



**STUDENT – PARENT
HANDBOOK
2025–2026**

LAKE CATHOLIC HIGH SCHOOL

6377 Reynolds Road
Mentor, OH 44060

Telephone: 440-578-1020

Fax: 440-974-9087

Attendance Telephone: 440-578-1020 #1

Website Address: www.lakecatholic.org

College Code: 363373

Administration

President – Mr. John Morabeto

Principal – Mr. Thomas McKrill ('07)

Assistant Principal – Ms. Maghen Frindt

Assistant Principal – Mr. Tanner Ross

Athletic Director – Mr. Erik Schroeder

Dean of Academics – Mr. James Slike ('07)

Director of Advancement – Mrs. Carla Ronnebaum ('00)

Director of Mission and Formation – Mrs. Cari Foster

Director of Finance – Stephen Patt ('85)

The Student-Parent Handbook serves as a guide to help students and families understand the mission, values, and expectations of Lake Catholic High School. It is designed to foster a shared commitment to the core characteristics that define a Lake Catholic student: excellence in all pursuits, a spirit of respect and compassion, personal integrity, and a willingness to serve.

Lake Catholic High School admits qualified students of any race, creed, nationality, or ethnic origin and grants them equal access to all rights, privileges, programs, and activities generally available to students at the school. The school does not unlawfully discriminate on the basis of race, creed, national, or ethnic origin in the administration of its educational policies, admissions policies, scholarship and financial aid programs, athletics, or any other school-administered programs.

Enrollment and annual registration at Lake Catholic High School signify the student's and parent's agreement to support the Catholic philosophy of education and to comply with all policies, procedures, and regulations outlined in this handbook.

Please note that the school reserves the right to update, add, or amend policies and procedures throughout the academic year. Appropriate notice will be provided should any such changes occur.

LETTER FROM THE PRINCIPAL

Dear Lake Catholic Families and Students,

Welcome to the 2025–2026 school year at Lake Catholic High School!

There has never been a more exciting time to be a Cougar. Whether you're new to Lake Catholic or preparing for your final year, you are part of a community rooted in faith, united in purpose, and ready to grow together. This year, we invite every student, family, and staff member to embrace our school-wide academic theme: **ELEVATE**.

To **ELEVATE** means to rise above, to lift others, and to reach for something greater. It's about raising our standards, deepening our faith, and striving for excellence in all that we do—spiritually, academically, and personally. As a school community, we will challenge ourselves to **ELEVATE** our mindset, our actions, and our commitment to one another.

To our students:

Each day is a new opportunity to become the person God is calling you to be. Lead with courage, serve with humility, and learn with purpose. When you walk across the graduation stage, you'll leave with far more than a diploma—you'll carry a foundation built on faith, character, leadership, and love.

To our parents and guardians:

Thank you for trusting us with your most precious gift. We recognize your sacrifices and your steadfast support. Our mission is strengthened by our partnership with you, and together, we will **ELEVATE** the educational and faith experience for your children.

This handbook outlines the expectations, policies, and shared commitments that allow our community to **ELEVATE** and thrive. Please take time to review it as a family—it helps us all stay aligned and grounded in our mission.

The year ahead is full of promise. Together, let's **ELEVATE** Lake Catholic—our faith, our standards, and our spirit.

With gratitude and hope,

Thomas E. McKrill
Thomas E. McKrill ('07)
Principal



Regular Schedule			
1	8:00	-	8:44
2	8:48	-	9:30
3	9:34	-	10:16
4	10:20	-	11:02
5-6	11:06	-	11:48
5L	11:06	-	11:32
6-7	11:36	-	12:18
7L	11:52	-	12:18
7-8	11:52	-	12:34
9L	12:38	-	1:04
8-9	12:22	-	1:04
10	1:08	-	1:50
11	1:54	-	2:38

HR Schedule			
1	8:00	-	8:41
HR	8:45	-	8:59
2	9:03	-	9:43
3	9:47	-	10:27
4	10:31	-	11:11
5-6	11:15	-	11:55
5L	11:15	-	11:41
6-7	11:45	-	12:25
7L	11:59	-	12:25
7-8	11:59	-	12:39
9L	12:43	-	1:09
8-9	12:29	-	1:09
10	1:13	-	1:53
11	1:57	-	2:38

1:30 Dismissal NO HR			
1	8:00	-	8:34
2	8:38	-	9:12
3	9:16	-	9:50
4	9:54	-	10:28
5-6	10:32	-	11:06
5L	10:32	-	10:58
6-7	11:02	-	11:36
7L	11:10	-	11:36
7-8	11:10	-	11:44
9L	11:48	-	12:14
8-9	11:40	-	12:14
10	12:18	-	12:52
11	12:56	-	1:30

1:30 Dismissal with HR			
1	8:00	-	8:32
HR	8:36	-	8:48
2	8:52	-	9:24
3	9:28	-	10:00
4	10:04	-	10:36
5-6	10:40	-	11:12
5L	10:40	-	11:06
6-7	11:10	-	11:42
7L	11:16	-	11:42
7-8	11:16	-	11:48
9L	11:52	-	12:18
8-9	11:46	-	12:18
10	12:22	-	12:54
11	12:58	-	1:30

SJV Mass			
1	8:00	-	8:34
2	8:38	-	9:11
3	9:15	-	9:48
Mass	9:52	-	11:02
4	11:06	-	11:39
5-6	11:43	-	12:16
5L	11:43	-	12:09
6-7	12:13	-	12:46
7L	12:20	-	12:46
7-8	12:20	-	12:53
9L	12:57	-	1:23
8-9	12:50	-	1:23
10	1:27	-	2:00
11	2:04	-	2:38

Assembly			
1	8:00	-	8:38
2	8:42	-	9:20
3	9:24	-	10:02
4	10:06	-	10:44
5-6	10:48	-	11:26
5L	10:48	-	11:14
6-7	11:18	-	11:56
7L	11:30	-	11:56
7-8	11:30	-	12:08
9L	12:12	-	12:38
8-9	12:00	-	12:38
10	12:42	-	1:20
11	1:24	-	2:02
Assembly	2:06	-	2:38

This handbook constitutes the agreement between the parent/guardian and the school. Its rules and regulations must be adhered to.

In order to avoid any misunderstanding regarding the rules and regulations of Lake Catholic High School, we require the student and his/her parent/guardian to read the handbook then sign the contract and return it to the student's homeroom teacher.

Handbook Acknowledgement Form

Due by: September 5, 2025

Please return to your Homeroom Teacher

I (We) the parent(s) or guardian(s) of _____

have received a copy of the Student/Parent Handbook for Lake Catholic High School for the 2025-26 school year. I (we) understand that this handbook contains the written rules, regulations and policies of Lake Catholic High School.

I (we) further acknowledge that our son/daughter shall comply with the rules, regulations and policies of Lake Catholic High School in all areas, including but not limited to religious, academic, attendance, disciplinary and financial obligations. Failure to comply with all of these obligations may result in immediate dismissal for my (our) son/daughter from Lake Catholic High School.

_____/_____/2025
Signature of Parent/Guardian Date

I _____, a student at Lake Catholic High School for the 2025-26 school year acknowledge that I have received a copy of the Student/Parent Handbook. I have read the handbook and I accept all the rules and regulations herein stipulated.

_____/_____/2025
Signature of Student Date

Internet Acceptable Use Policy-User Agreement Form

In order to ensure the proper use of technology resources, it is necessary that each user and parent/guardian annually sign the attached Student Acceptable Use Policy – User Agreement Form. The signed form must be on file at Lake Catholic High School before Internet and other technology access is permitted. Signing the form indicates that the user will abide by the rules governing Internet and other technology access as stated in this policy. The school reserves the right to issue additional or more detailed rules for the use of technology resources, and violations of such rules may be a cause for imposition of any of the penalties delineated in the policy.

