

BENEDICTINE HIGH SCHOOL

Parent & Student Handbook

2026 – 2027

† *Ora et Labora* †

Prayer and Work

ADMINISTRATION

Principal: Mr. Dominic Fanelli

Academic Dean: Dr. Elizabeth Salem

Dean of Men: Mr. Steven Miller

College Board Code: 361-195

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SECTION I: WHO WE ARE

The Rule of St. Benedict & Our Hallmarks

For fifteen centuries, the Rule of St. Benedict has guided communities of men and women who seek God together through prayer, work, and mutual service. Founded in 1927 under the care of St. Andrew Abbey, Benedictine High School is shaped daily by our hallmarks drawn from that same Rule:

The Hallmarks of a Benedictine Education

† Prayer and Worship — The rhythm of prayer anchors our life as a school. Daily worship shapes how we learn, lead, and relate to one another, reminding us that all work is rooted in relationship with God.

† Hospitality and Charity (Welcoming All as Christ) — Every student, parent, and visitor is welcomed here with dignity. We assume the presence of Christ in others and respond with openness, care, and respect.

† Stewardship — Stewardship means using what we have—facilities, finances, and relationships—with responsibility, gratitude, and care for the common good.

† Humility and Obedience — Humility is a posture of honest self-knowledge and openness to growth. Obedience is attentive listening—to God, to one another, and to what community requires for flourishing.

† Work and Discipline — Work is not just productivity but formation. Through disciplined effort in academics, arts, athletics, and service, students learn focus, responsibility, and integrity of effort.

† Stability & Community — In 1978 Benedictine chose to remain in Cleveland. That commitment to place and people is not a constraint — it is a source of strength.

† *Conversatio* (Conversion) — We are always becoming. Students, faculty, and staff commit together to continuous growth in faith, learning, and character.

Mission Statement

A Catholic high school in the tradition of St. Benedict that shapes a diverse group of young men into leaders.

We are unapologetically Catholic and yet inviting of all backgrounds to Benedictine. In 1978 we made a decision by looking to our Hallmarks of Community and Stability to stay in our current location. It may seem counterintuitive in the 21st century, but we find the greatest success in forming young men by going backwards to a 1500-year-old rule written by a monk; a Saint, and we have done so since 1927. We are in the business of forming our young men into Men of Benedictine: men with faith and resiliency, prayer and work, *Ora et Labora*.

Benedictine Beliefs

We Are the Men of Benedictine

As a diverse brotherhood of young men, we believe that we are better together. Whatever hurts our brothers, hurts us. The Men of Benedictine are men of character and integrity. We have dedicated ourselves to follow God in every way, to obey His commands with joy, and to freely give of ourselves for the benefit of our Benedictine family. We may come from many backgrounds and places, but the shared experience of our time at the school forms a strong bond. We own our membership in this community. As alumni, we carry on the Hallmark of Conversion (*Conversatio*) as we leave Benedictine, proud to have attended the school as we spread the news of the work that we do here to the wider world.

We Are Ora et Labora

As a school formed and influenced by the Rule of St. Benedict, we live as a community where work and prayer inform all that we do. The Benedictine religious tradition dates back centuries, and, as an institution founded by St. Andrew Abbey, our school is guided by the Rule. Our day is filled with prayer from the beginning of the day to its end. Even though our school is rooted in the traditions of the Catholic Church, our shared Christian traditions also guide our students from different faith communities as we build this community together. The work that we do in our classrooms and offices and the athletic field is intertwined with our daily conversations with God. The rhythms of religious life that guide the monks at St. Andrew Abbey influence the daily life of the school. It is through prayer and work that we build God's kingdom at Benedictine, in our neighborhood and in Cleveland.

We Are the Home of Champions

We form young men into champions across multiple facets of life: academic, athletic, social, and religious. While we normally associate Home of Champions with our sports teams, "champion" is a term that transcends the athletic field. Victory in this case goes beyond merely being the best or winning a game – it's a commitment to excellence. We form our students to have a championship mindset. Becoming a champion is also tied to our Benedictine tradition and Hallmarks, in particular, discipline and humility. Benedictine is the place where our alumni began their journey toward success in their future lives and this is where they were shaped. Benedictine remains "home" even as our graduates have left campus.

We Believe in Letting Students Lead

We believe in student leadership. We give our students the space and guidance to assume leadership roles and to take charge. They are given the freedom to make mistakes, to learn from mistakes, and to fix mistakes. As part of shaping our students' future, they need to be given the space both to try and to fail. They are the primary drivers behind many of our school events (dances, pep rallies, student sections, Morning Meeting) and are allowed to experiment, to innovate,

and even to make mistakes. While faculty and staff are there to provide guidance, our students play dynamic roles in shaping and growing the Benedictine community. By the time they graduate, our students are comfortable with logistical planning, with leading their peers, and with handling real world situations. We are not afraid of messy outcomes because these form key learning experiences for our students.

Honor and Pledge of a Man of Benedictine

*As a child of God and as a Man of Benedictine,
I will not lie, cheat, steal, deceive, nor disrespect.
Nor will I tolerate these actions in others.*

SECTION II: RELIGIOUS FORMATION

Rooted in the Benedictine values of prayer, work, stability, and community, our religious formation program is the heartbeat of school life. It encompasses liturgical prayer, retreats, theological study, and service — all working together to form young men of faith and integrity.

*“Prefer nothing whatever to Christ, and may He bring us all together to life everlasting.”
(Rule of St. Benedict, Ch. 72)*

Liturgies

Benedictine offers rich liturgical experiences throughout the year — school-wide Masses, class Masses, and seasonal prayer services — as a means of deepening students’ spiritual lives and forming them in the tradition of the Roman Catholic Church. Attendance at all school liturgies is mandatory. On designated Mass days, formal dress attire (dress shirt, tie, dress slacks, and dress shoes) is required. Students who report to school out of Mass Day dress code will be assigned two detentions.

Attendance at all school Masses is mandatory. Students who are Unexcused Absent (UA) from a scheduled Mass Day will be assigned a Saturday Detention.

Repeated violations may result in additional disciplinary consequences at the discretion of the administration.

Retreats

All students are required to attend an annual retreat facilitated by the Office of Mission Integration. The yearly retreat is a graduation requirement and a cornerstone of a student’s Benedictine formation. It is an opportunity to step away from the noise of daily life and listen for the voice of God, echoing the Benedictine call to silence and contemplation.

Theology Courses

All students are required to study theology each year of attendance at Benedictine, regardless of their personal creed. Grading is based on academic achievement, not religious affiliation. Theological study here is not merely academic, it is the school’s invitation to engage seriously with the great questions of human existence.

Service Hours — Ora et Labora in the World

Service is not optional at Benedictine, it is an expression of who we are and required. Drawing on the Benedictine tradition of *Ora et Labora*, students are called to bring the work of their hands and the prayer of their hearts into the community beyond our walls.

- 10 hours of service per year, integrated with the study of Catholic Social Teaching
- Seniors complete an additional 10-hour Senior Service Project
- Transfer students after Sophomore year should consult the Service Coordinator regarding hours

The combined graduation requirement is 50 hours of service. Projects must occur outside the home, must not substitute for expected family duties, and may not involve personal remuneration.

SECTION III: OUR COMMUNITY

Hospitality: Welcoming All as Christ

St. Benedict wrote that “all guests who present themselves are to be welcomed as Christ” (RB 53:1). This is not merely a pleasant sentiment — it is a mandate. Every student who walks through our doors, from every neighborhood, background, and faith tradition, is to be received with genuine welcome and respect.

Admissions

Admission to Benedictine High School is on an annual basis.

Nondiscriminatory Policy

Benedictine High School recruits and admits students of any race, color, and national or ethnic origin to all rights, privileges, programs, and activities. It does not discriminate on the basis of race, color, national or ethnic origin, or creed in educational policies, admissions, financial aid, or athletic and school-administered programs. All students eligible for services under the Jon Peterson Special Needs Scholarship Program are afforded equal access to educational opportunities consistent with their IEPs. We are a Catholic school; we also welcome students of any religious faith. Benedictine will not discriminate on the basis of race, color, or ethnic origin in the hiring of any personnel.

Parent and Guardian Partnership

The Rule of St. Benedict values the counsel of the entire community. In the same spirit, Benedictine sees parents and guardians as essential partners in forming the whole person. Once your son is enrolled, we ask for your committed loyalty to this partnership.

