Parent and Student Handbook

2014 - 15

Archbishop Hoban High School

Akron, Ohio
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**Location of Personnel, Information and Forms**

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<td>Lost and Found</td>
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Family Contract
The aim of the entire Hoban community is the spiritual, academic, emotional, physical and character development of the student. Specific characteristics will identify the Hoban student. There will be openness to growth, as the student becomes intellectually competent. The student will also become a loving person of faith. There will be development toward becoming a self-disciplined person.

The Hoban student will accept responsibilities and be sensitive to the needs and concerns of others. The student will contribute to the school’s educational environment and will understand and support policies, procedures and philosophies that will enhance development toward becoming a mature, responsible and self-disciplined person.

These guidelines are essential to the total developmental process of all Hoban students. Rules are necessary to help members of a community grow. By maintaining a personal attitude in which the student realizes the significance and importance of these guidelines, the person will truly become a self-disciplined individual.

Parent(s), guardian(s) and student(s) at Archbishop Hoban High School, through enrollment, agree to follow these guidelines as part of their personal choice for the student to attend this school. Parental signature on the registration form affirms acceptance of the family contract.

Admission
Admission to Archbishop Hoban High School is open to applicants who have indicated their ability to follow the course of studies provided by the school and whose conduct has been such as to recommend them. Before acceptance, the school requests academic records, standardized test scores, and teacher recommendations from schools of current or previous attendance. If a student seeks to transfer into Hoban from a local high school, the student must submit a letter to the director of admissions explaining the reasons for seeking the transfer. Current transcripts, attendance records and disciplinary records must be presented. The Admissions Review Board will consider the request.

A placement examination required for incoming freshmen is conducted through Scholastic Testing Service. A follow-up conference with the Admissions Review Board may be held after academic records have been reviewed and placement recommendations made.

Transfer students enter with a probationary status. Transfer students from local high schools are generally not admitted into the senior year.

Archbishop Hoban High School does not discriminate on the basis of age, color, disability, gender, national or ethnic origin, race, religion, sexual orientation, or socio-economic status in the administration of its policies and programs.

Roman Catholic Faith Activities
Archbishop Hoban High School is a Catholic high school in the Holy Cross tradition. As such there are communal activities related to the practice and expression of the Roman Catholic Faith integral to our identity. Respectful participation is therefore required of all students.

Right To Amend Handbook
The Administration of Hoban retains the right to make amendments to this handbook during the course of the school year for just cause. In the event that changes are made, the parents will be given prompt notification of such changes in writing through regular mailings to the home, or electronic postings.
2014-2015 Academic Program

The Academic section is a summary of the course content, grade level, time commitment, and credit for the academic offerings of Archbishop Hoban High School. These offerings include a strong Honors Program, a College Preparatory Program, and elective courses.

There is no one program of studies that is suitable for all students. Individual programs of study must be developed in the light of student interest, ability, and future goals. The variety of classes offered at the school permits wide latitude, especially in the junior and senior years, for the pursuit of individual interests and goals. Successful completion of the core requirements will ensure that the student is well prepared for Christian leadership, effective citizenship, and further education.

Students and parents should study this guide carefully so that all requirements are met and suitable electives are chosen to prepare adequately for the future and to use time effectively. The Hoban Administration, the Guidance Department, and the teaching staff can help make these important decisions. Each student’s academic program must be approved by the parent or guardian at registration each year.

So it is that while the Catholic School fittingly adjusts itself to circumstances of advancing times, it is educating its students to promote effectively the welfare of the earthly city and preparing them to serve the advancement of the reign of God. The purpose in view is that by living an exemplary and apostolic life, the Catholic graduate can become, as it were, the saving leaven of the human family.

The Declaration on Christian Education Vatican Council II

Graduation Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>Religious Studies</td>
<td>4.00</td>
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<tr>
<td>Christian Service</td>
<td>1.00</td>
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<tr>
<td>English</td>
<td>4.00</td>
</tr>
<tr>
<td>Mathematics</td>
<td>4.00</td>
</tr>
<tr>
<td>Science</td>
<td>3.00</td>
</tr>
<tr>
<td>Social Studies</td>
<td>3.00</td>
</tr>
<tr>
<td>Physical Education</td>
<td>0.50</td>
</tr>
<tr>
<td>Health</td>
<td>0.50</td>
</tr>
<tr>
<td>Visual or Performing Arts</td>
<td>1.00</td>
</tr>
<tr>
<td>Additional Credits</td>
<td>4.00</td>
</tr>
<tr>
<td>Total</td>
<td>25.00</td>
</tr>
</tbody>
</table>

- Mathematics must include one (1) unit of Algebra II. Students are required to take a math course each year.
- Science must include one (1) unit of Biology, one (1) unit of a physical science and one (1) unit of advanced science.
- Social Studies must include one (1) unit of US History or AP US History and one half (1/2) unit of Government.
- Additional units must include one sequence or any combination of world language, visual arts, performing arts, mathematics, science, technology or social studies.
- Two to three (2-3) units of credit in a World Language are strongly recommended.
- Students must pass all sections of the Ohio Graduation Tests to receive a diploma.
- The Christian Service Program is a graduation requirement. Each student is required to complete the hours of Christian Service as specified for each year of attendance at Archbishop Hoban High School. In the sophomore, junior and senior years, students will also submit an essay about their service experience. Students who fail to meet the application deadlines will be assigned additional hours of service.
  - Freshman – 10 hours (Pass or Fail)  
  - Sophomore – 15 hours (1/4 Unit)  
  - Junior – 20 hours (1/4 Unit)  
  - Senior – 30 hours (1/2 Unit)

It is each student’s responsibility to check with the counselor to verify completion of graduation requirements.

To be eligible to participate in the graduation ceremony a student must have met all graduation requirements and financial or other obligations.
**Class Load**

Students must take six (6) courses each semester. A balanced program of both required and elective subjects should be planned.

If a student receives permission to enroll in a seventh class, he or she must realize the heavy time commitment required since there can be no study hall during the school day. When enrolled in a seventh class, therefore, a student must plan how to complete daily assignments, how to get tutoring or how to make up work when absent. Time obligations for cocurriculars and work should also be considered.

Students who want to earn a Hoban diploma should plan to spend their senior year at Archbishop Hoban High School.

**Grading System**

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Approximate Numerical Range</th>
<th>Quality Points</th>
<th>Honors Quality Points</th>
<th>Description</th>
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<tbody>
<tr>
<td>A+</td>
<td>99-100</td>
<td>4.33</td>
<td>4.83</td>
<td>Superior</td>
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<tr>
<td>A</td>
<td>95-98</td>
<td>4.00</td>
<td>4.50</td>
<td></td>
</tr>
<tr>
<td>A-</td>
<td>93-94</td>
<td>3.67</td>
<td>4.17</td>
<td></td>
</tr>
<tr>
<td>B+</td>
<td>90-92</td>
<td>3.33</td>
<td>3.83</td>
<td></td>
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<tr>
<td>B</td>
<td>87-89</td>
<td>3.00</td>
<td>3.50</td>
<td>Above Average</td>
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<tr>
<td>B-</td>
<td>85-86</td>
<td>2.67</td>
<td>3.17</td>
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<tr>
<td>C+</td>
<td>81-84</td>
<td>2.33</td>
<td>2.71</td>
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<tr>
<td>C</td>
<td>77-80</td>
<td>2.00</td>
<td>2.25</td>
<td>Average</td>
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<td>C-</td>
<td>74-76</td>
<td>1.67</td>
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<td>D+</td>
<td>72-73</td>
<td>1.33</td>
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<td>D</td>
<td>70-71</td>
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<td>D-</td>
<td>68-69</td>
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<tr>
<td>F</td>
<td>0-67</td>
<td>0.00</td>
<td>0.00</td>
<td>Failure to fulfill 63% is usually the lowest grade for a grading period. Minimum Standards</td>
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<tr>
<td>I</td>
<td>Incomplete</td>
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<tr>
<td>P</td>
<td>Passed</td>
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<td></td>
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<tr>
<td>AU</td>
<td>Audit</td>
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<tr>
<td>W</td>
<td>Withdrawn</td>
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All Incomplete’s (I) for a grading period must be made up within two weeks of the end of the grading period. It is the student’s responsibility to make up incomplete work within a few days upon returning from an absence.

Students who are granted Audit (AU) status for a course receive no credit. The grades in all other courses are included in the GPA calculation.

After seven semesters, the senior with the highest cumulative GPA qualifies to be Valedictorian and the one with the second highest cumulative GPA qualifies to be Salutatorian. All other graduation requirements must be met for these honors to be finalized for graduation day.

When a student transfers into Hoban, quality points are assigned according to Hoban's scale. Honors points are only awarded for courses comparable to Hoban's.

If a student has completed a course similar to a Hoban course prior to entering Hoban, the student may choose to take a Hoban test. If the student demonstrates proficiency according to Hoban standards, the student may be placed in the next course in the Hoban sequence. Work prior to Grade 9 may not fulfill a graduation requirement.

Credit may be granted for a course taken prior to Grade 9 if the transcript or written verification indicates the prior school has granted it and if the school verifies that the course was taught by a teacher having a high school license appropriate to the course. The credit will show on the transcript but will not count toward GPA nor graduation requirements.
Semester Exam Schedule - 2014-2015

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<th>Time</th>
<th>Event</th>
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<td>December 17, 2014</td>
<td>8:00 a.m. - 9:30 a.m.</td>
<td>Exams for Period 1</td>
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<td>and</td>
<td>9:30 a.m. - 9:40 a.m.</td>
<td>Break</td>
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<td>May 27, 2015</td>
<td>9:40 a.m. - 11:10 a.m.</td>
<td>Exams for Period 2</td>
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<td>11:15 a.m. - 11:45 a.m.</td>
<td>Lunch for Group I Classes</td>
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<td>11:15 a.m. - 11:45 a.m.</td>
<td>Study Hall for Group II Classes</td>
</tr>
<tr>
<td></td>
<td>11:50 a.m. - 12:20 p.m.</td>
<td>Lunch for Group II Classes</td>
</tr>
<tr>
<td></td>
<td>11:50 a.m. - 12:20 p.m.</td>
<td>Study Hall for Group I Classes</td>
</tr>
<tr>
<td></td>
<td>No Cafeteria lines open.</td>
<td>Student Council sells pizza.</td>
</tr>
<tr>
<td></td>
<td>12:20 p.m. - 12:30 p.m.</td>
<td>Break</td>
</tr>
<tr>
<td></td>
<td>12:30 p.m. - 2:00 p.m.</td>
<td>Exams for Period 4-5 and 5-6</td>
</tr>
<tr>
<td>December 18, 2014</td>
<td>8:00 a.m. - 9:30 a.m.</td>
<td>Exams for Period 3</td>
</tr>
<tr>
<td>and</td>
<td>9:30 a.m. - 9:40 a.m.</td>
<td>Break</td>
</tr>
<tr>
<td>May 28, 2015</td>
<td>9:40 a.m. - 11:10 a.m.</td>
<td>Exams for Period 6-7 and 7-8</td>
</tr>
<tr>
<td></td>
<td>No Lunch served</td>
<td>Makeup Exam Periods</td>
</tr>
<tr>
<td></td>
<td>11:10 a.m. - 2:00 p.m.</td>
<td></td>
</tr>
<tr>
<td>December 19, 2014</td>
<td>8:00 a.m. - 9:30 a.m.</td>
<td>Exams for Period 9</td>
</tr>
<tr>
<td>and</td>
<td>9:30 a.m. - 9:40 a.m.</td>
<td>Break</td>
</tr>
<tr>
<td>May 29, 2015</td>
<td>9:40 a.m. - 11:10 a.m.</td>
<td>Exams for Period 10</td>
</tr>
<tr>
<td></td>
<td>No Lunch served</td>
<td>Makeup Exam Periods</td>
</tr>
<tr>
<td></td>
<td>11:10 a.m. - 2:00 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

1. Each class will have an exam, project, etc., to be completed during the exam period and it will count as 20% of the semester grade. Each exam period lasts 90 minutes. Each teacher proctors his/her own class and study hall group during the periods on this daily schedule.

2. Students report to the exam period. Attendance will be taken during each exam period. **All exams are given during the regular time slot for the class unless parents arrange a change through the Associate Principals prior to the scheduled exam period.**

3. A student may arrive just for the exam period. Once a student leaves the school grounds, he/she may not return until the daily exam schedule is over.

For instance:
1. A student has Study Hall Period 1. He/she may arrive at school in time for the Period 2 exam.
2. A student has exams Period 1 and 4-5. That student may not go out for lunch, etc. He/she reports to Period 2 study hall, which the regular teacher proctors.


5. There are no retakes of semester exams.

6. Regular dress code is in effect on exam days.

7. Second Semester Senior Exam Policy
   - All seniors will take the final exam in a one-semester course.
   - In a two-semester course, the department will decide whether the exam is required for all students. If so, this fact will be noted in the course description. The exam may require 50-90 minutes.
   - In a two-semester course, the department may decide that seniors in a particular course are exempt from the exam if they maintain a minimum grade of C (77%) at the time of the exam. This should be a C minimum for the third quarter as well as a C minimum in the fourth quarter at the exam time. This possible exemption will be made known to students in these courses at the beginning of the third quarter.
Report Card Comments
Teachers include comments to indicate their estimation of the student’s effort and behavior in class. They can be read in PowerSchool by clicking on the course grade for the current grading period (Q1, Q2, Q3, Q4.)

Parent – Teacher Conference Days
Parents – teacher conference days are scheduled to provide the opportunity for parents and guardians to discuss their students level of achievement with teachers. Conferences are held from 2:00 – 5:30 p.m. and 6:30 – 8:30 p.m. on October 30, 2014 and February 12, 2015.

Grade Level Classifications
To be classified in a grade level, a student must have:
- Sophomore 5.75 Units
- Junior 11.75 Units
- Senior 18.00 Units

Failure to meet the above requirements may result in re-classification if the student does not make up work in summer school.

Honor Roll
In order to be listed on the Honor Roll each quarter, a student must have a 3.00 general average, with no grade lower than a C-. If a student has a 3.00 GPA and a grade lower than C-, the student may appeal to the Academic Review Board. No student may be included on the Honor Roll until any Incomplete grade has been made up.

There are three Honor Roll classifications:
- Highest Honors 3.85 - 4.83
- High Honors 3.50 - 3.84
- Honors 3.00 - 3.49

The Honor Roll is published at the end of each of the first three grading periods. Students on the Honor Roll for the first three quarters qualify for a Scholastic Honor Award.

Honors Classes
During the annual registration for Grades 10-12, teachers recommend students for Honors classes. Honors classes in Science and Math are a linked program of studies on our master schedule. Honors courses in English, Social Studies, and World Language are also linked together on the master schedule. If a student chooses to register for a college prep course within these sequences, we cannot guarantee that the course will schedule.

Students may enroll in the Honors Program based on teacher recommendations and evaluation of their work in either honors or non-honors courses completed at Hoban. Students should not plan to be able to reenter an honors program once they have withdrawn or been withdrawn from it.

The College Board conducts an audit of Advanced Placement courses in all schools. Each Fall the College Board notifies all schools whether they will be permitted to list a course on a transcript as an AP course. Hoban participates in this process.

Academic Review Board
The purpose of the Academic Review Board is to uphold Hoban’s standards of academic excellence. This board consists of five (5) teachers and is chaired by an Associate Principal. To meet this purpose, the Academic Review Board has these specific duties:

1. To select two Academic and Chivalrous Knight on each grade level each quarter.
2. To meet as indicated for violations of the Honor Code.
3. To meet when teachers request the right to exercise the Special F option.
**Academic Difficulty Intervention**

Hoban teachers and administrators are dedicated to the mission of the school. We pride ourselves on the diversity of the Hoban student body and strive to maintain its comprehensive nature. We believe that we have an obligation to help monitor each student’s academic progress and effort. For these reasons, we have a three-part process for intervening when students demonstrate inadequate academic progress. This process extends from year to year.

**Academic Probation – Step One**

A student is placed on Academic Probation if he or she received 2 F’s or has a G.P.A. below 1.500 at the end of the quarter. Students and their parent or guardian will be notified in writing of this action. The student and parent or guardian working with the school may develop a plan of intervention. It is primarily the responsibility of the student, with the support of his parent or guardian, to carry out this plan. At school, teachers and counselors are available for assistance.

**Academic Advisement – Step Two**

A student on Academic Probation for two (2) consecutive quarters will be placed on Academic Advisement. At this time, the student will meet with the Associate Principal to address his/her academic problems. Recommendations for improvement will be discussed at this meeting.

**Academic Alert – Step Three**

A student on Academic Probation for three (3) consecutive quarters will be placed on Academic Alert. The student and parent or guardian will meet with the Student Services Committee to discuss the academic problems and make further recommendations in an effort to help the student improve. Failure to improve academically may result in the Committee recommending that the student withdraw from Archbishop Hoban High School.

**Academic Failure**

At the conclusion of each school year, students who have a cumulative GPA less than 1.500 could be asked to withdraw from Archbishop Hoban High School.

**Request to Withdraw**

The administration reserves the right to ask a student to withdraw at any time if he or she: 1) fails to comply with Archbishop Hoban’s disciplinary policies and/or 2) fails to meet Archbishop Hoban’s academic standards.

**Absence As It Affects Grades**

1. Students who are absent from nine (9) meetings of a particular class during a quarter (grading period) may receive a failing grade (63%) in that class for that grading period. A doctor’s note is required to verify any extended or excessive absences.

2. During a semester, students absent for more than fifteen (15) days or fifteen (15) meetings of a particular class, even with a physician's excuse, are liable to receive no credit for the semester. In such a case, the student will receive a zero (0) on final exams and the student receives a zero (0) for each missed assignment, test, etc.

3. Before a student absent for an extended period of time may return to class or be eligible for passing grades, there must be a meeting between the administration and the parents or guardian. Signed permission from the doctor allowing the student to return to class must be provided at this meeting. The doctor's written statement must indicate the student poses no threat to self or others. Students who have other extenuating circumstances may be granted a hearing before the Academic Review Board that will make a recommendation to the Principal, who will make the final decision.

4. Students absent for ten (10) consecutive days with no contact with the school are dropped from enrollment.

**Interim Reports**

PowerSchool provides continuous information on a student’s progress in each course. Parents and guardians can therefore monitor their child’s class work any day. Paper copies of an Interim Reports can be issued midway through each quarter to parents and guardians who request the paper copy.

After the midway point of a quarter, if a student’s progress changes and he or she is in danger of receiving an F in a course, the teacher will notify the parent.
**Schedule Changes**

The Administration assumes that each student and his or her parents have given careful consideration to course selection. Course scheduling is designed to ensure maximum support of the student’s ability to learn in light of the school’s total program. Requests to change a student’s course selection will be discouraged. However, in view of the fact that such requests will be made of the Administration, the following policy regarding changes in original course selection choices will be followed:

1. In general, a selection should be changed only if it is determined that the student has been misplaced in a class, based on ability or previous preparation.

2. Student requests to ADD or REPLACE a class with another MUST be made within the first two (2) weeks the class is in session.

3. Student requests to DROP a class after the first four (4) weeks will automatically incur an “F” for the semester.

4. Student initiated requests to DROP an elective course will be considered only:
   a. Within the first (4) weeks the class is in session, and
   b. After a personal conference with class teacher, parent, counselor, and Associate Principal. A withdrawal form MUST accompany the request.
   c. Under no circumstances may a student drop a class if that action means the student is taking fewer than six (6) classes.

5. When a request to DROP a course is made within the first four weeks, the Associate Principal will notify in writing the student, parents, and counselor whether the request has been approved. Until this time, the student must continue to follow his/her original schedule until the request has been approved. The classroom teacher involved will receive official notification from the counselor to finalize any schedule change.

6. Course changes initiated by the Administration or counselor upon the recommendation of the teacher will not incur a charge. Course changes initiated by the student will incur a $50.00 charge for ADDING or DROPPING a class. After July 1, this $50.00 is charged for schedule changes that amend the spring registration.

7. A change from one teacher to another for the same course is granted only if the student had the teacher for a prior course.

8. A student who has failed a required course prior to the end of the school year should contact his/her counselor immediately to determine what course of action should be taken.

9. If a student is removed from a class for disciplinary reasons the student will automatically incur an “F” for the semester.

10. Permission to AUDIT a class must be granted in writing by the teacher and the Associate Principal by the first week of the second quarter of the semester.

11. A registration WAIVER may be completed at the time of registration. See registration forms.

**F Remediation**

In a two-semester course, if a student earns an F first semester and a grade of D or better second semester, the first semester F may be remediated to a D. All grades earned will appear on the student transcript.

**Special F**

A Special F may be issued if a student has not completed the work of the course. There are two ways in which a teacher may request permission to issue a Special F for the semester grade.

1. A teacher may ask the Associate Principal to convene the Academic Review Board if, at midterm of the second or fourth quarters, a student is failing. Even though the student passed for the first or third quarter, the teacher may seek permission to grant a Special F for the semester grade.
2. If a student has failed each quarter of a course, the teacher may request permission from the Principal to issue a Special F for the semester grade despite a passing exam grade. This option could be granted when the teacher can show that the student has chosen not to complete the required paper, project, etc. which demonstrates knowledge and/or application of course content.

**Summer School**
Courses failed at Hoban should be made up in summer school if they are necessary to meet graduation requirements or the needs of the individual student’s program. Religious Studies courses must be made up through Hoban or through a program approved by Hoban. The school reserves the right to require a student to make up required credits as a condition for returning the following year. To receive a Hoban diploma, all credit must be made up by December 31 following the second semester of the student’s senior year.

Registration for summer school courses must have the prior approval of the Associate Principal. Failure to secure permission will result in non-recognition of credit. Students registered at Hoban may not take classes in evening school for credit toward graduation.

**Repeating a Class for Which Credit Has Already Been Earned**
On occasion, a student may choose to repeat a course to gain proficiency. Permission must be obtained from: teacher, parents, counselor, and Associate Principal. Credit will be given only once, but both attempts will appear on the transcript until the successful completion of the course the second year, and then the previous year’s work will be changed to AU. A student choosing to repeat a class may not drop out during the course of the semester or year.

