

Dear Parents,

The 2023-2024 School Year will be starting in less than a week! I would like to first thank those parents who were able to make it out to our parent meetings over the past couple of weeks. It was really great to see and hear from both you and the students in attendance.

Before we kick off this year, I wanted to take another opportunity to reach out to you to review some important information and expectations prior to the start of the year to ensure a successful start.

School starts for Freshmen on August 16, 2023. Sophomores, Juniors, and Seniors will start on August 17, 2023. The student day is 8:10 a.m.-3:10 p.m. Doors will open at 7:30 a.m. for breakfast. Breakfast will end at 8:10 a.m. Students arriving after that time will need to check in at the **Main Office** to receive a tardy pass and report directly to class.

Students can find a suggested school supply list on the West Carrollton High School website for general supplies. Teachers will review individual supplies needed during the first week of school.

As we enter this new school year there have been some procedural changes, based on the data that I shared with you in my first letter.

The first area that we will be focused on throughout this year will be student attendance to both school and class. Students are expected to be in attendance everyday, and every period. To address tardies to class, the administrative team will be implementing hallsweeps. Students can expect to have a hall sweep after each bell throughout the day. To assist students in being on time to class, we have added a 1 minute warning bell to our bell schedule, and administration and additional staff have been assigned to specific hallways for supervision. This visibility will aid in reducing tardies to class and discipline issues. Students who are caught in a hall sweep will be subject to our progressive discipline plan, as outlined below:

### **Tardies to School**

Students who are tardy repeatedly to school will have a meeting with either administration and/or restorative coaches to determine the reason for their tardies. Depending on the situation, students may receive progressive disciplinary action.

### **In School Tardies (periods 2-7):**

Students have 4 minutes between classes to move from class-to-class, use the restroom, and stop at their lockers. Any student caught in the hallway after the bell without a pass will be sent to the 100/200/300 office to obtain a detention slip, which will serve as their pass back to class. Students are NOT permitted to have a pass out of the classroom for the first 10 minutes of class or the last 10 minutes of class, unless they need to go see the school nurse.

- 1st Offense/2nd Offense: After School Detention (ASI)
- 3rd Offense: Saturday School Assigned
- 4th Offense/5th Offense: After School Detention (ASI)
- 6th Offense: Saturday School Assigned

Another focus area for the upcoming year is student achievement. One of the changes that students will see throughout this year is the change to our grading policy. We have changed our grading policy to balance assessments, classwork, and homework more efficiently. We are also reducing classroom distractions by implementing a cell phone policy building wide. **Students will not have access to cell phones from 8:00 a.m. - 3:10 p.m, in any area of the building without prior permission from the school nurse for medical purposes, or the administrative team. If there is any reason that a**

**student needs to use their cell phone, they are advised to find an administrator.** There are phones available in all classrooms, and parents may call any of our offices to get a message to their child.

Main Office: 937-859-5121, ext. 8800  
100s Office: 937-859-5121, ext 8822  
200s Office: 937-859-5121, ext 8811  
300s Office: 937-859-5121, ext 8809

Students who violate the cell phone policy will receive progressive discipline as outlined:

**Cell Phone Violations (compliant with request to give phone to administration):**

- 1st Offense: Returned at the end of the day with a parent phone call
- 2nd Offense: Parent must pick up the phone
- 3rd Offense: Parent must pick up the phone and detention
- 4th Offense: Parent must pick up the phone ASI and/or Saturday School
- 5th Offense: Parent must pick up the phone and OSS/loss of privileges

**Cell Phone Violations (noncompliant with request to give phone to administration):**

- 1st Offense: Parent phone call + after school detention
- 2nd Offense: Parent phone call + ASI and/or Saturday School + loss of privileges
- 3rd Offense: Parent phone call + OSS (1)
- 4th Offense: Face-to-face parent meeting to discuss **PLP plan**

**New Construction:** There is one procedural change that will affect parents who pick up and drop off their child(ren). Due to the start of construction on the new high school and middle school, you will not have access to the back of the building near the bus garage. **Please plan to drop off and pick up on the stadium side of the building.**

**Dress Code:** As we start school I also want to remind students about our dress code policy. Students are expected to dress school appropriate everyday. An outline of dress code policy will be reviewed with students in the first couple of days, and a copy of our Student Handbook outlining this policy in writing will be available for your review on the schools website in the coming weeks. Students who come to school dressed inappropriately, will be asked to call home and have a change of clothes brought to the school. If they are unable to reach someone, or no one is available to bring clothes, they will spend the remainder of the school day in AEP (Alternative Educational Placement). **Please be advised that students are expected to be covered with shoulder length sleeves, shorts/skirts/skorts that are fingertip length when standing straight with hands to the side, shirts/pants that cover the midriff area and that do not expose any undergarments or skin. Hats and hoods need to be removed throughout the day, unless there is a medical condition and/or religious reason, and they have received prior approval by the administration.**

**Closed Lunches:** Please also be advised that students have a closed lunch period. This means students are not permitted to leave campus during the lunch period, nor are they permitted to order Doordash or any other delivery service for lunch. **Offices will not accept any deliveries from food delivery services throughout the school day. Students are expected to report to the cafeteria during their assigned lunch period.**

**Student Schedules:** Students will pick up their schedules on the first day of school. We will have student schedules available alphabetically in 100, 200, or 300 hallways. Schedule changes can only be made through the student's assigned counselor, and within the first 5 days of the semester.

I am looking forward to a successful school year, and partnering with our families as we continue to strive towards increasing student achievement. If you have any questions or concerns, please feel free to reach out, but understand that during school hours I will have limited availability because I will be out in classrooms and in the hallways with the students. However, I will be happy to set up meetings or return phone calls after school.

Sincerely,

David White, Principal  
West Carrollton High School

***Important Dates:***

*8/16/23 - First day of school for Freshmen*

*8/17/23 - First day of school for Sophomores, Juniors, Seniors*

*9/4/23 - No School (Labor Day)*

*9/15/23 - No School (Building Professional Development)*

*10/12/23 - End of Quarter 1*