

**URBAN PREP CHARTER
ACADEMY FOR YOUNG MEN**
Englewood Campus



**STUDENT HANDBOOK
2009-2010**

**URBAN PREP CHARTER ACADEMY
FOR YOUNG MEN
*Englewood Campus***

**STUDENT HANDBOOK
SIGNATURE SHEET**

Student's Name:

Year of Graduation:

Pride Name:

Pride Leader's Name:

Please sign below indicating that you have read the Urban Prep Charter Academy for Young Men—Englewood Campus Student Handbook and understand the policies and procedures described herein.

Student Signature:

Parent/Guardian Signature:

Pursuant to the Charter Schools Law, Illinois School Law, 105 ILCS 5/27A, all charter schools are exempt from local school board policies, including the Student Code of Conduct. Charter schools are free to adopt the SCC or to establish their own discipline policies. Urban Prep Charter Academy for Young Men—Englewood Campus utilizes its own discipline and academic policies which are described in the Student Handbook.

This handbook was issued to:

Student's Name:

Year of Graduation:

Pride Name:

Pride Leader's Name:

This handbook was issued by & is the property of:

Urban Prep Charter Academy
for Young Men—Englewood Campus
An Urban Prep Academies School
6201 S. Stewart; Chicago, IL 60621
773.535.9724 (T); 773.535.0012 (F)
www.urbanprep.org



URBAN PREP ENGLEWOOD CAMPUS TEAM UP (EMPLOYEE) DIRECTORY

Name	Title/Department	Office Phone Number/Ext*	Mobile/Cell Phone Number	Email Address**
Mr. Adams	English/Writing		773.459.3250	sadams
Mr. Agyarko	Technology		773.469.2929	sagyarko
Ms. Alban	Spanish		773.354.0031	malban
Mr. Blakeley	Co-Principal		773.354.4387	bblakeley
Mr. Boyd	Pride Coordinator		773.469.2428	tboyd
Mr. Brooms	Director of Student Activities/Athletics		773.354.5742	dbrooms
Mr. Bywater	History		773.354.1626	jbywater
Mr. Childress	Math		773.469.2296	schildress
Ms. Cross	Registrar/Data Analyst		773.469.5908	kcross
Mr. Daddezio	Technology		773.354.4816	jdaddezio
Mr. Dyer	History		773.354.6710	rdyer
Mr. Farrow	Public Speaking		773.469.2175	lfarrow
Mr. Ferguson	Math		773.354.3902	jferguson
Ms. Ferguson	Science		773.469.2665	nferguson
Mr. Fields	Math		773.469.6986	lfields
Mr. Freeman	Spanish		773.469.2483	tfreeman
Mr. George	Math		773.459.3240	fgeorge
Ms. George	English		773.469.6309	jgeorge
Mr. Glass	Assistant Principal		773.459.3188	rglass
Mr. Griffin	Health/PE		773.459.3234	agriffin
Mr. Harris	Assistant Dean		773.469.7163	jharris
Mr. Hinton	Teacher		773.469.1502	rhinton
Mr. Hopkins	English		773.469.6843	ehopkins
Ms. Horn	Spanish		773.469.0498	lhorn
Mr. Huff	Assistant Director College Counseling		773.459.9319	ghuff
Mr. Hutchinson	Director College Counseling		773.354.7015	khutchinson
Mrs. Jefferies	Office Manager		773.354.7764	rjefferies
Mr. Lacewell	Co-Principal		773.354.5618	dlacewell





Mrs. Lee	English		773.469.2143	klee
Mr. Mahone	Case Manager		773.354.4670	omahone
Mr. Miles	Science		773.469.6605	dmiles
Ms. Miranda	English		773.469.2325	mmiranda
Mr. Morales	Spanish		773.354.5734	dmorales
Mr. R. Muhammad	Teacher		773.354.8745	rmuhammad
Mr. Muschal	English		773.469.3722	mmuschal
Mr. Nissen	History		773.354.8959	anissen
Ms. Onyeneho	College Counselor		773.469.6489	konyeneho
Ms. Payne	Teacher		773.469.2110	apayne
Mr. Rhoad	English		773.469.2956	jrroad
Ms. N. Robinson	English		773.469.2910	nrobinson
Ms. T. Robinson	Director of Finance		773.354.7280	trobinson
Ms. Santoyo	Science		773.469.2443	psantoyo
Mr. Seegars	English			wseegars
Mr. Smith	English Department Chair		773.354.1871	esmith
Ms. J. Smith	English		773.469.5427	jasmith
Ms. L. Smith	Office Assistant			lsmith
Mr. Steele, Jr.	Math		773.469.2022	jsteele
Mr. Stewart	History		773.469.2387	cstewart
Mrs. Stewart	Teacher		773.642.2840	mstewart
Ms. Tatum	Personal Counselor		773.459.9875	ttatum
Ms. Tribue	Science		773.469.5769	mtribue
Ms. Vande-Vusse	Science Department Chair		773.459.3033	gvandevusse
Mr. Weaver	Dean of Students		773.459.3253	dweaver
Mr. Williams	Social Studies		773.469.5779	jwilliams
Mr. Woo	English		773.469.7236	dwoo

***To reach an extension, dial the main office number (773.535.9724) and then enter the extension provided above.**

****To complete email address, add @urbanprep.org to the end of the text listed above.**

ACADEMIC REQUIREMENTS FOR PROMOTION & GRADUATION

Course Sequence

Freshmen Year: 7 Credits Total

- Survey of Literature (English; 2 credits)
- World History (Social Studies; 1 credit)
- Algebra I (Math; 1 credit)
- Integrated Science I (Science; 1 credit)
- Public Speaking (English; .5 credit)
- English Composition (English; .5 credit)*
- Technology I (Technology; .5 credit)
- Physical Education (Other; .5 credit)

Sophomore Year: 7 Credits Total

- American Literature (English; 2 credits)
- U.S. History (Social Studies; 1 credit)
- Geometry (Math; 1 credit)
- Integrated Science II (Science; 1 credit)
- English Composition II (English; .5 credit)
- Spanish I (Foreign Language; 1 credit)*
- Technology II (Technology; .5 credit)

Junior Year: 7 Credits Total

- World Literature (English; 2 credits)
- American Gov't (Social Studies; 1 credit)
- Algebra II/Trigonometry (Math; 1 credit)
- Biology, Chem, or Physics (Science; 1 credit)
- Spanish II (Foreign Language; 1 credit)
- English Composition III (English; .5 credit)
- Health/College Prep (Other; .5 credit)*

Senior Year: 7 Credits Total

- British Literature (English; 2 credits)
- Af-Amer History (Social Studies; 1 credit)
- Pre-Calculus (Math; 1 credit)
- Bio, Chem, or Physics (Science; 1 credit)
- Spanish III (Foreign Language; 1 credit)
- English Composition IV (English; .5 credit)
- Elective (Other; .5 credit)

*The class of 2010 took the following courses: Test Prep (English; .5 credit); Spanish I (Foreign Language; .5 credit); Health (PE; .5 credit); Life Skills (Other; .5 credit)

Credit Requirements*

English: 10.5 credits
Math: 4 credits
Science: 4 credits
Social Studies: 4 credits

Foreign Language: 3 credits
Technology: 1 credit
Other: 1.5 credits

*Credit requirements per subject area/department may differ; total credit requirement for promotion from grade level is 7 and graduation requirement is 28.



