

CENTERVILLE HIGH SCHOOL

500 E. FRANKLIN STREET

CENTERVILLE, OHIO 45459-5799

Phone: (937) 439-3500

Fax: (937) 260-4416

www.centerville.k12.oh.us/chs

CENTRAL UNIT

COORDINATING PRINCIPAL - Mr. John Carroll – 937-439-3503

COORDINATING PRINCIPAL'S SECRETARY - Mrs. Jen Seminary – 937-439-3579

HIGH SCHOOL RECEPTIONIST - Mrs. Kelly Moore – 937-439-3500

BOOKKEEPER - Mrs. Nancy Nichols – 937-439-3572

CAREER EDUCATION DIRECTOR - Mr. Craig Suttman – 937-439-3507

CAREER PATHWAYS COORDINATOR - Mr. Marion Delatore – 937-439-3571

CAREER EDUCATION SECRETARY - Mrs. Mona Romer – 937-439-3506

PROGRAMS COORDINATING COUNSELOR – Mrs. Andrea Fleischman – 937-439-3594

INTERVENTION COUNSELORS - Mrs. Beth Mires – 937-439-3519

- Mrs. Amy Hilliard – 937-439-3550

ATHLETIC DIRECTOR - Mr. Rob Dement – 937-439-3517

ATHLETIC SECRETARY - Mrs. Kara Dierker – 937-439-3516

FINE ARTS COORDINATOR - Mr. Mike Cordonnier – 937-439-3535

EAST UNIT

UNIT PRINCIPAL - Mr. Jack Durnbaugh – 937-439-3529

UNIT SECRETARY - Mrs. Heather Papanek – 937-439-3527

GUIDANCE SECRETARY - Mrs. Toni Lehman – 937-439-3531

GUIDANCE COUNSELOR (A-K) - Mrs. Meghan Leiker – 937-439-3533

GUIDANCE COUNSELOR (L-Z) - Mr. Josh Cabay – 937-439-3532

SOUTH UNIT

UNIT PRINCIPAL – Ms. Jen Riegel – 937-439-3540

UNIT SECRETARY - Mrs. Lori Rockhold – 937-439-3538

GUIDANCE SECRETARY - Mrs. Debbie Round – 937-439-3541

GUIDANCE COUNSELOR (A-K) - Mrs. Christina Weaver – 937-439-3543

GUIDANCE COUNSELOR (L-Z) - Mrs. Beth Buck – 937-439-3542

SCHOOL PSYCHOLOGISTS - Mr. Chad Folck – 937-439-3538

- Ms. Yolanda Crooms – 937-439-3538

SPECIAL EDUCATION COORDINATOR - Mrs. Kelli Henry – 937-439-3575

WEST UNIT

UNIT PRINCIPAL - Mr. Jeff Wolff – 937-439-3553

UNIT SECRETARY – Mrs. Amy Smith – 937-439-3551

GUIDANCE SECRETARY – Mrs. Bettina Magnusen – 937-439-3554

GUIDANCE COUNSELOR (A-K) - Mrs. Stella McCrory – 937-439-3556

GUIDANCE COUNSELOR (L-Z) - Mrs. Samantha Stingley – 937-439-3555

CHS PARENTS - QUICK REFERENCE GUIDE

9/12/24	Quarter 1 Interim Grades	2/6/25	Quarter 3 Interim Grades
10/17/24	Quarter 1 Grades	3/20/25	Quarter 3 Grades
11/14/24	Quarter 2 Interim Grades	4/23/25	Quarter 4 Interim Grades
1/9/25	Quarter 2 Grades	6/4/25	Quarter 4 Grades

Unit Numbers to call for Absences

East - 439-3527 South - 439-3538 West - 439-3551
Career Ed - 439-3506

PE Waiver

The Physical Education Waiver is available to student athletes, members of after school marching band and flag corps, cheerleaders, and Coed members who practice and participate in a Centerville High School sanctioned activity on a daily basis. Students who wish to apply for the PE waiver must:

- Complete two full seasons meeting the participation requirements and
- Complete one-half credit of additional elective coursework to meet credit requirements for graduation.

