School Theme for 2021-2022

“Your attitude, not your aptitude, will determine your altitude.”

~ Zig Ziglar
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QUICK REFERENCE - POINTS OF CONTACT

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Grades 9-12
Mrs. Cunningham  pcunningham@linsly.org

Extra Help/Teacher Conferences/Tutoring
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Grades 9-12
Mrs. Leone  mleone@linsly.org

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Grades 9-12
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Dress Code
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Billing, Charges, Tuition Payments
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Admissions, Financial Aid, Enrollment
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Administration
Head of School, Justin Zimmerman
Dean of Students, Dave Plumby
Dean of the Upper School, Melissa Leone
Dean of the Middle School, Maggie Allison
Director of Admissions, R.J. Zitzelsberger, III
Director of Athletics, B.J. Depew
Director of the Residence Life, Katie Wallace
Director of Buildings and Grounds, Mark Dodd
Director of College Counseling, Registrar, Penny Cunningham
Chief Advancement Officer, Lea Ridenhour, JD
Director of Development & Alumni Relations, Mark Landini
Director of Leadership Gifts, Reno DiOrio
Director of Public Relations, Stacey Creely
Director of Technology, Cara Gregory
Director of Safety & Security, Matt Taylor
Director of Leadership Programs & Associate Dean of Students, James Wallace
Director of Operations, Greg Martin
Controller, Dena Altmeyer

Faculty
Justin Zimmerman, Head of School
Maggie Allison, Dean of Middle School
Christopher Babb, Science
Jill Babb, Associate Director of Residential Life
Joey Seabright, PE/Health
Kelly Soloninka, Music and Art
Matt Taylor, Director of Safety & Security
Rebecca Upton, Head Physical Education Department
Joy Van Scyoc, Art
James Wallace, Director of Leadership Programs, Associate Dean of Students, History
Katie Wallace, Director of Residence Life, Director of Aviator Program
Lisa Welch, Head World Language Department
Frank Wilson, Head Fine Arts Department, Webmaster
Jessica Zatezalo, Head English Department
R.J. Zitzelsberger, III, Director of Admission & Financial Aid

HISTORY

Originally chartered as the Wheeling Lancaster Academy, the school occupied two sites in downtown Wheeling. The first building was constructed at 13th and Chapline Streets in 1820. The second was completed in 1858 at 15th and Eoff Streets. This building was leased to the State of West Virginia from 1863 to 1870 as its first capitol.

By 1861 admission was limited to boys, and in 1876, Linsly became both a military school and a college preparatory school. Old Main at Thedah Place was the location of Linsly’s third building which was completed in 1925.

In 1978 the Board of Trustees voted to change the military structure of the school and adopt the philosophy of a traditional boys’ college preparatory school.

Continuing in its desire to provide a quality education for the Ohio Valley Region and beyond, the Linsly Board of Trustees announced on November 5, 1987, that beginning with the 1988-89 school year, Linsly would be a coeducational school. While extremely proud of Linsly’s rich past, Dr. Donald H. Hofreuter, former President of the Board of Trustees, emphasized, “A coeducational environment best prepares young people intellectually, socially, and psychologically for the world in which they live and the colleges they will attend.” Therefore in 1988-1989, young women again joined the Linsly family.

Today, Linsly is proud of its campus and its complex on Knox Lane - fulfilling the words of its founder “Forward and no retreat,” and the words of Mrs. Sophie Banes, its benefactress, “Linsly will, in the years to come influence the lives of hundreds of young people who will go forth to serve their fellow men.”
**THE AVIATOR**

The bronze statue of a winged aviator by sculptor Augustus Lukeman was commissioned by Sallie Maxwell Bennet as a lasting memorial to her son -Louis Bennet, Jr., who was Captain of the West Virginia Flying Corps. He was killed in action August 24, 1918, while serving as lieutenant, 40th Squadron, Royal Air Force, in France. His record, August 15-24, was three enemy planes and balloons destroyed (four in one day). Thus, this man died leaving his spirit as an example of able courage, not only unto young men, but unto all the nation.” (Inscription on base of statue - reverse side.) The words “Ready to Serve . . .”, found on the base of the monument’s front, have reminded generations of Linsly men, and now women, of those many who have served and sacrificed for their country. In spite of numerous requests by the War Department to place the monument in front of the Treasury Building in Washington, D.C., Mrs. Bennet decided to donate the statue to Linsly Institute in 1925 where it was placed in front of Old Main. There it remained until 1968 when it was moved to a location on the new campus near Banes Hall.

**MISSION**

The Linsly School promotes academic excellence, inspires lifelong learning, develops future leaders and emphasizes character development.

**PHILOSOPHY**

The Linsly School is a coeducational, college preparatory, day and boarding school for students in grades 5-12. Students are selected based on their willingness to engage completely in a school community built upon a challenging academic program that seeks to realize each student’s potential. While Linsly day students reside in the greater Wheeling and Washington, PA areas, resident students are drawn from throughout West Virginia, Ohio, and Pennsylvania and beyond.

Linsly students develop in a fair, consistent and stable environment that promotes extensive, formative interaction with teachers. By modeling Linsly’s core values of Integrity, Courage, Respect, Responsibility, Perseverance and Citizenship, Linsly faculty members serve as role models and mentors in every facet of school life.

The Linsly curriculum is based on the principles of a "smart and good" school. The curriculum provides a rigorous yet innovative marriage of academic performances and character traits through which students grow intellectually and socially. It is the expectation that all Linsly students value and demonstrate the character traits as outlined and defined below:
• Integrity: Honesty; trustworthiness; personal reliability.
• Respect: Personal honor; empathy; kindness to others.
• Responsibility: Dependability; values-driven.
• Perseverance: Relentless in the face of challenge; willingness to grow from failures.
• Courage: Grit; confident in one's abilities.
• Citizenship: Qualities expected as a responsible member of a community.

Likewise, it is the expectation that all Linsly students strive for excellence in seven academic performance skills which are addressed by each department within every course in the school:

• Communication
• Collaboration
• Technological Literacy
• Inquiry
• Critical Thinking
• Leadership
• Creativity

This unique combination of character and academic performance skills sets the foundation for a Linsly graduate to prepare to lead and succeed in college and beyond.

Character development infuses every aspect of the Linsly experience. We believe that students develop respected character traits and self-esteem by facing difficult challenges and working to overcome them. To this end, Linsly students should be self-reliant, eager to work, respectful of authority, and willing to give of themselves for the good of the school. To encourage these behaviors, Linsly promotes a sense of community in which families, teachers, and students develop mutual respect and understanding. Linsly is an equal opportunity school, and admissions evaluations are non-discriminatory.

Comprehensive in nature, the Linsly experience extends well beyond the requirements of the classroom. Linsly encourages students to develop their physical skills and realize individual interests through a well-managed program of athletics and extracurricular activities. Linsly's no cut/no quit policy ensures a spot for all students on athletic teams, and requires them to honor their commitments. A respect for competition and sportsmanship, an appreciation for sound physical health, and a willingness to persevere through challenges are values promoted throughout Linsly’s athletic program. Complementing the athletic program, Linsly’s clubs, organizations, and interest groups present students with meaningful opportunities to make connections and contribute to the school community.
GENERAL

THE PREFECT SYSTEM

The prefect system is a form of student government. It consists of outstanding seniors and a limited number of exceptional juniors. The prefect system is active in every phase of life at Linsly. Prefects assist new students in their adjustment to Linsly; they act as liaisons between students and faculty. They serve in this way as an extension of the faculty and administration. Through regular meetings with the Dean of the Upper School and faculty, they help plan social and educational activities for the school.