Honors & Advanced Placement Courses

9th Grade: One section of Honors Survey Literature & Honors Algebra will be provided based on pre-testing (8th grade and Urban Prep summer program testing).

10th Grade: One or more sections of Honors American Literature & Honors Geometry will be provided to applicants based on applicant portfolios, demonstrated ability, and teacher recommendations.

11th Grade: One or more sections of AP English (AP *Language* & Composition test orientation), & Honors Algebra II/Trig., Honors Spanish II will be provided to applicants based on applicant portfolios, demonstrated ability, and teacher recommendations.

12th Grade: One or more sections of AP English (AP *Literature* & Composition test orientation), AP Physics, & Honors Pre-Calculus, Honors Spanish III will be provided to applicants based on applicant portfolios, demonstrated ability, and teacher recommendations.



DAILY INSTRUCTIONAL SCHEDULE

The school day at Urban Prep begins promptly at 8:30am every day. Dismissal is at 4:30pm each day except Wednesday when dismissal is at 2:00pm.

Mondays, Tuesdays, Thursdays, Fridays		Wednesdays (Professional Development Schedule)	
Period	Time	Period	Time
Community	8:30am - 8:50am	Community	8:30am - 8:50am
1 st Period	9:00am - 9:45am	1 st Period	9:00am - 9:30am
2 nd Period	9:49am - 10:34am	2 nd Period	9:34am - 10:04am
3 rd Period	10:38am - 11:23am	3 rd Period	10:08am - 10:38am
4 th Period	11:27am - 12:12pm	4 th Period	10:42am - 11:12am
5 th Period (MDR)	12:16pm - 12:36pm	8 th Period	11:16am - 11:46am
6 th Period*	12:40pm - 1:25pm	9 th Period	11:50am - 12:20pm
7 th Period*	1:31pm - 2:16pm	6 th Period*	12:24pm - 12:59pm
8 th Period	2:22pm - 3:07pm	7 th Period*	1:04pm - 1:39pm
9 th Period	3:11pm - 3:56pm	10 th Period/Prides	1:44pm - 2:00pm
10 th Period/Prides	4:00pm - 4:30pm		

*Lunch occurs during 6th and 7th Periods.



Grading Policy

Student work will be graded on a 4.0 scale utilizing letter grades (see chart below). Urban Prep will not record the grade of D because below average work is unacceptable. The Urban Prep Grading scale is as follows:

A	100	-	93	=	4.0
A-	92	-	90	=	3.75
B+	89	-	87	=	3.25
B	86	-	83	=	3.00
B-	82	-	80	=	2.75
C+	79	-	77	=	2.25
C	76	-	73	=	2.00
C-	72	-	70	=	1.75
I	69	-	60	=	Proof of Proficiency Assessment (See Below)
F	59	-	0	=	0.00



Policy Regarding Grades of “I” (Incomplete)

During a young man’s tenure at Urban Prep, he may go through a period of time that he fails to give his best effort and has now put himself in a position where he is in danger of failing to earn credit in the particular course. In our effort to assess whether or not the young man has attained the necessary skills in the particular course according to the ACT College Readiness Standards and to build RESILIENCY (*the ability to bounce back from adversity to experience success*) within our young men, we are providing those students that have ended the semester with a numerical grade of 69-60 with the opportunity to take an individualized Proof of Proficiency Assessment. The Proof of Proficiency Assessment consists of questions of the skills that the young man has not yet demonstrated mastery or satisfactory progress in the particular course. If the young man earns above a 70 on the Proof of Proficiency Assessment, he will receive a C as his final grade rather than an F. Thus, the young man will earn credit for the class towards his graduation. The young man will have one week (Jan. 10th – Jan. 17th) to take the Proof of Proficiency Assessment. The young man must make arrangements with the teacher of the particular course to take the

Proof of Proficiency Assessment before or after school. If the young man does not take the Proof of Proficiency Assessment by Jan. 17th or scores below a 70 on the test, his grade will be an F in the particular course which results in no credit for the course, which translates into being off track to graduate with his class.

Policy Regarding Grades of “F” (Failing)*

During a young man’s tenure at Urban Prep, he may go through a period of time that he not only fails to give his best effort but has failed to put forth any effort at all in a particular course and thus has ended the semester with a numerical grade of 59 to 0, WHICH IS AN “F” AND EQUALS ZERO CREDIT TOWARD GRADUATION. The young man has now put himself in a position where he is off track for graduating with his class. Based on our belief at Urban Prep that all of our young men are capable of succeeding and doing well, and based on our mission of building RESILIENCY (*the ability to bounce back from adversity to experience success*) within our young men; WE ARE WILLING TO GIVE A SECOND CHANCE TO THOSE STUDENTS WHO HAVE PUT FORTH MAXIMUM EFFORT THE 2ND SEMESTER AND HAVE SHOWN THEY “ARE EXCEPTIONAL NOT BECAUSE [THEY] SAY IT, BUT BECAUSE [THEY] WORK HARD AT IT.”



