



# **WELCOME GUIDE**

***JULY 17-21, 2023***

***TRUMAN STATE UNIVERSITY***

# WELCOME

---

Welcome to JBA Jr. 2023!

We are excited for another summer's session of Joseph Baldwin Academy, Jr.! This will be Truman's fourth year hosting JBA, Jr. for students in the Northeast Missouri area students and families.

Each summer students come to JBA, Jr. to learn more about the campus, and simply enjoy what our campus and educators have to offer. Your student will enjoy a tour of different parts of Truman State University, learn all about what the working Truman Farm operations, have lunch in the dining hall just as the college students do during the school year and meet new friends from the NEMO and surrounding areas.

As you are preparing for your student to attend, you may have questions about how things run at JBA, Jr. We hope this packet will provide you with all you need to know. It includes everything about when and where to arrive, to what items your student should bring with them and what to leave at home. However, if you do not find an answer you are looking for in this guide, please feel free to call our office at (660) 785-5384 or you may email us at [jba@truman.edu](mailto:jba@truman.edu). We look forward to your arrival!

Kind Regards,



**Michelle Wilson**  
**Assistant Director**  
**Institute for Academic Outreach**  
**Early College Programs**  
**Dean, Summer Academies**

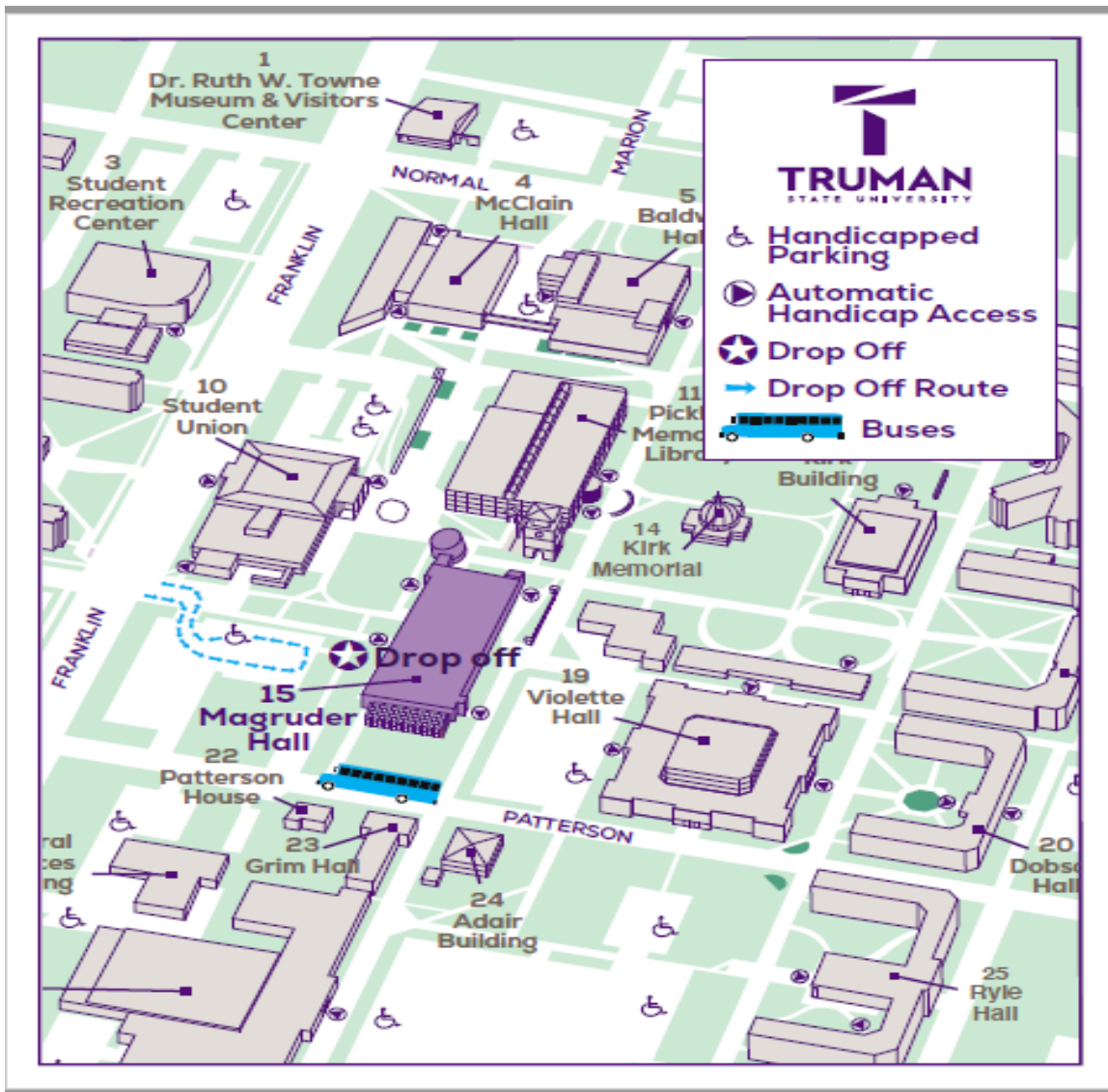
# ARRIVAL

Students attending JBA Jr. will check in each morning at **9:00am**, July 17– 21, and will depart from campus each afternoon promptly at **4:00 pm**. Student drop-off and pick-up will take place outside of Magruder Hall at the corner of S. Franklin and E. Patterson Streets. Our staff will be present to take attendance and escort students into the building to meet their Preceptors who will accompany them to and from their activities. We will do the same in reverse for pick up.

Bus riders will be unloaded and loaded first, then car riders and then walkers/cars that have parked.

## Car Riders

If you plan to drive your student to Truman, please enter to drop off and pick up your students in the Magruder parking lot via Franklin as shown below. **Note the blue arrows**. You may pull up to the curb and stay in your car for both drop off and pick up. If you would like to park, please do so in the lot that is further away from the circular drop.



## ***Bus Riders***

Some school districts with students participating in JBA Jr. have a bussing plan in place to transport students from their local school to Truman State University each day of the program. Some are coordinating with neighboring schools as well. Please communicate with your school to find out about drop-off and pick-up times for your school bussing plan. Buses will be dropping and picking up students on East Patterson and Marion Street entrance to Magruder.

# STUDENT OVERVIEW

---

## ***Introduction***

We want students at JBA Jr. to learn, explore, and have fun! We also want them to believe that college is a real and attainable future goal.

JBA Jr. gives area youth enhanced access to Truman State University. The program aims to give area students a chance to broaden their horizons by spending time learning and exploring at Truman. Our goal is to spark an interest in students through engaging and diverse classes and activities. Our hope is that students attending JBA Jr. will walk away encouraged and excited to learn and grow beyond the school day.