**Academic Procedures**

**Office of Student Services**
School counselors are available to help students in matters of academic, vocational, and personal concern, and are prepared to aid the student in planning his or her course of study. College Counselors assist in the college search and application process. Students are urged to get to know their counselors and to make an appointment to see them when the counselor’s help is needed.

Students may obtain counseling appointment slips in the Office of Student Services. These forms are to be filled out and returned to the basket in the Office one day before the actual appointment. The slips will be returned to the student for verification of the appointment.

**Transferring out of Hoban**
Any student seeking a transfer out of Hoban must schedule an appointment with an Associate Principal who will confer with the student and parents or guardian to determine the reason for transfer. If, after the conference, the student and parents or guardian still desire to transfer, the Associate Principal will process the transfer.

1. Transfers will not be processed until all obligations are fulfilled, including paying tuition, returning books and uniforms, etc.
2. Full tuition will be charged for each quarter of attendance. Any student who attends Hoban for more than 5 days/quarter owes the full tuition for the quarter.
3. Hoban complies with the OHSAA bylaws regarding athletic eligibility. (See www.ohsaa.org/members/bylaws4-7.htm) Students should not request any exceptions unless they can provide objective proof of circumstances that meet OHSAA guidelines.
4. If a student seeks to transfer into Hoban from a local high school, the student must submit a letter to the director of admissions explaining the reasons for seeking the transfer. Current transcripts, attendance records and disciplinary records must be presented. The Admissions Review Board will consider the request.

**Transcripts**
Requests for transcripts of credit are made in the Guidance Center.

1. The first request and its supplements are free, but a $2 fee must be paid for every request after the initial transcript is sent.
2. Transcripts will not be sent for any senior whose tuition is in arrears. Likewise transcripts will not be forwarded for any student who withdraws or graduates and whose tuition is in arrears.
Student Place of Residence
1. Parents or guardian should notify the Central Office when a student’s address changes.
2. Students not living with their parents or guardian must have the written permission of their parents or guardian.

Honor Code
The Honor Code is as follows:
- I will tell the truth.
- I will do my own work, without illicit assistance.
- I will work to encourage honesty.

As a family of learners rooted in gospel values and committed to creating and maintaining an orderly learning environment, the Archbishop Hoban High School community voluntarily commits to the following code of conduct. We regard integrity and honesty as essential values that are imperative in a just and humane society. To uphold the Honor Code is to act honestly in all situations. An honorable person upholds the Code out of a sense of self-worth and a desire to function within a trusting and trustworthy community. The ultimate goal of the honor code is to promote academic integrity.

- Every academic year, each student will be required to sign the honor pledge. The pledge states: 
  I value my character and our community of trust and I choose to uphold the Honor Code of Archbishop Hoban High School.
- On tests, quizzes, papers and assignments, students may be asked to write the following Honor Code Statement: 
  On my honor, I have neither given nor received illicit aid on this (exam, quiz, test, paper, assignment, etc.)
- Students may also be asked to write the following statement: 
  To the best of my knowledge, students in this class have abided by the Archbishop Hoban High School Honor Code while taking this (exam, quiz, test, etc.)

These behaviors are unacceptable and violate the Honor Code:
- Lying: Any action of deceit, deception, or fraud.
- Cheating: Giving or receiving illicit help in schoolwork.
  Examples include: deception, the use of illicit help on tests or assignments, including the use of electronic devices; illicit copying or illicit help on an assignment; providing or obtaining questions or answers before or during a test or quiz; altering and resubmitting graded assignments; using false excuses for extensions.
- Plagiarizing: Presenting the words or ideas of someone else as one’s own without proper acknowledgement.
  Examples include: submitting someone else’s work as one’s own; failing to use proper documentation; reusing an assignment and presenting it as new work; making up data; citing nonexistent sources; downloading work directly from the Internet; violating copyright regulations.

Students uphold Academic Integrity by:
- Honestly attempting to do assignments and homework correctly and to completion.
- Being present, prepared, alert and engaged during each class.
- Preparing specific questions to ask the teacher when the student does not understand.
- Attempting to see the teacher outside of class if the student needs help.
- Abiding by the limits for authorized help and collaboration for each assignment.

Parents promote Academic Integrity by:
- Providing written acknowledgment that they support the honor code.
- Engaging in honorable behavior that provides students with a positive example for adhering to the honor code.
- Supporting the faculty and administration in upholding the honor code.

Teachers promote Academic Integrity by:
- Maintaining orderly learning and secure testing environments
- Instructing students on proper documentation for all assignments that include referencing others’ ideas or words.
- Articulating the limits for authorized help and collaboration for each assignment.
- Reporting all honor code violations and potential violations to the administration with documentation of alleged offenses.
Administrators promote Academic Integrity by:

• Providing time within the school schedule for faculty, parents and students to have adequate knowledge of the honor code.
• Holding students and teachers accountable for their responsibilities for maintaining the honor code.
• Maintaining cumulative records of violations of the Honor Code.

When an infraction occurs, the student, teacher and Associate Principal will meet to discuss the incident. The Associate Principal will notify the parents or guardian of the infraction. Ordinarily the student may receive a grade of zero for tests and assignments. The student may be referred to the Academic Review Board for further action.

Portions of the Hoban Honor Code are printed with permission of: Bishop McNamara High School, Gilmour Academy, George Mason University, James Madison High, Langley High, and St. Mary’s Ryken High School.

Information Requested By Colleges and Employers

• A complete transcript of grades and credits (permanent record.)
• National and standardized test scores (permanent record.)
• Absence and tardy record (permanent record.)
• Involvement in cocurricular activities, academic groups, clubs, and athletic teams (permanent record.)
• Recommendation(s) of the Principal, Associate Principal, guidance counselor or teacher.

Parent And Guardian Communication With The School

Parents or guardians are encouraged to call and email the school (Principal, Associate Principal, teachers or counselor) to ask any question, whether they pertain to academic development or disciplinary matters. The Hoban staff is willing to help parents or guardians in any way they can with the development of their sons or daughters.

Our mission statement demands that we work closely with parents or guardians and all concerned with our students, to develop a true Christian. The Hoban staff is committed to helping you develop your child spiritually, academically and physically.
Course Of Studies

Freshman
Holy Cross Spirituality and Charism
Revelation of Jesus Christ in Scripture
Christian Service
English 9 – Literature Survey *
Math (Choose one)
  Algebra
  Intermediate Algebra
  Advanced Algebra
  H Geometry with Advanced Algebra *
Physical Science or Biology
Physical Education
Health
Minimum of one elective
  World Language
  Visual or Performing Arts
  Language Seminar

Sophomore
Who is Jesus Christ: Incarnation
The Mission of Jesus Christ: Paschal Mystery
Christian Service
English 10 – American Literature *
Math (Choose one)
  Intermediate Algebra
  Geometry
  Algebra II *
World Cultures or AP European History
Minimum of two electives
  Science
  World Language
  Visual or Performing Arts
  Physical Education #

Junior
Jesus Christ's Mission Continues in the Church
Sacraments as Privileged Encounters with Jesus
Christian Service
English 11 – World Literature or AP English
Math (As recommended)
Science (As recommended)
U.S. History or AP U.S. History
Minimum of one elective

Senior
Life in Jesus Christ
Living as Disciples of Jesus Christ in Society
Christian Service
English 12 – British Literature or AP English
Math (As recommended)
Science (As recommended)
U.S. Government *
Economics
Minimum of one elective

* An Honors section is offered. AP courses receive Honors credit.

# Students must complete two PE course before graduation. They usually take PE as a freshmen, and take the second course as a sophomore, junior, senior or during the summer.
**Electives**

**Religious Studies**
- Ecumenism and Interreligious Issues

**English**
- AP English Language and Composition
- AP English Literature and Composition
- Newspaper
- Yearbook
  (Yearbook and Newspaper may be taken a limit of two times for credit.)
- Language Seminar

**Mathematics**
- Algebra
- Intermediate Algebra
- Advanced Algebra
- H Geometry with Advanced Algebra *
- Algebra II *
- Geometry
- College Algebra with Statistics
- College Algebra with Trigonometry
- H Pre-Calculus with Trigonometry *
- AP Calculus AB
- AP Statistics

**Science**
- Physical Science
- Chemistry *
- AP Chemistry
- Conceptual Chemistry
- Physics *
- AP Physics C
- Conceptual Physics
- AP Biology
- H Human Anatomy and Physiology *
- Environmental Science

**Pre-Engineering**
- Pre-Engineering I
- Pre-Engineering II

**Social Studies**
- Archaeology
- International Politics
- AP European History
- AP U.S. History

**World Language**
- Spanish I, II*, III*, IV*, V*
- French I, II*, III*, IV*, V*
- Latin I, II, III*, IV*
- Italian I, II, III, IV*
- Mandarin Chinese I, II, III, IV

**Visual Arts**
- Beginning Art
- Studio Art
- Painting
- Drawing
- Printmaking
- Ceramics
- Advanced Screen Printing
- Advanced Fine Arts
- AP Studio Art: Drawing
- Digital Imaging
- Digital Photography
- Video Production
- Advanced Video Production
- Graphic Design
- Game Design
- Website Development
- Advanced Website Development

**Performing Arts**
- Percussion Ensemble
- Beginning Steel Drum Ensemble
- Intermediate Steel Drum Ensemble
- Varsity Steel Drum Ensemble
- Concert Choir
- Introductory Piano
- Electronic Music

**Educational Options**
Educational options at Hoban include Fine Arts Mentors, the Post-Secondary Enrollment Option Program, A.P. online classes through ilearnOhio, and Credit Flexibility.

Post Secondary Enrollment Option courses must be supplemental to courses at Hoban. They can be taken with the approval of the student’s parents, counselor and the Principal.

Courses may be added or deleted from this list as needs arise.
The Religious Studies Department

"Go make disciples of all nations and teach them to observe the commandments I have given you. And know that I am with you always even to the end of time." (Matthew 28:19-20)

Responding to the mandate of Christ, the Religious Studies Department empowers each student to grow spiritually through instruction which is rooted in Gospel values. We enable the student to reach out in Christian service as a participant in the building of Christ's kingdom.

The religious studies curriculum links religious education and faith formation. Education in the faith is a process touching the heart as well as the mind. Religious education involves faith and contemporary life, knowledge and practice, truth and values. The Christian message comes alive in our profession of faith and proclaiming of Christ. We worship by meaningful participation in liturgy, sacraments, prayer, contemplation, and celebration. In community, we receive the message, worship, and support others through Christian service.

All students are required to pass Religious Studies each year. Christian Service is required of all students for graduation. It is to be completed between March and June of each year.

Holy Cross Spirituality and Charism
Students will learn what it means to be a member of the Hoban family. They will explore Hoban's core values and traditions rooted in the charisms of the Congregation of Holy Cross. They will also study the history and spirituality of the Congregation of Holy Cross as it relates to the Hoban community.

Additionally this course seeks to enhance the Christian virtues of faith, hope, love, compassion, forgiveness, appreciation of diversity, reverence for life in all forms, and respect for the talents and abilities of others. The curriculum helps to assure that our Catholic identity and the Holy Cross tradition will permeate every aspect of the school climate and program.

One Semester (Grade 9) Credit: ½ Unit Course No: 010103

Revelation of Jesus Christ in Scripture
The purpose of this course is to give students a general knowledge and appreciation of the Sacred Scriptures. Through study of the Bible they will encounter the living Word of God, Jesus Christ. Students will learn about the Bible, authored by God through Inspiration, and its value to people throughout the world. They will learn how to read the Bible and will become familiar with the major sections of the Bible and the books included in each section. The students will pay particular attention to the Gospels, to encourage them to know and love Jesus Christ more personally.

One Semester (Grade 9) Credit: ½ Unit Course No: 010104

Who is Jesus Christ: Incarnation
The purpose of this course is to introduce students to the mystery of Jesus Christ, the living Word of God, the Second Person of the Blessed Trinity. Students will understand that Jesus Christ is the ultimate Revelation from God. In learning about who he is, the students will also learn who he calls them to be.

One Semester (Grade 10) Credit: ½ Unit Course No: 010206

The Mission of Jesus Christ: Paschal Mystery
The purpose of this course is to help students understand all that God has done for us through his Son, Jesus Christ. Students will learn that for all eternity, God has planned for us to share eternal happiness with him, which is accomplished through the redemption Christ won for us. Students will learn that they share in this redemption only in and through Jesus Christ. They will also be introduced to what it means to be a disciple of Christ and what life as a disciple entails.

One Semester (Grade 10) Credit: ½ Unit Course No: 010207
Jesus Christ's Mission Continues in the Church
The purpose of this course is to help students understand that in and through the Church they encounter the living Jesus Christ. They will be introduced to the Church, founded by Christ through the Apostles and sustained by Him through the Holy Spirit. The students will come to know the sacred nature of the Church as the living Body of Christ today. This Body has both divine and human elements.

One Semester  (Grade 11)   Credit: ½ Unit  Course No: 010306

Sacraments as Privileged Encounters with Jesus
The purpose of this course is to help students understand that they can encounter Christ today in a full and real way in and through the sacraments, and especially through the Eucharist. Students will examine each of the sacraments in detail so as to learn how they may encounter Christ throughout life.

One Semester  (Grade 11)   Credit: ½ Unit  Course No: 010307

Life in Jesus Christ
The purpose of this course is to help students understand that it is only through Christ that they can fully live out God’s plans for their lives. Students will learn the moral concepts and precepts that govern the lives of Christ’s disciples and will understand how to apply these precepts in their daily lives.

One Semester  (Grade 12)   Credit: ½ Unit  Course No: 010406

Living as Disciples of Jesus Christ in Society
The purpose of this course is to introduce students to the Church’s social teaching. Students will learn how Christ’s concern for others, especially the poor and needy, is present today in the Church’s social teaching and mission. Students will become familiar with the seven major themes of Catholic Social Teaching and how these themes can be applied to various social justice issues facing the world today.

One Semester  (Grade 12)   Credit: ½ Unit  Course No: 010407

Ecumenical and Interreligious Issues
The purpose of this course is to help students understand the manner in which the Catholic Church relates to non-Catholic Christians as well as to other religions of the world. Building on the foundational truth that Jesus Christ established the Catholic Church and entrusted to her the fullness of God’s Revelation, the course is intended to help students to recognize the ways in which important spiritual truths can also be found in non-Catholic Christian churches and ecclesial communities as well as in non-Christian religions. It is also intended to help them to recognize the ways in which other systems of belief and practice differ from the Catholic faith.

One Semester  (Grades 11 and 12)   Credit: ½ Unit  Course No: 010901

Christian Service Program
"I tell you, whenever you do this for one of the least important of these brothers or sisters of mine you do it for me." (Mt. 25:40)

These words of Jesus remind us that faith is more than just a matter of belief. It is a style of life that reaches out beyond ourselves. Christian service enables the student to witness and participate in the building of Christ's kingdom. Christian service empowers the student to be faithful to our Holy Cross tradition that calls us to "have the competence to see and the courage to act." Hoban's Mission Statement calls us to reach out in service and to accept community responsibility. Our model is Jesus. Thus our service must directly serve the poor and the vulnerable. It is our hope that students will develop the life-long habit of loving service to others.

The Christian Service project is a graduation requirement. Each student is required to complete the hours of service as specified below for each year of attendance at Archbishop Hoban High School. The Campus Minister will give prior approval to the type of service that each student is doing. This approval is necessary for fulfillment of the service requirement. Sophomores, juniors and seniors must also submit an essay about their service experience.

Students are required to complete their service hours and turn in all required documentation as a condition for returning the following year.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Hours Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade 9</td>
<td>10 hours (Pass or Fail)</td>
</tr>
<tr>
<td>Grade 10</td>
<td>15 hours (1/4 Unit)</td>
</tr>
<tr>
<td>Grade 11</td>
<td>20 hours (1/4 Unit)</td>
</tr>
<tr>
<td>Grade 12</td>
<td>30 hours (1/2 Unit)</td>
</tr>
</tbody>
</table>

Retreat Program
The Campus Ministry and Religious Studies Departments offer retreat programs for all four grade levels. These retreats are an integral part of our school program and are required of all students.
The English Department
With the entire Archbishop Hoban High School community, the English Department strives to form educated and compassionate Christian men and women. Through strengthening of reading, writing, speaking and listening skills, each student is assisted in developing honest and precise ways of communication which will lead to better human understanding and wisdom. Technology skills are integrated at each grade level to enhance students’ ability to communicate their ideas. The Department encourages each student to write and speak accurately, convincingly, and significantly about literature and its relation to life. Thus, the student’s experience and understanding of others is enlarged and broadened to include people who live in other communities and countries as well as those whose ethnic or cultural backgrounds may be different from his/her own. The investigation of truth and meaning through writing and speaking aids in developing each student’s sense of self-worth and strong Christian values.

All students are required to complete four credits of English for graduation. Freshmen year is a survey course in literature. The other three years include American Literature, World Literature and British Literature. The electives in this department may not be used as substitutes for the required classes.

<table>
<thead>
<tr>
<th>Grade 9</th>
<th>English 9 or H English 9 (Literature Survey)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Language Seminar</td>
</tr>
<tr>
<td>Grade 10</td>
<td>English 10 or H English 10 (American Literature)</td>
</tr>
<tr>
<td>Grade 11</td>
<td>English 11 (World Literature) or AP English Language and Composition</td>
</tr>
<tr>
<td>Grade 12</td>
<td>English 12 (British Literature) or AP English Literature and Composition</td>
</tr>
</tbody>
</table>

English 9 – Literature Survey
English 9 incorporates grammar, vocabulary, literary techniques, writing, speaking, and study skills. Projects, tests, writing assignments, and oral presentations reflective of 21st Century Skills, the Common Core and College and Career Readiness expectations will assess student achievement. Technology skills will support students’ preparation and completion of course projects. The course includes practice for the Ohio Graduation Test and other Common Core assessments.

Two Semesters     Credit: 1 Unit    Course No:  020101

Honors English 9 – Literature Survey
In addition to the course content of English 9, the Honors section includes a challenging summer reading list, independent projects and presentations, and at least four major writing assignments covering different styles of writing (i.e. narrative, persuasive, expository, compare and contrast, etc.). The course requires a more rigorous study of literature and vocabulary reflective of 21st Century Skills, the Common Core and College and Career Readiness expectations while preparing students for the Ohio Graduation Test, PSAT and other achievement/Common Core tests.

Two Semesters     Credit: 1 Unit    Course No: 020102

English 10 – American Literature
Sophomores will analyze and interpret a chronological collection of American writings that reflect the social forces, dominant ideas, and historical events in American literature and culture. Students will integrate 21st Century Skills, the Common Core and College and Career Readiness skills into the study of grammar and word usage as they concentrate on short expository themes and essays. The course also prepares students for the Ohio Graduation Test, PSAT and other achievement/Common Core tests.

Two Semesters     Credit: 1 Unit    Course No: 020201

Honors English 10 – American Literature
This course is a chronological study of American literature, which includes considerable outside reading (including summer reading), vocabulary study, and writing. Special emphasis is placed on improving reading and vocabulary skills to achieve higher scores on the PSAT, SAT, and ACT tests. Grammar and essay writing reflective of 21st Century Skills, the Common Core and College and Career Readiness skills are aimed at refining students’ verbal and written expression.

Prerequisite: Successful completion of Honors English 9, or English faculty committee recommendation.

Two Semesters     Credit: 1 Unit    Course No: 020202
**English 11 – World Literature**

This course focuses on the literary contributions of many world cultures and a wide variety of world authors. Language arts skills reflective of 21st Century Skills, the Common Core and College and Career Readiness standards will continue the development of expository and analytical writing. Oral interpretation of literary works will occur in group, pair, and individual projects as well as class discussions. A review of grammatical, writing, and usage skills will be incorporated. Vocabulary building continues in the context of literary and writing assignments. The course includes preparation for the PSAT, ACT, SAT and Common Core assessments.

Two Semesters    Credit: 1 Unit    Course No: 020301

**AP English Language and Composition**

AP English Language and Composition is a class for students who love to read and write, think deeply, and work with a community of learners to discover and uncover truths in literature, the world, and themselves. It combines literature with the components of AP English Language and Composition, so there will be a combination of fiction and non-fiction readings. The intense concentration on language use in this course should enhance students’ abilities to use and identify grammatical conventions both appropriately and with sophistication as well as to develop stylistic maturity in their own prose. Students may take the Advanced Placement Examination in May for possible college credit.

Prerequisite: Successful completion of Honors English 10, or English faculty committee recommendation.

Two Semesters    Credit: 1 Unit    Course No: 020303

**English 12 – British Literature**

In this British Literature survey course, students read the oral poetry of the early Middle Ages and representative works of Chaucer, Shakespeare, the Romantic poets, Victorian, and Twentieth Century writers. Through reading, writing, dramatizing, and discussing literature, students develop critical thinking skills that are reflective of 21st Century Skills, the Common Core and College and Career Readiness standards. Composition assignments require prewriting, several drafts, and revisions for polished final products. A comprehensive review of grammar, usage, punctuation, and vocabulary development are included in this course.

Two Semesters    Credit: 1 Unit    Course No: 020401

**AP English Literature and Composition**

This college-level course is designed in alignment with 21st Century Skills. Students engage in rigorous, intensive reading and analysis of both prose and poetry. The literature of Great Britain is approached from both a historical; and topical standpoint. Approved students understand that this is a fast-paced class that requires a consistent work ethic. Students may take the Advanced Placement Examination in May for possible college credit.

Prerequisite: Successful completion of AP English Language and Composition, or English faculty committee recommendation.

Two Semesters    Credit: 1 Unit    Course No: 020402

**Newspaper**

The purpose of this course is to publish *The Visor* approximately twice each month. Students learn to discern topics of current interest, research them, and present them in a journalistic style. Issues of journalism are learned by doing rather than by lecture and presentation. Emphasis is on the application of the rules of written English for improvement and refinement of articles. Students are also responsible for artwork, photography, and producing headlines. Keyboarding skills, while helpful, are not prerequisite and work is done on a personal computer using a word processing program. Class size is limited.