This is demonstrated by the following: If a young man fails a core course (English, Math, Science, or Social Studies) during the 1st semester, but then earns a “B” or better at the end of the 2nd semester in the same course, the student will receive passing grades for both semesters. This puts the student back on track for graduating on time. This chart would be used to determine the students’ grades as reflected on their transcripts under this policy:

GRADE EARNED 1 st SEMESTER	GRADE EARNED 2 ND SEMESTER	CHANGE ON TRANSCRIPT	
		1 ST SEMESTER GRADE	2 ND SEMESTER GRADE
F	B	C-	C-
F	B+	C-	C
F	A-	C-	C+
F	A	C-	B-

****This policy only applies to core courses (English, Fundamentals of Algebra, World History, & Integrated Science) at Urban Prep Charter Academy for Young Men.**

Urban Prep Charter Academy Dress Code/Appearance Requirements

The primary responsibility for the dress and appearance of the student belongs to the student. Concern for daily appearance is essential to the student's progress in maturing. It is, therefore, expected that students be neat and clean. The manner of dress should be appropriate to the serious nature of study. The following regulations have been researched and is consistent with the mission of the school and are made so that the student will develop a consciousness of the necessity of a neat personal appearance, not only when he is in school, but at all times in the public eye. Any violation of Dress/Appearance Codes will result in detention and/or parent notification.

Students should arrive to school and leave school in dress code attire. Students may wear boots to school **during inclement weather**, but must change them as soon as they enter the building. Students must wear pants properly: up around the waist not down around the hips.

Urban Prep Faculty and staff will strictly enforce the dress/appearance code. Warnings are not issued because the expectations for dress code compliance are clearly spelled out. Dress code violations will result in immediate discipline action, which may include suspension.



ID CARDS

Students must have a current Urban Prep picture ID card at all times. This card is to be presented to any school official upon request. Failure to present a current ID upon request will merit possible disciplinary actions. ID cards that are left at home, lost or misplaced are to be immediately replaced at the students' expense. Students who do not have an ID card may purchase one.

SHIRTS

Young men shall wear a long-sleeved solid white button-down cotton (polyester and cotton blend shirts are acceptable) shirt. Shirts must always be tucked in pants.

PANTS

Young men must wear beige or khaki colored pants, no denim or corduroy is allowed. Pants should be worn around the waist and at an appropriate length (no rubber bands). Pants may not be torn or have pockets or seams at or below the thigh. NO EXCEPTIONS.

BELTS

Young men must always wear a belt. The belt must be solid black or brown with a standard buckle. Buckles that are over-sized, have pictures, sharp edges, corners or studs are unacceptable.

UNDERGARMENTS

Appropriate undergarments should be worn at all times.

SHOES

All students must wear solid black or brown shoes. For reasons of safety and maintenance, the shoes must have a non-marking sole. Shoes must be laced and worn properly at all times. Boots, gym shoes, sandals, work shoes, open-toed shoes, slides and platform shoes are not allowed. Any shoe that comes up to or above the ankles is considered a boot and is not allowed.

In the case of injury to ankle, toe or foot, where a student is unable to wear regular shoes, a doctor's note is required before a student will be given permission to wear alternate footwear.



SOCKS

Plain white, navy, or black socks must be worn at all times. All socks must be worn above the ankle.

TIES

Young men must wear a school tie that is to be tied properly. The bottom of the ties should fall just above the belt area (waist).

HAIR

Hair must be conservative and professional in appearance. This includes, but is not limited to, being neat, clean, and combed and only on straight part (optional). Any haircut that appears in any way gang related (including in color) is not allowed, and will be suspended immediately for two days or until infraction is rectified, for a maximum of ten school days.

FACIAL HAIR

Facial hair (including sideburns and eyebrows) must be conservative and professional in appearance. This includes being neat and properly trimmed with no designs of any kind.

TATTOOS

Tattoos that are visible while wearing the Urban Prep uniform (including gym and team uniforms) are not allowed at Urban Prep.

COATS AND JACKETS

Coats and jackets are not to be brought into the classroom.

SUNGLASSES

Sunglasses are never to be worn in the school building.

HATS/HEADGEAR

Hats or headgear are never to be worn in the school building or at any inside school function. Hats/headgear will be confiscated if worn in the building or worn incorrectly. Accommodations will be made if proof of necessity is presented to school officials.

BOOKBAGS

Unless authorized by school administrator, book bags, portfolios, or carrying cases (except laptop bags) of any kind are not to be brought into the class.



ATTENDANCE POLICY & PROCEDURES

Urban Prep believes that school is a student's top priority. Whenever possible, students must make medical or other appointments after school hours or on weekends. If that is absolutely impossible, we ask that the parents/guardians let the school know as far in advance as possible and that the student bring in a note verifying the reason for the absence. If a student is to be out sick, the parent/guardian should call the student School Office before 8:30 a.m. so we know he will be out. **It is the student's responsibility to obtain all missed work before or after school the day he returns.**

SCHOOL DAY

Urban Prep Charter Academy follows the decision of the Chicago Public Schools when determining school closing during inclement weather.

ABSENCES

Absences may be excused only for illness or for a verifiable family emergency. Absences can be excused only if a written note from the legal guardian is received in the main office within 24 hours of the student's return to school. A doctor's note

or other official documentation is required for an absence period of more than 2 consecutive days. Notes from the Doctor must come from the doctor on letterhead from the doctor's office.

On the day a student returns to school from an absence, he is to report to the Main Office. According to the Urban Prep Charter Academy Attendance policy, students who miss school more than 30 days in any year for any reason may be removed from the school's roster and be required to attend summer school or repeat a grade level.

TARDINESS

A student is considered tardy when not in their assigned area at the start of Community or at the start of a class. If for any reason a student is tardy to school, he must report to the Main Office before going to class in order to obtain a tardy slip and will be issued a detention. If a student arrives at school more than 1 hour late, he will be considered absent and must present a doctor's note and/or parents note.

Tardy Policy



- 3 unexcused tardies in a quarter will result in one day of after school detention
- 6 unexcused tardies in a quarter will result in two days of after school detention
- 9 unexcused tardies in a quarter will result in an out of school suspension (refer to Category II Infractions)

LEAVING THE CAMPUS (SCHOOL)

Students are not permitted to leave Urban Prep's campus once they are inside the building. Leaving the campus (school) without authorization will result in discipline action. Parents should be aware that students are permitted to leave campus once the school day ends.

EARLY DISMISSAL

In the rare event that a student needs an early dismissal, the following procedures must be followed:

1. The student must call his legal guardian using the main office phone.
2. The legal guardian must come and sign the student out of school.
3. The student must make up all missed work.
4. Only early dismissals for doctor's appointments or illness will count as excused absences. All other early dismissals are considered unexcused.

VACATIONS – HOLIDAY PERIODS

Parents are to avoid scheduling family trips or vacations that would take their child out of school for one or more days. Doing make-up work for days missed is never the same as actually being in class. Parents are to notify the Dean of Students, in writing, in advance of these foreseen absences.