The school reserves the right to seek financial restitution for any damage caused by a student.

PARENT AGREEMENT

As a parent or guardian, I have read the Acceptable Use Policy located in this handbook in its entirety. I recognize that it is impossible for Lake Catholic High School to restrict access to all controversial materials acquired on the internet, and I will not hold the school responsible for any materials acquired or contacts made on the Internet. Further, I accept full responsibility for supervision of my child's use when he or she is not in school. I hereby give my permission to allow my student access to the internet at Lake Catholic High School.

Signature of Parent/Guardian

Date

_____/_____/2025

STUDENT AGREEMENT

I have read and understand the Acceptable Use Policy located in this handbook in its entirety. I understand that access is designed for curriculum support purposes. I agree to assume responsibility for my actions and abide by the rules set forth. I further understand that a violation of these regulations is unethical and might even constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action and/or legal action may be taken if applicable.

Signature of Student

Date

_____/_____/2025

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INTRODUCTION

MISSION STATEMENT

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 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 that:

- 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.

COAT OF ARMS

Each element of the seal continues to represent a key part of Lake Catholic's spiritual and educational mission:

- The sun depicts the human interaction with God in the Paschal Mystery of Christ's saving death and resurrection.
- The torch symbolizes the ongoing search for truth.
- The olive branch reflects the school's pursuit of peace.
- The cross and waves are drawn from the insignia of the Bishop of the Diocese of Cleveland, reminding us of our diocesan roots.
- The cross itself remains a clear symbol of salvation in Christ.
- The interlocking rings, now featured as a standalone element of the rebrand, represent a deep partnership of life and love in the Lord—a visual expression of our enduring faith community.



PATRON SAINT

St. Thomas Aquinas (1225-1274) 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

The Class of 1974 had the task of selecting many of the traditions that are now a part of Lake Catholic. On September 18, 1970, "Cougars" was announced as the overwhelming winner of the school's mascot.

Other mascots up for consideration were: Trojans, Cobras, Gladiators, Crusaders, Silver Streaks, Marauders, Lakemen, Warhawks and Colts.

In 2018, the student body voted to name the Cougar mascot Carlos. Shortly thereafter, a female mascot started appearing with Carlos. In 2022, the female Cougar was named Elsie.



The official school colors are Forest Green and Silver Gray

ACADEMICS

Lake Catholic students are encouraged to choose a course load that challenges them academically, prepares them for college and life beyond high school, broadens their interests, and supports the exploration of future career paths. Students are expected to take initiative in their academic journey by engaging with available resources and seeking help when needed.

Course selection and scheduling is a collaborative process involving students, parents, teachers, and school counselors. Placement in courses is determined by a combination of factors, including entrance exam results, prior academic performance, standardized test scores, and course-specific prerequisites. Families are encouraged to communicate any relevant information that may impact course placement decisions and help ensure that each student's unique learning needs are met.

To make the most of their education at Lake Catholic, students are expected to enroll in 7 or 8 courses per semester. Additional courses held outside of the standard school day (such as performing arts, athletics, or dual enrollment) may be taken in addition to this schedule. Students may not exceed 8 study halls per week in order to promote active engagement in their academic experience.

ACADEMIC INTEGRITY

At Lake Catholic, academic integrity is a reflection of our commitment to honesty, personal responsibility, and academic excellence. Students are expected to complete their work with integrity and to uphold the highest standards of ethical conduct in all academic pursuits.

Academic dishonesty undermines the learning process and includes, but is not limited to:

- Copying or allowing others to copy assignments or assessments
- Using generative artificial intelligence (e.g., ChatGPT, PhotoMath) without teacher permission
- Submitting another student's work as one's own
- Using unauthorized resources or aids during assessments
- Translating assignments using online tools like Google Translate without permission
- Plagiarizing—presenting someone else's words, ideas, or work without proper citation

All instances of academic dishonesty will be addressed with progressive disciplinary action. Each offense will be documented in the student's academic record, and consequences will be determined by the administration based on the severity and context of the violation.
(Refer to page 30 for more on the Discipline Policy and Procedures.)

GRADUATION REQUIREMENTS

To graduate from Lake Catholic High School, students must earn a minimum of 25 credits distributed as follows:

Subject Area	Credits Required
Theology	4.0
English	4.0
World Language	2.0
Social Studies	3.0
Science	3.0
Mathematics	4.0
Physical Education	0.5
Health	0.5
Visual & Performing Arts	1.0
Financial Literacy	0.5
Electives	2.5
Total Credits	25.0

ELECTIVES AND ADDITIONAL COURSEWORK

To meet the required 25 credits, students must select elective courses. These may be chosen from a variety of departments, including Visual Arts, Business and Technology, World Language, or other courses not already fulfilling core requirements.

Lake Catholic may grant academic credit for coursework completed prior to 9th grade, provided the curriculum aligns with high school-level standards and is verified by an official final transcript.

GRADUATION PARTICIPATION REQUIREMENTS

To be eligible to participate in graduation exercises and receive a diploma from Lake Catholic High School, students must:

- Successfully meet all State of Ohio graduation requirements
- Complete all Theology requirements, including 50 hours of approved community service (verified forms must be submitted by May 1 each year)
- Successfully complete a Career Project as outlined by school administration

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 \$100. 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.

**Any questions call the Guidance Dept. at 440-578-1020*

Step 1: File CCP application with Lakeland Community College (or the college of your choice)

Step 2: Submit High School Transcripts

Step 3: Take college's placement exam and achieve a minimal placement level for ENG 101 or equivalent. 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.

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.

EARLY GRADUATION/NCAA REQUIREMENT

Students seeking early graduation—particularly for NCAA eligibility or college enrollment—must initiate the process by submitting a formal request for early graduation consideration no later than December 1 of their junior year to their guidance counselor. This timeline ensures adequate planning and alignment with academic, athletic, and college admissions requirements.

Requests will be reviewed on an individual basis in consultation with school administration, the counseling department, family and, when applicable, the athletic director. Approval is not guaranteed and is contingent upon academic standing, credit completion, and alignment with Lake Catholic's graduation requirements.

TRANSFER STUDENTS

Students transferring to Lake Catholic High School from another secondary institution are required to meet all Lake Catholic graduation requirements from the time of enrollment through the completion of their senior year.

Any discrepancies between the academic requirements of a student's previous school and those of Lake Catholic will be reviewed and resolved by the school administration. Credit for honors-level coursework will be granted only if an equivalent honors course is offered within Lake Catholic's curriculum.

Please note:

- Participation in sports, clubs, or extracurricular activities at a previous school does not count toward Lake Catholic recognitions or awards.
- Transfer students are not eligible for top academic honors awarded at graduation, including Valedictorian and Salutatorian distinctions.

Regarding National Honor Society eligibility:

A NHS member who transfers to Lake Catholic High School and brings a letter from the principal or chapter adviser to the new adviser shall be accepted automatically as a member in Lake Catholic's chapter. Transfer members must meet the new chapter's standards within one semester in order to retain membership.

SCHEDULE CHANGE

Once course selection forms have been submitted, any changes must be approved by the school counselor and administration. After schedules are released, changes will only be made for the following reasons:

- A scheduling error or conflict
- A course level adjustment recommended by a teacher or counselor
- Completion of a summer school course that impacts the schedule
- Failure to meet the prerequisites for a scheduled course

Requests to change teachers or periods will not be honored.
All schedule changes must be finalized before the end of the first full week of the semester.

