



August 7, 2019

Dear Parents,

Welcome! As we embark on another school year, we look forward to having your child with us. Your daughter/son's course schedule for 2019-20 can be located in Power School beginning on August 8th. Counselors will not be accepting calls, emails or walk-ins regarding schedules. Errors can be reported on the google form under the counseling tab on the WHHS website. Please be sure to print a copy of the schedule the night before school begins for your child to bring to school to ensure they have the final schedule in the event of any last minute changes. If you do not have access to the internet, you may request a copy of the schedule by stopping at the school prior to the first day.

The usual large back-to-school mailing is now digitalized - no paper or postage waste. The **digital** Back-to-School packet contains very important information about the upcoming school year and forms that are critical for you to upload in Registration Gateway. Hard copies will no longer be provided; the forms must be uploaded digitally with a few (following) exceptions. In addition to the district documents, please be sure to access the specific information to WHHS in the digital Back-to-School packet by clicking on the link provided that takes you to the file on our website [the forms for dance permission (return to grade level office), dispensing of medication (return to our nurse) and student fees (return to our treasurer) are the only exceptions to uploading forms]. Once you submit forms electronically and they are approved by the school, the information will be uploaded right into PowerSchool! Change of address will also be handled in the same fashion, uploading the required documentation. If you do not have access to a computer, a laptop will be available at our site for your use.

You can access your packet at <https://cpsupdatereg.cps-k12.org> using your child's student ID as the login and the student's date of birth as the password (ie: username 100012345, password 10/20/2009). You can find your student's CPS ID on PowerSchool under the "Student Chart" option if using a computer (not the mobile app). Also, if you are a returning student, you can locate your child's student ID number on a previous report card or on their student ID badge. You will also access this same link throughout the year to change your address, phone number, emergency contact info, etc.

On the first day of school, **Monday, August 19th**, students are to report to their first bell class at 7:30 a.m. Metro bus passes will be available for pick up in the grade offices prior to the first day of school and continuing once school has begun. They will also be available at the 'Follow Your Schedule' night on Friday, August 9th, and for new students they will be available at Orientation. We ask that your child enclose their fee payment and student fee form in an envelope and place it in the main office safe the first week of school. Your child will attend all classes the first day of school and will likely be assigned homework the first evening. Assist your son or daughter to establish good study habits beginning August 19th.

Please access the Student-Parent Handbook and calendar of events on our website at <http://www.walnuthillseagles.com>.

Eligible student drivers who wish to drive to school must display a school parking permit. Permits are available in office 2216 for a fee of \$20 for the year. Students in grades 11 and 12 who are eligible for late arrival or early dismissal should attend study hall the first day to receive an application for late arrival or early dismissal.

Parents, there are a few dates you may want to mark on your calendar. Friday, August 9th, from 5-8:00 pm is a time that students may come with their parents to walk their schedule. Students in grades 7-9 must be accompanied by a parent. Bus cards will be available for pick up at this event. The second date is Curriculum Night, formerly known as Open House, from 6:30 to 8:30 p.m. on Thursday, August 29th. This is your opportunity to meet with your daughter/son's teachers. Check out the news story on our website for parking information and maps. Additionally, for students new to Walnut Hills, there will be a barbecue on Blair Circle (here on campus) Sunday, August 11th, from 5-7:00 pm. Please mark your calendars.

Sincerely,

A handwritten signature in blue ink that reads "John Chambers". The signature is fluid and cursive, with the first name "John" being more prominent than the last name "Chambers".

John Chambers
Principal



Walnut Hills High School
3250 Victory Parkway
Cincinnati, OH 45207
(513)363-8400

Reporting Absences

If your student will be absent all day, call the All Day Absence Hotline (363-8404) to report the absence. Your student will **not** need to bring a note to the office. Your message serves as his or her note. For more information, refer to the Student Handbook, available on the Parent page on the Walnut Hills website.

**Please be advised that emailed notes cannot be accepted.*

Late Arrival & Early Dismissal

If your student will arrive late to school, you do **not** need to call the office. Please send your student with a note explaining the reason for their tardiness. If coming from a medical or dental appointment, a school excuse is required per the handbook. Students arriving after 7:45am must check in at their grade level office. If earlier than 7:45am, students should go directly to class.