STUDENT CONDUCT POLICY & PROCEDURES

Good Student Conduct is necessary to maintain a safe teaching/learning environment. Upon the student's acceptance at Urban Prep Charter Academy for Young Men, parents and students agree to uphold all school regulations.

The Urban Prep Student Handbook will be made available to students and parents. Students are required to sign an acknowledgement that they have received, read and understand the Urban Prep Student Handbook at the start of each school year. Noncompliance with this requirement does not preclude a student from being responsible for adhering to the policies and procedures in the handbook.



The Urban Prep Charter Academy Handbook describes a broad range of conduct that is expected and acceptable. It would be impossible to list all expectation of student conduct and all possible infractions. Urban Prep employees, therefore, have discretion in determining repercussions.

In most cases students will be given chances to immediately correct behavior that doesn't disrupt the learning environment of the school. On not so serious offenses students may also receive a warning (verbal/written) or phone calls home instead of detentions or any other reprimand. Any offenses that disrupt the learning environment, causes harm or could cause harm to students, faculty or staff will be immediately dealt with by informing the parent, issuing detentions or a suspension.

The student, parent, or guardian who feels that the disciplinary action taken is unwarranted has the right to appeal in writing to the Dean of Students. The next level of appeal in writing is the Urban Prep's Principal.

This disciplinary process is intended to be instructional and corrective, not punitive. In addition to the disciplinary actions listed in the Urban Prep Charter Academy Handbook, the school may assign students to workshops in truancy/violence prevention or in conflict resolution. Students whose acts of misconduct most seriously disrupt the educational process may be subject to expulsion.

The policies and administrative procedures apply to actions of students during school hours, before and after school, while on school property, while traveling on vehicles funded by Urban Prep, at all school-sponsored events, and when the actions affect the mission or operation of the school. Students may also be subject to discipline for serious acts of misconduct, which occur either off-campus, or

during non-school hours when the misconduct disrupts the orderly educational process and/or the reputation of the school.

BEHAVIOR

Courtesy to all faculty members, staff members and visitors are expected at all times. Faculty and staff members are to be addressed as “Mr.”, “Mrs.”, “Miss”, “Ms.”, “Dr.”, “Rev.”, etc.

Pushing, shoving, running, unbecoming language, shouting, throwing of objects in any circumstances in or around the school or on buses will not be tolerated.

Students are expected to demonstrate the appropriate behavior at assemblies. Students should not engage in any behavior at assemblies or athletic events that shows bad taste and reflects negatively on the student body.

Students are expected to accept responsibility for their positive or negative behavior. Such action is looked upon favorably and is taken into consideration when the administration determines consequences or rewards.

Students are not allowed to post signs, distribute pamphlets or flyers on the premises without the approval from the Dean of Students (or designee).



PEER MEDIATION

Peer mediation is a system where an individual or group of individuals will be assigned to meet with several members of the student community in efforts to remedy a situation before it escalates. This student led conversation will attempt to have the student(s) first take responsibility for their participation in the matter and also obtain strategies on how to resolve the situation. The final task will be to create an agreement that both must sign and adhere to. (Parents and students will be expected to sign a waiver of agreement)

DETENTION

Detention is held Tuesday and Thursday from 4:40–5:40. Students who receive a detention will have 24 hours from the day issued to serve and must report on time. They are to be in complete uniform and bring a pen and paper with them to detention. They are not to bring books, book bags, coats, or other items to detention. Students who are late or fail to appear may receive additional detentions and/or be suspended. No student will be excused from detention without the advance, expressed permission of the Dean of Students. The only valid excuse from an assigned detention is a doctor’s appointment verified by an official doctor’s note or verified family emergency.

A student may be assigned to one detention for every minor offense he commits. Some examples of minor offenses are dress code violations, tardiness, minor classroom or hallway misconduct and other minor infractions as determined by the Dean of Students.

A student may also be assigned two (2) or more detentions for any major infraction of school rules. Some examples of major offenses are: cutting class; insubordination; smoking/using tobacco products; vandalism; theft; possession of another student's or school property; forgery; extreme tardiness; and other offenses as determined by the Dean of Students.

For each offense, a student receives a "Detention Slip" indicating the infraction. The student is to have this slip signed by a parent and returned to the Dean's Office by 8:30 a.m. the next school day. Parent will also be contacted and notified by the Dean of Student the day that detention is issued to student. Students may only serve one detention at a time. If a student receives more than one detention on the same day he must serve one day for each detention received (**two detentions issued the same day will result in two consecutive days in detention**). All detention time must be served before the end of the school year. Detention time can be served after final exams. However, no extensions will be given into the summer.



Students may be required to serve Saturday detention. Students assigned to detention may be required to work on projects determined by the school. Parents and students consent to this school policy by the student's enrollment at Urban Prep Charter Academy for Young Men. Teachers may detain students after school for a reasonable length of time.

PROBATION

Probation is a system designed to monitor the academic progress, actions and behaviors of those students who have demonstrated difficulties of adhering to school rules/codes of conduct and fail to reach minimal academic proficiency. The Dean of Students for accumulated major and minor infractions of school rules and regulations may place a student on probation. Any student who accumulates ten (10) detentions will be placed on probation. Students with academic deficiency may be put on Probation by the V.P. of Academic Programs. Any student receiving multiple failing grades at semester or returns to Urban Prep after summer session with credit deficiencies will be automatically put on probation. If an appreciable improvement in behavior or academic growth is not evident within one semester, the student will be brought before the Discipline Board for a hearing. Probation does not determine a student's good standing, unless specifically stated in the contract written by the administrator.

SUSPENSION (In/Out of School)

If a student's misconduct is considered serious enough, he will be suspended from school by the Dean of Students for two days and a parent conference with the Dean or with the Discipline Board will be scheduled. During suspension, the student may not attend class, or participate in any extracurricular activities. It is the student's responsibility to meet with his teachers before or after school to make up any missed assignments.

Out of school suspension or in-school suspension may be imposed on a student for a variety of reasons—all having to do with a very serious breach of school regulations. The examples given here are a list of offenses that may result in suspension from one to five (1 to 5) days, but other behaviors that seriously disrupt the educational process may also result in a suspension. A student may be suspended immediately for cutting detention, fighting, possessing a weapon, or using (or being in the presence of those using) alcohol or drugs. A student may be suspended for any major offense, such as insubordination, theft, and possession of another student's or school property, excessive violation of dress code, vandalism or forgery and violation of the electronic devices policy on school grounds.