Prerequisite: (Grades 10, 11 and 12) Teacher’s recommendation

At the senior level, only those who have taken the Newspaper as juniors will be considered for the class.

Two Semesters    Credit: 1 Unit    Course No: 020801

**Yearbook**

The purpose of this course is to produce *The Way*. Students learn principles of computer design, layout and graphics as well as copy writing and editing. Students are responsible for photography and artwork, they should have access to a camera. Computer skills are helpful, especially knowledge of Microsoft Word, InDesign 3 and Photoshop. Out-of-class work after school may be necessary. Also, students must follow through with the yearbook's completion in June. Class size is limited to 15 students.

Prerequisite: (Grades 11 and 12) Teacher’s recommendation. B or higher in English.

Two Semesters    Credit: 1 Unit    Course No: 020901
Language Seminar
This course addresses the needs of students who have been identified by their scores on our placement test as students who may have difficulty adjusting to the academic standards of Archbishop Hoban High School. It will focus on reading and writing skills needed for the student to graduate college and career ready. They will also work to improve their executive functioning skills, such as motivation, organization and self-discipline, as well as study skills. When necessary, it will address the content areas of the Ohio Graduation Tests.

Two Semesters  Credit: 1 Unit  Course No: 020702

Introduction to Philosophy (Offered in alternate years)
Introduction to Philosophy is a topical introduction to philosophy. Students will read and analyze selected works of world-renowned thinkers. Through class discussions, projects, and writing assignments, students will be faced with issues, while developing critical thinking skills. The course will involve extensive reading and writing.

Prerequisite: (Grades 11 and 12)
One Semester  Credit: ½ Unit  Course No: 020903

The Mathematics Department
The Hoban curriculum offers a variety of courses that respects individual interest and achievement. Initial placement in Grade 9 is made on the basis of the High School Placement Test and previous academic work in mathematics. Intermediate Algebra I, or placement beyond it by Hoban, is required for graduation.

Computer and calculator use will be promoted, but computers, computer science and calculators will not replace mathematics or mathematics teachers. Computers and calculators will be used to make math accessible to students by presenting mathematical concepts in dynamic visual and numeric forms versus static analytic forms. They eliminate the repetitious and routine and will allow more time for the development of conceptual understanding as opposed to computational accuracy.


A TI-83 or TI-84 calculator is required for Algebra II, Honors Algebra II, Honors Pre-Calculus with Trigonometry, College Algebra with Trigonometry, College Algebra with Statistics, AP Calculus AB and AP Statistics.

Some typical mathematics curriculum sequences at Hoban are:

<table>
<thead>
<tr>
<th>Grade</th>
<th>1</th>
<th>2</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Algebra</td>
<td>Intermediate Algebra</td>
</tr>
<tr>
<td>10</td>
<td>Geometry</td>
<td>Geometry</td>
</tr>
<tr>
<td>11</td>
<td>Algebra II</td>
<td>Algebra II</td>
</tr>
<tr>
<td>12</td>
<td>College Algebra with Statistics</td>
<td>College Algebra with Trigonometry</td>
</tr>
<tr>
<td>3</td>
<td>Advanced Algebra</td>
<td>H Geometry with Advanced Algebra</td>
</tr>
<tr>
<td>4</td>
<td>Geometry</td>
<td>H Algebra II</td>
</tr>
<tr>
<td>11</td>
<td>Algebra II</td>
<td>H Pre-Calculus with Trigonometry</td>
</tr>
<tr>
<td>12</td>
<td>H Pre-Calculus with Trigonometry</td>
<td>AP Calculus AB</td>
</tr>
<tr>
<td>or College Algebra with Trigonometry</td>
<td>or AP Statistics</td>
<td></td>
</tr>
<tr>
<td>or College Algebra with Statistics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Advanced Algebra</td>
<td>Advanced Algebra</td>
</tr>
<tr>
<td>6</td>
<td>Geometry</td>
<td>Geometry</td>
</tr>
<tr>
<td>10</td>
<td>H Algebra II</td>
<td>Algebra II</td>
</tr>
<tr>
<td>11</td>
<td>H Pre-Calculus with Trigonometry</td>
<td>College Algebra with Trigonometry</td>
</tr>
<tr>
<td>12</td>
<td>AP Calculus AB</td>
<td>H Pre-Calculus with Trigonometry</td>
</tr>
<tr>
<td>or AP Statistics</td>
<td>or AP Statistics</td>
<td></td>
</tr>
</tbody>
</table>
Algebra
This course is recommended for students whose placement test scores and performance in previous math courses indicate that they should reinforce fundamental algebraic concepts before progressing to more advanced concepts.

Two Semesters    Credit: 1 Unit    Course No: 030101

Intermediate Algebra
This course is recommended for students whose placement test scores and performance in previous math courses indicate that they have mastered fundamental algebraic concepts and are ready to progress to more advanced concepts.

Two Semesters    Credit: 1 Unit    Course No: 030102 / 030202

Advanced Algebra
This course is recommended for students whose placement test scores and performances in previous math courses indicate that they have mastered the fundamental concepts of Algebra and some of the advanced concepts. These students should have a strong interest in mathematics and their placement test scores and grades in previous mathematics courses should indicate above average mastery. These students will reinforce some of the advanced topics and complete all of the requirements for the advanced course in Algebra.

Two Semesters    Credit: 1 Unit    Course No: 030105

Honors Geometry with Advanced Algebra
This course is for students who have demonstrated exceptional ability and interest in mathematics as indicated on the placement test. Students will also have excellent conceptual understanding of the essentials of a first course in Algebra. This course includes plane, solid, and analytic geometry. Important algebraic concepts the student will need in subsequent courses are also an integral part of the course. TI-30X IIS is required for this course.

Two Semesters    Credit: 1 Unit    Course No: 030103

Geometry
Geometry follows successful completion of a first course in Algebra in a sequence that will proceed through a second course in Algebra to appropriate courses that will be determined based on the student’s performance, interest level, and possible career preparation. The course includes plane, solid and analytic geometry. Important algebraic concepts the student will need in subsequent courses are also an integral part of this course. A TI-30X IIS is required for this course.

Two Semesters    Credit: 1 Unit    Course No: 030303

Algebra II
Algebra II will review and extend the basic skills learned in Intermediate Algebra I with an emphasis on modeling as an approach to problem solving. Students will sharpen mathematical skills, study some new topics, and develop more logical thought processes. The course is necessary for the Chemistry and Physics courses of the school. Prerequisite: Intermediate Algebra I with a grade of C or better. A graphing calculator is required (TI-89 is not permitted.) Seniors in Algebra II (030401) will be required to take a semester 2 exam because of the emphasis on preparing the student for credit placement in college math.

Two Semesters    Credit: 1 Unit    Course No: 030301 / 030401

Honors Algebra II
Students enrolled in this foundational course must have demonstrated exceptional mastery of first year Algebra concepts. This is a course for self-motivated students with a strong interest in mathematics who have shown that they have the ability to perform in a rapidly paced and demanding mathematics course. Topics include logarithmic and exponential functions, matrices, the conic sections, and the set of complex numbers. This course may not be taken prior to Geometry. A graphing calculator is required for this course; the TI-89 is not permitted.

Prerequisite: Honors Geometry with Advanced Algebra I
Two Semesters    Credit: 1 Unit    Course No: 030203
**College Algebra with Statistics**
This is a fourth math course for students who have completed Algebra I, Geometry, and Algebra II. It is an integrated approach to introductory statistics and advanced topics in Algebra. This course is a good choice for students interested in careers in business or the social sciences.

Two Semesters  Credit: 1 Unit  Course No: 030406

**College Algebra with Trigonometry**
This is a fourth year mathematics course for students who have completed Intermediate Algebra I, Geometry and Algebra II. It is an integrated approach to Trigonometry and advanced topics in Algebra. It concurrently reviews all important topics from Algebra and Geometry, enabling students to be prepared for college Algebra and trigonometry or pre-calculus.

Two Semesters  Credit: 1 Unit  Course No: 030402

**Honors Pre-Calculus with Trigonometry**
Pre-Calculus serves as a foundation for a first Calculus course. The course introduces students to the skills necessary for rigorous analysis of the topics in trigonometry, analytic geometry, exponential and logarithmic functions, and sequences and series. This is a course for self-motivated students with a strong interest in mathematics who have shown that they have the ability to perform in a rapidly paced and demanding mathematics course. A graphing calculator is required for this course; the TI-89 is not permitted.

Prerequisite: Successful completion of Honors Algebra II and teacher recommendation.

Two Semesters  Credit: 1 Unit  Course No: 030305

**AP Calculus AB**
The course will follow the Calculus AB syllabus of the College Entrance Board. At the course’s termination, students should be prepared to take the Advanced Placement Examination on Calculus AB. The class assumes competence with trigonometric, exponential and logarithmic functions as well as a solid foundation in the theory and application of limits.

Prerequisite: Successful completion of Honors Pre-Calculus with Trigonometry and teacher recommendation.

Two Semesters  Credit: 1 Unit  Course No: 030404

**AP Statistics**
Students are introduced to the major concepts and tools for collecting, analyzing, and drawing conclusions from data. Students are exposed to four major conceptual themes: 1) Exploring data: Observing patterns and departures from patterns. 2) Planning a study: Deciding what and how to measure. 3) Anticipating patterns: Producing models using probability theory and simulation. 4) Statistical inference: Confirming models. It is not meant to replace Pre-Calculus for students who will need Calculus in college.

Prerequisite: Successful completion of College Algebra or Honors Pre-Calculus with Trigonometry and teacher recommendation.

Two Semesters  Credit: 1 Unit  Course No: 030405
The Science Department

The Science Department prepares students to meet the rigorous challenges expected of them in the Common Core Standards for the Twenty-first Century Literacy goals, and to successfully compete with their peers on the world stage.

An enduring understanding of the multi-faceted scientific process is critical to prepare students for the rigor and deeper understanding expected of them in the twenty-first century. In addition to traditional factual knowledge, science courses at Hoban emphasize historical, societal, and the human dimension of science. An emphasis is placed on critical thinking skills by evaluating and interpreting student generated laboratory data, and the literacy skills required for clear and concise written evaluation of the data. In collaboration with other academic departments science courses prepare students for those skills expected of them to be college and career ready.

Three credits of science are required by Archbishop Hoban High School for graduation. These must include one (1) unit of Biology, one (1) unit of a physical science and one (1) unit of advanced science. Students should check the entrance requirements of colleges they may be interested in to make sure they meet the standards. Some science courses have prerequisite science or math courses. Selected students may enter the honors science/math sequence during the sophomore year.

Some typical Science curriculum sequences at Hoban are:

Grade  | 1  | 2
---  | ---  |
9  | Physical Science  | Biology  
10  | Biology  | H Chemistry  
11  | Other Science  | H Physics  
12  |  | AP Chemistry or AP Physics  

9 or 10  | Biology  | Biology  
11  | Chemistry  | Conceptual Chemistry  
12  | Physics  | Conceptual Physics  

Juniors and Seniors may choose to take two science courses.

Physical Science

This laboratory course affords student the opportunity to learn scientific principles and concepts, and application of course content knowledge through a variety of experiments in chemistry and physics. Students explore the universe through the study of the nature of matter and atoms, how chemicals mix and react, motion, energy, and the forces that hold the universe together.

Prerequisite: Enrollment in or completion of Algebra or Intermediate Algebra.

Two semesters (Grades 9, 10 and 11) Credit: 1 Unit  Course No: 040701

Biology

This course is an introduction to the study of science and scientific method at Hoban as well as learning about living organisms. The first semester is spent largely on the similarities between all living things, biochemistry, energy use, and cell theory. The fundamentals of scientific inquiry are studied as part of plant biology. The second part of the course considers genetics, molecular biology, taxonomy, evolution and ecology. Microorganisms and animals are added to the examples used to study adaptations of living beings to their environments.

Two Semesters  Credit: 1 Unit  Course No: 040101 / 040201

AP Biology

This course is designed to be the equivalent of a college introductory biology course usually taken by biology majors during their first year. The materials to be covered in this class are as follows: 1.) Molecules and Cells, 25%; 2.) Heredity and Evolution, 25%; 3.) Organisms and Populations, 50%. The emphasis in this class is developing an understanding of concepts rather than memorizing terms and technical details.

Students must have maintained a B+ average in their current science class and successfully completed Chemistry. Approval will come at the discretion of the current science teacher in consultation with the science department chairperson and the AP Biology teacher.

Two Semesters (Grade 11, 12) Credit: 1 Unit  Course No: 040404
Honors Human Anatomy/Physiology

This course is intended for the student who wishes to learn about the structure and function of the human body in detail. Each system will be studied in terms of anatomy (identifies and relates the individual parts to the whole), physiology (an understanding of the function of the parts of the system), and pathology (relates a specific disorder to the abnormal functioning of the whole organism.) Students will also learn how new technologies work and how the results are interpreted when it applies. Anatomy and physiology-related career opportunities, and educational requirements needed to achieve careers in these areas will be presented.

The course demands independent study and extensive preparation outside of class. Students will be required to take lab practical exams for a substantial portion of their grade. The student must be able to see the relationships between a drawing/illustration and the real thing. Rigorous laboratory activities and mammalian dissection is required. Students will dissect: fetal pig, pig heart, cow eye and sheep brain. Tests will largely be in the form of essays, where the student will need to show that they understand completely how a cell, tissue, or organ system works.

Prerequisite: Successful completion of Biology and Chemistry or current enrollment in Chemistry.

Two semesters (Grades 11 and 12) Credit: 1 Unit Course No: 040907

Chemistry

Chemistry is the study of matter, its changes, and the energy transformations that accompany these changes. The scientific method is used and theory is applied through laboratory work and demonstration experiments.

Prerequisite: Algebra II, concurrent or completed.

This laboratory course is open to students who have completed Biology and Intermediate Algebra I with a C average or better.

Two semesters (Grades 11 and 12) Credit: 1 Unit Course No: 040904

Honors Chemistry

This course emphasizes the scientific method as it covers the basics of chemistry. The relationship between matter and energy is emphasized using demonstrations, laboratory experiments, lecture and projects. The use of microscale labs is emphasized as much as possible. Atomic structure is emphasized to explain the mathematical and descriptive concepts to be learned throughout the course.

Prerequisite: Teacher approval. Concurrent enrollment in or completion of H Algebra II. Students must have received a B or better in both Biology and Intermediate Algebra I.

Two Semesters (Grade 10) Credit: 1 Unit Course No: 040204

AP Chemistry

This course is designed for college-bound students who wish to enrich their knowledge of chemistry and develop more advanced skills and techniques. It is based on the national Advanced Placement Curriculum in Chemistry, and students will be prepared to take the Advance Placement Test. Topics covered in the class include atomic theory and atomic structure, chemical bonding, nuclear chemistry, gases, liquids, and solids, solutions, reaction types, stoichiometry, equilibrium, kinetics, and thermodynamics.

Prerequisite: B+ average in Chemistry and enrolled in or completed an advanced math course. Approval will come at the discretion of the current science teacher in consultation with the science department chairperson and the AP Chemistry teacher. Students are expected to take the AP Test in May.

Two Semesters (Grade 11, 12) Credit: 1 Unit Course No: 040403

Conceptual Chemistry

This course is designed to stimulate higher-level thinking skills without emphasizing mathematics. Students are introduced to chemistry conceptually. Class lectures, demonstrations, class discussions and videos support the conceptual stage of learning chemistry. The use of personal experience in everyday language is maximized. Chemistry will be seen as being everywhere and part of everything experienced, not only as mathematical equations or as a classroom and laboratory activity. It is open to students who have completed Intermediate Algebra I.

Two Semesters (Grades 11 and 12) Credit: 1 Unit Course No: 040903
Physics
Explanations of the physical phenomena occurring in the universe are explored. Systematic investigations will be conducted and students will make practical use of their knowledge by conducting numerous experiments. Projects designed to evaluate their knowledge of physics principles will be completed. This laboratory course is an elective for 11th and 12th Grade students who are enrolled Algebra II or an advanced mathematics course.

Two Semesters (Grades 11 and 12)  Credit: 1 Unit  Course No: 040401

Honors Physics
This two-semester laboratory course is an elective for students who excel in math and science. Explanations of the physical phenomena occurring in the universe are explored. Systematic investigations will be conducted, and students will make practical use of their knowledge by conducting experiments and completing research and small group projects. These projects are designed to evaluate the knowledge of the completed physics principles.

Prerequisite: Chemistry. Enrollment in H Pre-Calculus or College Algebra with Trigonometry
Two Semester (Grades 11 and 12)  Credit: 1 Unit  Course No: 040402

AP Physics C
This course follows the content outlined in the College Board’s Advanced Placement Physics C syllabus which outlines two college semesters of calculus based introductory physics. It is intended for students planning to major in a physical science or engineering. The major topic for the first semester is mechanics and the major topic of the second semester is electricity and magnetism.

Emphasis is placed on both theoretical and mathematical concepts. Students will be expected to complete laboratory work that includes quantitative measurement and analysis using traditional and modern instrumental techniques. Additional time, outside of class time, will be spent in the laboratory. Students are expected to take at least one of the AP Physics C exams in May.

Prerequisite: Completion of Physics and AP Calculus with a B+ or better, or concurrent enrollment in AP Calculus. Approval will come at the discretion of the current science teacher in consultation with the science department chairperson and the AP Physics teacher.
Two semesters (Grades 11 and 12)  Credit: 1 Unit  Course No: 040408

Conceptual Physics
A one-year physics course designed to stimulate the higher-level cognitive skills without emphasizing mathematics. Students are introduced to physics conceptually. Class lectures, video programs, demonstrations and class discussion support the conceptual stage of learning physics. This course does not minimize mathematics, but maximizes the use of students’ personal experience in the everyday world in their everyday language. This course allows students to see physics not as a hodgepodge of mechanistic equations or as only a classroom or laboratory activity, but as being everywhere, part of everything they experience.

Prerequisite: Successful completion of Intermediate Algebra I.
Two Semesters (Grades 11 and 12)  Credit: 1 Unit  Course No: 040902

Environmental Science
The class will investigate the dynamic relationship between humans and their environment. Through laboratory experiences and discussions, students will explore, question and develop an understanding of the natural and human processes that affect their environmental surroundings. Current issues such as population trends, ecosystems, resources, waste management, biohazards, geohazards and global atmospheric changes will be researched and discussed.

Prerequisite: Successful completion of Biology or teacher recommendation.
Two Semesters (Grades 11 and 12)  Credit: 1 Unit  Course No: 040901
**Pre-Engineering**

**Pre-Engineering I**
The course will provide students with an exposure to four primary disciplines of engineering: chemical, civil, electrical and mechanical. Students will learn about each discipline through a combination of projects, research and presentations that complement their mathematical and scientific coursework. A primary focus of the Pre-Engineering course will be to further develop problem solving skills with an attention to detail and analysis of the practicality of the results achieved. Professional aspects of engineering and educational requirements of engineers will be explored.

Prerequisite: Successful completion of Geometry, or recommendation of Geometry teacher.

One Semester (Grades 10, 11, 12) 
Credit: ½ Unit
Course No: 040850

**Pre-Engineering II**
The pre-engineering course will introduce students to the tools of engineering. We will use technology to explore data. We will read prints to see what a part looks like and draw prints to communicate what parts are. We will use the LEGO Mindstorm robots to become familiar with programming and control.

This should not be chosen in place of an advanced science course.

Prerequisite: Enrollment in Honors Pre-Calculus, AP Calculus or successful completion of Pre-Engineering I.

One Semester (Grades 11, 12) 
Credit: ½ Unit
Course No: 040852

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**The Social Studies Department**

As teachers committed to preparing students for college, the Social Studies Department strives to facilitate students in strengthening their critical thinking skills through a diverse curriculum based on Twenty-First Century Skills.

The goal of the Social Studies is not only to present the long-term effects of historical events, the importance of economic decisions, the development of our government, and the varied perspectives of the country and world, but also to provide students with tools necessary in developing strong and ethical decision-making skills. Through a combination of self-guided projects, class presentations, in-depth reading assignments, and persuasive writing, students in the Social Studies will enhance their ability to develop alternatives, consider varied perspectives, and articulate their findings with supportive evidence.

In compliance with the rigor of the Common Core standards, Social Studies programs have a responsibility to prepare young people to better identify, understand, and work to solve the difficult questions our increasingly diverse and interdependent world faces today. We are committed to challenging each student’s heart and mind in the Holy Cross tradition with the goal of becoming a compassionate individual and a lifelong learner.

**World Cultures**
The first semester of the course focuses on Western Civilization and examines events in history from the Renaissance to the 20th Century, laying the foundation for an in-depth analysis of why the world, yesterday and today. The second semester of the course will focus on events around the world in the 20th century, with students addressing topics regarding Africa, the Middle East, East Asia, and Latin America. Students will use primary and secondary sources to examine historical events to develop and articulate valid conclusions. The course includes a diverse mix of assessments, including presentations and projects, that ask students to create their own product and perspective based on research. Ultimately, students will learn the tools necessary for making logical and ethical decisions by studying cause and effect in a historical context.

One Semester 
Credit ½ Unit
Course No: 050201 / 050201

**U. S. History – Colonialization to the Present**

This course develops the student’s knowledge of the people and events that helped to shape the social, political, economic, and religious institutions in America. Students, through the process of analysis, will gain a better understanding of how history affects the decisions and decision-makers of today. A basic goal of this class is to make students aware of the importance of being active participants in our democratic society. Geography will be taught in conjunction with the concepts of Manifest Destiny, Imperialism and the emergence of the United States as a world power.

Two Semesters (Grade 11) 
Credit: 1 Unit
Course No: 050301
AP U. S. History
Advanced Placement United States History is designed to be an analysis of America’s political, economic and social structures, and the people and policies that shaped the modern world. Students study American history from the Age of Exploration to the present. The course will take an in-depth view of America’s role in international affairs past and present. Students will study how the policy makers of today are shaping America’s future. Students will utilize and develop critical thinking skills, primary source analysis and essay writing skills. Students will be encouraged to take the A.P. exam in May.

