

## ***Elk Grove High School 2009 – 2010 School Year Registration and General Information***

### ***Fee Payment / Registration***

The online fee payment system opens June 15<sup>th</sup>. Fee payment must be completed no later than 3:00 p.m. on July 31<sup>st</sup>. To register your student online, please visit our web site (eghs@d214.org) where you'll be able to link to the online registration and fee payment screen. You will also be able to download forms for physicals. You will need the following information to register online:

1. Student's name
2. ID number (ID # available on front label of registration packet)
3. Date of Birth
4. Home telephone number
5. Credit or Debit card (MasterCard or Visa only)

This is a secure site, and all student demographic and credit card information is encrypted. If registering online, you *MUST* pay by credit or debit card. If you do not have access to a computer and the Internet, we can help you register if you stop by EGHS on the following dates. July 7, July 16, and July 29<sup>th</sup>. (Hours listed in next section.) Also, if you are paying by cash or check you must come to the Main Office on these dates. (If you wish to apply for a fee waiver, your application will be accepted on Saturday, June 27<sup>th</sup>. Keep reading for additional details regarding documentation needed to apply for a fee waiver.)

### **Fees:**

\$300 per student if paid by July 31, 2009  
\$325 per student if paid August 1, 2009 or later

### ***Online Registration Support Days at the Main Office***

If you need this support, perhaps you don't have access to a computer, these are the only days we have extra staff available to help you! So please choose a time on one of these days:

Tuesday, July 7 – 8:00 a.m. – 12:30 p.m.  
Thursday, July 16 – Noon – 8:00 p.m.  
Wednesday, July 29 - Noon – 8:00 p.m.

If you are paying by cash or check, please come to the Main Office on one of the above dates/times to pay your fees.

### ***Fee Waiver Application Process – Fee Waiver Pre-Approval Day – Saturday, June. 27<sup>th</sup> – 8:00 – 1:00***

If you meet eligibility requirements and need to apply for a fee waiver, you must come to Elk Grove High School on Saturday, June 27<sup>th</sup> between 8:00 a.m. and 1:00 p.m. with your completed fee waiver application and all required forms. Fee waivers must be applied for on a yearly basis. There is no automatic renewal of a fee waiver. Fee waiver applications can be picked up before June 27<sup>th</sup> in the Main office at EGHS and will also be available online.

If applying for a fee waiver, please bring the following required documentation with you on June 27<sup>th</sup>.

- Completed District 214 fee waiver application - REQUIRED
- Pay stubs for *ALL* employed household members - REQUIRED
- Copy of the 2008 Income Tax Forms(s) 1040 and W-2 forms - REQUIRED
- Verification of "Foster Child" status
- Verification of AFDC or Food Stamp Eligibility
- Verification of Medicaid Eligibility

We'd like to clarify a few misconceptions

- Fee waivers must be re-applied for every year.
- Families do not automatically qualify if they are on food stamps or Medicaid.
- Fee waivers only apply to the \$300.00 fee per student fee. Senior graduation fees, and to the Driver Education fees. There is no fee waiver for activities such as athletics, band, orchestra, etc. These are optional activities. Fund raising options are available to reduce fees for participation in these activities.
- **June 27<sup>th</sup> is the only day we will have extra staff to assist you with your fee waiver application**, so please come prepared with all materials on this date. Without the appropriate documentation, your application cannot be reviewed.

***Home Computers available! New this year!  
Equipped with District 214 software for EGHS families in need***

We have a limited number of fairly new desktop computers available for loan to EGHS families who do not have a computer at home. These computers will be reserved for families in financial need. This computer loan is for one school year at a time. The parent and student must complete certain paper work, and the parent and student(s) must attend a mini workshop on the use and care of the computer. Applications for one of these computers will be available on Saturday, June 27<sup>th</sup> between 8:00 a.m. and 1:00 p.m. Applications can also be picked up from the Main Office at EGHS after June 20<sup>th</sup>. Families who are selected to receive a computer will receive more information about the required workshop and agreements.

***Parent Teacher Council Membership***

Yearly family membership in PTC is \$15.00. You may pay for this when you register online. If you have multiple children at EGHS, it is only necessary to pay the \$15.00 once. If you wish to "pay again" with a second child's registration, it will be accepted as a donation to the PTC and will be acknowledged as such for tax purposes. Each family membership includes a Gren Student/Parent Phone and Address Directory. Additional directories are available for PTC members for \$5.00 each.

