes our business. That means anything you say by text, social media, or whatever, even if you don't type it from here is our business if it causes a problem, and you should expect the same consequences as if you wrote or said it here.

### HARASSMENT/BULLYING

When it comes to interacting with students and teachers, you need to avoid language that is commonly used as a put down toward someone's race, gender, sexual orientation, etc, even if you personally mean it with love. (New California law says: Bullying is one or more acts by a pupil or group of pupils directed against another pupil that constitutes sexual harassment, hate violence, or severe or pervasive intentional harassment, threats, or intimidation that is disruptive, causes disorder, and invades the rights of others by creating an intimidating or hostile educational environment, and includes acts that are committed personally or by means of an electronic act)

### SMOKING

It is illegal to have or use tobacco/marijuana and fire before, during, or after school on or next to any SLUSD property. *If we see it, we have to take it.* This includes vape pens and e-cigarettes.

### ALTERED STATES AND POSSESSION

California State Law, the California Education Code, and the San Leandro Unified School District Board of Education forbids students to be at or around Lincoln High School, or any SLUSD property, or district sponsored trip, event, or activity under the

influence of drugs, alcohol, or any mind altering substance, or to be in possession of controlled substances or drug paraphernalia.

If a student is suspected of being under the influence or in possession during school hours, to or from school, or at a school event, the school is obligated to investigate. The student will be searched with or without police present.

If you appear to be under the influence – whether or not anything was found on you – expect to be removed from campus as a safety hazard, have your family notified, and usually be suspended.

A student found to be under the influence of, or in possession of a controlled substance or prescription medication not prescribed to you, or possessing drug paraphernalia will be cited and/or arrested by the San Leandro Police Department and will be suspended, and possibly exited or expelled from Lincoln High School and regular SLUSD programs.

## SAN LEANDRO HIGH SCHOOL

### VISITING

When you come to Lincoln you are no longer a student of SLHS. You may attend events the public is invited to such as sporting events and plays. If you are hanging out, on or near the other schools (including the middle school campuses) without permission, that is considered trespassing and will be treated as such.

### SPORTS

CIF League rules state that students attending a continuation high school can only play for that school. We encourage you to play sports here for our Lincoln teams.

### PROM

Lincoln students are welcome to attend the Prom at SLHS. In order to attend, you must be earning your quarter credit goal, attending at least 90% of all classes, and have no suspensions or discipline incidents in the semester of the Prom. You may also have to meet other requirements set for students at SLHS. Note that Prom is a privilege, not a right.

### TRANSFERRING

Students who voluntarily transferred to Lincoln High can choose to transfer back to SLHS if they have caught up on their credits. SLHS can only accept transfers at the beginning of the 1<sup>st</sup> or the 2<sup>nd</sup> semester.

To transfer, you must:

- Meet with the counselor several months before to plan the transfer.
- Earn the following credits in the right subjects (remember that SLHS has 20 more Elective/Non-departmental credits):
 

For 2 <sup>nd</sup> Semester Seniors:	190
For 1 <sup>st</sup> Semester Seniors:	160
For 2 <sup>nd</sup> Semester Juniors:	130
- Make up any classes not typically offered during the time you will be at the other school. For example, you can't go to SLHS for second semester if you still need the

first semester of Algebra I. You must complete Eng 4 at SLHS second semester and Gov or Econ.

- You must finish all Extra Credit one week before the end of the semester.

# Lincoln High School - Bell Schedule 2019-2020

## REGULAR (Tu – Fri) SCHEDULE

Period 1	9:10 - 9:55
Period 2	9:58 - 10:43
Period 3	10:46 - 11:31
Lunch	11:31 - 12:06
Period 4	12:09 - 12:54
Period 5	12:57 - 1:42
Period 6	1:45 - 2:30

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## LATE START (Monday) SCHEDULE

Period 1	10:10 - 10:45
Period 2	10:48 - 11:23
Period 3	11:26 - 12:01
Lunch	12:01 - 12:36
Period 4	12:39 - 1:14
Period 5	1:17 - 1:52
Period 6	1:55 - 2:30

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## EARLY RELEASE SCHEDULE

10/24, 12/19, 3/12, 5/26, 5/28

Period 1	9:10 - 9:45
Period 2	9:48 - 10:23
Period 3	10:26 - 11:01
Lunch	11:01 - 11:36
Period 4	11:39 - 12:14
Period 5	12:17 - 12:53
Period 6	12:56 - 1:31

We look forward to seeing you everyday!! Your attendance directly affects your ability to be successful.

First day is August 14  
Last day is June 4  
June 2-4 is Noon Release

Unfortunately, there is no school on:

9/2, 10/4, 11/11, 11/25-29, 12/20-1/3,  
1/20, 2/17-21, 3/27, 4/6-10, 5/25



## AGREEMENT AND UNDERSTANDING

As a Lincoln High School student, I have read this Lincoln Student Success Manual and have gone over it with staff from Lincoln. I understand that it is now my responsibility to follow these rules and agreements if I want to be a Lincoln student. I understand that there is no excuse for not knowing these rules and that by breaking or ignoring them, I will face consequences.

