

Roger Bacon High School

“SPARTANS”

Student Handbook 2011-2012

Roger Bacon High School
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www.rogerbacon.org

Fr. William Farris, OFM, President
Mr. Steven Schad, Principal

THIS STUDENT PLANNER BELONGS TO:

NAME _____

ADDRESS _____

CITY, STATE _____ ZIP CODE _____

PHONE _____

STUDENT NUMBER _____

ROGER BACON HANDBOOK

KINDLY DETACH THIS PAGE, SIGN IT AND RETURN IT WITH YOUR SON OR DAUGHTER TO HIS OR HER HOMEROOM TEACHER BY **SEPTEMBER 2, 2011**.

We parents understand the Roger Bacon High School regulations and conduct system as explained in the Spartan Spirit Handbook. We understand that this handbook represents a contractual agreement between Roger Bacon and us for the school year and agree that our son and/or daughter will abide by these school rules while he or she is a student at Roger Bacon. We understand that failure to observe them will result in disciplinary action by the school.

PRINT Student's name

HOMEROOM

Student's signature

Parent's/Guardian's signature

Parent's/Guardian's signature

Date

**RESPONSIBLE USE OF TECHNOLOGY
USER AGREEMENT / PARENT PERMISSION FORM
Both Signatures Required**

Return this sheet to your homeroom teacher by SEPTEMBER 2, 2011.

- I have read the terms and conditions of the **Responsible Use of Technology Policy**.
- I understand that technological resources are provided for educational purposes only.
- I agree to abide by the terms and conditions stated in the **Responsible Use of Technology Policy**. Additionally, I will be responsible for the consequences of inappropriate use of technology, including the Internet, both on and off school property. I understand that consequences may include suspension or revocation of privileges to access the Internet and/or other technological resources, suspension, expulsion, and possible legal action.

Student Name (print) _____ Homeroom _____

Student Signature _____ Grade _____

School: Roger Bacon High School Date _____

Parent / Guardian Permission Form

I have read the terms and conditions of the **Responsible Use of Technology Policy**. I am requesting that the above named student be allowed to use the school's technological resources, including the Internet, and agree to support the school in the Responsible Use of Technology Policy.

Parent/Guardian Name (print): _____

Parent/Guardian Signature: _____ Date: _____

My student's name, grade, homeroom and signature appear above

This space reserved for System Administrator

Assigned User Name: _____

Assigned Temporary Password: _____

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General Information

Mission Statement

Rooted in the Franciscan values of holiness and learning, self-discipline and compassion, Roger Bacon is a Catholic high school which develops the hearts, minds, and bodies of its young men and women in a caring and challenging environment.

Friar Roger Bacon

Roger Bacon, OFM (c.1214-1294) was an English friar and scholar. He studied first at the great universities of Oxford and Paris, and he later taught at Oxford. Roger Bacon had a penetrating and far-reaching mind. He advocated changes in scholarly study which were centuries ahead of his time. He also devoted himself to experimental science, urging scientists to verify their theories through what we now call the modern scientific method.

History of Roger Bacon High School

In the spring of 1927, the Most Reverend John T. McNicholas, Archbishop of Cincinnati, requested that the Franciscan Friars begin preparations for a boys high school in St. Bernard, Ohio. The new school was named for Roger Bacon, a 13th century Franciscan priest and scientist.

Although Roger Bacon officially opened its doors in September 1928, some classes were held in the old Witte Homestead and in several rooms provided by St. Clement School because the school building was still under construction. In November 1929 the students and faculty moved into the finished building.

The enrollment in 1929 was 305 students and the first graduating class had 16 members. Since then enrollment has changed quite a bit, reaching almost 1,200 boys in the late fifties/early sixties.

Roger Bacon built its own stadium on Mitchell Avenue in 1954 and in 1958 an addition to the school, the east wing, was completed. Another significant change occurred in 1983 when the Sisters of St. Francis announced the closing of Our Lady of the Angels, a neighboring high school in St. Bernard. That same year Archbishop Daniel Pilarczyk requested that Roger Bacon become a co-educational high school. The class of '85 made history as the first co-ed graduating class.

Because of the growing enrollment, Roger Bacon broke ground for additional facilities in May of 1985. The Thomas J. Fogarty Activity Center houses the gym, two sets of locker rooms for boys and girls, the athletic director's office, a training/sports medicine office, male and female coaches offices and the band room and office. The activity center was dedicated in 1988.

School Colors, Motto, Name

The team name for Roger Bacon is the Spartans (named for the courageous warriors of ancient history) and the official school colors are brown and white. Roger Bacon's motto is **In Sanctitate et Doctrina** - In Holiness and Learning. These are the two goals of Franciscan education.

School Song

Spartan Fight Song

March, Spartans, down the field.
March with battle cry.
Fight the foe to Victory;
It's yours to do or die.
But Spartan courage never yields
Whate'er the outcome be,
For Roger Bacon, win or lose,
Is a school of VICTORY!

Personnel

Administration

Fr. William Farris, OFM, President
Mr. Steven Schad, Principal
Mr. Paul Zlatic, Dean of Discipline
Mr. Joe Corcoran, Athletic Director
Ms. Julie Vehorn, Director of Curriculum and Instruction
Mr. Mike Engel, Business Manager
Ms. Pam Rosfeld, Guidance Director
Mr. Jim Rice, Director of Institutional Advancement

Departments

Auxiliary Personnel

Ms. Elaine Bishop, Speech Pathologist
Mrs. Katy Wood, School Psychologist
Mrs. Mary Kiger, Intervention Specialist

Business/Technology

Mr. Fred Cooper
Bro. Chris Cahill, OFM
Mr. Vic Schultz

Community Outreach

Mr. Dan Nolan

English

Dr. Deborah Luebbe
Ms. Carol Brinkman
Mr. Todd Kalsey
Mrs. Mellen Moors-Dressing
Mr. Bill Stone
Ms. Julie Vehorn

Family & Consumer Sciences

Ms. Cheryl Schnell

Fine Arts

Mrs. Katie Rigney
Mr. Ed Dauterich
Mr. Joe Montgomery

Guidance

Ms. Pam Rosfeld
Mrs. Monica Magliocco

Health & Physical Education

Mr. Dan Starkey

Language

Mrs. Karen Adams
Ms. Carol Brinkman
Fr. William Farris, OFM
Mrs. Yanping (Carrie) Ji
Ms. Mariela Jaen
Fr. Valentine Young, OFM

Library/Media Center

Mrs. Donna Briggs, Media Specialist

Mathematics

Mr. Kyle Nobbe
Mr. Kevin Huxel
Mr. Brian Neal
Mr. Rick Sollmann
Mr. Fred Widmeyer
Mrs. Mary Ann Zerhusen

Religion

Mr. Bob Von Luehrte
Fr. Mark Hudak, OFM
Bro. Roger Lopez, OFM
Mr. Gregg Rose
Mr. Paul Zlatic

Science

Mr. Michael Schaffer
Mr. Mike Benjamin
Mrs. Megan Guldner
Mr. Joe Mueller
Mrs. Sara Russell

Social Studies

Dr. Paul Wittekind
Mr. Fred Cooper
Mr. Dave Feichtner
Mr. Jim Swedenburg
Mr. Jim Uhrig

Staff

Main Office

Mrs. Amy Wilson, Administrative Assistant
Mrs. Mary Beth Hausfeld, Asst. Business Manager
Mr. John Gutzwiller, Data Management
Mrs. Michelle Brummett, Receptionist

Guidance Office

Mrs. Sue Ariss, Registrar

Athletic Office

Mrs. Elizabeth Wilking, Administrative Assistant

Advancement Office

Mr. Jim Rice, Director of Advancement
Mr. Brandon Cowans, Director of Admissions and Communications
Mrs. Chris Bissmeyer, Special Events Director
Mrs. Linda Hilsinger, Office Manager
Mrs. Sue Huerkamp, Alumni Relations Director
Mr. Walt McBride, Success Center Director

School Nurse

Mrs. Diane Bizzarri

Cafeteria

Mrs. Michelle Peters, Manager

Maintenance

Mr. Charles Grosser, Facilities/Activities Coordinator
Mr. Jon Powers

Custodial

Mr. Curtis Brown
Mr. Dave Gumm
Mr. Jeff Rapping
Mr. Ed Tempel

School Calendar (Subject to change)

First Semester

Aug.	18-19	9 th Grade Orientation
Aug.	23	New Upper Class Student Orientation
Aug.	24	First day of classes for all students
Sept.	5	Labor Day, No Classes
Sept.	7	Meet the Teacher Night
Oct.	4	Feast of St. Francis
Oct.	7	Homecoming
Oct.	10	Faculty In-Service, No Classes
Oct.	12	12:00 Dismissal
Oct.	21	Spirit Walk
Oct.	24-28	Ohio Graduation Test 11 th & 12 th Grades
Oct.	28	End of First Quarter
Nov.	15 & 22	Parent/Teacher Conferences
Nov.	23-25	Thanksgiving Break, No Classes
Dec/Jan	21-2	Christmas Break, No Classes
Jan.	3	Classes resume
Jan.	10-13	First semester exams
Jan.	13	End of Second Quarter

Second Semester

Jan.	16	Martin Luther King Jr. Day, No Classes
Jan.	20	No school
Jan.	30	Catholic Schools Week Begins
Feb.	20	Presidents' Day, No Classes
Mar.	12-16	Ohio Graduation Test (OGT)
Mar.	22	End of Third Quarter
Mar.	23	No Classes
Apr.	4	Religious In Service, No Classes
Apr.	5-10	Easter Break, No Classes
Apr.	11	Classes resume
May	8	Academic Awards Banquet
May	18	Senior Last Day of Classes
May	21-23	Senior exams
May	24	Underclass Last Day of Classes
May	25-30	Underclass exams
May	28	Memorial Day, No Classes
May	31	End of Fourth Quarter/Graduation Mass/Awards
June	1	Graduation

