



WYOMING HIGH SCHOOL PARENT GUIDE

A MANUAL FOR PARENTS AND MENTORS OF
WYOMING HIGH SCHOOL YOUTH



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This Guide is available on the District Website

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MOTTO

"Where Excellence Becomes a Way of Life"

WYOMING HIGH SCHOOL MISSION STATEMENT

The Mission of the Wyoming High School is to provide each student with a well-rounded educational program leading to college entrance and/or career paths and fostering economic independence, critical thinking, and social responsibility.

CONTACT INFORMATION

Telephone & Hours

High School Main Office: 206-7050 option 4, 7:30 a.m. - 3:30 p.m.

High School Fax: 206-7132

Attendance: 206-7062 voice mail available 24 hours

You may request make-up work on this line also.

Guidance Office: 206-7114, 7:30 a.m. - 3:30 p.m.,

Guidance Fax: 206-7131

Athletic Department: 206-7057

Faculty and Staff Voice Mail

Dial the H.S. number, option 9 and follow the prompt.

School Hours: 7:50 a.m. - 2:50 p.m.

Students have access to their lockers from 7:15 a.m.- 3:30 p.m. Locker areas are locked during most extra-curricular activities for security reasons, and the only way to get in is if you can locate an administrator with keys.

Bell Schedule

Period	Regular	With Homeroom	1 hr. Delay
1	7:50 -8:40	7:50 - 8:39	8:50 - 9:35
2	8:45 - 9:37	8:44 - 9:33	9:40 - 10:22
3	9:42 - 10:32	9:38 - 10:27	10:27 - 11:09
		Homeroom 10:32 - 10:42	
4	10:37 - 11:27	10:47 - 11:36	11:14 - 11:56
1st Lunch	11:27 - 12:03	11:36 - 12:06	11:56 - 12:26
5 Class	12:08 - 12:58	12:11 - 1:00	12:31 - 1:13
5 Class	11:32 - 12:22	11:41 - 12:30	12:01 - 12:43
2nd Lunch	12:22 - 12:58	12:30 - 1:00	12:43 - 1:13
6	1:03 - 1:53	1:05 - 1:54	1:18 - 2:00
7	1:58 - 2:50	1:59 - 2:50	2:05 - 2:50

High School Library: Monday – Friday 7:50 - 4:00 p.m.

Computers are available during these hours.

Administrative Center: (206-7000), 420 Springfield Pike, 8 a.m. – 4:00 p.m.

Automated Systems Notification**Telephone Calls**

Automated phone calls are made to the **phone number listed on school enrollment information**. To add, change or remove numbers from the list contact your student's school building office.

Email

You must provide information as directed in order to receive the following automated Emails.

Listserv

Wyoming Schools have three separate Listserv for the Primary, Middle, and High schools. By subscribing, you will receive information by email from authorized school administrators, including the HS Weekly Bulletin.

To Subscribe to the HS list send email to: WHSList-On@lists.wyomingcityschools.org

Within minutes, you will receive a Confirmation Request to join the Listserv. Once you reply to that, you will receive a Welcome email from the listserv. It does not matter what is in the email; just the act of sending the email will sign you up for the list.

To Subscribe to other school lists or to Unsubscribe see Information Resources Section.

School Chatter

An electronic newsletter distributed by the Wyoming City Schools Board Office to the email addresses provided to the **PSA in the Student Directory**. It contains current information and announcements about the district. **Provide your email address to the Student Directory** to be added to the list (form in the August School mailing) **or contact the Board Office (206-7000)** if you wish to be added or deleted from the mailing.

Internet

District Website: www.wyomingcityschools.org

Faculty and Staff Email Addresses: lastnamefirstinitial@wyomingcityschools.org

All High School faculty and staff have email addresses and routinely check for email.

Blackboard: <http://bb.wyomingcityschools.org>

Although relatively new, Blackboard is expected to become a significant communication vehicle between the school, parents and students. Parents can access Blackboard for information including daily announcements, school events, specific class or student information.

Progress Book

Progress Book is the attendance/grade book program for the Middle School and High School. On the District Website go to Students Tab, then Progress book. You must have a user name and password to access this. For information and user name/password contact your student's counselor.

Teacher Web Pages

See Blackboard above

Student Research Resources

See list under Information Recourses section, Student Research Resources or on the District Website under High School then Library/Media Center.

Obtaining Passwords and User ID

User ID codes and Passwords are required to access some internet sites. The following tells you how to obtain these.

- Progress Book: Distributed to students every fall, or contact your student's counselor.
 - Study Island: User name and password is available from their teacher.
 - Student Research Data Bases: Handout is available from the Media Center Specialist.
- Student ID Number is found on your student's ID card, report card or from the Guidance Office.

Inclement Weather Notification

School closing information is now available in numerous ways.

- Automated phone calls are made to the phone number listed on school enrollment forms.
- Announcements are posted on the District Website. Bookmark the website and save yourself from waiting for Wyoming to scroll through on the TV.
- **Listserv is NOT USED at the High School;** you will not receive an email concerning early morning inclement weather.
- Announcements are on radio (WLW, WGRR, WEBN, WVXU) and TV beginning at 6 a.m.

Wyoming Schools status is reported as Delayed Opening or as Closed. A Delayed Opening signifies a one-hour delay and school will begin one hour later than usual. Buses will pick up students sixty minutes later than their usual time. The school day runs on a modified bell schedule (see above) with dismissal at 2:50 as usual. If necessary, an announced delay will be changed to Closed. Please DO NOT call the School, Police, Administrative Center, or Board of Education so telephone lines can remain open. There are 3 calamity days built into the school calendar each year.

SECURITY

Public Access

Public access into the school is limited to the front door until 3:30 pm. You must ring the button on the wall next to the front door to be buzzed in and then report to the Main Office. A small green light will illuminate on the box when the door unlocks.

Visitor Passes

All visitors to the High School are to report to the Main Office immediately upon arrival to sign in and receive a visitor's pass.

Student Sign In and Out

Students who enter school any time of day after the tardy bell are to sign in at the Attendance Office. Students leaving school any time before dismissal time must sign out at the Attendance Office. No student regardless of their age will be allowed to sign out without permission from a parent or guardian.

Emergency Medical Authorization Form

This form is sent home in the summer mailing, to be filled out and **returned the first day of school**. It is kept on file in the Nurse's Office and the Main Office, for use in an emergency. This is the information used for **security procedures in an emergency dismissal situation**, so consider this when filling it out and keep it current by informing the school in writing any time information changes and/or an alternate procedure is needed (i.e. when you are going to be out of town, phone numbers or work changes).

Red Alert

If a Red Alert is issued for Hamilton County before or after school hours, all schools will be closed and all activities will be cancelled until further notice. If a Red Alert is issued during school hours, all buildings will go into lockdown mode. The District will follow directives issued by governmental agencies, including Hamilton County Emergency Management Dept. and the Ohio Board of Education. If an Alert is called in another area of the country, schools will follow governmental directives as to whether our schools will remain open. If the schools are able to dismiss students, the emergency dismissal procedure for the High School will be followed. The Schools will notify parents through all available communication channels.

Lockdown Mode

The District will follow directives issued by governmental agencies, including Hamilton County Emergency Management Dept., and the Ohio Board of Education. When in lockdown, schools will not be allowed to dismiss students until the controlling authority deems it is safe to do so. A Lockdown drill is required before December 1st every year.

Emergency Dismissal Procedure

In an emergency dismissal situation, students may leave the building with their parents, or with **persons listed on the School Building Emergency Medical Form** which parents fill out at the beginning of each school year. Students will be dismissed from school when the controlling authority deems it is safe to do so. Parents should report to the Main Entrance where a student dismissal station will be located.

Technology

The District's internet provider provides a "firewall" for all World Wide Web searches. The firewall blocks access to specific sites that have been deemed inappropriate and that list is updated regularly. However, there always exists the possibility that a student might choose to access material that is questionable.

Student Information

District policy concerning access to student information is published in the Opening School Newsletter every year. If you have any concerns or questions about student records information, directory information, military recruiter access, or publicity, contact the district's Public Information Office at 206-7000 option 2.

Records

All student records are confidential and may not be released without written consent of parents or legal guardians.

Student Lockers

All lockers in the school buildings of this school district are school property and are subject to search at any time. This includes the contents of the lockers.

Student ID's

Issued ASAP after school pictures are taken.

Lunch Privileges

Both Senior and Home Lunch Privileges require an application (available in Main Office), must be signed by a parent, and approved by administration. See Student Handbook for rules.

After School Supervision

Students are not to remain after school without appropriate supervision. Supervision begins at 3:05 p.m. at which time all students not involved with an activity should exit the building.

The school provides the following supervised situations for students who remain in the building after school:

- Media Center
- Coach, Sponsors, and Teachers will provide supervision for specific activities that fall under their domain.

Over 80% of our students participate in extra-curricular activities; please assist us in communicating this expectation to your student.

ATTENDANCE

(Full policy is in the Student Handbook/Assignment Notebook).

Telephone 206-7062, 24 hour access

Student Absence

State Law permits students to be absent from school for personal illness of the student, illness in the family, death in the family, quarantine for contagious disease, observance of religious holidays, emergency, or set of circumstances which, in the judgment of the Superintendent of Schools, or his designee, constitutes a good or sufficient cause for absence from school.

Excused

Absence due to any of the above.

Unexcused

Absence due to other than the above without approval from the administration.

Parental Request - Pre-Planned Absence

Occasionally, parents request that their student be excused from school for reasons that are not permitted by school law. In an attempt to remove the student from a "difficult no-win" situation, the category of Parental Request-Pre-Planned Absence was created. This is a combination non-punitive policy for the student and a "little extra work policy" for the teacher. **You must follow this procedure to obtain make-up privileges for your student even though the absence must be recorded as unexcused by state law.** If not followed, your student may lose make-up privileges.

THE RULES that apply to Parental Request-Pre-Planned Absence are described below and in the Student Handbook/Assignment Notebook.

Reporting Parental Request-Pre-Planned Absence

- **PRIOR TO THE DATE OF ABSENCE**

A note signed by the parent or a phone call must be received by the Attendance Office indicating the reason for the absence and the dates of absence. Teachers will be notified upon receipt of this note or call. **PARENTS** give your student time to complete work required to be turned in prior to leaving.

Student Work Guidelines for Parental Request-Pre-Planned Absence

- This student will be held accountable for all content covered and major tests administered during the period of absence.
- This student will be expected to make up any major tests given during the absence on the first day back in school or at the teacher's convenience.
- No provision will be made for making up assignments, quizzes, or other types of graded work missed during the period of absence (other than tests).
- Quarter grades will not include assignments and graded work missed - other than major projects.
- Major papers/projects due during the period of absence must be turned in prior to leaving.

Attendance Reporting

- All attendance calls and notes should be directed to the Attendance Office.
- A parent or guardian must notify (by phone call or note) the school before 9:30 a.m. on the day a student is absent, giving the date, time and reason for the absence.
- If no notification is received, the school will try to contact the student's parents or guardian. If this is unsuccessful, it is required that a note, signed by the parent or guardian, be turned in to the Attendance Office before school on the day the student returns and before the absence is excused. If this is not received within two days, the absence is marked unexcused.
- Students who enter school any time of day after the tardy bell are to sign in at the Attendance Office. Students leaving school any time before dismissal time must sign out at the Attendance Office.
- No student regardless of age will be allowed to sign themselves out without permission from a parent or legal guardian.
- All advance notices of future absence must be approved through the administration, not through classroom teachers.
- All absences of five or more consecutive days require a physician's note upon return to school.

Appointments

• Before School

If an appointment is before school, call the school so they know your student will be attending later, and the school will not call you unnecessarily or mark your student incorrectly.

• During School

If a student needs to be dismissed from school for an appointment, a parent or guardian must notify the Attendance Secretary, and the student will then receive a pass to leave class at the designated time. Parents, this will greatly speed pick-up since you are then not required to go in to sign your student out, and locating your student may take time.

College Visitation Days

Seniors and juniors will be given a **maximum of three days each year** to visit colleges to which they have applied, intend to apply, or in the opinion of the Guidance Counselor, there is a valid reason for such a visit. **A special form** is available in the Guidance Office, which provides for the name(s) of the college(s), the requested date(s) for the visit, and the parent/guardian signature. This form is then given to the Guidance Counselor **at least two days in advance** of the visit for approval. The form also explains the procedure for notifying teachers of the college visitation days. College visits will not be approved during exams.

Attendance Expectations

Tardiness to School

Beginning with the second tardy to school, students will serve a Lunch Detention each time they are tardy. Seniors with long lunch must serve Lunch Detention before they leave the building. Students will receive 0 points if they complete the Lunch Detention. If students do not complete the Lunch Detention, points will be given with corresponding discipline.

Attendance and Extra-Curricular Participation

In order to participate in any extra-curricular activity on a school day, a student must be in attendance for at least 5 out of 7 bells.

Returning from Illness

School Policy states that a student should be without fever, vomiting, or diarrhea for at least 24 hours before returning to school.

Make Up Work

Policy

- For each day of school approved EXCUSED absence, a student is automatically granted one day for make up work. Make up privileges are extended to students who are school approved absent on the day of a test.
- Make up privileges are not granted for UNEXCUSED absences or out-of-school suspensions from school for disciplinary reasons.
- A student whose absence is UNEXCUSED or who cuts class to avoid a test is to be marked "0" on the test. This mark is then averaged with other marks for the appropriate grading period.
- Make up privilege includes exams, tests, quizzes, homework assignments etc.
- Students suspended from school for disciplinary reasons are not entitled to make up privileges for any exam, test, quiz, homework assignments, etc. missed due to the suspension.
- Students who are given out-of-school suspensions do not have make up privileges.
- Students who are given in-school suspensions do have make up privileges.

Obtaining Make Up Work

- If your student is out of school for more than one day, you may call **the Attendance Office** and request assignments (you can leave a message) from your student's teachers. **Please call before 9:30 am.** The office will gather the information and have a folder for your student in the Main Office for pick up.
- If your student is out for 1-2 days, the fastest way to get homework is to call someone in his/her class, or check the teacher's internet homework posting site.
- In either case, it is the student's responsibility to check with all teachers upon return concerning missed work while absent.

ACADEMIC INFORMATION

Educational Opportunity

College Preparatory Education

All core courses offered at WHS are considered “college preparatory.” Our students who pursue higher education often report that they are extremely well prepared for challenging academic demands faced in college. Students are counseled to meet all core curriculum requirements for admission to college by the Guidance Counselors during the course selection process. WHS graduation requirements include all Ohio core curriculum requirements except Foreign Language and Fine Arts. WHS requirements for an Honors diploma include all Ohio’s core curriculum requirements plus an additional year of Foreign Language. In addition, students are advised to take a senior Math and Science course even though it is not required by most colleges. See College Admissions Information section for more information.

