



# *Chardon High School*

Family Reference

2022-2023

## Table of Contents

Welcome Letter	1
Admin/Counselor Assignments	6
CHS Advisors	8
Resources	10
Chardon High School: Program of Study	11
Chardon High School Bell Schedule; Google Document of our bell schedule	11
Chardon High School Student Handbook	11

## Welcome Letter

We live in a beautiful community with extraordinary people. A community is built by the foundation of humble hands and the passion of hardworking men and women. Chardon is such a wonderful place to raise a family. Our school becomes an extension of your family with all of the learning and activities that our children get involved in. The foundation that we share is our shared community values.

I am beginning my 10th year as an administrator in Chardon. I have to tell you that the most enriching experience that I connect with each day is the students that walk into my office to check-in. When you walk into my office you will notice a book that students sign as guests for the day. My little autograph book is a beacon of conversation for students and guests (of course, so is the Bob Ross coloring book). Nearly 25 years ago you would have never caught me going to the principal's office to say hello or chat about what was going on in my day.

Over the course of the last decade, the stigma of the office has turned into an opportunity for each of the administrators to build relationships with our students. When we say that we love our kids--we truly mean it. They energize us to be more and to give more. They allow us to live our core values more when we are visible to our students and staff.

The culture of our school lives within our connection with our students and staff, and we celebrate the many ways that we grow as a community. It is important to note that we are truly living in historical times in Chardon. After going back-to-back in winning football championships, our baseball team battled to be champs to end the school year. Three championships! Most people spend an entire career chasing one, and Chardon just accomplished three in less than eighteen months! This championship culture energizes all of us in all that we do as students, athletes, educators, and community members.

As we draw connections to our history-making year, we are celebrating the 150th commencement this year with our seniors. These seniors came to us as eighth graders! They will be a record-breaking class with earning the most class credits, the most graduation seals, the most service hours achieved, the most college credits earned, and the most accolades ever in athletics. It is going to be an extraordinary year!

Everything is so ripe for our community to refine our core values and live our mission of high achievement for all students with a renewed emphasis on learning. This season is prime for traditions to bloom all over this campus with student activities, personal relationships, personalized learning, and a commitment to renewing our mission, vision, and values.

We are excited to welcome the following Hilltoppers to our school family in the following positions:

***Ms. Mary Pat Pavicic, Assistant Principal***

***Mr. Jason Hall, Engineer Teacher***

***Ms. Sarah Durk, English Teacher***

***Mr. David Massucci, English Teacher***

***Ms. Kayla O'Brien, Health Teacher (.2 CHS/ .8 CMS)***

***Mr. John Cameron Niehus, Cafeteria/Study Hall Monitor***

***Mr. Shane Quin, Tutor***

We are very excited to share the talents of these amazing people with each of you! This summer has been a wonderful opportunity to refresh and prepare for a brand new school year. Celebrate the time you have with your family and friends!

This comprehensive document is a great reference for you to feel prepared for the school year. See you soon!

## General Information

<a href="#">Welcome Message from Mr. Murray</a>	(Explanation of Document)
<a href="#">Meet the Assistant Principals</a>	(Principal's Podcast)
<a href="#">Bell Schedule</a>	(White, Red, Black)
<a href="#">Transportation Procedures</a>	(Morning/Afternoon Procedures)
	<ul style="list-style-type: none"><li>• <a href="#">Transportation Department website</a></li><li>• <a href="#">Food Service Update</a></li></ul>

**August 1st** All Fall Practice Begin  
[June 1 Communication Regarding Sports Fees](#)  
[22-23 Athletic Season Pass Information](#)

Please go to [Final Forms](#) and update all medical information

[Details for login](#) (New Accounts)

**August 8th** Infinite Campus: Student Schedules Released

- Study Halls will appear as “empty” until 8/15

**August 8th-11th** Student Parking Passes  
[Guidelines and Application](#)

**Senior Mentor** parking permits will be available online for sale on **August 8, 2022**.  
**Senior** parking permits will be available online for sale on **August 9, 2022**.  
**Junior** parking permits will be available online for sale on **August 10, 2022**.  
**Sophomore** parking permits will be available online for sale on **August 11, 2022**.