Neither parents nor teachers can afford to doubt the sincerity of the other’s efforts. To divide authority between school and home — or within the home — only teaches disrespect. Parents are expected to partner with the school in holding students accountable, modeling mature and respectful behavior at all times. Partnership transcends all aspects of the formation of our young men including meeting financial obligations on a timely basis, responding to administrative emails and notifications, and respecting the school’s decisions and disciplinary procedures.

Duty to Warn

Any parent/guardian or student who receives information indicating that another student may harm himself or others must immediately notify a responsible adult — a parent or guardian if outside school, or a teacher or staff member if inside school. That adult must then contact school

administration and any needed outside resources. Any student who fails to follow this procedure will be subject to disciplinary action.

Student Housing

Every student is expected to reside with his custodial parent or guardian. Any alternative living arrangement must be documented and on file with the administration.

Anti-Harassment & Anti-Bullying

The Benedictine brotherhood calls us to accept and appreciate our differences, not to demean them. All forms of bullying and cyberbullying are inconsistent with the dignity we owe to every person as made in the image and likeness of God.

Complaints of bullying or cyberbullying will be investigated promptly. Corrective action will be taken upon verification. Neither reprisals nor retaliation shall occur as a result of a complaint. Violations may result in suspension, expulsion, or notification to appropriate authorities.

Fighting

Benedictine defines fighting as any mutual physical contact between students, as well as words or actions that might cause physical contact. Excuses such as “we were just fooling around” or “we were just playing” will not be accepted as excuses for physical contact. Consequences range from detention to expulsion depending on severity.

Hazing

Hazing of any kind (including initiations) is strictly prohibited. Any person involved in hazing will face disciplinary consequences including possible suspension and expulsion, as well as legal action if deemed necessary. All hazing incidents must be reported immediately to the administration.

Weapons

In the interest of maintaining a safe environment for students, staff, and visitors, Benedictine prohibits the presence, use, storage, or transport of dangerous weapons on any Benedictine property, including buildings, vehicles, athletic facilities, parking lots, sidewalks, and driveways — regardless of whether the individual is licensed to carry. This prohibition includes handguns, firearms, explosives, and knives. Any student who violates this policy is subject to discipline up to and including expulsion. This policy does not apply to law enforcement personnel engaged in their official duties. Note that Ohio law (effective June 2022) permits adults 21 and older to carry concealed firearms without a permit in most settings. As a private institution, Benedictine High School expressly prohibits all weapons on campus regardless of any permit or license held, and notice of this prohibition is posted at all main entrances as required by law.

Psychological & Counseling Services

Benedictine has a full-time school psychologist who provides in-school support for students facing personal or academic challenges. Parents/guardians must provide written consent for their son to receive these services each school year. However, the psychologist may meet with a student without parental consent if there is concern about risk of harm to himself or others, or concern about abuse or neglect.

Child Sex Abuse Prevention Policy

Benedictine is committed to providing a safe environment for every student. Our Child Sex Abuse Prevention Policy addresses five critical areas: selection process, education, protection policy, reporting procedures, and response to allegations.

- Selection Process: All employees and volunteers undergo criminal background checks and must complete VIRTUS "Protecting God's Children" training (Diocese of Cleveland).
- Education: Child abuse prevention is taught in Theology classes. All employees and volunteers must maintain current VIRTUS certification.
- Protection Policy: Two adult employees will be present or nearby during all activities with minors. Reasonable effort will be made to ensure no adult is alone with a single minor. Rooms used for teaching will have windows and open doors.
- Reporting: Observed or reported abuse or molestation must be reported immediately to the Principal. Failure to report can have severe consequences.
- Response: All allegations are taken seriously and handled in accordance with Ohio law.

SECTION IV: ACADEMICS

The Rule of St. Benedict describes the monastery as a "school for the Lord's service." At Benedictine, every classroom is that school. Academic excellence is not separate from our faith; it is an expression of it. To study well is to honor God with the mind He has given us.

Grading Scale

Grade	Pct.	Points	Grade	Pct.	Points
A+	98-100	4.3	C	77-79	2.0
A	95-97	4.0	C-	74-76	1.7
A-	92-94	3.7	D+	71-73	1.3
B+	89-91	3.3	D	68-70	1.0
B	86-88	3.0	D-	65-67	0.7
B-	83-85	2.7	F	0-64	0
C+	80-82	2.3			

Weighted GPA Scale (Regular / Honors / AP and College Credit Plus)

Grade	Regular	Honors	AP/CCP
A+	4.3	4.8	5.3
A	4.0	4.5	5.0
A-	3.7	4.2	4.7
B+	3.3	3.8	4.3
B	3.0	3.5	4.0
B-	2.7	3.2	3.7
C+	2.3	2.8	3.3
C	2.0	2.5	3.0
C-	1.7	2.2	2.7
D+	1.3	1.8	2.3
D	1.0	1.5	2.0
D-	0.7	1.2	1.7
F	0	0	0

Academic Honors (Dean's List)

- Summa Cum Laude: 4.000 GPA and above
- Magna Cum Laude: 3.600–3.999 GPA
- Cum Laude: 3.000–3.599 GPA

The Valedictorian and Salutatorian are the seniors with the highest and second-highest cumulative GPAs after eight semesters. Both must have attended Benedictine for a minimum of six semesters (the GPA will be calculated after eight semesters, including any grades earned at a student's previous school).

Graduation Requirements

Class of 2027 – 25 Credits

4 credits	English (requiring 1 year American Literature and 1 year of British Literature)
4 credits	Theology (1 for each year of attendance at BHS)
4 credits	Mathematics (requiring the completion of Geometry and Algebra 2)
3 credits	Social studies—1 credit Modern World History, 1 Credit U.S. Government, and
1 credit	American History
3 credits	Science (requiring Physics, Chemistry, Biology)
3 credits	Elective courses (for the Class of 2027 0.5 credit of electives must be in Financial Literacy)
2 credits	The same foreign language for two consecutive years
1 credit	0.5 Health and 0.25 PE1 0.25 PE2 or Flex Credit (attained by 2 consecutive years of a sport or marching band)
1 credit	Fine Arts
25 credits	Total

Class of 2028 and Class of 2029 – 26 Credits

4 credits	English (requiring 1 year American Literature and 1 year of British Literature)
4 credits	Theology (1 for each year of attendance at BHS)
4 credits	Mathematics (requiring the completion of Geometry and Algebra 2)
3 credits	Social studies—1 credit Modern World History, 1 Credit U.S. Government, and
1 credit	American History
3 credits	Science (requiring Physics, Chemistry, Biology)
3.5 credits	Elective courses
0.5 credit	Financial Literacy
2 credits	The same foreign language for two consecutive years
1 credit	0.5 Health and 0.25 PE1 0.25 PE2 or Flex Credit (attained by 2 consecutive years of a sport or marching band)
1 credit	Fine Arts
26 credits	Total

Class of 2030 — 26 Credits

4 credits	English (requiring 1 year American Literature and 1 year of British Literature)
4 credits	Theology (1 for each year of attendance at BHS)
4 credits	Mathematics (requiring the completion of Geometry and Algebra 2)
3 credits	Social studies—1 credit Modern World History, 1 Credit U.S. Government, and
1 credit	American History
3 credits	Science (requiring Physics, Chemistry, Biology)
3 credits	Elective courses
0.5 credit	Financial Literacy
0.5 credit	Introduction to Engineering and Computer Science
2 credits	The same foreign language for two consecutive years
1 credit	0.5 Health and 0.25 PE1 0.25 PE2 or PE Waiver (attained by 2 consecutive years of a sport or marching band)
1 credit	Fine Arts
26 credits	Total

Additional Graduation Requirements

Failure to complete these requirements will result in a student not receiving his diploma and/or not participating in commencement exercises:

- Successful completion of core curriculum and required electives
- Successful completion of 40 service hours and the 10-hr. Senior Service Project (50 total)
- Annual retreat requirement fulfilled
- Return of all textbooks and athletic equipment and payment of any outstanding fees
- Tuition paid in full with no outstanding balances

Make-Up Work

Assignments missed due to an excused absence may be made up. The student is allowed a period of time comparable to the period of time absent to complete those assignments. Assignments due on the day of an anticipated excused absence must be turned into the teacher on or before the due date. Tests missed because of such absences must be made up upon return to class or arranged to be taken early. Assignments, tests, or quizzes missed due to unexcused absences from class or Out of School Suspensions will not be re-assigned or made up. When a student is ill and is expected to be out for an extended length of time, the student should check for missing assignments through FACTS and Google Classroom. Assignments, tests, or quizzes missed due to absences from class can be made up at the discretion of the teacher.