CHS CLUBS



**Freshmen interested in running for class officer:
Listen to the announcements for instructions on how to
run for election!**

UNDERCLASS PICTURE & ID DAY

August 30– Freshmen & Sophomores

September 3 – Juniors & Seniors

RETAKE DAY

October 3, 2024

CHS DAILY TIME SCHEDULE

Period	Start	End
WARNING BELL 7:45		
Advisory	7:50	8:11
1	8:16	9:10
2	9:15	10:09
3	10:14	11:08
Class 4	11:13	12:07
Lunch 4	11:08	11:58
Class 5	11:58	12:52
Lunch 5	12:07	12:57
6	12:57	1:51
7	1:56	2:50 Dismissal

CHS STUDY TABLE

The CHS Study Table (ST) is available to ALL students four (4) times a week Tuesday - Friday mornings for 45 minutes sessions. The ST is an excellent way to receive special help for difficult academic questions. The academic sessions occur Tuesday through Friday in room W205. Mature and positive purposeful behavior is expected of all participants. The weekly schedule for Study Table sessions is as follows:

Monday	Tuesday	Wednesday	Thursday	Friday
	7 – 7:45 am	7 – 7:45 am	7 – 7:45 am	7 - 7:45am

Current participating athletes who are assigned to the Study Table **must** complete **two** required sessions per week by Thursday, 4:00 p.m. or become ineligible the next day (Friday) for the next seven calendar days. Further details on Study Table are available in the Course of Studies Book online.

CHS WEB ADDRESS

<http://www.centerville.k12.oh.us/schools/chs>



Centerville High School PTO

Centerville High School, 500 East Franklin St., Centerville, OH 45459

Welcome to the 2024-2025 school year! We are about to begin a new year at Centerville High School, and we invite you to be a part of the CHS PTO.

We are an active, volunteer organization that develops, plans, sponsors and executes events which benefit students, parents, and teachers throughout the year. Some of our events include:

- Elk Pride (weekly student recognition program)
- Open House
- College & Career Fair
- Financial Aid Information Night
- College Information Nights
- Teacher Appreciation
- Senior scholarships
- CHS Salutes (A volunteer recognition program)
- Best Seats in the House (Reserved seating for the Americana Festival fireworks)
- Assistance with Prom / Homecoming tickets

Please join our PTO. Membership is our primary fundraiser, and your contribution allows us to continue a tradition of excellence within our CHS community. We invite you to take part in any of the events above, but your membership alone is enough to help. A membership form is included on the [back of this letter](#) so you can easily join today!

Also, please consider supporting the CHS PTO when shopping at Kroger:

- To get started, visit <http://www.kroger.com>. Log into your Kroger account, search for Centerville High School Parent Teacher Organization by name, or by our Non-Profit Organization Number of RX678, then click Enroll. Once enrolled, scan your Kroger Rewards card (or enter the telephone number associated with your account) each time you make a purchase.

Contact us at chselkspto@gmail.com if you have any questions or would like to become more involved. We look forward to working with you!

Sincerely,

Marena Tyson

Marena Tyson
2024-2025 CHS PTO President

Centerville High School PTO

Welcome to the 2024-2025 school year!

Our mission is to promote the betterment of the Centerville community through service and events directed toward parents, teachers, and students. Through community contributions and volunteerism, we strive to support our students, enhance the learning environment, and encourage parent and public involvement. We invite you to join us! Contact us at chselkspto@gmail.com to find your place at CHS.