Late Arrival/Early Dismissal / Open Campus Applications  
Please read the criteria [here](#).

**August 11th** 9:00 AM -New Student Registration With Counselors  
**August 12th** 12:30-2:00 pm Welcome Back Party for 8th graders/New Students  
2:30-3:30 pm: 8th Grade/ New Student Orientation/

- CHS Gym Presentation for students
- NHS/Executive Student Council tour guides

**August 15th and 16th** Schedule changes with school counselors  
10:00 am-2:00 pm

- Students may email counselors if they cannot attend in person.

**August 15th and 16th** Welcome Back Teachers

*Chardon High School (grades 8-12) traditionally does not issue school supply lists prior to the start of the school year. Some 8-12 classes will not have a specific list of required items. For those classes that do, students will receive teacher-specific supply lists during class time during the first week of school. All CHS students are asked to come prepared for the first day of school with basic items e.g. writing utensils, notebook, etc.*

August 17th First Day of School!  
[White Day Schedule](#) - 9th Grade Meeting during Topper Time

August 18th [White Day Schedule](#) - 8th Grade Meeting during Circuit  
 1st Day of the Freshman Mentoring Program

August 19th [White Day Schedule](#) - 12th Grade Meeting during Topper Time  
 Freshman Mentoring Program with Advisors

August 22nd [White Day Schedule](#) - 10th Grade Meeting during Topper Time

August 23rd [White Day Schedule](#) - 11th Grade Meeting during Topper Time

August 24th [Red Day Schedule](#) - Late Start with Periods 2, 4, 6  
 Picture Day (Make-up date: TBD)  
 9th and 11th Hearing / Vision Screening (Possibility)

August 25th [Black Day Schedule](#) - Periods 1, 3, 5, 7

August 26th Regular White Day Schedule

September 2nd PD Day (No School)

September 7th Meet the Teachers / Open House Night [6:00-7:30](#) PM

**Parent-Teacher Conferences 2022-2023**

**1st Semester**

Quarter 1: September 28, 2022 (4:30-8:30) Long  
 Quarter 2: October 10, 2022 (4:30-8:30) Long  
 Quarter 2: November 28, 2022 (4:30-8:00) Short

**2nd Semester**

Quarter 3: February 6, 2023 (4:30-8:00) Short  
 PT Conference Night with Curriculum Night 7:00 PM

We are very excited to see your smiling faces very soon. We all have been working with a renewed sense of purpose preparing for this school year and look forward to commencing the new school year! Stay apprised of all updates by checking the [Week in Reflection](#).



Douglas P. Murray, Principal

[Bell Schedules](#) (Click to view online)

Regular Schedule	Start Day	End Day	Monday	Tuesday	Wednesday	Thursday	Friday
<b>CHS Staff</b>	7:15 AM	2:45 PM	white schedule	white schedule	red schedule	black schedule	white schedule
<b>CHS Students</b>	7:35 AM	2:40 PM	white schedule	white schedule	red schedule	black schedule	white schedule

Doors open for early car rider drop-off with supervision at 6:45 AM.

- The district will implement a two-tier bussing system, similar to the 2017-18 school year. The first tier will transport Chardon Middle School and Chardon High School students. To execute this plan the new building times are:
  - Chardon High School: Bus Drop-Off-7:15 AM, Start-7:35 AM, End-2:40 PM
  - Late start Wednesdays: Start-8:55 AM