Students leaving early must present a note to their grade level office in the morning in order to receive an Early Dismissal Permission Slip. This permission slip allows students to leave the class and meet their transportation outside. A parent/guardian does not need to sign the student out, if he or she has this permission slip.

If the student does not have a note for early dismissal, a parent/guardian must sign out the student with photo ID.

**Per the handbook, no early dismissal will be granted after 2:00pm without notice at the beginning of the school day.*

Excused vs. Unexcused Absences

Students are expected to be in attendance unless excused for personal illness, death in the family, religious holiday, or medical or dental appointments that cannot be scheduled outside school hours.

Examples of unexcused absences are vacations, babysitting, oversleeping, running late and missing the bus.

If you have a question about an absence excuse that does not match any of the listed reasons, please contact your student's administrator.

**Please note CPS and the State of Ohio does not recognize "family emergencies" or "family events" as an excused reason for absence.*

Change of Dismissal

If your student has a change of dismissal, please contact their grade level office before 1pm. Please do not leave a message as we cannot guarantee to get the message to your student before the end of the school day. Please make sure to speak to a grade level secretary.

Planned Absence

If you plan for your student to be absent, he or she is required to submit a note to their grade level office three days prior to the absent date. A Planned Absence Form will need to be signed by teachers.

Dropping Off Food and Other Items

Uber Eats and other such services will not be permitted on WHHS grounds. If food from such services is delivered, it will be discarded. Calling students out of class to deliver food/items is **not permitted**. Students can pick up items between classes and at the end of the day. Please be respectful of our teachers, students and instructional time.

Metro Bus Info

Route Info: 621-4455

Lost & Found: 632-7663

Customer Service: 632-7575

WALNUT HILLS HIGH SCHOOL

2019-2020

FIRST SEMESTER EXAM SCHEDULE

Tuesday, December 17, 2019	7:30 - 8:40	1 st Bell Class
	8:40 - 8:45	Restroom Break (if necessary)
	8:45 - 10:45	1 st Bell Exam
	10:50 - 12:25	2 nd Bell Class *(Lunch Listed Below)
	12:25 - 12:30	Restroom Break (if necessary)
	12:30 - 2:30	2 nd Bell Exam
Wednesday, December 18, 2019	7:30 - 8:40	3 rd Bell Class
	8:40 - 8:45	Restroom Break (if necessary)
	8:45 - 10:45	3 rd Bell Exam
	10:50 - 12:25	4 th Bell Class *(Lunch Listed Below)
	12:25 - 12:30	Restroom Break (if necessary)
	12:30 - 2:30	4 th Bell Exam
Thursday, December 19, 2019	7:30 - 8:40	5 th Bell Class
	8:40 - 8:45	Restroom Break (if necessary)
	8:45 - 10:45	5 th Bell Exam
	10:50 - 12:25	6 th Bell Class *(Lunch Listed Below)
	12:25 - 12:30	Restroom Break (if necessary)
	12:30 - 2:30	6 th Bell Exam
Friday, December 20, 2019	7:30 - 8:40	7 th Bell Class
	8:40 - 8:45	Restroom Break (if necessary)
	8:45 - 10:45	7 th Bell Exam
	10:45 - 11:15	One Lunch Bell for Students Remaining at School (Students will stay in the lunchroom with security staff)
	10:50 - 2:30	Make-up Exams

* LUNCH

10:45 - 11:15 9th & 10th Grade Classes

11:15 - 11:45 7th & 8th Grade Classes

11:45 - 12:25 11th & 12th Grade Classes

WALNUT HILLS HIGH SCHOOL
EXAM WEEK CONTRACT - FIRST SEMESTER
LATE ARRIVAL/EARLY DISMISSAL
STUDENT MUST ATTEND ALL REGULARLY SCHEDULED CLASS BELLS
STUDENTS ARE EXPECTED TO STAY DURING THE DURATION OF THE EXAM PERIOD.

NOTE: 1st Bell Late Arrival Contracts for students in grades 11 & 12 remain in effect through exam week.
7th Bell Early Dismissal Contracts for students in grades 11 & 12 remain in effect through exam week.
Study Halls will be held in their scheduled location during exams; any changes will be announced in advance.
Students must remain in the classroom during the entire exam time.