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 High School upon successful completion of the course. Students must complete summer school courses by July 31st. Credit recovery may not begin until the end of the school year. The administration may make an exception for a senior.

GRADE REPORTING

Lake Catholic High School uses FACTS, a secure, password-protected online platform, to provide families with real-time access to student academic progress, attendance, discipline records, and grades.

Both students and parents are strongly encouraged to check FACTS regularly and to communicate directly with teachers to address any academic concerns or questions. Ongoing engagement with this platform helps support student success and fosters a strong partnership between home and school.

INCOMPLETES

A grade of I (Incomplete) may be issued when a student has not finished required coursework due to extenuating circumstances. This determination is made by the teacher in consultation with the Administration.

Students receiving an Incomplete have two weeks from the end of the grading period to submit the outstanding work. If the work is not completed within this timeframe, all missing assignments will receive a grade of zero, and the final course grade will be calculated accordingly.

SEMESTER EXAMS

Each semester will conclude with a semester exam or culminating project designed to assess a student's mastery of the learning objectives covered throughout the semester.

The semester exam or project grade will account for 20% of the final semester grade and will also appear as a separate entry on the semester report card. These assessments are an essential component of the academic program and are expected to be completed by all students as scheduled.

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 the Administration prior to granting approval. Please see your counselor with any questions.

GRADING SCALE

Letter Grade	Percentage Range	Quality Points
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%	0.6
F	Below 65%	0.0

Courses designated as Honors or Advanced Placement (AP) receive a 0.5 weight when calculating the Grade Point Average (GPA). This means an additional 0.5 quality points are added to the GPA value of the final grade earned in those courses (e.g., an A in an AP course is weighted as 4.5 instead of 4.0).

The cumulative GPA is reported on both the quarterly hard-copy report card and the official transcript.

GRADE POINT AVERAGE

At the end of each semester, students receive a Grade Point Average (GPA) that reflects their academic performance for that term. The GPA is calculated by dividing the total quality points earned by the total semester credits attempted.

GPA Calculation Formula

$$\text{GPA} = \text{Total Quality Points} \div \text{Total Semester Credits}$$

Each course contributes to the GPA based on:

- The letter grade earned
- The point value of that grade (see Grading Scale)
- The credit value of the course
- Whether the course is weighted (Honors or AP = +0.5)

Course	Grade	Credit	Pt. Value	Quality Points
Jesus	B	0.50	3.0	1.50
Phys Ed 1	B	0.25	3.0	0.75
English 1	B-	0.50	2.6	1.30
Beg. Choral	B+	0.50	3.3	1.65
Spanish 1	B	0.50	3.0	1.50
H. Algebra 1 (<i>Honors</i>)	A	0.50	4.5	2.25
Science	B-	0.50	2.6	1.30

Total Quality Points = 10.25
Total Semester Credits = 3.25

$$\text{GPA} = 10.25 \div 3.25 = 3.15$$

Note:

No official Grade Point Average (GPA) will be calculated based on quarter grades. Only semester grades are used in determining a student's official GPA, which appears on report cards and transcripts.

SEMESTER GRADE CALCULATIONS

Semester grades at Lake Catholic are calculated using the following weighted formula:

- Quarter 1 Grade \times 40%
 - Quarter 2 Grade \times 40%
 - Semester Exam or Project Grade \times 20%
- = 100% Final Semester Grade

To receive credit for a course, the final semester grade must be a D- (65%) or higher.

Report Cards will display:

- Quarter 1 Grade
- Quarter 2 Grade

- Exam Grade
- Final Semester Grade

Transcripts will include only:

- Final Semester Grade
- Credit Earned

STUDENT GOVERNMENT ELIGIBILITY

Student Government Executive Officers are expected to uphold high standards in academics, behavior, and attendance. To remain eligible while serving:

- Officers must maintain academic eligibility as defined by school policy
- No suspensions are permitted during their term of service
- Officers must not be placed on academic, disciplinary, or attendance probation at any time during their tenure

Failure to meet these expectations will result in immediate removal from office.

ATHLETIC AND EXTRACURRICULAR ELIGIBILITY

Extracurriculars include any school-sponsored organization, club, team, or activity for which academic credit is not awarded.

Students who are academically ineligible may not participate in any aspect of extracurricular activities during the period of ineligibility. This includes, but is not limited to:

- Tryouts
- Practices
- Scrimmages
- Games/contests
- Performances
- Offseason team workouts and conditioning

OHSAA Guidelines:

All student-athletes must meet the eligibility requirements established by the Ohio High School Athletic Association (OHSAA).

- Incoming Freshmen:
 - Per OHSAA Bylaw 4-4-1 Students must have received passing grades in at least five courses in the immediately preceding grading period to begin participation in high school sports.
- Fall Sports Exception:
 - Per OHSAA Bylaw 4-4-3, eligibility for the first grading period is based on the student's final grades from the previous school year and takes effect with the start of the fall sports season.
- Eligibility Timeframe:

- 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.

Lake Catholic Eligibility Requirements :

- Academic Eligibility:
 - To participate in athletics or extracurriculars, a student must:
 - Maintain a minimum GPA of 1.75
 - Not fail more than one class
- Disciplinary Eligibility:
 - Students placed on Disciplinary Probation may also be declared ineligible for extracurricular participation, regardless of academic standing. This decision is made at the sole discretion of the administrative team.

Social Events:

Occasional school-sponsored social events, such as dances, are not subject to this extracurricular eligibility policy.

ACADEMIC PROBATION

If a student fails at least one course for the quarter and/or has a quarter GPA below 1.75, they will be placed on Academic Probation for the following quarter. Students and parents will be notified of probation and a plan for improvement will be mutually developed . Academic Probation will be reviewed on a quarter-by-quarter basis. A meeting with parents and the administration may be requested. Continuous academic probation may result in dismissal from Lake Catholic High School.

ACADEMIC HONORS & 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; as well, to be eligible for the award students may not earn a D or F as a semester one 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 a GPA of 3.5, while consistently acting with extraordinary leadership and holding a leadership position in an extra-curricular activity.

CHRISTIAN LIFE AWARD

The Christian Life Award is Lake Catholic's highest honor, recognizing one male and one female senior who exemplify the mission and values of our school through the active living of their faith. This prestigious award celebrates students who are a living witness to the Gospel and embody the spirit of Jesus in all they do—within our school, their parishes, and the greater community.

Award Criteria:

- Consistently lives out the Gospel and reflects the spirit of Jesus.
- Demonstrates integrity and leadership rooted in faith.
- Models the Lake Catholic Mission Statement and Core Values in daily life.
- Actively serves through Campus Ministry, spiritual life events, parish involvement, and community outreach.

Recipients are selected through a nomination process that includes input from both faculty/staff and peers. This award honors their unwavering commitment to faith, service, and leadership throughout their time at Lake Catholic.

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 at Lake Catholic 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

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 Ohio Department of Education Honors Diplomas.

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.

SERVICE CORDS

Seniors who complete 80 or more documented hours of community service during their time at Lake Catholic will be awarded a service cord to wear at graduation in recognition of their commitment to serving others.

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

At Lake Catholic High School, spiritual development is central to our mission as a Catholic school in the Diocese of Cleveland. Rooted in Gospel values, our Campus Ministry program offers students regular opportunities to grow in faith through school-wide liturgies, daily prayer, retreats, reconciliation services, and service activities.

We partner with St. John Vianney Parish and local clergy to enrich our spiritual life. A Diocesan-assigned chaplain is present on campus one day per week, celebrating Morning Mass at 7:15 a.m. and supporting student spiritual needs. Priests also assist with the Sacrament of Reconciliation during Advent and Lent.