Prefects will lead by example by being role models for all students. This means that they will demonstrate good character at all times by doing the right thing (even when no one is watching) and showing respect for all faculty and students. Additionally, prefects should consistently perform academically and abide by all school rules. The privilege of prefect may be revoked if the student does not meet expectations in any of these areas.

The prefect system is based on an application process and review committee. The application process will be announced on a timeline during the second semester of a student’s sophomore and junior year. The evaluation includes an anonymous review by current prefects, a review by a small faculty committee, and a faculty ranking. The qualities on the rubric are leadership potential, community involvement, character trait demonstration, and academic performance.
2021-2022 Prefects

Seniors

Emily Bench
Hayden Bozich
Cade Costanzo
Danyelle Dunlevy
Rachel Ekanem
Juanita Garcia
Carleigh Grimm
Marlee Johns
Grace Landini
Abigail Monk
Xander Plute
Brodie Selmon
Ryan Rutherford
Mili Sekulovic
Zoe Tsikouris
Brooke Zhu

Juniors

Ashton Adams
Sara Campsey
Cheyanne DeLong
Celia DeMarchi
Xavier Fankhouser
Giana Falbo
Gioni Ferguson
Kelsey Glessner
Olivia Kiger-Camilo
Bridget Lofstead
Megan Maroney
Brenden Moore
Grace Ridenhour
Sofia Robertson
Sarah Wilson

PERSONAL APPEARANCE

Linsly places as great an emphasis on a student’s personal development as it does on his/her academic development. In order to enhance the college preparatory environment and to educate students that standards of personal appearance are indicative of one’s respect for others and one’s recognition of the relationship between dress and grooming and the task to be performed, Linsly has established a standard which seeks to promote uniformity in the school without complete conformity.

DRESS CODE FOR BOYS

Boys are required to purchase the following items from the Lands End Preferred School online uniform store:

- Linsly blazer, with embroidered patch
- Pants
- A school tie is also required and can be purchased at the school store.
For certain occasions during the school year (off campus activities, away athletic events), students will wear their formal school uniform. It consists of gray slacks, white button down shirt, school tie, and blazer with patch. However, on a daily basis, the blazer and either gray or khaki slacks with a plain, conservative belt will be required. The color of the shirt and tie will be the student's choice. Dress shirts must be conservative. Shirts in plaids or dark colors and fabrics such as flannel, silk or denim are not permitted. Solid colors, pastels or white oxford cloth are suggested. All students should wear blazers during the entire day - in the halls, in the dining room, and in transit to and from school and for all and any school events.

Conservative sweaters and 1/4 zip fleeces, suitable for wearing beneath a blazer, may be worn in cooler weather. Boys should wear dark, conservative shoes, with dark soles, such as loafers or tie shoes. Athletic looking shoes, tennis shoes, sandals, or boots of any kind are not permitted. Dark, full length socks are required. Outer coats such as raincoats or overcoats that completely cover the blazer may be worn. Letter jackets, windbreakers, blue jean jackets, etc., are not permitted.

**DRESS CODE FOR GIRLS**

Girls are required to purchase the following from the Lands End Preferred School online uniform store:

- Linsly blazer that is sold with the patch already attached
- Skirts/pants
- Navy Knee Socks, Navy or Off White Opaque Tights
- Girls are also required to wear a school tie, which can be purchased in the school store.

For girls, the formal school uniform consists of Black Watch plaid skirt or formal grey slacks, white button down blouse, navy knee socks, Black Watch tie, and a blazer with patch. On a daily basis, the blazer and either gray or plaid skirts (no shorter than 3” above the knee) will be required.

The color of the blouse and tie will be the student’s choice. Blouses must be conservative and solid in color (pastels or white oxford cloth). Blouses in plaids or dark colors and fabrics such as flannel, silk, or denim are not permitted. Girls' blouses may be white, pastel blue or yellow when worn with the plaid skirt. Blouses must have the appropriate collar to be worn with a tie, (e.g. button down or Peter Pan collars).

All students should wear blazers during the entire day. Girls should wear dark conservative solid colored shoes, with dark soles or heels, and with heels no higher than two inches. Sandals, tennis shoes, backless shoes, athletic looking
shoes or boots of any style are not permitted. Girls may wear navy knee socks or navy or off-white opaque tights. Sweatpants are not permitted to be worn beneath the uniform skirt. Outerwear such as raincoats and overcoats that completely cover the blazer are acceptable. Letter jackets, windbreakers, blue jean jackets etc. are not acceptable.

Conservative sweaters and 1/4 zip fleeces with no logos, suitable for wearing beneath a blazer, may be worn with the tartan plaid skirt. Hooded sweatshirts may not substitute as sweaters.

*Please Note: *Students not adhering to the dress code will go through the normal system of discipline. After the normal discipline routine has been exhausted, students will not be permitted to return to school until the dress standard has been met.

**HAIRSTYLES AND GROOMING**

The following should be considered as guidelines with regard to hairstyles and grooming and apply for all school activities, on or off campus when you represent Linsly:

1. Conservative, groomed hairstyles are expected. Hair color must be monotone and a natural color. Extreme styles are not permitted.
2. Clean shaven appearances are expected. Mustaches, long sideburns, and beards are not permitted.
3. Tattoos and piercings should not be visible (must be covered) and are discouraged in general.
4. Garish and noisy jewelry and lapel pins not related to Linsly are not in keeping with school standards.
5. Any questions, uncertainties, or appeals are expected to be taken to the Dean of Students before actions are taken to make sure that a positive atmosphere that both meets the standards of Linsly and respects the individuality of our students.

**P.E. UNIFORM**

The student is to wear a Linsly gym shirt and black gym shorts purchased through the school store. They are to have a change of athletic socks and sneakers/athletic shoes. The shoes must have non-marking soles.

Swimming - All classes will use the pool. Girls and boys must provide their own swimsuit on designated swimming days. Gym shorts and underwear are not
permissible. Students are to take their gym uniforms home every week to be laundered. Lockers will be spot checked the last day of each week.

PERSONAL PROPERTY
The School disclaims responsibility for personal property of students. Parents or guardians are advised to add coverage on their own insurance policies for “property away from premises” for students’ personal property.

AFTER SCHOOL HOURS
There may be an occasion for students to remain after school due to late rides or late extracurricular meetings. Students are welcome to remain for such reasons, but the school insists that students not roam the school building and that they remain in the library or the designated waiting area adjacent to the library where they will be properly supervised. The school discourages students from leaving the building to go to National Road or otherwise wander from the supervised area. Students are also discouraged from remaining after school for other than necessary reasons.

MIDDLE SCHOOL AFTER SCHOOL PICK UP
Due to COVID-19, we are asking that parents try to make provisions for middle school students to be picked up between 3:00-3:30. On days when this is not possible, after-care is still available from 3:30-5:00. Parents will be asked to enter the building to sign-out their child.

If a child is in a school-related afternoon sport or program, parents should do their best to pick them up from the practice location as soon as it concludes. If someone other than a parent is picking up your child, please call the front office between 8:00 a.m. - 4:00 p.m. to inform the main office.