Prerequisite: Application and approval by the current or previous Social Studies teacher and current English teacher.  
Two Semesters (Grade 11)  Credit: 1 Unit  Course No: 050302

AP European History
Advanced Placement European History examines the cultural, economic, political and social events that have been fundamental in shaping the Western world. Students study European history from the Renaissance to modern times, including European interaction with global events. Overall, the goals of the class are to assist the students (a) in developing an understanding of principle themes in modern European History, (b) with the cognitive abilities to analyze and interpret primary source materials and events, while (c) articulating their historical understanding through analysis of primary source documents and essay writing. Students will be encouraged to take the A.P. exam in May.

Prerequisite: Application and approval by the current or previous Social Studies teacher and current English teacher.  
Two Semesters (Grades 10, 11 and 12)  Credit: 1 Unit  Course No: 050801

Economics
In this class students examine the origin, growth and decline of various economic systems. Students gain an understanding of basic economic concepts and theory through the study of economists and economic schools of thought. Students analyze economic problems that are a result of an ever-increasing interdependent global economy and pose possible solutions to these problems. The course includes a financial literacy unit that aligns with ODE requirements, college and career readiness, and characteristics of a literate person.

One Semester (Grade 12)  Credit: ½ Unit  Course No: 050402

U. S. Government
The course explores the development of American government including an analysis of political theories and competing interests represented in the Declaration of Independence and the U.S. Constitution. Students will analyze political behavior, governmental institutions, the rule of law, the role of compromise in group decision making and political, personal and civil rights.

One Semester (Grade 12)  Credit: ½ Unit  Course No: 050401

Honors U. S. Government
Honors U. S. Government will provide students in-depth knowledge of the American political system. The course will explore the development of the American governmental system including a deep analysis of political theory and of special interest groups in the political scene stemming from the Albany Plan of Union of 1754 through the Declaration of Independence, to the Constitution of the United States. Students will study our modern political institutions, the importance of political compromise, as well as the practicality of applying the role of liberty, freedom, and equality to a modern Democratic government. Honors Government builds upon concepts learned in the United States History course.

Prerequisite: Application, including short writing assignment.  Teacher recommendation
One Semester (Grade 12)  Credit: ½ Unit  Course No: 050403

Archaeology
The focus of Archaeology is the importance of archeological work in uncovering the past as well as to engage the class in current archeological digs through field work and research. The class will study archeology of the Ancient World (Greece, Rome, North Africa and China) and then examine both pre-European and post-European archeological work in the United States. Students conduct interviews and hold in-depth conversations with leading archeologists in Ohio and across the country to learn about current dig sites as well as current technology used in conducting archeological research today. Student must apply to be in the class.

One Semester (Grade 12)  Credit: ½ Unit  Course No: 050802
**Psychology**  
This survey course studies human behavior and will examine the six contemporary psychological perspectives: biological, cognitive, humanistic, psychoanalytic, learning and socio-cultural. Major areas covered are growth and development, intelligence learning, memory, emotions, personality, mental illness, psychotherapy, social cognition, and social interaction.  

One Semester (Grades 11 and 12)  Credit: ½ Unit  Course No: 050803

**International Politics**  
This one semester course challenges students to analyze world affairs from different perspectives. Themes include war vs. peace, human rights, nationalism, ethnic and religious extremism, democracy and authoritarianism, immigration, women, electoral systems, political economy, civil society, developing nations, and the various international relations paradigms. The goal is to build an understanding about world events that allows students to develop reasoned solutions to complicated scenarios. Student must apply to be in the class.  

This course has a 3 credit hours Dual Credit option through St. Louis University at a cost of $195.  
One Semester (Grades 11 and 12)  Credit: ½ Unit  Course No: 050901

**The World Languages Department**  
In a world of cultural diversity, intelligent communication is essential to understanding and cooperation. Knowledge of another language is an important tool in this communication, both globally and within our own diverse society.  

Knowing a world language results in opportunities to participate in the international job market as translators, teachers, secretaries, sales representatives, accountants, lawyers, members of the Foreign Service, etc. As countries interact and exchange goods, services, and culture, the opportunities are limitless.  

Neither Archbishop Hoban High School nor the State of Ohio has a World Language requirement for graduation. However, to earn the State Board of Education Award of Distinction, students must have completed three (3) credits of a World Language or two (2) credits in each of two different World Languages.  

The World Languages Department offers the opportunity for four full years of study in Spanish, French, Latin, Italian and Mandarin Chinese.  

**Spanish I**  
This is an introductory course with an emphasis on communication. The students will learn the basic structures of the language and common usage vocabulary. Grammar and vocabulary will be presented and practiced through text and workbook assignments that focus on the skills of listening, reading, writing, and speaking. Cultural topics will also be explored, so that students begin to understand and appreciate both similarities and differences between their own culture and the cultures of Spanish-speaking countries. The use of technology (iPads, the Internet, etc.) will be integrated as a tool for presenting information, practicing language skills, and accessing objects, art and culture.  

Two Semesters  Credit: 1 Unit  Course No: 061101

**Advanced Spanish I**  
This is an advanced, elective course for freshman students who have had previous classroom instruction in beginning Spanish vocabulary and grammar. Previous instruction must include an introduction to basic sentence structure, including word order, gender of nouns and adjectives, and the present tense. In this course, students will continue their study of the basic grammar concepts of the language and common usage vocabulary, with an emphasis on understanding and speaking Spanish within real life contexts. Grammar and vocabulary will be introduced and practiced through guided listening, reading, writing, and speaking activities. The use of visuals, guided notes, online textbook tools, videos, daily homework assignments, and the iPad will help students to learn and apply new concepts. The cultures and customs of the people of Spanish-speaking countries are also explored within the context of each unit. Students must take a placement exam in order to be considered for this course.  

Two Semesters  Credit: 1 Unit  Course No: 061103
Spanish II and Honors Spanish II
Building on the structures in the first level, continual emphasis in class is given to understanding and speaking Spanish. Students’ knowledge of grammar and common usage vocabulary will be expanded through directed reading, writing, listening, and speaking assignments. The use of visuals, guided notes, online textbook tools, videos, daily homework assignments, and the iPad will help students to learn and apply new concepts. A more formal approach to culture is begun. Students will use the Internet to obtain information and report their findings to the class. To continue to this level, students must demonstrate an adequate understanding and mastery of the concepts from Spanish I. The Honors Spanish II course is faster-paced, with more rigorous activities, projects, and assessments. Placement into the honors course requires a teacher recommendation, which is based upon students’ grades, work ethic, and participation in Spanish I.

Two Semesters Credit: 1 Unit Course No: 061202 / 061203

Spanish III and Honors Spanish III
This advanced level course is designed to reinforce the understanding and speaking skills from the elementary levels of Spanish, the course provides continued emphasis for independent use of the language through understanding, speaking, reading and writing. A more formal approach to grammar is represented along with the introduction to the reading of literature (i.e. short stories, novels, and poetry). Students study the history and culture of Spain and Latin America, using the Internet and presenting their information through PowerPoint or other electronic means. To continue to this level, students must demonstrate an understanding of the information from Spanish I and II. Placement into the honors course requires a teacher recommendation, which is based upon students’ grades, work ethic, and participation in Spanish II or Honors Spanish II.

Prerequisite: Grades 11 and 12. Teacher recommendation
Two Semesters Credit: 1 Unit Course No: 061301 / 061302

Honors Spanish IV
This advanced level course is offered to juniors and seniors who have successfully completed Spanish III with a B average or better and have a teacher recommendation. Emphasis is given to exclusive use of the world language in class through more advanced discussions and readings of literary and historical material, as well as culture. Students will use a variety of technology tools to master their understanding of the language and culture. Students also continue to develop their writing skills through weekly journal assignments. There is an emphasis on developing communication skills focusing on writing and speaking, in order to prepare students for advanced study at the university level.

Prerequisite: Teacher recommendation.
Two Semesters Credit: 1 Unit Course No: 061402

Honors Spanish V
Independent Study.

Prerequisite: Teacher recommendation.
Two Semesters Credit: 1 Unit Course No: 061501

French I
In this introductory course to the study of French, students begin to develop the abilities to speak, read, write, and listen in French. In addition to textbooks, multi-media is used to enhance the students’ introduction to the French language and culture. Students learn to research information through the use of authentic materials by accessing the Internet, and creating PowerPoint presentations. Students learn about French speaking people in various parts of the world. By studying similarities and differences, the students begin to understand people from a different culture and develop communication skills.

Two Semesters Credit: 1 Unit Course No: 062101

French II and Honors French II
Building on the structures learned in French I, students continue to develop their listening and speaking skills through further study of linguistic structures and vocabulary. More emphasis is placed on reading about historical and contemporary people and events. Writing skills are developed through guided paragraphs and the creation of PowerPoint presentations. Students use e-textbooks, multi-media and websites. Speaking is encouraged as French is used more in class. To enter the honors section, a student must have a teacher recommendation.

Two Semesters Credit: 1 Unit Course No: 062201 / 062203
French III and Honors French III
Students develop intermediate-level reading, writing and speaking skills. Short literary excerpts, cultural readings, and websites are used to strengthen reading skills. The course develops students’ writing skills through continued study of grammar, guided paragraphs and presentations. French is used in class for discussions as well as grammatical explanations. To enter the honors section, a student must have a teacher recommendation.
Two Semesters  Credit: 1 Unit  Course No: 062301 / 062302

Honors French IV
Students develop advanced reading, writing and speaking skills. French is used solely in class. Students study more complicated readings from French literature, newspapers, magazines, and website articles. Writing skills are advanced through blogging and advanced grammar studies. Listening skills are heightened through the use of videos, news clips, TV shows, etc.
Prerequisite: Teacher recommendation
Two Semesters  Credit: 1 Unit  Course No: 062402

Honors French V
Independent study
Prerequisite: Teacher recommendation
Two Semesters  Credit: 1 Unit  Course No: 062501

Latin I
This course is an introduction to the language, history and culture of ancient Rome. Language structures are learned by the grammar-translation method. Emphasis is on basic vocabulary and translation skills as a preparation for the ultimate goal of reading classical Latin literature.
Two Semesters  Credit: 1 Unit  Course No: 063101

Latin II
During the first semester of this course, the translation skills developed in Latin I are reinforced and expanded, with an emphasis on sentences. New material includes the subjunctive mood, gerunds and gerundives, the ablative absolute, purpose clauses, result clauses and clauses of fearing, cum clauses and indirect questions. Readings are taken from the Story of Hercules and Jason and the Argonauts.
During the second semester, students will read and translate Caesar’s Commentaries on the Gallic War
Prerequisite: Teacher recommendation
Two Semesters  Credit: 1 Unit  Course No: 063202

Honors Latin III/IV
Honors Latin III/IV is an advanced course in Latin language and literature. Grammar and vocabulary are reviewed and extended. Literature content alternates from year to year. On alternate years the content concentrates on the epic poetry of the Augustan Age and metric scansion. Translation focuses on Vergil’s Aeneid, especially, Book II, the Fall of Troy. In alternate years, emphasis is on the political transformation of the Roman Republic into the Empire. Translation focuses on the orations of Cicero against Catiline, with readings from Pliny the Younger and Ovid. Students must have completed Latin II and have the recommendation of the teacher.
Two Semesters  Credit: 1 Unit  Course No: 063903

Italian I
Beginning Italian is an introductory course for freshman, sophomore and junior students. The emphasis is on understanding and speaking the Italian language. It aims to help learners use Italian effectively in situations they may encounter whether on a visit to Italy or when meeting Italians in this country. Students will learn basic vocabulary and structure of the language and will practice it in class and in homework assignments. Grammar and vocabulary will be introduced through the use of a textbook, workbook, oral presentation, directed reading and writing assignments as well as through the use of technology, such as the iPad and Smartboard. The culture and customs of the Italian people will be informally presented.
Two Semesters  Credit: 1 Unit  Course No: 064101
Italian II
Continual emphasis in class is given to understanding and speaking Italian. Grammar and common usage vocabulary will be expanded through reading, writing and homework assignments as well as technology, such as the iPad and SmartBoard.

Two Semesters Credit: 1 Unit Course No: 064202

Italian III and Honors Italian IV
This intermediate level course is designed to reinforce understanding and speaking. It also provides for independent use of Italian in class through speaking, reading and writing, and the use of literature at a higher level. Students will be encouraged to read plays, short stories, poetry, and items of history and culture that deal with Italy. Students will also use technology, such as the iPad and SmartBoard in class.

Two Semesters Credit: 1 Unit Course No: 064303 / 064401

Mandarin Chinese I
This is an introductory course for all grade levels. Students begin to develop the abilities to listen, speak, read, and write the Chinese language. The culture focuses on history, food, and authentic artifacts. In addition to the textbook, technology is stressed through use and creation of presentations and the use of iPads. Listening is reinforced through the use of the Internet, CDs, and DVDs. The uniqueness of the Chinese language is explored and experienced.

Two Semesters Credit: 1 Unit Course No: 065101

Mandarin Chinese II
Building on the structures learned in Chinese 1, students continue to enhance the abilities to listen, speak, read, and write the Chinese language. Cultural discovery is a continued focus. Reading skills are further developed through additional picture books. Students will conduct more individualized learning through research on the Internet. Writing skills are promoted through journaling on weekly topics.

Two Semesters Credit: 1 Unit Course No: 065102

Mandarin Chinese III
Students develop intermediate level skills in reading and writing. Students read fairy tales in addition to the textbook which also incorporates Chinese culture. Students become more creative by making posters and writing short stories. Speaking and listening become more proficient through the use of CDs, DVDs, and videos from the Internet. Students conduct research on Chinese culture, incorporating technology.

Two Semesters Credit: 1 Unit Course No: 065103

Mandarin Chinese IV
This course is designed to develop intermediate level proficiency in Chinese language communication and cultural exploration. Students expand on writing characters, recognizing and mastering more structures and engage in more hands on performance. More authentic narrative, descriptive, expository and persuasive writing will be introduced.

Two Semesters Credit: 1 Unit Course No: 065104
The Health and Physical Education Department

The Health and Physical Education Department is an integral part of the total educational program and philosophical framework of Archbishop Hoban High School.

Realizing that education in modern society considers the total development of the individual and that all responses involve the whole human mechanism, the challenge of the Health and Physical Education Department is to provide each student with the learning experiences necessary to develop those understandings, values, and skills which will contribute to overall physical fitness and health.

The quality of an individual’s life is dependent on the ability to make choices that are beneficial to oneself and others. It is essential that each individual be able to make these choices in the areas of personal health and physical well being. The Health and Physical Education Department has as its primary objective the education of the student so that these lifetime choices can be made successfully.

As a Christian school, Archbishop Hoban High School communicates a conscious realization that the center of life is the person of Jesus Christ and the expression of his life through his teachings. The Health and Physical Education Department incorporates the Christian Philosophy in the instructional objectives and personal realizations encouraged through its program.

Both Hoban High School and the State of Ohio require ½ unit of Health and ½ unit of Physical Education for graduation. Students complete the Health requirement and ¼ unit of the Physical Education requirement in the ninth grade. We suggest that the remaining ¼ unit of Physical Education requirement be completed in the 10th Grade unless course load dictates its postponement.

If a student is disabled, departmental guidelines are followed regarding fulfillment of the State Physical Education requirement.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Health Requirement</th>
<th>Physical Education Requirement</th>
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</thead>
<tbody>
<tr>
<td>Grade 9</td>
<td>1 semester of Health</td>
<td>1 semester of Physical Education</td>
</tr>
<tr>
<td>Grade 10, 11, or 12</td>
<td>1 semester of Physical Education</td>
<td>Or Summer School</td>
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</table>

Health Education

The health course heightens an awareness of the lifelong importance of maintaining and developing good health. The course gives a broad overview of current health issues through the use of lectures, discussion, Learning Resource Center use and current audio-visuals. Topics include tobacco, alcohol, drug abuse, chemical dependency, fitness, conflict management, mental health, preventive medicine, human ecology, consumer health, first aid and accident prevention, human sexuality, sexually transmitted diseases, and nutrition. The class will enable the student to make informed decisions concerning his/her physical, emotional, mental, and social health.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credit</th>
<th>Course No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>One Semester</td>
<td>½ Unit</td>
<td>070101</td>
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Physical Education I and II

The Physical Education course is required for 9th graders. It serves as an introduction to individual and team sports and activities, and principles of physical fitness. The class focus is on the acquisition of performance skills, knowledge of rules, and fitness activities and measurements. Instruction emphasizes the value of a physically active lifestyle while increasing individual skills. Students must take a second P.E. course during Grade 10, 11, or 12 or in summer school before or after the freshman year.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credit</th>
<th>Course No.</th>
</tr>
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<tbody>
<tr>
<td>PE I One Semester (Grade 9)</td>
<td>¼ Unit</td>
<td>070102</td>
</tr>
<tr>
<td>PE II One Semester (Grade 10, 11, or 12)</td>
<td>¼ Unit</td>
<td>070201</td>
</tr>
</tbody>
</table>

Summer School Physical Education II

The summer school Physical Education course is provided as a replacement for P.E. II during the school year. The class focus is on the continuing development of the student from 9th Grade physical education. The summer school option may also include off campus trips to introduce lifetime physical activities such as swimming, golf, tennis, and bowling.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credit</th>
<th>Course No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer</td>
<td>¼ Unit</td>
<td>070201</td>
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</table>
The Visual Arts Department
Recognizing the diversity of the Archbishop Hoban High School student body, the Art Department provides all students, including the artistically naive and the very sophisticated, opportunities to discover themselves, as well as the society and culture, through studies in artistic techniques, methods, concepts, and histories of the various visual arts.

Through all of these studies, whether individual or communal, all students are encouraged to bring to their work personal interests and experiences. In becoming aware of this personal subject matter, while relating it both to the materials of the Masters and their peers, the students are encouraged to discover and develop unique subject matter and means of expression. All such activities are intended to foster the growth of the intellectual curiosity and creative sensitivity necessary for a full, satisfying, and Christian life.

The Art Curriculum is designed to encourage and develop the students’ skills and personal growth. To these ends, its goals include experiences in drawing, painting, sculpture, ceramics, and printmaking—while stressing art history, criticism, aesthetics, and the compositional elements and principles of art and design. Students use technology, including PowerPoint, digital video editing software, and photo-manipulation programs to advance their understanding of how to create and interpret visual art and discover contemporary methods of creative problem solving in real world applications.

One credit of Visual or Performing Arts is required for graduation.

Beginning Art
This class is open to all students wishing an introduction to the concepts and techniques of creating visual art. It provides a solid basis for further development and study. This course builds skills in art production, develops knowledge of art history, creates sensitivity toward art criticism, and cultivates aesthetic appreciation. Students develop individual tastes, insights, and attitudes about art and its reflection of society as producers and consumers of art.

Fee: $40.00 per semester.
One Semester Credit: ½ Unit Course No: 080601

Studio Art
This course is designed for those students with an interest in further study of visual art beyond Beginning Art. Students develop technical skill in various media as well as creative problem solving skills. Projects emphasize the use of 2-D and 3-D design in the making of expressive artworks.

Prerequisite: Beginning Art, portfolio review, or teacher recommendation.
Fee: $40.00 per semester.
One Semester Credit: ½ Unit Course No: 080605

Painting
This course is an introduction to the material and subject matter of painting at an advanced level. Students study and practice the application of opaque and transparent painting media, including acrylics and watercolors. Emphasis is directed toward technical quality, color theory, composition, paint handling, construction, and personal expression. Areas of historical study stress the emergence of the modern era in art and the work of 20th century artists. Although not necessary, students are encouraged to take this course prior to Advanced Fine Arts or AP Studio Art.

Prerequisite: Studio Art.
Fee: $45.00 per semester.
One Semester Credit: ½ Unit Course No: 080616

Drawing
This course provides students with an advanced, in-depth study of drawing. Utilizing a range of techniques, both traditional and unconventional media are introduced. Observational drawing is emphasized, as well as additional development in perspective and compositional elements, while incorporating student-centered choices for subject matter. The history of art is examined and assessed as it pertains to trends and movements in the drawing field. This course is highly recommended for students considering Advanced Fine Arts or AP Studio Art.

Prerequisite: Studio Art.
Fee: $40.00 per semester.
One Semester Credit: ½ Unit Course No: 080617
Ceramics
This course is an introduction into 3-D work focused in the ceramic (clay) medium. Students use clay to construct functional and sculptural objects, with the predominant focus on hand building and with some work on the pottery wheel. Along with building techniques, students learn about firing and surface treatments, including textures and glazes. Students also learn about the historical and the current use of the ceramic medium through the course of ceramic works throughout history.

Prerequisite: Studio Art.
Fee: $45.00 per semester.
One Semester Credit: ½ Unit Course No: 080614

Printmaking
Students work with printmaking processes such as linoleum block printing, intaglio printing, screen printing, and stenciling. By studying the history of printmaking, students learn about the role of print as a tool of expression.

Prerequisite: Studio Art.
Fee: $40.00 per semester.
One Semester Credit: ½ Unit Course No: 080615

Advanced Screen Printing
This course is for students interested in advanced knowledge and experience with screen printing. Students use handmade and computer generated imagery to print on paper and textiles. Emphasis is directed toward multi-color registration and technical quality. During the semester students will spend 3 days in New York City visiting artist studios, museums and galleries.

*This course will meet Tuesday and Wednesday after school from 4pm-6pm instead of during the normal school day. The class is limited to a maximum of 10 students. The course fee pays for all supplies and costs associated with the New York City trip.

Prerequisite: Teacher recommendation.
Fee: $650.00 per semester.
One Semester Credit: ½ Unit Course No: 080620

Advanced Fine Arts
This class is a two-semester course for the advanced art student interested in further study in art. It follows the syllabus of the Advanced Placement (AP) College Board Studio Art: Drawing course. Students complete twelve (12) paintings and drawings that demonstrate their breadth in terms of technical skill. This course is a requirement for AP Studio Art.

