



**Lake Catholic High School
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Administration

**Mr. Mark Crowley, President
Mr. Thomas McKrill, Principal
Mrs. Maghen Frindt, Dean of Academics
Mr. Matt Moran, Dean of Students
Mr. Kevin Cawneen, Vice President of Finance
Mr. Erik Schroeder, Athletic Director**

The Student-Parent Handbook is designed to familiarize students and parents with the mission of Lake Catholic High School and to assist in the development of a commitment to excellence, spirit of respect and compassion, personal integrity and willingness to serve for which a Lake Catholic student should be known.

Lake Catholic High School admits qualified students of any race, color, national and ethnic origin to all the rights privileges, programs and activities generally accorded to or made available to students of the school. It does not unlawfully discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school administered programs.

The annual registration of a student is considered an agreement on the part of students and parents to comply with the Catholic philosophy of education and all of the policies, procedures and regulations of the school outlined in the Student-Parent Handbook.

During the year, the policies, procedures and regulations may be revised, added to or deleted with appropriate notice.

TABLE OF CONTENTS

INTRODUCTION 6

- Mission, Core Values, and Vision
- Belief Statements
- Coat of Arms
- Patron Saint
- Alma Mater/Fight Song
- Mascot and School Colors

ACADEMICS 8

- Graduation Requirements
- Recommended College Program
- Advanced Placement Courses
- College Credit Plus
- Transfer Students
- Schedule Change
- Summer School
- Grade Reporting
- Incompletes
- Semester Exams
- Grading Scale
- Grade Point Average
- Semester Grade Calculations
- Extracurricular Eligibility
- Academic Probation
- Flexible Credit Policy

ACADEMIC HONORS AND AWARDS 13

- Academic Letter
- Christian Leadership Recognition
- Christian Life Award
- Class Rank
- Diploma with Honors
- Honor Roll
- National Honor Society
- Outstanding Achievement Awards
- Perfect Attendance
- St. Thomas Aquinas Distinction
- Student Government Awards

CAMPUS MINISTRY 16

- Spiritual Life
- Baccalaureate Mass

School Retreats
Service Program

ATTENDANCE 18

Absence
Appointments
School Activity Absences
College Visits
Extended Absences
Absence for Other Reasons
Illness during the School Day
Tardiness to School
Tardiness to Class

DRESS CODE 20

Boys
Girls
Condition of Uniform
Spirit Dress Down Day Guidelines

DISCIPLINE POLICIES AND PROCEDURES 25

Detention
In-School Suspension
Out-of-School Suspension
Disciplinary Probation
Dismissal
Partial List of Offenses and Consequences
Dress Code Violations
Electronic Device Violations
Cheating
Plagiarism
Smoking
Drug and Alcohol Policy
Harassment
Mistreatment of Others & Bullying
Hazing
Reporting Abuse
Student Threats Policy
Sexual Harassment & Sexual Violence Policy
Weapons Policy
Youth Gangs Policy
Out of School Conduct

PARENT/STUDENT EXPECTATIONS 34

- Assemblies
- Atrium
- Book Bags & Backpacks
- Bus & Van Regulations
- Cafeteria
- Communication
- Confidentiality
- Electronic Devices
- Emergency Drills
- Food & Drink
- Handbook Replacements
- Intervention
- Media Center
- Parent Cooperation
- Parking Lot
- Signs, Posters & Decorations
- Sportsmanship
- Study Hall
- Use of School Grounds & Supervision

STUDENT SERVICES 37

- Athletic Trainer
- Atrium
- Building Hours
- Clinic
- Cougar Cafe
- Cougar Spirit Store
- Counseling Services
- Extracurricular Activities
- Identification Cards
- Lockers
- Lost and Found
- Media Center
- Intervention Program
- Weight Room
- Website

MISCELLANEOUS POLICIES 40

Asbestos Policy
AIDS Policy
Custodial Parent Information
Deliveries
Emergency Medical Authorization
Emergency School Closing
Immunizations
Married Students Policy
Medication
Messages to Students
Non-Custodial Parent Information
Online Student Policy
Photography/Video Policy
Pregnancy Policy
School Logo and Image Policy
School Counselor Services
Senior Early Dismissal
Technology & Internet Policy
Visitors

FINANCIAL POLICIES 45

INTRODUCTION

MISSION

Lake Catholic High School is an educational community centered in the mission of Jesus Christ, where young men and women of diverse interests and abilities are encouraged to learn, to work together and to think for themselves. We strive to provide a curriculum and environment that fosters a commitment to excellence, a spirit of respect and compassion, personal integrity and a willingness to serve.

CORE VALUES

We strive to provide a curriculum and environment that fosters a commitment to excellence, a spirit of respect and compassion, personal integrity and a willingness to serve.

VISION

Lake Catholic High School will strive to educate students in the model of our patron, St. Thomas Aquinas, by preparing its students, faculty, and staff to create a culture that embodies love of knowledge, love of persons, and love of God.

BELIEF STATEMENTS

- We believe Gospel values and spiritual formation permeates all facets of school life.
- We believe each student is a valued individual with unique physical, social, emotional, and intellectual needs.
- We believe a student's self-esteem is enhanced by positive relationships and mutual respect between students, faculty, staff, and community.
- We believe students' learning needs are the primary focus of our school as we strive to inspire students to become confident, self-directed, lifelong learners.
- We believe curriculum and instructional practice should incorporate a variety of activities to accommodate the differences in learning styles.
- We believe students learn best when they are actively engaged in the learning process and are held accountable for producing quality work.
- We believe students need to demonstrate their understanding of knowledge through a variety of assessments.
- We believe the education of our students includes the development of the whole person in a diverse world.
- We believe administrators, teachers, parents, and the entire Lake Catholic Community share the responsibility for advancing the school's mission.

(Revised March 2015)

COAT OF ARMS

The mask represents our interaction with one another. The sun depicts the human interaction with God in the Paschal Mystery of Christ's saving death and resurrection. The torch symbolizes our search for truth, while the olive branch represents our quest for peace. The cross and waves are the symbol of the

Bishop of the Cleveland Diocese, and the interlocking rings show our partnership of life and love in the Lord. The cross symbolizes our salvation in Christ.

PATRON SAINT

St. Thomas Aquinas (1227-1274) was commissioned as the patron saint of Lake Catholic High School on November 1, 2006. His feast day is celebrated on January 28.

Born in 1225, St. Thomas Aquinas descended from noble blood lines in the Northern Italian region of Naples. Throughout his young life, he was significantly influenced by the rise of new universities in Western Europe, the complete works of Aristotle and Augustine, and the development of the Dominican Order within the Church. He lived a saintly life as a brilliant scholar, a great theologian, and an accomplished writer- commonly recognized as both an esteemed Doctor of the Church and a foundational Catholic Philosopher with his emphasis on the connected natures of both faith and reason.

At Lake Catholic High School, we use his most popular writings and teachings as inspiration to live our Mission and Core Values.

ALMA MATER

Pass on the torch of loyalty
Until it lights the sky
With fire of faith and wisdom
Throughout Lake Catholic High
Forever shall she guide us
With friends to lead the way
The spirit deep inside us shines
For the green and gray

FIGHT SONG

Hail! Lake Catholic, sons and daughters cry.
Hail! Lake Catholic, your banners proudly fly.
Striving forward, your spirit the thing
For honor and glory, your praises we sing.
Humble in victory. Proud in defeat.
For you Lake Catholic High.

MASCOT AND SCHOOL COLORS

Cougars/Green and Gray

ACADEMICS

Lake Catholic students are encouraged to select courses that will challenge them academically, as well as courses that will prepare them for college, expand their interests and help to focus their career aspirations. They are also encouraged to take a proactive approach to their studies while using all the resources available to them.

The process of selecting and scheduling courses is organized as a collaborative effort between students, parents, teachers and guidance counselors. Admission into various courses at Lake Catholic is based on the placement test results, previous grades, standardized test scores and specific course prerequisites. Throughout the process, parents are invited to provide teachers and counselors with additional information and insights which may impact placement decisions and better meet individual learning needs.

Lake Catholic is normally in session from 8:00 am to 3:05 pm each day. Within these hours, the day is divided into nine, 42-minute periods including lunch. Each day there is a Homeroom after first period. In order to take full advantage of the educational opportunities offered at Lake Catholic, students should register for 7 or 8 classes each semester. Other classes that meet outside the regular school day are taken in addition to the above requirement. Students may not have more than 8 study halls per week.

GRADUATION REQUIREMENTS

- 4.0 Theology
- 4.0 English
- 2.0 World Language
- 3.0 Social Studies
- 3.0 Science
- 4.0 Mathematics
- 0.5 Physical Education
- 0.5 Health
- 1.0 Fine & Performing Arts
- 0.5 Financial Literacy Electives
- 2.5
- 25 Total Credits**

In order to meet the required **25 total credits** for graduation, electives are to be selected. The elective units can be chosen from Fine Arts, Business and Technology, World Language or other department courses not otherwise required.

NOTE: Regardless of credits earned, a student must be enrolled in Theology, English, and Mathematics each of his or her four years at LCHS.

Lake Catholic may grant academic credit for courses taken prior to 9th grade provided the course was taught by a high school certified teacher and the course of study in effect meets high school curriculum requirements. Final transcripts are required to verify course completion. In order to participate in graduation activities, students must complete the following requirements:

1. Meet the State of Ohio standards for High School graduation
2. Theology credits include the successful completion of 50 hours of community service. Completed forms are due by May 1st of each year.
3. The successful completion of a senior project as outlined by school administration.
4. Seniors need to have a passing grade for all courses their senior year. Whether or not the courses are required or electives, students must pass each class by the end of their senior year.

RECOMMENDED COLLEGE PROGRAM

Specific high school course requirements vary from institution to institution, and some majors may have additional requirements. Be sure to check with College Guidance or your guidance counselor to see if the school(s) you are interested in have any specific recommendations or requirements.