DAILY CLASS SCHEDULES

“A” SCHEDULE

Homeroom 7:50 - 7:55
1..... 7:58 - 8:48
2..... 8:51 - 9:41
3..... 9:45 - 10:34
4..... 10:37 - 11:27
5 Lunch..... 11:27 - 11:57
Class..... 12:00 - 12:50 or
5 Class 11:30 - 12:20
Lunch..... 12:20 - 12:50
6..... 12:54 - 1:43
7..... 1:46 - 2:36

“B” SCHEDULE

Homeroom 7:50 - 8:16
1..... 8:19 - 9:06
2..... 9:09 - 9:56
3..... 10:00 - 10:46
4..... 10:49 - 11:36
5 Lunch..... 11:36 - 12:06
Class..... 12:09 - 12:56 or
5 Class 11:39 - 12:26
Lunch..... 12:26 - 12:56
6..... 1:00 - 1:46
7..... 1:49 - 2:36

“C” SCHEDULE

Homeroom..... 7:50 - 7:55
1 7:58 - 8:42
2..... 8:45 - 9:29
3..... 9:33 - 10:16
4..... 10:19 - 11:03
5 Lunch..... 11:03 - 11:33
Class..... 12:00 - 12:50 or
5 Class..... 11:06 - 11:50
Lunch..... 11:50 - 12:20
6..... 12:24 - 1:07
7..... 1:10 - 1:54
Dismissal 1:10 - 1:54
or Assembly..... 1:57 - 2:36

“F” SCHEDULE

Homeroom..... 7:50 - 7:55
1 7:58-8:35
2..... 8:38-9:15
3..... 9:18-9:55
4..... 9:58-10:35
5 10:38-11:15
6..... 11:18-11:55
7..... 11:58-12:35

“MASS” SCHEDULE

Homeroom..... 7:50 - 7:55
Mass 8:00 - 9:05
1 9:10 - 9:52
2..... 9:56 - 10:35
3..... 10:38 - 11:18
5 Lunch..... 11:18 - 11:46
Class..... 11:49 - 12:29 or
5 Class..... 11:21 - 12:01
Lunch..... 12:01 - 12:29
4..... 12:33 - 1:12
6..... 1:15 - 1:54
7..... 1:57 - 2:36

Snow Days

When there is snow or other bad weather, the presumption is always that there WILL be school. Students must arrive as soon as possible. Cancellations will be communicated on our **SCHOOL REACH PHONE SYSTEM, ON TV and THE SCHOOL WEBSITE**; please do not call school on these days.

Admissions, Tuition, Scholarships, and Financial Aid

Admission Policy

Roger Bacon High School has a four-step application process including:

1. Completion of the High School Placement Test (HSPT) at Roger Bacon or another area Catholic high school
2. Submit a completed Application for Admission
3. One teacher recommendation
4. Submit records from your elementary or junior high school

These items will be reviewed by the Admissions Committee that will make determinations regarding acceptance, conditional acceptance, wait listings and denials. Some applicants may be asked to complete additional testing, course work and/or an interview for admission.

Roger Bacon High School accepts all qualified applicants regardless of race, creed or ethnic background.

All applicants must:

- Be promoted to the ninth grade by their elementary or junior high school
- Satisfy all prior financial commitments to their elementary or junior high school
- Meet all immunization requirements established by the Ohio Department of Health

Academic Tracks

Roger Bacon High School is a comprehensive school with four academic tracks: Honors, College Preparatory I, College Preparatory II and General. Placement into an academic track is based on the following:

- Results of the High School Placement Test
- Performance in the seventh and eighth grades
- Teacher recommendations
- Standardized and achievement test results
- Consultations with the applicant and parent

Student School Visits

Prospective Students may spend the day at Roger Bacon High School by making an appointment through our Admissions Office.

Tuition

The total cost to educate each student at Roger Bacon High School is \$10,500.00 and the tuition for the 2011-2012 year is \$7,950 for parish affiliated students and \$8,450 for non-affiliated students. The difference between cost and tuition charged is made up through fund raising and especially through the generosity of our alumni and friends. Tuition may be prepaid in full or part and the balance financed through HLTM Services. There are several classes with special fees such as art, chorus, band and consumer science. There is also a technology fee, a PTA fee, and a participation fee for athletics. If a student withdraws or is expelled at anytime during either first or second semester the full amount of tuition for the semester must still be paid.

Endowed Scholarships and Education Funds

Through the generosity of the alumni, friends, and benefactors of Roger Bacon High School, several scholarship and education funds have been endowed. These funds are designed to provide scholarships and tuition grants to the students of Roger Bacon. Each of these funds was established with its own set of criteria. More information is available from the Roger Bacon Office of Institutional Advancement.

Work Study Program

Roger Bacon offers a limited number of work-study positions to assist in paying tuition. An application must be completed and submitted to the Business Manager.

Other Tuition Assistance Opportunities

Roger Bacon High School annually awards tuition grants from the Endowment Fund established by the Franciscans, based on financial need. Additionally, tuition grants are awarded through the school by the Archdiocese. Applications are available from the Business Manager in October. **The deadline to apply is December 1, 2011.**

We firmly believe in the value and importance of a Roger Bacon education and making it attainable. Roger Bacon is willing to work with families who believe in and are committed to receiving a Roger Bacon education.

Franciscan Pastoral Care Department**Pastoral Care**

A charism is a special gift given to us by God to love and to serve God's people. The Pastoral Care Department nourishes an awareness of our Franciscan charism and Catholic identity in the community of Roger Bacon. Pastoral Care promotes Franciscan values through the spiritual development of our students, faculty, and staff. Pastoral Care activities include daily prayer, annual retreats, and an annual religious in-service day for faculty, and monthly liturgical celebrations for the whole Roger Bacon community.

Pastoral Care Team

As a Catholic institution Roger Bacon is well aware of the religious diversity of our school family. Pastoral Care strives to create an atmosphere of respect and

appreciation for people of all denominations, to serve their spiritual needs and to foster spiritual growth. It consists of students, the campus minister, the community outreach director, a teacher from the Religion Department, and an administrative liaison.

Retreats

Underclass Retreats - Freshmen, Sophomores and Juniors participate in a one day retreat. This day is designed to give students the opportunity to examine and develop their relationships with God, with one another, with their families, and with their community. The retreat is structured differently for each grade level. The underclass retreat fee is included in the student's tuition.

Senior Year - Participating in a senior retreat is a graduation requirement. Seniors are given four options: Kairos, a three day (two night) retreat directed by RB faculty/student teams, has become the highlight of the retreat experience for most seniors. Kairos fosters interpersonal sharing of stories that builds a strong sense of Christian community. A traditional Franciscan Day of Recollection encourages students to personally reflect on their faith journeys. Other retreat options are the Urban Plunge or a school sponsored mission trip. Senior retreat fees are not included in the student's tuition and are charged separately based on the student's choice of retreat.

Community Outreach Program

Community Outreach Mission Statement:

As a Franciscan high school, we are called to permeate our society with Gospel values. We are to be instruments of change and heralds of peace in a broken world, reaching out to all people, especially the poor and marginalized, through service, reconciliation and healing.

Assist-A-Family: (formerly known as the Adopt-A-Family Program) Every year, hundreds of families in the Cincinnati area are not able to provide Christmas gifts and food. They cannot afford clothing and toys for their families since they are living in poverty. During the Christmas season, the Roger Bacon community of students, faculty, staff, and alumni collect gifts, clothing and grocery gift cards that are donated to several social service agencies that serve the materially poor.

Hands of Hope: Following the example of St. Francis, Hands of Hope is a group of students committed to build a more just world by providing hope to those who are without the basic necessities of life. Hands of Hope sponsors Shantytown, Catholic Social Teachings Action Team Programs (C.S.T.A.T.), and encourages service to our local homeless shelters and agencies that provide low-income housing.

Bacon Buddies: The purpose of the Bacon Buddies Program is to give the students from Roger Bacon High School an opportunity to serve as big brothers or big sisters to the students from St. Francis Seraph Elementary School. The goal of the program is to develop relationships and serve as healthy role models for our "buddies" through various field trips, parties and activities that we sponsor each month.

Respect Life: The students who participate in this program are called to promote respect for all life whether it is for the elderly, disabled, or unborn. The Community Outreach Office provides monthly activities between our students and the senior citizens at the Archbishop Leibold Nursing Home. Every January, students, faculty and staff travel to Washington, D.C. to protest abortion by participating in the March for Life.

Academics

Roger Bacon is a comprehensive, Catholic high school. Four levels of academic programs exist in order to serve the needs of all students who have been accepted at Roger Bacon High School.

Student Placement

Freshman placement is determined on the basis of grades and teacher recommendations, along with the results from the placement test. During scheduling for each successive year the teachers evaluate students to insure that they are performing at their highest potential. Adjustments are made as needed in consultation with parents. Because students progress at different levels, it is common to be placed in more than one academic program; for example, a student may take honors level math and science and college prep level history or English.

Academic Programs

Honors: This is an accelerated program of studies for our most academically capable students. Students taking Advanced Placement® courses can earn actual semester or quarter college credit in European History, American History, English Language and Composition, English Literature, Calculus, Chemistry, Biology, Physics, Studio Art, and Computer Programming. In addition A.P. tests in other subject areas may be taken on an individual basis.