1. I understand exactly what I need to do to graduate.
2. I know what Lincoln expects from me and I can be successful at Lincoln.
3. I agree to take full responsibility for my attitude and my actions.

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Student Name

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Student Signature

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Date

## SLUSD ASSETS AFTER SCHOOL PROGRAM Parent Permission and Student Information Form

I give my child permission to participate in the 2019-2020 After School Program at Lincoln High School.

Student's Name	Grade	Date of Birth	Home Phone	Date:
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Parent/Guardian Name (Please print)	Signature	Work Phone
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Home Address	City	Zip Code	Cell Phone	E-mail
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### EMERGENCY CONTACT INFORMATION (In case of emergency, please contact)

Name	Relationship	Phone: work/home/cell
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Name	Relationship	Phone: work/home/cell
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Does your child have health coverage?     Yes     No    Policy/Ins No. \_\_\_\_\_

Name of Medical Insurance	Child's Doctor & Phone Number
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Medical History that may be of importance:

List any allergies	List medication student is taking
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### RELEASE OF LIABILITY

I understand the nature of the after school program and that participation is voluntary. I understand that the San Leandro Unified School District is not responsible for loss, damage, illness, or injury to person or property as a result of participation in the after school program. I hereby release and discharge the San Leandro Unified School District and its officers, employees, agents, and volunteers from any and all claims for injury, illness, death, loss or damage as a result of after school program activities.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PHOTO/VIDEO RELEASE

During your child's attendance in the After School Program, (Program) s/he may participate in an activity that is being photographed or videotaped; these photographs/recordings may be used for promotional purposes. My child  may  may not be photographed/taped by the After School program for promotional purposes. I authorize the SLUSD or any third party it has approved to photograph/videotape my child during Program activities and to edit or use any photographs/recordings at the sole discretion of SLUSD. I understand that I and my child shall have no legal right or interest arising from the recording, including economic interest. I also agree to release and hold harmless the SLUSD and any third party it has approved from and against all claims, demands, damages, and liabilities arising out of or use of the recording.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## PROGRAMA PARA DESPUES DE CLASES ASSETs SLUSD

### Autorización e Información del Estudiante

**Doy permiso a mi estudiante para que participe en el Programa Para Después de Clases 2018-2019 en la escuela Secundaria Lincoln**

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Nombre del Estudiante	Grado	Fecha de Nacimiento:	# de Tel	Fecha
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Nombre del Padre/Acudiente	Firma del Padre/Acudiente	# de Teléfono de la Cel o Trab.
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Dirección	Ciudad	Código Postal	# de Tel del Celular
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### CONTACTOS DE EMERGENCIA (En Caso de Emergencia, Favor Comunicarse con)

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Nombre	Parentesco	# de Teléfono: trabajo/Celular o Casa
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Nombre	Parentesco	# de Teléfono: trabajo/Celular o Casa
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Tiene su Estudiante Seguro Médico?  Si  No # de Póliza: \_\_\_\_\_

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Compañía de Seguro Médico	Nombre del Doctor de su Hijo/a y # de Tel
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Historial Médico de Importancia

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Mencione las alergias que tiene el estudiante	Medicamentos que esta Tomando el Estudiante
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### EXONERACION DE RESPONSABILIDAD

Comprendo la naturaleza del Programa Para Después de Clases y entiendo también que la participación es voluntaria. Entiendo que el Distrito Escolar no es responsable por pérdidas, daños, enfermedad o lesión a personas o daños a la propiedad que pueda resultar de la participación en el Programa Para Después de Clases. Por este medio exoneró al Distrito Escolar Unificado de San Leandro, sus oficiales, empleados, agentes, y voluntarios de cualquier demanda por lesión, enfermedad, muerte, pérdidas y/o daños que pueda sufrir mi estudiante por participar en las actividades del Programa Para Después de Clases.

**Firma del Padre/Acudiente:** \_\_\_\_\_ **Fecha** \_\_\_\_\_

### PUBLICACION DE FOTOS O VIDEOS

Durante la participación de su estudiante en el Programa Para Después de Clases, el/ella podría participar en actividades que podrían ser fotografiadas o grabadas; dichas fotografías o grabaciones podrían ser usadas para propósitos de promoción. Mi hijo/a. puede  no deberá  ser fotografiado/a. o grabado/a para propósitos de promoción del Programa Para Después de Clases. Autorizo al SLUSD o cualquier otra entidad que esté aprobada para que tome fotografías o grabe a mi hijo/a. mientras se encuentre participando en las actividades del Programa Para Después de Clases y para que edite o haga uso de las fotografías a discreción del SLUSD. Entiendo que mi hijo/a. y yo no tenemos derechos legales o intereses por dichas grabaciones esto incluye interés económico. También estoy de acuerdo en exonerar al Distrito Escolar de San Leandro y cualquier otra entidad aprobada contra cualquier demanda, daños o responsabilidad que pueda resultar del uso de las grabaciones.

**Firma del Padre/Acudiente:** \_\_\_\_\_ **Fecha** \_\_\_\_\_