Students are usually not suspended for more than five days; in most cases the normal length of time is two school days.

An example of a two-day suspension is a fight between two students. The students are usually sent home to prevent further confrontations between them. Another example of suspension for two-days is a case where a student is suspended after appearing before the Discipline Board. This is to allow the Principal time to review the recommendation of the Board and to make their final decision. In very serious cases, a student may also be suspended prior to his conference before the Discipline Board.

Students who are suspended are not to participate in any school activities whatsoever. They may not practice for or participate in athletic contests. They may not attend school functions such as club meetings, school dances or athletic contests.

Students and parents will be notified by the Dean of Students of all terms regarding the nature of the suspension.

EXPULSION

Expulsion is the last resort against a serious offense. Offenses warranting referral for expulsion include theft; possession of another student's or school property; possession, sale, use or being in the presence of drugs or alcohol; possession of

or use of any instrument which may be considered to be a weapon; tampering with protective fire equipment; continual breeches of the school's discipline code; and any behavior which reflects unfavorably on Urban Prep or threatens the learning environment and well being of the school community. The above-mentioned items are not all inclusive; they are simply a list of offenses that warrant expulsion, any other illegal acts not mentioned in this code may also result in expulsion. The Hearing Officer reserves the right to expel a student. If a student is to be expelled, the following must occur before such action takes place. 1) Parent will be informed in writing of the expulsion. 2) Parent(s) will have 72 hours from the date of the expulsion to appeal the expulsion (in writing) to the President of the Board of Directors. 3) If no appeal is filed, the student is expected to complete the exit process immediately. Students who have been expelled are not allowed to attend any Urban Prep functions, games, dances, etc. The expulsion will be effective from the expulsion date until the end of the following semester after expulsion. Student must reapply to Urban Prep in order to be considered for enrollment in the future.

DISCIPLINE BOARD

If a student is continually uncooperative or if the student commits an offense that warrants expulsion, he will be brought to the Discipline Board for a conference. The school's CEO acts as Hearing Officer and will govern the hearing. At this time, the student is allowed to present evidence, witnesses and have representation to help support his position.



The Board will hear the student's side of an issue as well as anything his parents wish to say on the topic. The Board will review and decide upon the case in one of the following ways: expulsion, reinstatement or reinstatement with probation. If a student violates the terms of his Discipline Board mandated probation, he may be expelled immediately. If the student and his parent/guardian fail to appear for a scheduled Discipline Board conference, the Board conference will take place as scheduled with an administrative designee presenting the evidence against the student. The Board will make the final decision in these cases.

PROCEDURAL GUIDE FOR STUDENTS WITH DISABILITIES

Students with disabilities are expected to follow all schools rules. Urban Prep may suspend students with disabilities and cease educational services for a total of up to 10 consecutive or 10 cumulative school days in one school year without providing special education services. Saturday, and before-and-after school detentions do not count toward the 10-day limit. Additionally, as long as students with disabilities are being provided with special education services, in-school suspensions do not count towards the 10-day limit. The Principal has the discretion to be flexible in the amount of days of suspension given to special education students with disabilities. Students with disabilities can be suspended in excess of 10 school days in certain circumstances. **In order to suspend a student with a disability in excess of 10 school days, the Office of Due Process and**

Mediation at (773) 553-1905 MUST first be consulted for approval. When school officials anticipate a referral for expulsion the following apply:

1. Provide written notice to the parent/guardian or surrogate parent of the intervention or consequence being considered and the date of an Individualized Education Program (IEP) meeting, which must be held within 10 days of the date of the decision to discipline the student.
2. The IEP team must:
 - A. Determine whether the misconduct is related to the student's disability by reviewing evaluation and diagnostic results, information from the parent/guardian, observation of the student, and the student's IEP and placement. The behavior is not a manifestation of the student's disability if:
 - 1) the student was given appropriate special education supplementary aids and intervention strategies; and
 - 2) the disability does not impair the ability to control behavior.
 - B. Review and revise, if necessary, the behavior intervention plan or, as necessary, develop a functional behavior assessment and intervention plan to address the misconduct.
 - C. Determine the appropriateness of an interim alternative educational setting, and as indicated, include in the IEP those services and modifications that will enable the student to continue to participate in the general curriculum and address the behavior so that it will not recur.



If the student's behavior is not a manifestation of the disability, school officials may apply the Urban Prep Code of Conduct, taking into consideration the student's special education and disciplinary records. In no event, however, may the student be suspended for more than 10 consecutive or cumulative school days in a school year. without providing appropriate educational services.

If the student's behavior is a manifestation of the disability, the student's placement may be changed to an appropriate interim educational setting, if the student carried a weapon to school or a school function or knowingly possessed or used illegal drugs or sold or solicited the sale of a controlled substance while at school or at a school function.

Special education students with disabilities may be placed in an alternative school on an interim basis for a maximum of 45 school days, even in instances where the student's misconduct is ultimately determined to be a manifestation of his disability.

Special education students with disabilities may be referred for expulsion when in possession of firearms or destructive devices, large amounts of drugs, for inflicting serious bodily injury on someone, or for using a weapon or other object to inflict bodily harm on someone. The parent or legal guardian may request a due process hearing to challenge the expulsion.

For special education students with disabilities whose misconduct presents a danger to themselves or others in a manner other than those specified above, please consult with the Office of Due Process and Mediation, as the Chief Executive Officer may request a hearing officer order a 45-day emergency alternative placement.

New Federal regulations offer some flexibility in suspending students with disabilities in excess of 10 school days in the school year in certain circumstances. In order to determine whether the circumstances permit a suspension in excess of 10 days per school year, consultation by the school with the Office of Due Process and Remediation (773-553-1905) is absolutely necessary. **Without such consultation and approval from the Department, the current procedures limiting suspensions for disabled students to 10 school days in a school year will continue to apply.**



Category I Infractions of the School Code of Conduct

Category I disciplinary infraction of school rules are defined as those infraction that ate addressed by the teacher and/or administration member responsible for the student when the infraction occurs. However, repeated or extreme cases of minor infraction will be referred to the principal designated administrator for further disciplinary action.