Registration in an Advanced Placement course at Roger Bacon High School requires the recommendation of the appropriate teacher in that subject, as well as the approval of the AP teacher. Students and their parent/guardian must also sign the AP contract which states the expectations of the course and the requirement that the student takes the corresponding College Board AP exam at the culmination of the year. Students selected for the Honors level are chosen based upon the results of the placement test and current teacher recommendations. Students are expected to take the following courses:

FRESHMAN YR.	SOPHOMORE YR.	JUNIOR YR.	SENIOR YR.
Religion I	Religion II	Religion III	Religion IV
English I	English II	AP English Lang.	AP English Lit
Algebra I/Geometry	Algebra II	Math Analysis	AP Calculus
Biology	Chemistry	Science	Physics
Foreign Language	Foreign Language	AP US History	Govt/Economics
Communications	AP Euro. History	Elective(s)	Elective(s)
Elective(s)	Elective(s)		

College Preparatory I: This is a liberal arts program leading toward acceptance to most four-year colleges and universities. Students in this program are expected to take the following courses:

FRESHMAN YR.	SOPHOMORE YR.	JUNIOR YR.	SENIOR YR.
Religion I	Religion II	Religion III	Religion IV
English I	English II	English III	English IV
Algebra I	Geometry	Algebra II	Math Analysis
Foreign Language	Foreign Language	Chemistry	Physics
Physical Science	Biology	US History	Govt./Economics
Communications	World History	Elective(s)	Elective(s)
Intro to Social Studies	Elective(s)		
Elective(s)			

College Preparatory II: This program is designed for students considering the possibility of college after graduation. Students may take a foreign language after their freshman year. Students in this program are expected to take the following courses:

FRESHMAN YR.	SOPHOMORE YR.	JUNIOR YR.	SENIOR YR.
Religion I	Religion II	Religion III	Religion IV
English I	English II	English III	English IV
Algebra I part I	Algebra I part II	US History	Govt./Economics
Physical Science	Biology	Basic Geometry	Algebra II
Health/PE	World History	Materials Science	1 of following:
Communications	Elective(s)	1 of following:	Bus. Courses
Intro to Social Studies		Bus. Courses	Foreign Language
Elective(s)		Foreign Language	Basic Science
		Elective(s)	Elective(s)

General: This program is designed to give students concentrated help in English, math, science and history courses. Smaller class sizes are available so that individual help may be given to each student. Students in this program are expected to take the following courses:

FRESHMAN YR.	SOPHOMORE YR.	JUNIOR YR.	SENIOR YR.
Religion I	Religion II	Religion III	Religion IV
English I	English II	English III	English IV
Gen. Algebra I part I	Gen. Algebra I part II	Basic Geometry	Govt./Economics
Communications	World History	U.S. History	Basic Algebra II
PE/ Health	Biology	Materials Science	Electives
Intro to Social Studies	Elective(s)	Elective(s)	
Science			
Elective(s)			

Graduation Requirements

Currently the State of Ohio requires 20 credits to graduate from high school and the Archdiocese of Cincinnati requires the successful completion of four years of religion in order to graduate; therefore, Roger Bacon requires a minimum of 24 credits to graduate including the following:

4 credits of English	1 credit of Fine Arts
4 credits of Religion	3 credits of Social Studies including:
4 credits of Math	.5 credit of Government
3 credits of Science	.5 credit of Social Studies
.5 credit of Phys Ed (2 sem)	1 credit of US History
.5 credit of Health	1 credit of World History

Students in Honors and CP1 are expected to complete four years of Science.

Two semesters of Physical Education and one semester of Health are required for graduation. However, a waiver of the requirement for Physical Education can be granted if a student completes two full seasons as a participant on an OHSAA approved inter-scholastic sports team, or two full seasons in Marching Band.

To participate in Commencement exercises, students must:

- **Pass all sections of the OGT**
- **Fail no more than two classes**
- **Complete and turn in Service Hours**
- **Meet all financial obligations**
- **Complete Senior Retreat**

In an effort to make religious teachings more applicable to the real world experience of its students and to help students extend their concerns beyond their immediate area of involvement, Roger Bacon requires students to perform 20 hours of community service. **Senior service hour evaluations must be turned in by May 1st.** These service hours can be done beginning the second semester of their junior year. Specific directions regarding these service hours are given to religion classes. A diploma will not be granted unless these requirements are fulfilled.

****All students are expected to participate in community service projects as part of their Religion class course requirements.***

Academic Class Offerings

Business/Technology:

1 credit:	AP Computer Programming	Technical Drawing I, II
	Business Math	
.5 credit:	Accounting I, II	Intro. To Computer Programming
	Business Law	Technical Drawing
	Communications	Web Site Design
	Communications II	Financial Management

English Department:

1 credit:	English I, II, III, IV AP English Literature AP English Language	Journalism Publications/Yearbook
.5 credit:	ACT/SAT Prep Creative Writing Movies As Literature	The Pen is Mightier Women Authors

Family and Consumer Science Department:

.5 credit:	Building Life Skills Child Development College and Career Search	Beginning Cooking for Good Health Creative Cooking for Healthy Living On Your Own
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Fine Arts Department:

1 credit:	AP Studio Art Concert Band	Music Theory Percussion
.5 edit:	Advanced Drawing & Painting Ceramics Drawing & Painting Graphic Arts Guitar I, II History of Jazz and Pop 3-D Design	Introduction to Art Music Appreciation Music and Technology Music Styles Music Theatre Photography

Health and Physical Education Department:

.25 credit:	Physical Education	
.5 credit:	Coaching and Officiating	Health

Language Department:

1 credit:	Chinese I, II French I, II, III, IV	Latin I, II, III, IV Spanish I, II, III, IV
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Math Department:

1 credit:	Algebra I, II Algebra II/Trig AP Calculus Algebra I Part I, II	Geometry Honors Algebra/Geometry Math Analysis
.5 credit	Probability & Statistics	Trigonometry

Religion Department:

1 credit:	Religion I, II, III, IV	
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Science Department:

1 credit:	AP Biology Biology AP Chemistry Chemistry	Materials Science Physical Science AP Physics Physics
.5 credit	Anatomy & Physiology Intro to Engineering	Zoology I, II

Social Studies Department:

1 credit:	AP European History	U.S. History
	AP U.S. History	World History
.5 credit:	African American History	Introduction to Social Studies
	Asian Studies	Psychology I,II
	The American Civil War	U.S. Foreign Policy
	Economics	American Women’s History
	Government	Vietnam War: Am History/Lit.

Grading System

A numeric grade is given on report cards for each quarter and each semester exam. In order to pass a subject, students must have a year-end average of 70.0. The computer will not round up averages. The grading scale is listed below:

A.....	100-93
B.....	92-85
C.....	84-76
D.....	75-70
F.....	69.9 and below

Interim Reports

Interim reports are available to all students and parents on-line at the mid point of each quarter. Students and parents should review all grades and especially take note of any classes the student is failing or in danger of failing. Parents are encouraged to contact teachers at this time or any time throughout the quarter regarding a student’s progress.

Report Cards

A copy is available on NetRBHS **using the parent’s password only** on the school web site about a week after each quarter. The computer will not round up averages. A hard copy can be sent home if requested.

Promotions and Failures

Students who have failed any of the subjects listed below must make up those classes in summer school or will not be permitted to return to Roger Bacon the following school year:

- Freshmen: Religion I, English I, Math, Science (not Honors Biology)
- Sophomores: Religion II, English II, World History, Math, Science
- Juniors: Religion III, English III, U.S. History, Math and Science depending on credits.

Students will not be permitted to return to Roger Bacon if they fail four or more classes for the year. (This includes both semester and full year classes).

Students will not be permitted to return to Roger Bacon if they fail three classes and any of the following are true:

1. They do not have a sufficient number of credits to be promoted to the next level.

2. They have not made up essential classes in summer school.
3. They have been on probation or have received a letter of warning at any time during the past school year.
4. They have been absent from school an excessive number of days without permission.

Honors

Students who achieve a 93.0 average in their classes receive first honors. Students who achieve an average of 87.0 in their classes receive second honors. A student who has failed any course cannot achieve honor roll status. Also, a "D" in any subject will eliminate a student from first honors.

Students who remain on the honor roll for each of the first three quarters of the school year are honored at the annual Academic Awards Ceremony. Students receive a scholastic letter or pin for their accomplishment. **Students are required to attend this ceremony; students must receive permission directly from the principal to be excused. Work is NOT an acceptable excuse.**

Class Rank

A student's class rank is determined each semester by the grades he/she earns and the difficulty of the classes taken.

Exams

Exams given at the end of first semester count as 1/5 of the semester grade and MUST be taken in order to complete that course. Failure to take exams within two weeks of the semester's end results in a grade of zero unless illness is involved. Exam grades and quarter grades are not released to students whose tuition accounts are not up to date. Students who do not take exams are not eligible to participate in ANY extracurricular activities until those exams are taken and grades are given.

Seniors with a 90.0 average and underclass students with a 93.0 average in a subject at the year's end will be exempt from final exams in that subject. The same rule applies to merit students with an average of 85.0. Teachers may make individual exceptions and require students to take exams.

Homework

In addition to work done during school hours, all students are expected to study at home. Students will have homework (written and/or reading) each night and are expected to take books home for this purpose. Parents are encouraged to use Net RBHS to access their child's assignments.

Withdrawals

When a student withdraws from Roger Bacon, the registrar will MAIL official school records to the new school. Even if a student withdraws, parents are still obligated to

pay the full tuition for the semester. **Roger Bacon reserves the right to withhold all grades, transcripts and diplomas until financial obligations are met.**

Transcripts

Transcripts will be sent to other schools and scholarship programs for \$2.00 each, \$5.00 for graduates. Payment **MUST** accompany request. One end-of-the-year transcript to a college will be sent free. Transcripts will not be released if a student has outstanding tuition or fees.

National Honor Society

NHS is an organization whose membership is by invitation only. Students in National Honor Society are well-rounded students who exemplify the main components of NHS: **Scholarship, Leadership, Character, and Service**. Letters of application are given to sophomores, juniors, and seniors who have achieved a certain minimum GPA at the semester. A teacher-based committee evaluates the applications and selects the members. Inductions are held in the spring of each year.

Roger Bacon High School Credit Flexibility Policy

Students interested in earning credit through flexible methods must submit a personalized learning plan to the Guidance Department. The personalized learning plan must identify the learning outcomes of the course. Methods chosen to earn credit must be approved in advance by the principal and cannot rewrite the school's mission or curricular requirements. Roger Bacon High School retains the rights and responsibility to determine what counts as curricular content, learning outcomes, methods of learning, assessments, and criteria for assigning grades. Roger Bacon High School shall not limit the number of credits students can obtain through demonstration of mastery or completion of educational options; however, this does not mean that any and every course can be completed in any way an individual student desires. Roger Bacon will not permit early graduation due to credits earned through the credit flexibility option.