2024-2025 Executive Board

Coordinating Principal - John Carroll
President - Marena Tyson
Vice President - Brenda Colton
Secretary - Judy Winfield
Treasurer - **Vacant**

2024-2025 Committee Chairs

Membership - Anjeanette Rettig
Scholarship - Judy Winfield, Darrien Kemp
Curriculum Advisory Committee - Brenda Colton
College & Career Fair - Christina Keefe, Marena Tyson
Elk Pride - Stephanie Davis, Darrien Kemp
Hospitality - Marena Tyson, **(Co-chair vacant)**
Best Seats in the House - Marena Tyson
Social Media - Amanda Netherton
Teacher Appreciation & After Prom - **Vacant**

JOIN TODAY!

Becoming a member of the CHS PTO is the first way you can impact ALL students at CHS. Complete this form and mail it, along with a check (made out to CHS PTO) to CHS PTO, 500 E. Franklin St., Centerville, OH 45459.

Your Name: _____ Cell Phone #:

Email address (please print clearly):

Student(s) name(s):

If you prefer to join using PayPal, please go to <https://chs.centerville.k12.oh.us/pto> and click on "Donate." Please email chselkspto@gmail.com with above contact information so that we can connect with you.

ALL PTO CONTRIBUTIONS ARE TAX DEDUCTIBLE

Membership Levels:

Super Elk, \$100 and above
Big Elk, \$50-\$99
Elk Sponsor, \$35-\$49
Elk Family, \$20-\$34

VOLUNTEER

The greatest gift you can give the PTO is your time. If each of us gives one hour, we impact the nearly 3000 students at CHS. Please watch the CHS announcements throughout the year for sign up links to volunteer. If you would like to receive emails regarding volunteer opportunities, please check the box at the bottom of the page. Together, we make a difference!

Volunteer opportunities include:

Elk Pride (Fridays during lunch)	Prom and Homecoming Tickets
Hospitality Events (provide donations)	Spirit Chain Assistance
College and Career Fair	Best Seats in the House
Teacher Appreciation	

☐ Yes, I would like to receive emails regarding volunteer opportunities. Use my email above, or use alternative email provided here:

(please print clearly)

WHOM TO CONTACT ABOUT SPECIAL MATTERS

Advanced Placement	Brian Bucher and Ellen Kibby, Centerville District Office
Announcements	Central Unit Office
Athletics	Athletic Office
Computer Curriculum/Writing Labs	Tech Office, Central Unit 2 nd floor
Credits, Transfers, Withdrawals	Guidance offices
The Hole in the Wall Spirit Shop - Marketing	Back of Central Commons
Employment Opportunities	Career Guidance Office, Central Unit
High School Bookkeeper	Mrs. Nichols, Central Unit Office
ID Pictures	Central Unit Office
Illness	Clinic & Unit offices
Instructional Computer Support Services.....	Michael Henderson, Tech Office, Central Unit 2 nd floor
Lockers	Unit offices
Newspaper (PURSUIT).....	Pursuit Office Central 220
Parking Permits	Central Unit
Security	Security Office, Central Unit
Reservation of Gym	Athletic Director, Athletic Office
Reservation of Building Facilities	Central Unit Office
Schedule Changes	Guidance offices
Special Excuses and Early Dismissal	Unit offices
Tardiness and Absences	Unit offices
Work Permits	Guidance offices
Yearbook (ELKONIAN).....	Yearbook Office
Academic Volunteer Coordinator	Susan Ralston & Judy Winfield
PTO President	Marena Tyson

CENTERVILLE HIGH SCHOOL ELK NEWS

Parent Square will be the system we will use to communicate with families. You will automatically receive emails using the address we have on file for you. If you change your email address, please notify your unit guidance secretary.

You will soon have an opportunity to opt in for daily announcements on Parent Square.

Don't forget to go to Parent Square to activate your account.

CENTERVILLE HIGH SCHOOL POLICY

All information included below is referenced from the CHS Handbook now on-line.

Daily Sign In/Sign Out – Office Procedure:

*** Students must sign OUT at their respective Unit office, and students returning to school within the school day are expected to sign back IN at their assigned Unit immediately upon their return.

