



Greetings to the Cardinal Community,

We are incredibly excited about the upcoming 2018-2019 school year. It almost seems like yesterday that we were leaving BB&T Arena after an exciting graduation ceremony. For many the summer is a few days off and back to work. Students have been on campus all summer. CHS is the place to be!!

In looking at our data as it arrives this summer it is clear we experienced tremendous gains in several areas academically. This is due mainly to the hard work of our student body and diligent staff. There have been several facility upgrades. Most rooms and areas of the building now have air conditioning. The parking lots are being resealed and relined with a new traffic pattern designed to keep our students safe. In short we are positioning CHS for a tremendous school year.

I want to be clear about our areas of focus for this coming year.

- We will continue to make gains in academic areas. Many of these areas include performance indicators such as ACT, AP testing and state testing subject areas.
- Grading practices and coursework will be more rigorous. We are examining data that indicates our students need to be challenged more to meet the demands of the 21st century.
- We are looking for ways to provide extra time and extra help for students who need assistance.
- **Attendance** will continue to be a focus for CHS. Students need to be in class to ensure their individual success.
- We will continue to encourage students to become involved in some type of school related activity. There is truly something for everyone.
- We need parents! Our groups need the participation of our adults. Boosters and PTA as well as our other groups need your time and effort.

If you are a student, I encourage you to be involved and make the most of your high school career. If you are a parent or community member, I invite you to look for ways to participate. Feel free to contact me or one of our school leaders if you can volunteer or contribute your time, talent or efforts to Colerain High School or the Northwest Local School District.

I look forward to meeting you. Remember WE ARE COLERAIN!

Jack Fisher

Follow CHS Administrators on Twitter: @CHS\_Principals

## *Important Opening Information*

**OPEN HOUSE:** Our annual Open House will be held on **August 22, 2018**. Please plan to attend and meet your son's/daughter's teachers. Sessions begin at 5:00 p.m. More details to come.

**COMMUNICATION:** How do I find out what I want to know?

1. PTA Tri-fold will be handed out to all parents/students.
2. E-mail teachers: [www.nwlsd.org/chs](http://www.nwlsd.org/chs), click on "Cardinal Staff" and follow links on the left.
3. Check us out! Go to [www.nwlsd.org/chs](http://www.nwlsd.org/chs) to get to the Colerain High School web site.
4. Sign up for parent email by going to [nwlsd.org](http://nwlsd.org) and click on the "sign up for our newsletter" button.

<b>Administrator</b>			<b>Guidance Counselor</b>		
Mr. Jack Fisher 385-6424		Principal	Meredith Tilow 741-2499		A-D
Joe Pollitt 741-2486		9 <sup>th</sup>	Tiffany Hosley 741-2496		E-H
Mike Stevens 741-2588		10 <sup>th</sup>	Heather Snyder 741-2498		I-M
Erin Davis 741-2487		11 <sup>th</sup>	Evelyn Gibfried 741-2500		N-SI
Matt Haws 741-2422		12 <sup>th</sup>	Kim Bunn 741-2498		Sm-Z
Craig Ulland 741-5068		Athletics	Ron Russo 741-2497		Butler Tech

### **SCHOOL REGULATIONS:**

**BACK PACKS:** All students at Colerain High School are permitted to carry a traditional or drawstring backpack to class.

**DRESS CODE:** School dress should ensure the health and safety of students, create a positive learning environment that is free of distraction, and create a positive image of our students and our school. Any dress or grooming that violates these three principles is unacceptable. Specific rules and regulations are covered in the student tracker and are subject to change. Students that violate the dress code are subject to administrative discipline.

1. Clothing and accessories that could be interpreted as promoting hate or communicating a negative, profane, or vulgar message are not permitted. Additionally, jewelry and accessories that pose a safety concern for the student or others are not acceptable.
2. Undergarments should not be visible. Tops that expose the midriff or chest, tank tops, mesh tops, and shirts with no sleeves are not acceptable. Pants, shorts and skirts must be worn at the waist level.
3. No head coverings (hats, bandannas, hoods, etc.), or gloves should be worn during the school day.

4. No oversized coats are permitted during the school day.
5. Shorts, skirts, and dresses should reach to a length of mid-thigh or lower and not be overly revealing.
6. Footwear should be safe for the learning environment. \*\*\*Exceptions to these dress code items for religious reasons should be brought to administration at the beginning of the school year by parents and will require written documentation.