Any student marked as AU (Unexcused Absent) will not be allowed to make up any assignment, quiz, or test they miss as a result of being unexcused absent.

Academic Honesty

In placing his name on any work submitted, a student pledges it is entirely his own. Plagiarism — the unacknowledged use of another's words, ideas, or structure — is a form of both stealing and lying, which goes against the Honor Code and the teachings of the Rule of St. Benedict. If a student is found guilty of plagiarism or cheating of any type on classwork or tests/exams, the teacher may impose the penalty of no credit for the work. Additionally, the student may be subject to disciplinary action including detention, course failure, suspension, and/or expulsion.

Academic Dishonesty Includes:

- Plagiarism of any kind (written, digital, AI-generated)
- Unauthorized use of AI tools (ChatGPT, etc.) to complete assignments
- Use of electronic translators in foreign language classes
- Cheating of any type on classwork or examinations

Artificial Intelligence (AI) Policy (Diocese of Cleveland)

Intent

Students may, at the administration's and faculty's discretion, learn how to use artificial intelligence ("AI") text generators and other AI-based assistive resources (collectively, AI tools) to enhance rather than damage their developing abilities as writers and thinkers. The following requirements constitute our school's AI use policy, in addition to all of the requirements in our Code of Conduct.

Students shall:

- Not use AI tools in connection with any assignments, quizzes, tests, or examinations unless explicitly permitted and instructed and in such cases students must follow the instructions for AI use.
- Give credit to AI tools whenever used, even if only to generate ideas rather than usable text or illustrations.
- Use AI tools wisely and intelligently, aiming to deepen understanding of subject matter and to support learning rather than as a replacement for student work.

Instructors will:

- Seek to understand how AI tools work, including their strengths and weaknesses, to optimize their value for student learning.
- Employ AI detection tools where appropriate to evaluate the degree to which AI tools have likely been employed.
- Impose an appropriate disciplinary consequence for inappropriate use of AI tools.

College Credit Plus (CCP)

Benedictine allows qualified students to participate in the State of Ohio College Credit Plus Program. This program allows qualified high school students, with the permission of their schools, to enroll in local college courses for which they can earn simultaneous credit for high school and college at no tuition cost to the parents. This program is dependent on state funding and will not be offered otherwise. If state funding has not been secured, students can check for tuition costs from the local college or the local school. Parents are responsible for these tuition costs.

Students may inquire about taking such courses with their counselor or the Academic Dean. Students must then attain acceptance by the colleges they wish to attend. These courses must also be scheduled in such a way that no conflict arises with courses a student is required to take at Benedictine.

Students taking CCP courses must still carry the equivalent course. If a CCP course is dropped, the student will be placed in a corresponding course during both the first and second semesters. Students not taking an AP exam and not enrolled in CCP are required to take a Final Examination in that AP course. Students choosing to take Advanced Placement (AP) exams at the Benedictine testing site must take those exams while enrolled as students at Benedictine High School.

Credit Flexibility Program

In compliance with Senate Bill 311, Benedictine offers Flex Credit, which shifts the focus from “seat time” to demonstrated academic skill. Students may customize aspects of their learning through online or community-based modalities.

Students interested in credit flexibility options must contact the Academic Dean. It is important to note that there are specific guidelines and timelines that have been established and must be followed in order to be considered for participation in Ohio Department of Education credit flexibility programs. Students choosing to pursue credit through credit flexibility must review these guidelines carefully. Students must complete all requirements before credit is issued.

Courses Outside of Benedictine

Benedictine does not accept credit for any classes taken outside of Benedictine High School or online when classes are offered under the same or similar name in the course of the school year. Classes outlined for credit recovery will not be accepted unless the student has first failed that class. Any exceptions to the above must have the approval of the Academic Dean in writing.

Schedule Changes

Class change requests will be completed at the discretion of the administration. There is a Drop/Add Process for students to obtain signatures from their current teacher, parent, counselor and an administrator in order to change classes. Schedule changes requested by the student or parent are to be made one week after the first class at the latest (Drop/Add Period). Because of our obligations to the College Board and CCP partner schools, students who choose an AP or CCP course may *not* drop the courses unless discussion with parent, teacher and administration first takes place.

Report Cards and Credit Recovery

Report cards are emailed to parents four times during the school year (October, January, March, June). The semester grades issued in January and June are entered on the student’s permanent record. The January and June grades also determine the student’s cumulative Grade Point Average (GPA).

Semester failure of a course required for graduation on the January or June report cards must be made up in summer school (Credit Recovery) or through a certified tutor *before the following school year*. Parents/Guardians are responsible for signing students up for credit recovery through one of our approved outside providers. All costs are the responsibility of parents/guardians. It is the parent/guardian’s responsibility to ensure that a credit recovery provider is NCAA-approved if a student is planning to participate in college athletics. Please contact the Counseling Office and Academic Dean for any credit recovery questions.

Only in the case of a January failure may the Teacher-Student failure contract option as described later in this section be applied.

The January and June semester grades are determined according to each teacher’s formula as published in their individual class syllabus. The semester grade is determined by the following percentages: each quarter is worth approximately 42.86% of the grade, and the semester final is worth approximately 14.28% of the grade. Please Note: This could result in a student passing the first and second quarters but failing the semester due to a very low semester exam grade.

Semester Failure Policy

Any student with three (3) or more semester failures will be asked to withdraw from Benedictine High School.

1st Semester Failure Contract: Second Semester Affecting First Semester Grades

A first semester failure may be changed through a contract with the teacher and student through content-based work during the second semester so as to give the student credit. Contracts are offered at the teacher's discretion. This must be approved by administration and communicated to Counseling.

2nd Semester Failure Policy (Seniors Only)

If a Senior fails a 2nd semester course, there will be no opportunity to make up this grade before graduation. Credit Recovery options must be discussed with and approved by the Counseling Department and copied to the Academic Dean. All Credit Recovery documentation must be turned into the Counseling Department and copied to the Academic Dean. Successful completion of the course work will then allow a diploma to be obtained.

Parent-Teacher Conferences

Official parent/teacher conference days are included on the school calendar. Parents will be notified of the procedure for setting-up appointments and are encouraged to communicate regularly with their son's teachers. Advance appointments are necessary to meet with a faculty member or administrator. Any abusive or inappropriate language or action by a parent/guardian will be cause for immediate termination of the conference.

For unofficial conferences, please email the teacher or administrator directly with 24-hour advance notice. Drop-in visits to teachers or administrators are not permitted. Any abusive or inappropriate language or conduct by a parent or guardian will result in immediate termination of the meeting.

SECTION V: ATTENDANCE

"A Benedictine man honors his commitments. Showing up — on time, fully present — is an act of respect for every member of this community."

Consistent attendance is not simply a policy requirement — it is an expression of the Benedictine values of stability, community, and mutual responsibility. Being present and engaged in the classroom is critical to academic success and to your formation as a Man of Benedictine.

Reporting Absences

- Call the Attendance Coordinator: (216) 421-2080 x 321
- Email: attendance@cbhs.edu before 9:00 AM
- Failure to contact the school will result in an Unexcused Absence (UA)

For full-day absences, include your son's name, grade, and reason. Three or more consecutive absences require a doctor's note upon return. For extended illness, monitor assignments through FACTS and Google Classroom; communicate through the Counseling Department.

20-Day Absence Rule

Students are permitted a maximum of twenty (20) absences during the academic year, with no more than ten (10) absences permitted in a single semester. Before reaching ten (10) absences in a semester, intervention by the Dean of Men will be required, including formal attendance notices, parent conferences, and attendance improvement plans. Students who exceed ten (10) absences in a semester or twenty (20) absences in an academic year may be subject to loss of academic credit for the affected semester.

Exception: Extended medical absences verified by proper documentation, or extraordinary circumstances approved by administration.

Excessive absence may also result in: loss of Cleveland or EdChoice Scholarship renewal; expedited discipline progression; restricted participation in extracurricular activities, field trips, and athletic events; and review of continued enrollment.