ADVANCED PLACEMENT COURSES

Rigorous, college-level courses offer the opportunity for students to use critical thinking skills and quality resources to further their learning in specific areas of study, as well as the possibility of earning college credit. Final evaluation of course content requires students enrolled in an Advanced Placement (AP) course to take the AP Exam administered each spring at Lake Catholic. The fee for each AP Exam is approximately \$94. For specific information about Advanced Placement credit and placement policies at various colleges and universities, visit www.collegeboard.com/ap/creditpolicy.

COLLEGE CREDIT PLUS

Interested students and their parents should follow the 4 steps below to determine eligibility to participate in the College Credit Plus program.

Step 1: File CCP application with Lakeland Community College or Lake Erie College

Step 2: Submit High School Transcripts

Step 3: Take Lakeland's or Lake Erie College's placement exam and achieve a minimal placement level of ENGL 1110. Students may also submit ACT and/or SAT scores for placement consideration. (To participate in math courses through CCP, students must have successfully completed Algebra 2 and test into college-level math.

Lakeland's or Lake Erie College's placement exam and/or ACT/SAT scores may be used.

Step 4: Attend a CCP registration session. Parents are required to attend with their student. Students participating in the CCP program must be enrolled in a total of 6 classes with a minimum of at least three classes being taken Lake Catholic High School.

**Any questions call the Guidance Dept. at 578-1020*

TRANSFER STUDENTS

Students transferring to Lake Catholic High School from other secondary schools are obligated to fulfill the Lake Catholic graduation requirements from the point of transfer through graduation. All decisions concerning discrepancies between the different schools' requirements will be made by the Lake Catholic administration. Honors courses taken at a previous school will only be accepted if equivalent courses are offered at Lake Catholic. In general, years of participation in sports or clubs are not recognized and transfer students are not eligible for top academic awards at graduation. The National Honors Society charter online states, "A NHS member who transfers to another school and brings a letter from the principal or chapter adviser to the new school adviser shall be accepted automatically as a member in the new school's chapter. Transfer members must meet the new chapter's standards within one semester in order to retain membership."

SCHEDULE CHANGE

Once course selection sheets have been turned in there will be no schedule changes made. In some cases, a teacher may recommend a level change if they feel a student was incorrectly placed.

SUMMER SCHOOL

Students may only take up to 1.5 credits of credit recovery in summer school. Failing more than 1.5 credits during a school year may result in student dismissal from Lake Catholic High School. Students who attend summer school should forward a transcript to Lake Catholic upon successful completion of the course. Students must complete summer school courses before returning to school in the fall.

GRADE REPORTING

Lake Catholic utilizes a password-protected, online communication tool called CougarNet to report student academic progress, attendance, discipline and grades. Students, as well as parents, are strongly encouraged to monitor grades frequently and to consult with the teachers in order to address specific needs or concerns.

INCOMPLETES

A grade of I (Incomplete) may be given in cases where the teacher, in consultation with the Dean of Academics, determines it is advisable. Students who receive incompletes have two weeks to complete the required work. If the work is not completed by the end of the two weeks, grades will be calculated by including zeroes for all missing work.

SEMESTER EXAMS

The last three days of each semester are reserved for semester exams. The semester exam or culminating project will encompass one semester's content and assess the student's mastery of the learning objectives. The grade earned on a semester exam will count as 20% of the final semester grade, in addition to appearing as a separate grade on the semester report card.

FLEXIBLE CREDIT POLICY

It will be the provisional policy of Lake Catholic High School to welcome applications for flexible credit from its students. Each request will be reviewed by Administration prior to granting approval. Please see your counselor with any questions

GRADING SCALE

A+	99-100%	4.3
A	94-98%	4.0
A-	92-93%	3.6
B+	90-91%	3.3
B	85-89%	3.0
B-	83-84%	2.6
C+	81-82%	2.3
C	76-80%	2.0
C-	74-75%	1.6
D+	72-73%	1.3
D	67-71%	1.0
D-	65-66%	.6
F	Below 65%	0

Note: Courses with the designation of Honors or Advanced Placement receive a .5 weight when the grade point average is calculated. The grade point average appears on the hard copy of the quarterly report card and on the transcript.

GRADE POINT AVERAGE

At the end of each semester, in addition to the quarter grade, a grade point average will be indicated.

Formula for GPA

<u>Course</u>	<u>Grade</u>	<u>Sem. Credit</u>	<u>Pt. Value</u>	<u>Qual. Pts.</u>
Jesus	B	.50	3	1.5
Phys Ed 1	B	.25	3	.75
English 1	B-	.50	2.6	1.3
Beg. Choral	B+	.50	3.3	1.65
Spanish 1	B	.50	3	1.5
H. Algebra 1	A	.50	4.5	2.25
Science	B-	.50	2.6	1.3

$$\frac{\text{Total Quality Points (10.25)}}{\text{Total Credits (3.25)}} = \text{GPA (3.153)}$$

No official grade point average will be created for students based on anything other than semester grades.

SEMESTER GRADE CALCULATIONS

$$\begin{array}{r} \text{Quarter Grade} \times 40\% \\ + \text{Quarter Grade} \times 40\% \\ + \text{Exam Grade} \times 20\% \\ = 100\% \text{ Final} \\ \text{Grade} \end{array}$$

- The final grade must be a D- or above in order to earn credit for the course.
- The quarter grades, exam grade and semester grades will appear on the report card. Only the semester grade and credit earned will appear on the transcript.

EXTRACURRICULAR ELIGIBILITY

Extracurriculars are defined as any school-sponsored organization, club, team or activity for which academic credit is not issued. Participation in extracurricular activities is a privilege. Therefore, only students who have met both criteria listed below will be eligible to participate for the current academic quarter.

- The student earned a 1.5 grade point average or higher on the previous quarter's report card
- The student earned no more than one failing grade on the previous quarter's report card

The eligibility or ineligibility of a student continues until the start of the fifth school day of the next grading period, at which time the grades from the immediately preceding grading period become effective. In addition, athletes must meet the eligibility requirements as described by the Ohio High School Athletic Association. Note: In some cases, a student who is placed on Disciplinary Probation may also be declared ineligible for extracurricular activities even if the criteria stated above have been met. This decision is made at the sole discretion of the administrative team.

An ineligible student may not participate as a member of a team or organization during the period of ineligibility. This includes, but is not limited to, scrimmages, practices, contests, offseason team workouts/conditioning and performances. If the student shows progress in his or her grades, he or she may return to practicing and offseason team workouts/conditioning based on the discretion of the administration. Occasional social events, such as dances, are excluded from the extracurricular eligibility policy.

ACADEMIC PROBATION

If a student fails at least one course for the quarter and/or has a quarter GPA below 1.5, they will be placed on Academic Probation for the following quarter. Students and parents will be notified and the student will sign a contract that states they will work hard to seek extra help from their teachers and work with their guidance counselor to develop an improvement plan. At the end of the quarter, grades will be checked and progress will be reviewed. It will then be determined if the student will remain on academic probation and a meeting with parents and the administration may be requested. A student continuously on academic probation may result in dismissal from Lake Catholic High School.

ACADEMIC HONORS AND AWARDS

ACADEMIC LETTER

An Academic Letter is awarded at the conclusion of the academic year to students who have achieved a cumulative grade point average of 3.75 or higher when averaging the for the first three quarters and the first semester exam grade. Students will receive pins for each additional year in which the above grade point average requirements are met.

CHRISTIAN LEADERSHIP RECOGNITION

Lake Catholic promotes the dynamic expression of our Catholic faith through exceptional positive actions and solid decisions. Seniors are recognized for embodying the ideals of Lake Catholic High School by consistently acting with faith and leadership throughout all aspects of their high school careers. These students have earned an GPA of 3.5, while consistently acting with extraordinary leadership and holding a leadership position in an extra-curricular activity.

CHRISTIAN LIFE AWARD

The Lake Catholic High School Christian Life Award is the most prestigious recognition presented by our school community. With the inception of this award in 1972, a tradition was established to focus on the active expression of the Lake Catholic Mission Statement and Gospel values both within our school environment and in the greater community.

Criteria for the Lake Catholic High School Christian Life Award are as follows:

- The student is an extraordinary witness to the Gospel message and to the Spirit of Jesus.
- The student is a person of great integrity who dynamically lives his or her faith, both within the Lake Catholic Community and in the greater community-at-large.
- The student lives an exemplary life consistent with the Lake Catholic Mission Statement and Core Values.
- The student actively expresses a willingness to serve within the Lake Catholic Campus Ministry and Spiritual Life areas, Lake Catholic Community, Church Community and our greater community-at-large.

Awards are granted after a selection process from the qualified group of seniors who are nominated both by their peers and by the faculty and staff of Lake Catholic High School. The recipients of this award receive a Cross of Spirit, which symbolizes Jesus giving the world the Holy Spirit. Their names are also added to the plaque which hangs outside the school chapel.

CLASS RANK

Although we do not provide an official class rank for our students, seniors who have earned the first, second and third highest cumulative grade point averages over eight semesters of high school will be recognized at graduation. Lake Catholic High School will provide a class rank for the US military and for scholarships that require a class rank.

DIPLOMA WITH HONORS (Class of 2021)

Lake Catholic Honors Diploma

Students must have all six requirements by graduation.

1. Earn four credits of English.
2. Earn four credits of Mathematics.
3. Earn four credits of Science OR four credits of Social Studies.
4. Earn three credits of World Languages OR two years in two different languages.
5. Earn one and a half credits of Fine Arts.
6. Maintained an overall high school grade point average of at least 3.75 through the last grading period of the senior year (based on a 4.0 weighted scale)

Class of 2021 and beyond, we recognize the ODE Academic Honors Diploma and Art Honors Diploma.

HONOR ROLL

Honor Roll status is recognized at the end of each academic quarter based on the following grade point averages:

First Honors	4.00 or higher
Second Honors	3.60 – 3.99
Third Honors	3.00 – 3.59

NATIONAL HONOR SOCIETY

Students become members of a distinguished group of 58,000+ outstanding art students where they gain peer recognition, leadership growth opportunities, college and career preparation and are eligible to apply for scholarships as well as have opportunities to showcase their work in a number of prestigious publications.

OUTSTANDING ACHIEVEMENT AWARDS

The top student in each course taught at Lake Catholic is awarded a Certificate of Outstanding Achievement at the Honors Banquet. In addition, the top student in each academic department over a three or four-year period is awarded a Medal of Outstanding Achievement.