BEHAVIOR EXPECTATIONS & DISCIPLINE
Linsly strives to promote the development of both intellect and character. Learning to meet appointments, turn in assignments, and conduct oneself appropriately are as important to Linsly’s purpose as is educational achievement. The discipline system is a direct reflection of the six character traits outlined in the Linsly philosophy. Students who violate school rules or code of conduct must identify which character traits they have violated. As part of the discipline process, students are required to discuss or write an explanation of how this can be prevented in the future.
Linsly’s discipline system is based on a demerit system. Demerits may be issued by faculty members for minor infractions such as classroom demeanor, gum chewing, tardiness, dress code violations, etc. It is recognized that students may accumulate a certain number of demerits during a period of time for minor infractions. Once a student exceeds this reasonable amount (3 demerits per grading period), he or she will be issued a work detail by the appropriate Dean.

More serious violations of school policy will be dealt with directly by the Deans and Head of School. All major infractions carry a weight of at least 3 demerits and a minimum action of a Saturday work detail. Some major infractions depending upon the nature of the violation may end in dismissal. Among the infractions for which a student may be dismissed are:

- Possession, distribution, or use of narcotics, tobacco, or alcoholic beverages.
- Possession, distribution, or use of firearms, explosives, or any type of endangering weapons are prohibited.
- Violation of smoking rules
- Absence from campus without permission
- Vandalism
- Stealing
- Dishonesty
- Conduct injurious to the life of the school.

Whether a student will be dismissed or otherwise disciplined for the preceding or any other offense shall be a determination made by the Head of School and reserved to him exclusively. In addition to disciplinary action, students responsible for damage to school equipment or property will be required to pay for repair or replacement of such equipment or property.

Smoking, vaping, chewing tobacco and snuff are not permitted. The possession of smoking materials (including vapes) and/or chewing materials is forbidden. If a student is found with smoking paraphernalia and it contains any kind of drug or narcotic, it falls under the appropriate policy above.

Any student who comes forward and volunteers a substance abuse problem will be entered into the rehabilitative plan below that is designed to support and educate our students in their recovery:

1. The first violation will require the student to complete an online, structured, educational awareness program provided by the school. The program must be completed within seven days of the date of the violation.
2. The second violation will require the student to set up an evaluation with a healthcare professional, approved by the school, to determine if the student has a dependency problem. Following the evaluation, the parents and student will be required to meet with a support team from the school to assess the
results of the evaluation and collectively develop a plan to support the student in his/her challenges to make healthy decisions. The student will not be permitted to attend classes until the evaluation and meeting take place and a plan is agreed upon.

3. The third violation of the policy may result in the dismissal of the student.

**Linsly is a tobacco free campus.**

Students in school attire or representing the school when not on school grounds may also be subject to the discipline standards outlined above.

Students’ behavior ‘online’ may be included in ‘off campus’ behavior. A student’s internet behavior not only represents him or her but also his or her school. This list is not exclusive. The school reserves the right to require the withdrawal of any student from the school when, in the opinion of the Head of School, such action would be in the best interest of the student or the school.

If a student and/or family or guardian files or threatens legal action against the school, for any reason, the enrolled student from the family or guardian, may be asked to temporarily remain off campus until the situation is resolved.

**BULLYING POLICY**

The Linsly School is committed to providing a physically safe and emotionally secure educational environment. As such, Linsly will not tolerate bullying of students by anyone, including fellow students, faculty, or administrators.

Bullying consists of any intentional written, verbal, graphic or physical acts, including electronically transmitted acts via the internet, cell phone, IM, DM, or wireless hand-held device, either overt or covert, by a student or group of students toward other students or school personnel with the intent to harass, intimidate, injure, threaten, ridicule or humiliate. Such behaviors are prohibited on or adjacent to school grounds, at any school-sponsored activity, or on school-provided transportation that a reasonable person under the circumstances should know will have the effect of:

- Causing mental or physical harm to the student or school personnel, and
- Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, hostile, or abusive educational environment.

Bullying can include many different behaviors including overt intent to ridicule, humiliate or intimidate another student or school personnel. Examples of conduct that could constitute bullying include:

- Physical violence and/or attacks
- Threats, taunts and intimidation through words and/or gestures
- Extortion, damage or stealing of money and/or possessions
Exclusion from the peer group or spreading rumors

Bullying through the use of information and communication technologies and other Web-based sites, commonly referred to as “cyber bullying,” is prohibited. Regardless of where “cyber bullying” takes place, if it impacts the mental or physical wellbeing of a student or students enrolled at The Linsly School, the school will investigate the situation and reserves the right to discipline students for their “online” actions. Examples of cyber bullying include:

- Posting slurs on websites where students congregate or on web logs (personal online journals or diaries)
- Sending abusive or threatening instant message
- Using camera phones to take embarrassing or unwanted photographs of students and posting them online
- Using websites to circulate gossip and rumors about and to other students

Bullying has negative implications for all students, not just the victims. If you feel that you have experienced or witnessed behavior encompassed within this policy, you should first tell the offending individual to stop the objectionable conduct. If, however, the conduct does not stop or you feel uncomfortable taking the initial step, then inform a faculty or administrator about the conduct. Complaints under this policy should be reasonably specific so they can be investigated thoroughly.

All complaints of bullying will be fully investigated and dealt with quickly and effectively. Linsly also reserves the right to investigate in situations where, although no formal complaint is made, it learns of conduct that may constitute prohibited bullying.

As with its sexual harassment policy, Linsly will keep complaints and the terms of their resolution confidential. Those involved will have the opportunity to submit written statements, present information, and names of potential witnesses. There will be no retaliation against anyone who submits a complaint under this policy in good faith or participates in an investigation relating to such complaint.

Verified acts of bullying will result in discipline consistent and in accordance with school policy, and may include dismissal in the most severe cases.

SEXUAL HARASSMENT/VIOLENCE POLICY

The Linsly School is committed to maintaining an educational environment that is free from sexual harassment. In keeping with this commitment, Linsly will not tolerate harassment of students by anyone, including vendors, fellow students, faculty or administrators.
Harassment consists of unwelcome conduct that is based upon a person's protected status, including, but not limited to, sex, race, religion, sexual orientation, national origin, age, or disability. Linsly will not tolerate conduct that adversely affects a student's academic performance, status or advancement, that interferes unreasonably with a student's academic performance or that creates an intimidating, hostile or offensive educational environment. Violation of this policy will result in prompt and appropriate corrective action being taken against the individual(s) engaging in the prohibited conduct.

Sexual harassment requires additional explanation.

Unwelcome sexual advances, requests for sexual favors, and other verbal, physical, or visual conduct of a sexual nature constitute harassment when:
- Submission to the conduct is an explicit or implicit term or condition of student status or impacts in any way upon a student's academic standing, performance or advancement;
- Submission to or rejection of the conduct is used as the basis for an academic decision or judgment; or
- The conduct has the purpose or effect of unreasonably interfering with a student's academic performance or creating an intimidating, hostile or offensive educational or living environment.

Sexual harassment may include:
- Explicit sexual propositions
- Sexual innuendo or humor
- Sexually suggestive comments
- Sexually oriented kidding or teasing
- Practical jokes
- Jokes about gender-specific traits
- Foul or obscene language or gestures
- Displays of foul or obscene printed or visual material
- Unwelcome pressure for a dating, romantic, or intimate relationship
- Sexually explicit profanity
- Stalking or cyberbullying
- Email and Internet use that violates this policy

Furthermore, harassment, whether based on gender or some other protected group, may include pranks, teasing, ridicule, horseplay or jokes, even if the subject of such inappropriate conduct is not present when it occurs.