**BYOD/Electronic Devices-** Cell phones, mobile phones, or wireless phones are permitted to be carried onto school property and utilized as directed in our **Bring Your Own Device Policy**. When not in use per teacher directives, students are to keep their phones turned off, and stored in purses, lockers, or backpacks during the school day. Confiscated cell phones will be returned to parents only. Failure to turn over a cell phone will result in student discipline. Colerain High School is not responsible for lost or stolen cell phones. Such occurrences will not be investigated. If you must contact your student during the school day, please refer to the “Parents Contacting Students” section of Procedures. Students are not permitted to contact their parent/guardian if they are ill. Students are to report to the Health Room if they are ill and their parent/guardian will be contacted. Failure to follow this procedure will result in an unexcused early dismissal and possible disciplinary action.

### **REPORTING ABSENCES**

Under Ohio Law, students must attend all sessions of school unless there are necessary reasons for being absent. Failure to follow attendance laws can result in a student being reported to the Colerain Township/NWLSD Attendance Officer with the possibility of a court citation being issued. It is MANDATORY that a parent calls the Attendance Office as early as possible when his/her child is absent. If no contact is made, the absence will be considered unexcused until the parent sends a note or calls. This includes partial days of absence. Please be sure to report absences and/or tardies by phone at 741-2483 prior to 8:30 a.m. to avoid phone calls by the automated system. Please be sure as your contact information changes updates are made with the attendance office. **There are limitations to the number of parent notes accepted each semester and the acceptable reasons for a parent note. Please check with your administrator to discuss the issues if it is applicable to your student’s situation.**

**TARDIES TO SCHOOL:** Students report to Mrs. Saylor after 7:40 a.m. bell. Excessive tardies to school will result in student discipline.

**FOOD:** No food in the hallway or classrooms.

**Arrival before school:** The school building will open at 6:30 a.m. each morning. The school day begins at 7:40 a.m. Students should come directly to school upon leaving home in the morning. Once students enter school grounds they are not permitted to leave the school grounds without permission from an administrator. Students may not loiter in the parking lot or restrooms before school. Students should be dropped off by drivers at the main entrance in the front of school or at the rear entrance between the main building and the Career Center.

**Leaving after school:** All students who are not directly involved in an extracurricular activity must be off school grounds by 3:05 p.m. on typical days or 2:05 p.m. on early release days. This includes the winter months and inclement weather. As in the past, the hallways must be clear by

2:50 p.m. At 2:50 p.m. the school will be cleared (students must have written permission from a teacher or administrator to remain on school grounds past 3:05 p.m.). **Students who remain on school grounds after 3:05 p.m. are subject to arrest for trespassing on private property. No student or groups of students shall remain in the school building after dismissal time except when under the supervision of an authorized person.**

**HANDBOOK:** The 2018-19 student handbook will be on line to all students at the beginning of the school year. We encourage parents to read this handbook and become familiar with regulations and procedures. It is required for students and parents to sign the first page of the Handbook and return to your student's advisor by Friday, August 31<sup>st</sup>.

### **IMPORTANT INFORMATION:**

**BLENDED LEARNING:** Our Blended Learning Program includes six state of the art computer labs as well as a large lecture hall. These six classrooms will facilitate 21<sup>st</sup> century instruction where students receive a combination of online and direct instruction in courses that have been developed by our teachers. Our blended classes meet daily with a certified teacher, include a full time instructional assistant for additional support, and provide opportunities to utilize technology, work in both large and small groups, complete projects, and work through material at the student's learning pace. Like traditional classes, the blended teacher tailors the instruction of the blended classroom to meet the needs of the students in the class.

**CARDINAL CORNER:** Please support CHS and be in style with Spirit wear and CHS gear from the Cardinal Corner. Store dates and times will be available on the CHS webpage at [www.nwlsd.org](http://www.nwlsd.org).

### **COLERAIN HIGH SCHOOL CAFETERIA:**

#### **Prepaid Lunch Update**

The prepaid lunch option for purchasing breakfast and lunch is available in the cafeteria once again this year. There has been a change to where you will be submitting the money. The cost of a plate lunch for the 2018-2019 school year is \$2.85.

Parents may now go to: [www.spsezpaynorthwest.com](http://www.spsezpaynorthwest.com) to register. You will then add your student(s) to your account using their student ID. Once logged in you will have the ability to add money to their account via credit card. There is no charge for this service. You will have access at any time to check your child's balance and what they are purchasing each day at no additional cost to you. Parent and students may still bring a check to the cafeteria, payable to Northwest Food Services, to be put on account. Students must know their school ID number when going through the breakfast and/or lunch serving line.

Please call Debbie Gebing, Colerain High School Cafeteria Manager, at 741-2501 with any questions.

**EMERGENCY MEDICAL AUTHORIZATION FORM (EMA):** Your child will receive an Emergency Medical Authorization form on the first day of school in advisory. This document is

very important. State law says that students can be excluded from school if this form is not returned in a timely fashion. All the current student information is **PRE-PRINTED** on this form. Parents only need to proofread the EMA, cross out or change any incorrect information and sign the letter. This is a very quick and painless process for parents! Please take a couple of moments to check and sign this very crucial document. EMA's will be collected in advisory beginning the second day of school. Our school nurse, Pat Wahl, appreciates your assistance in returning this form by **September 4, 2018**.