Category I

These acts of misconduct include. But not limited to, the following:

- Running and/or making excessive noise in the hall or school building or premises
- Violating the dress code
- Persistent tardiness to school or class
- Having electronic devices out during school hours (CD player, walkmans, I Pods cell phones, etc.) All electronic devices will be confiscated and returned to the parent only.
- Carrying backpacks or purses within the building or on field trips
- Students wearing earrings
- Eating/drinking in the hallways or classrooms

Consequences for Category I

- Parental contact and/or interaction with other school personnel
- Verbal reprimands
- Student-teacher conference

- Loss or delay of privileges
- Detention before and/or after school
- Restitution
- Suspension

Category II Infraction of the School's Code of Conduct includes but are not limited to:

- Excessive truancy
- Use of profane, vulgar or obscene words; gestures or other actions that disrupt the learning environment
- Insubordination (refusal to follow orders directions or stated school rules)
- Participation in acts designed to disrupt classroom or school activities
- Repeated failure to follow stated school rules and procedures (in class. Cafeteria, halls. On school property, etc.)
- Smoking on school property
- Acts that obstruct or interrupt the instructional process in the classroom
- Repeated refusal to participate in classroom activities or complete academic assignments
- Fighting or threatening against students or staff, implied or otherwise
- Carrying of cell phones, pagers or other electronic devices, repeat of Category I
- Leaving classroom or school grounds without permission
- Altering school records
- Possession or distribution of non-curricular materials that is obscene, libelous, slanderous or defamatory
- Truancy from any class (5 minutes or more)
- Intimidation
- Defacing of school property
- Possession of firework, smoke bombs, etc.
- Out of bounds/in an unassigned area
- Flagrant and/or continued Category I infractions
- All other similar or related conduct in the opinion of the Director of Schools or his/ her designee
- Habitually not abiding by the school uniform policy
- Sagging pant which covering the entire bottom
- Gambling



Consequences for Category II

- Detention or suspension, if unable to serve detention
- Suspension of up to five (5) days
- Parental contacted and billing of parent for damages to school property
- Saturday community service
- Administrator/teacher/parent conference with student

- Charges filed with civil authorities
- Restitution or reparation
- Recommendation of referral for evaluation or services

As a result of repeated violation and depending on the circumstances, the student may be subject to the maximum penalty of a five-day out-of-school suspension and teacher-parent conference. Urban Prep administrative staff and/or board whether in school or out-of-school as well as length of suspensions, shall determine the degree of the suspension.

Category III Infractions of the School's Code of Conduct

- Assault on a student or any school employee (assault is interpreted as an attempt to do bodily harm to a student or to any staff member in both implied and/or stated forms)
- Persistent refusal to follow school rules and procedures
- Arson
- Damage or destruction of property
- Creating a false alarm
- Possession or use of weapons or any objects intended to cause bodily harm
- Reckless endangerment of self and other including teachers or any school employee
- Theft
- Trespassing
- Involvement in gang activity
- Sexual misconduct or harassment
- Possession, sale, delivery, or use of alcohol, narcotics, contraband or look alike contraband, drugs or controlled substances
- Possession of stolen goods
- A knowing false allegation of child abuse against a staff member
- Extortion
- Failure to complete a disciplinary assignment
- Flagrant and/or continued Category II infractions
- Any other similar or related conduct, in the discretion of the Direction of Schools or his/her designee
- Any unlawful reason or act prohibited by federal, state or local law
- Altercation with other urban Prep students on the way home
- Plagiarism or cheating on any kind
- Consensual participation in any sex act involving physical contact



Consequences for Category III

- Parental contact and billing of parent for damages to school property
- Charges filed with the civil authorities
- Suspension referral to local police
- Recommendation of referral for evaluation or service
- Recommendation of expulsion

Students who commit any of these acts are subject to a maximum ten- day. Out – of-school suspension and parent-teacher conference, and may, depending on the circumstances be subject to the maximum penalty of expulsion.

MISCELLANEOUS ITEMS

1. Students are not allowed to bring personal sports equipment, (basketballs, footballs, baseball bats, etc.) to school unless involved in that sport during that season.
2. Chains attached to keys and wallets will not be permitted. Chains will be confiscated.
3. Laser pointers are not permitted in school or at school functions. Laser pointers will be confiscated.
4. Students are not allowed to bring any glass or non-transparent water bottles or chewing gum into the building.

Offenders are subject to detentions or a suspension.



OTHER ACTS OF MISCONDUCT

ACADEMIC DISHONESTY

At Urban Prep students must learn that in order to grow academically, they will be judged on their own work. We expect students to honor other people's work by giving credit in the form of reference and/or footnote for any borrowed words, ideas, or opinions, and by including quotation marks when copied exactly. When working on a team project, credit must be given to each person who contributes.

Students must understand that copying the words, ideas, or opinions of someone else without giving credit to that person in the form of footnotes or references is considered **PLAGIARISM**. Whether deliberate or accidental, plagiarism is a serious and punishable offense and may result in suspension. Students must always be responsible for their own work and not engage in any manner of **CHEATING**.

These types of academic dishonesty will result in loss of credit and/or failure according to the discretion of the teacher. Students engaging in cheating are subject to discipline action up to expulsion.

Deliberate plagiarism:

- Copying of a phrase, sentence or a longer passage from a source and passing it off as one's own.
- Summarizing or paraphrasing someone else's ideas without acknowledging that the work is not one's own.
- Buying a term paper and handing it in as your own.

Accidental Plagiarism:

- Forgetting to place quotation marks around another writer's words.
- Omitting a source citation for another's idea because one is unaware of the need to acknowledge the idea.

Cheating:

- Obtaining a copy of tests, answer keys, or scoring devices.
- Copying another student's answers during a test.
- Providing another student questions or answers to, or copies of, test questions.
- Having or using notes or other non permitted materials during tests.
- Duplicating another student's project or work for submission as one's own work.
- Having someone other than the student prepare the student's homework, paper, project, laboratory report or take-home test.
- Permitting another student to copy the student's homework, paper, project, laboratory report or take-home test. Representing as one's own work the product of someone else's creativity.



Medications

If a student requires medication during school hours, the distribution of the medications will be supervised by the Dean of Students or designee under the following guidelines required by state law:

- Prescription medications must be supplied in the original pharmacy container.
- The container must be identified with the following information: Student name, Name of Medication, Doctor's Name and Phone Number, Pharmacy and Phone Number.
- Parents/guardians must sign the appropriate administration forms.
- Non-prescription medications must also be supplied in the original container and must be accompanied by written instructions from a physician and consent from parent/guardian.

All medication must be placed in a locked area in the Main office. In order to administer any prescribed medication to a student or child, there must be a doctor's note on file.