Honors Program

The Honors Program is a selective and highly rigorous series of courses. Ordinarily, the student is admitted to the program prior to high school. However, admission may be granted at later levels upon the completion of the required criteria (see Course Guide), teacher recommendations, and additional evaluation. Students are expected to earn a B- average to remain in Honors courses.

Advanced Placement Program

The Advanced Placement Program (AP) consists of the curriculum of the individual AP courses and the nationally administered AP examinations. All students enrolled in AP courses at WHS are required to take and pay for (in 2011: \$87.00 per exam) the related AP exam. As with the Honors Program, students are expected to maintain a B- average in AP courses. See Course Guide for more information on student commitment and eligibility requirements, and see Testing for information on AP Exams.

Post-Secondary Enrollment Options

This program permits students in grades 9-12 the opportunity to earn college and high school graduation credit through the successful completion of college courses. Application deadline is April 1st of the year preceding enrollment in the post-secondary program. For qualification, eligibility and enrollment information contact the Guidance Office.

Credit Flexibility

Credit Flexibility gives students an opportunity to earn graduation credit through non-traditional means. In accordance with the District’s Credit Flexibility Plan, Credit may be earned by:

- Completing coursework;
- Testing out of or demonstrating mastery of course content;
- Pursuing one or more educational options; or
- Any combination of the above.

Application deadline is March 1st of the preceding school year. For more information, contact the guidance office.

Career Education

Tenth and Eleventh graders update their Kruder Career Search begun in 8th grade adding the Kruder Skills assessment and Super’s Work Values Inventory.

Gifted Student Services

See Honors Program, Advanced Placement Program and Department of Special Services section.

Elective Courses

WHS offers a wide selection of elective courses in order to provide our students with a broad educational experience. However, due to budget considerations, offered courses only become operational if there is sufficient student enrollment to make the course cost effective. If your student is interested in a particular course of study that is not offered, you should discuss other options (i.e. independent study) with your student's Counselor.

Art

WHS has a recognized Fine Arts program. Students have the opportunity to do multiple forms of fine art. The possibilities include Drawing, Painting, Graphic Design, Computer Graphics, Ceramics, Basic Photography, Advanced Photography, Metals, Advanced Metals, Advanced Placement 2D, Advanced Placement 3D, and Advanced Placement Drawing. Faculty members encourage and facilitate student participation in numerous classes, competitions, shows, and other opportunities for creative expression and recognition. Students are assisted in senior portfolio preparation.

Computer Technology

Computer Technology education is incorporated into classroom curriculum in a vast and ever expanding variety of ways. Students learn word processing, website development, video programming, computer art, desktop publishing, etc. within the regular classroom. A technology team assists teachers in designing and implementing these and other computer applications into their curriculum. In addition, specific Computer Technology courses are offered as elective courses (see Course Guide).

Foreign Language

Courses are offered in Latin, French, and Spanish at all levels, introductory through Advanced Placement. Chinese is now offered and levels will be phased in beginning in 2010.

Music

WHS has a large and very active instrumental and vocal music program. Courses are available in Band, which includes Marching Band, String Orchestra and Choir. Students perform at school functions and have opportunities to perform at community functions and organized competitions throughout the year. See Course Guide for full listing of courses.

Community Service Opportunities

WHS offers many opportunities for students to become involved in community service through its many extra-curricular activities. See the extra-curricular activities section or your student's Counselor. . Wyoming Youth Service Bureau also offers community service opportunities for Wyoming youth (see Community Support Services section)

Great Oaks Technology and Career Development

Beginning in their junior year, WHS students are eligible to attend one of the career development campuses of the Great Oaks. If the Scarlet Oaks campus does not offer the program of interest, the student may attend the Diamond Oaks or Live Oaks campus.

There are a wide variety of courses offered in these programs, from culinary arts, to business technologies, to masonry etc.... A complete listing of these programs and further information are available from your student's counselor.

Great Oaks students are eligible to participate in WHS athletics and extra-curriculars. Providing all graduation credits have been awarded, students receive a WHS diploma. The following courses must be completed in 9th and 10th grade before a student may attend The Oaks. Special programs are available for those students who may be credit deficient. See your student's counselor for more information.

English-2 Credits	Math-2 Credits	PE and Health-1 Credit
Soc. Studies-2 Credits	Science-2 Credits	Elective-1 Credit

For more information on course selections, see the High School Course Guide available in the Guidance Office.

Graduation Requirements

Standards

The Wyoming School Board desires that its standards for graduation meet the minimum standards of the Ohio Department of Education as well as those of the North Central Association of Colleges and Secondary Schools and, further, that our high school will compare favorably with high schools recognized for excellence.

Class of 2014 and Beyond

1. Student must pass all 5 sections of the Ohio Graduation Test (OGT). The 5 sections are Writing, Reading, Math, Social Studies, and Science.
2. Earn a minimum of 21 credits, 15 of these must be academic units.
3. Each Student must successfully complete the following units:
 - English - 4 units
 - Math - 4 units
 - Science - 3 units (1 Biological, 1 Physical) WHS recommends students take Science all four years
 - Social Studies - 4 units: World Studies I and II, American History or A.P. United States History, American Political and Economic Studies or A.P. Government & Politics.
 - Oral Communication - ½ unit (Jr.)
 - Physical Education - ½ unit
 - Health - ½ unit
 - Electives

Academic Expectations

Code of Academic Integrity

Provided in the Student Handbook/Assignment Notebook and reviewed every fall with students, this specifies rules, violations, and consequences.

Homework / Study Time

Expected amounts of homework/study time are 20-40 min. per subject per day. This amounts to 2-3 hours of homework/study time each night. An Assignment Book is supplied to each student by the H.S. to record assignments.

Test Schedules

It is our desire that no student be required to take more than two major tests during a single day. Due to the complex scheduling at the high school, it is the student's responsibility to inform the teacher at least one day in advance when he/she is scheduled for more than two tests so that an alternative plan can be made to move the test to another day. The responsibility for scheduling an alternative testing period rests with the teacher who assigned the third test.

Summer Reading Lists

Summer reading lists are provided to students during the last weeks of school. This is required reading for the next academic year. Students also choose outside reading books from this list during the year, so keep it available for the year. If you need a list, contact your student's English teacher, the Main Office or the District Website under High School, Curricular Departments, listed at bottom of English list.

Course Information

Course Selection

Course selection for next year occurs early 2nd semester. Students should confer with teachers and counselors regarding the choice of subjects for the next school year. Parental approval is required for final course selection. Watch the school calendar for course selection due dates.

Schedule Changes

After course selections are finalized in the spring; faculty, facility, and budget commitments are made for the next year. Therefore, schedule options become limited and changes are discouraged and made only under special circumstances. Changes must be made within the first week of school.

Course Exams

Exam Time Schedule

7:50 - 8:20	Students must report to assigned room for study time and attendance.
8:20 - 10:20	1 st Exam
10:20 - 10:50	BREAK-Students need to bring food as no lunch is served on exam days
10:50 - 11:20	Students must report to assigned room for study time and attendance.
11:20 - 1:20	2 nd Exam

Exam Rotation Schedule

Changes every semester. See Student Handbook/Assignment Notebook for current year.

Procedures and Recommendations

- Administered the 3 days before winter break and at the end of 2nd semester (December and June).
- Students are tested on the entire semester's course work.
- Examination grades count as 20% of the final semester average.
- Many teachers hold special review sessions prior to exams.
- Encourage your student to keep and organize all course material. Many classes require students to keep an organized notebook and it may be part of their grade.

- Exam sessions are 2½ hours long. The first ½-hour is for attendance taking and student study. The exam lasts 2 hours. Once begun, students may NOT be dismissed until the 2½ hours are complete.
- The cafeteria is closed during exams. Fundraising groups often sell pizza during exam break. However, if this is not occurring and your student wants a snack between exams, the snack must be brought from home.
- The bus schedule coincides with the last exam on the exam day.

Exam Orientation

Each year the Guidance Counselors conduct exam orientation sessions for all freshmen and students new to Wyoming prior to 1st semester exams. They cover preparation, strategy, schedules and procedures.

Exam Exemption

At the discretion of the instructor, only seniors who have met specific requirements, and students who have taken an AP exam, may be exempted from the final exam in the spring. Check with the teacher directly. The policy is outlined in the Student Handbook/Assignment Notebook.

Testing

Ohio Graduation Test (OGT)

This test is administered for the first time during March of the sophomore year. Five areas are tested: Reading, Mathematics, Writing, Science, and Social Studies. One section is administered each day of the week and lasts up to 2½ hours. It is scored Pass (P) or Fail (F).

Students must pass all 5 sections to receive a diploma in the state of Ohio. Students are given multiple chances to pass the test. If a student does fail a section of the test, the school will provide remediation and support, prior to the student retaking the test.

Advanced Placement Exams (AP)

All students enrolled in Advanced Placement courses at WHS **are required** to take the related AP exams (see Course Guide for information on student commitments). Testing occurs during the first part of May. Payment for each test is collected in March from all students participating in the AP course. The cost may change each year. In 2011, the cost was \$87.00 for each test. Although this is a significant expense for students, students who earn a 3, 4, or 5 on the AP exam typically receive college credit with a dollar amount far exceeding the cost of the exam. Students who take the AP exam(s) are exempted from the end of year exam in the related subject.

Academic Records

Report Cards

Report cards are mailed home at the end of each quarter (see Calendar).

The final report card is mailed home within a week and a half after the close of school.

Interim Reports

Mailed home in the middle of each quarter (see Calendar).

Grading Procedures

Teachers of all subjects use the following grading standards on student progress reports:

93. – 100.0	A = 4.0	3.80 – 4.00		73. – 76.99	C = 2.0	1.80 – 2.19
90. – 92.99	A- = 3.65	3.50 – 3.79		70. – 72.99	C- = 1.65	1.50 – 1.79
87. – 89.99	B+ = 3.35	3.20 – 3.49		67. – 69.99	D+ = 1.35	1.20 – 1.49
83. – 86.99	B = 3.0	2.80 – 3.19		63. – 66.99	D = 1.0	0.80 – 1.19
80. – 82.99	B- = 2.65	2.50 – 2.79		60. – 62.99	D- = 0.65	0.50 – 0.79
77. – 79.99	C+ = 2.35	2.20 – 2.49		00. – 59.99	F = 0	0.00 – 0.49

P = Pass; F = Failure; W = Withdrawal; N = Incomplete; X = No Credit, excessive absence

Grade Point Average (GPA)

GPA is a numerical system used to report performance as follows:

- GPA's are used to determine class rank and for reporting purposes for colleges.
- Class rank is not computed until completion of the junior year, in time for the college application process during the fall of the senior year.
- Students should realize that their GPA at the end of junior year is very important and includes all grades since entering high school.
- There is a Weighted GPA and an Unweighted GPA, though only weighted GPA is reported.

Refer to the High School Course Guide for weighted list and course information.

Transcripts

This is a record of your student's course work and testing (see Appendix II for an example). All colleges or technical schools require a transcript with an application for admission. Official transcripts are not completed until a student requests one from the Guidance Office, usually upon completion of the junior year. It includes:

- Courses and grades earned for each grade level starting with grade 9.
- Ohio Graduation Test results
- Current cumulative GPA and class rank.
- SAT and ACT test results.
- National Merit and Cum Laude commendations are listed.

Honors Recording/Reporting

Transcripts only report what is listed above. You need to record all other honors or awards your student receives on your student's résumé (see Student Résumé below and Appendix III).

Student Résumé

All students should keep a record of their high school years' accomplishments. Record community and school involvement, leadership positions, awards, and special recognition received (see Planning for College section and Appendix III for example résumé).

Class Rank:

Ranking of students by Grade Point Average is computed for the first time upon completion of 6 semesters, or concluding the junior year. Class Rank is requested by many colleges.

Academic Recognition

Honor Rolls

There are two honor rolls generated each quarter. All grade levels (9-12) are eligible, as well as students enrolled in the Vocational School programs. All courses are included and no weighting of courses is involved. **High Honors**; All A's, **Honors**; GPA 3.0 or higher (with no D's or F's).

Honors Diploma

The State of Ohio Board of Education's criteria for awarding an Honors Diploma requires that: The student who completes the **college preparatory curriculum** in high school shall meet at least 7 of the following 8 criteria:

- Earn 4 units of English.
- Earn 4 units, including at least the competencies obtained in Alg. I, Alg. II, and Geometry.
- Earn 4 units of science, including chemistry and physics
- Earn 4 units of social studies.
- Earn either 3 units of one foreign language or 2 units each of 2 foreign languages.
- Earn 1 unit of fine arts.
- Maintain an overall high school grade point average of at least 3.5 on a four-point scale up to the last grading period of the senior year (weighted grades are used).
- Obtain a composite score of 27 on the ACT or a composite score of 1210 (in critical reading and math) on the SAT.

The student who completes at least two years of an **intensive vocational or technical education curriculum** in high school shall meet at least 7 of the following 8 criteria:

- Earn 4 units of English that may include one unit of applied communication.
- Earn 4 units of Math that will include algebra I and II and geometry or equivalent
- Earn 4 units of science, including chemistry and physics
- Earn 4 units of social studies.
- Maintain an overall high school grade point average of at least 3.5 on a four-point scale up to the last grading period of the senior year (weighted grades are used).
- Complete a career passport, including the demonstration of proficiency in 95% of the occupational core competencies as judged by at least two content experts.
- Obtain a composite score of 27 on the ACT or a composite score of 1210 (in critical reading and math) on the SAT.

National Honor Society

Formal induction is held in the early Spring. For consideration, a student must possess a weighted **GPA of 4.1 or above**. A committee of teachers and administrators determine final selection based on academic achievement, leadership, community service involvement, and overall character.

National Merit Scholarship Program

Eligibility is based on Junior Year PSAT results; therefore, your student must take the test in their junior year to be considered. Students whose Selection Index Scores are in the top 5% will be recognized by the National Merit Corporation and students who have scores in the upper one-half of one percent may be named National Merit Semi-Finalists (see PSAT under Testing).

Cum Laude Society

Formal induction is held during Senior Honors Night in May. The top 20% of graduating seniors are recognized based on the following GPA formula:

$[GPA \text{ Gr. } 9 + GPA \text{ Gr. } 10 + 2(GPA \text{ Gr. } 11)] + 2(GPA \text{ 1}^{\text{st}} \text{ sem. Gr. } 12) \div 5.$

Advanced Placement Scholars

The College Board recognizes students with outstanding performance on the AP exams. Four levels of commendation are noted.