Students registering for this course must attend a pre-class meeting for their summer assignments.

Prerequisites: Studio Art and a portfolio review.
Fee: $45.00 per semester.
Two Semesters Credit: 1 Unit Course No: 080607

AP Studio Art: Drawing
This course follows the syllabus of the Advanced Placement (AP) College Board Studio Art: Drawing course. Students complete twelve (12) paintings and drawings that demonstrate their ability to show a concentration within a theme, in addition to the twelve (12) breadth pieces completed in Advanced Fine Arts. At the course termination, students are encouraged to turn in a portfolio to be reviewed by the College Board.

Students registering for this course must attend a pre-class meeting for their summer assignments.

Prerequisites: Advanced Fine Arts and a portfolio review. (Painting and/or Drawing recommended.)
Fee: $45.00 per semester.
Two Semesters Credit: 1 Unit Course No: 080610
Digital Imaging
Digital Imaging is for students interested in learning how to use digital media as a mode of communication and expression. The history of photography and design is studied and assessed in terms of techniques and trends, as well as the impact on contemporary culture. Students use programs such as Adobe Photoshop and Apple Illustrator. Projects are guided, although subject matter and project concepts are often developed by students.
Prerequisite: Studio Art.
Fee: $30.00 per semester
Credit: ½ Unit
Course No: 080609

Digital Photography
This course is for students interested in exploring fine art photography. Students learn about manual camera functions, compositional techniques, image adjustment and manipulation in Photoshop and the history of photography. Throughout the semester students will maintain a personal blog on which they will display completed projects.
Prerequisite: Digital Imaging. Access to a digital camera.
Fee: $30.00 per semester
Credit: ½ Unit
Course No: 080621

Video Production
In this course students learn to write, film, direct, edit, and act in their own video productions. The history of film is used to teach foundational concepts and develop an appreciation for master works. Each day students produce daily video announcements for the school.
Prerequisite: Studio Art.
Fee: $30.00 per semester
Credit: ½ Unit
Course No: 080622

Advanced Video Production
This course is for students interested in advanced knowledge and experience with videography. An emphasis is placed on digital portfolio development through the creation of sophisticated videos. Students create personal and community-based projects. Each day students produce daily video announcements for the school.
Prerequisite: Video Production
Fee: $30.00 per semester
Credit: ½ Unit
Course No: 080623

Graphic Design
Students use the Adobe Creative Suite to learn design skills that allow them to manipulate digital images in creating complex graphics suitable for print or web. The lessons are centered on the fundamentals of graphic design, typography, and illustration. The combination of text and images to create dynamic, colorful, and eye-catching publications is at the core of each project.
Prerequisite: Digital Imaging.
Fee: $30.00 per semester
Credit: ½ Unit
Course No: 100810

Game Design
Game Design is an introduction to the concepts and techniques of creating video games. Students use programs such as GameSalad, Photoshop and Illustrator to create games for mobile devices and computers. This course builds skill in character design and interactive gaming. The history of video games is assessed in terms of graphics, trends and interactivity.
Prerequisite: Digital Imaging
Fee: $30.00 per semester
Credit: ½ Unit
Course No: 100811
Web Site Development
Web Site Development is an introductory course designed for students to experience the fundamentals of website planning, design and publishing. Students use Adobe Dreamweaver and Photoshop to design and create user-friendly web sites that include graphics, tables, and various multimedia resources. Students examine the impact different image formats, typography and color have on the design of a web site. The emphasis of the course is placed on designing easy to navigate, user-friendly websites.

Prerequisite: Digital Imaging.
One Semester Credit: ½ Unit Course No: 100802

Advanced Web Site Development
Students will be complete their study of web design using cascading style sheets and implementing advanced web development skills. Students will then be required to create their own web sites using HTML and XHTML code. An emphasis will be placed on individual work and creativity in design. Many professional web sites will be analyzed as a basis for this work.

Prerequisite: Successful completion of Web Site Development.
One Semester Credit: ½ Unit Course No: 100803

Fine Arts Mentorship
Students enroll in this Educational Option to earn credit through attending performances, exhibits, etc. or by working with a mentor on an arts-related project. Students study and write about what they have learned. All arrangements must be made with the mentor. A maximum of ½ credit may be earned each semester.

Independent Study Credit: ¼ Unit Course No: 080611
Independent Study Credit: ½ Unit Course No: 080612

The Performing Arts Department
For students with musical talent and interest, the Performing Arts Program is designed to increase individual playing ability while providing multiple opportunities for public solo and ensemble performance. The performing arts program enlivens the cultural life of the Hoban community.

The music courses may satisfy the requirement at many universities for a unit in visual and performing arts. All students with musical ability are encouraged to use it by participating in the choral program and/or the band program. Some extracurricular time commitment is necessary for membership in both organizations, but the benefits are extensive.

All participants in performing ensembles are expected to perform at the Winter and Spring Fine Arts Festivals and participate in the annual Ohio Solo and Ensemble Contest held in late January or early February.

One credit of Visual or Performing Arts is required for graduation. We highly recommend that all students earn at least another half credit in Visual or Performing Arts for a total of one full credit.

Beginning Percussion Ensemble
This music class is designed for the students who have an interest in learning to play percussion instruments: snare drum, tenor drum, quads and quints, bass drum, drum kit, tympani, marimba, xylophone, bells and the many other instruments that contribute to a percussion ensemble or a marching drum line. Those interested need have no formal training in music or percussion. While students learn to play the instruments, they will be introduced to music theory, learning to read music and drum notation. In May, students may audition for the Percussion Ensemble and/or the Marching Drum Line. All players are required to attend a 2 week drum line camp at Hoban

Two Semesters Credit: 1 Unit Course No: 090620

Percussion Ensemble
Percussion Ensemble / Drum Line members are able to play all of the instruments needed to perform advanced high school literature: drum set, snare drum, tenor drum, quads and quints, toned bass drums, African, Brazilian and Latin American drums, marimba, xylophone, bells, and many others. The group performs classical, jazz, funk, rock, drum cadences, tribal beats, soca, rumba and samba. Inclusion in the group is by audition. All players are required to attend drum line camp at Hoban in mid-July. Members perform at all football games.

Two Semesters Credit: 1 Unit Course No: 090618
Beginning Steel Drum Ensemble
This course is open to any student wishing to learn to play in a steel drum band. The focus on the ensemble is correct performance techniques on the drums, reading music and playing in an ensemble. The ensemble will perform a winter and spring concert, with other opportunity potentials during the school year. No previous musical experience is necessary. Students are required to purchase a shirt for performances.

Two Semesters Credit: 1 Unit Course No: 090614

Intermediate Steel Drum Ensemble
This course is open to students who have played at least one year in the Beginning Steel Drum Ensemble. Students will continue refining music reading skills and learn to play a higher level of literature as an ensemble. The Intermediate ensemble will perform a winter and spring concert, with other opportunity potentials during the school year. Students are required to purchase a shirt for performances.

Two Semesters Credit: 1 Unit Course No: 090622

Varsity Steel Drum Ensemble
This course is open to students who have played at least one year in the Intermediate Ensemble and received permission of the instructor to enroll in the class. The focus of this class will be performing the highest level of high school steel drum literature as an ensemble and in small groups. Varsity Steel Drum Ensemble will participate in adjudicated contests, perform a winter and spring concert, perform assembly concerts at area schools, and likely take a trip at the end of the school year. Students are required to purchase a shirt for performances. Seniors will be awarded a varsity steel drum letter upon demonstration of proficiency in established criteria.

Two Semesters Credit: 1 Unit Course No: 090608

String and Wind Orchestra
This ensemble is for students who have a minimum of one year’s experience playing violin, viola, cello, string bass, bass guitar, flute, oboe, clarinet, saxophone, bassoon, French horn, trumpet, trombone, tuba, or general percussion and wish to become more proficient. Student musicians will learn the fundamentals of musical theory, develop advanced playing techniques, and be introduced to orchestral music played in secondary schools.

Prerequisite: One year of experience playing an instrument.

Two Semesters Credit: 1 Unit Course No: 090619

Concert Choir
This course is designed for entry level and experienced vocalists. No previous choral experience is required. The class focuses on voice quality, reading music, sight reading, intonation and the overall development of musicianship. Students are expected to perform at the Fine Arts Festivals, Honor Night, Graduation and a major work will be performed at a local venue in the Fall Semester. Attendance is required at all rehearsals and after-school performances, and counts as a major portion of the grade.

Two Semesters Credit: 1 Unit Course No: 090601

Introductory Piano
This course is designed for the development of introductory level piano playing. Using electronic keyboards, the students will learn: how to read a piano score, proper hand techniques, scales/arpeggios, playing melody alone and with accompaniment, chord progressions and stylistic changes. Many styles will be covered with a focus on Classical Music to reinforce the development of music theory. This course is only open to students with minimal to no experience playing the piano.

One Semester Credit: ½ Unit Course No: 090616

Electronic Music
This course enables students to operate and understand the functions of a tape deck, a mixer, a sequencer, an electronic keyboard, and drum synthesizers. Students learn how to create sound using MIDI (Musical Instrument Digital Interface) equipment, learn about the technical vocabulary of electronic music, and become familiar with the works of professional musicians and performers. Students are able to apply knowledge of fundamentals of music theory along with basic knowledge of electronic musical instruments to create music. No knowledge of a musical instrument is necessary for this course.

One Semester Credit: ½ Unit Course No: 090610
**Educational Options**

Educational options at Hoban include Fine Arts Mentorship, online A.P. classes through ilearnOhio and Credit Flexibility. All educational experiences within Educational Options shall comply with all of the other academic policies as published in this Parent-Student Handbook. The student is responsible for any costs associated with an approved Educational Option. Students interested in one of these options should see their counselor for more information.

**Post Secondary Enrollment Option**

Students can enroll in college courses thru this option. The counselor must be consulted before March 15, with the completed applications due on March 30. The process requires the approval of the student’s parents, counselor and the Principal. This program is funded thru the State of Ohio but is not guaranteed for non-public school students. The course may not supplant a Hoban graduation requirement.
Attendance Policies

330-773-0436     This number is for attendance only.

School hours are 7:55 a.m. to 2:50 p.m. Once a student arrives at school, she or he must remain in the building. Students are not to sit in cars in the parking lot, leave the school grounds, or go to cars without permission from an Associate Principal or the Principal.

When dealing with attendance matters, students report to the attendance office by the cafeteria.

Absence

• Parents or guardian must call the school (330-773-0436) between 7:45 a.m. and 9:30 a.m. to report a student absent on the day of the absence.
• The student must submit a written follow-up excuse from parents or guardian to the attendance office between 7:40 a.m. and 7:55 a.m. the day the student returns to school. Students returning to school will be issued an admission slip. Students must show the admit slip at the request of the teacher.
• After an extended absence or numerous absences, a doctor’s excuse/permission to return to school is required.
• The student is responsible for completing missed assignments and tests. This work may be made up only if the absence is excused.
• Students who are absent from nine meetings of a particular class during a grading period may receive a failing grade in that class for the grading period. School-sponsored field trips are not considered absences. See the Absence as it Affects Grades section.
• Students must be in school by 11:30 a.m. to be eligible to participate in cocurricular activities. Any exception requires the permission of the Principal prior to participation. Students placed on in-school or out-of-school suspension are ineligible for practice and competition.
• Students should be out of the building by approximately 3:15 p.m. unless there is a valid reason to be in the building (practice, clubs, work crew, etc.). Students remaining in the building must report to the library to study until 4:30 p.m.

Tardy to School

• When arriving after 7:55 a.m students are to report to the attendance office for a tardy slip. If a student will arrive after 8:30 a.m. the parent or guardian is to call the attendance office (330-773-0436).
• Tardies will be excused only for emergencies. Oversleeping, missed busses, rides, personal reasons, weather, road conditions, etc., will not be considered excused tardies. N.B. A note from a parent does not necessarily mean the tardy will be excused.
• A student late because of a medical or dental appointment must bring a note from the parent or guardian, and doctor or dentist. (All medical/dental offices provide these notes.)
• After three unexcused tardies per semester, a letter will be sent to parent or guardian expressing our concern.
• On the sixth unexcused tardy, the student will receive a Saturday work day (9:00 – 11:00 am).
• Continued tardies will not be tolerated. Additional Saturday work days will be assigned for each tardy after the tenth tardy. However, a student may be asked to withdraw from Hoban if tardies continue.
• Note: A note from a parent does not necessarily mean the tardy will be excused.

Tardy to Class

• A student may not incur more than two unexcused tardies to a class per semester.
• The student will incur one detention for each additional class tardy.
• A student tardy 15 minutes or more to any class will be sent to the Central Office to see an Associate Principal.

Truancy and Class Cutting

• Students are not to leave the school building without permission of the administration. Leaving the building without permission will be treated as truancy, and parents or guardian will be notified. Truant students will receive a minimum of one Saturday work day.
• For each class cut a student will incur at least three detentions.
• On a second incident of cutting an individual class, the student may incur a Saturday work day. Parents or guardian will be notified by letter.
• Upon the third offense, the student will be subject to out-of-school suspension and may be called before the Disciplinary Council.
• Students truant for more than one class period are subject to multiple Saturday work days. Their parents will be notified.
Early Dismissal – Leaving School During the Day
• The student will bring a note from his or her parents or guardian to the attendance office between 7:40 a.m. and 7:55 a.m. on the day the early dismissal is requested. Permission to leave cannot be granted through a parental phone call or e-mail. A fax signed by a parent can be accepted.
• If a permission slip is issued, it must be signed by the student’s parent or legal guardian and returned to the attendance office when the student returns to school.
• Students are advised to schedule doctor appointments, personal business, driver exams, Senior pictures, etc., on their own time and not school time, since an early dismissal may not be granted.

Field Trips
• Parents or guardian must sign permission slips to authorize participation in field trips away from school premises.
• Field trip release forms are obtained from the faculty member in charge of the field trip.

Family Vacations
• Archbishop Hoban High School does not encourage family vacations or other personal absences during school time. Although written assignments, reading and tests can and must be made up, classroom discussion, explanations, questions in class, etc. can never be fully recovered. Students requesting personal leave of absence must recognize that the absence will probable adversely affect grades. According to the Handbook, nine absences may result in a failing grade in a class for the grading period.
• If a trip is unavoidable, parents or guardians must inform an Associate Principal and the attendance office at least one week before any trip. At least two days before the trip is to begin, the student must obtain a personal leave of absence form from the attendance office, and all the student’s teachers must sign it. Teachers and parents are asked to sign this request to acknowledge that the student has discussed this matter with them. A teacher’s signature is not necessarily to be construed as an approval.
• As a courtesy to the teacher, students are asked to discuss the absence with each classroom teacher prior to the absence. Teachers may then advise students of what will be missed and make recommendations. The student should get the specific assignments from classmates in a timely manner. Completion of makeup work is the student’s responsibility, not the teacher’s.
• Absences during exams are highly discouraged. In unavoidable situations, test must be taken in a timely manner.

College Visits
• Seniors are permitted two days of absence for college visits. These may only be taken before May 1. Permission slips must be signed and turned in to the attendance office at least two days before the planned visit.

Contacting Students During The School Day (330-773-6658)
In the case of emergency, the parent or guardian should call the Central Office and ask for an administrator who will deliver the message to the student. The school does not usually deliver non-emergency messages to students.

Emergency School Closings and Blizzard Bags
• When an emergency arises, such as a sudden snowstorm, parents will receive a voice message on their cell phones and/or e-mail through SchoolReach, a company specializing in school-to-parent communications. The message will also be posted on the front page of Hoban.org, found on iAlert, heard on WAKR 1590 AM and/or seen on the Cleveland TV stations. Hoban will be named specifically by the media.
• On days when Hoban has an Emergency Closing, class assignments will be posted on www.hoban.org > Faculty/Staff > Teachers.io, and the myHomework app. Students will be expected to complete the “Blizzard Bag” assignments their teachers post.
Dress Code
The decision to attend Archbishop Hoban High School is a personal choice made by students and parents or guardians. As a result, the school assumes that students, parents or guardians, cooperating with faculty and staff, will seek to benefit from all educational efforts of the school. As such a dress code prepares students for future life experiences. We expect all students to demonstrate personal pride and good taste in their appearance.

Athletes are one of the school’s most visible representatives. Because they represent Hoban as well as themselves, appearance and grooming are very important. Extreme hairstyles and colors are not permitted. It is clearly understood that each coach will enforce rules which comply with the school dress code. Students who violate this policy forfeit the right to participate in contests.

The school recognizes that no dress code can anticipate every possible situation. The administration reserves the right to make final decisions about the appropriateness of any student’s appearance.

Dress Code for Men and Women
The normal dress for students at Hoban consists of an official collared school shirt, Docker style or cargo pants and shoes. When a Hoban shirt is worn untucked it must cover the bottom of the belt loops. Official Hoban shorts (also official capris and skirts for women) may be worn each day. (See Lands’ End note and Hoban Store clothing.)

Acceptable
• Long sleeve t-shirts may be worn under the Hoban school shirt provided they are white or the same color as the Hoban school shirt, and have no visible writing.
• All shirts worn under a Hoban shirt must be tucked in.
• Pants with belt loops must be worn with a belt at the waist.
• Casual and dress shoes, dress sandals and clean and neat tennis shoes are appropriate. Shoes with laces must be tied.
• Crew neck, cardigan or V-neck sweaters, or fleece tops, may be worn over the Hoban shirt and must be long enough to cover the bottom of the Hoban school shirt.
• Official Hoban hoodies, sweatshirts and Hoban team wear, with no alterations, may be worn over a Hoban school shirt.
• Hair must be neat and clean at all times.
• Moderate, naturally occurring highlights are permitted. Highlights must occur throughout the hair.
• The Hoban standard for acceptable shorts and skirt length: the student can kneel down, perpendicular to the floor. A 12-ounce pop can is placed on the floor in front of him or her. If the shorts or skirt touch the can, the length is acceptable.

Unacceptable
• Camouflage, animal prints or tie-dyed clothing.
• Clothing with large lettering or logos.
• Outerwear (coats, jackets, track jackets, "down" vests, shawls, hats, caps, scarves, gloves, etc.)
• Thermal style or Henley shirts, sleeveless shirts and tops.
• Necklines of shirts cannot be lower than 2 inches below the collarbone.
• Form-fitting tops or pants including skinny cut and ultra-low rise pants.
• Drooping, baggy or low rise pants, denim or jean-style pants of any type or color, or painter and carpenter pants.
• Pants with frayed hems or holes.
• Pants with rivets, side stripes, patches, ornamentation.
• Non-Hoban shorts, capris or skirts. No dresses.
• Combat boots or boots above mid-calf.
• Flip-flops and shower shoes.
• Rubber and plastic open-backed shoes.
• Nick names on t-shirts, sweatshirt and hoodies.
• Two-toned hairstyles (e.g. one color on top and another on the bottom).
• Hair cut with the clippers set less than #1.
• Body piercings, other than earrings for women, may not be visible at school or school activities. Band aids may not cover, nor clear plastic studs be used, to disguise piercings.
• Tattoos may not be visible at school or school activities.
Other Guidelines for Men
• Hair must be no longer than collar length. Side burns are not to be below the earlobe.
• Neatly trimmed moustachesc above the lips are permitted. Otherwise, students are to be clean-shaven.
• Earrings may not be worn during school hours, even if covered.

Other Guidelines for Women
• If a young lady wants to wear a skirt, there are optional uniform skirts available through Lands’ End. See the note at the end for details. No other skirts or dresses are allowed.
• The use of makeup must be moderate and appropriate.
• Earrings are limited to a maximum of three (3) in each ear.

Disciplinary Procedures for Dress Code Violations
Students may not attend classes while out of dress code. They may be asked to call home to have a change of clothes brought to school before they are permitted to return to class. If a change is not brought the student may be placed on in-school suspension.

Students in violation of the dress code will be issued a warning for the first violation each school year. School detentions are issued for each subsequent violation. Repeated violations of the dress code will result in a Saturday workday. After being issued Saturday work days, further dress code violations may result in a referral to the Disciplinary Council.

Blue and Gold Day Dress Code Option
• Students may wear Hoban t-shirts, sweatshirts and hoodies, and official team gear, bought through the Hoban Store or approved by the administration, with no alteration, added lettering or designs.
• Hoban sweatpants and flannel pants, or solid navy, gold or black wind pants or nylon jogging pants are permitted.
• Hoban gym shorts that pass the pop can test.
• Students not participating must be in regular school attire.

T-Shirt Day Dress Code Option
• Students may wear Hoban t-shirts, sweatshirts and hoodies, bought through the Hoban Store or approved by the administration, with no alteration, added lettering or designs.
• Pants and shoes must conform to the daily dress code.
• Students not participating must be in regular school attire.

Dress Up for Special Events
• Men
  • Shirt and tie or turtleneck. Shirttails must be tucked in at all times.
  • Sport coat and/or sweater over the shirt and tie or Hoban school shirt.
• Women
  • Pants with a dress blouse or turtleneck.
  • Students not participating must be in regular school attire.

Team and Club Dress Day
The administration may permit special dress code options for teams or clubs on competition days and for special events.

Dress Down Day
(Ordinarily days when the Hoban community is raising money for a charity.)
• Clean, neat, and modest blue jeans. Jeans may not be low rise, form fitting, or have holes, rips, tears or be frayed, or be a color other than blue.
• Hoban t-shirts, sweatshirts and hoodies, and official team gear, bought through the Hoban Store or approved by the administration, with no alteration, added lettering or designs.
• Students not participating must be in regular school attire.

Disciplinary Procedures for Dress Code Violations
Students may not attend classes while out of dress code. They may be asked to call home to have a change of clothes brought to school before they are permitted to return to class. If a change is not brought the student may be placed on in-school suspension.

Students in violation of the dress code will be issued a warning for the first violation each school year. School detentions are issued for each subsequent violation. Repeated violations of the dress code will result in a Saturday
workday. After being issued Saturday work days, further dress code violations may result in a referral to the
Disciplinary Council by an Associate Principal.