***Grenadier Athletic Booster Club Yearly Membership***

Yearly family membership is \$25.00. You'll be able to pay this when you register online. If you have multiple children at EGHS, it is only necessary to pay the \$25.00 once. If you wish to "pay again" with a second child's registration, your contribution will be accepted as a donation to the GAB and will be acknowledged as such for tax purposes. With your \$25.00 membership, 2009-2010 Grenadier Athletic Booster Club members will receive two tickets that can be used for admittance to any home game (non tournament game) and a *School Team Finder*, a directory with directions to any site where athletic contests are hosted.

***All other Booster Group Fees***

Fees required by Band, Orchestra, Choir, and other groups will be collected at their spring or summer mandatory meetings.

## ***Fines and Obligations***

Assessments for lost or damaged textbooks, unreturned library books, overdue fines, or lost / unreturned equipment has been determined. Students have been informed of the fines/obligations owed. Students with fine/obligations must pay those with a separate check or money order (payable to Elk Grove High School) before the new school year begins. (You may also pay fines/obligations with a credit or debit card.) Unpaid fines and obligations will be turned over to a collection agency.

## ***Email Address Required for Each Family***

Every family needs at least one email address where parents can be contacted and important communications sent. In many cases, email is the only way you'll receive important information and communications from EGHS. *You'll need to update us with a current email as you complete your online registration.* If you don't have an email address, please make arrangements to obtain one or have someone allow you to use their email address with the understanding that they will provide you with the communications that will be sent on a regular basis via email. Update your email at anytime by going to our web site <http://eghs.d214.org>. You'll see a link where you can update emails.

## ***Class Schedule, ID, Bus Route Info, School Calendar, Academic Planner, and Athletic "White Card" Pick Up***

We will not be mailing information such as schedules, ID's, bus routes, calendars, etc. to students in August. Instead we've scheduled "Pick up Days" when these can be picked up from school. These will be the same dates as the "Athletic White Card" pick up. (Fall athletic practice begins August 12<sup>th</sup>.)

- Freshmen will get all of these materials at the mandatory freshmen parent/students Orientation Day on Wednesday, August 19<sup>th</sup> at 7:00 p.m. And all freshmen are required to participate in the Transition (GROWTH program day) on August 20<sup>th</sup>. Buses will run their regular routes on this date.
  - Freshman participating in a fall sport, and therefore needing an Athletic White Card (which allows the student to begin practice in a fall sport) should pick it up on one of the dates shown below.
- All other students should pick up the material and if participating in Athletics pick up their Athletic White Card on:
  - Monday, August 10 – 8:00 a. m. – 2:00 p.m.
  - Tuesday, August 11 – 12 noon – 8:00 p.m.
  - Wednesday, August 12 - 8:00 a.m. – 2:00 p.m.

**ONLY STUDENTS WHO HAVE PAID REGISTRATION FEES, TURNED IN ALL OWED OBLIGATIONS, AND SUBMITTED THEIR REQUIRED PHYSICALS WILL BE ABLE TO PICK UP THE MATERIAL. IF APPLYING FOR THE ATHLETIC CARD, PLEASE NOTE THAT AN ATHLETIC PERMISSION FORM SIGNED BY PARENT AND STUDENT IS ALSO REQUIRED. PHYSICAL FORMS AND ATHLETIC PERMISSION FORMS ARE ON EGHS'S WEB SITE AND AVAILABLE FOR DOWNLOAD.**

## ***Physicals and Immunizations***

**All Freshman and transfer students** must have an up to date physical and proof of immunizations. The completed physical exam form is due no later than July 15. Students are not permitted to start school, nor are they permitted to participate in fall sports practices, without the required physical examination and immunizations. State law requires this. Return all physicals to our school nurse, Kathie Sczepanski.

**Yearly Physicals for those participating in any IHSA sport** – Students wishing to participate in any IHSA sport must have a yearly physical. These physicals are due prior to the time practice begins for these sports. Fall sport athletes – your physicals are due by July 15. If you are mailing these physicals, they should be sent to Kathie Sczepanski, School Nurse. Do not bring or mail physical forms to the Athletic Office. In addition, no student can begin fall sport practice without registering and paying fees and taking care of all obligations. Every physician in the State of Illinois has the two-sided physical form. Forms are also available on our web site with registration information. (Note: both the completed yearly physical form and an athletic permission form signed by parent and student are needed to obtain the Athletic White Card. All forms are on EGHS's web site.)

**Important:** Careful completion of the physical examination form is essential. The NEW 2-SIDED PHYSICAL FORM must be used, and these can be found in the parent newsletter or can be downloaded from the school web site. District 214 follows a FIRST DAY EXCLUSION policy, which means if the required elements of the physical are not met **your child will not be allowed to attend school** until this is completed. The immunizations must have the month, day and year as well as a medical signature. (If you do not have this information before the physical exam, you can request the records from the junior high school. The doctor needs this information to review as part of his examination.) The Medical History section must be completed and signed by the parent/guardian.