- AP Scholar (3 AP scores of 3 or higher)
- AP Scholar with Honors (4 AP scores of 3 or higher)
- AP Scholar with Distinction (5 AP scores of 3 or higher)
- AP National Scholar (8 AP scores of 4 or higher)

Foreign Language Honorary Societies

Induction ceremonies are held during the 2nd semester. Selection is made by the Foreign Language Department faculty after the 1st semester mid-year exams and is based on scholarship in general, scholarship in foreign languages, and leadership in foreign language activities and interests. For consideration, a student must be currently enrolled in the Third Year Level language course and must have completed at least one previous year of study in that same language. The student must have maintained a 3.5 average in a foreign language and a 2.75 average in all other subjects.

Underclass Awards

Subject to yearly changes, depending on student participation and achievement, many underclass students are recognized in assemblies at the end of the school year (parents are notified by letter if their student is being honored). The following awards have been earned in the past:

External Awards

Bausch and Lomb Science Award
 Brown Book Award
 Cincinnati Zoo Book Award
 Clarkson University Leadership Award
 Harvard Prize Book
 Jefferson Book Award, University of Virginia
 Michelson-Morley Science Award
 Notre Dame Book Award
 Princeton University Book
 Rensselaer Medal
 Rhode Island School of Design Book
 Smith College Book
 Wellesley College Book Award
 Wells College 21st Century Leadership Award
 Williams College Book
 William & Mary Book Award
 The Xerox Award in Humanities/Soc. Sci.
 Yale Secondary School Book
 Vassar College Book
 Nancy Mullane Memorial Writing Award
 The Danforth "I Dare You" Leadership Award
 The Simon Lazarus Jr. Human Relations Award

Social Studies

President's Student Service Award
 Outstanding Social Studies Students

Science

Outstanding Science Students Awards
 Hughes Initiatives in Molecular Biology
 Science Olympiad Awards
 JETS-TEAMS Awards

English

9th, 10th, 11th grade English Awards
 Miami University Scholastic Writing Awards
 Early English Composition Assessment Program

Math

Mathfax Contest
 Outstanding Math Student Awards

Spanish

National Spanish Exam-Chapter Winner
Outstanding Underclass Spanish Student

Latin:

National Latin Exam: Magna Cum Laude, Cum
Laude, Summa Cum Laude for all exam levels
Outstanding Underclass Latin Student

French

National French Contest- Top 20% in State for
all levels
Outstanding Underclass French Student

Art

Scholastic Art Awards
Key Bank Access Show Awards
Southern Ohio & Northern Kentucky Scholastic
Art Awards
Ohio Governor's Youth Art Exhibition Awards
Wyoming Art Show Awards
Overture Awards
Wyoming Music Assoc Recognition Award

Honors Recording/Reporting

Transcripts do not report all honors received. You need to record all honors or awards your student receives on your student's résumé (see Student Résumé below and Appendix III).

ACADEMIC SUPPORT SERVICES**Services****Guidance Counselors**

WHS has two Guidance Counselors, one for 9th and 10th grades and one for 11th and 12th grades. The Guidance Counselors serve as counselors, consultants, and facilitators. Some of their services include:

- Advocating for students and collaborating with teachers;
- Providing short-term personal and crisis counseling;
- Conducting group guidance activities i.e., course optioning, career education;
- Coordinating parent conferences and serving as a liaison between school and home;
- Implementing the school testing program;
- Providing consultation and referral services; collaborating with outside agencies;
- Working with class schedules;
- Providing college counseling and assisting in the college application process.

Teacher Conferences

Formal conferences are scheduled after 1st quarter. Conferences are scheduled by teacher or parent request. Toward the end of 1st quarter, parents will receive a letter from the school to set-up teacher requested conferences. A general information letter is then sent home informing parents of how to make an appointment for a parent requested conference. At other times of the

year (including prior to formal conferences if you have a need) parents wanting individual conferences should contact the teacher or the counselor.

Multi - Teacher Conferences

Arranged through the Guidance Counselor, all your student's teachers are gathered for a meeting to discuss common concerns regarding your student.

Student Handbook/Assignment Notebook:

This handbook is provided to and reviewed by all students at the start of the school year. It **contains a daily planner**, code of conduct, discipline code, point system, attendance policy, exam schedules, grading information, graduation requirements, make-up work policies, etc. It is also on the District Website.

Progress Book

Progress Book is the attendance/grade book program for the Middle School and High School. Teachers are expected to update this at least every 2 weeks. It contains a student's grades, homework, attendance and more. On the District Website go to Students Tab, then Progress book. You must have a user name and password to access this. For information and user name/password issues email contact your student's counselor.

Blackboard

[Http://bb.wyomingcityschools.org](http://bb.wyomingcityschools.org), an online learning management software which allows for greater communication between staff and students. Search for classes using class search module by teacher or by class. Each teacher will post a minimum of 5 links: home page, contact info, class inof, homework, and a link to Progress Book.

User Name: student ID # Password: 8 digit birth date

Homework Posting

Teachers are required to post homework on the internet. The most likely places for posting this are on Progress Book (Parents tab), or on Blackboard.

Study Island

Web based state assessment preparation programs. Student may have homework on this site. On the District Website go to Students Tab, then Study Island. Requires user ID and password.

Teacher Staffed Study Halls

A **Math teacher**, an **English teacher** plus one additional teacher are assigned to study hall each bell, and are available to students for help. Encourage your student to use this help during the study hall time. If your student needs further assistance, and/or does not have study hall, talk with the counselor.

Before and After School Help

Most teachers are available either before or after school or both to help students. Have your student set up an appointment, if help is needed.

Teacher Web Pages

Many teachers maintain their own individual web pages. See Blackboard above.

Student Research Resources

See Information Resources Section

Math Lab (Room 204)

This is a scheduled class. Enrollment is based on teacher/counselor recommendation. Contact your student's counselor for more information.

Tutor Access

Contact the Guidance Office if you would like assistance in locating a tutor.

Peer Tutors

Students may request peer tutors through the Guidance Office. The Guidance Counselor attempts to pair requesting students with volunteer or paid student tutors. Study arrangements are made between the students involved.

Weekly Reports

Weekly reports may be requested by parents to provide an update on a student's progress for the week. To accomplish this, set up a system with each teacher, either through e-mail or phone.

Great Oaks Career Services

WHS students seeking less traditional, more career focused programs may take advantage of coursework offered at Great Oaks Campuses (see Great Oaks Technology and Career Development under Educational Opportunity section for more information or your student's counselor). Great Oaks Technology and Career Development

Summer School

Those students who do not successfully complete their courses during the academic year have four options to complete the work. They may reschedule these courses for the following year, attend an accredited summer school or take an on-line course. Approval is required from the student's Counselor or Principal

Accommodation (504) Plan

This plan is developed for students who qualify for accommodation due to documented physical or mental handicaps that impair one or more of life's activities, but do not qualify the student for an Individual Education Plan (IEP) under the Individuals with Disability Education Act. See 504 Plan under Department of Special Services.

Special Education Needs: See Department of Special Services below.

Individual Education Plan (IEP)

A student must qualify as disabled under the federal criteria in order to receive an IEP (see IEP under Department of Special Services).

Obtaining Academic Assistance

If your student is not performing well academically at WHS, these are suggested steps to take.

- Acquaint yourself with the Academic Assistance Services available from the school (see Academic Support Services section).
- Meet with your student's Counselor and identify the problem. If further evaluation is required, consider a referral to the Intervention Assistance Team (IAT). A review of students needs by the IAT is now required for referral to Special Services.

There are four basic areas to examine:

1. Is it a subject matter issue? Your student finds the material too hard or does not have the proper study skills to handle the material.
2. Is it an adjustment issue? Your student is not managing his/her time well with all that High School has to offer or he/she isn't studying enough.
3. Is it an organizational issue? Your student is not organized enough to get assignments in on time, or does not know what the assignment is.
4. Is it a motivational issue? Your student just does not care to do the work, or has extenuating circumstances outside school preventing proper motivation.

The next step depends on which problem is identified.

If it is a subject matter issue:

1. Meet with the teacher of the classes at issue.
2. Determine how to get additional help with subject matter.
 - a. Parent
 - b. Another student
 - c. School Study Hall Assistance (see above)
 - d. Outside tutor (counselor will give assistance in how to locate one)

If it is an adjustment issue:

1. Meet with the counselor to help your student set up a schedule that is conducive to academic goals - maybe getting a study hall.
2. Evaluate extra curricular activities.

If it is an organizational issue:

1. Meet with all your student's teachers to discuss ways they may help your student organize. You can do this as a group by asking the counselor to set up the meeting for you.
2. Encourage your student to use the Planner in the Student Handbook/Assignment Notebook. If it has been lost, you may purchase another book in the H.S. Main Office.
3. Use the Teacher Web pages, Progress Book, Homework postings to check for your student's assignments to help him/her plan ahead.
4. Have your student do Friday reports. However, be aware that it is his/her responsibility to pick one up in the Guidance Office and give it to each teacher to fill out - not something students with low organizational skill do well. In addition, this is after the fact information and will not help your student plan. It will, however, give you feedback to determine if the system you have set up is effective.
5. Friday reports may also be set up through parent initiated contact.

If it is a motivational issue:

1. Discuss with your student's counselor schedule options that may be more motivating.
2. Consult with Wyoming Youth Services on options (see Community Support Services).

DEPARTMENT OF SPECIAL SERVICES (206-7021)

The main mission of this department, under the Board of Education, is to provide services to students who are identified as requiring specialized instruction beyond that given by the regular educator and in accordance with state and federal laws.

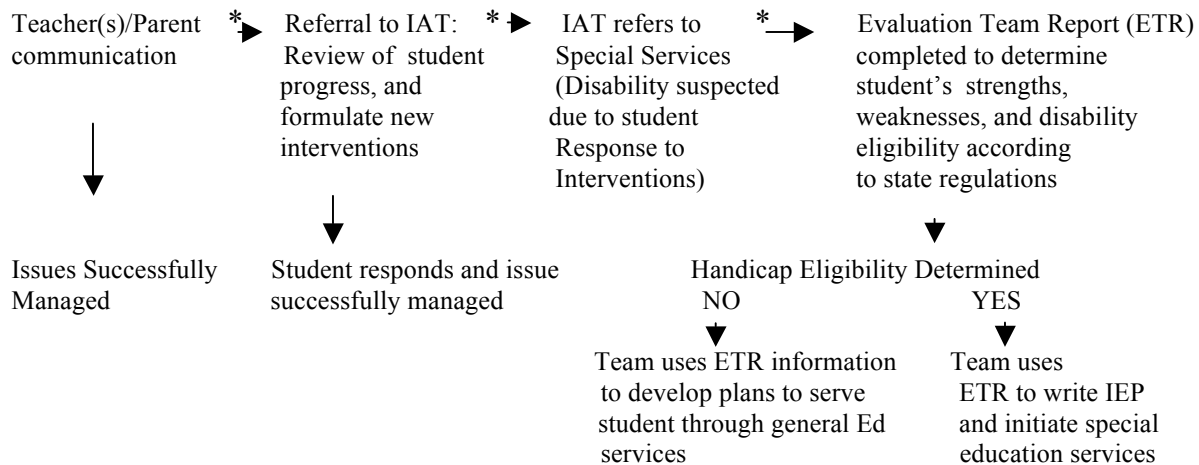
Special Education

Special education services cover an array of disabilities: physical, sensory, mental, emotional, learning, and multiple disabilities. It is important to understand that even if your student is not identified as disabled under the law, WHS has other services that do not involve Special Services that can be instituted to help your student.

Evaluation Process

The following traces the evaluation process for the identification of disabilities.

When a student experiences significant educational issues, these steps are followed:



* = Problem persists and is educationally handicapping

Intervention Assistance Team (IAT)

IAT serves the needs of students who are encountering difficulties socially, emotionally, academically, or physically. Parental or teacher suspicion of a disability is first referred to the Intervention Assistance Team (IAT). The team consists of an administrator, teachers, and counselors, who are trained in adolescent intervention techniques.

The team's objectives are to:

- Review the student's current performance and try to determine the underlying issues affecting the student's functioning;
- Brainstorm ideas to determine possible changes in the student's program or function;
- Implement the selected proposals;
- Monitor progress and evaluate;
- Review and revise as the need arises;
- Evaluate the need for additional assessment. Make recommendation for assessment when deemed necessary;
- With parental permission, contact outside agencies for help.

Evaluation Team Report (ETR)

Previously referred to as Multi-Factored Evaluation (ETR)

Special Services conduct Multi-Factored Evaluation (ETR) to determine whether a student meets the criteria of disabled under Federal Law.

Psychological, educational, and medical professionals conduct the ETR with input from parents. The ETR assesses the student's functioning in a wide range of areas.

If a student qualifies as disabled, an Individual Education Plan (IEP) is developed and implemented, according to State and Federal regulations.

504 Accommodation Plan

This plan is developed for students who qualify for accommodation due to documented physical or mental handicaps that impair one or more of life's activities, but do not qualify the student for an IEP under the Individuals with Disability Education Act. The counselor, parents, and teachers develop this plan. It allows alteration in instruction within the classroom. It is part of the official school record since it results from a handicap, and may require alteration in curriculum. For example, a student with a heart problem would have his/her Physical Education curriculum altered.

Individual Education Plan (IEP)

In a team process, with parents as key members, goals for learning, and plans for education services to meet those goals are developed. The IEP is developed in a manner that supports the school's belief that the needs of most students are best met within the regular classroom environment with the assistance of specialists. The IEP is evaluated and revised periodically, according to regulatory guidelines.

Gifted Services

Students in WHS may be identified "gifted" as defined by State Law in areas of superior cognitive ability, specific academics, creativity, and visual and performing arts. WHS meets "gifted" students' needs through the following:

- Differentiation of instruction within the classroom;
- Course acceleration, extension, and enrichment through our Honors Program and Advanced Placement Program;
- Independent study opportunities and mentorship;
- Post-secondary enrollment options at area universities;
- Recognized Fine Arts Programs;
- Array of extra-curricular opportunities in academics, fine arts, community service, and athletics.

Gifted and Talented course options are arranged through the Guidance Office.

English Language Learner Program (ELL)

An ELL instructor provides services to students in both the regular classroom and in a "pull out" environment. The ELL teacher acts as a consultant and advocate for the student in all areas of adjustment into a new culture. ELL services are not available for foreign exchange students who are not attending WHS to obtain academic credit and a diploma.

**For more information on any of the above services, contact the
Department of Special Services.**

COLLEGE ADMISSIONS INFORMATION

College Admission Requirements

Core Curriculum - Ohio

Core curriculum refers to the college prep course of study adopted years ago by the Ohio Board of Regents for selective admission to Ohio public universities. It is now an essential requirement for admission to many colleges around the country. Students who plan to attend college must meet a college's core curriculum requirements for admission. Students are counseled to meet all core curriculum requirements for admission to college by the Guidance Counselors during the course selection process. WHS graduation requirements include or exceed all Ohio core curriculum requirements except Foreign Language and Fine Arts. **In addition, students are advised to take a senior Math course even though it is not required by most colleges.**

Ohio's Core Requirements are:

Units	Area
4	English
3 (4)	Math (4 for class of 2014 and beyond) Algebra I, Geometry, and Algebra II
3	Social Studies
3	Science (some colleges require chemistry or physics)
2	Foreign Language (2 years of the same language) *
1	Fine Arts (orchestra, band, choir, art, or communications)*

*not required for WHS diploma

Transcript Request Deadline

The Guidance Office gives students a deadline for when transcript requests should be turned into the Office. **This can be done before you submit your online application.** The deadline for **State Schools** is mid October and for **Private Schools** mid November.