Procedures

1. Students must submit a personalized learning plan or request a testing out option by May 1st for the following year for approval by the Chair of the department in which credit is being sought or his/her designee, the student's Guidance Counselor, and the Director of Curriculum and Instruction. Final approval will be granted by the principal. Students seeking approval for educational options taking place off-site must submit a liability waiver signed by their parents or legal guardians. Because Roger Bacon High School is a Catholic institution, courses contrary to Catholic teachings will not be approved.

2. Students may test out or otherwise demonstrate mastery of the course content established by the curriculum of Roger Bacon High School by earning a score of a 90% or better on an alternate form of assessment, such as an end of course exam, approved by the Department Chair and the Director of Curriculum and Instruction.
3. Students may earn credit through the following educational option plans:
 - a. Successfully complete a college-level course through PSEOP (Post-Secondary Educational Option)
 - b. Successfully complete an educational option plan, including online courses and programs approved by the State of Ohio and Roger Bacon High School
 - c. Successfully demonstrate mastery through methods such as portfolios, internships, work study, independent study plans or any combination of these methods
4. Students are responsible for any costs associated with the personal learning plan including assessment and transportation fees.
5. Students must attend five classes daily at Roger Bacon High School and pay full tuition. In accordance with the guidelines of the Archdiocese of Cincinnati, all students must attend Religion class daily.
6. Students will work with a teacher of record at Roger Bacon High School throughout an agreed upon timeline to ensure that curricular objectives are met. Advising teachers are to be compensated by the student at a rate of \$30/hour for their time.
7. A student who fails to meet the standards for ongoing participation, satisfactory progress and final assessment described in his or her personalized learning plan will not receive credit.
8. Grades earned by a student will be calculated in the student's GPA and class ranking.
9. While doing work for an approved personalized learning plan, students are expected to adhere to all of the policies regarding behavior and academic work that are stated in the Student Handbook.
10. High school athletic eligibility is based on grades reported at the end of each quarter. Students and parents are reminded that credits earned in the summer months through credit flexibility plans do not count for eligibility toward fall sports. Please check the NCAA requirements regarding their recognition of credit flexibility options.
11. Should students or parents/guardians have a disagreement with a decision or action regarding any aspect of the credit flexibility procedures and guidelines, they may request an appeal and have the right to a hearing. Appeals must be formally written and submitted to the Credit Flexibility Committee. The appeals will be reviewed by the Credit Flexibility Committee comprised of the building principal, a school counselor, and a teacher representative from the department in the

relevant subject area not involved in the original approval and assessment of the student. The student filing the appeal and his or her parent/guardian(s) shall be given an opportunity to present concerns and recommendations to the committee. The committee will review appeals within 10 days from the date the appeal was submitted in writing. The decision of the committee shall be final unless overturned by the President.

To view the full policy and print an application, please visit our website and click on "Credit Flexibility" under the Academics tab.

Internet Acceptable Use Policy

Our Internet Provider:

We have access to the Internet through Hamilton and Clermont Cooperative Association of Boards of Education (H/CCA), who is a partner with the Ohio Educational Computer Network.

H/CCA has taken the necessary precautions in order to restrict access to controversial and inappropriate information that may be released on the Internet. However, on a global network it is impossible to control all materials that an industrious user may discover from a controversial source. On the other hand, we believe that the degree of valuable information and interaction available on the worldwide network far exceeds the data users may procure from material that is not consistent with our educational goals.

General Information for users of Technology:

Roger Bacon High School is using new technologies, electronic resources, and Internet access to enhance student learning and to provide a quality educational experience for all students. The schools of the Archdiocese of Cincinnati as well as the other diocesan schools in Ohio have been provided with Internet connectivity through Instructional Technology Centers located throughout the state. This project is partially funded by the Legislature of the State of Ohio. Therefore, Internet access and activities utilizing all other technologies in the schools are strictly limited to educational purposes.

In keeping with the mission of Roger Bacon to promote values for a lifetime, the schools will monitor, instruct about, and guard against inappropriate, unethical, and illegal use of technology by the student or adult user.

Agreement Form:

In order to ensure the proper use of technology resources, it is necessary that each user (and his/her parents, if the user is under 18 years of age) annually sign the attached **Responsible Use of Technology Policy – User Agreement Form**. The signed form must be on file at Roger Bacon before Internet 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.

School Responsibility:

The school shall provide access to technological resources, including Internet, for educational purposes only. The school shall also provide training for students and teachers in the appropriate use of technology. The school does not guarantee the accuracy of information gathered from school computers. The school shall take measures to provide for the safety and security of minors, supervise and monitor student access to all technological resources provided by the school, and guard against the access of objectionable material, in compliance with the Children's Internet Protection Act. Unauthorized disclosure, use, and dissemination of personal information regarding minors is forbidden.

User Responsibility:

The user shall access the school's technological resources for educational purposes only. Each user is responsible for information that is sent and received under his/her personal and/or school Internet account. Passwords are to be guarded and not displayed nor shared with others. The user must strictly adhere to copyright laws. In addition, unethical and/or illegal uses of electronic devices will not be allowed. Unauthorized access, including hacking or use of another person's account, is strictly forbidden. The user agrees not to bypass the school firewall, nor to harm or alter school property. The user agrees not to pirate, nor to submit, publish, and/or display any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, harassing, racially offensive or otherwise illegal material, on or off school property; nor shall the user encourage the use, sale, or distribution of controlled substances. Any use in violation of any local, state, or federal law is prohibited and is breach of the terms and conditions of responsible use. Also, any commercial use is strictly forbidden.

Disciplinary Action:

Roger Bacon may take disciplinary action against school personnel, including students, who violate the Responsible Use of Technology Policy or other school or archdiocesan policies by means of inappropriate use of technology. Disciplinary action may also be taken against those who use telecommunication devices to use mental or physical distress to other members of the school community, whether these incidents take place on or off the school property. Disciplinary action taken by school authorities may include revocation of access to technological resources, suspension, expulsion, and/or possible legal action.

Extracurricular Activities

Disclaimer: Because so many students are staying after school for various reasons, it is the students' responsibility to inform parents they are staying after school. Participation in extracurricular activities is strongly recommended. No matter what the team or club, extracurricular activities

encourage teamwork and responsibility - an essential part of a student's personal education.

Eligibility

A student's academic eligibility to participate in extracurricular activities, including athletics and conditioning, is based on the previous quarter's grades: the first quarter grades determine eligibility for the second quarter, the fourth quarter determines eligibility for the first quarter of the next year. August 1st begins the first quarter of eligibility. Students must have passing grades in five courses not including Phys Ed for the quarter. Students must also have an average of 70% overall in their quarter grades. Students on academic probation are ineligible to participate in extra curricular activities including athletics and conditioning but may attend extra curricular activities. Students on disciplinary probation are ineligible to participate or attend any extracurricular activities including athletics and conditioning. A student's tuition account must be current to be eligible to participate in extracurricular activities including athletics and conditioning.

Tuition Dependent Eligibility

The following tuition and eligibility policies were excerpted from the full tuition policies adopted Feb. 12, 2004 by the Roger Bacon Board of Trustees.

1. A student who is participating in extracurricular activity becomes ineligible to participate when his/her tuition becomes delinquent by 18% of the total tuition. Participation may not re-commence until all tuition and fees are made current which means that there is no past due tuition or fees.
2. All prior year tuition must be paid in full by June 1st in order for the student to be eligible to attend or participate in summer camps, conditioning and practices of any kind.
3. Students with delinquent accounts at the end of the first semester will not be permitted to begin the second semester.
4. All prior year tuition must be paid in full before a student will be promoted to the next grade.
5. Roger Bacon High School will not issue report cards, transcripts, or a diploma until all financial obligations are met.

A copy of the OHSAA policies regarding eligibility may be obtained from the athletic director if there is a question. The Roger Bacon Administration can declare any student ineligible at any time at its discretion.

Athletics

The inscription in the Bacon auditorium reads, "Mens sana in corpore sano" – (A sound mind in a sound body). The athletic program has been developed to meet this goal. Roger Bacon teams have always maintained a high standard of excellence, winning championships in the city, district, region and state. Roger Bacon is a member of the Greater Catholic League (GCL) for boys and the Girls Greater Catholic League (GGCL) for girls.

Transfer Student Athletic Eligibility: Any students transferring to Roger Bacon High School **MUST** see the Principal and Athletic Director upon admission to Roger Bacon to determine athletic eligibility. Explanation of rules and regulations according to Ohio High School Athletic Association and the Archdiocese of Cincinnati will be discussed.

Fees: This fee is a per sport fee paid by every athlete participating in an organized sport sponsored by the Athletic Department of Roger Bacon High School. The fee is \$200 per sport for the first two sports in which the student participates during one school year. No fee will be assessed for the third sport in which the student participates during the same school year. There will be a family cap of \$600 per school year. The fee is due on meet the team night for all sports which do not cut participants. This fee is **non-refundable**. Members of teams who fail to meet the payment deadlines will not be permitted to participate in Roger Bacon interscholastic athletics until the fee is paid.

Physicals: The State of Ohio mandates that every athlete who competes in interscholastic high school sports must have a physical examination by a licensed physician prior to the start of the season. No athlete will be permitted to try out for any team or participate in conditioning until the physical exam is recorded on ROGER BACON MEDICAL forms and proper eligibility forms are on file in the athletic director's office. There are no exceptions to this policy. Medical examination forms are available in the main office, online, or from the athletic director. In order to participate in the athletic program, students must have the written consent of the parents. Consent forms are available in the athletic director's office.

Teams: Baseball, Basketball (girls and boys), Bowling (girls and boys), Cross-Country (girls and boys), Football, Golf, Soccer (girls and boys), Softball, Swimming & Diving (girls and boys), Tennis (girls and boys), Track (girls and boys), Volleyball, (girls and boys), Wrestling.

Organizations and Clubs

Academic Team
Ambassadors
Bacon Buddies
Band
Cheerleaders
Chemistry Club
Chess Club
Choir
Drama
Euchre Club
National Honor Society
Pastoral Care Team

Politics Club
Planeteers
Respect Life
St. Vincent dePaul
Step-n-Unity
Student Senate
Underwater Hockey
Wrestlettes

Student Publications

TROUBADOUR: The student yearbook is known as the *Troubadour*, in honor of St. Francis of Assisi, the founder of the Franciscans, who was known as God's Troubadour. The yearbook is published annually by a student staff in the Publications class, under the supervision of a faculty moderator.