For any over the counter medication, we must have a note signed by the parent with directions. Furthermore, a log will be kept on file that indicates the following:

Name of Student/Child
Name of Medication
Date, Time
Whom Dispensed Medication

Students are responsible for coming to the main office to receive their medications at the appropriate time. Students are not allowed to have medications in their possession or in their lockers. This includes any over the counter medications.

Lockers

Each student will have a use of a locker for the school year. Students and parents must be aware that a student's locker is school property and may be searched by school officials. All locks must be school locks purchased through the Dean's office; any other lock will be removed without notice.



Additionally, students must keep a lock on their lockers at all times. If a locker is not secure, the items in a locker are subject to theft or destruction by others. Failure to keep your assigned lock on your assigned locker will result in loss of locker usage. If at any time a lock must be replaced, the student to whom the lock is assigned must pay \$10 for a new lock, regardless of the circumstances under which the lock was lost.

Each student is responsible for any item found within his locker. Students are not permitted to share lockers or provide their locker combination to other students. In doing so, the student assumes responsibility for anything another student leaves in his locker, or for items that are missing because of such a breach of security.

CAFETERIA PROCEDURES

The cafeteria is in constant use, cleaning up by each student is necessary in order to maintain a pleasant, and clean atmosphere for all students. During lunch, each student will use a tray for his food, beverages, containers, plates, utensils, etc. Each student must dispose of the tray with all items purchased and/or consumed as well as all plates, containers, cartons, etc. to the appropriate station before leaving the cafeteria. Students are to use the cafeteria for its intended purpose, and may be there only during their assigned lunch periods or for scheduled meetings or classes. Students are to behave in the cafeteria in a manner

consistent with required and expected behavior in all parts of the school. This means students should not yell, shout, run, jump, or throw things in the cafeteria. Students are not allowed to take food out of cafeteria. Halls are not areas used to eat food.

CODE OF CONDUCT FOR COMPUTER/LAPTOP USE

Students have the privilege to use laptops, the school computer network, and the Internet for educational purposes only. In order for Urban Prep Charter Academy to provide sound and safe educational opportunities via its computer network, each student must use laptops and the network responsibly. Responsible students treat laptops, printers and other hardware carefully and gently, to avoid damage. Responsible students use the Internet appropriately. The student exercising the privilege of using the Internet is responsible for all material received.

Students should not give out, via the Internet, any personal information such as address, telephone number, parent's work address or telephone number, or any other person's address or telephone number without parental permission. Students should tell their teacher, administration, or parent/guardian immediately if they experience any uncomfortable or inappropriate exchange of electronic information. Students should never agree to meet or to send any picture to someone they have communicated with online.



Responsible students use the school network properly. Students must keep their computer account and password private. Students may not alter any network address or identifiers. Students may not copy software from computers, destroy or damage another person's files or messages, copy other people's work or attempt unauthorized entry, interfere with or disrupt any computer, network, source or equipment, regardless of who may own, operate or supervise it.

Failure to comply with the Code of Conduct for Computer Use may result in loss of computer privileges as well as other penalties. Students observing or knowing of any violation of these guidelines or of a security problem on the network/Internet must notify a teacher or administration.

Students should not expect that files stored on school-based computers or servers will be private. Electronic messages and files stored on school-based computers or stored outside the school using the school's Internet account may be treated like school lockers. All administrators and teachers have access to stored files. Administrators and teachers may review files and messages at any time to maintain the integrity of the system, to ensure that students are acting responsibly, to conduct the business of the school, and to comply with legal requirements

Students are not allowed to access, use or possess pornographic, profane, gang related, violent, or illegal material; inappropriate or offensive text via e-mail or other means; or files deemed dangerous to the integrity of the Urban Prep Charter Academy network system (e.g., viruses, worms, or other harmful programs

designed to disrupt or alter a computer's functions). In addition, students may not access, use, or possess unauthorized or illegally obtained hardware, software or data. Offenders are subject to penalties up to expulsion.



September 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
	LABOR DAY	1st Day of School PROFESSIONAL DEVELOPMENT SCHEDULE 1	PROFESSIONAL DEVELOPMENT SCHEDULE	PROFESSIONAL DEVELOPMENT SCHEDULE	Convocation UIC Forum 6pm PROFESSIONAL DEVELOPMENT SCHEDULE	
13	14	15	16	17	18	19
			PROFESSIONAL DEVELOPMENT SCHEDULE			
20	21	22	23	24	25	26
	Board Meeting		PROFESSIONAL DEVELOPMENT SCHEDULE	Urban Prep Academic Distinction Assembly & BACK TO SCHOOL NIGHT (6PM -8PM) PROFESSIONAL DEVELOPMENT SCHEDULE	INSTITUTE DAY NO CLASSES	
27	28	29	30 Explore, Plan & ACT Testing PROFESSIONAL DEVELOPMENT SCHEDULE			

October 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
				17		
4	5	6	7	8	9	10
		ACES UP! PROFESSIONAL DEVELOPMENT SCHEDULE	INSTITUTE DAY NO CLASSES			
11	12	13	14	15	16	17
	Columbus Day		PROFESSIONAL DEVELOPMENT SCHEDULE		Homecoming Weekend	
18	19	20	21	22	23	24
Urban Prep vs DuSable Homecoming Game at Gately Stadium 1pm		1ST SIX-WEEK ASSESSMENT PROFESSIONAL DEVELOPMENT SCHEDULE	1ST SIX-WEEK ASSESSMENT PROFESSIONAL DEVELOPMENT SCHEDULE	DISCOVERING OUR CITY/Pride Competitions PROFESSIONAL DEVELOPMENT SCHEDULE	INSTITUTE DAY NO CLASSES	
25	26	27	28	29	30	31
			PROFESSIONAL DEVELOPMENT SCHEDULE		35	

November 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
	36		PROFESSIONAL DEVELOPMENT SCHEDULE		END OF 1 ST QTR. 1 ST QTR. GRADES DUE	
8	9	10	11	12	13	14
	2 ND QTR. BEGINS	MANDATORY PROGRESS REPORT PICK-UP (12PM - 7PM) NO CLASSES	VETERAN'S DAY NO SCHOOL			
15	16	17	18	19	20	21
			PROFESSIONAL DEVELOPMENT SCHEDULE		Exceptional Progress Report Luncheon	
22	23	24	25	26	27	28
			PROFESSIONAL DEVELOPMENT SCHEDULE	THANKSGIVI NG NO SCHOOL	THANKSGIVI NG NO SCHOOL	
29	30					
	52					