Information Requested by Colleges

INFORMATION YOU SEND.

- **Application**
Each School has their own application that can be sent directly by the student either by mail or via the internet. Some schools allow you to submit the “Common Application” instead but be aware there is often a supplement, or an additional form required from each individual school.
- **Essay:**
Some colleges request student essays as part of their application. These are begun and revised in your student’s English class, senior year. Many colleges require you to insert the essay into the application.
- **Résumé:**
All students should keep a record of their high school years' activities. Record community and school involvement, leadership positions, awards, and special recognition received (see Appendix III for example). Most College applications have a section where you are asked to record this information.

INFORMATION THE GUIDANCE OFFICE SENDS.

The following list is sent by the Guidance Office once they receive your **Transcript Request Form** (form is in the Senior Guide and on the District Website under High School, Guidance). There is a small fee to handle postage for each request.

The office can send this information even if you have not yet sent your application.

- **College Forms**
Many colleges have a form to be completed by the Guidance Office that you should supply with the request form.
- **High School Transcript**
See example in appendix section to determine the content of the transcript.
- **Class Rank:**
Computed for the first time upon completion of 6 semesters, or concluding the junior year.
- **WHS Profile:**
Requested by colleges and provided by the high school, this provides information about the Wyoming community, the size of the school, number of students who have attended college, average SAT/ACT scores, score placement on the Advanced Placement Exams and GPA range of your student's class. These are available from the Guidance Office.

INFORMATION YOU NEED TO REQUEST TO BE SENT.

- **SAT/ACT Scores.**
These need to be sent directly from the Testing source. You can request these to be sent when you take the test or from their website at any time. See the website for charges that apply.
- **References:**
Colleges generally ask for two or three letters of recommendation. Encourage your student to become acquainted with his/her teachers, advisors, counselors or other mentors in the community. Then, when the time comes to ask for a letter, your student is comfortable asking and the adults can easily respond. The procedure required to send these differ by college, so check their application for the required procedure.

Planning for College

The following information and schedule is provided to help you develop a plan and time schedule for the college application process. There are many steps to the process and some advanced planning is helpful.

Planning Time Table

Junior Year

- Attend College Information Night at WHS (early fall).
- Schedule a meeting with the Guidance Counselor some time before the end of the year.
- Take SAT/ACT twice during year (see above).
- Obtain college information. Check for recruitment meetings at WHS, College Fair. Be sure to find out which College Admission Tests they require.
- Start your scholarship search. Do not wait until you have applied to start this process, it takes time, many deadlines are early (Dec 1st), and some may have eligibility requirements that you need to complete.
- Consider college visitations (see procedure to follow below).

- If you plan to interview (as apposed to just visit) at a college, schedule the interview in the spring of junior year for a fall visit. Interview slots can fill up quickly.
- Begin your essay and résumé. Essay is begun in English class. See Résumé in Appendix III and example given in College Planning Handout (both 11th and 12th grade handout).
- Begin to determine sources for letters of recommendation.
- Watch for Newsletters from school. They outline the college search process.

Senior Year

- Obtain Senior Guide. Provides a full senior year schedule.
- Finalize Essay and Résumé.
- Acquire recommendations. Students should supply these people with a copy of their résumé and a stamped envelope addressed to the Admissions Office of the college or university if they are to send it directly to the college. Check each school's application for the proper procedure.
- Complete applications and turn into Guidance Office (see deadlines above)
- Continue scholarship search, be aware deadlines are early for most of them, may be as early as Dec 1st, and before final application deadline.

College Informational Resources

Guidance Counselors

Guidance counselors visit classrooms during the fall of both junior and senior year and discuss what students should be doing to plan for college. In their junior year they are counseled on testing, obtaining college information, given an example of a thorough résumé, and informed on where to go for more information. In their senior year the application process is explained and application deadlines stated. They are given examples of both essays and résumés. Ask your student for the handout they receive or contact the Guidance Office for one. Guidance counselors are also available for parent/student consultation concerning the college application process. To schedule an appointment contact the Guidance Office. It is recommended that you schedule a meeting sometime during your student's junior year.

Connect EDU

Connect EDU is an online college and career resource tool that is available to all high school students. Through it, you can explore colleges, the college application process, career information, financial aid, scholarships and summer opportunities as well as receive communication from the Guidance Office. We encourage students and parents to use this resource frequently.

You can access Connect EDU through the District Website, www.wyomingcityschools.org under High School and then the Guidance link. To register, you need your student's ID number that is available on his/her school picture ID card, report card or from the Guidance Office.

Meetings

There are several meetings presented each year to assist in the college admissions process. These may be more helpful to you prior to senior year so watch for them. They include:

- **College Information Meeting:**
Held in the fall at the H.S. for all parents and students interested in the college admissions process. See School Calendar.

- **Grade 11 and Grade 12 College Planning Class Presentation**
Counselor's conduct discussions and provide printed information in classes early junior and senior years.
- **College Recruitment Meetings**
Many Colleges send representatives to WHS yearly to talk to students. Junior and Senior students can sign up to attend these 30-60 min. talks through the Guidance Office. They must get permission in writing from the teacher whose class they will be missing. The visits start very soon after the start of school in the fall. Visit schedule is posted outside the Guidance Office and on the District Website under High School then Guidance Department.
- **Greater Cincinnati National College Fair:**
Held at one of the local convention centers in late September, early October. It hosts over 250 colleges and university representatives. They also have sessions on paying for college, college testing and the NCAA eligibility regulations.

Internet

- **Connect EDU:** www.wyomingcityschools.org
under High School then Guidance link. See description above.
- **College Search:** www.collegeview.com
Search for colleges, access scholarship information, and guidance on how to build a résumé.
- **PSAT Results:** www.collegeboard.com/psatextra
- **SAT Registration:** www.collegeboard.org
Test dates and online registration. College Entrance Exam Board School Code for Wyoming High School is 361156
- **ACT Registration:** www.act.org
Test dates and online registration. College Entrance Exam Board School Code for Wyoming High School is 361156
- **Department of Education Financial Aid:** www.fafsa.ed.gov .
Department of Education free application for federal student financial aid. Provides on-line application and instruction on how to apply.
- **Scholarships:** www.fastweb.com
College scholarship information

Printed Materials

- **Senior Guide:**
Distributed at Senior Picnic, or you may pick up your copy in the Main Office.
- **Grade 11 and Grade 12 College Planning Handout**
Students receive these in class during Counselor's discussions early junior and senior years.

College Visitation Days

Seniors and juniors will be given a **maximum of three days each year** to visit colleges to which they have applied, intend to apply, or in the opinion of the College Placement Dean, there is a valid reason for such a visit. A **pre-planned absence form** is available in the Guidance Office which provides for the name(s) of the college(s), the requested date(s) for the visit, and the parent/guardian signature. This form is then given to the College Placement Dean **at least two days in advance** of the visit for approval. The form also explains the procedure for notifying teachers of the college visitation days. **College visits will not be approved during exams.**

College Admission Testing

SAT / ACT Registration

Registration materials are available in the Guidance Office or register on line at www.collegeboard.org and www.act.org,

SAT / ACT School Code

To register for these tests the student must provide the College Entrance Exam Board School Code for Wyoming High School. It is 361156.

SAT / ACT Testing Recommendations

WHS strongly recommends that at the very minimum students should:

- Take one SAT-I and one ACT during the winter or early spring of their junior year.
- Most students either take the SAT or ACT again in late spring.
- Students who plan to apply to highly selective colleges will need to take the SAT-II Subject Tests on the May or June test dates.
- Some honor designations and scholarships require completion of specific tests. Students should be sure to take the tests needed to be considered for these opportunities.

SAT and ACT Test Dates

See Principal's Newsletter or go to www.collegeboard.org for SAT, www.act.org for ACT specific dates.

- SAT is given 7 times per year October through June.
- SAT II are given at every session except March.
- ACT is given every other month October through June, plus a mid-September date.

Registration deadlines are about six weeks prior to the test, so you need to plan ahead

Test Description

PSAT (Preliminary Scholastic Aptitude Test)

This is a national test, administered to sophomores and juniors in October during the school day at the H.S. The fee for this test is paid by the Wyoming Board of Education.

- For sophomores this is a practice test, but students are encouraged to take it seriously.
 - For juniors the PSAT may be used to predict SAT scores and is good practice for the SAT.
- It also determines selection to the National Merit Scholarship Program. Students whose Selection Index Scores (see below) are in the top 5% will be recognized by the National Merit Corporation, and students who have scores in the upper one-half of one percent may be named National Merit Semi-Finalists.

The PSAT is divided into three sections: Critical Reading, Math, and Writing Skills. This test takes approximately 2 ½ hours. The results are mailed to your home in mid-December. Scores for each section range between 20 and 80, with an average for each section of approximately 50. You also receive a score called a Selection Index, which is determined by adding the scores of all three subtests. The PSAT penalizes students for guessing by subtracting ¼ point for each incorrect response. It is best to leave an answer blank if you have no idea what the answer is; however, if you can eliminate one or more choices, it is best to make an “educated” guess.

SAT - SAT I (Scholastic Aptitude Test)

The SAT is a three-hour-and-forty-five-minute test that measures critical reading (verbal), mathematical reasoning, and writing skills. The test is based on 2400 possible points, and each SAT section is scored on a scale of 200-800. The average score on the SAT is about 500 on each

section. The national average from year to year is approximately 1500. The SAT is designed so that a student who answers about half the questions correctly will receive an average score. As with the PSAT, students are penalized for wrong answers.

Students must register in advance for this test. The test is administered several times each year on Saturdays at area schools. Registration materials are available from the Guidance Office or on line at www.collegeboard.org. It is recommended that students take this test at least once during their junior year.

SAT II (Subject Tests)

Are tests which some of the more competitive schools require for admission. These tests measure a student's knowledge in individual subject areas. A large variety of subject areas are offered and students usually choose two to three tests. Students should check with the colleges they are interested in to determine if these tests are required for admission and if so, which tests are recommended. Students must register with the College Board in advance for these tests.

ACT (American College Test)

There are two versions of the ACT, the traditional **ACT Assessment** and the **ACT Assessment plus Writing**. Most colleges encourage students to take the optional writing section and most are now requiring it. Students should check with the colleges they are interested in to determine if the writing test is required for admission.

The **ACT Assessment** part is a multiple-choice exam that covers four skill areas: English, mathematics, reading, and science. Scores are given on each section and range from 1-36. These are then averaged to develop a composite score. The national average is approximately 20.8. Unlike the SAT and PSAT, there is no penalty for wrong answers.

The **Writing Test**, which is optional, is a 30-minute exam that measures skill in planning and writing a short essay. Taking the ACT Assessment plus Writing will provide you with two additional scores beyond what you would receive if you only took the ACT Assessment. You will receive a **Writing Test sub score** and a **Combined English/Writing score**. For scoring information, visit www.act.org, or see your Guidance Councilor.

Students must register in advance for this test. Registration materials are available in the Guidance Office or on line at www.act.org. It is recommended that students take this test at least one time during the junior year.

MEDICAL AND HEALTH PROCEDURES

Required Medical Information

Student Information Sheet and Emergency Medical Authorization Form

- **NOTE: This form is also used for security procedures in an emergency dismissal situation, so consider this when filling it out and keep it current.**

This form is sent home in the summer mailing, to be filled out and **returned the first day of school**. It is kept on file in the Nurse's Office and the Main Office, for use in an emergency. Please keep these up-to-date and inform the school in writing any time information changes and/or an alternate procedure is needed (i.e. when you are going to be out of town, phone numbers or work changes). In addition, the nursing staff requests that you **pay special attention to the Medical Information section**. Please provide any information that will help the nurse accurately assess the causes of, and/or determine the proper treatment of your student's health needs. This would include everyday medications, allergies, propensity for migraines or menstrual cramps, common ailments, treatments you know help, etc.

School Physicals

A health physical is required to be on file for all students. Physicals on file are sent from the Middle School for continuing students. For **students new to Wyoming City Schools District** a recent physical and a record of immunizations are required for admission to school and must be turned in within two weeks of entering school. For those entering from outside the U.S., a TB skin test, done within 90 days prior to the start of school or 2 weeks after starting school is also required.

Athletic Physicals

Students who plan to participate in sports or cheerleading during the year are required to complete a sports physical every year, and submit the "**Ohio High School Athletic Association Participation Physical Exam Form**" to the athletic department. This requires a different form than the school physical. Be aware that these physical forms are kept in the athletic department and are not shared with other departments (the nurse) unless you supply a copy to the nurse's office. Therefore, if something shows up on an athletic physical that you feel the nurse should also be aware of, you must inform her. **It is suggested that if your student is in more than one sport that you also keep a copy of the sports physical.**

Dispensing of Medications at School

All Medications including prescriptions and over the counter meds such as Tylenol, cough drops, cold medicine, etc, that need to be taken during school require:

- **A Physician's order**
- **Medication Order from Physician Form**
Parents must submit a signed (by parent and physician) "Medication Order from Physician Form". The Form is available from the Main Office, **ON-LINE** from the District Website under the Parents Tab, Medication Order form, and in the opening of school newsletter in the fall.
- **Original Container**
Medication must be in the **Original Container** with the student's name and directions for administration (dosage and time).
- **A new form** must be submitted every year.

- The nurse (or designated administrator) must be the person to dispense the medication. Students are not permitted to carry with them or take any medications unsupervised. Special arrangements can be made for inhalers and epi-pens. Contact the school nurse to make these arrangements and complete the necessary paper work. **Students may face serious consequences for having medication in their possession**, so please follow these policies.
- If there is no order on file, the parent or legal guardian must come to school to administer medication.

Medications on School Trips

The above policy also applies when your student goes on **any school-sponsored trip** (Senior Trip, Latin Convention, etc.). You may want to be prepared with a spare prescription bottle, and medication request form at home to be used if your student will need medication on a school trip.

Health Services

A student handbook is available from the District Office outlining all health policies and procedures. In addition, it provides information on communicable diseases that frequently occur in schools.

The purpose of District Health Services is to enhance the educational process by maximizing the health and well being of students. Services include:

- Screening programs; Vision and Hearing (done in 9th grade at the high school)
- Health counseling and education; (Required Health class in 10th grade)
- Communicable disease control;
- First aid for illness or injury.