**Regular Bell Schedule**

Chardon High School Bell Schedule					
WHITE: Monday / Tuesday / Friday		RED: Wednesday		BLACK: Thursday	
1st	7:35 - 8:22 (47)	Professional Learning Community/ Late Start for students	7:15-8:45 (90)	1st	7:35 - 9:09 (94)
2nd	8:26 - 9:13 (47)		2nd	8:55 - 10:39 (104)	3rd
3rd	9:17 - 10:04 (47)				
4th	10:08 - 10:55 (47)				
TOPPER TIME 2.0 (10-12) FMP (9)	10:59 - 11:19 (20)				
5th A (8th ONLY)	10:59 - 11:19 (20) A LUNCH 11:19- 12:25 (66) TRAVEL & CLASS	4th A	10:43 - 11:13 (30) A LUNCH 11:13 - 12:52 (99) TRAVEL & CLASS	5th A	10:52 - 11:22 (30) A LUNCH 11:22 - 1:01 (99) TRAVEL & CLASS
5th B (9-12)	11:19 - 11:52 (33) TRAVEL & B LUNCH 11:52 - 12:58 (66) TRAVEL & CLASS	4th B	10:43 - 11:13 (30) CLASS 11:13 - 11:46 (33) TRAVEL & B LUNCH 11:46 - 12:52 (66) TRAVEL & CLASS	5th B	10:52 - 11:22 (30) CLASS 11:22 - 11:55 (33) TRAVEL & B LUNCH 11:55 - 1:01 (66) TRAVEL & CLASS
5th C (9-12)	11:19 - 11:52 (33) TRAVEL & CLASS 12:25 - 12:58 (33) TRAVEL & CLASS	4th C	10:43 - 11:46 (63) CLASS 12:19 - 12:52 (33) TRAVEL & C LUNCH	5th C	10:52 - 11:55 (63) CLASS 11:55 - 12:28 (33) TRAVEL & C LUNCH 12:28 - 1:01 (33) TRAVEL & CLASS
5th D (9-12)	11:19 - 12:25 (66) TRAVEL & CLASS 12:25 - 12:58 (33) TRAVEL & D LUNCH	4th D	10:43 - 12:19 (96) CLASS 12:19 - 12:52 (33) TRAVEL & D LUNCH	5th D	10:52 - 12:28 (96) CLASS 12:28 - 1:01 (33) TRAVEL & D LUNCH
CIRCUIT OF SUCCESS (8)	12:25 - 12:58 (33) TRAVEL & CIRCUIT				
6th	1:02 - 1:49 (47)	6th	12:56 - 2:40 (104)	7th	1:05 - 2:40 (95)
7th	1:53 - 2:40 (47)				

The weekly schedule will be communicated inside of the [Week in Reflection](#)

**State Testing**

College/Career Readiness Assessments				
Wednesday, October 12, 2022	RED DAY	TESTING SCHEDULE	PSAT Test - Juniors	PRE-ACT - Sophomores
Thursday, October 13, 2022	BLACK DAY	TESTING SCHEDULE		
<b>FALL EOC TESTING</b>	<p>ELA, Math, Social Studies, and Science WINDOW (November 28, 2022 - January 13, 2023)</p> <p>CHS ELA, Mathematics, Social Studies, and Science WINDOW (December 7 - 16, 2022)</p>			
Wednesday, December 7, 2022	RED DAY	students retaking any high school end-of-course test ... students will get pulled from classes		
Thursday, December 8, 2022	BLACK DAY	students retaking any high school end-of-course test ... students will get pulled from classes		
<b>State Funded ACT Test</b>	Tuesday	March 7, 2023	Grade 11 - ACT	
<b>SPRING EOC TESTING</b>	<p>State ELA WINDOW (March 27 - April 28, 2023) and State Mathematics, Social Studies, and Science WINDOW (April 3 - May 12, 2023)</p> <p>CHS ELA WINDOW (April 19 - April 28, 2023) and CHS Mathematics, Social Studies, and Science WINDOW (May 1 - May 12, 2023)</p>			
Monday, April 17, 2023	WHITE DAY			
Tuesday, April 18, 2023	WHITE DAY			
Wed, April 19, 2023	RED DAY	TESTING SCHEDULE	ELA TESTING ... PART I	GRADE 8, ELA II
Thursday, April 20, 2023	BLACK DAY	TESTING SCHEDULE	ELA TESTING ... PART II	GRADE 8, ELA II
Friday, April 21, 2023	WHITE DAY			
Monday, May 1, 2023	RED DAY	TESTING SCHEDULE	SCIENCE TESTING	GRADE 8, BIOLOGY
Tuesday, May 2, 2023	BLACK DAY			
Wed, May 3, 2023	RED DAY	TESTING SCHEDULE	MATHEMATICS TESTING	GRADE 8, ALGEBRA I, GEOMETRY
Thursday, May 4, 2023	BLACK DAY			
Friday, May 5, 2023	TEST/PD	TESTING SCHEDULE	SOCIAL STUDIES TESTING	AMERICAN GOVERNMENT, AMERICAN HISTORY