This vibrant faith life encourages students to actively live out their beliefs and develop as compassionate, Christ-centered, leaders.

Non-Catholic students are fully included in all faith-based activities, which are designed to foster understanding and personal reflection, not conversion. All students are invited to engage in meaningful expressions of faith in a respectful and inclusive environment.

In alignment with our mission, service remains a required and vital part of the student experience, challenging students to extend learning beyond the classroom and commit to leadership through compassionate action.

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 and families for one final time before they graduate. This special liturgy just for seniors is a celebration of the community of faith they have been formed in over their four years. *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. These retreats are a special opportunity to spend with classmates, and adult and student leaders. It is a time to step away from the regular stressors of school and extracurricular activities and spend time reflecting and encountering Jesus in new and exciting ways and is often the highlight of the school year. If students are absent the day of the retreat, they must make up the retreat experience with an activity assigned by the Director of Mission and Formation.

SERVITIUM (SERVICE HOUR REQUIREMENT)

A willingness to serve is a core value of our Lake Catholic community. We use our God-given

gifts and talents to serve others with **a spirit of respect and compassion**. Service is completed individually, in small groups, and as a whole school. It is integrated into the fabric of our practice.

Annual Hour Requirements:

- **Freshmen:** 10 hours
- **Sophomores:** 15 hours
- **Juniors:** 15 hours
- **Seniors:** 10 hours

Service is a requirement; please see the Service Coordinator, Director of Mission and Formation, teacher, or administrator if you find that you need any support in being successful.

Service Hour Completion Date:

All service hours should be completed, submitted, and approved within the date range below. Submission and approval are logged through MobileServe.

- Freshmen-Juniors: **June 1, 2025 - May 1, 2026**
- Seniors: **June 1, 2025 - April 1, 2026**

Submitting Hours:

- Service hours are tracked through **MobileServe**, this app is available on student Chromebooks or as a mobile app.
- Directions for downloading and tracking hours can be found on our website at LakeCatholic.org under the Faith tab. Theology teachers will post this information in Google Classroom.
- The MobileServe submission process includes the following steps:
 - Basic information about completed service
 - Reflection questions
 - Verification through MobileServe from a staff member within the organization where the service was completed.

Where:

- Service can be completed at any non-profit organization
- There will be a service fair to help students discover non-profits within Lake County
- Service Coordinator, Director of Mission and Formation, teachers, administrators and coaches help students find service that is a good match with their passions and skills.

Students who do not complete their required service hours by the designated deadline will be required to meet with the Director of Mission and Formation, the Principal, and their parents. During this meeting, a plan will be developed to determine a new completion timeline and final deadline. Students may also be assigned additional service hours as part of this plan.

SERVICE CORD

Students who complete a minimum of 80 verified service hours through MobileServe by April 1

of senior year will receive a service cord to wear at graduation. Additional hours may be earned at any time throughout the school year over the four years.

ATTENDANCE

Lake Catholic High School follows both school policy and state law regarding student attendance. Daily attendance records are required by law and impact our state funding. Attendance is tracked in FACTS and listed on report cards.

Consistent attendance supports academic success and builds lifelong habits of responsibility and punctuality.

Reporting Absences, Appointments, and College Visits

Call 440-578-1020 (press 1) or email attendance@lakecatholic.org by 9:00 AM to report an absence. Include:

- Student's name and grade
- Date and reason for absence / early dismissal time
- Parent/guardian name and contact number

If no contact is made, a wellness check may be requested through local authorities.

EXCUSED ABSENCE POLICY

Lake Catholic High School has adapted Ohio's EdChoice Scholarship eligibility as the basis of the excused and unexcused absence policy.

To maintain EdChoice Scholarship eligibility for future school years, a scholarship recipient may not have more than 20 unexcused absences during a single school year. Any absence from school is unexcused unless it is for one of the following approved reasons. All excused absences must be documented as stipulated below. Documentation for excused absences must be maintained in the student file at the chartered nonpublic school.

As adopted by the State Board of Education rule 3301-69-02(B)(2) of the Administrative Code, an excused absence from school may be approved on the basis of one or more of the following conditions:

- Illness or injury of the child. The parent or guardian must provide documentation to the chartered nonpublic school. Any absence for illness or injury of the child which exceeds three days absent from school must be certified in writing by a physician or appropriate health professional.
- Illness in the family necessitating the presence of the child. The parent/guardian must provide documentation stating the nature of the illness and the circumstances which require the presence of the child. Any such absence which exceeds three days absent from school must be certified in writing by a physician or appropriate health professional.
- Quarantine of the home. The absence of a child from school under this condition is limited to the length of quarantine as determined and certified in writing by the proper health professionals.

- Death of a relative. The absence arising from this condition is limited to a period of three days and must be documented in writing by the parent/guardian of the student. Any absence for this reason in excess of three days must be approved by the Chief Program Officer of the Ohio Educational Choice Scholarship Program.
- Medical or dental appointment. The parent/guardian must provide documentation.
- Observance of religious holidays. A child shall be excused for absences for the purpose of observing a religious holiday consistent with his/her truly held religious beliefs. The parent/guardian must provide documentation detailing dates of all absences for religious holidays.
- College visitation. The parent or guardian must provide documentation from the college, university, or technical college verifying the date and time of visitation.
- Emergency or other set of circumstances. The parent or guardian must provide documentation detailing the emergency circumstances. Any absence for this reason in excess of three days must be approved by the Chief Program Officer of the Ohio Educational Choice Scholarship Program.
- Out-of-state enrichment activities or extracurricular activities. A student who is absent from school for the sole purpose of traveling out of state to participate in an enrichment activity approved by the district or school governing body or in an extracurricular activity can have up to four days per school year excused. The parent/guardian must provide documentation detailing the reasons for these absences.

OTHER ATTENDANCE RULES AND PROCEDURES

- Once a student arrives at school, they must remain in the building. They are not to sit in cars in the parking lot or leave the school grounds.
- Attendance will be taken by the teacher at the beginning of every class period via FACTS.
- Students are expected to attend all classes and to be present at assigned study halls and lunch.
- Students MAY NOT excuse themselves from class, study halls, or lunch.
- Students MAY NOT leave the school building during the school day unless they have a written request or a phone call from their parent or guardian which is approved by the Attendance Office, or permission from the Assistant Principal to go to and return from the parking lot.
- It is the student's responsibility to contact the teacher about make-up work following an absence of any kind.
- 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 dates of absence.

- If a student is going out of town, a parent/guardian needs to contact the attendance office even if a student spoke with teachers. Parent/guardian needs to give dates of absence and reason – preferably before the absence starts
- Parent/guardian must contact the school/attendance each day the student is absent unless a list of days has already been given.
- When a student arrives late to school or needs to leave early, they must sign in/out using the tablets at the attendance desk.

APPOINTMENTS

Appointments, excluding funerals, require written verification from the dentist, doctor, court or college upon returning to school. If the student returns within 84 minutes (two class periods), the time missed will NOT be reflected on the student's permanent record. An appointment that exceeds 88 minutes or if the student does not have verification will be reflected as an absence on the student's permanent record.

ABSENCE FOR OTHER REASONS

The Lake Catholic administration faculty and staff expects students to be present for all school days. Please avoid scheduling time away from school. Absence for other reasons (vacations, family events or participation in special events) is discouraged by the school. Days missed will be recorded on the student's permanent record as unexcused.