Tuesday, December 17, 2019

_____ Late Arrival – 10:45 a.m., Bell 1 Study Hall
_____ Early Dismissal – 10:45 a.m., Bell 2 Study Hall

Wednesday, December 18, 2019

_____ Late Arrival – 10:45 a.m., Bell 3 Study Hall
_____ Early Dismissal - 10:45 a.m., Bell 4 Study Hall

Thursday, December 19, 2019

_____ Late Arrival - 10:45 a.m., Bell 5 Study Hall
_____ Early Dismissal - 10:45 a.m., Bell 6 Study Hall

Friday, December 20, 2019

_____ Early Dismissal - 10:45 a.m. following 7th bell exam
_____ 7th Bell Study Hall (will not be in attendance)

Make-up Exams by appointment 10:50 – 2:30 p.m.

PARENT PERMISSION FORM

PLEASE NOTE: NORMAL campus rules remain in effect. Students must wait until the exam period is over. There will be no early releases from an exam period. No student may leave campus without parental permission and administrator approval. All eligible students must submit this form to their Study Hall teacher to leave legally.

PRIVATE TRANSPORTATION MUST BE PROVIDED. Public transportation is not available at 10:45 a.m.

_____ has my permission to arrive late and/or leave early during exam week
Student Name Grade

using private transportation. I understand that he/she is required to attend all other classes during the week.
This permission form covers only the STUDY HALL.

Parent Signature Phone Date

**Students - Return this signed form to your Study Hall teacher
by Monday, December 16th, at noon.**

**Teachers – Submit your alphabetized forms to the appropriate grade
level office no later than 2:30 on Monday, December 16th.**

WALNUT HILLS HIGH SCHOOL

2019-2020

SECOND SEMESTER EXAM SCHEDULE

Monday, May 18, 2020

7:30 - 8:40 1st Bell Class
8:40 - 8:45 Restroom Break (if necessary)
8:45 - 10:45 1st Bell Exam
10:50 - 12:25 2nd Bell Class *(Lunch Listed Below)
12:25 - 12:30 Restroom Break (if necessary)
12:30 - 2:30 2nd Bell Exam

Tuesday, May 19, 2020

7:30 - 8:40 3rd Bell Class
8:40 - 8:45 Restroom Break (if necessary)
8:45 - 10:45 3rd Bell Exam
10:50 - 12:25 4th Bell Class *(Lunch Listed Below)
12:25 - 12:30 Restroom Break (if necessary)
12:30 - 2:30 4th Bell Exam

Wednesday, May 20, 2020

7:30 - 8:40 5th Bell Class
8:40 - 8:45 Restroom Break (if necessary)
8:45 - 10:45 5th Bell Exam
10:50 - 12:25 6th Bell Class *(Lunch Listed Below)
12:25 - 12:30 Restroom Break (if necessary)
12:30 - 2:30 6th Bell Exam

Thursday, May 21, 2020

7:30 - 8:40 7th Bell Class
8:40 - 8:45 Restroom Break (if necessary)

8:45 - 10:45 7th Bell Exam
10:45 - 11:15 One Lunch Bell for Students Remaining at School
(Students will stay in the lunchroom with security staff)
10:50 - 2:30 Make-up Exams

* LUNCH

10:45 - 11:15 9th & 10th Grade Classes
11:15 - 11:45 7th & 8th Grade Classes
11:45 - 12:25 11th & 12th Grade Classes

WALNUT HILLS HIGH SCHOOL
EXAM WEEK CONTRACT - SECOND SEMESTER
LATE ARRIVAL/EARLY DISMISSAL
STUDENT MUST ATTEND ALL REGULARLY SCHEDULED CLASS BELLS
STUDENTS ARE EXPECTED TO STAY DURING THE DURATION OF THE EXAM PERIOD.

NOTE: 1st Bell Late Arrival Contracts for students in grades 11 & 12 remain in effect through exam week.
7th Bell Early Dismissal Contracts for students in grades 11 & 12 remain in effect through exam week.
Study Halls will be held in their scheduled location during exams; any changes will be announced in advance.
Students must remain in the classroom during the entire exam time.