In addition to what is typically considered sexual harassment as outlined above, sexual violence is a prohibited form of sexual harassment. Sexual violence includes physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to use of drugs and/or alcohol or do to an intellectual or other disability. Some examples of sexual violence may include:
● Rape, sexual assault or battery or other forced sexual activity
● Sexual coercion
● Unwelcome touching, kissing, hugging, or massaging

Students and faculty are expected to assist Linsly in addressing harassment issues. If you feel that you have experienced or witnessed inappropriate, offensive or unwelcome conduct, you should take the following actions:

1. First, tell the offending individual to stop the objectionable action.
2. If that does not stop the conduct, or if you feel uncomfortable taking that step, inform a faculty member or administrator about the matter.
3. If the conduct involves sexual violence, then immediately contact the Head of School, Director of Operations, or Dean of Students.

The best way to ensure that Linsly has an opportunity to enforce this policy is to inform Linsly of any conduct you believe is offensive, inappropriate or unwelcome. To the extent practicable, Linsly will keep complaints and the terms of their resolution confidential. The parties involved will have the opportunity to submit written statements and names of witnesses. You can be assured that any complaints regarding sexual harassment or other harassment will be fully investigated and dealt with quickly and effectively. Linsly reserves the right to investigate in situations where, although no complaint is made, it is learned that the conduct of an individual may constitute prohibited harassment.

Finally, be assured that there will be no retaliation against anyone who submits a harassment complaint in good faith or who participates in an investigation relating to such a complaint. If you feel as though you have been or are being retaliated against because of either submitting a complaint or participating in an investigation, then contact the Head of School, Director of Operations, or Dean of Students.

**ACADEMIC INTEGRITY**

As members of a school that emphasizes character development in its mission statement, Linsly students are expected to make choices that reflect good character. This applies to all aspects of student life including their academic work. We hold students to high academic standards by expecting that honesty, trust, and responsibility will always be demonstrated through scholarship. As a visible sign of a student’s understanding of this expectation, a student may be asked to write a statement of honor (“This is my own work.”) after completing work that will be graded.

Cheating is an act taken by a student which gives him/her an unfair advantage. A student caught cheating will receive an academic penalty as determined by the teacher and/or Dean, disciplinary action which includes but is not limited to a 3-point demerit and other appropriate punishment as defined by the Dean.
Cheating shows a lack of respect for oneself and others and reflects a break in trust and honor. An academic integrity violation is considered a major disciplinary infraction according to Linsly’s discipline policy. Linsly’s policy concerning cheating is the following:

- Upper School students must meet with the Upper School Dean once an academic integrity violation has been reported. Likewise, Middle School students will meet with the Middle School Dean and parents will be notified.
- The student will receive an academic penalty and disciplinary action as a result of the act. If the student is in a leadership position one of the consequences may be that their responsibilities in this area are revoked.
- Upper school students may be required to go before an Honor Council, depending on the severity of the infraction and the number of cheating offenses he/she has incurred. The Honor Council will be made up of prefects and faculty, and after giving the student an opportunity to state their case, the council will make a recommendation with a plan of action to the Dean and Head of School.

PARENT - TEACHER MEETING

Parents are encouraged to contact advisors or teachers concerning the progress of their son or daughter. If a meeting is requested, parents should first contact the appropriate school Dean: Mrs. Allison-Middle School, Mrs. Leone-Upper School. The Deans, subsequently, will make arrangements for meetings at a time mutually agreeable.

SCHOOL CANCELLATION – INCLEMENT WEATHER

Linsly emphasizes that the safety of all of our students is our first priority. While Linsly delays and/or cancels school very infrequently, parents are encouraged to use their best judgment as to the safety of their neighborhood road conditions. As a boarding school, we will almost always hold classes, but we will be understanding in the event that a student can not make it due to unsafe roads. Students who miss for weather-related reasons will be given an excused absence. Parents choosing to keep their child home due to bad road conditions are asked to please email Mr. Brubaker at bbrubaker@linsly.org in the morning to inform us that your child will be late or absent. Students who come in late due to inclement weather should report to the main office. If school must delay or cancel, notification will occur by means of local television and radio broadcasts on WTRF 7, WTOV9, and WKWK 97.3, WWVA, 1170. A message will also be posted on Linsly's webpage, and those parents who are signed up to receive important text/email announcements from Linsly will receive a text and/or email message.
ABSENCES

**Illness, weather, bereavement:** Parent/guardian should email the Attendance Dean, Mr. Bill Brubaker, bbrubaker@linsly.org, at least 30 minutes before the beginning of the first academic period of the day (8:20 a.m).
- When a student returns after an absence, a written excuse from the parent, doctor, dentist, or other authority is necessary.

MEDICAL APPOINTMENTS

Appointments that can not be made outside of class time should be submitted to the Attendance Dean on or before the morning of the appointment.
- A student leaving school should sign out in the main office and then sign in upon their return.
- Students with early appointments and are not in their first academic class of the day should sign in the main office upon their arrival at school.
- Students are to turn in their slip (note from the doctor/dentists/specialists) from the appointment to the main office. **Not having a slip from an appointment will result in an absence, and it will be counted as unexcused until the documentation is provided.**

Please remember, if a student has a study hall during the first period of the day, a morning appointment can be made to not have them miss any class time. The same is true if they have a last period study hall in the afternoon.
- Any appointment other than a medical appointment must be excused prior to the appointment (i.e. driver’s permit or license test) following the excused absence policy.
- For an illness lasting more than 3 consecutive academic days, or one that requires a change in activity - upon return to school a note from the physician should be given to the school nurse.

TARDINESS

Parents who know their child will be tardy are to email Mr. Brubaker at bbrubaker@linsly.org.
• Any student arriving to school after 8:20 a.m. will be marked tardy. The reason for the tardy will determine whether the missed class time will be deemed excused or unexcused.
• Any student arriving at school after the beginning of the first period must sign in at the main office, and they will be given a note to bring to class. The reason for the tardy will determine whether the missed class time will be deemed excused or unexcused.
• Parents and students should not email or text or phone their first class teacher.
• Upon receiving a third unexcused tardy in a calendar month, a student may be assigned a work detail on a Saturday morning at 8:00 a.m.

Advanced absence requests (including college visits)
• Any request for an advanced “excused” absence must be made to the Upper School or Middle School Dean at least 3 academic days in advance of the requested absence.
• Once permission has been granted the student should pick up the proper form from the Deans.

Not having an absence excused ahead of time may result in a student not being permitted to make up assignments and the absences being marked as unexcused. Students who have advanced absences excused will be expected to turn in assignments due on those dates before they leave for the event.

There will be no excused absences granted on the following dates:
• March 4: Extravaganza
• April 11-14: Middle School students ACT ASPIRE Testing
• April 14: Class meetings and Upper School Course Registration for 2022-2023

COLLEGE VISITS
These must be excused in advance. They will be formally excused when the student returns from the visit with a statement from the school’s admission office or coach (recruiting visit) noting that it was an official visit. Parking passes and brochures will not be accepted.
• Juniors will be granted 2 college visits per academic year.
• Seniors will be granted 3* college visits per academic year. *Accepted student visit days do not count towards this number
EXCUSED ABSENCE

Absences that are approved in advance, supported by advanced parent notification and/or a note from the medical provider will be deemed as “excused.” The student will be permitted to make up missed class work, and he or she should be proactive about seeing teachers upon their return.