PERFECT ATTENDANCE

Seniors who were not absent throughout their four years of high school will receive a plaque for Perfect Attendance. Days missed because of field trips and other school-approved absences will not count as absences.

SERVICE CORDS

Seniors who complete 80 or more hours of service will receive a service cord to wear at graduation.

ST. THOMAS AQUINAS DISTINCTION

The Lake Catholic Mission and Core Values are exemplified through the life and works of our Patron, St. Thomas Aquinas. It is fitting that our Spiritual Life Award is named for his exceptional example of faith and his constant quest for academic excellence.

This award is granted to extraordinary Seniors who have excelled in faith, leadership, and scholarship. They have consistently acted as leaders in Campus Ministry committees, events, retreats, and activities. Incorporating faith, scholarship, integrity, and commitment throughout all Lake Catholic Spiritual Life areas, these students are chosen to receive this distinction through the Office of Mission and Ministry.

STUDENT GOVERNMENT AWARD

The mission of the Lake Catholic High School Student Government is to encompass leadership skills, collaborative work ethics, and to become proactive participants for the Lake Catholic community and the greater community. Seniors earn this award because of their dedication and perseverance to Student Government committees and giving their time and talents to Student Government events. These individuals are exemplary in their diligence in work ethic and a willingness to serve. Eligible students need to be active in Student Government, but do not need to have held an official title.

CAMPUS MINISTRY

SPIRITUAL LIFE

Lake Catholic High School strives to provide opportunities that support the development of the whole student. Our identity as a Catholic high school in the Diocese of Cleveland and our role as a Catholic educational community are centered in the religious education, spiritual development and faith formation of all students. Our campus ministry office provides multiple opportunities for students to extend classroom education and theory into active faith practices by living the Gospel in our school environment, in local parishes/churches and in the greater community. These opportunities highlight the spiritual development and strengthen the expression of the Lake Catholic mission. They are considered core educational and service experiences for students. It is this unique dimension that captures our identity as Lake Catholic High School.

During the school year, all students will participate in several faith experiences, including (but not limited to): liturgies, prayer services, retreats, ministry events, daily prayer and service experiences. Students also enjoy a partnership with St. John Vianney Parish and the support of the surrounding Catholic parishes in our greater community which allow for the presence and the additional support of clergy throughout the area. This comprehensive program allows all students the opportunity to learn, reflect, develop, evaluate and lead faith formation experiences while living the Gospel message in practical, daily life.

Our non-Catholic students also fully participate in these activities as they relate to the education requirements and the core curriculum of our school. By learning Catholic concepts through classroom studies and participation in active experiences, the intent is for non-Catholic students to learn about, to develop an appreciation for and to respect Catholic principles as they relate to living an active faith life—not to convert from his or her own organized faith.

Extending our school philosophy and mission further into our core curriculum, our service program is an integral, mandatory part of a Lake Catholic education. Participation in this program is a requirement for all our students, allowing them to carry their academic classroom learning into the greater community where they foster a spirit of respect and compassion, and develop a willingness to serve and earn experience within a variety of environments. Through this format, students have specific opportunities to use their gifts and talents as active, educated leaders living the Gospel in a rapidly changing world.

BACCALAUREATE MASS

For Catholic educational institutions, the Baccalaureate Mass is an important and time-honored tradition. Each graduating class is called to celebrate the Eucharist with their classmates for one final time before they graduate. All seniors are required to attend Baccalaureate Mass as part of the graduation activities.

SCHOOL RETREATS

All school retreats that are designated for each grade level are mandatory. If students are absent the day of the retreat, they must make up the retreat experience with an activity assigned by the campus minister.

SERVICE PROGRAM

The service program is an integral, mandatory part of a Lake Catholic education. It provides our students with specific opportunities to use their gifts and talents as active, educated leaders living the Gospel in a rapidly changing world.

Requirements

Freshmen- The Community Service Program is incorporated into the Freshmen Theology Curriculum. Students will complete ten hours of service throughout the year.

Sophomores- Fifteen hours of service *to a church community* completed by **June 1, 2021**. All forms to be turned in to the Service Office.

Juniors- Fifteen hours of service *to a disenfranchised population* completed by **June 1, 2021**. All forms to be turned in to the Service Office.

Seniors- Ten hours of service *to Lake Catholic* completed by **March 1, 2021**. All forms to be turned in to the Service Office.

All additional service hours performed will be added to the total service hours to be counted towards service awards. All hours must be turned in by March 1st of senior year to be considered for service at graduation.

Students who have not completed their service requirement for the previous school year will need to make up those hours during their current school year. Those students will be notified within the first few weeks of the school year.

All requirements must be met in order to graduate and participate in graduation activities. Those who have not met their required service hours will not receive their schedules for next year until necessary documentation is turned into the Service Office. Students may begin accumulating hours as of June 1st of their eighth-grade year.

Service Awards and National Honors Society

The **Service Cord** is awarded to students who have completed a total of 80 hours of service. Additional hours may be earned at any time during your high school career.

Documentation

All service hours are documented on the MobileServe app. The app will be downloaded in Freshmen Religion within the first few weeks of school.

The **Service Office** is located off the Main Hall in the St. Thomas Aquinas Center for Mission and Ministry. There you will find service opportunities and all service forms. Each time you complete a service project you must fill out a documentation form which will be filed in the Service Office. You can also download the form from the Lake Catholic website under Campus Ministry.

ATTENDANCE

Consistent attendance is an essential element in achieving academic success and helps to develop a lifelong habit of regular attendance and punctuality. It is the student's responsibility to contact the teacher about making up work following an absence of any kind.

Students are expected to be in school from 7:55 am to 3:05 pm. Furthermore, once students arrive at school in the morning, they are expected to remain at school until dismissal. Students may not leave the building without the permission of the administration (Early Release form available for Juniors and Seniors. See Administration for details).

Parents will receive written notification from the administration when a student has been absent 15 times. When a student has accumulated 20 absences, medical documentation will be required for each absence thereafter in order for the student to make up class work.

Absences are recorded in ½ day increments and are reflected on the student's permanent record.

A student must be present for at least half of the school day to participate in extracurricular activities on that same day. Students arriving after 11:30 am are considered absent for the day. At the discretion of administration, absences such as funerals and college visits may not prevent a student from participation in extracurricular activities.

Failure to follow the attendance policies and procedures will result in disciplinary consequences.

ABSENCE

When a student is absent, the parent must telephone the attendance administrative assistant at 440-974-4802 prior to 9:00 am on the day of the absence. The message must include the date of the absence, name of the student, student's grade, reason for absence, caller's name and a phone number where the caller can be reached during the school day. In the case of an extended absence (5 or more days) due to illness or surgery, a daily phone call is not necessary if the parent provides the attendance administrative assistant with all the dates of absence. The parent may also request that the student's assignments be collected by calling the school registrar.

APPOINTMENTS

When a student has an appointment during the school day (dentist, doctor, court, college, driving test, funeral), the parent must telephone the attendance administrative assistant at 440-974-4802 prior to 9:00 am. The message should include the student's name, student's grade, date and time of day when the student is to be dismissed, type of appointment, name of caller and a telephone number where the caller can be reached.

Appointments, excluding funerals, require written verification from the dentist, doctor, court or college upon returning to school. If the student returns within an 88-minute time frame (two class periods), the time missed will NOT be reflected on the student's permanent record. An appointment that exceeds the 88-minute time frame or if the student does not have verification will be reflected as an absence on the student's permanent record. Days missed due to funerals are not recorded on the student's permanent record.

SCHOOL ACTIVITY ABSENCES

Days missed due to approved school activities (field trip, retreats or other school sponsored events) are not recorded on the student's permanent record.

COLLEGE VISITS

Seniors and juniors are permitted two college visits during the school year. When a student visits a college, the parent must telephone the attendance administrative assistant at 440-974-4802 prior to 9:00 am. The message should include the student's name, student's grade, date of visit, name of college, name of caller and a telephone number where the caller can be reached during the day. The student must also bring back written verification from the college admissions office upon returning to school. Days missed due to approved college visits are not recorded on the student's permanent record if written verification is received.

EXTENDED ABSENCE

In the case of an extended absence (3 or more days), a daily phone call is not necessary if the parent provides the attendance secretary with all the dates of absence. If the extended absence is a planned absence, an Extended Absence Form must also be picked up from the main office and completed by the student, parent, and student's teachers at least one week prior to the extended absence.

ABSENCE FOR OTHER REASONS

Absence for other reasons (vacations, family events or participation in special events) is discouraged by the school. However, in cases where the parent determines the necessity of this type of absence, the parent must telephone the attendance administrative assistant at 440-974-4802 prior to 9:00 am. The message should include the student's name, student's grade, date of absence, reason, name of caller and telephone number where the caller can be reached. Days missed will be recorded on the student's permanent record.

ILLNESS DURING THE SCHOOL DAY

Students who become ill during the school day must secure a pass to the clinic from their teacher. Upon returning to class, a student must present a signed clinic pass to the teacher. The student's parent will be contacted if it becomes necessary for the student to leave school due to illness.

TARDINESS TO SCHOOL

All students are expected to arrive on time to school. Students arriving late to school report to the Main Office for a pass to class. Students tardy to school more than five times during the year will receive a detention for each tardy thereafter. If a student arrives more than 45 minutes late to school, the time missed will be recorded as a half day absent on their permanent record.

TARDINESS TO CLASS

Students late to class during the school day will receive a detention from the classroom teacher unless the student has a note from a faculty or staff member excusing the tardiness.

DRESS CODE

CODE FOR THE PERSONAL APPEARANCE OF STUDENTS 2022-23

At Lake Catholic High School, students are asked to participate in a structured dress and personal appearance code. This code is designed to promote school identity and to respect the individual dignity and uniqueness of each person. The dress and personal appearance code stress uniformity and personal modesty in school attire appropriate to learning.