Hoban School Shirts
S Group Inc. is the supplier of Hoban school uniform shirts. Orders may be placed online, by mailing an order form
printed from the Web site (http://hoban.s-groupinc.com) or by calling 1-800-686-7435. To see colors, styles and
sizes available, visit the Web site. Order by July 15 to ensure they arrive for the first day of school.

Lands’ End
Lands’ End is the supplier of the Hoban cargo shorts for men and walking shorts for women. They must be navy or
khaki, in the style selected by Hoban. These may not be altered in length and must conform to the pop can test.
The only skirts for women are ordered through Lands’ End, too. There are two styles:
1) a box-pleat skirt in the at-knee length in navy or gray and
2) a wraparound kilt in clear-blue plaid, khaki or navy. These must conform to the pop-can test for length.
To order, call Lands’ End (1-800-469-2222) or use the Quicklink on the Hoban website.

Disciplinary Procedures
Students and parents or guardian have selected Hoban, and Hoban has accepted a student, assuming the student will
comply with all regulations set down by the Hoban community. Many rules are not specifically listed anywhere but
come under Christian ethics and traditions. If an individual is unable or unwilling to comply with this tradition, the
student will be asked to continue his or her education elsewhere.
The Hoban community subscribes to high Christian ideals and values and is dedicated to the intellectual, spiritual
and physical advancement of the student. Behavior that contradicts this process of advancement will be dealt with
quickly and judiciously to protect the total community from harm.
All action, language, and conversation of the Archbishop Hoban High School students should reflect decency,
respect, and pride in oneself and in the school. Students represent themselves and Archbishop Hoban High School
wherever they are and by whatever they say, even if away from school. The school will intervene appropriately with
any student who is disrespectful, insulting, or uses improper language or action.
The following behaviors are considered harmful to the school community and warrant disciplinary actions, such as
detentions, work assignments, suspension, probation, or expulsion from school:
1. Harassing behavior or communication especially related to racial, sexual, gender, ethnic or religious issues.
2. Hazing or bullying.
3. Disruptive behavior in class or in any situation in which such behavior interrupts the educational process and
infringes upon other students’ rights to learn and the faculty’s responsibility to teach.
4. Class cutting and tardiness to school or class (including study hall).
5. Unauthorized use of Foley Commons, gymnasium, locker rooms, parking areas or other areas not designated for
student use.
6. Insubordination or defiance of any instructor, staff member or those acting in the name of the school.
7. Verbal, written, or implied use of obscenities.
8. Fighting, including any threat or act of harm or violence.
9. Premeditated threat of violence or fighting.
10. Theft.
12. Forgery.
13. Possession of any weapon, including objects indistinguishable from a deadly weapon, or any object the
administration feels is meant to harm or intimidate others.
14. Possession or use of fireworks.
15. Possession, consumption, or being under the influence of alcohol, drugs, or related chemicals, either on campus
or at a school-sponsored event.
16. Destruction of school property or personal property of others, vandalism.
17. Public display of affection.
18. Repeated violations of school appearance code.
19. Any violation of the school’s computer Network and Internet Policy.
20. Any other action not enumerated above but which, in the opinion of the school, jeopardizes or violates the basic educational and disciplinary policies of Hoban High School.

Types of Disciplinary Actions

1. Verbal warning
2. Detention
3. School-imposed sanctions – revocation of privileges, etc.
4. Conference with student, parents or guardian, teacher and administration
5. Saturday work day
6. In-school suspension
7. Out-of-school suspension
8. Disciplinary warning
9. Disciplinary Probation
10. Disciplinary Council hearing
11. Referral to Juvenile Court or police
12. Expulsion

Detentions
An individual teacher detention will be served at the discretion of the teacher. Failure to report will incur two office detentions. Office detentions are served after school in the assigned room. They must be served within a week of the day they are issued.

1. The detention slip is to be completed by the teacher or staff member and turned in to the Associate Principal’s office after the student has served the detention. Failure to serve teacher detentions will result in two school detentions.
2. Detentions served through the Central Office are served from 2:55 p.m. until 3:35 p.m., Tuesday, Wednesday, or Thursday in the designated room. Students must bring paper, pen or pencil, and study materials.
3. For failure to serve one detention, the student will incur one additional detention. Repeated failure to serve detentions will result in in-school suspension.
4. After a student accumulates ten detentions, from teachers or the Central Office, the student is placed on Disciplinary Warning and a letter is sent informing the parents or guardian.
5. A Saturday work day begins at 8:00 a.m. and ends at 12:00 p.m.

Office Referrals
A teacher may refer a student to an Associate Principal for further actions. Teachers will use this recourse when they cannot secure a student’s cooperation, after exhausting other disciplinary procedures (teacher detentions, personal parental conferences, phone calls home, written requests for parental involvement, seeking advice from colleagues, etc.) A student may receive detentions or other sanctions for an office referral.

Work Assignments
Work will be assigned at the discretion of an Associate Principal or Principal according to the severity of the infraction. The four-hour assignment may be given after school, on Saturday, or during scheduled school holidays, e.g. Christmas or Easter vacation.

Disciplinary Warning and Probation – Cumulative Throughout a Student’s Enrollment

1. A student who receives 10 detentions will be placed on disciplinary warning. The Associate Principal will send a letter home notifying the parents or guardian and indicating that any further accumulation of detentions (10 or more, or any single major offense) will result in the student’s placement on disciplinary probation.
2. A student who receives a total of 20 detentions will be placed on disciplinary probation and may be asked to appear before the Disciplinary Council. The student and his or her parents or guardian will receive a notice from the Associate Principal. The Disciplinary Council may recommend to the Principal:
   a. Close monitoring of the student’s conduct and attitude.
   b. The student’s removal from extracurricular activities. This includes, but is not limited to class or student council office, athletic teams, clubs, school field trips, school dances and any other activities.
   c. The student’s withdrawal from school.
   d. Other
3. A student may be placed on warning or probation at any time for any single offense deemed a major violation of the school’s code of conduct.
Suspension
If the Principal or an Associate Principal judges that a student’s behavior jeopardizes the safety and well-being of other students or staff members, the student may be suspended, either through in-school or out-of-school suspension.

In-School Suspension.
This suspension requires a student to remain in the assigned room actively studying. Students eat lunch in this room, too. Students assigned to in-school suspension may not participate in cocurricular activities. Parents or guardian will be notified of this punishment. Reinstatement to school may require a conference with the Principal, Associate Principal, parents or guardian, counselor or other school official significant to the suspension. The school may require a written statement from a psychiatrist or psychologist that the student does not pose a threat to others or self. Specific corrective guidelines and appropriate sanctions will be determined at this time. Referral to the Disciplinary Council may occur to determine further sanctions or penalties. Credit is given for work completed and tests or quizzes given during in-school assignment.

Out-of-School Suspension
If the Principal or Associate Principal, based upon the regulations set forth in this Student Handbook, judges that the behavior of a student warrants severe punishment or jeopardizes the safety and well-being of other students or staff members, out-of-school suspension will be enforced. In addition, a student may be suspended out-of-school pending his or her appearance before the Disciplinary Council. During out-of-school suspension, the student may not attend classes, participate in, or attend cocurricular activities or be on school grounds. The parents or guardian will be notified of the out-of-school suspension by phone, and be required to attend a suspension conference. Reinstatement may require a conference with the Principal, Associate Principal, student, parents or guardian, counselor, and any other school official significant to the suspension. The school may require a written statement from a psychiatrist or psychologist that the student does not pose a threat to others or self. Specific corrective guidelines and appropriate sanctions will be determined at this time. Referral to the Disciplinary Council may occur to determine further sanctions or penalties. It is the normal policy of the school that no credit is given for assignments, tests or quizzes missed due to out-of-school suspension. A second out-of-school suspension may result in recommendation for expulsion.

Expulsion
1. If in trying to help a student understand the importance of adhering to disciplinary guidelines, the student fails to cooperate and accept previous interventions by the school administration, the last recourse will be to ask the student to withdraw. If, in the judgment of the administration, it becomes necessary to expel the student so as not to jeopardize the well being of the total community, this action will be taken.
2. The school reserves the right to suspend or expel a student for a single, serious infraction that might jeopardize the Christian philosophy of the school or safety of the community, regardless of the number of detentions the student has previously incurred.
3. The school also reserves the right to suspend or expel a student for an infraction that occurs off school grounds if the school feels that the student’s continued presence in the school jeopardizes the health, safety, education, or integrity of the Hoban community.
4. Students who are expelled or withdraw for disciplinary reasons are not permitted on school property or to participate in any school sponsored activities or events (including games, dances or sporting events on Hoban property).

Disciplinary Withdrawals
Students who withdraw for disciplinary reasons are not permitted on school property or to participate in any school sponsored activities or events (including games, dances or sporting events on Hoban property).

Disciplinary Council
This is an advisory body responsible to the Principal, chaired by the Associate Principal, and made up of members of the faculty. They meet with students and their parents or guardian to discuss problems resulting from accumulated detentions or infractions of school policy. After the meeting they make one or more of the following recommendations to the Principal concerning the student appearing before the council:
1. Additional detentions
2. Work assignments
3. Counseling (in school or professional)
4. Disciplinary probation
5. Suspension
6. Withdrawal
Conflict Resolution
While we work diligently to meet individual student needs as they arise, we acknowledge that there may be times when a student or parent has need for clarification of school policies and/or resolution of a conflict.

The following are some scenarios that may occur in the normal course of a student’s high school career. It should be noted that Archbishop Hoban High School faculty and staff believe that under all circumstances the parties involved in the issue should first talk with one another before taking any issue to a third individual. If this solution does not result in resolution of the matter, then a third individual may be involved in the following manner:

Conflict Between Students:
Student A should talk with Student B. If resolution cannot be reached, a counselor may be asked to mediate. If further intervention is required, the case may be referred to the Assistant Principal(s) or Principal as needed. When conflict becomes a disciplinary concern, the issue may be taken directly to the Assistant Principal(s) or Principal.

Conflict Between Student and Teacher:
The student (and parents, if desired) should make an appointment to speak with the teacher. If resolution cannot be reached, the case may be referred to the Department Chairperson. At that time, the Department Chairperson may decide if a counselor (student issues) and/or the Principal (faculty issues) need to be involved.

Conflict Between Student and Coach:
The student (and parents, if desired) should make an appointment to speak with the coach. If after talking to the coach, resolution cannot be reached, the Athletic Director may be brought in to mediate. If further intervention is required, the case may be referred to the Principal.

Consideration for Others
1. All students and teachers treat each other with mutual respect. Behavior or communication, including on the Internet, that is sexist, racist, derogatory, demeaning, or bigoted will not be tolerated.
2. Students are expected to display a sense of maturity and responsibility at all times. Throwing anything at any time is not appropriate behavior. Any object thrown can be a source of physical harm to others and cause damage to property. Students who violate this basic rule of safety will incur detentions or suspension. Repeat offenders may incur detentions or other disciplinary sanctions. If persons or property are injured or damaged, immediate suspension and possible expulsion will occur. The student will be responsible for the cost of damage repair.
3. Proper decorum is expected always and everywhere. Failure to exhibit proper decorum at a school event will result in disciplinary sanctions.
4. Teachers may prohibit students from bringing into the classroom any item the teacher considers inappropriate.

Lost and Stolen Property
The school is not responsible for property lost or stolen on school premises. For our records, please report a stolen item to the Associate Principal. Lost and found items are kept in the Central Office. We encourage students to be particularly careful with expensive electronic or digital devices that they choose to bring to school. These devices should not be left in places that are not secure.

Search and Seizure Policies
If there is reasonable cause to believe that a student is carrying or concealing a weapon, alcohol or other drugs, or unauthorized or stolen property, the administration has the right to search a student’s outer clothing and pockets, purses, and bags as well as lockers and vehicles. This includes items brought to campus or to a Hoban event. The search is to protect other students and staff, as well as the integrity of the Hoban community.

Building Security
Hoban is a closed campus. The school reserves the right to prohibit anyone from being on school property, if, in the opinion of the administration, that person poses a threat to the safety and well being of the Hoban Community.
1. The building opens each school day at 7:00 a.m.
2. Access to the building is limited to the main entrance, under the dome during school hours.
3. Students not involved in a school-sponsored activity must leave the grounds by 3:15 p.m. unless they study in the Library, which closes at 4:30 p.m. The designated area for these students to meet their transportation home is under the dome.
4. Students are not permitted to loiter on school grounds after 3:15 p.m. Hallways, the concourse and all other entrances are off limits.

Visitors
1. All visitors must enter at the dome, report to the Central Office to sign in and receive an identification badge, in accordance with state law.
2. Prospective students visiting Hoban must obtain a permission slip from the admissions office. The permission slip must be submitted to the director of admissions at least two days before the visitation. The visitor must also submit parental permission and permission from the visitor’s home school.
3. Visitors must be at least in the eighth grade.
4. Student visitors are expected to adhere to the Hoban dress code and code of conduct.
5. No student may have more than one visitor on a single school day.

Parking and Student Vehicles
1. Students may park on school premises as a matter of privilege, not of right. The Administration or security guards supervises the parking lot.
2. The administration or its agent has the authority to conduct routine patrols of student parking lots and inspections of the exteriors of student vehicles on school property. The administration may inspect the interiors of student vehicles if there is reasonable cause to believe that illegal or unauthorized materials are contained in these vehicles. Such patrols and inspections may be conducted without notice, consent or search warrant. If a student fails to provide access to the interior of his or her vehicle upon request, the student will be subject to school disciplinary action.
3. Students are prohibited from parking in areas designated as Reserved, Handicapped and Faculty (along the Michael Faraday Science Building). Students who park illegally or in restricted areas may be issued school detentions or Saturday work day.
4. Any student who drives to school must obtain a parking permit from the Treasurer’s Office. Students must display the parking permit by hanging it from the rearview mirror. Students who park without a permit may be issued detentions and lose parking privileges.
5. Students must follow established traffic patterns and obey all posted signs.
6. Drivers who are careless or reckless may be barred from parking in the school lot.

Halls and Classrooms
1. Students may not wander through the halls during class time. Silence is to be observed in corridors when classes are in session.
2. Any student or group of students wishing to use a classroom during a free period or after school must receive prior approval from an Associate Principal or the Principal’s office. Proper adult supervision will be necessary.
3. There is no gum chewing in any carpeted area.
4. CD or tape players, Headphones, and cell phones, etc. are prohibited.
5. Large backpacks and book bags are prohibited in the classroom and are not to be used to carry books between classrooms. An approved Hoban bag for carrying iPads, etc. is available in the Hoban Store.

Locks and Lockers
1. All students are assigned lockers, which are the property of Hoban High School.
2. Students must use school locks on their assigned lockers and on gym lockers. The administration reserves the right to remove other locks.
3. Students who do not lock their lockers do so at their own risk.
4. Students may not exchange lockers or share lockers.
5. Students may not keep materials in their locker that are illegal or harmful to themselves or others. Leaving food in a locker is a health hazard.
6. If there is reasonable cause to suspect students have illegal or harmful materials, lockers will be searched to protect other students and staff personnel.
7. Problems with locks or lockers should be reported to an Associate Principal.
8. Locker doors must be closed at all times.

Foley Commons
1. All four legs of the chair must always be kept on the floor. Students may not sit on tables.
2. iPads and headphones, etc. may only be used with teacher approval.
3. Card or game playing in Foley Commons is prohibited.
4. Students leaving debris on tables or chairs may be issued a detention or other disciplinary consequences.
5. Students may not leave Foley Commons without proper authorization.
6. Only seniors may go outside and only during lunch period. Students must notify the supervising teacher when going to senior circle. They must remain in the circle and away from the building, woods, cars, etc.
7. Students must remain in Foley Commons until dismissed by the teacher in charge.

**Assemblies**
Barry Gymnasium is used for a variety of activities: pep assemblies, educational programs, liturgies, etc. It is important that an appropriate mood be established for the type of program presented. Students should show respect by proper attention and behavior. Inappropriate applause, booing and whistling are disrespectful and have no place, any time, at any assembly. Student attendance is required at all assemblies.

**Dance Guest Passes**
When Archbishop Hoban High School sponsors a dance it is primarily for Hoban students. A Hoban student may attend the dance with a date (opposite sex) or without a date. If a Hoban student wants to invite a non-Hoban date, the Hoban student must obtain a dance guest pass application. The non-Hoban student must be at least in Grade 9 and no older than 20 years. Since a number of signatures must be obtained, the Hoban student should allow enough time for the completed pass to be returned to the central office at least three days prior to the dance.

**Cell Phones**
During school hours all contacts with students are to be made through the Central Office.
- Freshman and sophomore cell phones must be turned off during school hours.
- Juniors and seniors may use registered cell phones for educational purposes during the school day as directed by the teacher. Faculty and staff may set additional restrictions on the use of cell phones and may inspect any cell phone in order to assure students comply with the Acceptable Use Policy (AUP.)
- Any misuse of a cell phone during school hours including, but not limited to, ringing, beeping, text messaging and using it to check the time, will incur disciplinary action.
- Faculty and staff may restrict the use of cell phones before and after school hours.
- Students may not harass or threaten another person via a cell phone.
- Students may not use cell phones for picture taking, gambling or making purchases of any kind. Any Internet use must comply with the AUP.
- Archbishop Hoban High School takes no responsibility for lost, stolen, or damaged cell phones.

**Disciplinary Action**
Teachers and administrators will confiscate cell phones (with batteries in place) that are used in violation of this policy.
- On a first occurrence an office detention will be issued and must be served before the student may see an Associate Principal to get the cell phone back.
- On a second violation, two office detentions will be issued and must be served before the cell phone will be returned to a parent or guardian.
- For the third and subsequent violations, a Saturday work day (equivalent to three detentions) is issued and must be served before the phone is returned to a parent or guardian.

**Posting of Materials**
Any materials to be posted or distributed to faculty or students are to be approved in writing, by both the appropriate faculty moderator, an Associate Principal or the Principal. Masking tape must be used to hang materials on the walls and lockers.
Students may not post audio, video, photographs or other representations of Hoban activities or school personnel without the written consent of Archbishop Hoban High School. Consent forms are available in the central office. Students in violation of this policy will be subject to disciplinary action.

**Illness or Injury During School Hours**
1. Students who become ill or injured during the school day must report to the clinic. The school clinic is located on the top floor between Rooms 225 and 229.
2. A health aide or nurse is available to assist students who are injured or become ill. They are available from 9:00 a.m. – 2:00 p.m. in the clinic each school day. Students are to report to the Central Office at other times.
3. When ill or injured, students may not leave the school building on their own or with other students unless permission has been granted in writing by parent or guardian through the Central Office, health aide, nurse, or Associate Principal. The parent or guardian who comes in person must go to the clinic and sign out the student.
4. If movement of the ill or injured student poses a further threat or harm to the student, an administrator must be summoned to the area.
5. If a student must take prescription or non-prescription medication during the school day, the medication must be taken in the clinic under the supervision of the nurse or aide. All medication must be kept in the clinic in the original container with the student’s name on it. Authorization forms from the doctor and parent must be on file.

6. With written parental and doctor’s permission, a student may be allowed to carry an inhaler, etc.

**AIDS**

In harmony with the United States Catholic Conference Administrative Board on AIDS entitled The Many Faces of AIDS: A Gospel Response, December 11, 1987, we at Archbishop Hoban High School believe that the church is called to model for the larger society the loving concern and compassion of Jesus for the sick and the suffering.

As a Catholic, educational community, Archbishop Hoban High School will admit and/or retain a student, faculty, or staff member who is a person with AIDS, ARC, or who is HIV positive after appropriate medical assurance has been provided indicating that the person does not pose a health threat to himself/herself and the rest of the school community. Family members will be treated with compassion, understanding, and prudence and, to the extent possible, confidentiality. Students, parents, and faculty of Archbishop Hoban High School will be provided factual, comprehensive programs of education about AIDS and the opportunity to express their concern and/or support of the person with AIDS.

Parents and guardians have the obligation to report in writing to the administration when a child has been diagnosed as having AIDS, ARC, or other illness caused by HIV.

Legally, a person with AIDS is included under the category of handicapped and may not be excluded from school based upon a handicapping condition. The person and the family have a right to confidentiality.

**Chemical Abuse**

The use of drugs, alcohol and other chemicals among young people has become a major problem in our society. The use and availability of these substances on school campuses interferes with the educational process and negatively affects the entire school community. Consequently, Hoban has adopted and implements this policy. It is intended to help eradicate the influence of such substances within the school environment, to act as deterrent, to hold students accountable, to offer support to families, and to protect all our students.

This chemical abuse policy applies:
1. Before, during and after school hours.
2. To all students who are in school, in any school building or on any school premises or property.
3. To students off school property at any school-sponsored or school-approved activity, event or function, or at any time when students are subject to the authority of school personnel.
4. To students in any school-owned or school-approved vehicle used to transport students to and from school activities.
5. To students whose conduct at any time, or anywhere obstructs the mission, philosophy or objectives of Hoban, or jeopardizes the safety or welfare of students or employees.

Note: This policy does not apply to the legal possession and use of prescription medication.

It is against school policy for any student:
1. To possess, use, consume, or be under the influence of any alcoholic beverage, marijuana, any narcotic or hallucinogenic drug, any amphetamine or barbiturate, or any other controlled substance. Legal intoxication is not required.
2. To be present at gatherings where students use the above substances.
3. To attempt to possess, use, consume, or be under the influence of any of these substances.
4. To sell, supply or give any person any of these substances or what the student represents or believes to be these substances.
5. To attempt to sell, supply or give any person any of these substances or what the student represents or believes to be these substances.
6. To procure or purchase any of these substances, or what is represented to be any of these substances, or what the student believes to be any of these substances.
7. To attempt to procure or purchase any of these substances, or what is represented to be any of these substances, or what the student believes to be any of these substances.
8. To possess, use or transmit drug paraphernalia or counterfeit drugs.
9. To possess, use, transmit or be under the influence of any other chemicals or products with the intention of causing a state of exhilaration or euphoria or of otherwise altering the student’s mood or behavior.
Any student engaging in the prohibited activities will be subject to immediate suspension. S/he will not be allowed to return to school until a formal interview takes place between the Associate Principal and the student’s parent or guardian. In that interview, the student will be considered for re-entrance into the school community based upon the following conditions:

1. A contract will be signed by both the student and the parent or guardian, in which the student agrees to remain drug/alcohol free.
2. The student and parent or guardian participate, at their own cost, in a formal assessment with an alcohol/drug counselor approved by the school. (A list of approved counselors/programs will be provided.)
3. The student and parent or guardian participate, at their own cost, in Saturday Family Workshop.
4. The student follows all recommendations made by the alcohol/drug counselor.
5. The student and parent or guardian provide appropriate documentation regarding successful completion of requirements through signed release of information forms with each counselor/program.
6. An administrative review of the students behavior during an incident involving this policy may result in disciplinary consequences.