Unexcused Absences

- No call or written explanation from a parent/guardian on the day of absence
- Students marked UA may not earn credit for missed assignments or assessments
- 4 UAs in a quarter: Dean of Men contacts parents
- 5 UAs in a quarter: Saturday Detention required
- 10 UAs in a semester: Loss of credit for that semester's class(es)

Tardiness

Punctuality is a sign of professionalism, respect, and courtesy — qualities expected of every Man of Benedictine. All students must be in attendance for Morning Meeting in the Trueman Memorial Fieldhouse by 8:00 AM.

- 4th tardy in a semester: Email to parent/guardian
- 5th tardy in a semester: Detention
- 10th tardy in a semester: Saturday Detention
- Arrival after 1st period with no parent communication: One-day In-School Suspension (ISS)
- Arriving before 11:30 AM: Half-day absence
- Departing after 11:30 AM: Half-day absence

School Break Policy

School policy does not provide for any early start of or extension of either Thanksgiving, winter, or spring break. No student will be excused from school on any days the week before or the week after any scheduled school break. Any student's absence on these days will be considered unexcused. An unexcused absence means that students lose the privilege of making up missed assignments and assessments. Teachers are not required to make special provisions for students who are unexcused. Students absent because of illness on the day(s) preceding and/or immediately following Thanksgiving, winter, or spring break will be required to bring a doctor's excuse to the Attendance Coordinator/Dean of Men upon their return to school.

College Visits

College visits are permitted for students with satisfactory attendance and academic performance. Parents must inform the Attendance Coordinator of college visits at least one day prior to the visit. A letter on college stationery (or email confirmation) confirming the visit must be presented to the Counseling Office upon return. *Students are permitted three (3) college visits during the school year, and are encouraged to schedule extended college visits for school breaks and vacations to reduce the number of missed classes.*

Examples of Excused Absences

- Sickness
- Death in the family
- Scheduled medical or agency appointments
- Religious observance, impassable roads, or quarantine
- Approved work program or military obligation
- Approved externship, internship, or volunteer activity

SECTION VI: STUDENT LIFE & GENERAL POLICIES

The School Day and Late Start/School Closure Notification

The official school day begins at 8:00 AM and ends at 3:15 PM. The building is accessible to students at 6:45 AM. In the event of severe weather or emergency closure, families will be notified via email, phone call, and local news outlets.

Emergency Parental Communication – Early Release

In the event of an emergency, contact can be made through the Main Office in accordance with state law. A student cannot and will not be released from school if there has not been confirmed communication between the parent(s)/guardian(s) and school administration. This is best practice to ensure that the parent and school are aware of the student's whereabouts and the needs of the family in an urgent matter are being met.

Cell Phone Policy

In line with Ohio HB 250 and our commitment to focused, distraction-free learning, all student cell phones must be turned in at the start of the school day and returned at dismissal. This practice reflects the Benedictine value of presence — being fully attentive to the people and work before us.

- All phones collected at Morning Meeting in the Fieldhouse by designated student leaders and/or faculty
- Late-arriving students turn phones in to the Attendance Coordinator at the front desk of the Atrium
- Phones stored securely in the Dean of Men's office during the day
- Phones returned at the end of 8th period by student leaders
- Students needing to contact parents must use school phones in the Main Office, Business Office, or Atrium

Consequences for Failure to Turn In a Phone

- 1st refusal: Detention
- 2nd refusal: Saturday Detention
- Further refusals: Out-of-School Suspension
- Turning in a substitute device: Same consequences as above

Listening Devices

All listening devices (wired or wireless headphones, earbuds, AirPods) are prohibited on campus during school hours, including passing periods, study halls, and lunch. Devices must remain secured in lockers or backpacks at all times unless explicitly approved by a faculty member for a specific academic purpose. Violation: Detention. Use during a test or exam: Disciplinary consequences at teacher and Dean of Men's discretion.

Hall Passes

When a student leaves the classroom, study hall, or any assigned area, he must carry a hall pass at all times. The hall pass is a visible sign of a student's commitment to accountability — a practical expression of the Benedictine value of obedience and community trust.

Student Commons / Cafeteria

- Classroom behavior expectations apply in the Student Commons at all times
- Students are expected to remain seated when not obtaining their meal
- Students must remain in the Student Commons during lunch; exceptions must be cleared with the Attendance Coordinator
- Students are expected to clean up after themselves – clearing trash and cleaning spills
- Students must use their own ID/access card; using another student's card is considered theft
- To promote community accountability, students may be randomly assigned table clean-up duty

Student Meal Charge Policy

To maintain the financial stability of the school nutrition program, students may charge meals to their lunch account up to a negative balance of \$50.00.

- Parents/guardians will be notified when a student's account balance falls below \$10.00 and periodically thereafter as the balance increases.
- Once a student's account reaches a negative balance of \$50.00, charging privileges will be suspended.
- Students with a negative balance exceeding \$50.00 will not be permitted to charge regular reimbursable meals or à la carte items until the balance has been reduced below the established limit. Students will be offered a small side salad and milk until the lunch balance is at a positive.
- The school will make reasonable efforts to contact parents/guardians regarding outstanding balances and available payment options.
- In cases of financial hardship, families are encouraged to contact the school administration to discuss payment arrangements or eligibility for meal assistance programs.
- This policy will be applied consistently to all students while maintaining student dignity and confidentiality.
- You must have a positive balance to purchase any à la carte items, chips, ice cream, ice coffee and drinks.

Free and Reduced Applications:

We encourage every family to fill out a Free and Reduced application at the beginning of the year. All applications must be filled out by October 1, 2026 or your previous status will go to a FULL PAY status.

- Paying for meals:
- Checks, money orders or cash are accepted in the Business Office. You can also pay online at payschoolcentral.com using a credit card.
- Lunch: \$5.00
- Breakfast: \$3.75
- Any additional information is on our website under the Food Service Page
- If you have any questions please contact Ms. Diana Hill at hill@cbhs.edu or 216-421-2080 X426

Student ID Cards

Each student is issued a school identification/lunch access card used for building security and breakfast and lunch. Loss of the card restricts access to campus buildings, meals, and educational materials. Replacement cost: \$10.00. Student ID cards are a required item in accordance with our Dress Code. Students must wear their school issued ID cards at all times while on campus during school hours, this includes during lunch in the Student Commons. Students will only be issued one

Student ID card to be used during their time at Benedictine High School and are responsible for securing a replacement ID if lost.

Lockers

Every Benedictine student is assigned a locker secured with a Master combination lock. Lockers are for assigned students only. Unauthorized removal of another student's lock is treated as theft. Tampering with lockers is vandalism. Students may decorate the inside of their lockers with materials consistent with Catholic values. Benedictine retains the right to inspect lockers at any time, with or without the student present. All personal belongings must be removed by the last day of school.

Students are required to use school issued locks and lockers in the Athletic wing locker rooms during athletic seasons.

Work Permits

Any student ages 14-17 can obtain an Application for Minor Work Permit from the Main Office. Once complete, return to the Main Office for processing. Twenty-four-hour notice is required for completion.

Social Functions

Benedictine dances are opportunities to socialize in a supervised and safe environment consistent with our values. All school rules remain in force at social functions on or off campus. All attendees must complete the online Social Function Policy Form and present student ID when asked.

- One guest per Benedictine student; guest form must be submitted before the event
- No one may leave the function to go to a car for any reason
- Chaperone instructions must be obeyed immediately
- Students absent from school on the day of a dance may not attend
- Student financial accounts must be in good standing for students to attend school dances
- Inappropriate dancing after a warning will result in removal; parents notified immediately
- Breathalyzer testing may be administered by the Dean of Men if substance use is suspected

Off-Campus Conduct

Although Benedictine cannot assume responsibility for student conduct outside its jurisdiction, students remain ambassadors of the school at all times. Off-campus conduct that places the school's reputation in question may result in disciplinary action up to and including suspension or dismissal.

Student Online Policy

Inappropriate online postings, including defamatory comments or images regarding the school, its employees, students, or the Benedictine Order of Cleveland may result in every disciplinary and legal measure deemed appropriate, including suspension and expulsion.

Food Delivery & Unauthorized Food Sales

Students may not use food delivery apps (Uber Eats, DoorDash, Grubhub, etc.) to order food to campus during school hours (7:30 AM–3:30 PM). Students may not sell or purchase food or drinks from other students. All food and drink transactions must be through authorized school vendors, the cafeteria, or officially sanctioned events.