***NOTE: Parents do not have to come into the building to sign their students out....
....simply send a note in with your student in the morning, or call your Unit office.***

Doctor's Appointments – A student leaving the building due to an appointment must bring a note from a parent (or a parent phone call) for early dismissal to his/her Unit office BEFORE school, stating the reason and time the student is to be dismissed. This information is entered into the computer system, so that teachers know that the student will be leaving at a certain time.

The students are responsible for knowing when they are to leave, and must sign out at their Unit. Upon returning to school, he/she must present verification of the appointment to the unit office when signing in, to excuse the absence.

Illness During School Day – Students who become ill during the school day should not call or text a parent to be signed out. All illness-related communication should take place through the Clinic. Students should bring a written pass from their teacher to go to the Clinic, who will then contact the parent.

Junior and senior students who leave for lunch and become ill are expected to notify a parent who must, in turn, notify the school of the student's illness within the hour and also submit a note from the parent when the student returns to school the following day.

Athletic/Club Participation – A student must be in attendance one-half day (3 class periods) to participate in a scheduled athletic event or club activity on that day.

Absences – To assist to the Unit office, parents are requested to call by 9:00 a.m. to report a student's absence. Parents who have not communicated by phone must provide a written note when the student returns to school as to the reason for the absence. If no note is received within three days, the absence will remain unexcused. **Students who miss seven (7) days or who have ten (10) tardies will receive a letter from the high school coordinating principal requiring documentation from a physician, nurse practitioner or a physician's assistant for future absences to be excused.** *Medical notes following a doctor's appointment will excuse the absence and will not count toward the seven (7) absences or ten (10) tardies.* **We encourage parents to provide documentation from the doctor's office for any medical appointments.**

Administrators or their designee will monitor these thresholds and coordinate absence intervention team meetings as needed.

Excused Absences – Acceptable excuses for absence from school, classes, study halls or other required school activities are:

- a. Personal illness
- b. Illness in the family
- c. Death in the family
- d. Emergency at home

*NOTE: If a student will be absent from school for the following reasons, the Unit principal must be notified by the parent or guardian **PRIOR** to the absence by submitting a Planned Absence form (*tan*) or a School Related Activity form, if applicable (*blue*), which are available in the Unit offices:

- a. Observance of religious holidays
- b. Securing a temporary or permanent driver's license
- c. Court appearance
- d. Special administrative permission
- e. School related activities
- f. * College campus visits during senior year
- g. Travel with parents

Completed **Planned Absence** or **School Related Activity** forms are to be signed and returned to the unit office before the absence occurs in order for it to be excused, and to obtain credit for homework and classroom activities missed. The student must make all necessary arrangements with his/her teachers **PRIOR** to the absence.

* **College Visitation** – If you do NOT submit a planned absence form prior to your campus visit, verification must be secured from university/college authorities verifying your attendance in order for it to be considered an excused absence. With prior approval, and properly signed documentation, the visitation will be excused. **However, to obtain credit for homework and classroom activities missed, the student must make arrangements with teachers PRIOR to the visit using the Planned Absence Form. All assigned work is to be turned in upon return.**

Make-up Work for Excused Absences – The student is responsible the first day he/she returns to school to contact each teacher to obtain missed assignments and activities that can be turned in for credit. For a one-day absence, students are responsible for submission and/or completion of **previously assigned class-work** including quizzes, when they return to the classroom. For extended absences (two days or more), students are granted the same number of days to complete the work as days absent. Teachers have the discretion to establish make-up deadlines providing the days allowed are not less than those specified in this policy. Each teacher will communicate their make-up policy at the beginning of the course to the students via the syllabus. Assignments are due at the beginning of the class period on the day following the make-up period. In some cases, due to the complexity and/or spontaneity of the assignment, the teacher may determine that the assignment is unable to be repeated. In these situations, the student's grade will be calculated as per the individual teacher's written grading policy.