ILLNESS DURING THE SCHOOL DAY/CLINIC POLICY

Students who feel ill during the school day must first inform their teacher and receive a pass before reporting to the clinic. Upon returning to class, students must present a signed clinic pass to their teacher. If it becomes necessary for the student to leave school, the clinic staff will contact the parent or guardian directly. *Students should not call or text home before checking in with the clinic.*

While in the Clinic:

- A pass is required to visit.
- Cell phones and Chromebooks may not be used.
- Homework or schoolwork should not be completed in the clinic; the space is intended for rest and evaluation.

EXTRACURRICULAR EVENT ATTENDANCE

To participate in any extracurricular event, students must be present for at least half of the instructional minutes of the school day. Time spent at school-sponsored activities counts toward this requirement.

Students who are absent for more than half the day may not participate in or attend after-school or evening events (such as games, practices, rehearsals, or performances) unless approved by an administrator.

- Health reasons/appointment (MUST have a doctor's note)
- Funeral (MUST have a note from a parent)
- College Visit (MUST have a note from the college on letterhead)
- Family Emergency (MUST be approved by the Assistant Principal)

TARDINESS TO SCHOOL

When arriving after 8:00 a.m. students are to report to the Attendance Office for a tardy slip. If a student arrives after 9:00 am the parent/guardian is to call the Attendance Office (440-578-1020).

A student who is late because of a medical or dental appointment must bring a note from their appointment. (All medical/dental offices provide these notes.)

*Oversleeping, missed busses, rides, personal reasons, weather, road conditions, etc., will not be considered an excused tardy *A note or call from a parent does not necessarily mean the tardy will be excused** Administration will deem tardies to be excused because of traffic or weather conditions. This is a day-of decision, based on the conditions reported by our staff that reports from all surrounding areas.

Tardies to school will result in consequences as follows:

- 3 Tardies: A warning is issued and an email will be sent to the parent/guardian.
- 6 Tardies: A detention will be issued and an email sent to the parent/guardian.
- 9 Tardies: Two detentions will be issued and the student will be placed on attendance probation.
- 12 Tardies: ISS

TARDINESS TO CLASS

Students are expected to be in their classroom and seated when the bell rings. Tardiness will be recorded each period in FACTS. Consequences for repeated tardiness will follow the expectations outlined in each teacher's syllabus and may include disciplinary action.

ATTENDANCE PROBATION

If a student's absences exceed 15 days or a student accumulates 9 morning tardies a student's circumstances will be reviewed by the administration and the student may be placed on attendance probation. Attendance probation may mean that a student will not be eligible to participate in school-sponsored activities. If probationary guidelines are not met a student may be dismissed from Lake Catholic High School.

DRESS CODE

At Lake Catholic, our dress code promotes school identity, modesty, and respect for self and others. Students are expected to follow uniform guidelines that support a focused and respectful learning environment.

By enrolling at Lake Catholic, students and families agree to follow the dress code.

Violations—including incorrect interpretation of the code—may result in disciplinary action. The dress code is in effect during all school hours. Parents are expected to partner with the school by ensuring their student leaves home in proper attire.

KEY GUIDELINES:

- Clothing must be clean, neat, and appropriate.
- Students must adhere to the dress code during school hours. Non-compliance may result in disciplinary actions.
- Parents should ensure their child's dress code compliance before school. Notes requesting exceptions are not accepted. Parents may be required to come to the school to rectify student dress code violations.
- No messaging that contradicts the mission or teachings of the Catholic Church.
- Students may wear Mass dress code attire any school day.
- Dress code applies on regular, dress-up, and dress-down days.
- Students must dress appropriately at all school related activities and functions to uphold the school's reputation at all times.

PERSONAL APPEARANCE POLICY

- Violation Reporting: All dress code violations are reported to the Assistant Principal, who will determine the consequences.
- Immediate Correction: If a violation cannot be corrected immediately, the student will be sent to the Assistant Principal of Student Life's office. Parents/guardians will be contacted, and the student will stay with a staff member or the Office until the issue is resolved. The student is responsible for any missed work.
- Continuous Violations: Repeated infractions, such as improper shirts, non-approved sweatshirts, jackets, incorrect shoes, or fad hairstyles, will result in disciplinary actions, including detentions and suspension(s).
- Exceptions: For medical or emergency reasons, a note from a parent or doctor must be submitted to the Assistant Principal/Attendance Office before the school day begins.
- Random Checks: Dress code checks will occur randomly throughout the year. Students unable to immediately correct violations will receive demerits or other necessary corrections.

- NOTE: Any type of SKI MASK/FACE COVERING is not permitted on or off campus during any school event.

Note: The administration has the final say in all matters related to dress code violations.

REGULAR UNIFORM - BOYS

Lake Catholic High School expects male students to maintain a clean, modest, and professional appearance that reflects the values and dignity of our school community. The following guidelines apply during the regular school day:

PANTS

- Solid khaki (tan) dress pants must be worn.
- Pants must be worn at the waist and fit appropriately—no oversized, undersized, or sagging styles.
- A belt is required and must be worn at all times.
- Pants may not include emblems, patch pockets, rivets, or decorative stitching.
- Prohibited styles: corduroy, cargo, jogger, or jean-style pants.

SHIRTS

- Students must wear a short- or long-sleeved polo in green, gray, white, or black with the official Lake Catholic logo.
- Polos must be purchased from the Lake Catholic Spirit Store AND must remain tucked in throughout the school day.

SWEATER / QUARTER-ZIP

- Students may wear a uniform sweater or quarter-zip over the polo.
- The polo must still be worn underneath.
- Any outerwear worn during the school day must be uniform approved and purchased from the Lake Catholic Spirit Store, including dress sweaters, crew neck sweatshirts and quarter-zips.

SHOES & SOCKS

- Students may wear clean, well-kept footwear that is in good condition and appropriate for school.
- Not permitted: flip-flops, Crocs, shoes with wheels or lights, open-toed shoes, slippers, backless shoes, or any loud/distracting styles.
- Solid-colored socks in green, gray, black, or white must be worn.
- Final decisions regarding footwear appropriateness rest with the school administration.

GROOMING

- Facial hair must be neatly groomed and maintained at all times.

- Hair must not extend below the top of the collar, cover the ears or eyes, and should maintain a clean, professional appearance.
- Ear piercings are permitted: studs only, one per ear.

NOT PERMITTED:

- Fad or extreme hairstyles
- Unnatural hair colors (e.g., blue, purple, pink, green, orange, red)
- Ponytails, mohawks, faux-hawks, hard carvings, or designs
- Sideburns extending below the earlobe
- Ear gauging/stretchers
- Visible tattoos

REGULAR UNIFORM - GIRLS

Lake Catholic High School students are expected to present themselves with modesty, professionalism, and school pride. The following guidelines apply to all girls during the regular school day:

PANTS

- Solid khaki (tan) dress pants are required.
- Pants must be worn at the waist and fit properly—no oversized, undersized, or sagging styles.
- A belt must be worn.
- Pants may not have emblems, patch pockets, rivets, or decorative stitching.
- Corduroy, cargo, jogger, and jean-style pants are not permitted.

SKIRT

- Students may wear the Lake Catholic-approved Glen plaid skirt, purchased through Schoolbelles.
- Skirts must be worn no shorter than three inches above the knee and should fit appropriately—skirts may not be rolled, undersized, or oversized.
- Tights/Leggings must be worn at all times
- Repeated issues with skirt compliance may result in a student being required to wear alternate uniform options.

SHIRTS

- A short- or long-sleeved polo shirt in green, gray, white, or black with the official Lake Catholic logo is required.
- Polos must be purchased from the Lake Catholic Spirit Store AND tucked in at all times.

SWEATER/ QUARTER-ZIP SWEATER

- Students may wear a uniform sweater or quarter-zip over the polo.