Sexting, Explicit Images, and Artificial Intelligence

Any student who possesses, creates, requests, generates, receives, stores, forwards, shares, or distributes nude, obscene, pornographic, lewd, sexually explicit, or otherwise illegal images may be subject to disciplinary action up to and including suspension, expulsion, and referral to law enforcement. This policy applies to images obtained through cell phones, social media, messaging

applications, websites, cloud storage, or any other electronic means. The use of artificial intelligence (AI) or generative AI tools to create, alter, manipulate, or distribute sexually explicit, inappropriate, or non-consensual images of any person is strictly prohibited. Students may not use AI to generate, edit, or share fake or altered images depicting nudity, sexual content, or compromising situations involving themselves or others. Benedictine High School will investigate all reported incidents and reserves the right to report violations to appropriate law enforcement agencies and other authorities as required by law.

Chemical Abuse and Treatment Policy

Benedictine recognizes chemical dependency as a treatable illness. Students who display signs of chemical abuse or who are found in possession of contraband or are under the influence at school or school events will be referred for testing and treatment at the parent's expense. Students found selling or distributing illegal substances will be dismissed immediately.

SECTION VII: SAFETY & EMERGENCY PROCEDURES

Threat Policy

The safety of our community is our highest responsibility. Any and all threats to harm oneself or others are taken seriously.

- All threats must be reported immediately to the administration
- Benedictine reserves the right to contact appropriate authorities, including mobile crisis response
- Parents/guardians of involved students will be contacted and asked to remove their son from campus. If a parent/guardian refuses to cooperate at any point in the process, the student will be subject to dismissal from Benedictine
- The student will be suspended pending an assessment by an accredited mental health professional (at parent expense); the assessment must declare the student does not pose a risk to himself or others before he may return
- Benedictine will provide support services for students who received a threat, with parental permission
- Benedictine High School is committed to maintaining a safe and secure learning environment for all students, faculty, staff, and visitors. Any threat, whether verbal, written, electronic, or implied, will be taken seriously and investigated promptly. The school's Threat Assessment Team meets regularly and follows the evidence-based guidelines established by the Comprehensive School Threat Assessment Guidelines (CSTAG) model. Students who make threats, engage in threatening behavior, or communicate intentions to harm themselves or others may be subject to immediate intervention, disciplinary action, law enforcement involvement, and/or removal from school pending the outcome of the assessment process.
- For any student who threatens personal harm, Parents/Guardians will be asked to have their student evaluated by a health/medical professional and to comply with his/her follow-up recommendations. The student may not return to Benedictine until the school counseling office receives confirmation from medical professionals that the student is not a danger to himself or others, and is safe to be in our school. We will then develop a student safety plan for the student which we will share with the student's teacher and other relevant staff.

Fire, Tornado, and Lockdown Drills

Fire, Tornado, and Lockdown Drills are conducted in accordance with Ohio law, both announced and unannounced. Students must follow the directions of staff and the postings in each classroom. Silence is required during all safety drills. This is Ohio law.

Student Health Services

A registered nurse is in the building daily from 8:00 AM to 3:00 PM. In the event of illness, a student reports to the nurse's office; the nurse determines whether early dismissal is warranted. Students may only be picked up by an authorized contact.

Ohio law requires current immunization records on file for all enrolled students. Failure to provide documentation may result in exclusion from class. The Student Health Form and Emergency Medical Authorization Form must be on file at the start of the school year. Parents must inform the school regarding procedures if their child has a severe allergy, seizure disorder, diabetes, other medical problem, or takes medication regularly.

All prescription medications must be in the original labeled container and submitted to the nurse with a completed Medical Permission Request form. The school does not provide over-the-counter medications. Current contact information must be kept up to date in FACTS.

Jon Peterson Scholarship Program

Benedictine implements individualized education programs (IEPs) through the Jon Peterson Scholarship Program. Each student receives intervention services in compliance with their individual education plan on file with the Jon Peterson Scholarship Office.

Jon Peterson Admissions

Benedictine High School admits students without regard to disability type, race, color, national origin, sex, religion, or economic status, in compliance with all applicable state and federal laws.

To be considered for admission under the Jon Peterson Special Needs Scholarship Program, a student must:

- Be eligible for the Jon Peterson Special Needs Scholarship as determined by the Ohio Department of Education and Workforce.
- Have a current Individualized Education Program (IEP).
- Meet any program-specific criteria related to the services offered by Benedictine High School.

Admission is based on the organization's ability to appropriately meet the educational needs outlined in the student's IEP. Enrollment is subject to availability of services and capacity.

Quarterly IEP Progress Reports Policy

The student's home school district provides quarterly written progress reports to parents/guardians that document the student's progress toward IEP goals.

These reports:

- Align with the goals and objectives outlined in the student's IEP.
- Are issued at least four times per year.
- Are made available to parents/guardians and submitted to the Ohio Department of Education and Workforce upon request.

Jon Peterson Scholarship Withdrawal and Transfer

Upon withdrawal or transfer, educational records will be provided to the parent/guardian or receiving provider upon request. The Ohio Department of Education and Workforce will be notified as required. Scholarship payments will be adjusted in accordance with state guidelines. Transfers to another Jon Peterson Scholarship provider are supported to ensure continuity of services for the student.

Student Withdrawal Policy

When a student withdraws from Benedictine High School, the parent or guardian must schedule a meeting with Benedictine administration, complete an official Withdrawal Form and obtain the required departmental sign-offs before the withdrawal is finalized. The process is designed to ensure a smooth transition for the student and the proper return of school property.

Initiating a Withdrawal

Only a parent or legal guardian may initiate a student withdrawal. To begin the process

- Contact the Main Office to notify the school of your intent to withdraw and schedule the withdrawal meeting.
- Complete the Withdrawal Form, available from the Main Office.
- Obtain all required departmental signatures (see below) prior to the withdrawal date.

Parents are encouraged to provide at least five (5) school days' notice prior to the intended withdrawal date.

Required Departmental Sign-Off

The withdrawal form is not complete until signatures have been obtained from all three departments listed below. Each sign-off confirms that the student's obligations to that area have been met.

Department	Requirement
Administration	Confirms the withdrawal has been formally approved.
Technology Department	Verifies return of all school-issued technology: laptop computer, charger, and student ID card. Missing or damaged items will be assessed a replacement fee.
Business Office	Confirms that any outstanding balances including tuition, fees, overdue lunch fees or equipment charges have been reviewed and addressed. Please allow 24–48 hours for account processing.

Athletic Uniforms and Equipment

Students who have participated in any Benedictine athletic program must return all school-issued uniforms and equipment to the Athletic Director prior to the withdrawal being finalized. This includes jerseys, practice gear, protective equipment, school-issued footwear, and athletic bags. Items that are missing or returned in a damaged condition will be assessed a replacement fee through the Business Office. Students withdrawing during an active athletic season should contact the Athletic Director as early as possible to coordinate the return of equipment and notify coaching staff.

Student Records and Transcripts after Withdrawal

Benedictine High School will release official student records and transcripts to a receiving school once all of the following conditions have been satisfied:

- All school-issued technology has been returned to the Technology Department.
- All athletic uniforms and equipment have been returned to the Athletic Department.
- All outstanding financial obligations have been paid in full.
- A fully signed Withdrawal Form has been submitted.
- A signed records release authorization has been received from the parent/guardian.

Records will be transmitted to the receiving school within five (5) business days of all conditions being confirmed. Until all conditions are met, the school reserves the right to withhold official transcripts. Parents/guardians requiring expedited processing should contact the Main Office directly.

Academic Privacy Rights/Child Custody

Non-custodial parents will not be given access to the academic records and/or information regarding the academic progress of their child(ren). Verifiable documentation is needed in order for non-custodial parents to receive academic records and/or information regarding the academic progress of their child(ren).

Records Confidentiality

Benedictine High School maintains the confidentiality of all student educational records in accordance with the Family Educational Rights and Privacy Act (FERPA) and applicable state laws. Student records are securely stored and accessed only by authorized personnel. Records are shared only with parents/guardians, the Ohio Department of Education and Workforce, or other entities as permitted or required by law. Parents/guardians have the right to review and request copies of their child's educational records.

Photography/Video Policy

Benedictine High School reserves the right to photograph and/or video record students for the purposes of marketing or recognition including but not limited to publication in brochures, recruitment materials, newspapers, and the school website. Any parent objecting to the use of their son's image for these purposes must notify the principal in writing, no later than the 1st week of September.