## Admin/Counselor Assignments

<u>Building Administration Roles</u>		
<u>Higham (M-Z)</u>	<u>Pavicic (A-L)</u>	<u>Murray</u>
		AESOP
Attendance Appeals	<b>ACC Liaison</b>	<b>Athletic Review</b>
<b>CCP: Lead</b>	Attendance Appeals	<b>Boxcast</b>
CHS Website	CCP	<b>Budgets</b>
<b>Circuit Facilitation</b>	CHS Website	<b>Circuit Facilitation</b>
Curriculum	<b>Circuit Facilitation</b>	<b>Executive Student Council Meetings</b>
<b>Custodian Direction</b>	Curriculum	<b>Field Trip Approval</b>
<b>Discipline (M-Z)</b>	<b>Discipline (A-L)</b>	<b>Freshman Mentoring Program</b>
<b>Edgenuity (Building Monitor)</b>	<b>Edgenuity (Building Monitor)</b>	<b>Grades</b>
<b>Guided Study (M-Z)</b>	<b>Guided Study (A-L)</b>	<b>Hometown Ticketing</b>
IEP/504/Accommodation	IAT	<b>Hudl Camera</b>
<b>Keys</b>	IEP/504/Accommodation	<b>Master Schedule Lead</b>
<b>Lead AIR/Map</b>	<b>Assist Map</b>	Observations
<b>Master Schedule Lead</b>	<b>Master Schedule Lead</b>	<b>OPES</b>
Observations	Observations	PBIS Facilitation
<b>Parking</b>	<b>PBIS Lead</b>	PLC Direction
PBIS Facilitation	PLC Direction	<b>PO Approval</b>
PLC Direction	<b>Seals Facilitation/Communication</b>	<b>Principal Advisory Council</b>
<b>Seals Facilitation/Communication</b>	SEL/ Mental Health	<b>Professional Development</b>
Secretaries (Office)	Senior Events	<b>School and District Updates/Website</b>
SEL/ Mental Health	Special Education Liaison	<b>School Board Updates</b>
Senior Events	Teacher Expectations	School Dude
Team Meetings	Team Meetings	<b>Seals Facilitation/Communication</b>
Transition Programming	Testing Assistance	Secretary (Jen)
Truancy/Tardies	Transition Programming	SEL/ Mental Health
School Dude	Truancy/Tardies	Senior Events
	School Dude	Teacher Expectations
		Team Meetings
		Transition Programming
		<b>Week in Reflection</b>
		<b>Western Reserve Conference</b>



Counselor/Student

<u>The Department of School Counseling</u>				
<u>Hurlbut 9-12 (A - G)</u>	<u>Hetrick 9-12 (H-O)</u>	<u>Biernacki 9-12 (P-Z)</u>	<u>Tupaz 8th Grade Counselor</u>	<u>Guidance Secretary</u>
10th Grade Auburn Trip	<b>ACT Coordinator Lead</b>	7th Grade Transition/scheduling (Assist)	<b>7th Grade Transition/scheduling Lead</b>	4E Organization Event Planning
Academic Planning setup	AIR Accommodations/Make-up	8th Grade Transition (Assist)	<b>8th grade Transition/ACC trip Lead</b>	College Rep Visits
<b>Advanced Placement (AP) Lead</b>	Classroom Presentations	AIR Accommodations/Make-up	AIR Accommodations/Make-up	Military Visits
AIR Accommodations/Make-up	Community Partnerships- Senior Night	Classroom Presentations	Classroom Presentations	Post Grad Transcript requests
<b>ASVAB Lead</b>	<b>*Department Chair Responsibilities</b>	Edgenuity (P-Z) Enroll/Review	Edgenuity Enroll/Review	<b>Guidance Website</b>
Auburn IC Grading	Edgenuity (H-O) Enroll/Review	FMP/ Circuit Direction	FMP/ Circuit Direction	Phys Ed Waivers
CCP IC Scheduling/Grades	EMIS Liaison to Dianne Farizel	MAP Testing (Monitor Caseload)	MAP Testing (Monitor Caseload)	
Classroom Presentations	FMP/ Circuit Direction	Master Schedule Refinement	Master Schedule Refinement	
Edgenuity (A-G) Enroll/Review	<b>LEAF Coordinator Lead</b>	New Student/Shadowing	PBIS team member	
FMP/ Circuit Direction	MAP Testing (Monitor Caseload)	PBIS team member	Seals Monitoring/Planning	
MAP Testing (Monitor Caseload)	Master Schedule Refinement	<b>SAT Coordinator</b>	<b>SEL/ Mental Health Lead</b>	
Master Schedule Refinement	PBIS team member	Seals Monitoring/Planning	--with Joan Blackburn	
PBIS team member	<b>Pre-Act Coordinator Lead</b>	SEL/ Mental Health		
<b>PSAT Coordinator</b>	<b>Scholarships/Naviance Lead</b>			
Schedule Wizard	Seals Monitoring/Planning			
Seals Monitoring/Planning	SEL/ Mental Health			
SEL/ Mental Health	Senior Parent Night			
	Guidance Website			