- The polo must still be worn underneath.
- Any outerwear worn during the school day must be uniform approved and purchased from the Lake Catholic Spirit Store, including dress sweaters, crew neck sweatshirts and quarter-zips.

SHOES

- Students may wear clean, well-kept footwear that is in good condition and appropriate for school.
- Not permitted: flip-flops, Crocs, shoes with wheels or lights, open-toed shoes, slippers, backless shoes or any loud/distracting styles.
- Solid-colored socks in green, gray, black, or white must be worn.
- Final decisions regarding footwear appropriateness rest with the school administration.

TIGHTS

- All legwear must be full-length and solid gray or black in color.
- Tights/leggings must be opaque, free of holes or rips, and not made of sheer material.
- Solid-colored socks (gray, white, or black) must be worn at all times.

HAIR & ACCESSORIES

Jewelry and makeup must be modest and appropriate for a school setting. Students may wear up to three earrings per ear. A single clear nose stud is permitted.

The following are not permitted:

- Excessive or distracting bracelets, necklaces, or accessories
- Fad or unnatural hair colors (e.g., blue, purple, pink, green, orange, red, etc.) or extreme hairstyles, including tinsel and other add in extensions
- Visible tattoos
- Septum or other facial piercings beyond the permitted clear nose stud

MASS ATTIRE – BOYS

On designated Mass days, male students are expected to dress in a manner that reflects the dignity of the celebration and the values of Lake Catholic High School.

PANTS

- Khaki (tan) dress pants must be worn.
- Pants must fit properly at the waist—no sagging or oversized styles.
- A belt is required and must be worn at all times.
- Prohibited styles: pants with emblems, patch pockets, rivets, designs, loops, corduroy, cargo, jogger, or jeans.

SHIRTS

- A white, long- or short-sleeve Oxford-style button-down dress shirt is required.
- Shirts must be fully buttoned and tucked in during the school day.
- Undersized or oversized shirts are not permitted.
- A plain white undershirt may be worn underneath, but it must not extend beyond the sleeves of the dress shirt.
- Crew neck sweatshirts are not permitted on Mass days.

TIES

- A necktie or bow tie must be worn properly with the white Oxford dress shirt.

SHOES/SOCKS

- Students must wear clean and polished leather or suede dress shoes in brown, black, gray, or white.
- Not permitted: construction shoes, moccasins, sandals, slippers, boots, or athletic shoes.
- Plain socks, extending at least 2 inches above the ankle, must be worn with dress shoes.

MASS ATTIRE – GIRLS

On designated Mass days, female students are expected to dress in a manner that reflects the dignity of the celebration and the values of Lake Catholic High School.

SKIRTS

- The Lake Catholic-approved Glen plaid skirt may be worn with tights/leggings of solid black or gray color.
- Skirt length must be no shorter than 3 inches above the knee.
- Skirts must be purchased through the Lake Catholic Spirit Store.
- Undersized or oversized skirts are not permitted.

PANTS

- Khaki (tan) dress pants may be worn.
- Pants must fit properly at the waist—no sagging or oversized styles.
- A belt is required and must be worn at all times.
- Prohibited styles: pants with emblems, patch pockets, rivets, designs, loops, corduroy, cargo, jogger, or jeans.

SHIRTS

- A white, long- or short-sleeve Oxford-style button-down dress shirt or blouse is required.
- Shirts/blouses must be tucked in and may have no more than two buttons unbuttoned at the top.
- Undersized or oversized shirts/blouses are not allowed.

- A plain white t-shirt may be worn underneath, but the sleeve length must match that of the uniform shirt.
- Crew neck undershirts are not permitted on Mass days.

SHOES/SOCKS

- Students must wear clean and polished leather or suede dress shoes in brown, black, gray, or white.
- Not permitted: high heels, platform shoes, moccasins, sandals, slippers, boots, or athletic shoes.
- Opaque tights in green, gray, black, or white must be worn with the skirt. Tights must be plain and free of patterns or designs.

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 seams, writing, markings and holes in the uniform are unacceptable.

SPIRIT DAY DRESS DOWN SHIRT

Students must wear approved Lake Catholic spirit wear purchased from the Spirit Store or a school-approved team or club shirt. A Lake Catholic shirt, sweatshirt, or sweater is required. Midriffs must be covered; cropped tops and short skirts showing the waist are not permitted.

PANTS

Acceptable options include jeans, sweatpants, athletic pants, wind pants, capris (below the knee), khakis, corduroys, or cargos—all in good condition and free of holes.

The following are not permitted: shorts, skirts, leggings, yoga pants, or any spandex-style bottoms.

SHOES

Students may wear casual shoes, gym shoes, or sandals—as long as they are clean, in good condition, and appropriate for school.

If you are not in spirit dress down attire, you must go to the Spirit Store, at your cost, to purchase appropriate attire OR wear regular dress code attire.

DISCIPLINE POLICIES & PROCEDURES

At Lake Catholic High School, we believe students are called to live out the values of the Gospel and our school mission. These values include a commitment to excellence, a spirit of respect and compassion, personal integrity, and a willingness to serve others.

When a student's behavior does not reflect these expectations, disciplinary action will be taken with the intent of restoring accountability, promoting growth, and upholding a respectful learning environment. Disciplinary consequences may include, but are not limited to:

- Verbal Warning
- Detention(s)
- In-School Suspension
- Out-of-School Suspension
- Disciplinary Probation
- Dismissal

In cases involving property damage, financial restitution may also be required.

Please Note: The administration holds final authority in all matters related to the Code for the Personal Appearance of Students.

DETENTION

Detentions are held weekly. Students will be given at least one day's notice to make necessary arrangements. They must report to the assigned room by 2:45 p.m. and remain until 3:30 p.m. Students must be in full dress code, remain silent, and engage in productive academic work. Tardiness may result in an additional detention. Failure to attend without prior approval will result in a double detention.

IN-SCHOOL SUSPENSION

In-school suspensions are assigned for a set number of days. Students must bring all necessary academic materials and will be expected to work independently in a supervised setting. Cell phones must be turned in at the start of the day and returned at dismissal. Tests and quizzes scheduled during the suspension will be administered. Students may not participate in or attend extracurricular activities, including over weekends, until the suspension concludes.

OUT-OF-SCHOOL SUSPENSION

Out-of-school suspensions carry the same academic expectations and activity restrictions as in-school suspension. During this time, students may not be on school grounds or attend any school-sponsored events. They are responsible for completing all assigned academic work.

DISCIPLINARY PROBATION

Students may be placed on disciplinary probation when behavior becomes persistent or serious. A probation contract is developed during a meeting with the student and parents and outlines

specific behavioral expectations. Failure to meet the terms of this contract may result in dismissal from Lake Catholic. Final decisions regarding probation and dismissal rest with the school administration.

DISMISSAL

In severe disciplinary situations, the Discipline Committee will review the incident and make a recommendation to the Principal, who holds final authority regarding dismissal from school.

PARTIAL LIST OF OFFENSES AND CONSEQUENCES

This list is not exhaustive. The administration reserves the right to determine appropriate consequences for any behavior not explicitly listed.

Any act that violates Lake Catholic's mission, vision, or statement of values will result in disciplinary action.