Refusal to meet these conditions will result in the student withdrawing immediately from Hoban.

Any student engaging in the prohibited activities while under contract to remain drug/alcohol free will be suspended immediately and referred to the Disciplinary Council which will recommend to the Principal a course of action.

The sale, distribution or transmission of alcohol or other drugs are grounds for immediate expulsion.

Whenever deemed appropriate, the Associate Principal will notify the proper legal authorities.

Procedures for Suspected Chemical Abuse

If any member of the Hoban community suspects chemical abuse by any other member, he/she should report the suspicion to the Associate Principal who will follow up appropriately to seek help and to keep everyone safe.

Tobacco

In accordance with local regulations, Hoban is a tobacco/smoke-free workplace. The use of tobacco products is injurious to health and may cause cancer and heart disease in both the user and those around him or her. The use or possession of tobacco in any form is prohibited at all times anywhere on campus.

- On a first occurrence three (3) office detentions will be issued and the parent or guardian will be notified.
- On a second violation one Saturday workday, or another penalty, will be issued and the parent or guardian will be notified.
- For the third and subsequent violations the student may be suspended and the parent or guardian will be notified. The student and parent or guardian will be required to meet with the Disciplinary Council; expulsion may be possible as a result of this meeting.

Computer Network and Internet Use

Students are required not only to follow the rules in the policy personally, but also not to participate with or in any way support, help, encourage, view or condone any misuse of the network by others. Misuse means any violations of the policy or any other use that is not included in the policy, but has the effect of harming another or his or her property.

Hoban is providing access to its computer network and the Internet for educational purposes only. No other personal use of the Internet is condoned or recommended by the school.

All users must abide by rules of network etiquette, “netiquette,” which include:

1. Be polite. Use appropriate language. No swearing, vulgarities, suggestive, obscene, belligerent or threatening language.
2. Be safe. In using the computer network and Internet, do not reveal personal information such as your home address and telephone number. Do not arrange a face-to-face meeting with someone you “meet” on the computer network or Internet without parental permission, and never in a secluded place or private setting.

Among uses that are considered unacceptable and constitute a violation of the policy are:

1. Uses that are offensive to others, such as sexist, racist, derogatory, demeaning, or bigoted communication; gender-related slurs or jokes; stalking, harassing or otherwise intimidating language or threatened actions.
2. Uses that violate the law or encourage others to violate the law. No one should transmit offensive or harassing messages; view, transmit or download pornographic materials or materials that encourage others to violate the law; intrude into the networks or computers of others; or download or transmit confidential, trade secret information, or copyrighted materials. Even if materials on the networks are not marked with the copyright
symbol, students should assume that all materials are protected unless there is explicit permission on the materials to use them.

3. Uses that cause harm to others or damage to their property. For example, no one should engage in defamation (harming another’s reputation by lies); employ another’s password or some other user identifier that misleads message recipients into believing that someone other than you is communicating or otherwise using his/her access to the network or the Internet; upload a worm, virus, Trojan, time bomb, or other harmful programming or vandalism.

4. Users may not breach the security software on Hoban’s student workstations for any reason. Specifically, users may not access the workstation directories to change or manipulate files, access applications not available on the desktop, or reconfigure system configurations.

5. Uses that access controversial or offensive materials. All users and their parent or guardian are advised that access to the electronic network may include the potential for access to materials inappropriate for students. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to the supervising teacher or the technology coordinator.

6. Hoban prohibits the use of school computers to disseminate messages or literature or to access Internet sites that contain pornographic, racist, hateful, or other content that, in the sole opinion of the school, is morally offensive.

7. Participating in public chat rooms and online communities serve no educational purpose and are prohibited. Examples of chat rooms include, but are not limited to, Windows Messenger, Yahoo!Messenger and TeenSpot.com. Examples of online communities include, but are not limited to, MySpace.com, FaceBook.com and Yahoo360.com.

8. Hoban prohibits student access to MySpace, Cleveland Live, or any such site, from the student computers on campus.

9. Uses that are commercial transactions. Students may not sell or buy anything over the Internet while using Hoban’s network. You should not give others private information about you or others, including credit card numbers and social security numbers.

10. Students may not register on game sites, etc. through Hoban's network.

11. Unsupervised student use of a faculty or staff computer.

Network and Internet access is provided as a tool for your education. Hoban reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all use of the computer network and Internet access and any and all information transmitted or received in connection with such uses. All such information files shall be and remain the property of Hoban and no user shall have an expectation of privacy regarding such materials.

The user’s use of the computer network and Internet is a privilege and not a right. A user who violates this policy shall, at a minimum, have his or her access to the computer network and Internet terminated, and Hoban may refuse to reinstate access for the remainder of the student’s tenure at Hoban. A user violates this policy not only by personally violating the above Policy, but also by participating with or in any way supporting, helping, encouraging, viewing or condoning misuse by others. Further, a user violates this policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access had been denied or terminated. Hoban may take other disciplinary action beyond terminating access when deemed appropriate. If as a result of disciplinary action a student loses this privilege, he or she will be removed from any course that requires network access, earning an “F” for the semester.

Hoban makes no warranties of any kind, either expressed or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. It shall not be responsible for any claims, losses, damages or costs (including attorney’s fees) of any kind suffered, directly or indirectly by any user or his or her parent(s) or guardian(s) arising out of the user’s use of its computer networks or the Internet under this policy. The user takes full responsibility for his or her use, and the parent(s) or guardian(s) are agreeing to indemnify and hold Hoban and all of its administrators, teachers, and staff harmless from any and all loss, costs, claims or damages resulting from the user’s access to its computer network and the Internet, including but not limited to, any fees or charge incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user’s parent(s) or guardian(s) agree to cooperate with Hoban in the event of the school’s initiating an investigation of a user’s use of his or her access to its computer network and the Internet.

At times students may use the Internet from outside the school in ways which cause harassment (as described below) of members of the Hoban community. The school reserves the right to take appropriate disciplinary action.
Acceptable Use Policy (AUP) for Bring Your Own Device (BYOD)
As new technologies continue to change the world in which we live, they also provide many new and positive educational benefits for classroom instruction. To encourage this growth, students at Archbishop Hoban High School may now bring their own mobile device to campus subject to the rules described below.

BYOD Student Agreement The use of technology to provide educational material is a privilege and not a right. Students and parents should refer to the Hoban Parents-Student Handbook for rules regarding Computer Network and Internet Use and Cell Phones. A student's failure to follow this AUP or the student code of conduct as specified in the Handbook may result in the revocation of the privilege or other disciplinary action.

Definition of “Device” For purposes of Bring Your Own Device, “Device” means a privately owned wireless and/or portable electronic equipment that includes, but is not limited to, laptop and mobile computers, existing and emerging mobile communication systems and smart phones, or portable Internet devices (iPod touch, iPad, tablet PC, etc.) that can be used for: word processing, wireless Internet access, image capture/recording, sound recording and information transmitting/receiving/storing, etc.

Cellular Phone Service If the student’s Device has cellular phone service, the student’s use of that service while on campus is subject to Hoban’s cell phone policy in the Handbook. Exceptions require special permission from a teacher for classroom activities.

Internet Access An Internet gateway will be provided by Hoban via a wireless network. While in the school building, students may only use the Hoban network for internet access. Internet access using cell networks or other means that may be available on their Device is prohibited while on in the school building.

Permited Internet Use The use of the Hoban internet on campus is limited to instructional purposes that have been approved by a teacher or a member of the administrative staff. Students may use the Hoban network to access their Hoban G-mail accounts. Teachers may set additional restrictions on the use of Devices within their classrooms and may inspect any Device in order to assure students remain on task. Use of the Hoban internet for social network access is prohibited. Texting and cellular phone use in general is subject to Hoban’s standard policy in the Handbook. Ring tones and other audio notification functions must be placed in the “silent” mode. Any use of Devices during co-curricular events, bus rides, etc. must be approved by the moderator.

Photos and Audio and Video Recording Devices cannot be used on campus to take photographs or record video or audio of persons unless that use is in connection with approved instructional or co-curricular activities and the written consent of the subjects has been obtained. Students may not post audio, video, photographs or other representations of Hoban activities or school personnel on any public media site without written consent.

Privacy Electronic communications and activity on the Hoban network are not private. Hoban will have access to all communications and histories relating to uses of the Hoban network.

Security and Damages Responsibility The student is responsible for the security of the Device. Hoban is not liable for any Device stolen or damaged while on campus. It is recommended that skins (decals), engravings, or other custom markings be used to physically identify your Device from others. Additionally, a protective case for each Device is required.

Network Security Students bringing a Device on to campus must verify that the Device uses anti-virus software that is up-to-date. This will be verified and monitored once the Mac address of the Device is registered with Hoban. Free anti-virus software is available.

Hoban's network filters will be used to regulate connections to the Internet. Students may not attempt to bypass the filter system using any means or otherwise attempt to bypass or modify Hoban network security. Hoban cannot assure parents that the filters will block all objectionable websites.

Hoban has the right to collect and examine any Device that is suspected to be in violation of this AUP, of Hoban’s policy on Computer Network and Internet Use, to have been involved in any attack on the Hoban network or to have been involved in the introduction of any virus or malware to the Hoban network. Any refusal to grant such access will be dealt with as a violation of this AUP.

Printing from Devices Initially, printing directly from a Device will not be permitted on campus.

Device Charging The Device is to be charged prior to bringing it to Hoban and should run off its own battery while on campus. Students will not have access to power sources to recharge their Devices.
Online Posting
Students may not post audio, video, photographs or other representations of Hoban activities or school personnel without the written consent of Archbishop Hoban High School. Students in violation of this policy will be subject to disciplinary action.

“Made in the Image and Likeness of God”
Archbishop Hoban High School seeks to create and to foster a Catholic School Community in which all individuals are treated with dignity, integrity, and respect. And in light of this, every person has a human dignity which Archbishop Hoban High School is committed to enhance and protect. We believe that all individuals are ‘created in the image and likeness of God.’ For these reasons the Hoban community is one in which all faculty, students, and staff are entitled to pursue their fullest spiritual, intellectual, physical, social, and emotional potential. Harassment of any kind interferes with this development and therefore will not be tolerated.

Harassment occurs when an individual is intimidated, teased, bullied, threatened, or discriminated against because of age, color, disability, gender, national or ethnic origin, race, religion, sexual orientation, or socio-economic status. Harassment creates an offensive, hostile, and intimidating environment.

Harassment, Bullying And Hazing
In the Holy Cross tradition we value each person and are opposed to demeaning behavior in any form. Students who engage in actions that harass, bully or haze will be subject to disciplinary action.

Harassment is defined as words, gestures and actions that tend to annoy, alarm, embarrass and/or abuse another person. It occurs when one person makes verbal or physical contacts with another person who does not want these contacts.

Types of harassment include the following:

- Verbal harassment: Derogatory or demeaning comments, jokes, threatening or intimidating words spoken to or about another person or group.
- Physical harassment: Unwanted physical contact, touch, impedance, blocking, assault, hazing, or any intimidating interference with normal activity or movement.
- Visual harassment: Derogatory, demeaning, or inflammatory drawings, written words (including those on the Internet), cartoons, posters, gestures, or altered photographs physically produced or posted.

Bullying involves some sort of force, whether overt or subtle, that demonstrates the bully’s power over another. Bullying may include exclusion of another from participation in an activity. Bullying activities may also force one student, by words or actions, to do something that he or she does not choose to do voluntarily. Teen dating violence is an act of bullying.

Hazing in any activity expected of someone joining a group or maintaining status in a group, that humiliates, degrades or risks their emotional and/or physical well being, regardless of the person’s willingness to participate in the activity.

Sexual Harassment
Archbishop Hoban High School is firmly committed to providing a safe, positive learning and working environment for everyone in the school. For this reason, and in keeping with the goals and objectives of Catholic education, Archbishop Hoban High School expressly prohibits sexual harassment and sexual violence in the school environment. This policy re-emphasizes the personal dignity of the individual and fosters positive sexual attitudes and respect for others. This policy is in effect for all reciprocal relationships: student and student; student and adult; adult and adult.

For the purpose of this policy, sexual harassment includes the following specific instances: verbal sexual abuse; unwanted or unwelcome touching of a sexual nature; disseminating obscene or sexually explicit material, whether in the form of music, written lyrics, pornographic pictures or other literature, or having such material in one’s possession in the school, on school grounds or at school-sponsored activities; obscene or sexually explicit graffiti anywhere in the school, or on the school grounds; continuing and unwanted written, oral, or electronic communication directed to another of a sexual nature; spreading sexual rumors/innuendoes; obscene T-shirts, hats, or buttons; touching oneself sexually in front of others; obscene and/or sexually explicit gestures; and any other inappropriate behavior of a sexually explicit or obscene nature that demeans or offends the recipient. The above list is not meant to be all-inclusive, but is intended to provide guidance as to what may constitute sexual harassment.

Isolated, trivial incidents are not sufficient to constitute harassment and will be handled according to the student behavior code.
Response to Harassment
Allegations of sexual harassment (as defined above) are to be reported to the teacher and an Associate Principal. Parents of both the offender and the victim will be informed of the allegations. The matter is to be kept confidential by all parties involved, and every effort will be made to protect the alleged victim from retaliation. The parents of both the offender and the victim are obligated to cooperate in remedying the situation.

A charge of harassment shall not, in and of itself, create the presumption of wrongdoing. However, substantiated acts of harassment will result in disciplinary action, up to and including dismissal. Students found to have filed false and frivolous charges will also be subject to disciplinary action, up to and including dismissal.

If the allegations are substantiated, disciplinary actions will be taken. These will depend on the nature, frequency and severity of the action, the ages of the offender and victim, the history of similar actions by this individual, and the circumstances in which the harassment occurred. Possible disciplinary actions may include, but are not limited to:
1. Verbal warning/reprimand and apology to the victim
2. A parent/student Associate Principal conference
3. Written warning/reprimand and parent notification, entered in the student’s file
4. Detention or removal from selected school activities and/or extracurricular activities
5. Behavior/probation contracts, possibly requiring professional intervention
6. Appearance before the Disciplinary Council
7. Suspension
8. Expulsion

Sexual Violence
Sexual violence is handled separately because of its potentially criminal nature. If an incident of sexual violence occurs, the Principal, or other school authority is required under state law to report the incident (O.R.C. 2151.421). The Department of Human Services and the police will be contacted immediately if there is any “reason to believe: (O.R.C. 2151.421) that sexual abuse or violence has occurred involving a child less than eighteen years of age.

Generally sexual harassment should be construed as sexual violence when: the recipient is physically touched without his/her consent in a sexual manner; is expressly threatened or perceives a threat of physical harm for purposes of the offender’s sexual gratification; or is the victim of sex offenses under Ohio law, including Gross Sexual Imposition (O.R.C. 2907.05), Sexual Battery (O.R.C 2907.03), Rape (O.R.C. 2907.02), Importuning (O.R.C. 2907.07), Voyeurism (O.R.C. 2907.08), Public Indecency (O.R.C. 2907.09), or Felonious Sexual Penetration (O.R.C. 2907.12) as examples.

In each one of the above examples, the Department of Human Services and the police will be contacted immediately.

Pregnancy
At Archbishop Hoban High School we believe and teach that the proper context for any act involving procreation is within the sacrament of marriage. However, recognizing the gospel values of love, forgiveness, and reverence for life while acknowledging our responsibility to respond to others in time of need, we are committed to the guidance and support of students who may become parents. We hope to assist these young people in accepting their responsibilities and in preparing for the future.

At this time in their lives, students involved in a pregnancy need Christian acceptance, compassion and counsel. The administration and faculty have an attitude of compassion rather than approval. In light of the religious instruction they have received, the student body also should display a Christian attitude toward those involved.

Considering the sacredness of life, abortion is not the solution to pregnancy problems.

When a student learns she is pregnant, she is expected to inform her counselor or an administrator immediately. At that time an appointment will be scheduled between the student, parent or guardian, and Principal. At this meeting a plan will be established which addresses the following guidelines:

All possible means will be employed to assist a student to complete the course of studies, to graduate with her class, and to continue within the school setting in as normal a manner as possible.

The pregnant student will receive counseling from a qualified person at the school or from an agency, preferably one affiliated with the Diocese.
In order to ensure the student’s and baby’s health, the school requires a doctor’s written explanation of what school-related activities the student may participate in during her pregnancy (e.g. Sports, cocurriculars, full-time or part-time student status). All such medical information should be submitted to the Principal.

All concerned will respect the confidentiality of the student(s) involved even when the pregnancy becomes public knowledge.

If the student gives birth before graduation and wishes to return to school she will be permitted to engage as fully as her circumstances allow in both the academic and cocurricular programs, provided she has written permission from her doctor.

In general, there should be no activities on the school premises such as a baby shower. Nor will the student be permitted to bring the child to school during regular class hours.

No other discriminatory judgments are to be made concerning full participation in any school program or activity, whether academic or cocurricular.

Acknowledging the challenges for high school students who marry, Archbishop Hoban High School strongly discourages students from marrying while enrolled at school.

Although the School will make every effort to work with the student and her parents in formulating a plan as to the student’s involvement in school activities, any decision of the School is final.

**Threat of Violence**

Any student threats to inflict any harm to others must be taken seriously immediately. Whoever hears or reads the threat should report it immediately to the Principal or an Associate Principal. Evidence of premeditated violence is a very serious issue. The Principal may notify police if the threat of physical harm is substantiated. If the Associate Principals receive a second-hand account of such a threat, they will investigate it to determine its authenticity and to take appropriate action. For the student who makes such a threat which is substantiated:

1. The student will be detained in the Central Office under supervision.
2. The parent or guardian of the student will be notified.
3. The student will be suspended and not permitted back into school until there has been a psychiatric evaluation and the school Principal has received a written statement from the mental health professional that the student does not pose a danger to self or others. This written statement should also include a recommendation regarding a need for counseling and a plan for implementation.
4. The student will appear before the Disciplinary Council that will make a recommendation to the Principal regarding continued enrollment and sanctions.

For any student identified as a potential victim:

1. The parent or guardian will be notified either verbally or in writing.
2. The school will work with the parent or guardian to help identify where counseling can be received when necessary.

An adult identified as a potential victim will be notified.

**Threat To Self**

If any student states, by word or action, that suicide or self-injury has been attempted or is being considered, the student must be escorted to the guidance center or the central office. The student will not be left alone until their guidance counselor or an administrator is informed. A risk screening will be conducted with the student.

The student’s parents will be contacted as soon as possible regarding the matter and may be asked to come to school to pick up the student. At this time, the parent may be asked to sign a release allowing the school to communicate with a licensed mental health professional chosen by the parent. If the student is determined to be at high risk for life threatening self-harm, the parents will be required to provide documentation demonstrating that either the student is receiving counseling from a licensed mental health professional or that in the opinion of that professional counseling is not needed at this time. This documentation must be provided to an administrator prior to the student’s return to school.
Visor Editorials
The Visor is published seventeen times a year as a forum for the expression of student news and opinion. The paper is distributed free of charge to all students, faculty and staff. The Visor does not carry advertising.

The Visor strives for accuracy and balance in its coverage, and publishes only legally protected speech. The Visor does not print material that is obscene or libelous, material that constitutes an unwarranted invasion of privacy, or material likely to be disruptive of the educational process. The Visor consults with school attorneys on matters of potential liability.

The Visor welcomes letters, either in response to its editorials and news stories or raising issues of concern to its readers. Letters must not contain errors in fact. Letters must be signed, but a name may be withheld on request of the writer for sufficient reason. When a letter is signed by more than one person, the Visor will print only the name of the Principal writer, with an indication of how many other names were signed. Letters are subject to editing as to length, language and libel. The Visor mailbox is in the central office; its e-mail address is hobanvisor@yahoo.com.

The Visor does not submit to prior review by any member of the administration or board of trustees. The editor-in-chief makes decisions on the content of the paper, but may be overruled by a majority vote of the editorial staff. The adviser reviews copy and advises editors and staff members but does not determine the content of the paper or act as a censor on behalf of the administration.

Unsigned opinion, labeled “staff editorial,” represents the consensus of the Visor editorial staff and may be construed as the position of the paper. Signed opinion, in regular columns or appropriately labeled commentaries, represents only the opinion of the writer and not necessarily the views of the Visor. Opinions expressed in the Visor are not necessarily the opinions of Archbishop Hoban High School, its board of trustees, administration, faculty, staff or student body.

Since the invasion of a student’s privacy is not protected by the First Amendment, the Visor will ordinarily not publish stories concerning specific disciplinary matters involving particular students. Since school officials have a legal obligation to keep such matters confidential, it is difficult to cover such stories fairly. If a disciplinary policy of the school is questioned, the matter will be raised at a time when the reader is not likely to associate it with an individual infraction or its consequences.

The Visor chooses not to take a position which is inconsistent with the teaching of the Catholic church on clear matters of faith or morals, but may take a position contrary to current church discipline or practice. For example, the Visor will not take a position that Jesus did not rise from the dead (contrary to defined faith) or advocate premarital sex (contrary to Catholic moral teaching), but may advocate that priests be allowed to marry (contrary to church discipline and practice).