### ***Medication Policy***

If there is a need for your child to take daily medication while at school, please phone our school nurse, Kathie Sczepanski, at 847-718-4473 as soon as possible to request the District 214 Medication Request Form. You and the physician must sign this form. No medication will be administered without this form. The form is also available in the parent newsletter and on the school web site. Whenever possible, it is best if the medication can be taken at home under parent supervision.

### ***Asthma Inhaler/EpiPen Medication Policy***

In accordance with Illinois law and District 214 policy, students may carry and self-administer their inhaler or EpiPen medication at school. A completed District 214 Asthma Inhaler/EpiPen Request Form should be on file in the health office and must be renewed yearly. This form is available in the health office, parent newsletter, and the school web site. Each student should carry his/her own inhaler in its original pharmacy container with the student's name, drug name, dosage, and time medication is to be taken clearly labeled. There is also an Asthma Action Plan that needs to be completed by you and your physician. This form assists the nurse in helping your child both during a crisis and in choosing the best program for each student with asthma.

### ***Diabetes/Seizures***

Students with diabetes or a seizure disorder should also contact the school nurse for proper emergency care plans and medication forms as needed.

### ***School Start Time***

School begins with first period class at 8:10 a.m. Students must arrive no later than 8:00 a.m. every day. Please ensure that your child gets to school on time. Please plan your vacations around our school schedule. Please do not miss a day of school to leave early or arrive late from vacation.

### ***Thursday, Professional Development Days – Change from previous years . . .***

Next school year, students will arrive by the regular 8:00 a.m. every day, including Thursdays. On Thursdays, buses will pick up students at the same time they do for a regular school day. On Thursdays, while teachers are engaged in professional development (until 9:00 a.m.), students will have a chance to participate in a wide range of opportunities – some of which will be mandatory and

some optional.

### ***Supervised Study and/or Lunch/Study for Students with D's or F's on June 2009 Grades.***

Continuing with the program we initiated last year, students who have not been successful in the classroom will be scheduled to a resource room, supervised study, or a closed lunch/study to receive supervised/guided support. Students will receive this support until their performance demonstrates *consistent* achievement of satisfactory grades – A's, B's, and C's, which will more than likely be at the earliest after semester one.

### ***Lunch on Campus for All Freshmen***

All freshmen will be scheduled for a lunch period on campus next school year. There will not be off campus lunch privileges for freshmen. We think it is important that freshmen use their 50 minute lunch period (60 minutes if you count passing periods) to enjoy a lunch on campus. That will provide opportunities to reconnect with friends, make new friends, and stay current on what's happening. As needed, part of the lunch period can also be used to access computer labs, get help from a teacher, visit a resource room, attend the freshmen group meetings, or participate in periodic guidance sessions.

### ***Parent Requests for a Closed Campus Lunch***

If you would like you child to have a closed campus lunch, and he/she does not already have the closed campus lunch, then please contact one of the Deans: Suzanne Eytel, 847-718-4406 or Gary Wheaton, 847-718-4405 to make these arrangements.

### ***Student Assignment Notebook***

Each student will receive an assignment notebook courtesy of our Parent Teacher Council. Students in grades 10 – 12 will pick these up along with their ID, schedule, etc. on Pick Up Day / White Card Day. Freshmen will receive their assignment notebook and other important materials at the required August 19<sup>th</sup> Parent/Freshmen Student program. Students will be expected to carry the assignment notebook to each class every day. Students will be asked to write down daily assignments for each class. This will help students and parents to keep track of daily class assignments. We hope you will frequently ask to see your student's assignment notebook. Replacement is \$5.00.

### ***School Supplies***

Check our web site and summer parent newsletter for a complete school supply list. For every class, every day, students are expected to have a notebook or binder with paper and dividers, pens, pencils, a calculator (see next section), and the appropriate textbook.

### ***Graphing Calculators***

All students (except those enrolled in Math 450) must own graphing calculators. The suggested calculator is the TI-84 Plus. It is an enhanced version of the TI-83 Plus. Both can be used in the classroom and will be used throughout the high school years. Students need a calculator every day for math class. Calculators can be purchased at Office Max, Office Depot, and Target – just to name a few locations. Look for the sales! Please be sure your student goes to the Math/Science Resource Room (room 213) to engrave their name on their calculator and record the serial number to help avoid theft.