UNEXCUSED ABSENCE

An absence from school without prior knowledge or notification will be deemed as “unexcused.” The student will not be permitted to make up the missed class work.

Students whose absences become excessive (10 days or more in a year) may be required to have a conference with parents, teachers, and/or administrators to resolve issues of educational achievement.

Any unexcused absence may exclude a student from being eligible for end-of-the-year academic awards.

ABSENCES WILL BE RECORDED ON A STUDENT'S PERMANENT RECORD. THESE WILL APPEAR ON STUDENT TRANSCRIPTS SENT TO COLLEGES.

TRANSPORTATION SERVICES

Linsly currently has a bus to transport students enrolled at Linsly that reside in the Washington, PA area. The Linsly bus will use two locations for both drop off and pick up. The bus will pick up students at the Park n' Ride on East Beau Street at 7:45 a.m. followed by another pick up at the Washington Crown Center at 8:00 a.m. The bus will depart Linsly at 3:45 p.m. from Banes Hall and 6:15 p.m. each day from the Stifel Field House. The approximate drop off times are 4:15 p.m. and 6:45 p.m. at the Crown Center and East Beau St. locations respectively. (Please contact the Director of Admissions at 304-233-1436 with any questions or concerns.)

AUTOMOBILES

Students are to drive slowly and carefully on the school campus. Students may park in designated areas in the upper campus parking lot and at Stifel Field House. Boarding students may not have cars on campus without permission.
OPEN HOUSE - PARENTS' DAY

On a specified day, during the early part of the school year, parents of the students are invited to visit the school, meet the faculty, and to follow the student’s daily schedule. If the parents wish for a conference with instructors, they may arrange a future conference at that time or contact the Dean for an appointment.

SCHOOL SUPPLIES

Students may purchase school supplies from the school store located on the first floor. Purchases may be charged to the student’s school account. Textbooks can be purchased through the online bookstore MBS Direct.

INSURANCE

The school does not provide medical insurance for students. However, all international students are required to purchase a school approved policy to cover health care expenses in the USA. Outside of international students, it is the responsibility of each family to arrange for proper and appropriate medical insurance for their son or daughter and to inform the school of the policy.

The school carries a catastrophic student accident plan designed to provide coverage for “catastrophic accidents.” This plan has a $25,000 deductible with a maximum coverage of $1,000,000 per student. Additional details are available in the Business Office. The Linsly School has a Management Plan for asbestos, prepared in order to comply with Federal Regulations. Linsly hosts an integrated pest management program that maintains a monthly service. Parents should notify the school if they wish to be informed when level 3 or level 4 are applied.

STUDENT HEALTH SERVICES

Due to COVID-19, policy changes have been made to health office procedures and return-to-school procedures. Please refer questions to Health Services for the most up to date information.

All students upon admission to Linsly are required to complete a Medical History including all immunization dates. Immunizations must be in complete accord with the West Virginia State Law regarding students entering accredited schools in West Virginia. A physical exam is to be completed by a physician prior to the student’s entrance date. Each RETURNING student is required to submit a current physical examination when his/her physical exam from the previous year expires. Absolutely no athletic participation will be permitted without this exam. All students are required to have a completed EMERGENCY CONSENT FORM signed by a
parent/guardian and returned to Linsly before the start of each school year. All health related requirements are to be completed by the parent or guardian in the school’s health management system, Magnus Health Student Medical Record.

1. **Illness**: All communicable/infectious illnesses are to be reported as soon as possible. The student will need to be cleared by his/her physician or the school nurse before he/she can return to classes. If a student becomes ill during school hours, he/she is to report to the school nurse. A student may not leave school because of illness without being cleared by the nurse.

2. **Medication**: A student taking medication during school hours must report to the nurse with the medication. The medication will be kept in the nurse’s office and a physician’s order and parental permission is required for all student medication. The school nurse is available to all students for health counseling.

3. **Medical Leave of Absence** - There are times when students requiring special medical attention or students limited by medical circumstances can no longer participate fully in the school program. A medical leave of absence may be requested by a student or his or her parents, or may be recommended by Linsly’s medical staff and authorized by the Head of School for the management of medical or psychiatric disorders which prevent or limit a student’s ability to meet the requirements of the school. The school will reserve the right to make the final decision about a student’s ability to return to school and to outline conditions for continued treatment and the completion of course requirements.

**LOCKERS**

Lockers will be assigned prior to the first day of school. This will be a student’s locker for the remainder of the school year, and each is responsible for its condition. Students are cautioned to close the locker doors before leaving and not to give the combination to others. Lockers may be inspected periodically. A student is not permitted to go to his locker during class periods without faculty permission. Students should store in their locker only those items necessary to complete the routine of the school day. Perishable food items should not be brought to school.

Prior to the Memorial Day weekend (at the end of school) students are to clean out their locker, removing all items and decorations. Lockers that are not cleaned by this date will have items removed, disposed of, and/or donated.

**LOST AND FOUND ARTICLES**

Lost items are placed on the shelves near the cafeteria, where they may be retrieved. Lost items of value (wallets, watches, glasses) should be turned into the office where they may be claimed after proper identification.
CELL PHONES

If a student chooses to carry his /her cell phone during the school day, the following must be followed. Phones must be:

- Completely mute (or turn on “Do Not Disturb” function of) during school hours, unless otherwise approved by teacher for class-related purposes;
- Kept out of sight during class periods, unless approved by instructor for educational or documentation purposes (take pictures of homework, play Kahoot, etc.);
- If requested, students with cell phones and smart watches must turn them over to their teacher during class (at any point in time, but especially if taking a test, quiz, or some other assessment);
- Kept out of site when in the hallway, Cafetorium, or library.

Cell phone free zones from 9 a.m. to 3:30 p.m. (**not allowed to be used**):
- Hallways
- Cafetorium
- Library

Cell phones may be used with the supervision and/or permission of a teacher or administrator with the following conditions:

- If a student needs to use his/her cell phone during the school day, they must first ask for permission from a teacher or administrator, and then use it within their classroom or office.
- If a student needs to make a phone call, send a message, or use their phone he/she may ask for permission to do so in the main administrative office, or in the classroom/office of a teacher or administrator.

Consequences for Violations of the Policy:

- Single case violations will result in a documented verbal warning.
- If a student has a second violation, the student will be required to meet with the Dean of Students, Assistant Dean of Students, or Middle School Dean, parents will be informed that the student has had a second violation, and the student’s phone will be kept for 24-hours.
- If a third (and/or additional) violation occurs the parents will be informed, and the student’s phone will be taken and held until a weekend work detail has been served (typically on Saturday mornings).
DINING ROOM

As a general rule, all students are expected to behave in a responsible manner in the dining room or when eating at school. This involves orderly behavior and good table manners.

Charges will be billed to the student’s incidental account if a day student purchases breakfast or lunch at school. Students will use their student ID when purchasing food.

ACADEMIC

CHANGE OF CLASS SCHEDULE

A student may change his/her class schedule only after discussing the change with the teacher, the advisor, and gaining written permission from the Dean. A form must be submitted requesting the change, and a parent signature is required. A change of schedule by a student must be made before the end of the third week of school, unless it is a placement issue (i.e. Spanish II into Spanish I). Placement changes should be made at the earliest time possible once a determination is made by the teacher and Dean.