Unexcused Absences/Tardies – Examples include but are not limited to (1) car trouble, (2) missing the bus, (3) oversleeping, (4) visiting relatives, (5) employment, (6) shopping trips, (7) job hunting, (8) visiting other schools, and (9) spa/hair appointments. When in doubt, it would always be best to check with the Unit office prior to being absent for any reason other than illness. **Absence from advisory is to be counted the same as any other classroom period.**

NOTE: Unexcused absences will result in students being assigned consequences per the Rules and Regulations. ANY WORK MISSED BY A STUDENT DUE TO AN UNEXCUSED ABSENCE MAY NOT BE MADE UP.

INFORMATIONAL ITEMS

TRANSPORTATION – Buses are the only vehicles allowed in the front drive from 7:00-7:25. Student drop-off is in the Athletic Entrance parking lot (students enter the doors by the Gym and proceed to their unit.) After 7:25 you may use the front drive. Buses arrive for dismissal at 2:40, so please do not park in the bus loading area to pick up your child at the end of the day. You need to choose a time for Student Pick-up AFTER the busses are gone – just like in the morning. Avoid the bottleneck on Franklin Street!

***** WARNING! STUDENTS ARE NOT TO BE DROPPED OFF or PICKED UP IN ANY 'STAFF ONLY' PARKING LOTS** (West Unit, South Unit, or between East and South Units) unless given special permission for mobility issues.

Beginning School Bell – 7:50 am – Students who are not in their advisory at 7:50 am, when the school day officially begins, must go to their Unit office and sign-in as TARDY. A student will receive a 30-minute tardy detention when he or she accumulates 3 or 4 tardies to school (or class). The student will receive a Tardy Detention Notification Form and should serve the detention from 3:15-3:45 p.m. in W201 the day it is assigned.

Dress Code– The purpose of the dress code is to support an environment free from distraction from learning and engagement. Students shall dress in a manner that ensures the health, welfare, and safety of the student body and enhances a respectful, positive, nonviolent, and academic school environment. It is understood that not all unacceptable attire can be listed or described here. Therefore, the final decision regarding the professionalism of clothing and accessories will be made by the building administration. Dress Code expectations are:

- Clothing and accessories will be without vulgar, suggestive, and/or offensive elements.
- Clothing and accessories will be without the promotion of alcohol, tobacco, weapons, drugs, and/or gang-related affiliations/symbols.
- Clothing and accessories will be respectful toward ethnic, cultural, sexual, gender identity, political or religious differences. Such clothing and accessories must not cause a material or substantial disruption to the school environment, or it must not be reasonably foreseeable that the message will cause such a disruption.
- Clothing must cover the chest, stomach, back, buttocks, and undergarments.
- Shoes must be worn at all times.
- Clothing and accessories must avoid the appearance of “costumes”.
- Hats and head coverings, while permitted, may not conceal a student's identity or impede engagement or assessment. Hoods are not permitted.

Cell phones – All phones must remain off and out of sight during class unless permitted by the classroom teacher for instructional purposes. Any phone causing a disruption will be confiscated immediately by the staff. Any emergency communications must take place through the unit offices. In the case of illness, students are to ask the teacher for a note to the Clinic – NOT call the parent.

Advisory Program – Each student of Centerville High School is assigned to an advisory group for his or her high school experience. Advisors will aid the students in orientation, personal growth, information sharing, course selection, scheduling, and miscellaneous personal guidance. Advisory groups are constructed by unit and grade level, and meet on a daily basis for 21 minutes.

ID Cards – Included with the school photo picture package. Students are required to carry an official Centerville ID card, so all students must have their picture taken, whether they purchase the photo package or not. Lost ID cards may be replaced for a small fee.

Parking Passes – The Parking Pass Application is on-line, and must be signed by a parent(digitally) – regardless of student age – with the make/model/ license plate number filled out. Students must also present their driver's license. The cost is \$35.00. Passes will be sold every day from 7:30-7:50 and lunch time in the Bookkeeping Office. **Parking passes will not be sold to students until they are licensed drivers.*

Activity Passes – Passes are sold online at goelksathletics.com. The cost is \$160.00 and include entrance to all home, regular season athletic events, a subscription to Pursuit, a ticket to the school plays, and a yearbook.