Each day, students at JBA, Jr. will be engaged in fun and educational classes and activities across campus. Students will be taught by Truman Faculty and Staff, as well as some of our current and/or former Truman education students. Students will be split into groups of about 10-12 students that will rotate through different activities.

## ***Supervision***

While students are ultimately responsible for their own conduct, administrative, instructional, and supervisory staff all work together to provide clear guidelines and careful supervision. The students are supervised by preceptors, some of the best students at Truman. All preceptors are interviewed, complete a background check, have CPR, first aid certification and receive summer academy training. The goal of all of us is to ensure students experience a safe and comfortable environment while on campus.

## ***Daily Schedule***

Students arrive on campus each morning, and will be engaged in different classes and activities until their departure each afternoon. Lunch is provided, as well as some recess/free time.

## ***General Schedule***

### **Monday - Friday**

9:00 a.m. – 9:15 a.m.	Student Arrival and Check-In
9:30 a.m. – 11:30 a.m.	Classes / Activities
11:30 a.m. – 12:45 p.m.	Lunch/Recess
1:00 p.m. – 3:45 p.m.	Classes
4:00 p.m. – 4:15 p.m.	Student Pick-Up and Check-Out

## ***Things to Bring***

Students should show up each day ready to learn and have fun. Any materials necessary for classes and activities will be provided by JBA Jr. Students will be walking across campus to different classes and activities through the day. We therefore encourage students to wear shoes that are comfortable for walking and activities. While there is no dress code at the academy, some of the classrooms on campus can be chilly. Please have your student prepare accordingly.

## ***Things NOT to Bring***

- weapons of any kind (including pocket knives and martial arts devices)
- any flame-producing device (including matches, lighters, and firecrackers)
- pets of any kind
- laser pointers
- computers, tablets or laptops
- any other item(s) that may provide a distraction

In addition to the above list, we reserve the right to confiscate for the length of the program any items that, in our judgment, demonstrate the potential for distracting students from the goals of the program, pose undue risk to the safety and well-being of people, or pose undue risk to property.

## ***Cell Phones***

It is essential for students to be focused and engaged in activities. Therefore, while we allow students to keep their personal cell phones with them, the use will be restricted to specific times and asked to be silenced for calls and text messages during classes and activities. The intent of this policy is that students should only be using cell phones to communicate with their families at pick up time and for taking pictures of the events and activities when appropriate. Cell phones

used for playing games, social media, or for inappropriate reasons such as prank calling, will be confiscated for the duration of each day. Additionally, JBA, Jr., Truman State University and all personnel assume no responsibility for the loss or damage of cell phones, or for the misuse of cell phones, including exceeding plan limits or use by unauthorized persons. Students caught with cell phones being used in ways inconsistent with this policy will have them confiscated and returned to the parent upon pick up.