BACONIAN: The *Baconian* is the newspaper produced by the Roger Bacon High School Journalism class. While the advisors read all articles to help students meet journalistic standards, the student reporters make decisions about content in order to create an open public forum of ideas. The student body and staff receive the paper free of charge. The main purpose of the *Baconian* is to entertain and inform the student body on topics of relevance at school, in the community, and in the world.

Student Services

Guidance Office

The guidance office is located in the east wing at the top of the north ramp. These facilities are for the use of all students.

Appointments: A student may schedule appointments with his or her counselor by signing his or her name in the appointment book (in the guidance office) or by directly contacting a counselor. ONE DAY'S NOTICE is usually required. Except for emergency situations, students should schedule appointments during homeroom or study halls. Parents are also welcome to contact counselors FOR APPOINTMENTS. All grade 9, 10, & 11 students will begin to plan their schedules for the next academic year in February. Academic placement will be recommended by the teacher and courses will be selected for the following year. Students will submit their course requests online, using their NetRBHS user name and password. Parents will use their own NetRBHS user name and password to electronically "sign-off" on their child's course requests.

The master schedule is built using the course requests submitted by the students. Therefore, students who want to change their course requests after the master schedule is completed will be charged \$25.00.

AFTER the term has begun, students who request to drop a course must obtain permission from the principal. The drop will result in a "WF" (WITHDRAW FAILURE) being posted on the student transcript.

Services: Besides individual counseling concerning personal problems students may have at home or school, the guidance office handles educational placement and career counseling, group guidance, college scholarship applications, referrals and testing.

Support Programs: The guidance office staff and auxiliary personnel are also involved in support programs for those students who feel they need help in coping with some situation in their lives. Participation in any group is strictly voluntary. The following groups may be offered during the school year: Grief and Loss, Divorce, Stress.

Testing: Roger Bacon has a well-rounded testing program which assesses the student's abilities and interests. A list of these tests follows:

Grade	Test
9	ACT Explore Test
10	Ohio Graduation Test, PLAN
11	Preliminary Scholastic Aptitude Test (PSAT)
10, 11, and 12	Advanced Placement Test (AP)

Seniors interested in college should take either the Scholastic Aptitude Test (SAT) or the American College Test (ACT). Students will be encouraged to take these tests in the spring of their junior year. All materials are available through the guidance office. IT IS THE STUDENT'S RESPONSIBILITY TO COMPLETE REGISTRATION MATERIALS AND MAIL THEM TO THE TESTING AGENCY.

Library/Media Center

Hours: Monday –Thursday 7:30 a.m. – 4:00 p.m. Friday 7:30 a.m. – 3:30 p.m.

The Roger Bacon Library Media Center is available to students, faculty, and alumni. The Library Media Center is equipped with 24 tablet PC's, 27 desktop units, digital cameras, and video and audio components for creating podcasts and audio presentations. The collection includes more than 6000 print books, 1000 eBooks, and a wide variety of educational databases.

A student's Passbook must be signed for library visits during school hours, and all students must check in using their Roger Bacon ID card. A replacement card will be produced at a cost of \$5.00.

Food, drinks, and gum are never permitted in the Library.

The circulating books in the library's collection are checked out for a three week period and may be renewed for an additional three weeks. A fine of 10 cents a day is charged for each overdue book, non-school days are excluded. Magazines may be checked out overnight. Fines for lost books will be equal to the replacement cost of

the book. Furthermore, a fine may also be assessed for damage to any borrowed materials.

The printer in the library is designated for school use only. A photocopier is available in the library. Copies made on the coin operated machine are 10 cents per page.

Transportation

Mt. Healthy and Winton Woods school districts are the only districts that provide bus service to Roger Bacon. Paul's Bus provides transportation also but parents must pay for this service. Students living in the Cincinnati Public School District can take the Metro at a discount rate. Fairfield, Finneytown, North College Hill, Northwest, Wyoming and Princeton school districts do not provide busing, but Roger Bacon has a large number of students from those areas of town. Many families form car pools in order to save time and money. **Families may be eligible for reimbursement from their school district if transportation is not provided.**

Cafeteria

Roger Bacon provides a complete lunch service for students including hot and cold items at a very reasonable price. Free and reduced lunch is available for those who qualify.

HEALTH SERVICES

Nurse: Auxiliary Services provides a registered nurse 4 days a week whose primary role is to support student learning. She is available for all emergencies, manage chronic diseases, evaluate student health concerns, and medication administration. The nurse provides health counseling and serves as a resource person for all students and staff.

It is the parent's responsibility to notify the nurse of any medical problem that would affect educational performance, behavior or safety of the student. Teachers are notified of medical problems that might impact the student's performance. Parents that do not wish such information to be distributed should notify the nurse.

The nurse will also do hearing, vision, postural and BMI screenings on all freshmen. If a reason exists that a parent objects to any of the health screenings, a written statement to that effect must be sent to the nurse.

Illness/Injury: Students who become ill or injured during the school day must report to the nurse's office for evaluation before a parent is notified. When the nurse is not available, the student should inform school personnel designated by the principal. If it is determined that the student needs to go home or requires emergency care, a parent/guardian will be notified according to the student's medical emergency authorization form.

Immunizations: Ohio law requires all students to be immunized for school attendance. It is the parent's responsibility to provide written documentation of the student's immunization record (month, day and year) to school personnel by the fourteenth day of school attendance. Any student's not having documentation or having incomplete immunization records by the fourteenth day of school will be excluded.

Medication: School personnel are prohibited from giving any medication to a student without written permission from a parent/guardian; in the case of prescription medication the written order of a licensed prescriber is also required. When it is necessary for medication to be administered during school hours, the following procedures must be followed:

For **PRESCRIPTION MEDICATION:**

1. A **Prescription Medication Form** must be submitted to the school nurse before any medication will be administered. This form provides the licensed prescriber's order, parent/guardian permission, and medical information required by law.
2. To ensure the safety and health of all students, students may not carry or administer their own medication, with the exception of **asthma inhalers, EpiPens, and insulin**. Students must be authorized to carry these specific medications by the licensed prescriber and parent/guardian on the **Prescription Medication Form**.
3. A separate form must be completed for each medication. New forms must be submitted each school year and for changes in medication and/or dosage.
4. The parent/guardian shall assume all responsibility for outcomes resulting from failure to provide necessary emergency medications and authorization.

For **OVER-THE-COUNTER MEDICATION:**

5. Over-the-counter medications may be administered to students at the discretion of the school nurse with the permission of the parent/guardian. An **Over-the Counter Medication Form** must be completed by the parent/guardian and submitted to the school nurse.
6. The school may stock a supply of frequently requested medications such as Tylenol, Ibuprofen and Tums. Other medications may be supplied by the parent/guardian and kept in the nurse's office for student use when accompanied by a written request.
7. Over-the-counter medications will only be administered in the dose indicated on the original medication package. If your child will need to have a dose that exceeds that on the package an order is required from a licensed prescriber.

8. A one time dose of an over-the-counter medication may be administered with the verbal permission of the parent/guardian.

For **ALL MEDICATIONS:**

9. If there is a change in a student's health status, recent illness/injury, or a new drug allergy diagnosis, the parent/guardian is required to notify the school nurse as soon as possible.
10. The parent/guardian must assume responsibilities for safe delivery of the medication and the signed permission forms to the school nurse. The medication must be received in the original container in which it was dispensed or purchased.
11. All medication forms expire at the end of the school year. Any remaining medication not claimed by the last day of school will be destroyed.

STUDENTS WHO SELF-ADMINISTER MEDICATION DURING SCHOOL HOURS ARE IN VIOLATION OF THESE RULES.

Tuberculosis Test: Ohio law requires all foreign-born, newly enrolled students who have been in the USA for 5 years or less to provide written documentation of a TB test. **The test must be done within 90 days prior to or 30 days following the first day of school attendance.**

A student who travels at any time for at least one week to a high risk country, as defined by the World Health Organization (including Mexico), in a non-tourist capacity must notify the school nurse. A non-tourist capacity is defined as a mission trip, staying with family/friends in a private residence, or spending most of the travel time in a home or facility where the residents of the foreign country live. The student will be required to have a TB test in no less than 60 days but no more than 90 days after their return from travel. For a complete list of "high risk" countries please contact the school nurse.

Spirit Shop

In addition to school supplies, the Spirit Shop offers a large selection of spirit wear items for any age. Not all of the items offered in the spirit shop may be worn to school as part of the dress code. Please consult the dress code section of this handbook for specifics. The spirit shop will be open on school days from 11:15 - 1:00 pm and before some home athletic events.

Merit System

Roger Bacon High School believes that extracurricular activities are important to the education of its students. In order to impress upon the students the value of these activities and to encourage students to take advantage of these opportunities it has put in place the Merit System. This section explains the operation of the Merit System. In addition to the information found here, there is an assembly for all new students at which time the system is explained in detail. Throughout the school year,

the student will have many opportunities to accumulate merit points, through participation in school activities. The student who achieves a particular number of points is considered a merit student. The total number of merit points needed to be a merit student is 3000.

The Basic Requirements:

- 3000 merit points must be earned in order to receive the Spartan Spirit Award.
- Students must attend one sporting event per semester in order to be eligible.
- Students must attend one fine arts event per semester in order to be eligible.

How Points Can and Cannot be Received

A student earns merit points by achieving academic honors, participating in school organizations and teams, attending school events, participating in fund raising activities, and performing service to the school. The school administration decides what qualifies for merit points. Such activities are specified at the end of this section. The decision about how points are awarded is made primarily by the moderator of the organization or activity. This person could be, for example, a coach, a faculty advisor, or a person organizing an event. This decision is overseen by the Merit System Coordinator and ultimately the Principal.

Merit points are awarded for participation in groups and activities that are officially sponsored by the school and are optional for the student. One, for example, cannot earn merit points for participating in a service project at one's church (it is not sponsored by the school) or for attending classes (it is a required activity for students.)