Lunch – Each lunch period is 50 minutes in length. Freshmen are required to stay on the campus during lunch. Sophomores who have a driver's license, Juniors and Seniors may leave the campus for lunch, provided they exit in an automobile. Sophomores are not permitted to take any other student with them. **Students are not allowed to walk off the campus** without securing permission from the office.

Meals and snack bar items are available in all 3 Units and students may go to any of them. Food can be purchased with cash, or by using the payment system found on the district website. <https://lingconnect.com>. Menu and more information is available at www.centerville.k12.oh.us/nutrition. Students abusing the CHS *Lunch Rules and Regulations*, found in the CHS Student Handbook (i.e. leaving trash or food waste in the hall), will be subject to school discipline and/or placement in an assigned lunch study hall.

Valuables – Students and teachers are requested not to bring anything of value to school as there is always a danger of theft. If a student brings something of value, the Unit Office is safer than a locker, although it should be understood that the administration or staff cannot be responsible for items brought voluntarily to the school. We strongly suggest that personal items not be brought to school, but if they must, they should be clearly marked. Necessary valuable items may be kept in the office for a day. All bikes and mopeds should be locked to a bike rack and all car doors locked securely in the student lot. **Centerville High School personnel are not responsible for lost or stolen property.**

Lost and Found – Each Unit office has a designated area for lost/found items. There are also locations in the library, 2nd floor computer lab, and the custodial hallway near the back of Central. Valuable items – keys, wallets, phones, etc. are taken to the Security office in the Art Hallway.

Elk Connection – Elk Connection is a program to help freshmen feel comfortable transitioning to Centerville High School. Juniors and seniors are selected by unit principals and guidance counselors to serve as Elk Connectors. They will be assigned to a 9th grade advisory to serve as a resource for student questions and concerns. They will also be responsible for planning social activities specifically for freshmen.

Work Permits – Applications are in each Guidance Office and online. Part 1 must be filled out by the student and signed by a parent, part 2 is filled out by the employer, and part 3 must be filled out by your physician OR you may attach a copy of your athletic physical if it is current. Bring the completed application back to the guidance office to process the work permit.

Banking – *Day Air Credit Union* has a branch in the East Unit at CHS, run by students and under the direction of the business teacher. Students may open an account and do their banking on Tuesdays and Thursdays during lunch. There is also an ATM machine, located by the Gym.

Bookkeeper – The office of the Bookkeeper is located within the Central Unit. Student fees, club and athletic Pay to Participate fees, lost book fees, etc. are billed from this office. If students have any unpaid fees at the end of the senior year, they will not be allowed to participate in graduation activities or receive a diploma until fees are paid. Transcripts will not be sent to the chosen college.

Copy Machine – A coin operated machine is located in the library for both regular and color copies.

Hole-in-the-Wall Spirit Shop – Operated by the Marketing Education class that sells CHS logo attire and miscellaneous school supplies during 4th/5th lunch periods. It is located in the back of Central by the gymnasium.

Tutoring – Each Unit has a list of students offering to be a peer tutor for Community Service, as well as adult tutors for a fee.

Unit Assembly – Each unit has its own student government group called the Unit Assembly. Elections/selections are conducted during the beginning of freshman year and the end of sophomore year, with students serving for two years. The Unit Assembly is responsible for initiating and maintaining communication between the students and Unit administration, for conducting elections, working on unit projects, and assisting at various school functions, such as Open House and Freshman Orientation. In addition, the members of the Unit Assembly assist new students by familiarizing them with the people, program and facilities available to them as students of Centerville High School. The Unit Assembly meets regularly with the Unit principal and counselors.