This program is designed to supplement but not replace parental responsibility for basic and essential medical evaluation by a health care provider. For continuing students, physicals required during Middle School are transferred to the H.S files. New students to the district must complete a physical before admission to the H.S.

Physicals for athletic participation are required each year before the start of practice.

SCHOOL RULES

(Full listing is in the Student Handbook/Assignment Notebook.)

Discipline Point System

WHS uses a point system as the basis for its disciplinary action. This system is thoroughly explained to students: behaviors that warrant points; the consequences of points; and how students may earn a reduction of points. A full listing of the Code is in the Student Handbook/Assignment Notebook and is also available from the Main Office.

Code of Conduct

Available in the Student Handbook/Assignment Notebook and on the District Website under Student Handbook/Assignment Notebook. There are three Codes of Conduct. The General School Code applies to all students during all school activities. Students who participate in extra-curricular and athletic activities must adhere to additional codes that apply to their behavior not only during school hours, but beyond the school day as well. They must adhere to these codes at all times. Consequences of violation are specific to that activity. Parents and students need to review these and make appropriate choices at all times.

Student Dress Code

Students are expected to dress in a manner appropriate for school and conducive to a healthy, safe, and orderly environment. Inappropriate dress is deemed such because it (1) interferes with the student's safety, health and welfare or that of other students, (2) causes disruption or directly interferes with the educational process, (3) is excessively revealing or distracting (too tight, shows undergarments), or (4) is an article of clothing, button or badge that contains the following: Offensive / obscene / vulgar words, phrases, or illustrations; derogatory statements toward the purpose of education political, religious, racial, or national groups; references to drugs, alcohol, weapons, violence, gangs; sexual references; and/or advertises any product or service not permitted to minors by law. In addition:

- **Top Wear**

Clothing should cover the shoulder to the waist. No skin should show above or below the waistline, front or back, while sitting, standing, or walking. No spaghetti straps. Shirts must not extend past mid thigh. Boys may not wear tank tops, muscle shirts, or sleeveless shirts. No off the shoulder shirts. Undergarments must not be exposed.

- **Bottom Wear**

Shorts and pants must be worn at the waist. No "Saggin" (baggy) pants or shorts. Belts must be worn if needed. Shorts, skirts, and dresses should reach mid thigh or longer. Undergarments must not be exposed.

- **Headgear**

No hats, hoods, or headgear (i.e. du-rags) will be worn in the school building.

Students arriving at school dressed inappropriately will be required to call home to arrange for suitable clothing.

Band Program Dress Code

For Marching Programs:

- Marching Uniforms
- Black socks
- Black Marching Shoes

For Band Concerts:

Women

- Black, long-sleeved blouse
- Black skirt/pants
- Black hose and black dress shoes

Men

- Black, long-sleeve, button down shirt
- Black dress pants
- Black dress shoes and socks

Choral Program Dress Code

Women

- White, long-sleeved blouse
- Black pants/skirt (with hem line no lower than bottom of robe)
- Black shoes
- Hair accessories (if worn) should be black, gold or silver

Men

- White, long-sleeved, button down shirt
- Tie
- Black dress pants
- Black dress shoes and socks

Orchestra Program Dress Code

- White, long-sleeved blouse
- Black pants/skirt
- Black hose and shoes
- Hair accessories: black, white, gold or silver

Men

- White, long sleeved, button down shirt
- Black dress pants
- Black dress shoes and socks

Tardiness to School

Beginning with the second tardy to school, students will serve a Lunch Detention each time they are tardy. Seniors with long lunch must serve Lunch Detention before they leave the building. Students will receive 0 points if they complete the Lunch Detention. If students do not complete the Lunch Detention, points will be given with corresponding discipline.

Technology Use

The School District believes access to technology greatly benefits students and educators. The use of this technology is a privilege and the student must accept the responsibility that comes with using this resource. Students will be expected to maintain a high standard of conduct on-line. Abuse of this privilege will be dealt with like any other violation of school rules.

Electronic Handheld Equipment

Electronic devices are acceptable at the H.S. if used appropriately and/or for instructional purposes. Students may not use electronic devices to knowingly/unknowingly violate the Code of Conduct in anyway. The teaching staff will explicitly state his/her electronic device policy verbally and in written form. The disregard of a reasonable request by the teacher will result in an office referral and appropriate points. Wyoming High School is committed to teaching students the importance of appropriate uses of technology in the academic setting. Students are responsible for the safekeeping of electronic devices brought to school.

Student Lockers

All lockers in the school buildings of this school district are school property and are subject to search at any time. This includes the contents of the lockers.

Student Backpacks

Students are not allowed to have backpacks in the hallways or in the classrooms during the school day. Students may bring backpacks to and from school and store them in their lockers.

Student Parking

The parking lot, while a part of the school campus, it is considered off limits during the school day unless specific permission to visit the parking lot is given by a staff member. Student parking will be on a first come first serve basis in the **municipal lot**, open to all students. Students may not park in any areas designated for staff or on the school driveway. Some seniors will be assigned spaces in the staff parking lot (lot next to the gym), determined by a lottery and there is a fee (\$50.00 in 2010).

Lunch Privileges

- Lunch Privileges are just that and can be revoked.
- Both Senior and Home Lunch Privileges require an application (available in Main Office), must be signed by a parent, and approved by administration. See Student Handbook for rules.

Lunch Rules

- Students are permitted to go outside or to the gym during lunch, providing there is supervision by lunch personnel.
- Food and drink are not permitted in the gym, gym lobby, Penderly Lobby, courtyard, Rotunda, or hallways.
- Outside food orders are not permitted without prior approval.
- No food or drink may be brought into the classrooms except water in clear bottles without teacher permission.

FINANCIAL ITEMS

It is the philosophy of the Wyoming City Schools, the Wyoming Parent School Association, and the Wyoming Community at-large, that no student's educational experience be compromised due to financial concerns. Please contact the Principal if any of the following items cause a financial hardship.

Student Fees

Annually, the Board of Education approves student fees for H.S. courses. These fees are used to pay for items and materials consumed by students during the school year in their selected courses. Students and parents are advised of fee amounts in September for first semester and yearlong courses, and in February for second semester courses. **School fees can now be paid on line through the LunchPrepay.com (link on District Website)**, or Fall fees are payable at Open House, or to the Attendance Secretary. Second semester fees are mailed home and can be mailed or delivered to the Attendance Office. Report cards will be held and transcripts will not be released to colleges and/or coaches if student fees are not paid. Make checks payable to Wyoming School Fund. Each school building accounts for their students' fees, so **please send fees to the appropriate building**. You may combine fees for students in the same building.

Lunch: Cost in 2011: \$2.50 per day or \$12.50 per week. Milk- \$.40.

Lunch menus and prices are on the District Website under the Parent Tab. Parents are encouraged to set up a Lunch Account as this speeds up the lunch line and allows more free time for the student to eat. An account is set up by submitting a check (in any amount) to the cafeteria or by applying funds directly to your student's account online by visiting LunchPrepay.com. Accounts will be deducted as students go through the lunch line and can be used for plate lunches and Ala Carte items; students are encouraged to keep their spending at \$2.50 per day. Students are not allowed to "Charge" anything. If a student does not have lunch money or if they forgot their lunch, the school provides them with a peanut butter sandwich and milk, free of charge. Be sure your student knows to inform a lunch supervisor if they do not have lunch, they do not have to go hungry. Make checks payable to Wyoming Food Service. Financial assistance is available. Applications are available at the Administration Center and the M.S. Main Office. All students are to stay on campus for lunch except those seniors who have received Senior Lunch Privilege and underclassmen that are eligible for a Home Lunch Pass.

Advanced Placement Exams

All students in AP courses are **required** to take the related AP exam. These cost approx. \$87.00 per test in 2011. However, results of the exams may qualify your student for savings at college. See Testing under Academic Information for more information.

Pictures

All students have their picture taken the FIRST WEEK OF SCHOOL in order to produce student ID's. **Underclassmen** pictures are used in the yearbook. Yearbook pictures for **seniors** must be taken by the designated photographer before the deadline date (Nov.) for it to be included in the yearbook. Check the Senior Guide for picture information and deadlines. Picture retakes, and sittings for those who missed the initial date, occur in early Oct.

Lost and Found

Valuables are in the H.S. Main Office. Other items are located in the Cafeteria lobby.

Bus Transportation

Bus transportation is available only on a pay basis for H.S. students through Wyoming Student Transportation, Inc. A Seat Reservation Request and Invoice form is sent to all students at the end of April or beginning of May, or can be printed from the District Website under Transportation for the following year. Reservations are on a first-come, first-served basis. Rates are discounted (considerably) if contract and payment is received before July 1st (firm). For information, call Wyoming Student Transportation Inc. (761-6100, ask for Pam the Bus Driver) or email her seitzp@wyomingcityschools.org

Yearbooks

Jostens mails yearbook order forms directly to your home. Orders may be placed by mail, phone, fax, or on line. Order forms are also available online at www.jostens.com, in the Main Office or call Jostens at 800-953-5550. The base price is \$60.00 (2011). Payment is made payable to Jostens, not the H.S. Yearbooks are received the following fall. Direct questions to the Yearbook sponsor, see Appendix I.

Letter Jackets

Cost about \$200.00 (for small sizes not including lettering or patches).

Class Rings

Sophomores receive an order form from Jostens in September at school. Rings are received before winter break. Prices begin at about \$75.00 and up. Any student who would like a ring and does not receive an order form, can order online at www.jostens.com, or contact Jeff Tanner at 561-3225.

Prom

Cost is approximately \$45.00 per person.

Senior Year Expenses

SEE SENIOR GUIDE for information on the following:

Senior Pictures

Graduation Bricks

Graduation Announcements

Senior Trip

SOCIAL ACTIVITIES

Homecoming Week

Float building occurs Monday - Thursday from 4:00 to 10:30 p.m. Parental help in the form of chaperones, supplies, FOOD, etc. is needed. Check with your class PAC representative for scheduling and information.

- Parade is Friday late afternoon.
- Game is Friday night.
- Dance is Saturday night. Ticket price varies each year. Dress is determined by the students each year.

Dances

Several dances are sponsored by school groups during the year. These are informal and held at the school. These dances are well attended and provide a safe, chaperoned, drug and alcohol free atmosphere for our students. The following rules apply

- In order to attend, a student must be in attendance for at least 5 out of 7 bells.
- Once you leave the dance, you may not re-enter.
- Students will submit to drug/alcohol screening, including the use of a portable breathalyzer, upon the request of school authorities.
- Students will not sell, purchase, possess, or show evidence of having consumed intoxicants.
- Students will comply with all school rules, regulation, and reasonable requests from school authorities
- Students may bring ONE guest to the dance, which must be approved prior to the dance, (forms are available in the Main Office) and the student is responsible for that guest.
- All guests will be asked to register and provide I.D. Guests must be under the age of 21.
- Students are expected to display only appropriate and acceptable "dance" styles. Inappropriate dancing as defined by the chaperones will not be allowed.
- School is not responsible for lost articles.

Junior-Senior Prom

Location is different each year. **After-Prom** activities are arranged co-operatively by parents and administrators. Watch for a letter from the Principal outlining the arrangements. Dance rules listed above also apply to the Prom.

Class Responsibilities

The following activities occur every year. Individual classes may elect to organize additional activities. Parent volunteers are needed for all these activities. Contact your Class Advisor (listed in Appendix I) to sign up to help.

Freshmen: Major Fundraiser: Concession stand at all basketball games & wrestling meets.
Graduation Assignment: Set up chairs for the Graduation Ceremony.

Sophomores: Major Fundraiser: Student Directory. Contact PSA representative to volunteer.
Graduation Assignment: Provide cookies for the Graduation Reception.

Juniors: Major Responsibility: Organize the Prom and After-Prom.
Graduation Assignment: Provide ushers and servers for the Graduation Ceremony.

Seniors: See Senior Guide.

ATHLETICS

Athletic Director:

Academic Eligibility

Entering Freshmen must have passed 75% of their courses 4th quarter of 8th grade. All H.S. **students must pass 5 courses each quarter** (physical education classes and Aide positions do not count as one of the courses) and **earn the following GPA** (weighted) for that quarter:

- Freshmen and Sophomores: GPA of 1.6
- Juniors and Seniors: GPA of 1.8.

Participation Requirements

BEFORE tryouts and/or beginning practice in any sport, **YOU MUST** turn in completed Participation Packet. It includes the following nine forms:

- **Ohio High School Athletic Association Participation Physical Form**
A Physical, **signed** by the student's physician and parents must be completed and on file. The date of the physical must be after May 1st. **A new physical is required every year** and covers your student for all sports for that school year. If your student participates in more than one sport it is recommended that you make a copy of their physical.
NOTE: Be aware that these physical forms are kept in the athletic department and are not shared with other departments (the nurse) unless you supply a copy to the nurse's office. Therefore, if something shows up on an athletic physical that you feel the nurse should also be aware of, you must inform her.
- **Emergency Medical Authorization Form** must be completed. You must complete a form (same form the Office requires in the fall) **for each sport** to insure information is correct.
NOTE: Signature is required in middle of form.
- **Code of Conduct Form.** Student must adhere to the Code of Conduct and both student and parent must sign the form.
- **Release Form**
- **Athletic Insurance Statement of Receipt of Information Form**
- **Ohio High School Athletic Association Authorization Form**
- **Ohio High School Athletic Association Eligibility and Authorization Statement Form**
- **Track and Cross Country Road Running Release (required for these sports)**
- **Email contact information request.**

ALL FORMS NEED PARENT SIGNATURE, CHECK CAREFULLY FOR LOCATIONS

Participation Packet

Contains all required forms needed for athletic participation. **New forms are required for each sport** except the physical. All are available from the High School Main Office or on the District Website under High School, Extracurricular Activities, Athletic Department.

Medical Insurance

The school does not provide medical insurance for athletes.

The Ohio High School Athletic Association provides a 25,000 deductible catastrophic insurance for athletes injured in the pursuit of an OHSAA school-sponsored sport. Details regarding provisions of this plan are available through the Athletic Director and at www.ohssa.org under Sports Medicine, Catastrophic Insurance. If you have a student participating in interscholastic sports, we recommend you investigate the following:

- Check with your own health insurance carrier to determine the nature and extent of coverage available to you in the event of an injury;
- If athletic injuries are not covered or are only partially covered through your current health plan, consider purchasing a rider on that plan.

Vacation Considerations

SPORT ACTIVITIES OCCUR DURING ALL SCHOOL VACATIONS (see table below).

All coaches are allowed 7 - 10 days to coach their athletes in every sport during June and July. Fall Sports have early August commitments. Family vacations work best during June/early July. Winter sports have Winter break commitments. Spring sports have Spring break commitments.

CHECK WITH THE COACH FOR ATTENDANCE REQUIREMENTS.