**FEES:** Each student will receive a list of fees on their schedule. Pay school fees by cash, check or credit card. Online payments may be made at [www.nwlsd.org](http://www.nwlsd.org), by using the EZPay link after September 1st. All fees must be paid to purchase dance tickets or to receive report cards.

**HOMECOMING DANCE:** September 28, 2018 from 8 p.m.–11 p.m.

Freshman and sophomores will not be allowed to bring a guest from another school (only another CHS student). Attendance requirement for purchasing tickets – Students must maintain a 95% attendance rate to buy tickets.

Tickets will be sold September On-Line. Further information will be presented during school in early September. All students and district rules (Code of Conduct) will be enforced.

Inappropriate dancing or inappropriate attire will be grounds for dismissal from the dance.

**KROGER COMMUNITY REWARDS PROGRAM:**

Kroger Community Rewards (KCR) makes supporting CHS simple as shop, scan and earn! Once you've registered, a percentage of each of your shopping trips will be contributed to the CHS for use in the classroom and for students. This is a big part of the budget and the staff and students appreciate the extra effort you take to complete the process to get enrolled.

Registering is as simple as updating the Community Rewards on your Kroger Plus card.

**MEDICATIONS:** Northwest Local School District Policy for Administration of Medication is consistent with the Ohio Revised Code 3313.713 (The Medication Policy Law). Students are not to carry any prescription or non-prescription medicine with them during the school day. In the event a student requires medication, prescription and/or over-the-counter, during the school day, an ADMINISTRATION OF MEDICATION FORM must be completed. Please contact CHS nurse, Mrs. Pat Wahl, at 741-2492.

**ONE CALL NOW: One Call Now is a major tool we use for communication at our school.**

To register for One Call NOW and receive the CHS snow closings, delays and grade level information, go to [www.nwlsd.org](http://www.nwlsd.org), scroll to the bottom of the page, click on the One Call Now Signup button and follow the prompts.

**PARKING:** The cost of a parking pass is **\$50 per school year**. This must be paid in full before application will be processed. After January 11, 2019 the parking pass will be \$25. A temporary one day pass can be purchased before school in the Career Center Office for \$1.00. Applications can be picked up in the offices.

**Students may only park in the spaces lined in yellow;** students are not permitted in the staff spaces lined in white. Student parking permits **must be** visibly displayed inside the vehicle on

the rear view mirror. One day permits must be displayed on the driver's side dashboard. A pass that is lost or stolen can be replaced after we receive a letter from the student's parent verifying the loss. The replacement cost is \$5.00.

Any car parked on school property without permit/unauthorized area will result in school discipline and/or the car being towed. Any towing will be at owner's expense and the student will not be notified prior to towing! Students not involved in an extra-curricular activity or study session must leave school grounds by 3:00 p.m. Students may not park in the Church lot.

### **PERFECT ATTENDANCE**

For perfect attendance there must be NO Absences, NO Tardies and NO Early Dismissals for the entire school year. Students must be in school from 7:40 am – 2:40 pm every school day that school is in session to receive perfect attendance.

### **REPORTING ABSENCES**

#### **2018-2019**

Under Ohio Law, students must attend all sessions of school unless there are necessary reasons for being absent. Failure to follow attendance laws can result in a student being reported to the Colerain Township/NWLSA Attendance Officer with the possibility of a court citation being issued. It is MANDATORY that a parent calls the Attendance Office as early as possible when his/her child is absent. If no contact is made, the absence will be considered unexcused until the parent sends a note or calls. This includes partial days of absence. Please be sure to report absences and/or tardies by phone at 741-2483 prior to 8:30 a.m. to avoid phone calls by the automated system. Please be sure as your contact information changes updates are made with the attendance office.

**SIDEWALKS:** Students are required to use the blacktop sidewalks in the front lot (on the side of the driveway) if going to exit at Cheviot road. Students are required to use the established cross walks (diagonally lined pavement paths) to get to the sidewalks. Cars are not permitted to park on the established walking paths both during school hours and for extra-curricular activities. We are always striving to make CHS an even safer campus for our parents, students, and staff.

**TRANSPORTATION:** If you are interested in receiving bus service, please call Paul's Bus Service at 851-5089 for registration and payment information.

**WORK PERMITS:** Work permit applications may be obtained in the career center office.

**SCHOOL SUPPLIES:** Students will need to bring lined paper, a folder, and writing utensils on the first day of school. Teachers will let students know what specific materials are needed for their class. We do not publish a supply list for students.