CORE REQUIREMENTS FOR GRADUATION

A full program of college preparatory subjects is offered at Linsly. All students must carry 5.5 credits per class load (excluding P.E.). Full credit courses meet five times out of the seven day rotation for the entire year.

Twenty credits and the completion of a Senior Research Essay are required for graduation and must include the following minimums:

- 4 credits of English
- 4 credits of Mathematics (minimum level of Algebra II)
- 3 credits of Social Studies
- 3 credits of the same World Language (or 2 years of one language and 2 years of another language)
- 3 credits of Science (Biology and Chemistry I are required)
- Physical Education and or equivalents
- One full credit of Fine Arts
- 1/2 credit of Computer Science
- Senior Research Essay
The Senior Research Essay affords students the opportunity to explore a topic of special interest while developing research, writing and critical thinking skills required of college students.

NOTE - To be eligible for Valedictorian or Salutatorian, a Senior must have completed a minimum of three years at Linsly.

NOTE - Promise Scholarship: West Virginia Students must be aware of the requirements to be eligible for the Promise Scholarship by checking with the website cfwv.com and also the Director of College Counseling in the beginning of the 9th grade year.

NATIONAL TESTS - UPPER SCHOOL
10th & 11th Grade:
- Preliminary Scholarship Assessment Test (PSAT)
- National Merit Scholarship Qualifying Test Required (11th year)

11th Grade:
- SAT I (required)
- ACT (required)

12th Grade:
- ACT & SAT strongly encouraged

9 - 12 Grade:
- National Mathematics Examination (Optional)
- National Foreign Language Examination (Administered by World Language Teachers)

10 - 12 Grade:
- Advanced Placement in AP Courses (Encouraged to consult with teacher)

STANDARDIZED TESTING

The ACT Aspire Test is administered to grades 5-8 in the spring of each school year. A copy of each student's results will be sent home to parents and are helpful in measuring academic growth from year to year. The Aspire tests at the 7th and 8th grade levels also offer predictability of performance on the ACT exam later on.

SCHOOL EXAMINATIONS

Some semester/course examinations may be held at the conclusion of the first and second semesters so that instructors can judge student growth, skills developed, and overall acquisition of content knowledge.
The grade earned on those examinations will factor into the overall semester grade and may be utilized in determining course placement in future courses (i.e. math, world language, and AP courses).

The breakdown below may be revised prior to the conclusion of the first semester in 2021-2022 school year.

The breakdown for determining a year-end grade may be:

- GP1 - 20%
- GP2 - 20%
- Semester 1 - Performance Assessment - 10%
- GP3 - 20%
- GP4 - 20%
- Semester 2 - Performance Assessment - 10%

GRADES AND REPORT CARDS

Class grades are computed on a numerical basis. All grades below 70% are considered failing. Certain grades are indicated by the letter grade. Conversion Scale: 70-D, 74-C, 83-B, 92-A. Report cards are available at the end of every grading period (4 times a year). Students receive a separate report for each subject. In addition, deficiency reports will be emailed at the mid-point of each grading period.

MISSING COURSEWORK

A teacher can assign a demerit to a student who has unexcused late work or did not submit a major assignment. The demerit will be entered into the student’s discipline record and the student must report to the teacher’s room after school to make up the work until it is completed at a level satisfactory to the teacher.

ACADEMIC PROBATION

A student who is underperforming in his/her classes, will receive a deficiency from the teacher at the mid-point of each grading period. The deficiency may require that the student meet with the teacher regularly to receive extra help. If the effort and/or performance does not improve, the student may be placed on Academic Probation (AP). Students can also begin the year on Academic Probation based on their performance in the previous school year.

Students who are placed on Academic Probation will report to the library after school to study at a time designated by the Dean. As a result, the student may not be able to participate in athletics.
FIRST AND SECOND HONORS

A student having attained an average of 92% has earned second honors. A student having received an average of 95% has earned first honors.

HEAD OF SCHOOL’s PERFORMANCE LIST

The HPL is composed of students who are recognized for excelling in:

- **Citizenship** - Maintain a positive attitude and contribute to creating a welcoming and inclusive environment.
- **Respect** - Act kind, accept differences, and exhibit empathy.
- **Integrity** - Complete your work, be honest, and trustworthy.
- **Courage** - Remain confident in one’s abilities, ask questions, and communicate openly.
- **Responsibility** - Maintain focus, organization, complete assignments and tasks as assigned, adhere to deadlines, and submit quality work.
- **Perseverance** - Give your best effort, be persistent, show a willingness to grow from mistakes.

Those students receiving HPL in seven (7) subjects each grading period make the HPL List in the Middle School, five (5) subjects each grading period in the Upper School.

NATIONAL HONOR SOCIETY

Membership in local chapters is an honor bestowed upon a student. Selection for membership is based on outstanding scholarship, leadership, service, character. Once selected, members have the responsibility to continue to demonstrate these qualities. To be eligible for membership according to the NHS national bylaws, students must be a member of a second semester tenth grade, eleventh grade, or twelfth grade class, and must have been in attendance at the school the equivalent of one semester. In addition, to be eligible for the Linsly School chapter of NHS, students must have a cumulative GPA of 10th grade - 95% or above, 11th grade - 93% or above, 12th grade - 92% or above and must complete an application which demonstrates their leadership and service. The selection of each member to the chapter shall be by a majority vote of the designated Faculty Council.

EXTRA ACADEMIC HELP

Extra help in class work is available, and students are encouraged to seek help by speaking to his/her teacher. Teachers are available for extra help before and after school or during a mutually agreed period. When required, extra help takes precedence over other activities. Students on the Deficiency List are required to have extra help.
TUTORS
Junior and Senior Prefects, as well as other qualified upperclassmen, serve as tutors to supplement extra academic help administered by faculty. This program is supervised by the Deans.

MIDDLE SCHOOL SPECIAL PROGRAMS

National Junior Honor Society (NJHS)
Membership in local chapters is an honor bestowed upon a student. Selection for membership is by a Faculty Council and is based on outstanding scholarship, leadership, service, character, and citizenship. Once selected, members have the responsibility to continue to demonstrate these qualities. To be eligible for membership according to the NJHS national bylaws, students must be a member of a second semester sixth grade, seventh grade, or eighth grade class, and must have been in attendance at the school the equivalent of one semester. In addition, to be eligible for the Linsly Middle School chapter of NJHS, students must have a cumulative GPA of 92% or above, and must complete an application which demonstrates their leadership and service. The selection of each member to the chapter shall be by a majority vote of the designated Faculty Council.

Middle School Leadership Council (MSLC)
The Middle School Leadership Council is an active student group within the middle school who works closely with the Middle School Dean to inform the student body of Linsly’s core values of integrity, respect, curiosity, responsibility, grit, and empathy. This group is the primary student leadership group in the school and it consists of 8th graders who have demonstrated scholarship and character, and have been inducted into Linsly’s chapter of NJHS. Being a part of this group is a privilege and maintaining membership requires students to model Linsly’s core values consistently throughout the school year.

MIDDLE SCHOOL STUDENT SUPPORT

Peer Tutoring (PT)
The Middle School peer tutoring program gives 5th-8th grade students extra opportunities to practice particular skills in any subject area necessary. The student, the teacher, or the parent may make referrals to the program. When referring a student, simply email Mrs. Loudermilk at jloudermilk@linsly.org to get things
started. The child will meet individually with an older student from our school who is trained as a tutor. Tutoring sessions take place 2-3 times per week during school hours and are facilitated by middle school English teacher, Mrs. Loudermilk. This is NOT a pull-out program. Tutoring sessions are scheduled during non-instructional time so that students do not miss class. The goal of peer tutoring is to help middle schoolers become more skilled and confident. As soon as they reach their skill goal, they may exit the program. This program is an added layer of academic support for Linsly Middle School students. It is not meant to replace extra help by the teacher.