When a student enrolls at Lake Catholic High School, there is an awareness and understanding that individual dress has specific restrictions, and that violation or misinterpretation of the uniform will result in disciplinary action, which may include referrals or exclusion from classes. The uniform is officially enforced during school hours while a student is in the building. Parents are considered to be partners with administrators and teachers in enforcing the “Code for the Personal Appearance of Students” and have a responsibility to check their child’s appearance before they leave home. We ask that parents avoid writing notes to vary the published “Code for the Personal Appearance of Students”.

At school functions, students should remember that they are responsible for the good name of Lake Catholic High School at all times and their appearance should reflect good taste and appropriate attire.

The following regulations on dress and personal appearance are created to help motivate a student to develop habits of neatness, order, cleanliness, and appropriate dress for a variety of occasions. Deviation in dress, hairstyle, or appearance violates this personal appearance and dress code. Students must be in compliance with the appearance code at all times.

IN ALL MATTERS REGARDING THE CODE FOR THE PERSONAL APPEARANCE OF STUDENTS THE ADMINISTRATION HAS THE FINAL DECISION APPEARANCE CODE VIOLATIONS

**APPROPRIATE CLOTHING: (These standards apply to normal school day dress-up or dress-down days.) Students are not permitted to wear any clothing containing advertisements or references to any tobacco, drug, or alcohol product. No clothing article may contain any symbol, word, or phrase conveying a message or theme inconsistent with Lake Catholic High School community’s perception of the Gospel and traditions of the Catholic Church.*

BOYS PANTS

Solid khaki colored (tan) dress pants are to be worn. A belt is required to be worn appropriately. Pants must be worn at the waist and are not permitted to be undersized or oversized. Pants with emblems, patch pockets, back pocket rivets, designs of any kind are not permitted. Corduroy, cargo, jogger and jean style pants are prohibited.

SHIRTS

Long or short sleeved polos of either green or gray color, with the Lake Catholic logo are permitted. Polo shirts must be purchased through the Lake Catholic Spirit Store. Shirts must remain fully tucked in at all times. Undersized and oversized polos are prohibited. Polo shirts must be kept in good condition and cannot have any rips or tears.

TIES

Ties will be worn with mass attire.

SWEATSHIRTS

Green or gray school approved uniform sweatshirts may be worn, no collar required to be worn underneath. All sweatshirts must be purchased in the Lake Catholic Spirit Store.

SWEATERS

Green or gray school approved sweaters may be worn. Sweaters must be purchased in the Lake Catholic Spirit Store. A solid white, green, or grey shirt must be worn under sweater.

SHOES & SOCKS

Students are permitted to wear their choice of appropriate footwear in suitable, clean condition. Flip flops, crocs, shoes with wheels/lights and other loud or outrageous shoes are not allowed. Open toed shoes are not permitted. Solid colored socks must be worn in a suitable color, limited to green, grey, black, or white. School administration has authority to determine what constitutes loud or outrageous footwear.

GROOMING

Boys must be clean shaven at all times. Hair is not to extend below the top of the collar and may not cover the eyes or the ears. Fad haircuts and colors are not permitted. Sideburns are not to extend below the earlobe. Wearing of jewelry (necklaces, earrings, nose or eyebrow studs/bars) is prohibited. Tattoos may not be visible at any time.

GIRLS

PANTS

Khaki colored (tan) dress pants or black dress pants are to be worn. A belt is required when pants are worn. Pants must be worn at the waist and are not permitted to be undersized or oversized. Pants with emblems, patch pockets, back pocket rivets, rips and tears, or designs of any kind are not permitted. Corduroy, cargo, jogger, and jean style pants are prohibited.

SKIRT

Lake Catholic approved Glen plaid skirt (no shorter than 3 inches above the knee) purchased through the Lake Catholic Spirit Store. Undersized and oversized skirts are not permitted. Skirts are a privilege, not a right; repeated violations may result in the removal of skirts from daily dress code.

SHIRTS

Long or short sleeved polos of either green or gray color, with the Lake Catholic logo are permitted. Polo shirts must be purchased through the Lake Catholic Spirit Store. Shirts must remain fully tucked in at all times. Undersized and oversized polos are prohibited. Polo shirts must be kept in good condition and cannot have any rips or tears.

SWEATERS

Green or gray school approved sweaters may be worn. Sweaters must be purchased in the Lake Catholic Spirit Store. A solid white, green, or grey shirt must be worn under sweater.

SWEATSHIRTS

Green or gray school approved uniform sweatshirts may be worn, no collar required to be worn underneath. All sweatshirts must be purchased in the Lake Catholic Spirit Store.

SHOES & LEGWEAR

Students are permitted to wear their choice of appropriate footwear in suitable, clean condition. Flip flops, crocs, shoes with wheels/lights and other loud or outrageous shoes are not allowed. Open toed shoes are not permitted. Solid colored socks must be worn in a suitable color, limited to green, grey, black, or white. School administration has authority to determine what constitutes loud or outrageous footwear. Green, gray, or black tights or leggings of neutral shades must be worn under skirts. Solid colored green, grey, white, or black socks of neutral shades must be worn with leggings so that no skin is exposed. Tights and leggings must be a uniform color and design throughout, and must be solid, free of holes or sheer material.

GROOMING

Jewelry and makeup must be appropriate for a school environment. Earrings may only be worn in the ear, no more than three earrings per ear; no other piercing is permissible. Excessive bracelets and necklaces are not allowed. Fad haircuts and colors are not permitted. Tattoos must not be visible at any time.

Note: The lanyard is no longer a required element of the dress code but students must have their student I.D. on their person at all times.

The administration reserves the right to update the dress code policy with fair notification at any time during the school year.

Random school-wide dress code checks will be announced over the PA. Violators who cannot immediately correct the infraction will report to the Attendance Office and receive detention or other corrections as necessary.

Please note: This is the 2022-23 amended dress code policy. This policy is subject to change.

Adherence to the dress code is expected. Students who are not dressed appropriately for school, should expect to serve in in-school exclusion from class and/or have a parent/guardian bring the proper attire and/or borrow one of the appropriate clothing options from the Dean of Student's office in order to enter the classroom.

MASS ATTIRE

MASS DAY ATTIRE IS NOT TO BE WORN ON REGULAR DAYS

BOYS

PANTS

Khaki colored (tan) dress pants are to be worn. Belt is to be worn with the pants. Pants must be worn at the waist and are not permitted to be undersized or oversized. Pants with emblems, patch pockets, back pocket rivets, designs or loops of any kind are not permitted. Corduroy, cargo, jogger and jean style pants are prohibited.

SHIRTS

Long or short sleeve white Oxford style button down dress shirt. shirts must be tucked in and fully buttons during the school day. Undersized and oversized dress shirts are prohibited. Plain white t-shirts may be worn under the uniform shirts. However, the sleeve length of the undershirt must match the sleeve length of the uniform shirt.

TIES

Ties are to be worn properly with a white Oxford dress shirt. No bow ties, string ties, etc.

SHOES/SOCKS

Suitable leather or suede dress shoes (including dress clogs) are permitted. Shoes must be brown or black. Construction shoes, moccasins, sandals, slippers, athletic shoes and boots of any kind are not permitted. Dress shoes are to be clean and/or polished and must be worn with plain socks (at least 2 in above the ankle).

GIRLS

SKIRTS

Lake Catholic approved Glen plaid skirt (no shorter than 3 inches above the knee) purchased through the Lake Catholic Spirit Store. Undersized and oversized skirts are not permitted.

SHIRTS

Short or long sleeve white Oxford style button down dress shirt/blouse. Shirts/blouses must be tucked in and are not to have more than two buttons unbuttoned. Undersized and oversized dress shirts/blouses are prohibited. Plain white t-shirts may be worn under the uniform shirts. However, the sleeve length of the undershirt must match the sleeve length of the uniform shirt.

SHOES/SOCKS

Suitable leather or suede dress shoes (including dress clogs) are permitted. Shoes must be brown or black. High heels, platform shoes, moccasins, sandals, slippers, athletic shoes and boots of any kind are not permitted. Dress shoes are to be clean and polished. Green, gray, black, or white opaque plain tights must be worn with the skirt.

CONDITION OF UNIFORM

The Lake Catholic uniform must always be worn in a manner that is appropriate for a school environment. All parts of the uniform need to be in good condition. All frayed cuffs, split seems, writing, markings and holes in the uniform are unacceptable.

SPIRIT DAY DRESS DOWN

SHIRT

Approved Lake Catholic spirit wear purchased in the Lake Catholic Spirit Store. Lake Catholic approved team or club shirts are acceptable. A Lake Catholic shirt/sweatshirt/sweater must be worn on Spirit dress down days. No bare midriff/short skirts that show the waist are permitted.

PANTS

Jeans, sweatpants, wind pants, capri pants (below the knee), khakis, corduroys and cargos without holes and in good condition are acceptable. Neither shorts nor skirts are permitted. All pants must be suitable for the school environment.

SHOES

Casual shoes, gym shoes, or sandals in good condition are acceptable.

DISCIPLINE POLICIES AND PROCEDURES

We believe our students at Lake Catholic High School are called upon to conduct themselves according to the values consistent with the Gospel message and our mission. Lake Catholic students display these values through commitment to excellence, spirit of respect and compassion, personal integrity and a willingness to serve.

When students act in a manner contrary to these values, their behavior will result in disciplinary consequences. Possible consequences are detentions, in-school suspensions, out-of-school suspensions, disciplinary probation or dismissal. Students may also be required to pay for damages.

IN ALL MATTERS REGARDING THE CODE FOR THE PERSONAL APPEARANCE OF STUDENTS THE ADMINISTRATION HAS THE FINAL DECISION APPEARANCE CODE VIOLATIONS

DETENTION

Detentions are held weekly on Monday, Tuesday and Thursday. Students will be given at least a day's notice to make the necessary arrangements. Students assigned to detentions must report to the designated room by 3:05 pm and remain until 4:00 pm. Tardiness may result in an additional detention. Students are to bring books and materials for study and to constructively occupy themselves during the detention. Silence is to be maintained. Failure to report will result in a double-detention.

IN-SCHOOL SUSPENSION

In-school suspensions are served in the attendance office. Students are placed on suspension for a 24-hour time period. Class work will not be given to students while in suspension and work missed with the exception of tests may not be made up. Students placed on suspension are not permitted to participate or be present at any extracurricular activities until the suspension concludes. Students assigned suspensions which include a weekend will not be permitted to participate or be present at extracurricular activities during that time. Parents will be notified when students are placed on suspension. Students will be marked absent for days in suspension and this will be reflected on the student's record.