If a student is required to be at an event as a result of being a member of a team or organization or will earn merit points for working at an event, then the student cannot also receive merit points for participation in the event. However, the points received for being in the organization or working at the event are, usually much more than would have been earned through mere attendance.

Merit points can also be earned by a student through the participation of parents, family and friends (referred to after this as guests.) Such activities are specified at the end of this section. The contribution to a student's total merit points from the participation of guests cannot exceed one half of the points required to achieve merit student status. Therefore, no more than 1500 points will be accepted from the activities of guests.

Unless otherwise stated, students cannot claim more than two guests per event even if more attend. More than one student cannot claim the same guest. Another Roger

Bacon Student cannot be claimed as a guest at an event. A student cannot receive merit points for guest attendance at an event without also attending.

There are some important exceptions to the rules stated in the previous two paragraphs. A parent or guardian with multiple children at Roger Bacon High School can be claimed as a guest by each child. A student who cannot receive points for attending an event as a result of being a member of an organization or will earn points for working can still receive points for guests' attendance. This is an especially important point for students involved in athletics, drama, band, and chorus. There are also parent activities - organizations and events that are primarily or exclusively for parents - for which students can receive merit points without themselves attending.

Students lose 20 demerit points for receiving jugs for poor conduct. A student who has lost 200 or more merit points as a result of demerits is disqualified from being a merit student.

Documenting Points

Upon entering Roger Bacon High School a student is assigned a merit number which will help the school keep track of the student's points. All points must be documented. Merit points for participation in organizations are handled directly by the moderator of the organization. Activities for which a student can receive merit points will normally have a merit points reporting form available to record points. Such a form will require the student's merit number and name and will provide a place to record the participation of guests. Points will not be awarded if the information is not entered correctly on this form. It is the responsibility of the event moderator to provide these forms or to provide some other means to record merit points.

For such events it is the responsibility of the student to see that the points are correctly recorded on the merit points reporting forms. Both the name and the merit number of the student are required. Incomplete and/or incorrect information may be disqualified by the Merit System Coordinator.

Monitoring Merit Points

It is the responsibility of the Merit System Coordinator to provide a means for students to monitor their progress in Merit points. Students will be regularly informed of their current Merit point's total. A full accounting of merit points will be provided to a student upon request to the Coordinator.

Students may lodge appeals over the awarding of points to the Coordinator. The Coordinator may place time limits after which appeals may not be made. These time limits will be announced in advance with sufficient time to consider problems. If there is no urgency and the question is simple, a verbal communication to the Coordinator is recommended. However a formal protest must be in writing. A written formal

protest is necessary to show the protest was made before any time limit expired or if a decision is appealed to the school administration.

A Merit Student may be excused from final exams at the discretion of the teacher in those subjects in which she or he has maintained an 85.0 average.

Merit List

A list of organizations and activities for which merit points may be received is available on the Roger Bacon website. The number of merit points listed for each activity should be considered the maximum number of merit points available for that activity. Moderators for groups and activities determine the number of merit points actually given based on participation. Unless otherwise stated, merit points for guest participation at an activity or event may not exceed two guests.

Adult Organizations

Alumni Association

Purpose: to support school activities and promote social events for Bacon and OLA graduates; to publish the alumni magazine.
Meetings: 2nd Thursday of each month at 7:00 p.m.
Activities: Homecoming, Alumni Awards Dinner, Golf Outing, First Friday Mass, Riverbend, and Reds Night
President: Andy Kalb

Athletic Boosters

Purpose: to support all athletic programs at Bacon
Membership: a parent or guardian of a Roger Bacon student becomes a member in the Athletic Booster Organization when his or her child participates in any athletic activity which is sponsored by the Athletic Department of Roger Bacon High School. Membership dues are included in the athletic participation fee.
Meetings: 3rd Wednesday of each month at 7 p.m.
Activities: Sports Stag, Summer Steak Fry, Cornhole, Blacktop Party
President: Gary Brichler
Vice President: Si Rose

Music Boosters

Purpose: to support the nationally acclaimed Spartan Band
Membership: open to all
Meetings: 2nd Wednesday of each month at 7:30 p.m.
Activities: Casino Night
President: Debbie Axt
Vice President: Rob Hoopes

Parent-Teacher Association

Purpose: to promote greater cooperation between parents and teachers and to support the students and school
Membership: open to all
Meetings: 1st Thursday of the month at 7:30 p.m.

Activities: Fashion Show, After Prom, Teacher Mini-Grants, Teacher Appreciation Events, Freshmen/Sophomore Dance
Co-President: TBA
Co-President: TBA

School Regulations

Philosophy

Because of the need for a code of conduct to govern our lives and to provide order within the community or our school, Roger Bacon High School has developed the following code of school regulations. Anything in violation of or contrary to the order of the school or its religious teachings will not be tolerated and will be dealt with as the dean of discipline and/or principal see(s) fit.

Absence, Tardiness, Truancy Policy

All parents/guardians have the responsibility to assure regular daily school attendance of their children. According to the Ohio Revised Code, a child is considered delinquent if, being of compulsory school age, the child is absent without legitimate excuse for seven (7) or more consecutive school days, if the child is absent 10 or more school days in one (1) month, or if the child is absent 15 or more days in one year. Roger Bacon adheres strictly to these state laws. When a child is absent, the following steps should be taken:

1. On each day of the student's absence, a parent must call the school before 8 a.m. to report the reason for the absence. **The Attendance phone # is 618-7021.** This is an automated number and can be accessed 24 hours a day.
2. On the day students return to school, they must bring a note to the attendance office signed by a parent which includes: the date of the absence, the reason for absence and the student's homeroom number. **The students must report to the attendance office before homeroom even if they forget their note from home.**
3. Students will be given an absentee admission slip which should be shown to all their teachers at the beginning of each class.

Students are permitted three (3) unexcused absences per quarter. An unexcused absence as determined by the Roger Bacon administration is an absence not backed by a doctor's note. The administration has the final power to approve the reasons for any absences that exceed three (3) days per quarter. Students failing to receive approval for additional absences beyond three (3) days may fail any or all subjects. A 68.0 is the highest grade that will be given in those subjects.

Chronically Absent Students

In the spirit of facilitating student success, maintaining academic rigor, fostering effective communication/assistance to parents, the Administration of Roger Bacon High School will meet quarterly with the parents/guardians of students who are absent in excess of the guidelines stated in this policy. The purpose of the meeting(s)

is to collect the information necessary to establish a plan designed to help restore students to regular attendance and to complete academic work in compliance with the attendance laws of the State of Ohio and the policies and academic standards of Roger Bacon High School. Failure to comply with this policy could lead to dismissal from Roger Bacon High School.

Absences for vacations are counted as unexcused absences. Any student who exceeds **eight (8) absences** during the second semester for any reason(s) would be required to take end-of-the-year examinations. This is in effect regardless of the student's academic or merit status. School-sponsored events would not be counted toward these eight (8) days.

College Visits

Seniors are permitted two (2) college visits per year and juniors are permitted one (1) visit. All completed forms must be submitted to the dean of discipline no less than one week prior to the visitation in order to be "excused." The student is responsible for finding out what work he or she missed and for making up all that work (including tests and quizzes) in accordance with the make-up policies established by the classroom teacher.

Absence Policy Regarding Extracurricular Activities

In general, students who are too sick to be in school are too sick to be involved in extracurricular activities. Sick students are not to come to school for any amount of time merely to secure eligibility.

In order to attend or participate in school-sponsored extracurricular activities, students must be in school for the majority of the day which is four complete classes out of seven (homeroom is not a class) on a normal day. On days when there is a special schedule due to school-related activities (such as Mass, retreat days or an assembly), the principal and/or dean will decide what constitutes the majority of the day.

Students who are absent due to participation in or attendance at school-approved activities are eligible to participate in extracurricular activities. Students who attend field trips or official state sponsored tournament events are not marked absent.

Early Dismissal: If an early dismissal is needed, a written note from the parent giving permission for the student to be dismissed must be brought to the Attendance office before homeroom so that an early release pass may be issued. Students will not be released without a written note. The note should include the following information: date, reason for early dismissal, exact time the student should leave the school. If a student is being picked up, that individual must come into the main office to sign out the student. Then another note must be brought to the attendance office the day the student returns to school stating the reason he/she missed part of the day.

Tardiness

Students who are not in their homeroom and in their desks when the bell rings at 7:50 a.m. are tardy and must report to the attendance office to obtain a tardy pass. Tardiness results in detention. Students who are late to classes during the day will be dealt with by individual teachers.

Truancy

Students are truant if they are absent from school or class without a legitimate excuse as determined by the administration of the school. Truant students will receive a week's detention and automatic probation. The student must make up the time he/she missed on Saturdays. Students who are truant a second time are automatically dismissed (expelled) from school.

Alcohol and Drugs

The possession or use of alcohol, drugs-defined as any illegal, prescription, or over-the-counter medication, or drug paraphernalia on school property and/or at school-sponsored events AT ANY TIME is strictly forbidden. The selling, possession, transfer or use of drugs is also strictly forbidden. This includes substances which are thought to be, inferred to be or sold as drugs. Violation of either rule may result in any of the following: detention, work detail, disciplinary probation, a student's suspension and possible dismissal. The principal and/or dean will determine any follow-up programs deemed necessary.

Lunch

Roger Bacon has a closed lunch policy. Students may neither leave school for lunch nor order food to be delivered to school during the regular school day.

Students are to:

1. Remain quiet in the hallways during lunch; other classes will be in session.
2. Go to their lockers before first lunch and after second lunch only.
3. Pay for their lunch; no credit will be given.
4. Stand in line and wait their turn.
5. Eat in the cafeteria. Students may NOT go outside during lunch, nor take food or drink outside the cafeteria.
6. Clean off tables and push in chairs when they are finished eating.
7. Put trays, dishes, utensils on dish carts, put garbage in the trash cans and recyclables in correct bins.
8. Use good table manners.
9. Use the bathrooms in the cafeteria; they may not use bathrooms on the second or third floor.