Graduation Requirements -

STATE OF OHIO AND CENTERVILLE HIGH SCHOOL English 9, 10,

11, and 1 additional credit of English

4 credits of Mathematics including one unit of Algebra II or the equivalent of Algebra II

3 credits of Science including Physical Science, Biology, and one advanced credit

1 credit of U. S. History

1/2 credit of U. S. Government

1 1/2 credits of Social Studies elective (Modern World History and Social Studies Elective)

1/2 credit of Health

2 units of Physical Education (Refer to PE Waiver in the Course of Studies Book)

1 credit of Fine Arts

1/2 credit Financial Literacy (Class of 2026 and beyond)

21 total credits including additional electives

For up-to-date Graduation Requirements and Honors Diploma information, please visit the Ohio Department of Education website. <https://education.ohio.gov/>

Schedule Changes

COURSE LOAD:

Schedule adjustments will be handled in the Guidance Offices according to the following order of priority during the first two weeks of school:

1. New students and/or students with no schedule.
2. Seniors without sufficient credit or required courses.
3. Juniors without sufficient credit or required courses.
4. Sophomores without sufficient credit or required courses.
5. Freshmen without sufficient credit or required courses.

The procedure for changing a schedule begins in the Guidance Office. Changes are made via computer and teachers receive the necessary information from the Guidance Office. Students must be carrying more than the minimum course load in order to drop a course. All students will be accounted for and grades recorded in all classes until an official change is recorded in the Guidance Office.

No schedule change will be officially recorded on permanent records until the following conditions are fulfilled:

1. All schedule changes must go through the assigned counselor in each unit.
2. A note signed by the student's parents is required before any student will be permitted to drop or change a class. (The reason for the note is simply to insure that parents are informed.)
3. The schedule change has been entered into the computer.

Adding a Class

Course additions must occur no later than six school days after the beginning of a semester or year course, since a student who adds later will have missed valuable work upon which the rest of the course is built.

Course Level Changes

There will be no course level changes during the first quarter of instruction.

Students and parents should recognize that course recommendations are given by teachers based on current and past student performance. When students and/or parents choose to select a course different from the recommendation, they are responsible for the decision. If they wish to make a change, they must follow the level change policy as outlined below:

Level Change Policy

A level change request may originate with a parent, student, or teacher. Any level change, however, requires direct communication between the current course teacher and the parent. The process will also involve the student's guidance counselor and unit principal. Guidelines to consider when requesting a schedule change will include the student's current grade test scores, teacher observations, etc. Once a student has changed levels, the student may not change back to the original level

- The quarter grade average of a student who changes levels during a quarter must include grades from the "old" level as well as the "new" level. The student is responsible for the course content covered before his or her entrance to the class. The incoming student accepts the responsibility for completing all assignments and exams given during the making period after entering the new class.

- Members of the high school administration will serve as the appeal board and will hear the appeal if one party feels the above process has been violated. The appeal process must originate in the Unit Principal's Office.

New Student Course Changes

A student new to Centerville High School is scheduled by the guidance department based on the information provided at the time of registration. As records are received and teachers become more familiar with the student's background, it may be necessary to change the student's schedule to accommodate needs. This change may involve level changes outside the normal window or the addition/deletion of a course from the student's schedule.

CENTERVILLE HIGH SCHOOL
500 E. FRANKLIN STREET
CENTERVILLE, OH 45459-5799
937/439-3500
937/260-4416 FAX
School Code – 360-850
www.centerville.k12.oh.us/chs

Centerville High School is a comprehensive public high school for grades nine through twelve accredited by the Ohio Department of Education.

<u>Grading System</u>					
	Percentage	Quality points		Percentage	Quality points
A+	97.0 – 100	4.333	C-	70.0 – 72.9	1.667
A	93.0 – 96.9	4.000	D+	67.0 – 69.9	1.333
A-	90.0 – 92.9	3.667	D	63.0 – 66.9	1.000
B+	87.0 – 89.9	3.333	D-	60.0 – 62.9	.667
B	83.0 – 86.9	3.000	F+	55.0 – 59.9	.333
B-	80.0 – 82.9	2.667	F	50.0 – 54.9	0
C+	77.0 – 79.9	2.333	F-	0.0 – 49.9	0
C	73.0 – 76.9	2.000			

Possible grades used in honors courses: H+ = 5.333 H = 5.000 H- = 4.667
Other possible grades: P = Pass I = Incomplete

All semester grades except pass/fail are included in grade point calculations. High school courses taken in the middle school will appear at the top of the transcript but are not used in the calculation of the grade point average. An “H” in the course title indicates an honors course. An “AP” in the course title indicates an Advanced Placement course. A “SS” preceding the course title indicates a summer school course.