## ***Identification Cards***

I.D. cards are required for all students and must to be carried by each student at all times. Coding on the I.D. card allows it to be used for off campus lunch privileges, as an EGHS Library Card, as a Bus Pass for those who qualify, a debit card for school lunches, and as an Athletic Pass. The replacement cost for a lost I.D. is \$5.00 and can be purchased in the Attendance Office.

## ***Bus Transportation***

Students who live *one and one-half miles or farther from school* and within the Elk Grove attendance area are entitled to *free* bus transportation. *Students who live closer* than one and one-half miles may purchase bus transportation for \$450 for the school year. Detailed bus information will be available at registration. In order to board a bus, riders are required to show their I.D. cards daily to the bus drivers. No I.D. card, no bus ride! All bus riders should be ready at their stop prior to the designated time. Bus routes will begin at approximately 7:20 a.m. Monday – Friday. Remember: Buses arrive by 8:00 a.m. even on Thursdays.

## ***Parking Permits***

Juniors and Seniors who turned in parking applications by June 12th will receive letters in August regarding the pick up of parking stickers. Parking permits will be available for pick up Thursday and Friday, August 20<sup>th</sup> and 21<sup>st</sup> between 8:00 a.m. and noon and during the first week of school. Permits must be affixed to car windows by the end of the first week of school, August 31<sup>st</sup>. Important! You must bring your driver's license, vehicle registration card, insurance card, student ID, and \$155.00 (cash or check made out to Elk Grove High School). District 214 determines the parking fee.

## ***Student Lockers***

Students may not share their combination number or their locker with any other students. Each student is responsible for their locker and its contents. There is to be no marking on the inside or outside of the locker. Taping of pictures and other decorations is allowed only if masking tape is used, and it is removed at the end of the school year with no damage to the paint finish. Students will be assessed a \$25.00 charge if lockers require cleaning or removal of tape or decorations.

*Students who forget their locker combination can inquire at the Attendance Office after school starts.*

## ***EGHS PE Shirts***

EGHS PE shirts are mandatory for PE Class. All students enrolled in physical education are required to wear the school issued physical education t-shirt. PE shirts are distributed in PE classes the first week of school. Students must supply their own shorts; sweat clothes, warm-up pants, socks, and athletic shoes. Students must have clothing appropriate for outdoor and indoor activities.

## ***Green Gren Master Locks for PE***

Physical education students will receive one Master Lock upon entering Elk Grove High School. Each student is assigned a PE locker for the school year and is responsible for locking the locker and securing their personal items each day. Only Gren Master Locks may be used in the PE locker room. Additional locks are available for \$5.00 each.

## ***Gold Gren Master Locks for Athletics***

Athletes must purchase gold Gren Master Locks and use separate athletics lockers during their athletic season. When they are not in season, they may not use athletic lockers. Gold Gren locks are available in the Activities Office.

## ***Swim Wear in the Aquatic Center***

Students must wear swimsuits that are consistent with EGHS Dress Code during the swim unit of PE class. Males are encouraged to wear trunk style shorts. Females should wear one-piece suits; if a two-piece suit is worn, a t-shirt or tank top and shorts must be worn over it. Students can use their green gren lock to secure items in the pool locker rooms during the swim unit. Details are discussed in each class prior to the swim unit.

## ***Prepayment for School Food Services***

District 214 has implemented a computerized system that allows parents to prepay for school food services. The computerized system uses the student ID card to allow parents to establish a prepaid account for their students. The account may be used for breakfast, lunch, and snack services. Students eligible for free or reduced price meals will also use their student ID cards for school meals. Information will be sent from our District Food Services Department in August.

## ***Athletic Pass***

Payment of your Registration fees include an Athletic Pass which permits the student to attend, without paying an admission fee, all home and away District 214 athletic contests in which Elk Grove High School participates. This does not include tournaments or playoffs. (All in-season athletes are given a sports participation pass for free admission to all home games during the season that they are participating in a sport.) Family passes are available for purchase at the events.

## ***Insurance***

No insurance can be obtained through District 214 or Elk Grove High School. A brochure from Student Plans, Inc. is available in our Main Office. Review your family health and accident insurance to determine if Student Plans, Inc. offers the kind of protection you feel your student needs. If you desire additional coverage for your student, follow the instructions outlined in their brochure. A Spanish version is available.

## ***Summer Reading***

Select courses have required summer reading. This is the case primarily for honors and advanced placement courses. See the EGHS web site for complete details. Parents – please ask your son/daughter to read for pleasure every day of the summer. This should include both works of fiction and non-fiction such as the daily newspaper and news magazines.

## ***Bell Schedule and Staff Directory – 2009-2010***

Both of these are on our web site and in summer newsletter.

## ***School Calendar and Daily Announcements***

On our web site and updated regularly.

*Revised June 10, 2009*