Code of Conduct

Available in the Student Handbook/Assignment Notebook and on the Athletic Department Website (listed above). Athletes must adhere to the code at all times. The code applies to athletes not only during school hours but beyond the school day as well. Parents and students need to review this and make appropriate choices at all times.

Attendance and Athletic Participation

In order to participate in any extra-curricular activity on a school day, a student must be in attendance for at least 5 out of 7 bells.

Awards

Recognition assemblies occur three times a year following fall, winter, and spring seasons (see Calendar).

News and Information

- **ATHLETIC DEPARTMENT WEB PAGE:** www.wyomingcityschools.org under High School then Extracurricular Activities then Athletic Department has code of conduct, directions, Links to Ohio High School Athletic Association, Participation Forms, and much more!
- **SCHEDULES:** Each May a Wyoming District sports information handout is available giving specific dates for fall sports conditioning, tryouts, and practices. The chart below gives approximate dates to help you plan.
- **Event Schedules:** <http://highschoolsports.net> lists all athletic schedules and gives directions to events.
- **DIRECTIONS TO EVENTS:** Printout is available in H.S. Main Office, on the Athletic Department Website (listed above) or at <http://highschoolsports.net>
- **CHL LEAGUE:** CHL news, schedules, stats, and standings posted at chlsports.com
- **WYOMING SPORTS HIGHLIGHTS:** <http://wyoroundup.blogspot.com> this blog is brought to you by the Wyoming Athletic Boosters. It is meant to provide an easy way for you to keep up to date about what's going on in ALL Wyoming sports.
- **THE OHIO ATHLETIC ASSOCIATION** at www.ohssa.org

Boosters

Meet four times a year and everyone is welcome (see School Calendar). They sell the Wyoming Super Booster Passes that allow admission to home athletic events for your family.

www.wyomingboosters.org .

Letter Jackets

Cost about \$200.00 (for small sizes not including lettering or patches).

Summer Camps

Some teams offer camps at the High School for various age groups during the summer. Schedules are available in May. Call the Athletic Director for information.

Fight Song

On Wyoming, On Wyoming
Get that ball each time
Take that ball away from (Opponents Name)
And that will be fine

On Wyoming, On Wyoming
Fight on for your fame
Fight fellas,
Fight, fight, fight
And win that game.

Alma Mater

Wyoming, Wyoming
Your memories we hold so dear
We'll never forget them
Though paths may lead far or near
The games that we played,
the friends that we made,
The songs that won't fade for years
To you dear Wyoming
we'll always be true to you
white and blue

Specific Sport Information List

*Check with Athletic Dept. for specific dates

**Check with coach for attendance requirements

Specific dates are listed in the Wyoming District Sports Information Handout that is available in May from the Athletic Department.

Sport	Tryouts*	Season	Practice Time	Vacation Consideration**
Baseball-Boys Varsity & Reserve	Mid-February	Spring March- May	Everyday after school	Spring break practice & games
Basketball- Boys Varsity, Reserve & Freshman	Mid-October	Winter Nov-Feb	Everyday after school	Winter Vacation practice and games
Basketball-Girls Varsity & Reserve	Mid-October	Winter Nov-Feb	Everyday after school	Winter Vacation practice and games
Bowling Girls and Boys	Mid-October	Winter Nov-Feb	2 times/ week at Brentwood Bowl	Winter Vacation practice
Cheerleading Football & Basketball Varsity & Reserve	Mid-March	Fall/Winter All Games	4 times/ week during seasons	Summer Camp & practices everyday in Aug. Winter Vacation Prac. & Games
Cross Country Girls & Boys Varsity	1 st week in Aug	Fall Aug-Oct	Everyday after school & Saturday meets	Conditioning runs all summer.
Football- Boys Varsity & Reserve Freshman if numbers permit	1 st week in Aug	Fall Aug-Nov	Everyday after school, Reserve games on Sat, Frosh. games after school	Conditioning mid July, weight training all summer Practice begins 1 st week of Aug

Sport	Tryouts*	Season	Practice time	Vacation Consideration**
Golf Girls & Boys Varsity & Reserve	1 st week in Aug	Fall Aug-Nov	Everyday after school	Practice begins 1 st week of Aug
Lacrosse Boys Varsity & Reserve	Mid February	Spring March- May	Everyday after school & some Saturday games	Spring Break practice and games
Lacrosse Girls Varsity & Reserve	Mid February	Spring March- May	Everyday after school & some Saturday games	Spring Break practice and games
Soccer –Boys Varsity & Reserve	1 st week in Aug	Fall Aug-Oct	Everyday after school & some Saturday games	Conditioning begins last week of July
Soccer-Girls Varsity & Reserve	1 st week in Aug	Fall Aug-Oct	Everyday after school & some Saturday games	Conditioning begins last week of July. Summer Pickup games
Softball Fast Pitch Girls Varsity & Reserve	Mid February	Spring March- May	Everyday after school & some Saturday games	Spring Break practice and games
Swimming/Diving Girls Varsity Boys Varsity	Mid October	Winter Nov-Feb	Everyday after school & some Saturday meets	Winter Break practice & meets
Tennis-Girls Varsity & Reserve	1 st week in Aug	Fall Aug- Nov	Everyday after school	Conditioning begins in July
Tennis –Boys	1 st of March	Spring March- May	Everyday after school	Spring Break
Track-Boys Varsity & Reserve	1 st of March	Spring March- May	Everyday after school & some Saturday meets	Spring Break
Track-Girls Varsity	1 st of March	Spring March- May	Everyday after school & some Saturday meets	Spring Break
Volleyball Varsity, Reserve & Freshman	1 st week in Aug	Fall Aug-Oct	Everyday after school & some Saturday games	Camp late July Conditioning begins last week of July
Wrestling Varsity & Reserve	1 st of November	Winter Nov- March	Everyday after school & some Saturday meets	Winter Vacation practice and meets

***Check with Athletic Dept. for specific dates**

****Check with coach for attendance requirements**

Specific dates are listed in the Wyoming District Sports Information Handout that is available in May from the Athletic Department.

EXTRA - CURRICULAR ACTIVITIES

The persons to contact for more information are listed in Appendix I

Code of Conduct

Available in the Student Handbook/Assignment Notebook and on the District Website under Student Handbook/Assignment Notebook. There are three Codes of Conduct. The General School Code applies to all students during all school activities. Students who participate in extra-curricular and athletic activities must adhere to additional codes that apply to their behavior not only during school hours, but beyond the school day as well. They must adhere to these codes at all times. Consequences of violation are specific to that activity. Parents and students need to review these and make appropriate choices at all times.

Attendance and Extra-Curricular Participation

In order to participate in any extra-curricular activity on a school day, a student must be in attendance for at least 5 out of 7 bells.

Activity Fair

The Fair is held the Second week of school in the commons during lunch. Students can meet with current members to learn about all the various activities and sign up.

Summer Opportunities

The H.S. receives a huge amount of material on summer opportunities for students in every subject area. There is no list of these because they change year to year. Some give college credit, some pay, some you pay (sometimes expensive). If you are interested, first check with your student's teacher if there is a specific subject matter you are interested in (they may have recommendations) or check with the Guidance Office for general information.

Academic Activities

Academic Quiz Team

Purpose: To compete in the Cincinnati Academic League, various tournaments, and have a great time doing it.

Activity: "Jeopardy" type competition covers all subjects. A small group also participates in the "Science Bowl" competition.

Time Commitment: November-March (April). After school, practice 1 time (Wednesdays) per week all year. League matches held weekly on Mondays from late November-early March. Tournaments held on Saturdays--one or two per month from January through March.

French Club

Purpose: To foster appreciation of francophone culture, offer leadership and socialization opportunities to students so that we create a community of open-minded global citizens.

Activity: Open to all High School students but Officer positions are reserved to French students. Members develop and work on an event calendar for the school year and also contribute/lead adhoc projects (e.g. 2010 Haiti earthquake fundraiser).

Time Commitment: Meet once a month after school + project-based involvement.

JETS-TEAMS Competition

(Junior Engineering Technology Society - Test for Engineering Aptitude, Mathematics, and Science). This is a national organization; U.C. Dept. of Engineering is the local sponsor.

Purpose: Prepare and develop problem-solving techniques to compete in the annual JETS-TEAMS Competition. There is also an Egg-Drop Competition, for which students design and build an egg-protection device to be tested at the competition.

Time Commitment: One competition: the last Thursday in November. The competition takes the entire school day. Practices do not usually begin in earnest until January, but individual practice/study time can be requested as early as November. Students may work with engineers from the community to prepare for competition.

Latin Club

Purpose: To encourage an interest and appreciation of classical civilization. The Latin Club also gives participants an opportunity for leadership on a local, state, and national level because of its affiliation with the National and Ohio Junior Classical Leagues.

Activity: Open to all Latin students. Participate in local Latin competitions and the state and national conventions. High school and middle school members work together to plan and participate in local service projects, club parties, and group projects for convention.

Time Commitment: All year after school at least once a month and the last weekend in February for the state convention.

Mock Trial

Purpose: To foster a better understanding of the American democratic legal system and to encourage development of analytical and communication skills. To compete in Ohio's largest state-wide academic competition in a team atmosphere.

Activity: Through the study of challenging case materials and participation in a simulated trial, students acquire a better understanding of our legal system. With the help of legal advisors, students craft a cohesive legal argument and, through scrimmages and competitions, face adversaries state-wide.

Time Commitment: Sept.–early March. Practice after school and/or weekends, 2x per week.

Science Olympiad

Purpose: The Science Olympiad Team of Wyoming High School is an academic extracurricular activity dedicated to the following:

- Providing to the students of Wyoming High School opportunity for fun and competitive activities in which they can enhance their expertise in science.
- Fostering an atmosphere of teamwork and cooperation among students of all skill levels.
- Offering to the community educational programs that promote the fun and excitement that are a natural part of the study of science.
- Instilling a desire for excellence as time, talent, and effort are proportionately exchanged for success, and
- Reinforcing true self-confidence when achievement and victory come against the best in Ohio and its neighboring states.

Activity: Students choose from an assortment of projects, science activities and areas of interest in which to compete against other students from around the region and nearby states. Events include airplane building, robot building, forensics investigation, internet skills and other events relating to science and math.

Veterans from the previous year are eligible to belong to the Science Olympiad Leadership Team. In coordination with the coaching staff, they are responsible for planning and running Science Nights, held once per week in the fall. Members of the middle and high school communities, along with their parents, are introduced to different events in a hands-on, fun activity.

From the students that attend Science Nights, one or two teams are formed. There are twenty-plus tasks involved in Science Olympiad competition, so various skills and skill levels are able to participate. The teams then prepare for invitational, regional, and state events, which start in November and occur about once a month until April.

Time Commitment: Aug. through April. Team meetings occur once per week or once every other week; exact schedules vary depending on the time of year and the events for which each student prepares. Independent small-group work is to be expected and planned for.

Teen Advisory Program (TAP)

Purpose: Open to seniors. Applications are required with teacher recommendation, and are due in early April junior year. Students present lesson plans for sixth graders that address self-esteem, decision making process, making positive choices, responsibility, consequences for behavior, how to build solid friendships, and how to handle peer pressure.

Activity: Students meet with small groups of sixth graders twice a month, during their extended lunch period. They must attend leadership training that will take place Sunday, September 12 at the Middle School from 9-3.

Time Commitment: Middle School visits are scheduled twice a month **during extended lunch** beginning in October through the middle of May. Students must attend the training sessions and meet with their group to plan the lessons.

Fine Arts Activities

Art Competitions, Exhibits, and Shows

- Overture Awards.
- Scholastic Art Competition.
- Ohio Governor's Youth Art Exhibit.
- Wyoming Art Show Scholarship Competition
- **Contact:** your student's art teacher or department head for more information.

Drama/Theatre Arts

Purpose: To produce plays within the Wyoming school community and thereby provide opportunities for achievement, learning, cooperation, and creativity.

Activity: Play production, auditorium management, and arts administration.

Time Commitment: After school and weekends. These entail a significant after school time commitment for each production.

Parent Volunteer Opportunities: Set building, ticket sales, rehearsal and performance aides, costumes, and more.

Summer/Vacation Consideration: Possible involvement with auditorium management and summer productions.

OMEA (Ohio Music Education Association HS Solo and Ensemble Contest)

Purpose: To demonstrate their mastery of a musical instrument and experience competition.

Activity: Open to grades 9 – 12 students. Students perform a piece of their choosing either solo or in small groups. They are judged on a predetermined set of criteria and given a rating.

Time Commitment: Competition is on one Saturday in late January or early February. Students prepare on their own time.

OMEA (Ohio Music Education Association HS Large Group Contest)

Purpose: To provide the large performing groups the opportunity to perform in a contest setting.

Activity: Open to grades 9 – 12 students. The large group will perform three selections and sight read a selection. They are judged on a predetermined set of criteria and given a rating.

Time Commitment: Competition is on one Saturday in March. Students prepare during class time.

Publications

“Horizon” (School Newspaper)

Purpose: To provide an opportunity for students to gain experience in the production of a monthly school newspaper and to provide a forum for expression of opinions, events, and ideas.

Activity: Students can participate in all aspects of writing in sections such as News, Editorial, Feature, and Sports. They may also participate in the production of the Horizon.

Time Commitment: Students control the time commitment. Some students write occasionally. Staff writers commit to write one article per month. Editors are responsible for writing articles and working on the actual layout for their pages. No summer commitment.

“Icarus” (School Literary Magazine)

Purpose: Publication of original student writing and artwork.

Activity: Any student may submit works. Icarus staff is responsible for ad sales, selection of pieces, and layout. Staff must participate in fund raising for Icarus in order to serve on the selection board.

Time Commitment: Meet throughout the year as needed. No vacation commitment.

Note: Icarus is distributed to all students free of charge at the end of the school year. All funds for publication of Icarus are raised by ad sales and donations.

“Roundup” (Yearbook)

Purpose: To provide an opportunity for students to gain experience in the production of a high school yearbook.

Activity: Open to all students. Students learn fundamentals of layout, copy writing, photography, advertising, and public relations.

Time Commitment: Meetings vary, twice a week all year. May include 1-2 weeks after school is out in the summer to finalize the yearbook.

Other Clubs and Activities

Alliance

Purpose: Alliance is a student-led alliance of gay and straight students who are dedicated to increasing tolerance among a diverse student body. The Alliance is particularly concerned with promoting awareness of sexuality and gender issues in and around Wyoming High School, but no assumptions are made about members' sexuality. Alliance is dedicated to

providing a supportive and safe atmosphere for members of the community; fostering a sense of equality among all sexual orientations; and promoting understanding about gay, lesbian, trans-gendered, and questioning students' struggles.

Activity: Open to all students who are interested in tolerance, equality and diversity.