Asbestos Management Plan

The management plan for asbestos-containing building materials (ACBM) required by the federal Asbestos Hazard Emergency Response Act (AHERA) has been performed for Benedictine High School. The management plan is on file at the school office and is available for public inspection upon reasonable notice. If desired, a copy of the plan may be obtained upon payment of a reasonable reproduction cost.

Federal law required all schools to inspect their buildings for asbestos-containing materials and to develop Management Plans for those materials found. Our school contracted Asbestos Compliance Technology Inc. to provide this Inspection/Management Plan and to submit a copy to the Ohio Department of Health in 1989.

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

Our school's maintenance and custodial staff has received specialized asbestos training and will visually survey the school's asbestos-containing building materials every six (6) months. Furthermore, a complete re-inspection by an EPA accredited inspector will occur every three (3) years. Copies of these inspections can also be made available for your review.

If our school requires an asbestos abatement larger than small scale short duration, only an EPA accredited asbestos contractor will be used. Attached, you will find a list of the asbestos abatement projects, if any, that our school undertook this past year, and a list of the asbestos abatement projects, if any, planned for the near future.

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.

SECTION VIII: ATHLETICS & EXTRACURRICULAR ACTIVITIES

"Let nothing be preferred to the Work of God. (Rule of St. Benedict, Ch. 43)"

Athletics and extracurricular activities are expressions of the Benedictine ideal of forming the whole person in mind, body, and spirit. Participation is a privilege that carries responsibility.

Eligibility

Grades will be reviewed **twice per quarter** (roughly every 4.5 weeks) to determine eligibility status.

- **Progress Report**
- **End of Quarter Report Card**

There are three levels of eligibility status for extracurriculars at Benedictine High School.

Please be aware that even though the State of Ohio requires a minimum 1.0 GPA and the passing of five classes for extracurricular participation, Benedictine High School requires a minimum 2.0 GPA.

1) State Eligibility: The State of Ohio requires a minimum 1.0 GPA and that students pass five classes. If a student is **State Ineligible** (GPA below 1.0 and not passing five classes), he will not be permitted to participate in extracurriculars and he must attend study tables during Bengal Block. [Note: The State of Ohio will not allow us to change state eligibility status at progress reports. We can only change a student's status at report cards. Any student who is state ineligible is ineligible for extracurriculars for an entire quarter.]

2) Academic Probation/Warning Period: This is when, at either the progress report or report card, a student has dropped below a 2.0 GPA (quarter, not accumulative). If this is the first time a student has moved onto (or back onto) the ineligibility list, he will be on **academic probation** until the next academic checkpoint (approximately 4.5 weeks). He is still permitted to participate in sports (practice, workout, play games), but he will lose his clubs and be required to attend study tables during Bengal Block. He also will not be permitted to attend Tier 2 or Tier 3 field trips.

3) Benedictine Eligibility: This is when, at either the progress report or report card, a student remains below a 2.0 GPA (in other words, he was on the eligibility list during the previous checkpoint period). He then becomes **Benedictine Ineligible**. This means that he will continue to lose his clubs and attend study tables during Bengal Block, and will not attend Tier 2 or 3 field trips. Additionally, he will no longer be allowed to participate in sports (no practicing, working out, or playing games).

- **Athletic Waiver:** Students are permitted one (1) athletic waiver per sports season (Fall, Winter, Spring) that will allow them a grace period for one academic checkpoint period. If he is still under 2.0 at the next academic checkpoint, he will no longer be permitted to play sports for that season.
- **Between School Years:** A Benedictine Ineligible student can choose to use his athletic waiver for the following school year (from 4Q the previous year into 1Q of the next year). If he is not over 2.0 at the 1Q Progress Report, he will not be allowed to play sports until the next checkpoint.

Financial Eligibility

Student FACTS accounts must be in good standing. Participation in workouts, practices, games, events, performances, and field trips will not be permitted if there is an outstanding balance of greater than 30 days without prior approval through the Benedictine Business Office. Each week, a list of ineligible students will be shared with the faculty, staff, and coaches to indicate those students accounts on financial hold. Once the hold is lifted, the student may return to normal extracurricular activities.

Additional Eligibility Requirements

- Students must be in school for a minimum of one-half day (4 full class periods, excluding lunch) to participate that day. School-sponsored and approved field trips are not considered as time out of school.
- Athletes must pass a physician-administered physical before competition; OHSA Physical forms, waiver forms, and school emergency medical authorization forms must be on file with the Athletic Director before the school year.
- All athletes are expected to carry health care insurance.
- No credit recovery grades may substitute for failing grades received in the final grading period of the regular school year.
- All students must observe all regulations in the Parent/Student Handbook and the individual sports or activities guidelines.
- The administration of the school makes the final determination of the student's eligibility based on grades received.

Athletic Event Conduct Policy

Benedictine High School is dedicated to fostering a positive, respectful, and supportive environment at all school athletic events. Students representing the Benedictine community are expected to maintain high standards of conduct that reflect the values and principles of our institution. This policy outlines the rules and standards for student behavior at Benedictine athletic events for the fall, winter, and spring seasons.

Standards of Conduct

- **Respectful Behavior:** Students must exhibit respectful behavior towards all players, coaches, referees, and spectators. This includes members of both the Benedictine community and opposing teams.
- **Prohibition of Profanity:** The use of profanity or obscene language is strictly prohibited.
- **No Physical Altercations:** Engaging in or provoking physical altercations is forbidden.
- **Respect for Property:** Students must respect all property, including facilities, equipment, and personal belongings of others. Vandalism or destruction of property will not be tolerated.
- **Disrespect towards Opposing Teams and Fans:** Students must refrain from taunting, jeering, or displaying any form of disrespect towards opposing teams and their fans.

Consequences for Misconduct

Students who fail to adhere to the standards of conduct will face a series of escalating consequences:

- **First Offense:** A meeting with the Dean of Men to discuss the behavior and reinforce the expectations of the Benedictine community.
- **Second Offense:** Removal from the sporting venue by school authorities. The student will be escorted off the premises and will be required to meet with the Dean of Men the following school day. Parents will be notified of student behavior issue
- **Third Offense:** The student will be banned from attending any Benedictine athletic events for the remainder of the school year. Parents will be notified, and a formal letter will be issued detailing the ban.

Note: Students may be removed from athletic events at any point for failure to adhere to standards of conduct listed above.

Field Trips

This policy is designed to ensure that all student activities and field trips provide clear educational value, align with school priorities, minimize instructional disruption, and are approved through a consistent and transparent process.

Approval Criteria

All requests for student activities or field trips must meet the following criteria for approval:

- Educational Value: The activity must serve a clear instructional, curricular, cultural, spiritual, or developmental purpose that benefits student learning or growth.
- Advanced Notice: Requests must be submitted at least three weeks in advance to allow for proper planning, communication, and coordination among teachers and administrators.
- No Conflict with Instructional Priorities: Trips must avoid major conflicts with assessments, mandatory academic events, or critical instructional time whenever possible.
- Consideration of Timing: Activities occurring outside of instructional hours (after school, weekends, or breaks) are preferred. When instructional time is requested, justification must be clear and compelling.

Tier System for Field Trip Approval

To ensure consistency and fairness in decision-making, all activity and trip requests will be categorized into the following tiers:

Tier 1 – Instructionally Essential / Official School Representation

- These trips are automatically prioritized for approval. Examples: Class-wide curricular experiences (e.g., Senior class attending a Shakespeare play); Pilgrimages, retreats, and trips directly tied to religious education; Tier 1 trips represent core aspects of the academic or faith life of the school. Instructional impact is justified by the school's mission and curriculum.

Tier 2 – Curriculum-Enhancing Clubs and Co-Curriculars

- Trips that align with curriculum or enhance a student's academic or artistic learning. Examples: Drama Club attending a professional production; Marching Band or Choir visiting a university or music clinic; Athletic teams departing early for official competitions (e.g., football, basketball); Academic Challenge meets, science fairs, or debate tournaments; Cultural clubs visiting museums or community heritage events.
- Requirements: Must demonstrate curriculum enhancement or skill development; Must represent the school positively in the community; Participants must meet academic eligibility requirements

Tier 3 – Enrichment & Interest-Based Clubs

- Clubs or groups planning trips not directly tied to curriculum or competition. Examples: Ultimate Frisbee Club attending a tournament as spectators; Italian Heritage Club visiting a local restaurant; Key Club attending a regional service event
- Requirements: Students must maintain a minimum 2.0 GPA; Trips must occur outside instructional time, unless special approval is granted; All participating students must obtain signature approval from each of their teachers; The trip must not negatively impact academic performance or school operations

Additional Field Trip Considerations

Eligibility:

- For all tiers, students must be in good academic standing and free of disciplinary concerns to be eligible for participation.