Monday, May 18, 2020

_____ Late Arrival – 10:45 a.m., Bell 1 Study Hall
_____ Early Dismissal – 10:45 a.m., Bell 2 Study Hall

Tuesday, May 19, 2020

_____ Late Arrival – 10:45 a.m., Bell 3 Study Hall
_____ Early Dismissal - 10:45 a.m., Bell 4 Study Hall

Wednesday, May 20, 2020

_____ Late Arrival - 10:45 a.m., Bell 5 Study Hall
_____ Early Dismissal - 10:45 a.m., Bell 6 Study Hall

Thursday, May 21, 2020

_____ Early Dismissal - 10:45 a.m. following 7th bell exam
_____ 7th Bell Study Hall (will not be in attendance)

Make-up Exams by appointment 10:50 – 2:30 p.m.

PARENT PERMISSION FORM

PLEASE NOTE: NORMAL campus rules remain in effect. Students must wait until the exam period is over. There will be no early releases from an exam period. No student may leave campus without parental permission and administrator approval. All eligible students must submit this form to their Study Hall teacher to leave legally.

PRIVATE TRANSPORTATION MUST BE PROVIDED. Public transportation is not available at 10:45 a.m.

_____ has my permission to arrive late and/or leave early during exam week
Student Name Grade

using private transportation. I understand that he/she is required to attend all other classes during the week. This permission form covers only the STUDY HALL.

Parent Signature Phone Date

**Students - Return this signed form to your Study Hall teacher
by Friday, May 15th, at noon.**

Teachers – Submit your alphabetized forms to the appropriate grade level office no later than 2:30 on Friday, May 15th.

Walnut Hills High School Association Overview

Welcome! The Walnut Hills High School (WHHS) Association is made up of all parents and guardians of WHHS students, as well as all faculty and staff members. The mission of the Association is to support the overall school through volunteering and the provision of additional needed funds. Join us in making a difference!



Volunteer activities supported by the WHHS Association include:

- ✓ New student and family welcome
- ✓ Staff appreciation
- ✓ Grade level support
- ✓ Parent communications
- ✓ Website upkeep

Funding provided by the WHHS Association supplements:

- ✓ Textbooks
- ✓ College counseling
- ✓ Counselor college visits
- ✓ Supplemental staff training
- ✓ Staff appreciation events
- ✓ Technology
- ✓ Communication tools
- ✓ Music & Arts
- ✓ Clubs
- ✓ Athletics

Overall, the Association provides over **\$180,000 of support** to meet additional needs! We are able to provide this support through only two large fundraising efforts:

-  WalnutFest parent gala – Save the Date! Friday, January 31 at Rhinegeist!
-  Legacy of Excellence (LoE) Annual Campaign

Volunteer effort is **CRITICAL** to these activities and we rely on **YOU**, the parents, to make them happen. **Please consider volunteering in one form or another.** No time, funds, goods or services are too small to make a difference!

We also welcome you at our monthly meetings. Attending a WHHS Association meeting provides a great opportunity to find out more about school programs, issues, and life in general at Walnut Hills.

Association Meeting dates:


September 25, 2019
October 23, 2019
November 20, 2019
January 22, 2020
February 26, 2020
March 18, 2020
April 22, 2020
May 13, 2020

*All meetings begin at 7:00pm in the Schott Recital Hall








Walnut Hills High School Association

MARK YOUR CALENDARS!




July 2019

 31 st	New Student 7 th - 8 th Orientation <i>(students only)</i>	9am - 12pm <i>or</i> 5pm - 8pm
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August 2019

 1 st	New Student 7 th - 8 th Orientation <i>(students <u>and</u> parents)</i>	9am - 1pm <i>or</i> 5pm - 9pm
 2 nd	New Student 9 th - 12 th Orientation	5:30pm - 8:30pm
 9 th	Walk the Schedule	5pm - 8pm
 11 th	New Family Welcome BBQ	5pm - 7pm
 19 th	First Day of School for Students	7:30am
 21 st	Picture Day	
 29 th	Curriculum Night	6:30pm – 8:30pm


September 2019

 6 th	7 th /8 th Grade Tailgate	Prior to Football Game
 11 th	WHHS Association – Mental Health	7pm
 25 th	WHHS Association – Business Meeting <i>(ALL are welcome)</i>	7pm