OUT-OF-SCHOOL SUSPENSION

Out-of-school suspensions are served over a designated number of days. Students serving an out-of-school suspension receive the same consequences as an in-school suspension. Students are not permitted to be on school grounds or attend any school sponsored events until the conclusion of the suspension. Days missed due to out-of-school suspensions will be reflected as an absence on the student's record.

DISCIPLINARY PROBATION

A disciplinary probation contract is created when a student's behavior becomes problematic. A conference will be held with the parents and student to discuss the terms of the probation agreement. A student who is on probation and violates the terms of the probation agreement may be dismissed. This decision is made by the principal.

DISMISSAL

In some cases, the principal may deem actions by students so severe that it results in immediate dismissal from school. This decision is made by the principal.

PARTIAL LIST OF OFFENSES AND CONSEQUENCES

This list is not intended to be all-inclusive. As various offenses occur, it will be the decision of the administration to determine the appropriate disciplinary consequences.

MINOR OFFENSES

<u>INNAPROPRIATE BEHAVIOR</u>	<u>CONSEQUENCE</u>
Eating or drinking outside of the Atrium/Cafeteria, chewing gum	Warning-first offense; 1-3 Demerits for additional offenses
Wandering without a hall pass	Warning- first offense; 1-3 Demerits for additional offenses
Repeated offenses of the above	Demerit to Permanent Dismissal
Tardy to class	1-2 Demerits
Dress Code violation	1-2 Demerits
Cafeteria violations	1-2 Demerits
Cell phones/Electronic Devices/Listening Devices not permitted between the hours of 8:00 a.m. and 3:05 p.m.	1-5 Demerits and will be confiscated until the end of the school day
Social Media Challenges/Trends	Detention to Permanent Dismissal

MAJOR OFFENSES

INNAPROPRIATE BEHAVIOR

Social Media Challenges/Trends
Posting pictures of faculty, staff, coaches or other LCHS employees on any social media site or app
Possession or display of suggestive, obscene, or pornographic literature, etc.
Sexual misconduct (including online)
PDA (Public Display of Affection)
Forgery of parents' or teachers' signatures or use of forged notes or passes
Failure to comply with disciplinary actions; Insubordination
E- Cigarette use or paraphernalia or tobacco use or possession on or in the vicinity of the school campus or events
Profanity; Inappropriate language
Leaving the building without permission
Leaving school grounds without permission
Disruption of class
Disruption of school
Unauthorized use of school computers/Chromebooks or violation of Computer Use Policy
Truancy from school
Truancy from class
Truancy from required tutoring class
Cheating
Lying
Misbehavior at school liturgies or assemblies
Stealing
Fighting
Assault
Physical Contact against another student
Harassment (sexual, racial, etc.)

CONSEQUENCE

Detention to Permanent Dismissal
Detention to Permanent Dismissal
5 Detention to Permanent Dismissal
Detention to Permanent Dismissal
1-5 Detention
Detention to Permanent Dismissal
Detention to Permanent Dismissal
5 Detention to Permanent Dismissal
1-5 Detention
Detention to Permanent Dismissal
Detention to Permanent Dismissal
1-5 Detention
Detention to Permanent Dismissal
Detention, Possible Fine and/or Ban from Use to Permanent Dismissal
Detention to Permanent Dismissal
1-5 Detention
1-5 Detention
Detention to Permanent Dismissal
1-5 Detention
1-5 Detention
Detention to Permanent Dismissal; Restitution may be required
5 Detention to Permanent Dismissal
Permanent Dismissal
5 Detention
Detention to Permanent Dismissal

Hazing or Bullying (to harass or initiate another student) physical, verbal or electronic harassing, threatening, or degrading another person electronically via cell phone, computer etc.	Detention to Permanent Dismissal
Verbal harassment or persistent name calling	Detention to Permanent Dismissal
Threatening to harm another	5 Detention to Permanent Dismissal
Reckless Operation or Parking Violations	1-3 Detention
Damaging property of school or another persons' property	Detention to Permanent Dismissal; Restitution may be required
Extortion	Detention to Permanent Dismissal; Restitution may be required
Possession or use of a Laser Pointer	Detention to Suspension
Possession or duplication of school or faculty keys without permission	Permanent Dismissal
Being in an unauthorized area or academic area after the building has been secured	Detention to Permanent Dismissal.
Being found in any part of the school without supervision.	Detention to Permanent Dismissal.
Pranks	Detention to Permanent Dismissal
Inappropriate conduct that is detrimental to LCHS school and community	Detention to Permanent Dismissal
Disrespect to any members of the LCHS community, student or adult	Detention to Permanent Dismissal
Possession or use of fireworks	Detention to Permanent Dismissal
Possession or use of harmful and/or illegal substances (alcohol and/or drugs)	Report of drug testing substances within 24 hours; Administrative decision in accordance with Chemical Abuse Policy
Possession of a weapon(s), facsimile or real, or use of an object as a weapon	Permanent Dismissal
A verbal threat, the use of physical force, the use of profanity, obscene language, and/or negative gestures to a teacher or staff member on or off campus	Detention to Permanent Dismissal

<p>The use, sale, distribution, possession, or being under the influence drugs or alcoholic beverages on or off campus or at any school-sponsored event (home or away)</p>	<p>5 Day Suspension to Permanent Dismissal; Report of drug testing within 24 hours. Administrative decision in accordance with Chemical Abuse Policy Additional Consequences: If the LCHS student is not expelled: Immediate dismissal from all extra-curricular activities for a period of up to one year. This applies to Athletic Teams, school clubs and organizations, Drama productions, school-sponsored trips and social events, and all leadership positions.</p>
<p>Hosting or facilitating a party or gathering at which alcoholic beverages or other illegal drugs are used by minors, or procuring a facility for such a party or gathering</p>	<p>5 Day Suspension to Permanent Dismissal Report of drug testing within 24 hours 36 Report of drug testing within 24 hours with Chemical Abuse Policy.</p>
<p>Setting false alarm or inducing panic</p>	<p>Suspension to Permanent Dismissal</p>
<p>Youth Gangs and Gang-Related Activity</p>	<p>Suspension to Expulsion Legal Authorities notified</p>
<p>Aiding and abetting any violation of Lake Catholic High School policy</p>	<p>Detention to Permanent Dismissal</p>

DRESS CODE VIOLATIONS

Students out of dress code will receive a referral to the Dean of Students from a faculty or staff member. If the dress code violation is deemed inappropriate for the classroom setting, the student will be sent to the administration. The administration reserves the right to decide whether a student is in compliance with the dress code.

ELECTRONIC DEVICE VIOLATIONS

All electronic devices must remain out of view during school hours. Teachers reserve the right to collect electronic devices during their class and return at the end of the period. Use of an electronic device during school hours will result in:

- **First Offense:** Confiscation of device and given to principal and \$10.00 return fee.
- **Second Offense:** Confiscation of device and the device is given to principal. Parental notification and \$25.00 return fee.
- **Third Offense:** Confiscation of device and given to the principal. Parental notification and device must be dropped off to the attendance office by student every morning and picked up at the end of the day. Failure to drop off device may result in a detention. The student will drop off their device daily until the end of the semester.

CHEATING

Lake Catholic does not tolerate cheating of any kind. Students who, in the judgment of his or her teacher, have given evidence of copying answers or work from another student, an earlier test or someone else's writing will receive a zero for the copied test, project or assignment. Students may also receive an in-school suspension. Students who help others cheat may receive the same sanctions.

PLAGIARISM

Lake Catholic students are required to demonstrate academic integrity in the submission of course assignments and projects. This integrity includes students properly crediting the ideas, words, data or diagrams of other people that are used in research assignments or projects. The use of someone else's paper, words or ideas from resources such as texts, journals, websites without proper documentation, is considered dishonest and is called plagiarism. Students who plagiarize will receive a zero for the project or assignment and may receive additional consequences.

SMOKING

Smoking and chewing of tobacco are strictly prohibited at school or school sponsored events. This includes the use of any tobacco products including, but not limited to, e-cigarettes and personal vaporizers. Students may not carry tobacco, cigarettes, matches, e-cig paraphernalia or other smoking material on their person. Students in violation of this policy will receive an in or out of school suspension.

DRUG AND ALCOHOL POLICY

Use, suspected use, transmission, and/or possession of drugs, alcohol, counterfeit controlled substances or drug paraphernalia on school property or at school sponsored activities is forbidden. In addition to disciplinary consequences, further consequences for violation of this policy may include a professional evaluation and follow-up at the family's expense, contacting police, and/or dismissal from Lake Catholic High School. Sale, transmission, and/or distribution of alcohol and/or drugs will ordinarily result in automatic dismissal from Lake Catholic High School. The principal may also notify the police.

HARASSMENT

Lake Catholic seeks to create and foster a school community in which all individuals are treated with dignity, integrity and respect. And in light of this, every person has a human dignity which Lake Catholic is committed

to enhance and protect. We believe that all individuals are “created in the image and likeness of God.” For these reasons, the Lake Catholic community is one in which all faculty, students and staff are entitled to pursue their fullest intellectual, social, spiritual, emotional and physical potential. Harassment of any kind interferes with this development and, therefore, will not be tolerated.

Harassment occurs when an individual is intimidated, teased, bullied, threatened, or discriminated against because of race, religion, age, gender, physical appearance, socioeconomic status, or sexual orientation. Harassment creates an offensive, hostile and intimidating environment. Examples of harassing behavior include, but are not limited to the following:

- **Verbal Harassment:** Derogatory or demeaning comments, jokes, threatening or intimidating words spoken to or about another person or group.
- **Physical Harassment:** Unwanted physical contact, touch, impudence, blocking movements, assault, hazing or any intimidating interference with normal activity or movement.
- **Visual Harassment:** Derogatory, demeaning or inflammatory drawings, written words, cartoons, posters, gestures or altered photographs physically produced or posted (such as the internet and/or text messages).
- **Sexual Harassment:** Unwelcome insults and other verbal or physical conduct of a sexual nature.

