

## 9-12

## COMMON PRACTICES FOR HIGH SCHOOL

Lincoln Public Schools | Lincoln, Nebraska

Rev. 5/2025

*The following are high school common practices that have been extracted from the Lincoln Public Schools Important Information Booklet. This sheet is meant to be a quick-reference guide for common practices that are for high school families only. A complete LPS Important Information Booklet is available online at LPS.org.*

### Grading/Assessments

#### Summative and Formative Assessments

- Summative assessments and assignments (calculated as 80% of the overall grade)
  - Summative assessments are used to evaluate student learning (assessments **OF** learning), skill acquisition, and academic achievement at the conclusion of a defined instructional period.
  - Typical examples of summative assessment processes are unit tests/exams, projects, papers, and other examples of student work showing the current level of knowledge/skills.
- Formative assessments and assignments (calculated as 20% of the overall grade)
  - Formative assessments provide ongoing and timely feedback that instructors can use to modify their teaching and students can use to improve their learning (assessments **FOR** learning). Typically, teachers use student responses on these practice opportunities to determine what needs to be clarified or re-taught and/or students use feedback from the practice opportunity to try again (student practice).
  - Typical examples of formative assessment processes are entry/exit tickets, discussions, individual practice, drafts of papers, additional practice items done at home or in class, short quizzes, and other processes that help students show their learning in anticipation of summative assessment events.

#### Grading codes and Meanings

**EX—Exclude:** Excused. Used to indicate an assignment is excused and does not need to be completed. It has no effect on the grade.

**M—Missing:** Used to indicate an assignment is missing. It calculates as a ZERO until the assignment is turned in and graded.

**INC—Incomplete:** Used to indicate an assignment is not complete enough to score. It does not affect the grade unless the teacher

enters the INC with a score. The code should be removed once the assignment is revised, and then a new grade should be entered.

**Grade [space] L—Late Assignment:** Used to communicate timeliness/work habits. The grade is included in the overall average.

**R—Retought:** Used to indicate that an assignment was regraded after re-teaching or re-assessing.

**Blank—Not Yet Graded:** Used to indicate that an assignment/assessment still needs to be graded.

**AB—Absent:** Used to indicate that a student was absent while this work was completed. It calculates as a zero, but it can still be turned in for credit. It is included in missing marks/reports.

**0 (Zero)—No Credit:** Used to indicate that the student received a grade of zero/no credit. Teachers use this code carefully (and infrequently) because a grade of zero can significantly lower an overall average and misrepresent student achievement. Instead of a zero, teachers more often use the “M” code for work that hasn’t been turned in or “INC” for work that isn’t ready to be scored yet. Teachers may have to change a grade to a zero if student work is so late that it is no longer practical or useful for students to submit it for credit. Note: Some teachers may choose to use an alternate number for “zero” (such as 50%) because it lessens the statistical impact on the overall average.

**summa cum laude (with highest distinction):** Gold cord to be worn at commencement. Students with cumulative weighted GPA of 4.250 and above on a 4.00 weighted scale.

**magna cum laude (with great distinction):** Silver cord to be worn at commencement. Students with cumulative weighted GPA of 4.000 to 4.249 on a 4.00 weighted scale.

**cum laude (with distinction):** White cord to be worn at commencement. Students with cumulative weighted GPA of 3.750 to 3.999 on a 4.00 weighted scale.

### Grading Scale

*Synergy Gradebook uses the following scale to assign letter grades based on calculated averages:*

90% = A

85% = B+

80% = B

75% = C+

70% = C

65% = D+

60% = D

Below 60% = F

## Cell Phone and Electronic Devices

The use of cell phones, headphones/earbuds, smartwatches, smart glasses and any other personal electronic device is not allowed during the instructional period.

It shall be a violation of student conduct rules to engage in any activity through the use of recording, sending, sharing or displaying electronic, digital or social media content that disrupts the learning environment of the school or is used as a method for violating any aspect of the student code of conduct.

## District Dress Code Guidelines For High Schools

Clothing must be appropriate for school settings in order to provide a safe and orderly environment for all students to learn. The responsibility for the dress and grooming of a student rests primarily with the student and his or her parents or guardians, although, the school administration maintains the right to determine the appropriateness or suitability of any student attire.