Activities include: Aids Walk, No Harassment Pledge Drive, National GLBT Awareness Month, Cincinnati Youth Leadership Summit, National Day of Silence, Lavender Santa Urban Service Project, WHS Courtyard Cleanup Service Project, Alternative Prom, GLSEN City-wide socials, fundraising, service and tolerance promotions activities for the school and community.

Time Commitment: As much or as little as students would like. Meetings are held weekly with monthly, plus special activities.

Brothers and Sisters United (BSU)

Purpose: To serve as a resource mechanism to foster the academic, social, cultural and intellectual development of students in grades 9 - 12. In fulfilling our objectives, we remain cognizant of and loyal to the seven principles of Kwanzaa without prejudice to race, creed or sexual orientation.

Activity: Plan and sponsor educational, cultural and social programs and events to promote academic achievement, service learning, culture awareness, and school spirit.

Time Commitment: All year. Biweekly meeting after school. Project time commitments vary.

Chess Club

Purpose: To help teach our young adults the value of good decision making whether it is on the chess board or in life, in a relaxed and friendly atmosphere.

Activity: Participate in the GCSCCL (Greater Cincinnati Scholastic Chess League). As time permits bring in a USCF Grandmaster for games and lectures, and hold in-school chess tournaments.

Time Commitment: Sept-Feb (March) after school, Tuesdays, league matches either on Tuesdays or Wednesdays.

Dance Team

Purpose: The Wyoming HS dance team is recognized by the community as a diverse group of individuals who bring passion, energy and talent to key High School events.

Activity: Dances during half time of the boy's varsity basketball games and some select girl's varsity games. Also performs at select High School community activities.

Time Commitment: Practice between 4-6 hours per week for 4-5 months (roughly November to February). Try-outs in October.

Global Awareness Club

Purpose: To inspire Wyoming students and community members to take action in resolving international humanitarian issues. Students will gain a better awareness and understanding of their world, global issues, as well as a greater appreciation for the privileges and opportunities available in our community.

Activity: Open to all students. Students will focus on international issues, developing strategies that best address the current issue.

Time Commitment: All school year. Biweekly meetings with greater involvement with major projects

Help Our Planet Earth (HOPE)

Purpose: To promote environmental awareness and support through active participation, school programs and community activities.

Activity: Open to all students. Students will be leading and conducting environmentally conscious activities, doing fundraising and creating community awareness activities. In addition, students will have opportunities to participate in other community events and to do out of school field trips.

Time Commitment: All school year, Meetings are every other Monday after school.

Marching Color Guard/Flag Corp

Purpose: To do artistic performances with the marching band in the fall.

Time Commitment: Mid Summer through November. Rehearsals are two times a week during the season. Performances are Friday nights and occasional Saturday afternoons.

Project L.E.A.D.

Purpose: Project L.E.A.D. (Leadership Experience and Development) is an organization which provides opportunities in leadership and community service for high school youth.

Activity: Open to all students. Students may join anytime. Major projects include: helping organize or participate in a variety of fund-raising walks including the ALS walk and the breast cancer walk; Halloween Carnival for inner city children, canned food collection and holiday gift giving program for homeless families, Shantytown weekend in which students spend the night in cardboard boxes to raise awareness of homelessness, and various fund raising/item collections for disaster situations such as Katrina and Haiti. The group also reaches out to the greater community through such activities as volunteering for the Free-Store Food Bank, and the Drop-Inn Center.

Time Commitment: All school year; after school organizational meetings on an as-needed basis, events on weekends and evenings

Rock and Roll Club

Purpose: RnR Club is simply just a place to unwind, watch and play music after school on set Fridays

Activity: Immediately after school the audience and acts both head toward the auditorium and unload equipment, and set it up. Then anywhere from 2-6 bands play for about 20 minutes each, and all the while the audience simply watches, plays games, or "chill." The RnR Club finishes around 4:30 and we all pack up equipment and leave. The entire club is open mic, which means that no qualifications are necessary for someone to go up on stage and perform something.

Time Commitment: In the course of year there are about 5 or 6 of these.

Scoreboard Club

Purpose: Scoreboard club is for anyone interested in a combination of sports and computers. Select individuals will be chosen to actually run the large message board at the football and soccer games throughout the year. Other sports may be included.

Activity: Open to all students, but enrollment is limited to a handful of students. Students with an artistic flair can design the messages and advertisements shown. Training on the software is available.

Time Commitment: The time commitment depends on how many games the student is signed up to do. Please realize that the games start prior to the first day of school! Don't let

that discourage you from signing up. A few meetings will be held after school to create new designs and update outdated graphics.

Senior Trip

The High School sponsors a senior trip to Washington D.C. during the week prior to Thanksgiving every year (providing there is ample interest). Watch for information from the Principal regarding this opportunity.

Student Council / Class of...

Purpose: To improve the quality of student life, to promote communication among students, teachers, and administrators, and to provide opportunities to develop leadership and cooperation skills within students of WHS.

Activity: The student body elects President, Vice President, and Secretary / Treasurer. Grade level classes elect all Class Officers and Representatives. Major projects include Homecoming parade, coronation and dance, Computer match up, Student - School Exchange and Seminar Day.

Time Commitment: All school year, every other week during school. One August meeting.

Winter guard

Purpose: Artistic performances during the winter season indoors in competition circuit.

Time Commitment: November through April. Rehearsals are two times a week during the season. Competitions start on Saturdays in January.

Prerequisites: Must be in either Marching Color Guard or Marching Band. Also must be available for finals which typically falls either beginning or end of Spring Break.

INFORMATION RESOURCES

Student Research Resources

The District Website and individual Teacher's web pages contain many links to safe, reliable and age appropriate resource sites. Instead of using Google (or other search engines) encourage your student to use this easy and time saving way to research information. You can also search other teacher's sites in the same subject area for additional information resources.

SCHOOL PACKAGES

All can be accessed through the District Website> High School>Students Tab>Library/online Resources

- **Congressional Quarterly:** References on politics, policy, current issues
- **Grolier Online:** Three encyclopedias on different reading and interest levels. Dictionary, atlas, and great images and graphics.
- **Infohio** Students Tab>Library/online Resources
State funded resource free to all Ohio students and teachers. Choose Core Collection and Other Resources. Explanations are listed next to each icon describing what the database contains.
- **Newsbank:** Deluxe database that includes magazines, newspapers, historical & government documents, radio and TV transcripts, maps, and statistics. The TCR collection is most useful and comprehensive, although sections exist for business, Spanish, statistics, UN documents, and newspapers. This is better than Infohio as we own more of the Newsbank databases than purchased by Infohio.

WEBSITES You can access these without a password

- **Wyoming Teacher's Web Pages:** GREAT! Contain many links to safe, reliable and age appropriate sites. See description above.
- **Bartleby.com:** Passages, phrases, and proverbs traced to their source
- **Cincinnati Public Library:** User name: Your Library card number. Pin: Last four digits of your phone number. At the Homepage choose Research and Homework. Follow the links as desired to online databases and homework help sources. The Public Library staffs a homework help service most evenings.
- **Dictionary.com:** Dictionary and Thesaurus
- **Infoplease.com :** Provides extra examples, self-check quizzes, chapter test practice, and vocabulary reviews.
- **Purdue Online Writing Lab:** All purpose general resource includes almanacs, dictionaries, encyclopedias, and atlases.
- **Refdesk.com:** Source for MLA format citation information.
- **World Factbook:** Data on world geography, people, government, economy, communications, transportation, and military
- **Glencoe Math Books:** The web address for your student's textbook is at the bottom of the pages of the textbook.
- **Search Engine Watch:** www.searchenginewatch.com On the left side of page click on Search Marketing Topics. See refining Internet Searches below.

- **Department of Education:** www.ode.state.oh.us Provides information on a wide variety of topics including Diagnostic and Achievement tests required by the state.
- **Ohio Graduation Test:** ohio.measinc.com Contains samples in multiple choice tests, writing practice (scored), scoring guides and more
- **Rachel's Challenge:** www.rachel'schallenge.com a non-religious, non-political, non-profit organization, committed to starting a chain reaction of kindness and compassion among students across the nation. Wyoming Schools adopted this program to enhance the "school climate" among our students.
- **Surviving the Teens: Cincinnati Children's Hospital:** www.cincinnatichildrens.org/surviving-teens Mental Health Curriculum presented in 10th grade health class is provided through this program. Lots of info on teens and parenting to keep kids safe.

Refining Internet Searches

If you use the major search engines (i.e. Google) to research a topic there are simple techniques that will greatly improve your success in locating what you are looking for. Go to www.searchenginewatch.com, on the left side of page click on Search Marketing Topics. I received this information from the School Media Specialist, they are a great resource for your student, don't overlook them.

Information Sources for Parents

Annual Informational Meetings

See School Calendar for exact dates

- **High School New Student Orientation**
Held the week before school starts. It is for all students new to Wyoming.
- **Ninth Grade Orientation and Schedule Pick-up**
Held the week before school starts. Students attend an orientation assembly and receive class schedules.
- **Open House**
Held in September. Parents start in their student's homeroom and then follow their student's schedule. Teachers prepare extensively for these nights. Open House is an invaluable source of information (see School Calendar). Student fees are payable at this time in the Commons.
- **Teacher Conferences**
Formal conferences are scheduled after 1st quarter. Conferences are scheduled by teacher or parent request. Toward the end of 1st quarter, parents will receive a letter from the school to set up teacher requested conferences. A general information letter is then sent home informing parents of how to make an appointment for a parent requested conference. At other times of the year (including prior to formal conferences if you have a need) parents wanting individual conferences should contact the teacher or the counselor.
- **College Information Meeting**
Held in the fall in the H.S. Commons for all parents and students interested in the college admissions process.
- **College Recruitment Meetings**
Many Colleges send representatives to WHS yearly to talk to students. Students can sign up to attend these talks through the Guidance Office. The schedule is on the District Website under High School, Guidance Department.

- **Principal Coffees**
Informal meetings open to everyone to meet with Principals to interact, address issues and ask questions. Three coffees are scheduled periodically throughout the school year, and listed on the school calendar.
- **Greater Cincinnati National College Fair:**
Held at one of the local convention centers in late September, early October. It hosts over 250 colleges and university representatives. They also have sessions on paying for college, college testing and the NCAA eligibility regulations.

Internet Materials

- **Blackboard:** [tp://bb.wyomingcityschools.org](http://bb.wyomingcityschools.org). Daily announcements are posted here.
- **Passwords and User ID**

User ID codes and Passwords are required to access some internet sites. The following tells you how to obtain these.

- Progress Book: Distributed to students every fall, or contact your student's counselor.
- Study Island: User name and password is available from their teacher.
- Student Research Data Bases: Handout is available from the School Librarian
- Student ID Number: On student ID card, report card or from the Guidance Office.
- **Listserv**
A Listserv is a program that distributes email to a large number of people that are all subscribers to the same list. Wyoming Schools have three separate Listserv for the Primary, Middle, and High schools. By subscribing, you will receive information by email from authorized school administrators.
To subscribe send an email to addresses below. You can sign up for several lists - either with additional email messages - or by having carbon copies (cc:) going to the other addresses as part of the same email. Within minutes, you will receive a Confirmation Request to join the Listserv. Once you reply to that, you will receive a Welcome email from the listserv. It does not matter what is in the email; just the act of sending it will sign you up for the list.
To Subscribe send email to:
 - High School list, WHSList-On@lists.wyomingcityschools.org
 - Middle School list, WMSList-On@lists.wyomingcityschools.org
 - Primary School list, wyomingprimarylistserv-on@lists.wyomingcityschools.org**To Unsubscribe send email to:**
 - High School list, WHSList-Off@lists.wyomingcityschools.org
 - Middle School list, WMSList-Off@lists.wyomingcityschools.org
 - Primary School list, wyomingprimarylistserv-off@lists.wyomingcityschools.org
- **Weekly Bulletin**
This electronic weekly bullet is sent to everyone subscribed to the High School Listserv (see above) and outlines upcoming activities and events at the School and in the district.
- **LunchPrepay.com:**
Provides online payment for lunch and School Fees from your student's account and records items purchased.

- **School Chatter**
An electronic newsletter distributed by the Wyoming City Schools Board Office to the email addresses provided to the **PSA in the Student Directory**. It contains current information and announcements about the district. Provide your email address to the Student Directory (form in the August School mailing) to be added to the list or contact the Board Office (206-7000) if you wish to be added or deleted from the mailing.
- **Bus Transportation:** seitzp@wyomingcityschools.org
- **The Lariat**
This monthly PSA newsletter contains up-to-date information and announcements from each of the schools. Contact names and phone numbers for every PSA activity are included in every issue. The newsletter is sent electronically; to receive it, an email address must be provided on the Student Directory Information form at the beginning of the school year or you can sign up via the PSA website - www.WyomingPSA.org.
- **Parent Guide**
This Guide is available on the Wyoming Schools District Website under Parents Tab.
- **Connect EDU**
An online college resource available to all high school students. Through it you can explore colleges, the college application process, financial aid, scholarships, career information and summer programs as well as receive communication from the Guidance Office. We encourage students and parents to use this resource frequently. Parents and students can access Connect EDU through the District Website www.wyomingcityschools.org High School page under the Guidance link. You need your student's ID number, which is available on his/ her picture ID, report card or from the Guidance office.
- **College Search:** www.collegeview.com
Search for colleges, access scholarship information, and guidance on how to build a résumé.
- **PSAT Results:** www.collegeboard.com/psatextra
- **SAT Registration:** www.collegeboard.org
Test dates and online registration. College Entrance Exam Board School Code for Wyoming High School is 361156
- **ACT Registration:** www.act.org
Test dates and online registration. College Entrance Exam Board School Code for Wyoming High School is 361156
- **Department of Education Financial Aid:** www.fafsa.ed.gov .
Department of Education free application for federal student financial aid. Provides on-line application and instruction on how to apply.
- **Scholarships:** www.fastweb.com
College scholarship information
- **Ohio Department of Education:**
www.ode.state.oh.us Provides information on a wide variety of topics including Diagnostic and Achievement tests required by the state.
- **Ohio Graduation Test:**
ohio.measinc.com Contains samples in multiple choice tests, writing practice (scored), scoring guides and more.

- **Rachel's Challenge**
www.rachel'schallenge.com a non-religious, non-political, non-profit organization, committed to starting a chain reaction of kindness and compassion among students across the nation. Wyoming Schools adopted this program to enhance the "school climate" among our students.
- **Sports Information**
 - **chlsports.com, Cincinnati Hills League news**
 - <http://highschoolsports.net>, All Sports Schedules and directions to schools.
 - Wyoroundup.blogspot.com. Blog brought to you by the Wyoming Athletic Boosters. Provides up to date news on Wyoming sports.
 - The Ohio High School Athletic Association at www.ohssa.org
- **Surviving the Teens: Cincinnati Children's Hospital.**
www.cincinnatichildrens.org/surviving-teens
Mental Health Curriculum presented in 10th grade health class is provided through this program. Lots of info on teens and parenting to keep kids safe.