The school will treat allegations of harassment seriously and will review and investigate such allegations in a prompt, confidential and thorough manner. As members of the Lake Catholic family, we trust that you will embrace and practice these principles on campus and in your home.

MISTREATMENT OF OTHERS & BULLYING

Lake Catholic does not tolerate mistreatment of other students or behavior that is inconsistent with Lake Catholic’s mission, core values, vision and beliefs. Prohibited behavior occurs when a student is a target of mistreatment usually in the form of intentional, repeated hurtful acts, words, or exclusionary behaviors including but not limited to:

- Intimidation, such as name-calling or threatening
- Social alienation, such as shunning or spreading false rumors
- Physical aggression, such as spitting or pushing.

“Bullying” is likewise prohibited. It will not be tolerated. “Bullying” as related to students means either of the following:

- (a) Any intentional written, verbal, electronic, or physical act that a student has exhibited toward another particular student more than once and the behavior:
 - i. Causes mental or physical harm to the other student and
 - ii. is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student; or (b) Violence within a dating relationship.

Any student who believes s/he has been the victim of mistreatment or bullying shall report the incident(s) to a teacher, counselor, or administrator immediately. Similarly, any student who believes another student has been mistreated or bullied shall report the incident(s) to a teacher, counselor, or administrator immediately. All reports will be reviewed in a prompt and thorough manner, and no student will be retaliated against for bringing forth concerns of mistreatment or bullying or for participating in the investigation of a mistreatment or bullying complaint.

Violations of this policy will result in disciplinary action.

HAZING

Lake Catholic does not tolerate hazing behavior in any form.

Hazing is defined as “doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person.”

Hazing includes, but is not limited to, any conduct, coercion or intimidation used as a method of initiation into a student organization or team that causes or creates a substantial risk of causing mental or physical harm to any person.

Students are strictly prohibited from participating in any student hazing, knowingly submitting to any hazing activities, or being present or having knowledge of hazing and failing to report it or take other steps to stop the hazing.

Examples of conduct that could be considered hazing include:

- Physical behavior, such as paddling, forced consumption of anything, or shaving of hair/tattooing
- Physical restraints, such as tying up or confining another to a small space
- Behavior that creates increased risk of mental harm, such as abandoning, deprivation of basic needs, or deception
- Behavior that creates increased risk of emotional harm, such as embarrassing or intimidating acts
- Sexualized behavior that involves nudity or sexual acts (simulated or otherwise).

Hazing must be reported immediately to a teacher, counselor or administrator.

All reports will be reviewed in a prompt and thorough manner, and no student will be retaliated against for bringing forth concerns of hazing or for participating in the investigation of a hazing complaint. Violations of this policy will result in disciplinary action.

REPORTING ABUSE

If a student is the victim of child abuse, he or she should tell a teacher, counselor or administrator immediately. All school personnel are mandated reporters of child abuse (sexual, physical and emotional), as well as child neglect and domestic violence, under Ohio Revised Code 2151.421.

STUDENT THREATS POLICY

Any and all student threats to inflict any harm to self or others must be taken seriously. Whoever hears the threat must report it immediately to a school administrator.

SEXUAL HARASSMENT & SEXUAL VIOLENCE POLICY

Allegations of sexual harassment are to be reported to the teacher and the principal. Parents of both offender and the victim will be informed of the allegations. The matter is to be kept confidential by all parties involved and every effort will be made to protect the alleged victim from retaliation. The parents of both the offender and the victim are obligated to cooperate in remedying the situation.

WEAPONS POLICY

The use, possession, sale, or discharge of any weapon or look-alike weapon or explosive device in the school, on school grounds or at school sponsored activities is prohibited. Violations of this policy may warrant notification of the police, immediate suspension and possible expulsion.

YOUTH GANGS POLICY

Youth gangs and gang-related activities are prohibited. A gang is defined as any non-school sponsored group, usually secret and/or exclusive in membership, whose purpose or practices include unlawful or anti-social behavior or any action that threatens the welfare of others. Consequences for involvement in gangs or gang-related activities will result in disciplinary action up to and including expulsion and referral to police and/or the courts.

OUT OF SCHOOL CONDUCT

Student behavior that reflects negatively on Lake Catholic High School and/or implicates or involves Lake Catholic High School may warrant investigation and action on the part of the administration. In addition, students may incur disciplinary consequences.

PARENT/STUDENT EXPECTATIONS

ASSEMBLIES

Students proceed to an assembly according to the directions given and are to sit in their designated area. Behavior is expected to conform to the nature of the assembly.

ATRIUM

Students must be on time to study hall or they will be issued a detention for tardiness. To leave the atrium, passes may be presented to the study hall supervisor at the beginning of the period. Upon approval by the supervisor, students leaving must sign out of study hall with their name, destination and time leaving. When students return to study hall, they must fill out the time of return on the sign out sheet.

Students are not permitted to sit on the tables or security desk in the atrium. Before leaving the atrium, students are responsible for cleaning their area and pushing the chairs against the table.

BOOK BAGS & BACKPACKS

Book bags and backpacks are not to be worn or carried during the school day.

BUS & VAN REGULATIONS

Students riding a bus or school van must conduct themselves in a manner consistent with school expectations. They are also required to abide by local and state regulations. Failing to comply with regulations may result in forfeiture of riding privileges.

CAFETERIA

It is the responsibility of all students to keep the Cougar Den clean! Students are given seven minutes to arrive in the Cougar Den for lunch periods before being issued a detention for tardiness. To leave the Cougar Den, passes may be presented to the supervisor at the beginning of the period. Upon approval by the supervisor, students leaving must sign out of the Cougar Den with their name, destination and time leaving. When students return to lunch they must fill out the returning time on the sign out sheet. Students are not permitted to return to their lockers during lunch. Students must abide by the rules and protocol set forth by AVI Food Services to check out and pay for lunches.

COMMUNICATION

Communication expectations are as follows:

1. Students are expected to communicate all academic concerns to their teacher first. They may also see help from counselors or administrators when needed.
2. Parents are expected to bring all academic concerns to the teacher or counselors after discussing the situation with their student.
3. If parents need further communication after speaking to the teachers or counselors, they should contact the Dean of Academics.
4. After those steps are taken, any further communication should be directed to the principal.

CONFIDENTIALITY

All student records and information is held confidential by all employees of Lake Catholic High School at all times. Employees must comply with the Family Educational Rights and Privacy Act (FERPA) at all times. Employees of Lake Catholic High School will discuss student situations with the parents/guardians of those students only. Employees of Lake Catholic High School will not meet with anyone except a parent/guardian to discuss student situations even if a parent gives consent.

ELECTRONIC DEVICES

All electronic devices must remain out of view during school hours. The school is not responsible for theft or damage of electronic devices.

EMERGENCY DRILLS

Emergency drills such as fire, tornado, rapid dismissal and lockdowns are conducted throughout the school year as required by law. It is essential that when the signal is given for a drill or actual emergency that students obey instructions specified by faculty and staff members. Silence is to be maintained until the conclusion of the emergency drill.

FOOD & DRINK

Students are not permitted to have food or drink in the classrooms, library, labs, gym, etc. Food and drink are permitted in the atrium and the cafeteria only. Students are not permitted to have food delivered to school.

HANDBOOK REPLACEMENTS

Students may purchase a Student-Parent Handbook replacement for a \$5.00 fee in the attendance office.

INTERVENTION

Students who are required to report to intervention during study hall daily are given four minutes to arrive or they will be issued a detention for tardiness. Upon entering intervention, students must sign in. Students with occasional passes to intervention must go to study hall and sign out before going to intervention. After signing out of study hall, students are given four minutes to arrive.

MEDIA CENTER

Students who plan to use the media center during the school day should sign up prior to first period on the day they intend to use it. The sign-up sheet is on the media center desk. Students who have a 7:30 am class or know that they are going to be late on a certain day are welcome to sign up for the media center on the previous day. After signing up, students **report directly to the media center**. They must arrive on time and remain for the entire period. If students arrive after the bell, they will be issued a detention for tardiness. Students must sign in at the front desk after arriving in the media center. Students may not use the media center during their lunch or study hall periods. The **only** exception is if they need to use the printer. If this is the case, the students may ask the moderator for a pass to go to the media center. They must return to their original location afterwards. No food or drink is permitted in the media center at any time.

PARENT COOPERATION

The education of student is a partnership between parents/guardians and the school. If a parent's behavior is detrimental to the relationship with Lake Catholic High School, actions may be taken by the school administration to address these concerns. If in the opinion of the administration the partnership is irretrievably broken, the school reserves the right to request that the student be withdrawn from Lake Catholic High School.

PARKING LOT

Student drivers may use the school parking lot with the purchase of a parking permit from the attendance office. The cost of the permit is \$70, and it must be displayed in the lower right-hand corner of the windshield. Student drivers must abide by all the rules and regulations specified on the *Parking Permit Form*. Failure to comply with parking lot regulations may result in a forfeiture of parking lot privileges.

SIGNS, POSTERS & DECORATIONS

Requests for signs or posters to be hung must be approved by an administrator. Signs and posters may be placed in designated areas with blue painter's tape only. They may not be placed on painted walls, over fire exits or attached to the ceiling grids. Decorations of lockers should only use blue painter's tape or magnets.

SPORTSMANSHIP

As athletes and spectators, we are governed by the ethics of honest rivalry and the graceful acceptance of the results of the contest. We urge all our supporters to enjoy the event with integrity and celebrate our students in a way that brings credit to our school, our team and our community.

STUDY HALL

A quiet environment must be maintained while in study hall. Students will be given an assigned seat by the study hall supervisor. Students must be prepared with work from their classes that will keep them occupied for the entire period. At the discretion of the study hall supervisor, students may study together.

Students must be on time to study hall or they will be issued a detention for tardiness. To leave study hall, passes may be presented to the study hall supervisor at the beginning of the period. Upon approval by the supervisor, students leaving must sign out of study hall with their name, destination and time leaving. When appropriate, a student ID card must be exchanged for a hall pass. When students return to study hall they must fill out the returning time on the sign out sheet.