MINOR OFFENSES-

<u>BEHAVIOR</u>	<u>CONSEQUENCE</u>
Cafeteria violations	1-2 Detention(s)
Cell phones/Electronic Devices/Listening Devices not permitted during class times.	See Cell Phone/Electronic Device Policy
Chewing gum	Warning-first offense; 1-3 Detention(s) for additional offenses
Dress Code violation	Detention to additional consequences
Eating or drinking outside of the Atrium/Cafeteria	Warning-first offense; 1-3 Detention(s) for additional offenses
Repeated offenses	Detention(s) to Permanent Dismissal
Social Media Challenges/Trends	Detention(s) to Permanent Dismissal
Tardy to class	1-2 Detention(s)
Wandering without a hall pass	Warning- first offense; 1-3 Detention(s) for additional offenses

MAJOR OFFENSES-

<u>BEHAVIOR</u>	<u>CONSEQUENCE</u>

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
Academic Dishonesty	Detention to Permanent Dismissal
Aiding and abetting any violation of Lake Catholic High School policy	Detention to Permanent Dismissal
Assault	Suspension to Permanent Dismissal
Being found in any part of the school without supervision.	Detention to Permanent Dismissal.
Being in an unauthorized area or academic area after the building has been secured	Detention to Permanent Dismissal.
Damaging property of school or another persons' property	Detention to Permanent Dismissal; Restitution may be required
Defamation of character	Suspension to Permanent Dismissal
Disrespect to any members of the LCHS community, student or adult	Detention(s) to Permanent Dismissal
Disruption of school and/or class	Detention to Permanent Dismissal
E- Cigarette use or paraphernalia or tobacco use or possession on or in the vicinity of the school campus or events	1 Day ISS or OSS to Permanent Dismissal
Extortion	Detention to Permanent Dismissal; Restitution may be required
Failure to comply with disciplinary actions; Insubordination	Detention to Permanent Dismissal
Fighting	5 Detentions to Permanent Dismissal
Forgery of parents' or teachers' signatures or use of forged notes or passes	Detention to Permanent Dismissal
Harassment (sexual, racial, etc.)	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
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	5 Day Suspension to Permanent Dismissal Report of drug testing within 24-36 hours with Chemical Abuse Policy.
Inappropriate conduct that is detrimental to LCHS school and community	Detention to Permanent Dismissal

Leaving school grounds without permission	Detention to Permanent Dismissal
Leaving the building without permission	Detention to Permanent Dismissal
Lying	Detention to Permanent Dismissal
Misbehavior at school liturgies or assemblies	Detention to Permanent Dismissal
PDA (Public Display of Affection)	Detention to Permanent Dismissal
Physical Contact against another student	Detention to Permanent Dismissal
Possession of a weapon(s), facsimile or real, or use of an object as a weapon	Suspension to Permanent Dismissal
Possession or display of suggestive, obscene, or pornographic literature, etc.	5 Detentions to Permanent Dismissal
Possession or duplication of school or faculty keys without permission	Suspension to Permanent Dismissal
Possession or use of a Laser Pointer	Detention to Suspension
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
Posting pictures of faculty, staff, coaches or other LCHS employees on any social media site or app	Detention to Permanent Dismissal
Pranks	Detention to Permanent Dismissal
Profanity; Inappropriate language	Detention(s) to Permanent Dismissal
Reckless Operation or Parking Violations	Detention to Driving Privileges Revoked
Setting false alarm or inducing panic	Suspension to Permanent Dismissal
Sexual misconduct (including online)	Detention to Permanent Dismissal
Social Media Challenges/Trends	Detention to Permanent Dismissal
Stealing	Detention to Permanent Dismissal; Restitution may be required

The possession, use, sale or being under the influence drugs or alcoholic beverages on or off campus or at any school-sponsored event (home or away)	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 dismissed: 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.
Threatening to harm another	5 Detention to Permanent Dismissal
Truancy from class	1-5 Detention
Truancy from required tutoring class	1-5 Detention
Truancy from school	Detention to Permanent Dismissal
Unauthorized use of school computers/Chromebooks or violation of Computer Use Policy	Detention, Possible Fine and/or Ban from Use to Permanent Dismissal
Verbal harassment or persistent name calling	Detention to Permanent Dismissal
Youth Gangs and Gang-Related Activity	Suspension to Permanent Dismissal to Expulsion Legal Authorities notified

DRESS CODE VIOLATIONS

Students who are not in dress code will be referred by a faculty or staff member, and the Assistant Principal will assign a detention. If the violation is deemed inappropriate for the classroom, the student will be sent to the office. Final judgment on dress code compliance is at the discretion of the administration.

CELL PHONE/ELECTRONIC DEVICE POLICY

Updated for the 2025–2026 School Year

Lake Catholic High School permits students to bring cell phones and personal electronic devices to campus; however, in alignment with our mission to foster a focused, faith-filled, and engaging learning environment, use of these devices during the school day is ***strictly*** limited.

Policy Summary

- Cell phones, smartwatches, headphones, and earbuds must be turned off and stored in lockers from the start of the school day until the final dismissal bell.
- No personal devices may be used at any time during the school day—including during class transitions, lunch, or study hall.
- *Only* school-issued Chromebooks may be used during school hours.

Detailed Guidelines

1. Arrival at School: All personal electronic devices must be stored in lockers before the first class begins.
2. During the School Day: Devices must remain in lockers and may not be accessed, including during lunch or breaks.
3. End of Day: Devices may only be retrieved after the final bell.
4. Emergency Use: If a student needs to contact a parent/guardian in an emergency, they will be permitted to use a phone in the main office.
5. Family Contact with Students: In the event of a family emergency, parents/guardians should call the main office. Every classroom is equipped with a phone, and all staff carry walkie talkies, allowing us to deliver messages to students quickly and efficiently.
6. Discipline for Non-Compliance:
 - First Offense: Verbal warning; device held in the main office until the end of the school day and documented in FACTS.
 - Second Offense: Device confiscated and held in the office until the end of day; detention assigned; parent/guardian notified.
 - Third Offense: Device confiscated and held in the office until parent/guardian meeting and given back to parent/guardian; double detention issued.
7. Approved Exceptions:

Students with documented medical or learning needs requiring device access may request an exception through the Assistant Principal.

Note: The administration reserves the right to adjust consequences based on severity or repeated infractions.

ACADEMIC INTEGRITY

At Lake Catholic, academic integrity is a reflection of our commitment to honesty, personal responsibility, and academic excellence. Students are expected to complete their work with integrity and to uphold the highest standards of ethical conduct in all academic pursuits.

Academic dishonesty undermines the learning process and includes, but is not limited to:

- Copying or allowing others to copy assignments or assessments
- Using generative artificial intelligence (e.g., ChatGPT, PhotoMath) without teacher permission
- Submitting another student's work as one's own
- Using unauthorized resources or aids during assessments
- Translating assignments using online tools like Google Translate without permission
- Plagiarizing—presenting someone else's words, ideas, or work without proper citation

All instances of academic dishonesty will be addressed with progressive disciplinary action. Each offense will be documented in the student's academic record, and consequences will be determined by the administration based on the severity and context of the violation.

SMOKING

The use or possession of tobacco, nicotine, or vaping products is strictly prohibited on school property, during school hours, and at any school-sponsored event—on or off campus.

This includes, but is not limited to:

- Cigarettes, cigars, chewing tobacco, and snuff
- E-cigarettes, vapes, JUUL devices, and personal vaporizers, etc.
- Any paraphernalia associated with nicotine or vaping (including empty cartridges, chargers, pods, etc.)
- Matches, lighters, or related items

Possession or use of any of the above will result in disciplinary action, including but not limited to in-school or out-of-school suspension. Repeated offenses may result in further consequences as determined by administration.

Lake Catholic High School remains committed to promoting a safe and healthy environment for all students.

DRUG AND ALCOHOL POLICY

The use, possession, suspected use, or transmission of drugs, alcohol, counterfeit substances, or drug paraphernalia is strictly prohibited on school property or at any school-sponsored event—on or off campus.

Violations of this policy may result in the following:

- Disciplinary action, up to and including suspension or dismissal
- A required professional evaluation and follow-up plan, at the family's expense
- Notification of law enforcement
- Permanent removal from Lake Catholic High School.