**Peer Mediation (PM)**
Peer Mediation provides referred middle school students the opportunity to discuss peer-to-peer difficulties they are experiencing and practice the use of interpersonal strategies with trained student mediators. These mediators serve to listen to and advise students on ways they may interact more positively. This is a safe, confidential environment, affording middle school students a social learning experience outside of the regular classroom.

**ADVISORS**
Before the beginning of the school year, each returning student chooses an advisor. New students are assigned advisors. The advisor becomes the student’s close personal contact with the school, and advisors are available to offer assistance in all areas of a student’s life. Due to COVID-19, Linsly has combined the advisor period to include advisor time, flex, and lunch. The advisor period will meet from 11:30 AM-1:00 PM every day.

**SCIENCE LABS**
Students are not permitted for any reason in these areas without direct faculty supervision. Due to the inherent danger of these areas, students, while working under the supervision of an instructor, must and will be expected to maintain the highest level of conduct at all times.

**LINSLY COMPUTER SYSTEM – STUDENT POLICY**
Every student will respect others’ right to privacy. A student will only access files to which he/she has been granted access. All users of the Linsly Computer System have rights over their intellectual property. However, the school has legal access to anything that is on the Linsly Computer System and may access an individual’s files. It is important for all to understand that private communications and data files will not be accessed without extenuating circumstances, and that the school seeks to honor the individual’s right to privacy.
Every student will only use the computers and related technologies for beneficial purposes. All use must be free of profanity, gender bias, racial bias, intimidation and in no way harmful to others, and must be within the law.

Students may not install, transfer, or save any files onto school machines without the approval of the Computer Department. A department member will also scan any approved files for viruses and ensure compliance with copyright laws before allowing them to be used on the Linsly Computer System. All forms of plagiarism or academic dishonesty, including plagiarism involving computer data, will result in strong disciplinary action. Information that has been gathered via the computer must be appropriately cited in footnotes and bibliographies.

Any student who uses the school’s computer systems in a manner deemed inappropriate by Linsly, will face strong disciplinary action and will lose all computer rights and privileges for an indefinite amount of time! Please see the student acceptable use policy for additional information.

**LIBRARY**

Coudon-Ogden Library is a place for research, quiet study and leisure reading. So that it may work to its best advantage for all, it is important that the following rules be observed:

- Quiet and respect for others must be maintained.
- Library hours are normally 7:30 a.m. - 5:30 p.m. on school days.
- Books are checked out for a period of two weeks. Renewals are available.
- Subscription databases are available for use at school or at home.
- Periodicals must be used in the library.
- The librarian is available at all times to help with research.
- No food or drink allowed in this space.

**SCHOOLOLOGY**

Schoolology is Linsly’s learning management system (LMS). Each student is provided with a Schoology account that can be accessed from any internet browser (there is also an app that can be downloaded). Teachers will post course content and assignments and students will submit work using this platform. It is the student’s responsibility to access the site each day. Students should see or email the Director of Technology for any issues with the site or login problems.
YEAR-END AWARDS AND RECOGNITION

● **MIDDLE SCHOOL OUTSTANDING GIRL AND BOY** - One middle school girl and one middle school boy are selected based on academic performance as voted on by the middle school faculty. Students in first and second place in the class standing are awarded a certificate of achievement.

● **VALEDICTORIAN AWARD** - The Valedictorian is presented to that senior with the highest cumulative GPA.

● **SALUTATORIAN AWARD** - The Salutatorian is presented to that senior with the second highest cumulative GPA.

● **BIRCH AWARD** - The John Mitchell Birch Award is presented in memory of John Birch, former Headmaster of Linsly, to the student winners of the Annual Declamation Contest.

● **ACADEMIC EXCELLENCE AWARD** - The Excellence Award celebrates the cumulative efforts of academic effort and achievement combined with character.
  ○ **Upper School Excellence Criteria:**
    ■ Academic honors (1st or 2nd)
    ■ HPL
    ■ Have not accumulated demerits or had attendance violations for the entire academic year.
  ○ **Middle School Excellence Criteria:**
    ■ All A's and/or B's every quarter
    ■ HPL every quarter
    ■ No demerits
    ■ No unexcused absences/tardies

**COMMENDATION**
This award is determined by a vote from upper school teachers, who are asked to identify a 9th-11th grade student that exemplifies the qualities of strong character and persistent hard work but may not be recognized for these efforts by appearing on the Honors list.

**JOHN ANWAR MOST IMPROVED AWARD** -
The John Anwar Award is given by Dr. and Mrs. Anwar in memory of their eldest son John who passed away in 1991 when he was a senior. Four of the children in the family, John, Mary, Elizabeth and Jeff attended the Linsly School from 1985 until 2003. This award recognizes the student who has shown the most improvement in Spanish during this academic year.

**VINCENT BLANEY AWARD** - The Blaney Award is given in memory of Vincent Blaney who attended Linsly from 1962 to the time of his death in 1965. He distinguished himself in the study of French. He received the Medal as first in class in French and 2nd place in the state of West Virginia in the French National Exam. The family chose to remember Vincent by establishing the award for the student who has shown the most improvement in French.

**GUENTHER AWARD** - The David B. Guenther Memorial Award is given for outstanding leadership, citizenship, and character. The award is sponsored by Mr. and Mrs. Gordon Guenther and presented to those Upper School students displaying these attributes.

**GEORGE M. STIMAC AWARD** - The Stimac Award is given in memory of George M. Stimac Jr. He was a student at Linsly from 1969 until 1974 when his health prevented him from continuing. George died in 1975. The Stimac family chose to remember George through this award because of his ability in German and his fondness for Mrs. Margaret Ragni, his German instructor. The George M. Stimac Jr. Award is given to the student who has shown the most improvement in German.

**GILLELAND MOST IMPROVED AWARD**
The Gilleland Award was established in memory of Professor Brady Gilleland who attended Linsly from 1932 until his graduation in 1940. Latin was his life and his passion from college, through a very successful teaching career at the University of Vermont, until his death in 2003. With this prize, Mrs. Gilleland wishes to recognize the warm affection that her husband won from his students by enticement, encouragement and expectation. This award recognizes the student who has shown the most improvement in Latin during this academic year.

**GILLELAND GRADUATION AWARD**
The Gilleland Award was established in memory of Professor Brady Gilleland who attended Linsly from 1932 until his graduation in 1940. Latin was his life and his passion from college, through a very successful teaching career at the University of Vermont, until his death in 2003. With this prize, Mrs. Gilleland wishes to recognize the warm affection that her husband won from his students by enticement, encouragement and expectation. The award recognizes the Latin student who achieved the highest average through his/her Linsly Career.

**JOHN ANWAR GRADUATION AWARD** - The John Anwar Award, given by Dr. and Mrs. Anwar in memory of their eldest son, John, who passed away in 1991 when he...
was a senior. Four of the children in the family, John Mary, Elizabeth and Jeff, attended The Linsly School from 1985 until 2003. This award recognizes the graduating senior who distinguishes him/herself in the course of the study of Spanish for consistent dedication and hard work.