### CHS Advisors

Activity	Advisor
AC4P	Mr. Mizen
ACADEC	Mr. Herner
AFS	Mrs. Korenke
Art Club	Mr. Hauber/Mrs. Blaschke
Band Council	Ms. Lichtler
Baseball	Mr. Long
Basketball, Boys	Mr. Murawski
Basketball, Girls	Mr. Hoenigman
Cheerleading	Ms . O'Donnell/ Ms. Richard
Class of 2023	Mrs. Stacy Tekavec
Class of 2024	Mrs. Mihalek
Class of 2025	Mrs. Korenke/Mr. Chenoweth
Class of 2026	Mrs. Korenke/Mr. Chenoweth
Class of 2027	Mrs. Korenke/Mr. Chenoweth
Concert Band	Ms. Lichtler
Concert Choir	Mr. Streiff
Creative Writing Club	Mrs. Weaver
Cross Country, Boys	Mr. Shafer
Cross Country, Girls	Ms. Cole
Dance Team	Ms. Meyer
Drama	Mr. Streiff/Mrs. Porter
Envirothon	Dr. Schneider
FCA	Team of Teachers
Football	Mr. Hewitt
Free Harmony	Mr. Streiff

French Club	Mrs. Dalton
Freshman Mentoring	Mrs. Segulin
Golf, Boys	Mr. Canitia
Golf, Girls	Mr. Murawski
Great Pals	Mrs. Bunker
Gymnastics	Ms. Eichele
Indoor Track/Distance/Sprinting	Mr. Shafer
Interact	Mr. Mizen
Intervention Ass't Team Coord.	Guidance
Jazz Band	Ms. Lichtler
Jobs Club	Mrs. Bunker
Lacrosse, Boys	Mr. Andy Caballero
Lacrosse, Girls	Mrs. Platz
Majorettes	Mrs. Stapel
Marching Band	Ms. Lichtler
Model UN	Mrs. Niedzwiecki
National Honor Society	Mrs. Korenke/Mrs. Ptasznik
Newspaper	Mr. Massucci
One Acts	Mrs. Weaver/Mrs. Monaco
Science Olympiad	Mr. Burgess
Soccer, Boys	Mr. Smith
Soccer, Girls	Mr. Johnston
Softball	Mr. Landies
Spanish Club	Mrs. K. Fisher
Executive Student Council	Mrs. Korenke/Mr. Chenoweth
Sunshine	Mrs. Zdesar
Swimming	Mr. Parrish/ Dr. Schneider

Symphonic Choir	Mr. Streiff
Tennis, Boys	Ms. Csepelo
Tennis, Girls	Ms. Csepelo
Thespians	Mrs. Weaver/Mrs. Monaco
Topperettes	Mrs. Stapel
Track and Field Distance/Sprinting	Mr. Cox
Volleyball	Ms. A. Fisher
Wrestling	Mr. Salantino
Yearbook	Mr. Chenoweth

## Resources

[Week in Reflection: This is the Weekly Publication for Parents/Students/Staff](#)

[Chardon High School: Program of Study](#)

[Chardon High School Bell Schedule; Google Document of our bell schedule](#)

[Chardon High School Student Handbook](#)

[Graduation Seals Manual](#)

[Teacher Resources for CHS Students](#) (Will be updated in August once teachers return)

[Student Acceptable Use Policy](#) (All Students must fill out this form)