Lake Catholic is committed to maintaining a safe, healthy, and drug-free learning environment rooted in the values of faith, respect, and responsibility.

HARASSMENT

Lake Catholic seeks to create and foster a school community in which all individuals are treated with dignity, integrity and respect. 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, impedance, 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 student more than once and the behavior:
 - (a) Causes mental or physical harm to the other student and 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

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

At Lake Catholic High School, we believe that education is a partnership between students, parents, and the school community. This section outlines the shared responsibilities and expectations that support a positive, respectful, and mission-driven environment. By working together, we ensure that every student is set up for spiritual, academic, and personal success throughout their time at Lake Catholic.

CLASSROOM BEHAVIOR

Students are to use classroom time productively, they must listen to teacher instructions and directions, contribute to the learning environment, and abide by all classroom rules as designated by the individual classroom teacher. The teacher will log all digressions in FACTS and issue demerits when appropriate.

Teachers will take the following steps when digressions occur:

- Verbal warning from the teacher, record the incident in FACTS (FACTS notification sent to parents).
- Conference between teacher and student, record the incident in FACTS (FACTS notification sent to parents).
- Depending on the severity the teacher will call or email parents.

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

The atrium is a welcoming space for students to relax before school starts or while waiting for a ride or bus after school. To help keep this shared space clean and comfortable for everyone, students are expected to sit in chairs (not on tables or the attendance office desk) and tidy up their area before leaving by pushing in chairs and disposing of any trash. Thanks for helping us take pride in our space!

BOOK BAGS & BACKPACKS

All backpacks and bookbags must be stored in student lockers by 8:00 a.m. They may not be worn or carried during the school day.

BUS & VAN REGULATIONS

Students riding a bus or school van are expected to follow the same respectful and responsible behavior standards upheld at school. All riders must also comply with local and state transportation regulations. Failure to follow these expectations may result in the loss of bus or van privileges.

COMMUNICATION

Communication expectations are as follows:

1. Students are expected to communicate all academic concerns to their teacher first. They may also seek help from counselors or administrators when needed.
2. Parents are expected to bring all academic concerns to the teacher first.
3. If parents need further assistance after speaking to the teachers, they should contact the counselors or the Assistant Principal.
4. After those steps are taken, further communication should be directed to the Principal.

CONFIDENTIALITY

All student records and information are held confidential by Lake Catholic High School employees. 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 unless a parent gives written consent.

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

Only water is permitted in classrooms, the St. Thomas Aquinas Learning Center, labs, the gym, and other instructional spaces. Food and other beverages are allowed only in the atrium and cafeteria. Students are not permitted to have food delivered to the school.

HANDBOOK REPLACEMENTS

Students may purchase a Student-Parent Handbook replacement for a \$5.00 fee in the Spirit Store

PARENT COOPERATION

Educating students 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 \$75, 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

Students must maintain a quiet environment 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.

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 St. Thomas Aquinas Learning Center open at 7:10 am. Students may not be in the halls of the school after 3:00 pm, unless they are directly supervised 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 documented and labeled medication is stored for students.

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.

EMAIL

All students are issued a Lake Catholic email address through Google Workspace for Education. This email account serves as the primary method of communication between students and faculty, staff, and administration. Students are expected to check their email daily and use their school-issued address when communicating with teachers, submitting assignments, accessing school platforms, and participating in official school correspondence.

Using the school email account ensures secure, professional, and consistent communication throughout the academic year. Misuse of the school email account may result in disciplinary action.

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.

FACTS

FACTS is Lake Catholic's online Student Information System, accessible through the school's website. At the start of each school year, students and parents receive login credentials to monitor grades, attendance, and other academic information. Regular use is encouraged to stay informed and support student success. For technical issues, please contact the school's technology coordinator.

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

Each student is assigned a school locker at the start of the year for storing school-related and personal items. All lockers must be secured with a school-issued lock and kept locked at all times.

Students in Physical Education may use lockers in the PE locker rooms during their class period only. Athletes are assigned lockers in the athletic locker rooms for use before and after school during their season. These lockers also require school-issued locks and must remain locked.

Only magnets may be used to decorate lockers—Scotch tape or other adhesives are not permitted. Students are responsible for any damage to their assigned locker. Lockers are the property of Lake Catholic High School and may be searched by 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.

SCHOOL CALENDAR

All school events—whether on or off campus—are posted on the official school calendar located on the Lake Catholic website. As events and activities are subject to change, the online calendar serves as the most accurate and up-to-date source for school scheduling and important dates. Families are encouraged to check the calendar regularly for the latest information.

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.

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 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 HTLVIII 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

In the event of weather-related or other emergencies, school closings will be announced on local TV stations, posted on Lake Catholic's social media, and sent via text message.

If Lake Catholic remains open while a student's home district is closed, families are responsible for transportation. If travel is unsafe, parents should contact the attendance office; absences will be excused for students residing in closed districts.

All extracurricular activities will be canceled on days when school is closed, unless an exception is granted by school administration.

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 STUDENT 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.

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 adolescent pregnancy in the Catholic school setting. One set of principles applies to the teaching of respect for human life. The second set of principles applies to effective school management.

While respect for life is of primary 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

Eligible seniors may be granted early dismissal during 11th period if they are scheduled for study hall during that time and meet the following criteria:

To qualify for early dismissal privileges, seniors must:

- Be scheduled for study hall during 11th period (no academic or elective course assigned).
- Be in Academic Good Standing: Passing all current courses and meeting graduation requirements.
- Be in Behavioral Good Standing: No major disciplinary infractions and a consistent record of respectful, responsible conduct.
- Be in Attendance Compliance: Maintain regular attendance with minimal unexcused absences or tardies.

Additional Notes:

- Early dismissal is a privilege, not a right, and is subject to review or revocation at any time by school administration.
- Students must have parental permission on file to be released early.
- Dismissed students are expected to leave campus promptly and may not remain in unsupervised areas of the building.
- Students involved in extracurriculars or athletics that require them to stay on campus during 11th period will not be eligible for early dismissal on those days.

Failure to uphold any of these requirements may result in the suspension or loss of this privilege.

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
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.

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 2025-2026 school year is \$13,000.00, which includes all participation fees. A Tuition Contract is required for all students. When completing this document, families must choose from one of four payment plans:

Payment Plans must be chosen in FACTS during Enrollment/Re-enrollment.

- Pay in Full – Payments of full tuition made by 6/30/2025 qualify for a 2% discount.
- Pay by Semester – Payments of at least half of the tuition account balance made by 6/30/2025 qualify for a 1% discount on the amount paid. Payments of the remaining balance made by 12/30/2025 qualify for a 1% discount.
- 11 Monthly Payments – July 2025 through May 2026 on the 25th 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, 2025 Tuition Statement issued the third week of June.
- 22 Monthly Payments – July 2025 through May 2026 on the 10th and 25th of each month. Families must provide a bank account number from which monthly payments will be automatically withdrawn. Monthly payments are 1/22nd of the outstanding balance on the July 1, 2025 Tuition Statement issued the third week of June.

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

FINANCIAL AID

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

Lake Catholic offers several grants and tuition discounts:

- Alumni Grant - \$500 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 \$13,000 (enrolled concurrently)
- Pay in Full – See above
- Pay by Semester – See above

FINANCIAL AID/TUITION ASSISTANCE

Requires submission of a FACTS application

(<https://online.factsmtg.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 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.

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 Transportation Coordinator.

CAFETERIA

Lake Catholic's cafeteria is open during the three regularly scheduled lunch periods during the school day.

The school 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>