USE OF SCHOOL GROUNDS & SUPERVISION

Students should not be on the school grounds without the supervision of an employee of Lake Catholic High School. Students that arrive before school or stay late after school must stay in the atrium unless given permission otherwise. Student waiting before or after extra-curricular activities or athletic events must also wait in the atrium. Students should not be on a field or in the gym without a coach present. If a teacher is not present in an area they normally supervise, students should stay in their seats or desks. If that teacher does not arrive after a few minutes, students must send someone to the main office. In case of an emergency, students seek out the nearest adult.

STUDENT SERVICES

ATHLETIC TRAINER

A certified athletic trainer is available to athletes during home athletic events and after school according to the posted schedule. The trainer assists students with taping prior to practice and games, as well as supervising rehab following an injury.

ATRIUM

The atrium and patio are open for use by all students both before and after school. During the school day, students will also have the privilege of meeting in the atrium for study hall. The patio may be used by study hall students in good weather.

BUILDING HOURS

On school days, students may arrive at school as early as 7:00 am but must remain in the atrium or cafeteria. The school offices and library open at 7:30 am. Students are welcome to wait in the atrium after school for the start of supervised activities or a ride home. Students may not be in the halls of the school after 3:30 pm, unless they are directly observed by school faculty or staff. Students waiting for transportation or after school activities must remain in the school atrium.

CLINIC

A staffed clinic is available for students who become ill or are injured during the school day. The clinic is also where appropriately documented and labeled medication is stored for students.

COUGAR CAFE

The Cougar Cafe is open school days from 7:30 am until approximately 4:00 pm. Students may purchase beverages and a variety of other snack items. Student's pre-paid lunch account is also accepted in the Cougar Café.

COUGAR SPIRIT STORE

The store is open school days Tuesday, Thursday and Friday from 7:30 am – 4:00 pm. Wednesday 11:00 am-7:00 pm. Closed on Monday.

During summer break the store is open from 8:00 am – 1:00 pm on Tuesdays and Thursdays. The Cougar Spirit Store offers a variety of items, including school supplies and workbooks, school uniforms and a large assortment of Cougar spirit clothing and items.

COUNSELING SERVICES

Guidance counselors have offices in the school. Students are assigned a guidance counselor who will work with them throughout their four years of high school. Guidance counselors help students with study skills, course selection, career planning, college applications and individual needs. The guidance counselors, campus minister, school nurse and school administration are available to assist students with academic, social, emotional, spiritual and physical concerns. Students in crisis are seen immediately.

EXTRACURRICULAR ACTIVITIES

Lake Catholic students are both invited and encouraged to participate in extracurricular activities, including clubs, sports teams and service organizations. Active participation helps students to broaden their interests,

expand their friendships, learn valuable leadership skills and enhance their talents. Information about our extracurricular activities will be made available to students through announcements and publications.

IDENTIFICATION CARDS

Student ID Cards are issued at the beginning of each school year. By presenting a valid Student ID Card, students are entitled to free admission at school concerts and regular season home athletic events.

LOCKERS

At the beginning of each school year, students are assigned a school locker, where they are to store appropriate school and personal items. All school lockers must have a school-issued lock on them and should be locked at all times.

Students enrolled in a Physical Education (PE) class during the year have permission to use the lockers in the PE locker rooms during that period only. Each season, athletes are assigned a locker in the athletic locker room and may use it before or after school only. All lockers in the locker rooms must have a school-issued lock on them and be locked at all times.

Scotch tape is prohibited from being used on the inside or outside of lockers. Magnets are the only adhesives permitted to be used on lockers.

Students will be held responsible for damage to their lockers. All lockers are the property of Lake Catholic High School and may be searched by the administration at any time.

LOST AND FOUND

The lost and found is located in the main office. All articles found should be turned in to the main office. All loss of property should be reported to the assistant principal of student services. At the end of each semester, unclaimed items will be donated or discarded.

MEDIA CENTER

The media center is a place for study, research and recreational reading, and working on group projects. The media center provides an atmosphere which encourages academic growth and excellence, and students are encouraged to make use of as many of the available resources as possible. The media center is generally open from 7:30 am – 3:30 pm during the school year.

INTERVENTION PROGRAM

Tutoring is provided by intervention specialists for those students with specific learning disabilities as indicated on a Service Plan. The tutoring is scheduled during the student's study hall and takes place in H-24 within a small group setting. Accommodations stated in the Service Plan are provided by both the classroom teacher and intervention specialists. Regular communication between school and home is facilitated through Net Classroom, emails, parent-teacher conferences and phone calls.

WEIGHT ROOM

Strength and conditioning equipment is available for athletes and physical education students. Students who use the weight room must be under the supervision of a coach, physical education teacher, or supervisor at all times.

WEBSITE

The Lake Catholic High School website (www.lakecatholic.org) provides students and parents with a wealth of information about the school and should be referred to frequently.

CougarNet

Net Classroom is an online communication tool designed to provide timely information about a student's schedule, attendance, discipline and academic progress. At the beginning of each school year, students and parents are given passwords which allow them to access CougarNet via the school's website. Students, as well as parents, are strongly encouraged to monitor grades frequently and to consult with the teachers in order to address specific needs or concerns. Technical problems should be reported to the systems administrator or technology coordinator at the school.

School Calendar

All school events, including those that take place on campus or off campus, are posted on the website's school calendar. Due to the everchanging nature of school events, the website school calendar will provide the most current information.

Daily Announcements

Lake Catholic students produce and broadcast a daily news show. Some of the more pertinent items are then posted to the daily announcement monitors in the cafeteria.

Email

All faculty, staff and students are assigned an email address, which is accessed through the school's website. Students and parents are encouraged to use this method of communication whenever possible.

MISCELLANEOUS POLICIES

ASBESTOS POLICY

Federal law now requires all schools to inspect their buildings for asbestos containing materials and to develop Management Plans for those materials found. Our school has completed this Inspection/Management Plan and has submitted a copy to the Ohio Department of Health.

The asbestos Inspection/Management Plan is available for review, by appointment, during our regular business hours. If you wish to see the report, please contact the school office for an appointment. All appointment requests will be honored within (5) working days of their receipt. Also, a copy of the Inspection/Management Plan can be made available, upon written request, for the cost of reproduction.

Our school maintenance and custodial staff has received specialized asbestos training, and will visually survey the asbestos-containing materials in our buildings every six (6) months. A complete reinspection, by an EPA accredited inspector, will occur every three (3) years, and copies of these inspections will be available for your review. If asbestos abatement is every required, other than small scale short duration repairs, only fully EPA accredited asbestos contractors will be used.

AIDS POLICY

Students with Acquired Immune Deficiency Syndrome (AIDS) enrolled or seeking enrollment in grades 9 through 12 shall be permitted to attend school programs in a regular classroom setting provided:

1. The health of a student, as documented by his/her physician, allows participation in regular academic school activities.
2. The student behaves acceptably; in a manner that would not cause the spread of the disease or in any way put others at risk.
3. The student does not have open sores, skin eruptions, or any other condition which prevents his/her control of bodily secretions.
4. There are periodic evaluations of the student's physical condition with written certification from his/her physician allowing continuing participation in regular academic school activities.

The principal will consult with the appropriate persons to make a decision on each case. Parents and guardians have the obligation to report to the school administration when any child has been diagnosed as having AIDS (Acquired Immune Deficiency Syndrome), ARC (AIDS Related Complex), or other illness caused by HIV (Human Immune

Deficiency Virus that causes AIDS, also known as HLTVIII or LAV). Please see an administrator if you have further questions or concerns.

CUSTODIAL PARENT INFORMATION

For the safety of our students living in non-intact families, custodial parents/guardians are requested to furnish the school with a copy of the custody papers. This will be kept in the student's permanent record file. Unless the decree indicates otherwise, school communications will be directed to the custodial parent/guardian. Custodial parents should understand, however, that unless the divorce decree specifically limits the non-custodial parent's rights to access records and school information, the non-custodial parent has a right to the same access to school information as the custodial parent.

DELIVERIES

Deliveries of items such as flowers, balloons, and food are not permitted during the school day.

EMERGENCY MEDICAL AUTHORIZATION

All students are required to have this form on file. This form enables parents to authorize emergency treatment for students who become ill or injured while under school authority, when parents cannot be reached. This form must be updated annually.

EMERGENCY SCHOOL CLOSING

When Lake Catholic is closed because of weather-related or other emergencies, the announcement of the closing will be broadcast over TV stations, posted to social media and notified via phone message. Usually, Lake Catholic closes for snow days when Mentor Exempted Village Schools close. If Lake Catholic remains open even though another district closes, then the students from that district would have to provide their own transportation to school. If parents judge such transportation to be dangerous, they should call the attendance office to report the absence.

All extracurricular activities will be cancelled when there is an emergency school closing. Exceptions may only be granted by the administration of Lake Catholic High School.

IMMUNIZATIONS

In order to attend school, all students new to Lake Catholic High School must have the immunizations required under Ohio Law Sections 3313.671 and 3701.13 of the Ohio Revised Code. A record of these immunizations must be on file with the school nurse by the 15th day of the school year.

MARRIED STUDENTS POLICY

Lake Catholic High School does not accept or enroll married students. Please see an administrator if you have further questions or concerns.

MEDICATION

All medications, prescription and over-the-counter, must be stored and administered in the school clinic. A written order must be obtained from the physician and a written request to dispense from the parent must be submitted before any medication may be administered by the school nurse or other school personnel. The medication must be in its original container and have a label that clearly indicates the student's name, name of medication, dosage and time of administration.

The *Medication Form* is available in the main office. A new form must be completed each school year, as well as any time there is a change in the medication order.

With proper medical documentation, students with asthma may carry inhalers during the school day. Students who have submitted proper medical documentation, may carry an Epi-Pen during the school day.

MESSAGES TO STUDENTS

Delivering messages to students during the school day is a disruption to the academic atmosphere. Therefore, only urgent messages will be delivered to students during the school day.

NON-CUSTODIAL PARENT INFORMATION

Lake Catholic respects the rights of non-custodial parents. In the absence of a court order to the contrary, the school will provide, upon written request, the non-custodial parent with access to the academic records and to other school related information regarding the student.