### Allowable Dress and Grooming

- Students must wear clothing including both a shirt with pants or skirt, or the equivalent and shoes.
- Shirts and dresses must have fabric in the front, back, and on the sides. Fabric covering all private parts must not be see through.
- Clothing must cover undergarments and all private parts.
- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, wood shop, and other activities where unique hazards exist.
- Head wear is allowable as long as it follows other areas of the dress code and the student is easily identifiable.
- Specialized courses may require specialized attire, such as sports uniforms or safety gear.

### Non-Allowable Dress and Grooming

- Clothing may not depict, advertise or advocate the use of alcohol, tobacco, marijuana or other controlled substances.
- Students may wear hoodies, but the hoods may not conceal the face. Considerations will be made for students who wear special clothing as required by religious beliefs, disability, or convey a particular message protected by law.
- Dressing, grooming, or engaging in speech that is lewd or indecent, vulgar, or plainly offensive.
- Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected groups.
- Clothing, including gang identifiers, must not threaten the health or safety of any other student or staff (examples include bandanas, gang signs).
- If the student's attire or grooming threatens the health or safety of any other person, then discipline for dress or grooming violations should be consistent with discipline policies for similar violations.
- Clothing with words, pictures, or phrases that depicts violence or intimidation may not be worn (examples include images of guns, knives and any other items generally considered to be a weapon).

### Students who are in violation of the school dress code will:

1. Be educated on the reason this clothing is not allowed in a school setting, and when possible be given the opportunity to remove the item(s).
2. Be given the opportunity to change into school-issued clothing in order to find items that are appropriate to wear.
3. When the first two are not viable options, the student's parent will be contacted to bring appropriate clothing for the student to change into.
4. Repeated violations could result in school consequences.

5. Students will not be allowed to return to classes until they are in compliance with the school dress code.

**NOTE:** Schools may communicate additional information on dress code expectations to students and parents/guardians.

## Vape Detection System

Vape detectors are in all student restrooms/locker rooms in our high schools. The detectors do not record video, audio or any personal identifying information. This device will send an alert and allow administrators to identify students quickly and efficiently who may be vaping.

If a student is found to be vaping, or have vaping products on them, then the student will have an opportunity to participate in the Vape Educate program. Students who have multiple violations will face consequences as outlined in the LPS Behavior Accountability Matrix.

## Multi-Tiered Systems Of Support For Behavior (MTSS-B) In The Lincoln Public Schools

Lincoln Public Schools uses a multi-tiered system of support for behavior (MTSS-B) for teaching procedures and techniques designed to help improve behavior. It involves procedures at the school-wide, classroom, and individual student levels.

The purpose of a district-wide MTSS-B is to establish a climate in which appropriate behavior is the norm. Introducing, modeling, and reinforcing positive social behavior is an important step of a student's educational experience. Teaching behavioral expectations and then recognizing students for following our expectations is a core component of MTSS-B.

## School Community Intervention Program (SCIP)

SCIP is a student assistance program that works with families, schools and the community to support student behavioral, mental and emotional health. When schools, parents and the community build a collaborative relationship of support around students, they are more capable of reaching their full potential. SCIP can assist parents in identifying behaviors or concerns that may be interfering in a student's ability to learn, seek solutions, and explore options, which will increase student's opportunities to be successful in school. In addition to in-school supports, SCIP collaborates with community behavioral health agencies to offer another layer of support to students and families. To refer your student to SCIP or to find out more about the program please contact your school's SCIP Team Leader or the Lincoln/Lancaster County SCIP Coordinator at 402-327-6841.

## High School Open/Closed Campus

Only 11th and 12th graders may leave school during lunch. If you have special concerns about your child leaving during lunch, please visit with an administrator at your school. Below is the Board Regulation related to open/closed campus.

### Regulation 5511.1 STUDENTS Open and Closed Campus

*Elementary and middle school students are not allowed to leave the campus at any time during the school day without the permission of the building administrator and unless arrangements have been made by a student's parent(s) or guardian to go home for lunch. This arrangement will be permitted only with the permission of the building administrator and if a parent or designated adult is home during the time the student is home for lunch and only if the student is not tardy returning to afternoon classes.*

*High school students are not allowed to leave campus at any time during the school day without permission of the building administrator. Students in grades 11 and 12 may leave the campus for lunch, provided school rules are followed and the student is not tardy in returning to afternoon classes.*