## ***Meals***

Students will be provided lunch each day in the Ryle Hall Cafeteria.














The dining services on campus offer a wide selection of food at every meal, and their menus are varied enough to accommodate vegan, vegetarian, gluten free and other diets. If a student requires special dietary needs or has severe food allergies, please contact us well in advance of your arrival so that we can plan for these needs.

**Vegetarian & Vegan Meals:** Meatless entrees are available on the regular menu. The meatless entrees may contain animal products such as (milk, cheese, eggs). Students who prefer not to eat animal products may choose from vegan noted items on the menu and the salad bar.

**Specific Food Allergies:** Most students with food allergies manage by selecting from the variety of items available on the regular menu and salad bar. Students with highly sensitive airborne food allergies should let us know in advance.

Dining services does not prepare nut based items, nor serves nut based items beyond Nutella during the summer months.

The dining hall menus provide the following information for food choices year round:

 Peanut  Milk  Eggs  Wheat  Soybean  Fish  Shellfish  Treenuts  Gluten  Vegetarian  Vegan  
 Mindful  PlantBased

On most days, menus can be reviewed here by clicking on this link and then selecting the day of the week and reviewing the lunch menu: [Sodexo Ryle Hall Menus](#)

## ***Expectations for Student Conduct***

We expect our students to meet the highest standards of behavior, both in personal deportment and in dedication to academic pursuits.

Students will:

- Strive to do their best work;
- Respect individuals of different races, cultures, religions, genders, disabilities, personal appearances, sexual orientations, and national origins;
- Behave in a friendly, cooperative, and responsible manner toward all persons in the JBA community and in the larger college and local communities;
- Attend all sessions/activities, meals, and observing all rules for student conduct.

**We cannot accommodate students who are unable to live up to these expectations.**

Once students arrive on campus they will learn about our standards for behavior, including our rules, at orientation. These include a commitment to academic integrity, respect for all members of the community, regard for the basic rules of physical safety, and cooperation with adult supervision.

**Students may be dismissed from the program for any of the following reasons:**

- Possessing or using tobacco, alcohol, or drugs (students possessing any of these items will be immediately dismissed from the Academy);
- Not participating in a satisfactory manner;
- Cheating, plagiarizing, or committing other acts of academic dishonesty;
- Being in restricted areas of campus, or leaving campus, unaccompanied by a staff member, preceptor, or parent/guardian;
- Stealing or vandalizing property;
- Keeping prescription or over-the-counter medication in their possession;
- Bullying or hazing;
- Undermining the safety or well-being of self or others (including threats);

**Students may have consequences for the following reasons:**

- Disrespectful or obscene language;
- Demonstrate a lack of effort in the classroom or who engage in disruptive behavior;
- Inappropriate behavior or violations of rules.

Staff will refer students involved in repeated or serious incidents to the Summer Academies Dean, who oversees all behavioral concerns. The Dean has the authority to dismiss students based on inappropriate behavior inside or out of the classroom. Students expelled from the Academy will not receive a refund, may not return to the program the following summer without a plan in place and parents will be responsible for immediate pick up of their student.

*These are a general guidelines of behavioral expectations and may not include all scenarios.*

## ***Custody Issues***

Please indicate any issues you believe we should be made aware of. If there are custody issues that can arise, please provide us with a copy of pertinent legal documentation.

## ***Health Services***

Minor first aid will be provided as needed. If more urgent, non-emergency medical care is needed for a student beyond basic first aid, families will be immediately notified. In the event of an emergency, contact with the appropriate medical personnel will be made and family notification will be made as soon as possible.

## ***Medications***

We ask that all daily medications be provided at home if possible. If a student requires a medication to be provided during the hours of JBA, Jr., please contact us in advance. If a student is required to carry an inhaler or epi-pen, please contact us in advance so we are aware of the medication that the student will carry. **Please do not send a student with medications to take on their own without prior communication with the JBA, Jr. office.**

## ***Personal Belongings/Lost and Found***

Students are responsible at all times for the safe keeping of their personal belongings. JBA Jr. is not responsible for theft, loss of, or damage to, students' personal belongings. In general, we recommend that students leave all valuables at home.

JBA, Jr. will maintain a lost and found box. Clearly labeled items are the most likely to be successfully returned. JBA, Jr., the staff and Truman State University cannot be responsible for items left behind at the end of the program.

## ***Additional Information***

For further information, visit our website at: [jbajr.truman.edu](http://jbajr.truman.edu)

Truman State University  
The Joseph Baldwin Academy  
McClain Hall 303  
100 East Normal Avenue  
Kirksville, MO 63501  
Phone: (660) 785-5384  
FAX: (660) 785-7202  
e-mail: [jba@truman.edu](mailto:jba@truman.edu)