**ROBERT W. SCHRAMM PHYSICS AWARD** - The Robert W. Schramm Physics Award, given in memory of Henry Brown, is given to that member of the senior class who has attained the highest cumulative average in that discipline during his or her four year Upper School career.

**OWENS AWARD** - The Theodore Scott Owens Award is presented to those members of the Senior Class who exhibit the qualities of determination, seriousness, and persistence respected by all. This award is given in memory of Theodore Scott Owens, a former Linsly student.

**MAX W. LABORDE AWARD** - The Max W. LaBorde Award is given to those students who daily met the challenges and demands of Senior English. The award is given in memory of former Department Chairman, and Senior English Teacher, Max W. Laborde.

**DONALD H. HOFREUTER AWARD** - The Donald H. Hofreuter Award is given to that member of the Senior Class who has been exemplary in his or her service to the school and community, in the tradition of Dr. Donald H. Hofreuter, Linsly Cadet Major, community leader and long time Chairman of Linsly's Board of Trustees.

**BUNCHER AWARD** - The outstanding resident students in the estimation of the Dorm Masters receive an award given in the memory of the late Albert Buncher, father of Martin Buncher, a former Linsly student.

**BASIL G. LOCKHART AWARD** - This award is presented to the member of the Junior Class who has been selected as Linsly's Head Prefect for the current academic year. It is named in honor of Basil G. Lockhart, Headmaster Emeritus, who faithfully served Linsly as Headmaster from 1940-1972.

**TIM ASHE AWARD** - This award is presented to that member of the Junior Class, who in the opinion of the Faculty and Headmaster, best exemplifies the characteristics of academic excellence, athletic prowess, and unselfish leadership in the tradition of Tim Ashe.

**THE LINSLY MIDDLE SCHOOL IMPROVEMENT AWARD** - This award is presented to that student who has shown the greatest academic improvement in two successive years as determined by academic average, given by the family of Charles M. Swart, Jr.
**LINSLEY MIDDLE SCHOOL AWARD** - This award is presented to those members of the Eighth grade who, in the opinion of the Faculty and Head of School, exemplify those qualities of scholarship, leadership, and character looked for in every Linsly student.

**LINSLEY MIDDLE SCHOOL GRIT AWARD** - This award is given to one student at each grade level in the middle school who demonstrates the most grit as determined by the middle school faculty and dean. GRIT is defined by Dr. Angela Duckworth of the University of Pennsylvania as the “perseverance and passion for long-term goals.”

**ATHLETICS**

Linsly’s athletic program is designed for young men and women with varying levels of athletic ability. In addition, a Middle School intramural program is held during the spring term and is required of all 5th and 6th grade Middle School students. The purpose of the school’s varied programs is to develop the student’s sense of cooperation, encourage better sportsmanship, and general team and school spirit. Linsly affords each student the opportunity to be involved in a well-organized athletic program that introduces students to a variety of sports and skills. Once a student begins a commitment, he/she must finish the commitment.

**UPPER SCHOOL BOYS’ ATHLETICS**

Football - Head Coach, Mr. B.J. Depew  
Basketball - Head Coach, Mr. Dave Wojcik  
Hockey - Head Coach, Mr. Stefan Brannare  
Track - Head Coach, Mr. Nate Cumberworth  
Swimming - Head Coach, Mr. William Brubaker  
Wrestling - Head Coach, Mr. Brian Valentine  
Golf-Head Coach, Mr. Mark Landini  
Tennis - Head Coach, Mrs. Rebecca Upton  
Baseball - Head Coach, Mr. Jay Cartwright  
Soccer - Head Coach, Mr. Greg Martin  
Lacrosse - Head Coach, Mr. Matt Perry  
Cross Country - Head Coach, Mr. Nate Cumberworth  
Bowling - Head Coach, Mrs. Penny Cunningham

**UPPER SCHOOL GIRLS’ ATHLETICS**

Basketball - Ms. Rebecca Upton  
Cross Country, Head Coach, Mrs. Crissy D’Aquila  
Soccer - Head Coach, Mr. Charles Neighoff  
Golf - Head Coach, Mr. Mark Landini  
Softball - Head Coach, Mr. Paul Recrosio
Track - Head Coach, Mrs. Katie Wallace
Tennis - Head Coach, Mr. David Riethmiller
Swimming - Head Coach, Mr. William Brubaker
Volleyball - Head Coach, Mrs. Ashlee Jividen
Cheerleading - Head Coach, Mrs. Shari Irwin
Bowling - Head Coach, Mrs. Penny Cunningham

**STUDENT MANAGERS**

Student Managers are chosen for each sport from a list of students who have made applications through the coaches. Letters are awarded to those in the Upper School who have served satisfactorily for one season.

**MIDDLE SCHOOL ATHLETICS**

The Middle School athletic program affords boys and girls the opportunity to be involved in well-organized programs that introduce students to a variety of sports activities and skills.

The boys’ Middle School (grades 5-8) program contains the following:

**Fall-**
- Football - 6th, 7th & 8th grade
- Soccer - 5th, 6th, 7th & 8th grade
- Cross Country - 7th & 8th grade

**Winter-**
- Basketball - 5th, 6th, 7th, & 8th grade
- Swimming - 5th, 6th, 7th, & 8th grade

**Spring-**
- Track - 7th & 8th grade

The girls’ Middle School (grades 5-8) program contains the following:

**Fall-**
- Soccer - 5th, 6th, 7th, & 8th grade
- Cross Country - 7th & 8th grade
- Volleyball - 7th & 8th grade

**Winter-**
- Swimming - 5th, 6th, 7th, & 8th grade
- Basketball - 5th, 6th, 7th, & 8th grade

**Spring-**
- Track - 7th, & 8th grade
EXTRACURRICULAR ACTIVITIES

The school offers a variety of clubs and activities in order to give students the opportunity to participate in areas where they have interests and abilities. Participation in activities develops in each student a sense of responsibility for his/her community that is important to the individual and the school. Once a student begins a commitment, he/she must finish the commitment. A club fair in the fall enables students to join clubs.

UPPER SCHOOL CLUBS

Upper School clubs are decided on an annual basis based on student interest and faculty support. All students interested in running a club must complete an application and find a willing faculty/staff member to serve as an adult advisor to the club each year. Below is a listing of some of the clubs which have commonly been offered.

- Yearbook
- Newspaper
- Upper School Drama
- Forensics
- Language Clubs: French, German, Spanish, and Classics & Latin
- National Honor Society
- History Club
- Model United Nations
- Multicultural Club
- The IT Club (Technology)
- SADD
- Animal Shelter Club
- After School Art Club
- Ski and Snowboard
- Orchestra
- Admissions Ambassadors
- J.E.T.S.

MIDDLE SCHOOL CLUBS

Below is a sample listing of some of the middle school clubs that have been offered, based on student interest and faculty support.

- Middle School Drama
- Forensics
- Support the Troops
- World Language Honor Societies (8th grade only)
- Newspaper
- Classical Club (8th grade only)
- National Junior Honor Society
- Animal Shelter Club
- After School Art Club
- Orchestra
- Admissions Ambassadors

**DANCES**

Dances are viewed as an opportunity for students to socialize in a supervised and safe environment. Student behavior and manner of dress should be appropriate and reflect this guiding principle.

***Final interpretation of the rules and regulations in the Student Handbook will be determined by the administration in the best interest of the school.***