Printed Information Materials

- **Principal's Newsletter**
Published 3 times/year. It is full of important information guidelines, calendar, events, etc.
- **Student Handbook/Assignment Notebook:**
Provided to all students at the start of the school year. Contains daily planner, code of conduct, discipline code, point system, attendance policy, exam schedules, grading information, graduation requirements, make-up work policies, etc. Also on District Website.
- **School Calendar:**
Sent to all residents of the City of Wyoming.
- **Course Guide**
Graduation requirements, curriculum information and requirements, calculation of GPA, and class rank, etc. Sent home in late winter for next year's course selection, or available from the Guidance Office. Keep for reference for next three years.
- **Senior Guide**
All seniors receive a Senior Guide at the senior picnic and it is essential for parents of seniors. If you are unable to attend the picnic, you may pick your copy up in the Main Office
- **Grade 11 and Grade 12 College Planning Handout**
Students receive these in class during Counselor's discussions early junior and senior years.
- **PSA Newsletter - The Lariat**
The Lariat is available monthly by email, or on the PSA Website at www.WyomingPSA.org and contains up-to-date happenings and information about each of the schools. (See detailed description under Electronic/Internet Materials)
- **Student Directory**
This is a valuable resource and fund raiser benefiting the current Sophomore Class. This annual directory includes contact information on Wyoming students and parents as well as the City of Wyoming, Board of Education, all PSA committees; teacher emails/phone numbers and school administrators. Orders are placed at the beginning of the school year using the form in your student's registration packet, and directories are delivered in the fall.

- **Directions to Sporting Events**
Booklet is available in H.S. Main Office and on the District Website.
- **Student Health Handbook:**
Available from the Administrative Center.
- **WCS Policy Handbook**
Available from the Administrative Center and on line under Board of Education.
- **Know Your Schools**
Administrative Center of Education publication sent quarterly to all residents.
- **Wyoming City Schools Annual Report**
Mailed to all residents of the City of Wyoming.
- **Laws Which Apply to Minors**
Outlines curfew laws, keg laws, tobacco laws, no tolerance policy etc., which are most frequently violated in Wyoming and the consequences. The Pamphlet is available from Wyoming Youth Services.
- **Plan for the Identification of and Services for Students who are Gifted**
Contains Wyoming's policy on gifted services. It is available from the Department of Special Services, located at the Administrative Center.

Contact People

- **Parent - School Association (PSA)**
PSA is a non-profit organization dedicated to fostering a closer relationship between parents and the Wyoming City Schools. PSA provides support to the schools through direct volunteerism as well as fundraising. Monthly newsletters, meetings and special programs are held throughout the year and there is a nominal membership fee of \$10 per year. Detailed information regarding PSA contacts, Membership, Volunteer Opportunities, Programs & Services, and Fundraising can be found at www.WyomingPSA.org or in the Student Directory.
- **Parent Advisory Council (PAC)**
Parent Advisory Council (PAC) is a division of PSA and is a liaison between parents and our administrators. Topical issues and parental concerns are discussed in monthly meetings. PAC exists at the Primary, Middle School and High School level. Each level consists of 1-2 representatives per grade, a PAC Chair, the PSA President, and the President-elect. You may call your grade representative (listed in the student directory) with any questions, concerns or issues you have regarding your student's school experience. They will communicate your concerns (anonymously unless otherwise instructed) at the next scheduled PAC meeting and communicate follow up actions. Specific teacher concerns should be discussed with the teacher and is not a responsibility of PAC.
- **New Family Liaison**
This PSA committee was created specifically for families new to the Wyoming School District. These former “newbies” can answer questions, provide support and deliver valuable written information to new families to help them settle in. To find contact person, follow the link from the District Website under Support Organizations.

PARENT VOLUNTEER OPPORTUNITIES

Contact information in ().

- Class Responsibilities, projects. (Contact Class Advisor see Appendix I)
 - **Freshmen**
Major Fundraiser: Concession stands at all basketball games & wrestling meets.
Graduation Assignment: Set up chairs for the Graduation Ceremony.
 - **Sophomores**
Major Fundraiser: Student Directory. Contact PSA representative to volunteer.
Graduation Assignment: Provide cookies for the Graduation Ceremony Reception.
 - **Juniors**
Major Responsibility: Organize the Prom and After-Prom.
Senior Dinner- Provides Servers and clean-up
Graduation Assignment: Reception-Coordinate and serve refreshments.
 - **Seniors** See Senior Guide.
- Tutors (Guidance office keeps a list)
- Wyoming Booster Association (Booster President see Student Directory)
- Wyoming School Foundation (See under Community Services)
- Wyoming School Music Association (See Student Directory)
- Wyoming Theater Arts (See Student Directory)
- Wyoming Youth Services (See under Community Services)
- Homecoming (Class Advisor or PAC Rep.)
 - Concessions (freshmen)
 - Float Building (Chaperones and Snacks)
 - Dance (Chaperones)
- Prom and After Prom (Grade 11 PAC Rep.)
 - Planning, Decorations, Set-up, Chaperones, Clean-up
- Graduation (Sr. Class PAC Rep.)
- Yearbook
 - You can submit digital pictures to be considered for the yearbook by sending pictures to images.jostens.com , user ID 400008037, password cowboys.

COMMUNITY SUPPORT ORGANIZATIONS

The Parent - School Association (PSA)

PSA is a non-profit organization dedicated to fostering a closer relationship between parents and the Wyoming City Schools. PSA provides support to the schools through direct volunteerism as well as fundraising. Monthly newsletters, meetings and special programs are held throughout the year and there is a nominal membership fee of \$10 per year. Detailed information regarding PSA contacts, Membership, Volunteer Opportunities, Programs & Services, and Fundraising can be found at www.WyomingPSA.org or in the Student Directory.

Wyoming Alumni Association

The Alumni Association was formed to provide a way for alumni to communicate with one another and to support programs of the Wyoming Schools system. They publish a newsletter, the Echo, twice a year and provide scholarships to graduating seniors every year. For more information visit www.wyominghighschoolalumni.com or contact Ted Marty at 761-4300.

Wyoming Booster Association

The Boosters provide support to all Wyoming Schools Athletic Programs. They typically provide 35% of the funds in the athletic budget through the generosity of the community and the hard work of their members. Their principal fundraising event is the sale of Super Booster passes in August, which allows admission to all home athletic events for your household. Many other activities are sponsored throughout the year. If you are interested in joining the Wyoming Booster Board, contact Tom Horn at thorn21@fuse.net or 821-4646. For information on the Boosters, see your PSA newsletter, the Student Directory and www.wyomingboosters.org.

The Center for the Arts, Wyoming (948-1900)

The Center for the Arts in Wyoming offers classes in a wide variety of areas, at all levels, and for all ages. Call for program information or visit www.thecenter4thearts.org.

Wyoming Drama Association

Wyoming Theatre Arts Department and its season ticket patrons support theatre at the high school with money, expertise, and time. The Wyoming theatre season includes one musical and at least three other main stage productions. All productions feature student performers and craftspeople, many of whom are mentored by staff and adult members of the community. Many Wyoming patrons provide additional money and gifts of certain items needed for productions.

Wyoming Recreation Department (821-5200)

The Wyoming Recreation Department provides athletic opportunities for youth in Wyoming. Call for information or visit www.wyomingrecreation.org.

Wyoming School Foundation

The Wyoming School Foundation's mission is to raise funds to support and enhance the strong tradition of EXCELLENCE in education for the Wyoming City Schools in the areas of:

- Student Support and Staff Development
- Science and Technology

- Arts and Athletics
- Humanities

The Foundation raises immediate money to help fund a variety of the District's academic programs, educational needs and enrichment opportunities. In addition, the Foundation's endowment efforts are directed toward creating a permanent investment base that will provide income for generations to come. For more information, contact the Executive Director, Andrea Frieder Heines at 821-6909 or visit www.wyomingschoolfoundation.org.

Wyoming School Music Association (WSMA) (821-9209)

WSMA is a group of parents, in partnership with the district's music teachers, committed to providing Wyoming students with opportunities for musical development, enrichment, and enjoyment. Your student automatically benefits from our work in supporting the choral, band and orchestra programs in all Wyoming's schools. WSMA generates funds for musical instruments, sound equipment, student scholarships, performance projects, and guest artists. For information about WSMA, including membership and contact people, see the student directory, visit www.wyomingmusic.org, or follow the link from the District Website.

Wyoming Youth Services (WYS) (821-2428)

WYS was established in 1981 as a non-profit, community based program designed to confront juvenile problems. We provide an extensive menu of services, including counseling, and prevention and educational programming, designed to support community youth and their families. Programming is staffed by a team of professionals in the field of mental health and education. Services are provided free of charge to all Wyoming residents.

- **Individual Counseling:** Children, parents and families may seek our services for topics including anxiety, depression, academic, social or behavioral issues, divorce/separation or grief. Services are provided by licensed professionals.
- **Group Counseling:** Group counseling is provided to both parents and students and covers topics such as divorce or grief. In the event of a school or community crisis, WYSB coordinates with the school system to provide necessary emergency counseling services to help children effectively cope with difficult emotional situations.
- **Parenting Education:** Speakers, classes and one-on-one coaching on a variety of topics central to successful parenting are offered throughout the year.
- **After School Program (ASP):** WYSB provides prevention services to middle school students through its After School Program (ASP). The ASP is a safe place for middle school students to obtain help with homework, participate in enrichment activities, and develop meaningful relationships with program staff and volunteers.
- **Service Learning Programs:** To promote Wyoming's strong tradition of volunteerism, specialized outings are offered to students of all ages to provide meaningful service opportunities, designed to build self-esteem and reinforce classroom concepts and ideas.
- **Youth Programs:** Recreational programming is offered to community youth and provides both structure and supervision during school breaks.
- **Juvenile Court Liaison:** Staff are present at all Wyoming Juvenile Court sessions to provide families and youth with immediate access to counseling and related services intended to reduce or eliminate delinquent behaviors.

- **Special Needs:** Specialized services are offered to youth and families who have limited financial resources. Services include purchasing winter coats or helping families meet other basic needs for their children.

To access any of our services, visit us on the web at www.wyomingyouthservices.com or call 821-2428.

POLICE (821-0141)

LETTS Talk (Law Enforcement Talks To Students)

This program, run by the Wyoming Police Department, provides students with access to Wyoming's Police Officers in order to facilitate Teen/Police relations. Students and officers meet once a month at the Middle School (grades 7&8) and High School to discuss current issues, perceptions, and Police Procedures. If you or your student is interested in more information on this, contact Officer Hahn at the Police Department, 821-0141 or dhahn@wyoming.oh.us.

Laws You Need to Know

Wyoming has certain laws concerning minors that you should be aware of since they are frequently violated. For a full listing of laws that apply to minors, ask for the pamphlet on this from the Wyoming Youth Services.

Curfew

Minors (under 18) are in violation of curfew if they are riding in a car or are in a public place after 11:00 p.m. on Sun-Thurs. or after midnight on Fri-Sat. This does not apply if accompanied by a parent or guardian or when they are on an errand or business directed by a parent. A 30-minute grace period is given following termination of an organized school, church, or civic event and minors are going directly home.

Keg Law

Persons under the age of 21 may not consume alcohol in your residence or on your property, even with their parent's permission. You cannot furnish alcohol to anyone under the age of 21, unless it is your own child and you are with them. You can face a maximum sentence of six months in jail and/or a \$1000.00 fine.

Cigarettes or Tobacco Products

Persons under the age of 18 shall not use, consume, possess, or purchase, or attempt to purchase, cigarettes, or paper products used to roll cigarettes, unless accompanied by a parent or legal guardian. No child shall knowingly furnish false information or identification for the purpose of obtaining items listed above.

Zero Tolerance Policy

In an attempt to curb juvenile drug abuse, the Wyoming Police Department has initiated a Zero Tolerance Drug Abuse Police for any drug and alcohol related offence committed by a juvenile. This means that in all cases where our officers come in contact with a juvenile with drugs or alcohol, a referral and documentation will be completed. We sincerely think that juveniles learn by example and if we do not take drugs and alcohol seriously, neither will they. In cases where the offense is minor in nature, we will usually cite the juvenile to appear in front of our own City of Wyoming Juvenile Referee. This court was appointed by the Hamilton County Juvenile Court to hear local, first time misdemeanor offenses. These hearings are classified as Unofficial. Appearance before this court permits a juvenile to be held accountable without resulting in an official juvenile record. Second offenders and or felony offenses are referred to the Hamilton County Juvenile Court System for disposition.

Consequences of Violation of these laws if heard in Wyoming's unofficial juvenile court (the nature of the offense determines if it is heard here or "down town") could be:

- Community service/work detail
- Restitution
- Attendance at a drug/alcohol education/assessment program
- Written essay
- Apology
- Driver's privileges revoked
- Probation

POLICE ASSOCIATION (821-0141)

The Police Association consists of active and retired members of the Wyoming Police Department. As a community service, they sponsor the 8th grade dance.

APPENDIX I - EXTRA-CURRICULAR ACTIVITY SPONSORS**2010-2011**

Academic Quiz Team Advisor - Andrew Felczan
Band Director – David Kaiser
Brothers & Sisters United Advisor - Victoria Haygood
Chess Club Advisor – John Brickner
Chorale Director – Katie Hayward
Color Guard/Flag Corps Advisor – Jenni Kabakoff
Dance Team Advisor – Laren Alto & Melissa Kidd
Drama Director – Laura Coomer Nelson
French Club- Cécile Lainé
Global Awareness Advisor – Travis Glendenning
"Horizon" Advisor –Paige Haley
"Icarus" Advisor – Karen Gaski & Kieth Lehman
JETS-TEAMS Advisor – Pat Counts
Latin Club Advisor – Todd Wegenhart
Mock Trial Advisor – Diana Heyd
Orchestra Director - Laura Coomer Nelson
Project L.E.A.D. Advisor – Pat Lehman
Science Olympiad Advisor - Andrew Felczan
Senior Class Trip Advisor – Aaron Marshall
Student Council Advisor - Michael Leal
Teen Advisory Program Advisor – Jan McGlynn
Yearbook Advisor – Marilyn Cone
9th Grade Class Advisor (2014) – Paula Ayers & Pat Lehman
10th Grade Class Advisor (2013) - Tim Burke & Todd Siler
11th Grade Class Advisor (2011) - Monica Moore & Julie Plitt
12th Grade Class Advisor (2010) - Kathy Whitsett

APPENDIX II - TRANSCRIPT

APPENDIX III - STUDENT RÉSUMÉ

Items Listed in Order of Importance

Education:

Wyoming High School

Academic Achievement and Special Recognition:

Leadership Positions:

Student Activities:

Community / School Service:

Work Experience:

References:

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