October 2019

 5 th	Homecoming Dance	9pm
 11 th	7 th /8 th Grade Boogie Bash	7pm - 10pm
 23 rd	WHHS Association – Business Meeting <i>(ALL are welcome)</i>	7pm



November 2019

 20 th	WHHS Association – Business Meeting <i>(ALL are welcome)</i>	7pm
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December 2019

 17 th – 20 th	Exams	
 23 rd – Jan 3 rd	Winter Break	



January 2020

 8 th	WHHS Association - Optioning	7pm
 22 nd	WHHS Association – Business Meeting <i>(ALL are welcome)</i>	7pm







February 2020

 26 th	WHHS Association – Business Meeting <i>(ALL are welcome)</i>	7pm
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March 2020

 18 th	WHHS Association – Business Meeting <i>(ALL are welcome)</i>	7pm
 23 rd – 27 th	Spring Break	

April 2020

 3 rd	Twilight Ball	7pm – 10pm
 8 th	WHHS Association – State of the School	7pm
 21 st	Staff Appreciation Lunch	10am - 1pm
 22 nd	WHHS Association – Business Meeting <i>(ALL are welcome)</i>	7pm
 25 th	Prom	9pm – 12:00am
 25 th	9 th Grade Frosh	8pm - 11pm

May 2020

 13 th	WHHS Association – Business Meeting <i>(ALL are welcome)</i>	7pm
 18 th – 21 st	Exams	
 21 st	Last Day of School	

Walnut Hills High School Directory

General

The Walnut Hills High School Association will be publishing the WHHS Directory in August using data from PowerSchool (see below). The Directory will be on sale at Curriculum Night, after which, it can be purchased in the Spirit Shop schooldays during all 3 lunches.

Please take a moment to log on to PowerSchool to check whether the information in the “Demographic” and “Email Alert / Phone Change” tabs is up to date. Phone numbers can be updated within PowerSchool. You will need to contact the WHHS PowerSchool Coordinator or Registrar for address, name or email changes. Updating your address on the emergency medical forms included herein **will not** update your school mailing address.

Opting Out

If you would like to **Opt Out** of the directory, please send an email with “Opt Out” in the Subject line to WHHSDir_OptOut@hotmail.com **by August 9th**. Please include each student’s first and last names and current grade in the body of the email. You will receive a reply email when your request is received. If you do not receive a reply, please contact the WHHS Main Office to ensure your request is received.

If you do not have a PowerSchool account before August 9th, are unable to make changes on-line or would like to limit the information included in the Directory - please send an email with “DirInfo” in the Subject line to WHHSDir_OptOut@hotmail.com , specifying changes or limits desired. Default fields included are:

Student First & Last Name, Grade, Home Phone, Parent/Guardian Email, Parent 1 Name, Parent 2 Name and Mailing Address.

PowerSchool

PowerSchool is the computer system used by Cincinnati Public Schools to keep track of student information, including grades and attendance. PowerSchool is also the database that stores the contact information, including address, phone numbers and parent email addresses, for each student. This is used by WHHS to communicate with parents and students. **It is therefore vitally important that the information in PowerSchool is kept up to date. The database is NOT updated via student medical cards or the parent volunteer form.**

Parents must acquire and use their own PowerSchool usernames and passwords in order to confirm that their contact information is correct. This information is NOT accessible when using a student name and password. Parents with more than one student at WHHS should check that the information for each student is accurate.

Parents without a PowerSchool account must fill out an Account Request Form. This may be done in person at WHHS or online at: <http://intranet.cps-k12.org/sis/cgi-bin/Powerschool%20Parent%20Account%20Set%20Up%20Information.pdf>. An account will be created and the username will be sent to the WHHS PowerSchool Coordinator. Parents need to go to the school and present identification to receive their usernames and passwords.

Walnut Hills High School Fundraising

At Walnut Hills High School, a variety of fundraisers exist and it can be a bit confusing as to how they intersect with each other or who is the beneficiary.