Classroom

Each student is to follow the classroom rules set up by the teacher. Classroom misconduct will be dealt with by the teacher with appropriate punishments. Students who are late for class will be assigned to detention. Between class periods only quiet conversation is permitted. Students should go to their assigned places and be seated before the bell rings for the beginning of the class period. **Students who are ejected from class must report to the dean's office immediately.**

Corridor and Stairway

Running, whistling, horseplay, loud shouting and inappropriate language are prohibited at all times. Students have three minutes to move quietly and directly to their next class.

During class periods, no student is permitted outside a classroom without a passport book, properly filled out and dated and signed by a faculty member. This passport book must be checked by the teacher when the student returns to the classroom. Loitering in the restrooms, corridors, gym, locker rooms or stairways is absolutely prohibited at all times during the day.

Prohibited Areas: Students are not allowed in the following school areas:

All Offices (after hours)	Custodial Closets
Faculty Room	Conference Room
Fan Room	Boiler Room
Basement/Attic	Garages
Meeting Room in the Fogarty basement	

Off-campus Regulations

Because students' behavior affects the reputation of Roger Bacon, students who are involved in fighting, rowdiness, or general misconduct outside of school will be subject to disciplinary action by the school, possibly expulsion.

Roger Bacon students are not to visit other schools when Roger Bacon dismisses early or has a free day.

Athletic Offices and Locker Rooms

Students are NOT to be in the athletic director's office or coaches' offices at any time unless a faculty member is present.

No students are to be in the locker rooms before 7:50 a.m. Physical education students are the only students who should be in the locker rooms during the day.

In-season athletes are the only students who should be in the locker rooms after school.

Before and After School Hours

The official school hours are 7:50 a.m. to 2:36 p.m.
Offices and Library are open 7:30-4:00

School rules, including dress code and the use of electronics, apply as soon as a student enters and until they leave school property.

At the request of our neighbors and the St. Bernard Police, students are not to loiter on or block the sidewalks or streets; they are also not permitted to be on or in private lawns and driveways. In addition, students are not to smoke in any of those areas. Students are not permitted to remain outside before school.

The school cafeteria will open at 7:00 a.m. Students who arrive early may go there to study or socialize. Students may not be in any other part of the building until the 7:40 a.m. bell rings. Therefore, students are not to go to their lockers or be in the

halls, stairways or classrooms before the 7:40 a.m. bell rings for homeroom. However, the attendance, main and guidance offices are open at 7:30 a.m. for students to conduct business before school, so as not to take time away from their classes.

Students are not to use the front marble steps nor the front doors before, during or after school; they are reserved for visitors. Students should use care when crossing the street in front of school and should use only properly marked crosswalks. Sitting in parked cars and continual driving around before school are never permitted.

After School Policy

Due to after-school student safety and insurance liability, all students are to leave the building and be off school grounds unless a student is involved in the following: JUG, studying in the library, tutoring, participation on an athletic team or moderated extra-curricular activity, or after-school work. Students who are not involved in one of these things and who needs to wait for a ride, must report to room 24 for quiet, supervised studying. Failure to report to room 24 will result in JUG. After-school supervision will be provided until 5:00 p.m. Parents/guardians are responsible for ensuring that arrangements are made for transportation at the end of any given activity.

Leaving School

No student may leave school during the day without permission of the principal or dean of students. Violators will be placed on probation and given work detail and detention.

Books and Personal Property

Students are responsible for their books/personal property and should keep them locked in their lockers if they are not taken home at night. Textbooks must be covered at all times and teachers will check periodically. Lost books are kept in the main office, and all other lost and found items are handled by the guidance office.

Cheating/Plagiarism

The school policy on cheating is to both lower the grade and to punish the offender. Looking around for answers during a test should result in the loss of ten points from the graded test grade and detention. The use of cheat sheets and the like should result in a zero (0) for the test and several days to a week of detention. The same policy holds for exams. Plagiarism and copying homework from another student are both forms of cheating. These offenses result in a zero (0) on the assignment and three (3) days to a week of detention. In the instance of copying homework, both students involved in the incident receive the same punishment.

Dress Code and Personal Appearance

Students at Roger Bacon are expected to strive for personal excellence and to accept the challenges of human freedom with its accompanying responsibilities. One way Roger Bacon teaches these values is through the school dress code.

The school dress code is meant to minimize competition, maximize convenience,

be cost conscious as well as promote the individual student's training in self-control and self-discipline. In addition, the uniform should promote self-respect and pride in being identifiable as a Roger Bacon student. Generally, all eccentricity in dress and appearance is discouraged; any extremes in color, style or design are not permitted. Students are to come to school and leave school in conformity with the dress code. Exceptions to the dress code must be cleared by the dean, whose decision is final.

DRESS CODE FOR BOYS IS AS FOLLOWS:

1. **Shirts:** Any solid white, collared dress shirt with long or short sleeve may be worn. A polo style shirt purchased only from the **RB Spirit Shop** is the other option. Shirts are to be tucked in at all times. Shirts may not be layered (i.e. wearing a polo shirt under a shirt). Only a white T-shirt may be worn under the school shirt. No long sleeve shirt under a short sleeve shirt may be worn.
2. **Pants:** Any solid colored dress pants of the following colors may be worn: khaki, brown, navy blue, or black. Jeans or denims are not permitted nor are any pants which look like jeans. Belts are to be worn to maintain pants at waist level at all times. Pants with pockets on the outside (cargo pants) are not permitted. Pants which are gathered, pinned or torn at the cuff are not permitted.
3. **Shorts:** Only Khaki colored dress shorts without large side pockets may be worn. **Shorts are permitted from the first day of school until September 30th and from May 1st until the end of the school year.** Shorts must be modest in length and worn at the waist.
4. **Sweaters:** Any solid color sweater may be worn at any time over a regulation school polo shirt or button down white shirt. Sweaters are not to be draped over the shoulders or tied at the waist.
5. **Sweatshirts, fleeces, jackets:** Any non-hooded Roger Bacon sweatshirt, fleece or jacket may be worn at any time over a regulation school polo shirt or button down white shirt. They may not be draped over the shoulders nor tied at the waist.
6. **Shoes:** Dress, casual or gym shoes with socks must be worn. Shoes may not be fluorescent, neon or an exceptionally bright color. Shoes are to be with worn with neutral color shoelaces. Shoes with open toes or open heels are not permitted.
7. **Socks:** Socks must be worn and visible in a neutral and solid color.
8. **Jackets:** Students may not wear jackets or coats during the school day. Only Roger Bacon Fleece jackets or pullovers may be worn over a regulation school polo shirt or button down white shirt.
9. **Jewelry & Piercings:** No sunglasses, medallions, pendants, beads or earrings may be worn in school. Tongue piercing, nose piercing, or any other body piercing is not permitted.
10. **Hair:** Hair must be cut ABOVE the eyebrows, ears and shirt collar. Eccentric hairstyles, including designs of any type, are not permitted. The principal and/or dean are the final judge on these matters. Students told to get a haircut must report to the office on the specified day.

11. **Facial Hair:** Students must be cleanly shaven at all times: beards, mustaches, sideburns and goatees are not permitted.
12. **Tattoos:** Visible tattoos are not part of the dress code and must be covered at all times.
13. **Hats:** Hats may NOT be worn in the school building at any time.

DRESS CODE FOR GIRLS IS AS FOLLOWS:

1. **Skirts:** The plaid uniform skirt is optional and may be worn at any time. The skirt may be no shorter than three (3) inches above the knee. Shorts are not to show from under the skirt. Uniform skirts may be purchased from Schoolbelles. Tights may be worn under the skirt, but they must extend down through the foot or down to the ankle. The following colors are permitted: white, black or grey.
To promote modesty and self-respect, the length of skirts will be checked. If the skirt is less than three (3) inches they will be issued an official warning that will be registered with the dean. The second offense will result in one (1) day of JUG. In the event of a third offense, the student will no longer be permitted to wear the skirt that school year.
2. **Shirts:** Any solid white, collared dress shirt with long or short sleeves may be worn. A polo style shirt purchased only from the **RB Spirit Shop** is the other option. Shirts are to be tucked in at all times. Shirts may not be layered (i.e. wearing a polo shirt under a shirt). Only a white T-shirt may be worn under the school shirt. No long sleeve shirt under a short sleeve shirt may be worn.
3. **Pants:** Any Solid colored dress pants of the following colors may be worn: khaki, brown, navy blue, or black. Jeans or denims are not permitted nor are any pants which look like jeans. Belts are to be worn to maintain pants at waist level. Pants with pockets on the outside (cargo pants) are not permitted. Pants which are gathered, pinned or torn at the cuff are not permitted.
4. **Capris:** Capris, which are defined as going below the knee, may be the following colors: khaki, brown, navy blue, or black. **Capris are permitted from the first day of school until September 30th and from May 1st until the end of the school year.**
5. **Sweatshirts, fleeces, jackets:** Any non-hooded Roger Bacon sweatshirt, fleece or jacket may be worn at any time over a regulation school polo shirt or button down white shirt. They may not to be draped over the shoulders nor tied at the waist.
6. **Shoes:** Dress, casual or gym shoes with socks must be worn. Shoes may not be fluorescent, neon or an exceptionally bright color. Shoes are to be with worn with neutral color shoelaces. Shoes with open toes or open heels are not permitted. No shoe of any kind may extend above the ankle.
7. **Socks:** Socks must be worn and visible in a neutral and solid color.
8. **Jackets:** Students may not wear jackets or coats during the school day. Only Roger Bacon Fleece jackets or pullovers may be worn over a regulation school polo shirt or button down white shirt.

9. **Jewelry & Piercings:** No sunglasses may be worn during school. Girls may wear no more than two (2) earrings per ear and may not wear earrings longer than two (2) inches. Tongue piercing, nose piercing, or any other body piercing is not permitted.
10. **Hair and Makeup:** Eccentric hairstyles are not permitted. Only natural hair color is permitted, but natural hair color highlights are acceptable. Hair should be neatly groomed. No heavy makeup is permitted.
11. **Tattoos:** Visible tattoos are not part of the dress code and must be covered at all times.