December 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
		53	PROFESSIONAL DEVELOPMENT SCHEDULE		Exceptional Progress Report Luncheon	
6	7	8	9	10	11	12
	Board Meeting	Family Council Meeting Room 125 7pm	PROFESSIONAL DEVELOPMENT SCHEDULE		PRIDE COMPETITIONS Exceptional Progress Report Breakfast	
13	14	15	16	17	18	19
		2 ND SIX-WEEK ASSESSMENTS/ FINAL EXAMS PROFESSIONAL DEVELOPMENT SCHEDULE	2 ND SIX-WEEK ASSESSMENTS/ FINAL EXAMS PROFESSIONAL DEVELOPMENT SCHEDULE	2 ND SIX-WEEK ASSESSMENTS/ FINAL EXAMS PROFESSIONAL DEVELOPMENT SCHEDULE	2 ND SIX-WEEK ASSESSMENTS/ FINAL EXAMS END OF SEMESTER ASSEMBLY ⁶⁶	
20	21	22	23	24	25	26
	WINTER BREAK NO SCHOOL	WINTER BREAK NO SCHOOL	WINTER BREAK NO SCHOOL	WINTER BREAK NO SCHOOL	WINTER BREAK NO SCHOOL	
27	28	29	30	31		
	WINTER BREAK NO SCHOOL	WINTER BREAK NO SCHOOL	WINTER BREAK NO SCHOOL	WINTER BREAK NO SCHOOL		

January 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
					WINTER BREAK NO SCHOOL	
3	4	5	6	7	8	9
	INSTITUTE DAY NO CLASSES Faculty Retreat	INSTITUTE DAY NO CLASSES SEMESTER GRADES DUE	START OF 2 ND SEMESTER PROFESSIONAL DEVELOPMENT SCHEDULE 67		PROOF OF PROFICIENCY DEADLINE	
10	11	12	13	14	15	16
			MANDATORY SEMESTER GRADES PICK-UP (12PM-7PM) NO CLASSES		Academic Distinction Luncheon	
17	18	19	20	21	22	23
	DR. KING HOLIDAY NO SCHOOL		PROFESSIONAL DEVELOPMENT SCHEDULE		Academic Distinction Breakfast	
24	25	26	27	28	29	30
31			PROFESSIONAL DEVELOPMENT SCHEDULE		Academic Distinction Luncheon 82	

February 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
	83		PROFESSIONAL DEVELOPMENT SCHEDULE		Academic Distinction Breakfast	
7	8	9	10	11	12	13
			PROFESSIONAL DEVELOPMENT SCHEDULE	PRIDE COMPETITIONS	INSTITUTE DAY NO CLASSES	
14	15	16	17	18	19	20
	NO SCHOOL		PROFESSIONAL DEVELOPMENT SCHEDULE		Academic Distinction Breakfast	
21	22	23	24	25	26	27
			PROFESSIONAL DEVELOPMENT SCHEDULE		Academic Distinction Luncheon	
					100	
28						

March 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
	101		PROFESSIONAL DEVELOPMENT SCHEDULE		Academic Distinction Breakfast	
7	8	9	10	11	12	13
		3 RD SIX-WEEK ASSESSMENTS & MIDTERM EXAMS PROFESSIONAL DEVELOPMENT SCHEDULE	3 RD SIX-WEEK ASSESSMENTS & MIDTERM EXAMS PROFESSIONAL DEVELOPMENT SCHEDULE	3 RD SIX-WEEK ASSESSMENTS & MIDTERM EXAMS PROFESSIONAL DEVELOPMENT SCHEDULE	INSTITUTE DAY NO CLASSES	
14	15	16	17	18	19	20
	Board Meeting		PROFESSIONAL DEVELOPMENT SCHEDULE		Academic Distinction Breakfast	
21	22	23	24	25	26	27
			PROFESSIONAL DEVELOPMENT SCHEDULE		119	
28	29	30	31			
	SPRING BREAK	SPRING BREAK	SPRING BREAK			

April 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
				SPRING BREAK NO SCHOOL	SPRING BREAK NO SCHOOL	
4	5	6	7	8	9	10
	INSTITUTE DAY NO CLASSES GRADES DUE	12	MANDATORY PROGRESS REPORT PICK- UP (12PM-7PM)			
11	12	13	14	15	16	17
			PROFESSIONAL DEVELOPMENT SCHEDULE		Exceptional Progress Report Luncheon	
18	19	20	21	22	23	24
			PROFESSIONAL DEVELOPMENT SCHEDULE		Exceptional Progress Report Breakfast	
25	26	27	28	29	30	
			PSAE TESTING PD Schedule	PSAE TESTING PD Schedule		

May 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
	138	Literature Circles Book Launch	PROFESSIONAL DEVELOPMENT SCHEDULE			
9	10	11	12	13	14	15
			Explore & Plan Testing PD Schedule		INSTITUTE DAY NO CLASSES	
16	17	18	19	20	21	22
			PROFESSIONAL DEVELOPMENT SCHEDULE		Exceptional Progress Report Breakfast	
23	24	25	26	27	28	29
			PROFESSIONAL DEVELOPMENT SCHEDULE		Exceptional Progress Report Luncheon 156	
30	31					
	MEMORIAL DAY NO SCHOOL					

June 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
		157	PROFESSIONAL DEVELOPMENT SCHEDULE			
6	7	8	9	10	11	12
			PROFESSIONAL DEVELOPMENT SCHEDULE		4 TH SIX-WEEK ASSESSMENTS & FINAL EXAMS AND PRIDE COMPETITIONS	GRADUATION c/o 2010 UIC Forum
13	14	15	16	17	18	19
	4 TH SIX-WEEK ASSESSMENTS FINAL EXAMS PROFESSIONAL DEVELOPMENT SCHEDULE	4 TH SIX-WEEK ASSESSMENTS FINAL EXAMS PROFESSIONAL DEVELOPMENT SCHEDULE	4 TH SIX-WEEK ASSESSMENTS FINAL EXAMS PROFESSIONAL DEVELOPMENT SCHEDULE	MAKE UP ASSESSMENTS & FINAL EXAMS SEMESTER GRADES DUE	TROPAIA 170	
20	21	22	23	24	25	26
			PROOF OF PROFICIENCY DEADLINE			
27	28	29	30			
	SEMESTER GRADES PICKED UP OR MAILED OUT					