The Visor is a member of, or affiliated with, the Northeastern Ohio Scholastic Press Association, the Great Lakes Interscholastic Press Association, the Columbia Scholastic Press Association, the National Scholastic Press Association, and the Quill and Scroll International Honorary Society.

Library
The library and its personnel serve Hoban students, faculty, and staff. Instruction to students in skills that enable them to retrieve information, select appropriate sources, and communicate ideas is provided.

The library is open between the hours of 7:30 am and 4:30 pm. Students sign in at the front desk during school hours. An atmosphere conducive to studying and reading will be maintained.

Regular circulation is for a two-week loan. The late fee is 5 cents per school day. Excessive fines will result in revoked library privileges.

Students are responsible for all materials checked out in their name. All lost items are to be reported to the librarian. Students will have a reasonable amount of time to find the missing item before being asked to pay for it.

There is a copy machine in the library for student use. The charge is 10¢ per copy.

Informational/technological resources available at the library:
2. Online Public Access Catalog w/10,000 volume collection
3. Computer stations with Internet access
Athletic Department  (Athletic Department Phone Line: 330-773-9107)
Hoban High School follows all guidelines established by the Ohio High School Athletic Association (OHSAA) and the North Coast League.

Code of Respect and Sportsmanship
Students involved in interscholastic sports or other activities are special ambassadors of the school. It is their privilege and responsibility to represent the Christian values, behaviors, and attitudes of the Archbishop Hoban High School community. The Code of Respect and Sportsmanship presents the specific behavior of students representing Hoban.

Sportsmanlike behavior and attitudes are required. This includes verbal and behavioral respect of umpires, referees, teammates, coaches, spectators, cheerleaders, and opposing team members.

The following behavior is not acceptable by players or fans: swearing, disruptive noises, horseplay, fighting, booing, name calling, put downs, threats, throwing objects, or other disrespectful behavior.

Archbishop Hoban High School, as a member of the Ohio High School Athletic Association, adheres to the rules and regulations incorporated into the Association’s constitution and by-laws.

Academics and Eligibility
The athlete must concentrate first on academic success. A student athlete must maintain a 1.500 GPA at the end of the quarter to be eligible to participate in interscholastic athletics during the following quarter (eligibility changes on the fifth school day after grades close). A student athlete who is on Academic Probation must comply with the intervention process for academic difficulty. Failure of more than one class for the semester makes the student ineligible the following quarter. Also, the OHSAA and Hoban require that the student pass five, one-credit courses or the equivalent for the preceding quarter to be eligible. Therefore, PE classes cannot count as one of the five classes.

Students entering Grade 9 must have passed five 8th Grade 4th Quarter classes to be eligible to participate in interscholastic studies.

Attendance
Students must be in attendance by 11:30 a.m. to be eligible to participate that school day. Any exceptions require permission from the Principal.

Transfers
Hoban complies with the OHSAA bylaws regarding athletic eligibility. A transfer student is “ineligible for one year from date of enrollment in the school to which the student transferred” based on the OHSAA bylaws.

Home School Students
If a student has been home schooled they must enter Hoban at the beginning of the school year, after having been home schooled for at least one calendar year. They must be ruled eligible by the Commissioner’s Office.

Discipline
Students placed on in-school or out-of-school suspension are ineligible for competition that day or until allowed to return to class.

Athlete Dress Code
An athlete is one of the school’s most visible representatives. Because they represent Hoban as well as themselves, appearance and grooming are very important. It is clearly understood that each coach will enforce rules which comply with the school dress code. Extreme hairstyles and colors are not permitted. Students who violate this policy forfeit the right to participate in contests.

Athletic Physical Exam
An annual physical exam is required for participation on OHSAA sanctioned teams. A special form is required; it is available at www.hoban.org > Quicklinks > Forms & Downloads > Ohio High School Athletic Association Preparticipation Physical Evaluation Form.
**Athletic Teams and Levels of Competition**

<table>
<thead>
<tr>
<th><strong>Fall</strong></th>
<th><strong>Winter</strong></th>
<th><strong>Spring</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Football</td>
<td>Boys Basketball</td>
<td>Boys Baseball</td>
</tr>
<tr>
<td>Varsity</td>
<td>Varsity</td>
<td>Varsity</td>
</tr>
<tr>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
</tr>
<tr>
<td>Freshman</td>
<td>Freshman</td>
<td>Freshman</td>
</tr>
<tr>
<td>Girls Volleyball</td>
<td>Girls Basketball</td>
<td>Girls Softball</td>
</tr>
<tr>
<td>Varsity</td>
<td>Varsity</td>
<td>Varsity</td>
</tr>
<tr>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
</tr>
<tr>
<td>Freshman</td>
<td>Freshman</td>
<td>Freshman</td>
</tr>
<tr>
<td>Boys Golf</td>
<td>Wrestling</td>
<td>Boys Track</td>
</tr>
<tr>
<td>Varsity</td>
<td>Varsity</td>
<td>Varsity</td>
</tr>
<tr>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
</tr>
<tr>
<td>Girls Golf</td>
<td>Boys Bowling</td>
<td>Girls Track</td>
</tr>
<tr>
<td>Varsity</td>
<td>Varsity</td>
<td>Varsity</td>
</tr>
<tr>
<td></td>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
</tr>
<tr>
<td>Boys Cross Country</td>
<td>Girls Bowling</td>
<td>Boys Tennis</td>
</tr>
<tr>
<td>Varsity</td>
<td>Varsity</td>
<td>Varsity</td>
</tr>
<tr>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
</tr>
<tr>
<td>Girls Cross Country</td>
<td>Boys Swimming</td>
<td>Boys Volleyball</td>
</tr>
<tr>
<td>Varsity</td>
<td>Varsity</td>
<td>Varsity</td>
</tr>
<tr>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
</tr>
<tr>
<td>Boys Soccer</td>
<td>Girls Swimming</td>
<td>Boys Lacrosse</td>
</tr>
<tr>
<td>Varsity</td>
<td>Varsity</td>
<td>Varsity</td>
</tr>
<tr>
<td>Junior Varsity (two teams)</td>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
</tr>
<tr>
<td>Girls Soccer</td>
<td>Girls Lacrosse</td>
<td></td>
</tr>
<tr>
<td>Varsity</td>
<td>Varsity</td>
<td>Girls Lacrosse</td>
</tr>
<tr>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
<td></td>
</tr>
<tr>
<td>Girls Tennis</td>
<td>Cheerleaders</td>
<td></td>
</tr>
<tr>
<td>Varsity</td>
<td>Varsity</td>
<td></td>
</tr>
<tr>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
<td></td>
</tr>
<tr>
<td>Freshmen</td>
<td>Freshmen</td>
<td></td>
</tr>
<tr>
<td>Cheerleaders</td>
<td>Dance Team</td>
<td></td>
</tr>
<tr>
<td>Varsity</td>
<td>Varsity</td>
<td></td>
</tr>
<tr>
<td>Junior Varsity</td>
<td>Junior Varsity</td>
<td></td>
</tr>
<tr>
<td>Freshmen</td>
<td>Freshmen</td>
<td></td>
</tr>
<tr>
<td>Dance Team</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Cocurricular Activities

Campus Ministry
Campus Ministry is open to students of all religious backgrounds as an avenue for putting faith into action. It is organized to serve three major functions that complement the religious studies curriculum. These functions are service, retreats, and liturgy. The Campus Ministry team consists of the Campus Minister, the Religious Studies faculty, and a group of students forming a leadership body. Students may participate in Campus Ministry as participants in general Campus Ministry events and service projects.

Knights for Life
Knights for Life are committed to promoting the sanctity of life. They have a commitment to a consistent ethic of life which compels them to educate the Hoban Community about the harmful effects of abortion, capital punishment, euthanasia, torture, and unjust wars on both the individual and the society. The primary focus of the group is to promote and support life-giving alternatives that are spiritually and emotionally healthy, and challenge all those who believe that life is sacred to work cooperatively to promote a consistent ethic of life.

Peace and Justice Club
The Peace and Justice Club is committed to teaching about and promoting issues pertaining to Social Justice. Students attend social justice conferences and retreats, and volunteer to work Fair Trade Shows around Northeast Ohio. The goal is for the Peace and Justice Club to model a behavior that would spread to the rest of the Hoban community.

Music Ministry
Under the direction of the Campus Minister, Music Ministers provide musical accompaniment and choral leadership at liturgical activities. It is open to students of all religious backgrounds.

Hoban Ambassadors
The Ambassadors represent Hoban at public relations functions. Students give tours at open house events, speak at information nights for 8th Graders, etc. The goal is to have an enthusiastic group of students who represent the diversity of the Hoban family. Application is made at the start of each school year.

Peer Mentors
Trained as sensitive and responsible listeners, Peer Mentors assist with large group guidance lessons in the freshman and sophomore Religious Studies classes to ease adjustment to the Hoban community and to high school life in general. They serve as a source of support and encouragement to their peers and help field difficult situations that may not otherwise be brought to the attention of the Guidance staff. Involvement in the Peer Mentor program is by invitation and based on teacher recommendations.

Student Council
It is the function of Student Council to coordinate student events and work with the administration for the benefit of the school by acting as a voice for the student body. Student Council consists of the Student Council Officers, officers of the four classes and chairpersons of the standing committees: assemblies, community action, pep club and activities.

National Honor Society – Seat of Wisdom Chapter
NHS consists of seniors and juniors who have maintained a cumulative grade point average of 3.75 after five semesters of academic coursework at Archbishop Hoban High School. Throughout the year NHS members devote themselves to a variety of service projects including a tutorial program. The Hoban faculty is surveyed regarding eligible students and a faculty selection committee determines membership based on students’ character, leadership, scholarship, and service.

Academic Challenge
Team members compete interscholastically in the Summit County Academic Challenge League. In addition, when scheduled for an appearance on the Channel 5 television quiz show, an audition is conducted to determine a team of Hoban students and alternates.

Mock Trial
Students perform the roles of lawyers and witnesses in a simulated trial based on a fictional case. Student teams first compete at the district level, and then may qualify for regional and state competitions in Columbus.
Newspaper – The Visor
The Visor is published twice a month during the school year. Members of the staff include students taking the newspaper class, as well as students contributing on an after-school basis. The Visor is produced in school, using desktop publishing software. The Visor has consistently taken top ratings in Columbia Scholastic Press and other competitions.

Yearbook – The Way
Hoban’s yearbook is a student publication. Students submit pictures, write copy and assemble materials under the direction of the yearbook moderator. There is a yearbook class.

Literary Magazine – Fifth Avenue Review
The Fifth Avenue Review is a periodical anthology of student writing and artwork published each year. Students participate as staff members and as contributors. Featuring the creative talents of students, the Review presents original poetry, short stories, articles, cartoons and other drawings selected by a student editorial board.

Student Theater
Any student interested in drama is encouraged to audition for a production. Additionally, stage, lighting and sound crews involve students in constructing sets for shows and provide the lighting and sound systems. Annual productions include a fall play, winter one act plays, and a Broadway-style musical drama or comedy each spring.

The Archbishop Hoban Thespian Society is open to all students interested in the theater, whether in acting, stage design, costumes, lighting or makeup. This is an international organization with local, state, and national competitions. Students obtain membership in the society based on a point system determined by the number of theatrical events that the students participate in while at Hoban. Students may carry membership in the International Society with them to college.

French Club
Le Cercle Francais (French Club) is for students interested in the French language and francophone cultures. Meetings are for planning activities and fundraisers, sampling French cuisine, occasional story or film and study sessions for exams. Activities include attending cultural and sporting events involving French-speaking countries and French culinary demonstrations.

Spanish Club
The Spanish Club is open to all students interested in the Spanish language and culture by providing opportunities to enhance and enrich their study of the Spanish language and the Spanish and Spanish-American culture and civilization through multicultural and social experiences. Activities include field trips to authentic restaurants and to an Hispanic and hosting guest speakers.

Italian Club
The Italian Club (Circolo Italiano) is for students interested in the Italian language and culture. Activities consist of attending cultural events including the Columbus Day Italian Mass and Parade in Little Italy, sampling Italian foods and watching movies.

Fine Arts Club
The Fine Arts Club was formed to represent all the arts. Open to all interested students, it meets twice monthly. Activities include sponsoring art and music exhibitions, field trips, movie viewing and service projects.

Ski Club
Members pay for the ski club program. The fees include equipment rental, lift tickets, lessons, and transportation to and from Boston Mills.

Ultimate Frisbee Club
Ultimate Frisbee is played in a fun yet competitive, informal environment. The Club is open to students and faculty.
Cheerleading
Varsity, Junior Varsity and Freshman Teams cheer for football and basketball, and other teams on occasion. In the summer practice and camp are held. Weekly practices are held during the school year. The Tryouts for the varsity and junior varsity squads are during the spring. Tryouts for the freshman squad is announced at registration.

Dance Team
The dance team prepares dance routines that are performed during the fall and winter sports seasons. Students audition for selection to the team.

Hoban Store
The Hoban Store, located in the concourse, sells school supplies and apparel. The Hoban Store is open before and after school and during designated athletic events, parent-teacher conferences, open house, etc.

Asbestos Inspection and Management Plan
To: Parents and Legal Guardians
From: Dr. Mary Anne Beiting, Principal

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

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

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

Please be assured that we are concerned with your safety and will make every effort to comply with all laws and regulations pertaining to asbestos.
Financial Information

Tuition, fees, and fines are paid at the Business Office that is open 7:45 a.m. to 3:30 p.m.

Tuition for 2014-2015 school year is $9,650.00. Hoban’s policy is that tuition is prepaid and due in full on June 1. Families may choose one of four payment plans to meet this obligation.

<table>
<thead>
<tr>
<th>Payment Plan</th>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>FULL PAYMENT PLAN:</td>
<td>$9,650 due on or before June 1, 2014.</td>
</tr>
<tr>
<td>SEMESTER PLAN:</td>
<td>$4,850 due on or before June 1, 2014.</td>
</tr>
<tr>
<td></td>
<td>$4,850 due on or before December 1, 2014.</td>
</tr>
<tr>
<td></td>
<td>($50.00 interest charge is included in this plan)</td>
</tr>
<tr>
<td>QUARTERLY PLAN:</td>
<td>$2,432 due on or before June 1, 2014.</td>
</tr>
<tr>
<td></td>
<td>$2,432 due on or before September 1, 2014.</td>
</tr>
<tr>
<td></td>
<td>$2,432 due on or before December 1, 2014.</td>
</tr>
<tr>
<td></td>
<td>$2,432 due on or before March 1, 2015.</td>
</tr>
<tr>
<td></td>
<td>($78.00 interest charge is included in this plan)</td>
</tr>
<tr>
<td>MONTHLY PAYMENT</td>
<td>Twelve monthly payments of $811 each month beginning</td>
</tr>
<tr>
<td></td>
<td>June 1, 2014 and ending May 30, 2015.</td>
</tr>
<tr>
<td></td>
<td>The monthly payment plan is handled through F.A.C.T.S., which charges $38</td>
</tr>
<tr>
<td></td>
<td>per family account (payable directly to F.A.C.T.S.)</td>
</tr>
<tr>
<td></td>
<td>(The $811 includes a $6.83 monthly interest charge.)</td>
</tr>
</tbody>
</table>

Families with more than one child at Hoban at the same time are granted a discount of $750.00 for the second child and $900.00 for each succeeding child. Full time educators in Catholic elementary schools will receive a $500 per student tuition reduction.

Tuition payments may be made by Visa or MasterCard; however, this will incur a 4% handling fee.

A late charge of $25.00 per month will be assessed after the 10th of each month on each account that is not current.

There is a $25 charge for each NFS check. After receiving two NFS checks, payments will only be accepted in the form of cash, cashier check or money order.

A service charge of $400.00 will be retained for withdrawals after July 1, 2014. If a student withdraws from Hoban High School during the school year, tuition is due for each quarter he or she has been enrolled for five or more school days.

The prompt and timely payment of all tuition and fees allows the school to plan and operate in a responsible manner. Our payment policy requires that payments be made on time. If tuition is not current and parents will not have access to grade information in PowerSchool and report cards may be withheld; the students may be excluded from classes and/or exams.

A non-refundable registration charge of $125.00 is due at the time of registration.

Transcripts, grades, the diploma, athletic release, etc. will not be processed and/or sent home or to other schools until all obligations to Hoban High School are settled. Medical records, OGT scores and IEP’s will be sent to other schools on request.

Grants-in-aid, family plan reductions, and scholarships are pro-rated and deducted from the tuition bill each quarter by the Business Manager. Credits due a student for participating in the Work Program will be applied to the student’s account the month following the hours being worked. Hoban uses the Private School Aid Service (PSAS) to evaluate need-based financial assistance. PSAS forms and scholarship applications for the following school year are made available in February and must be completed according to the deadlines published. Any third-party scholarships or aid, including from the Diocese of Cleveland, will be deducted from the total Hoban aid package. Tuition accounts must be up-to-date on the previous year’s obligations before new grants-in-aid will be applied to the next year’s tuition account. The administration of Archbishop Hoban High School reserves the right to make individual judgments.

Archbishop Hoban High School requires that both parents contribute to the cost of education to the extent of their abilities. Parents who are divorced or separated must both complete a Private School Aid Service (PSAS) application including a copy of the most recent Federal Income Tax Return (form 1040), with all supporting schedules. Families may also be asked to submit a copy of their legal divorce/separation agreement if clarification of legal responsibility is needed.
**Student Raffle Drive** In addition to tuition, each student is required to sell $100.00 worth of raffle tickets (family discount: two or more students must sell $75.00 worth of raffle tickets each). Any unsold balance will be added to the tuition account to be paid by the end of the first semester.

To earn a raffle free day students must sell $125 worth of raffle tickets. If a raffle free day is earned it may be used during the second, third, or fourth quarters. The last day for seniors to take a raffle free day is the day of Prom. The last day for all other students is the Friday before Prom unless they have been invited to the Prom by a senior. Students who qualify must turn in the Raffle Free Day Form by the specified date.

**Hoban Connected Technology Fee** Freshman, Sophomores and Juniors are required to pay a technology fee of $75 to support the use of the iPad® they will receive.

**Student Books and Fees**
For materials not provided by the State of Ohio, such as religious studies texts and consumables necessary for courses. Hoban’s purchasing power enables students to have better products at a lower cost.

The following are required, billed to the student's account and distributed on the first day of school.

<table>
<thead>
<tr>
<th>Grade 9</th>
<th>Grade 10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Digital Religion Books and Retreats</td>
<td>Digital Religion Books and Retreats</td>
</tr>
<tr>
<td>Technology fee</td>
<td>Technology fee</td>
</tr>
<tr>
<td>Lock (used four years)</td>
<td>Billed on account.</td>
</tr>
<tr>
<td>Billed on account.</td>
<td>* Lock</td>
</tr>
<tr>
<td></td>
<td>$7.00</td>
</tr>
<tr>
<td></td>
<td>$132.00</td>
</tr>
<tr>
<td>Grade 11</td>
<td>Grade 12</td>
</tr>
<tr>
<td>Digital Religion Books and Retreats</td>
<td>Religion Books and Retreats</td>
</tr>
<tr>
<td>Technology fee</td>
<td>Graduation Fee</td>
</tr>
<tr>
<td>Billed on account.</td>
<td>Student Planner</td>
</tr>
<tr>
<td>* Lock</td>
<td>Billed on account</td>
</tr>
<tr>
<td>* $7.00</td>
<td>* $182.00</td>
</tr>
</tbody>
</table>

* Replacement or transfer student costs during the first year of enrollment.

**Course Fees** Payments are due ten (10) days after being billed.

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee per semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Art</td>
<td>$40.00</td>
</tr>
<tr>
<td>Studio Art</td>
<td>$40.00</td>
</tr>
<tr>
<td>Painting</td>
<td>$45.00</td>
</tr>
<tr>
<td>Drawing</td>
<td>$40.00</td>
</tr>
<tr>
<td>Ceramics</td>
<td>$45.00</td>
</tr>
<tr>
<td>Print Making</td>
<td>$40.00</td>
</tr>
<tr>
<td>Advanced Fine Arts</td>
<td>$45.00</td>
</tr>
<tr>
<td>AP Studio Art Drawing</td>
<td>$45.00</td>
</tr>
<tr>
<td>Advance Screen Printing</td>
<td>$650.00</td>
</tr>
<tr>
<td>Digital Imaging</td>
<td>$30.00</td>
</tr>
<tr>
<td>Digital Photography</td>
<td>$30.00</td>
</tr>
<tr>
<td>Video Production</td>
<td>$30.00</td>
</tr>
<tr>
<td>Advanced Video Production</td>
<td>$30.00</td>
</tr>
<tr>
<td>Goggles for science courses</td>
<td>$5.00</td>
</tr>
<tr>
<td>Parking Permit on or before Sept. 1, 2014</td>
<td>$55.00</td>
</tr>
<tr>
<td>Parking Permit after Sept. 1, 2014</td>
<td>$65.00</td>
</tr>
</tbody>
</table>

Student Activity Passes (optional) provide free admission to all home interscholastic athletic events, school productions, and all informal dances. This is payable in August. $90.00

Student or parent initiated schedule change. $50.00

Students whose financial obligations to the school have not been met will not have access to PowerSchool, and may not be permitted to participate in school-sponsored activities, including but not limited to graduation.

**Student Insurance**
Each student has supplemental coverage for injuries that are not covered by the family insurance plan when these injuries are incurred by students while officially participating in school sponsored activities. Written notice is requested within 30 days after the insured’s loss.
**Alma Mater**

Hoban High, your students proud
Sing and loudly praise.
Loyal, true, amid the crowd
Our voices loudly raise.

Building upon our history,
Which never is complete,
Our depth of pride no mystery,
Each challenge we will meet.

Upon these rocks we stand as one,
All Christians strong and true –
’Til our time on earth is done,
We shall be true to you.

**Fight Song**

Fight for Hoban’s glory,
Strong, brave and true.
Now all together
Smash that line right through

’Gainst the Knights in blue
They can’t prevail.
All cheer for Hoban High,
We’ll never fail!