Out of Uniform

Roger Bacon has specific days in which the regular dress code does not apply. Many times there is a fee of \$1 to participate. The regulations are as follows:

1. A RB T-shirt, sweatshirt, warm up jacket or fleece may be worn. RB spirit wear is NOT permitted to be altered or torn in anyway. Athletes or any club members are permitted to wear their team or organization's shirt or jersey.
2. Jeans may be worn with the appropriate top. Jeans are not to be ripped, frayed or altered in any way. If the dress down day happens during the specified times, women may wear the uniform skirt or capris and men may wear uniform shorts.
3. Dress code regulations for shoes apply.
4. RB hoodies, sweatpants, jean shorts and sport shorts are NOT permitted.

Driving to School and Parking

Any student who parks in a school lot must register with the dean. All family vehicles must be registered at the beginning of the year so that the school has a record of those license numbers.

Students who drive to school are expected to obtain a parking hanger and an assigned space from the dean for \$40.00. Parking spaces are assigned by the dean. Only students who are assigned spaces may park in these lots. Unsafe driving practices before or after school or violations of parking rules will result in the loss of this privilege.

Eating and Chewing Gum

No food is permitted in classrooms or hallways. Food is never to be taken out of the cafeteria. Chewing gum on school property is prohibited. Students caught chewing gum will be assigned to detention.

Electronics

The use of MP3 players, CD players, cell phones, headphones, laser pointers or any electrical device is never permitted during school hours. The dean will confiscate any that are being used during school hours. Any electronic device that is confiscated will not be returned for seven (7) days, five (5) days detention will be assigned, and a \$5.00 charge will be assessed to get the device back.

Fighting

Fighting on or off school grounds is strictly prohibited and may result in suspension, probation and detention or expulsion.

Forgery

Forgery includes falsifying either a parent/guardian's or teacher's signature and will result in three (3) to five (5) days of detention.

Gangs

Roger Bacon High School recognizes that a school must create a safe environment in which learning can take place. The presence of gangs within a school disrupts that environment by threatening the safety of the students in the buildings and causing disruption to the academic process.

As a result of these beliefs, if it is determined that someone belongs to a gang or displays gang activity he/she will be expelled from Roger Bacon High School.

Homework

Failure to do assigned daily homework in a timely fashion will result in detention. All written homework must be handed in on time and is usually done in ink or typed. Students are expected to take books home every night to study.

Lockers

Each student is assigned a locker in which to keep his or her books and belongings. Switching lockers or using unassigned lockers is not permitted. Lockers must be locked at all times, using ONLY locks provided by the business office. Students may not go to their lockers during lunch periods or between lunch times.

If a locker is left unlocked, the lock may be confiscated. If a lock is lost, students must purchase a new one from the business office for \$5.00. Lockers are the property of Roger Bacon, and the school reserves the right to search student lockers at any time.

Loitering

Students are not to loiter in the hallways, stairways, restrooms, Fogarty lobbies or outside the building AT ANY TIME BEFORE, DURING OR AFTER SCHOOL. This includes the back lot entrance on Leonard Ave. before and after school. Students who loiter will be given detention.

Pregnancy

Roger Bacon believes and upholds the Catholic teaching of the sacredness of all human life and marriage as the proper context for sexual relations. Although never condoning premarital sex, Roger Bacon is dedicated to caring for the mother, father and child when pregnancy occurs.

A Roger Bacon student who becomes pregnant may remain in school if she meets the following conditions:

1. Attends a meeting involving appropriate school personnel.
2. She seeks professional pre-natal care.

3. She makes appropriate academic arrangements for classes she will miss.
4. When it is no longer possible to conform to the dress code, special consideration will be made.

If the father of a baby is a Roger Bacon student, he may remain in school as long as he meets the following conditions:

1. Attends a meeting involving appropriate school personnel upon confirmation of pregnancy.
2. Seeks professional counseling to assist in dealing with the situation.

Each case will be individually evaluated by the principal, and a decision will be made as circumstances warrant.

Public Displays of Affection

Public displays of affection such as hugging, kissing or holding hands will not be permitted during school hours. Violators will be assigned to detention.

School Property

Students must respect all school property. Any student who deliberately defaces or destroys school property or school uniforms risks expulsion. Horseplay that results in damaged or broken property will be punished with Saturday morning work and payment of an appropriate fine. Any broken equipment or property should immediately be reported to the business office. Every student is expected to help keep classrooms, corridors and all other parts of the building clean at all times.

Searches

The Roger Bacon administration may search a student who is suspected of inappropriate activity, his or her possessions or any suspicious cars on Roger Bacon property.

Smoking

Smoking and dipping are against the law for students under 18 years of age. Smoking/dipping is prohibited at all school sponsored functions regardless of age. Students caught with cigarettes or tobacco products may be turned over to the St. Bernard Police Department and will be placed on Probation.

Transportation

Safe and appropriate behavior is expected while traveling to and from school whether by public transportation or private vehicle. Misconduct will not be tolerated.

Visitors

All visitors must check in at the main office, and wear a visitors badge for the duration of their visit.

Disciplinary Action

Roger Bacon considers discipline to be important not only because school regulations maintain order, but also because it teaches students responsibility and self-control. School regulations have been adopted for the good of individual

students as well as that of the school community and can generally be obeyed by using common sense. Below is an explanation of how violations are handled.

Detention

Students who violate a school regulation will be assigned to detention (JUG). Detention is to be served on the day after it is assigned. Students who are assigned to detention must report to room 27 at 2:40 p.m. with a pen or pencil. Students will be charged \$1 per detention to cover administrative costs. Jug notification e-mail will be sent to parents after the jug is served. Detention lasts until 3:20 p.m. A student who skips detention without the dean's permission will be given a second day of detention. Other punishments will not be substituted for detention. Athletes must complete their detention during the course of the season.

Saturday School

When a student does not learn from correction and continues to get detentions, especially for the same offenses, Saturday School may be assigned by the dean. Students assigned Saturday School are expected to report to school on the assigned Saturday from 8:00am to 11:00am. A \$25.00 fee will be charged to students assigned a Saturday School. Students skipping Saturday School face expulsion from Roger Bacon.

Letter of Warning

Parents will be sent a Letter of Warning when their son or daughter has a total of ten (10) detentions for separate offenses during the school year. The letter warns parents of excessive misconduct and the possibility of probation if the student is assigned to detention five (5) more times for separate offenses in a semester. This letter will remain a part of the student's record for as long as he or she is a student at Roger Bacon High School.

Suspension

Students can be suspended by the principal or dean of discipline for serious misconduct. Suspension usually lasts between three (3) and five (5) days but may run longer. Days of suspension count as unexcused absences. Parents must meet with the dean before a student may return to school.

Probation

Probation is the most severe penalty short of expulsion. Students are placed on probation if their conduct has not improved after receiving a Letter of Warning. Automatic probation can also be given for more serious infractions such as, but not limited to: truancy, smoking, disrespect to teachers or staff, or fighting.

Probation lasts 10 weeks. All holidays (except summer vacation) are counted as part of this 10 week period. During this 10 week period students are suspended from their participation/attendance at **ALL** school activities in which Roger Bacon High School is represented as well as **ALL** student privileges. This includes sports, clubs, organizations, activities, and social events, both home and away, wherever Roger Bacon is participating.

Furthermore, probation means that students may continue at Roger Bacon only under the following conditions:

1. They are guilty of no further serious misconduct.
2. They receive less than five (5) detentions for separate offenses in any given semester while enrolled at Roger Bacon.
3. Any further evaluation, education, or follow-up procedures have been met.

A student is subject to expulsion without further consideration if any of these conditions are violated. The student's full participation in school life will be reinstated if the student's conduct improves. Remember, once on probation, a student may be expelled if he/she receives five (5) detentions in any remaining semester while a student at Roger Bacon High School.

Expulsion

Students are subject to expulsion for any of the following offenses:

1. Violation of any conditions of probation
2. Being placed on probation for the second time.
3. Skipping detention a third time.
4. Possession of, or use of alcohol, or the selling, possession, transfer or use of drugs, drug paraphernalia, or substances which are thought to be, sold as, or inferred to be drugs (any illegal, prescription, or over-the-counter), before, during or after school or at a school-related event on or off campus.
5. Being truant a second time.
6. Stealing.
7. Open insubordination, defiance, disrespect or threat to a school official or teacher.
8. Willful destruction of school property.
9. Possession of or use of a weapon, any object resembling a weapon; or any object having the potential of being used as a weapon on or off campus.
10. Menacing, threatening behavior or inducing panic.
11. Violent or disorderly conduct.
12. Violation of the school's stated policy.
13. Possession of inflammables or explosives.
14. Sexual Harassment: any unsolicited verbal or physical conduct of a sexual nature which is unwelcome directed toward other students or faculty members.
15. Serious misconduct on a Kairos retreat, band camp, field trip or the like.
16. Sexting: students sending nude or sexually explicit photographs or videos of themselves and/or others through cell phones will not be tolerated at any time. All parties involved in taking, sending, receiving or sharing of these photographs may face expulsion.

If a student is expelled from Roger Bacon the full amount of tuition for the semester in which the expulsion occurred must be paid before records will be released.

A student who is expelled or chooses to withdraw in lieu of expulsion is not permitted to return to Roger Bacon for any events.

Harassment Policy

Harassment, intimidation, or bullying is defined as an intentional written, verbal, or physical act that a student has exhibited toward another particular student more than once and that behavior either causes mental or physical harm to the student or creates an intimidating, threatening or abusive educational environment for the other student.

- Cyber-bullying is the above prohibited behavior perpetrated with computers, cell phones, internet websites, or any other electronic device.
- All harassment/bullying is prohibited on school property and at all school events and includes all forms of communication.
- Harassment/bullying will be dealt with by the dean of students and may result in expulsion from Roger Bacon.

Child Protection

Roger Bacon High School is dedicated to maintaining a zero tolerance for abuse. We require that every member of our community, including our many volunteers, participate actively in the protection of minors. Any abuse or inappropriate behavior is to be reported to the principal. These behaviors are outlined in section C.7 of the Roger Bacon Child Protection policy.