Teacher Signatures:

- For Tier 3 activities, written approval from all classroom teachers is required to ensure that absences will not interfere with academic success.

Final Approval:

- All trips are subject to final approval by the Principal and/or Dean of Men, who will evaluate based on timing, educational merit, and logistical feasibility.
- Field trips/outside of the classroom activities are an extension of the classroom. We believe that getting students outside of the classroom and shifting their paradigm is good for all students and want to make the opportunity available to as many students as possible. All school policies remain in effect on all school-sanctioned field trips and activities outside of the school building. A student's ability to participate will be determined by teachers/administration. The student must display the ability to represent himself and our community appropriately.
- The administration and/or the appointed chaperone reserve the right to search for and confiscate any illegal drugs/contraband or items considered to be injurious to individuals, groups or the goals of the event taking place. This search includes but is not limited to bags, suitcases, coats and emptying of pockets if requested.
- We reserve the right to impose curfews and check rooms at any time. If a student violates any policy or procedure as outlined in this handbook, a parent/guardian will be called immediately to pick up the student or arrange for his transport home at the parent's expense. Any student who violates any policy or procedure outlined in this handbook while on a field trip may be subject to disciplinary action, including detention, suspension and/or expulsion.
- Any costs for damages or fines incurred by a student(s) on any school-sponsored trip will be the sole responsibility of the family/families involved. The administration reserves the right to limit a student's participation in field trips for any reason.

Field Trip Guidelines

- Field trips must be approved in advance by the Principal
- An out-of-state field trip needs to be approved 3 months in advance
- An out of the country field trip needs to be approved 12 months in advance
- Students' safety will be the primary consideration. Adequate supervision will be provided at all times for all students and such supervision will take into account any unique circumstances or dangers posed by the trip
- All fees for voluntary class or co-curricular field trips will be reviewed prior to approval. The sponsor of that trip must certify to the Principal that provisions have been made for group members unable to pay required fees
- Field trip sponsors shall not pay or commit any deposits and/or fees for any field trip until all required approvals have been granted
- The use of private or leased vehicles by staff members or parents for transporting small groups of students must be pre-authorized by the Principal
- Teachers are responsible for informing accompanying adults of their responsibilities
- The teacher will review acceptable standards of conduct with the students in advance of the trip
- The teacher has primary responsibility for the conduct of the students
- The teacher planning the trip will be responsible for arranging an appropriate educational experience and supervision for the students who do not participate in the field trip
- Prior to leaving on the field trip, the teacher will provide an attendance list of the students who will be on the trip so that correct attendance can be taken
- Health emergency information for each student must be taken on each field trip
- Should an emergency occur, the teacher is responsible for notifying a BHS administrator by telephone as soon as reasonably possible

- All curricular field trips must include all students registered in the class
- All co-curricular and extra-curricular field trips cannot be off campus more than one scheduled school day

SECTION IX: DISCIPLINE

The Rule of St. Benedict is not primarily a list of punishments — it is a guide for community life rooted in love, accountability, and ongoing conversion. Benedictine's approach to discipline follows the same spirit: progressive, restorative, and always ordered toward forming Men of Benedictine.

"The Abbot must so arrange everything that the strong have something to yearn for and the weak nothing to run from. (Rule of St. Benedict, Ch. 64)"

Core Expectations

Every Man of Benedictine is expected to display:

- Respect for the Catholic faith, its moral principles and liturgical practices
- Respect and care for the property of the school and the Abbey
- Respect for all members of the Benedictine community
- Respect for himself, including care for body, mind, and spirit

Progressive Discipline

Discipline is a learning process. Our progressive model uses incremental interventions to address inappropriate behavior with the goal of teaching expected conduct — not merely punishing its absence.

- Every 5th detention in a semester: Saturday Detention (9 AM–12 PM; mandatory attendance)
- Every 10th detention in a semester: Parent meeting; possible dismissal review
- Failure to attend a Saturday Detention: Additional Saturday Detention the following week

Minor Violations (Detention)

- Excessive tardies or unexcused absences
- Failure to adhere to the Benny Bond
- Food outside approved areas; chewing gum; littering
- Unauthorized food or drink sales
- Dress code or locker violations
- Cell phone or listening device violations
- Improper language; bus behavior

Major Violations (Suspension / Possible Dismissal)

- Habitual minor violations
- Fighting, violence, or retaliation
- Disrespect toward staff — parent meeting and counseling required
- Cutting class (zero for missed work; parent meeting with Dean of Men)
- Forgery or plagiarism (zero on assignment; parent meeting)
- Tobacco use or vaping — Suspension
- Drug use on campus or possession — Dismissal; possible police involvement
- Vandalism or graffiti — Suspension or removal
- Inappropriate use of technology including social media — Suspension; possible dismissal

Suspension

During an out-of-school suspension, students receive a zero for all missed work including assessments, may not be on school property for any reason, and may not attend any school events. All suspensions are recorded on the permanent record. Families will be notified by telephone and email as soon as possible.

Expulsion / Dismissal

Recommendations for dismissal are made by the Academic Dean or Dean of Men to the Principal, who holds final authority. The student and his immediate family have the right to a hearing before the Principal before a dismissal is finalized. Some actions may warrant immediate expulsion.

Fines

- Damage to school property: Cleaning, repair, or replacement cost
- Damaged or missing textbooks
- Technology policy violations: See Technology section for fee schedule

SECTION X: DRESS CODE

Our dress code is not about uniformity for its own sake — it reflects the Benedictine value of dignity and community identity. How we present ourselves is a form of respect: for ourselves, for one another, and for the sacred work of learning.

General Guidelines

Students must arrive and remain in proper dress code attire throughout the entire school day. All clothing must be clean, neat, properly fitting, and worn appropriately.

Shirts (Two Options)

- Official Benedictine polo (navy, white, black, or columbia blue) with visible Benedictine logo — must be tucked in at all times
- White or solid-colored dress shirt (short or long sleeve) with a school-appropriate tie worn properly and collar buttoned

Pants & Shorts

- Dress slacks required October through early April (khaki, navy, gray, or black; must be worn with a belt)
- Joggers, sweatpants, lounge pants, and jeans are NOT permitted
- Dress shorts permitted August–September and April through year-end (same color restrictions; must be worn with a belt)

Footwear

- Athletic/Tennis shoes in black, white, blue, red, or combination of these colors
- Dress shoes in brown or black; Hey Dudes footwear
- **NOT permitted:** slippers, slip-ons, sandals, boots, Crocs, foam shoes, Yeezys, Uggs, Birkenstocks, any rubber shoe (Nike ReactX)

Mass Attire (Designated Days)

- Dress shirt and tie
- Dress slacks with belt
- Dress shoes, no athletic shoes
- Any student not in Mass Attire will receive two (2) detentions for dress code violations

Students will be informed in advance of all Mass days.

Outerwear (During School Day)

- **Permitted:** Benedictine varsity jackets, cardigans, team apparel (no hoods), sweaters (tie must remain visible), Benedictine-issued crew-neck sweatshirts, Benedictine quarter-zips
- **NOT permitted:** Hooded sweatshirts or hoodies of any kind (except designated dress-down days); outdoor coats or jackets not official Benedictine apparel

Headwear, Accessories & Personal Appearance

- No headphones, AirPods, or earbuds visible on head, around neck, or in ears during school hours
- No hats, caps, bandanas, or other headgear inside the building
- No sunglasses or tinted lenses
- Tattoos must be covered at all times
- Jewelry limited to one watch and one ring per hand; no earrings or visible piercings
- Plastic studs **MUST** be worn by any student who recently has their ears pierced
- Students are expected to maintain a neat, clean, and professional appearance at all times. Hair must not obstruct a student's vision or extend below the shoulders. Hair color must be a natural color; unnatural colors, highlights, or two-tone/color-dyed hairstyles are not permitted.
- Students must be clean-shaven at all times. Beards, goatees, mustaches, and other forms of facial hair are not permitted.
- Students who do not meet the Hair and Grooming Policy may be subject to disciplinary action and may be required to correct the violation before returning to class.