WHHS Association – Funds raised by the Association benefit the greater student body through donation to support the College Information Center; SOAR Grants; school technical support; guidance counselor college visits; textbooks; communication vehicles such as the WHHS website, Under The Dome and parent emails; Music department equipment, Athletics and much more. The breakdown of these donations is shared at the Association Monthly Meeting.

Athletics - WHHS Athletics raises money for the overall sports program. This is in addition to what is allocated by CPS and donated by the WHHS Association and WHHS Alumni Foundation. Individual teams also raise money through team led events or campaigns. The funds raised by the individual teams are used entirely to support the respective team.

WHIP – Walnut Hills Instrumental Parents raises money for the overall music program (including choir). This is in addition to what is allocated by CPS and donated by the WHHS Association and WHHS Alumni Foundation.

The Association engages in only two fundraising activities – Legacy of Excellence Campaign, an academic-year-long annual appeal, and WalnutFest, an adult-only party held on January 31, 2020, at Rhinegeist.

****Please DISREGARD if your WHHS student will be in 7th or 8th grade****



2019-2020 Dance Permission Slip

Homecoming; semi-formal (grades 10-12) – October 5; Northern Kentucky Convention Center
Senior Dinner Dance; semi-formal (grade 12) – date TBD
Prom; formal (grades 11-12) – April 25; Paul Brown Stadium
Frosh; semi-formal (grade 9) – April 25; WHHS

Purpose: In order to ensure the enjoyment and safety of every student at Walnut Hills High School dances, it is necessary for parents and guardians to authorize permission and provide emergency contact information for all guests. This form also verifies that all students, parents and guardians agree with the guidelines and rules below:

- I understand what is considered acceptable behavior at a high school dance and I will respect other students and chaperones with my dress and behavior. I understand that if I engage in lewd or inappropriate dancing or possess/use alcohol/drugs, my parent will be notified, I will be removed from the dance, and be subject to the Cincinnati Public Schools Code of Discipline, resulting in removal or expulsion.
- I understand that I **must present a school ID* or driver's license**. I understand that I may be required to submit to an alcohol breath detector test and have my belongings searched.
 - A photocopy of power school with photo is accepted.
- Each Walnut Hills High School student must **have a complete permission slip on file** and purchase his/her own ticket.
- I understand that there is a specific time for arrival and dismissal for each dance. I understand that there will be **NO** admittance after the specified arrival time, and that I must stay until the dance concludes.
- I understand that the **tickets are NON-REFUNDABLE** and that failure to attend for any reason will not result in a refund of the purchase price of the ticket.
- I understand in the event that a student from another school is permitted to attend a WHHS dance as a guest, they will adhere to the above stipulations as well as submit a guest permission slip that will be available on schoology and in the grade level office.

Dress for SEMI – FORMAL dances:

Dress shirt with collar, turtleneck shirt, sweater, slacks (dress Dockers-style, khaki, corduroys, no jeans), and dress shoes. Blouses or tops with modest neckline, dress or skirts (at least mid-thigh/fingertip length), slacks (see above), sweater, and dress shoes.

Dress for FORMAL dances:

Tuxedo, suit with tie and collared dress shirt, dresses, or skirts & blouse.

Not Approved Apparel – dress length above mid-thigh, cut below mid-back, large side cutouts, or plunge necklines (even with mesh).

****Please DISREGARD if your WHHS student will be in 7th or 8th grade****



2019-2020 Dance Permission Slip

Homecoming; semi-formal (grades 10-12) – October 5; Northern Kentucky Convention Center
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Frosh; semi-formal (grade 9) – April 25; WHHS

Please fill out ALL of the information below and return to your Grade Level office:

I have read, understand and will abide by the above guidelines at all WHHS dances.

_____	_____
Printed Name of WHHS Student (print clearly!)	Grade
_____	_____
Student Signature	Date

I give permission for my son/daughter to attend the 2019-2020 Walnut Hills High School dances.

I can be reached at _____ during the dance.
(Telephone Number)

_____	_____
Printed Name of parent/guardian	Relationship to student
_____	_____
Parent/Guardian Signature	Date

*Specific details for each dance will be distributed at school and will be posted on Schoology. If you have any questions please contact Mrs. Ashley Morgan or Mrs. Kathy Noland. Once you have a valid permission slip on file, you do not have to fill out another one for subsequent dances for the remainder of the school year.