ONLINE STUDENT POLICY

Lake Catholic High School does not actively monitor personal online websites. However, when the administration learns of inappropriate postings including defamatory comments or images regarding the school, the employees or other students in online blogs such as, but not limited to, YouTube.com®, Facebook®, Twitter®, Instagram® etc. the school will exercise every disciplinary and legal measure it deems appropriate including suspension and expulsion of the student(s) involved.

PHOTOGRAPHY/VIDEO POLICY

Lake Catholic High School reserves the right to photograph and/or video record students for the purposes of marketing or recognition including but not limited to publication in brochures, recruitment materials, newspapers, social media and the school website. Any parent objecting to the use of their student's image for these purposes must notify the school in writing no later than the first day of school.

PREGNANCY POLICY

Two sets of principles are to be applied in the situation of the adolescent pregnancy in the Catholic school setting. One set of principles applies to the teaching on respect for human life. The second set of principles applies to effective school management.

While respect for life is of prime importance, due respect for effective school management is not to be neglected in coping with the potentially disruptive aspects of pregnancy in the school setting. Please see an administrator if you have further questions or concerns.

SCHOOL LOGO AND IMAGE POLICY

Any logos or images of Lake Catholic High School as well as the name itself are the property of Lake Catholic High School and may not be used, replicated, or posted in any manner by any individual without the expressed written permission of the school administration.

SCHOOL COUNSELOR SERVICES

Lake Catholic High School's counselors may see a student at least once without parent/guardian notice or consent to ensure the following:

- That the student is not in danger of harming himself or others;
- That the student is not being abused, threatened, or neglected.

SENIOR EARLY DISMISSAL

Seniors who are employed or have an unusual family circumstance may request to be dismissed at 2:19 pm. To request early dismissal, seniors should obtain an *Early Dismissal Form* from the attendance office. After filling out and returning the form, students may not leave until permission has been granted by the administration. At the discretion of the administration, this policy can be expanded to other grade levels.

TECHNOLOGY AND INTERNET POLICY

We believe that technology is a vital means to assist those who carry out the educational ministry of Lake Catholic High School. We are pleased to offer students of Lake Catholic access to our computer network, including access to the Internet. Access to the Internet will enable students to explore thousands of libraries,

databases and useful academic resources throughout the world. Families should be warned that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate or potentially offensive to some people. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials as well. We believe that the benefits to students from access to the Internet, in the form of information, resources, and opportunities for collaboration, exceed any disadvantages. Ultimately, parents and guardians are responsible for setting and conveying the standards that their children should follow when using digital media and information sources.

Students are responsible for appropriate digital age citizenship on school computer networks just as they are responsible for appropriate citizenship in a classroom or a school hallway. All communications on the school network are considered public in nature and students should act accordingly by using appropriate professional language, behavior, etc. General school rules for behavior, conduct, and communications apply. The network is provided for students to conduct research and to communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Access is a privilege, not a right. Access entails responsibility. Individual users of Lake Catholic's computer network are responsible for their actions. Network storage areas will be treated like school lockers. Network administrators may review files, communications and general network history in order maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files stored on any server or computer would be private. During school, teachers may guide students toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, movies, radio and other potentially offensive media.

Users have no privacy rights to any data received or disseminated on the network and by utilizing these Lake Catholic systems they consent to Lake Catholic's right to audit all communications, files and documents. If a user acts inappropriately through the communications systems, Lake Catholic reserves the right to report such actions to any outside authorities and/or take appropriate internal disciplinary action.

The following are examples of inappropriate use and activity:

1. Sending or displaying offensive messages or pictures
2. Using violent, aggressive or obscene language
3. Harassing, insulting or attacking others
4. Viewing, researching or posting weapons or other activity deemed as threatening by the administration.
5. Damaging computers, computer systems or any other related network hardware (ie iPads, printers, etc.)
6. Hacking or other unlawful activities
7. Violating copyright laws
8. Downloading information and files not relevant to curriculum-related activities
9. Accessing inappropriate web sites that have escaped Internet filtering
10. Attempting to or overriding Internet filtering system
11. Violating privacy issues by:
 - Posting personal contact information about you or other people
 - Using or attempting to use another's password
 - Trespassing or attempting to trespass in another's folders, work or files
12. Intentionally wasting limited resources
13. Employing the network for commercial purposes
14. Using email inappropriately to pass along chain emails or other communications not related to classroom activities

The preceding list is not an all-inclusive list of inappropriate uses and activities. Violations will result in a loss of access as well as other applicable disciplinary or legal actions. School procedures will be followed for enforcement of policy and determining ramifications of infractions of this policy.

Chromebooks

Documentation relating to the Cougar Chrome Initiative can be found on the Lake Catholic website at www.lakecatholic.org/CougarChromeInitiative or by visiting the Main Office during operating hours. These documents are including but not limited to; CCI Handbook, Student Acceptable Usage Policy, Initial Rollout Letter, insurance letter, etc.

VISITORS

All visitors must sign in with security personnel located in the atrium/main office before going to any part of the building. Visitors will be given a badge, which is to be worn while in the building.

FINANCIAL POLICIES

TUITION

Tuition for the 2022-2023 school year is \$11,300.00

A *Tuition Contract* is required for all students. When completing this document families must choose from one of four payment plans:

- Pay in Full – Payments of full tuition made by 6/30/2022 qualify for a 2% discount.
- Pay by Semester – Payments of at least half of the tuition account balance made by 6/30/2022 qualify for a 1% discount on the amount paid. Payments of the remaining balance made by 12/30/2022 qualify for a 1% discount.
- 11 Monthly Payments – July 2021 through May 2023 on the 1st or 20th of each month. Families must provide a bank account number from which monthly payments will be automatically withdrawn. Monthly payments are 1/11th of the outstanding balance on the July 1, 2022 Tuition Statement issued the third week of June.
- Tuition Financed through the Cardinal Community Credit Union with terms up to 11 months (please call for more info).

Tuition accounts will be charged \$35 for each returned check and \$20 for each returned ACH payment.

Tuition Discounts, Financial Aid & Scholarships

All discounts, financial aid and scholarships are credited to a student's tuition account on the July 1, 2021 Tuition Statement or as earned throughout the school year.

Lake Catholic offers several grants and tuition discounts:

- Alumni Grant - \$300 awarded to each student with a parent or grandparent who is an alumnus of Lake Catholic (limit one discount per student, per year).
- Multi-Student Grant- 2nd student \$1,000, 3rd student \$3,000, 4th student \$11,300 (enrolled concurrently)
- Pay in Full – See above
- Pay by Semester – See above

Financial Aid/Tuition Assistance

- Requires submission of a FACTS application (<https://online.factsmgt.com/signin/3WY22>) every year for which financial aid is desired.
- FACTS Grant and Aid (FACTS) will process all applications and release results to Lake Catholic and the Diocese of Cleveland. Please allow a minimum of three weeks for processing once your application is completed.
- The deadline to submit an application for tuition assistance for current students is May 31st. Late applications will be considered if funding is available (please contact the Business Office).
- The Diocese of Cleveland also makes need-based tuition assistance awards. These awards will generally be announced at the same time as Lake Catholic's awards. The deadline for Diocesan Tuition Assistance is May 31st.

Scholarships

- Academic scholarships are awarded to students based on the results of a placement exam taken prior to their freshman year. Please contact the Admissions Office for more information.

- Catholic Teacher’s Scholarship - \$1,500 is awarded to a student with a parent who is a full-time teacher in a Catholic grade or high school. The parent must obtain a letter from the school annually to verify employment status and forward it to the Business Office.
- Other scholarships from outside of Lake Catholic High School may be available from time to time and are announced to their target audience and posted on the Admissions page on Lake Catholic’s website as information is available.

Registration, Participation and Other Fees

Registration Fees are due at the time of class registration. Registration for continuing students generally occurs in February for the following year. The registration fee for continuing students is \$250.00.

Registration for new students occurs in early March or as scheduled with the Admissions Department. The registration fee for new students is \$350.00.

Athletic and other participation fees help offset the cost of transportation, officials, uniforms, equipment and supplies of each activity. These fees are added to tuition accounts as incurred. These fees can be paid separately or added to monthly automatic payment amounts by calling the Business Office.

To encourage our students to participate in multiple activities and lessen the financial burden on families, a \$1,500 per-family cap has been set. Swimming fees (if applicable) are not subject to the family cap due to the actual cost of the activity exceeding the fees charged for participation.

Participation and other fees include, but are not limited to:

Athletic Participation Fees

- Baseball - \$425
- Basketball - \$400
- Cheerleading - \$275
- Cross Country - \$250
- Football - \$550
- Golf - \$350
- Indoor Track - \$100
- Lacrosse - \$425
- Softball - \$375
- Soccer - \$400
- Swimming – TBA
- Tennis - \$375
- Track - \$350
- Volleyball - \$425
- Wrestling - \$525

Other Fees

- AP Exam - \$95
- Band Camp – TBA
- Graduation - \$100
- LC Singers - \$75
- Musical - \$75
- Parking - \$75
- Play - \$75
- Registration Fee - \$250/\$350

Schedule Change - \$40

Transportation – From \$175/month to \$1,200/year

TRANSPORTATION

Students attending Lake Catholic High School may be eligible for public school transportation or reimbursement from their public-school district of residence. Questions regarding the availability and use of public school bus transportation should be directed to the local public school's district office.

Lake Catholic High School provides a fee-based van service to neighboring communities where public school transportation is not available. Several levels of service are available. Current riders are contacted each spring to assess their need for transportation for the following school year. Incoming students can register for transportation during their registration appointment or through the Admissions Department. Questions about van routes and fees should be directed to the school's finance office.

CAFETERIA

The Cougar Den, Lake Catholic's cafeteria, is open during the four regularly scheduled lunch periods during the school day.

The Cougar Den offers a Free and Reduced Lunch program.

Qualification for this program is based on federal guidelines. Student eligibility is determined through the completion of a FACTS Grant and Aid application. This application can be assessed here:

<https://online.factsmgt.com/signin/3WY22>

The Lake Catholic Administration reserves the right to make appropriate changes to the handbook with proper notice.