Advanced Placement Courses

Honors AP English Lit & Comp
Honors AP English Lang & Comp
Honors AP Seminar
Honors AP Research
Honors AP French Language
Honors AP German Language
Honors AP Spanish Language
Honors AP Statistics
Honors AP Calculus BC
Honors AP Computer Science Principles
Honors AP European History
Honors AP US History

Honors AP US Government and Politics
Honors AP Psychology
Honors AP Macro Economics
Honors AP Micro Economics
Honors AP Biology 2
Honors AP Chemistry 2
Honors AP Physics 1
Honors AP Physics 2
Honors AP Environmental Science
Honors AP Music Theory
Honors AP Studio Art

Physical Education Policies

All students are required to complete two semester units (1/4 credit each) of Physical Education in order to meet the graduation requirements, or choose to earn a PE Waiver.

***** Students may not combine PE Waiver with PE Class to fulfill the PE requirement. *****

Physical Education Waiver: The Physical Education Waiver is available to student athletes, members of after school marching band and flag corps, cheerleaders, and Coed members who practice and participate in a Centerville High School sanctioned activity on a daily basis. Students who wish to apply for the PE waiver must:

**Complete two full seasons of a sport (or one full season of two sports) meeting the participation requirements below:

This psychomotor option focuses on 1) physical fitness, 2) motor skill development, 3) participation, 4) sports fitness, and 5) following the Athletic Code of Conduct with no infractions. Daily participation paralleling the official sport season must be completed at a 90% attendance level in the specific activity for credit to be granted. Sports seasons are determined by the official starting date of the activity and conclude with the final formal activity of the group.

Process:

- 1) Student indicates interest in the PE waiver with their guidance counselor.
- 2) Coaches verify the student's 90% participation in the sport at the conclusion of each season.
- 3) Counselors waive PE when participation requirements are successfully met.

Required Physical Education: All students participating in physical education at Centerville High School shall be required to wear a T-shirt and gym shorts. Only appropriate T-shirts may be worn.

Locker Room:

- ALL STUDENTS ARE RESPONSIBLE FOR THEIR OWN VALUABLES.
 - Large amounts of money and expensive personal items should not be left in the locker room.
 - All personal items should be **locked in a PE locker** during the period with a lock provided by the student. The lock and all belongings should then be removed by the student at the end of the period and taken back to the student's locker in the unit. **CHS personnel are not responsible for lost, misplaced, or stolen personal student property.** (Semester course – ¼ credit)
- **THEFT** ~ ANY STUDENT CAUGHT STEALING WILL BE REMOVED FROM CLASS AND WILL RECEIVE A GRADE OF F- .



Student-Athletes and the NCAA Requirements

If your child plans to play athletics at the college level, please keep in mind that each level (Division I, Division II, Division III, NAIA, Junior College, etc....) has their own set of requirements. Please see your Athletic Director or Counselor to make sure your child qualifies to play at the level they are interested in pursuing.

At the beginning of their Junior year, we suggest registering your child with the NCAA Eligibility Center at <https://web3.ncaa.org/ecwr3/>. This site includes a list of all the NCAA approved or denied Core Classes and it will determine your child's eligibility for all the different playing levels. There is a cost for this service. (\$100.00)

Being educated and informed in the area of college athletics is crucial to the recruiting process. Please have your athlete (or you) contact the Athletic Department for any questions or guidance in this area. Phone # 937-439-3516.