Regarding Smart Devices and Wearable Technology

To maintain an environment focused on learning, privacy, and student safety, students may not wear or use smart devices during the school day while on campus. Prohibited devices include, but are not limited to, smart watches, Meta Smart Glasses, smart glasses, wearable cameras, and any device capable of connecting to the internet, making phone calls, sending messages, recording audio or video, taking photographs, or accessing applications. Such devices must be powered off and stored in a locker or backpack during the school day. Any student found wearing or using a prohibited smart device may be subject to confiscation of the device and disciplinary action in accordance with school policy.

Enforcement

Students out of compliance may face detention or be sent home to change. Daily dress code checks are conducted during Morning Meeting. Continued violations result in escalating consequences.

SECTION XI: TECHNOLOGY ACCEPTABLE USE POLICY

Technology at Benedictine is a tool for learning as a means of accessing the knowledge of the world in service of the school's mission. Like all tools, it must be used with intention and integrity. The Benedictine value of stewardship applies equally to our assigned devices as to any other gift entrusted to us.

Assigned Device Responsibilities

Each student is issued a school laptop. Upon signing the handbook acknowledgment form, a student assumes full responsibility for the device.

- Come to school with the device fully charged
- Never leave the device unattended or on the floor
- Keep the device in your backpack when not in use
- Secure the device in your locker during extracurricular activities
- Do not remove or damage BHS asset tags (\$5 fee to replace)
- Never allow another student to use your assigned device
- Use is restricted to academic purposes; use for entertainment purposes during the school day is prohibited.

Technology Fee Schedule

Damage Type	Deductible
Intentional damage not covered under warranty	Cost of device
AC Power Adapter (intentional damage or missing)	\$35.00
System Restoration (misconduct/unauthorized software)	\$100.00
BHS Asset Tag Replacement (if intentionally damaged/defaced)	\$5.00

Network & Internet Acceptable Use

Access to Benedictine's network and the internet is provided to support educational excellence. Misuse of this access — including accessing inappropriate content, social media, gaming, or illegal material — may result in loss of network privileges and disciplinary action.

- Use appropriate, respectful language in all digital communications
- Do not share your username or password
- Do not attempt to circumvent network security filters
- Do not install unauthorized software, add-ons, or extensions
- Do not use social media during school hours
- Do not engage in commercial activity, gambling, or personal business

Violations

Violations of the Acceptable Use Policy may result in temporary or permanent loss of technology privileges, disciplinary action up to and including expulsion, and assessment of repair/replacement fees.

SECTION XII: BUSINESS OFFICE & TUITION

Tuition & Fees 2026–2027

Tuition: \$15,550

- Annual Registration Fee: \$250 (applied to tuition balance)

Fees:

- One-Time School Fee: \$750 (covers technology, retreat, uniform, and FACTS plan fee)
- Graduation Fee (Seniors): \$200

Our tuition does not cover the full cost of a student's education. Benedictine relies significantly on fundraising and the generous support of alumni, foundations, and other benefactors to make up the difference.

Tuition Payment Options

- Payment in Full: Full payment by July 1 earns a 3% pre-payment discount on net tuition over \$2,000. Payment accepted by cash, check, MasterCard, Visa, or Discover (3% service charge on credit cards).
- Two-Payment Plan: Half of tuition due July 1; remaining balance due October 1.
- FACTS Tuition Payment Plan: Monthly payments via automatic bank payment or invoice. One-time \$55 FACTS fee. Enroll at cbhs.edu under "Student Center."

All installment plans other than Options 1 and 2 must be made through FACTS. Please contact the Business Office to confirm your net tuition amount.

Tuition Assistance

At Benedictine, we believe every young man deserves access to a faith-filled, college-preparatory education rooted in our Benedictine tradition. Through the generosity of our alumni, foundations, and benefactors, meaningful tuition assistance is available to families who demonstrate financial need.

To qualify, families must complete the FACTS Grant & Aid application each year by the posted deadline.

Requirements for Continuing Tuition Assistance

1. Maintain Strong Academic Effort: Cumulative GPA of 2.0 or higher
2. Attend School Consistently: No more than 20 total absences during the school year
3. Be On Time: No more than 10 tardies during the school year
4. Stay Current on Tuition: Accounts kept up to date per the agreed-upon payment plan

Tuition assistance is reviewed at the end of each semester or when a student withdraws or is expelled. Benedictine reserves the right to retract tuition assistance at the discretion of administration for failure to meet the requirements above. If concerns arise, the school will communicate directly with families to allow time to address issues. Families may always reach out to discuss their circumstances or submit an appeal.

Questions? Contact the Family Relations Office at (216) 421-2080 x337 or businessoffice@cbhs.edu.

Transportation FY27

Beginning this Fall, school-provided transportation will consist of:

- A morning arrival route to campus
- An evening activities departure route for students participating in school-sponsored activities

Please note that transportation will not be available for standard daily dismissal or midday travel.

Families may choose the option that best fits their needs:

- Morning route only
- Evening activities route only
- Both routes

Transportation Options

- One-Route Pass (\$1,500): Approximately \$8.33 per day
- Two-Route Pass (\$2,750): Approximately \$15.28 per day
- Season Activities Pass (Fall, Winter, Spring): \$600/season

Free and Low-Cost Transportation Alternatives

We are pleased to continue offering several transportation options that have worked well for many Benedictine families:

- Free shuttle service from Shaker Square and University Circle
- Complimentary RTA passes for eligible Cleveland residents
- Affordable Laketran transportation options for families residing in Lake County

Our goal is to provide transportation solutions that are both practical and cost-effective while continuing to meet the needs of our students and families.

For current route information: cbhs.edu/routes-transportation/

Activity Bus riders must sign up at the porter's desk (Attendance Coordinator) before 1:00 PM daily.

Refund Policy

Withdrawal during 1st quarter: 25% of annual tuition and fees charged (if at least one day attended). During 2nd quarter: 50%. During 3rd quarter: 75%. During 4th quarter: 100% there are no refunds. No refunds are issued for bus passes or tickets. Financial aid and scholarships are prorated on the same basis. Families participating in EdChoice, EdChoice Expansion, or Cleveland Scholarship programs: any unearned state funds must be returned to the State of Ohio.

Delinquent Accounts

Families with delinquent accounts may face restriction of access to FACTS, grade reports, diplomas, and academic records. Official and non-official transcripts will not be released. Seniors with unpaid accounts will not receive their diploma or final transcripts until the account is paid in full. The Administration reserves the right to refuse admission to students whose accounts are not current.

SECTION XIII: TRANSPORTATION & PARKING

Automobiles & Parking

Only students with proper permits may use the school parking lot. Permits must hang visibly from the rear-view mirror and are obtained from the Dean of Men's Office. Every student vehicle must be registered. Parking permits cost \$100.00. Students found parking without a permit will be charged.

The maximum speed limit in all lots and driveways is 5 miles per hour. No student may go to his car during the school day without permission from a faculty or staff member. Benedictine is not responsible for vandalism, damage, or loss of contents in any vehicle parked on its property.

Transportation Policy

Families wishing to use Benedictine transportation must sign a contract with the Transportation Department. Students must arrive at their stop 10 minutes before the indicated departure time and remain 15 minutes after. The Activities Bus departs promptly at 6:30 PM; students with activities ending later must arrange their own transportation.

All handbook policies apply on Benedictine transportation. If a student loses riding privileges due to policy violations, no refund will be issued. See the transportation contract for additional policies.

SECTION XIV: BENEDICTINE FACTS & TRADITIONS

To be a Man of Benedictine is to be part of a living tradition stretching back to 1927. These facts and traditions bind our community across generations.

School Seal



The seal of Benedictine High School is derived from the Medal of St. Benedict. On the saint's right stands the poisoned cup, shattered when he made the sign of the cross over it. On his left is a raven prepared to carry away a loaf of poisoned bread sent to him. Below his feet: "1927" — the year our school opened.

School Colors & Mascot



The Bengals. Blue and white. The "B" on our football helmet since the 1950s. These marks identify a brotherhood that stretches across decades and across Cleveland.

The Marian Grotto



On our 16-acre campus stands a sanctuary dedicated to the Virgin Mother. Students have prayed there since the 1950s. The Grotto is a place of quiet, intercession, and Benedictine presence.

Fight Song

Go Benedictine
Go Right Down That Field
With Your Colors Flying
We Will Never, Never Yield
Go Benedictine
Show Your Spirit True
Fight For The Game
And Spread Our Name
Let's Fight for The White and Blue

Alma Mater

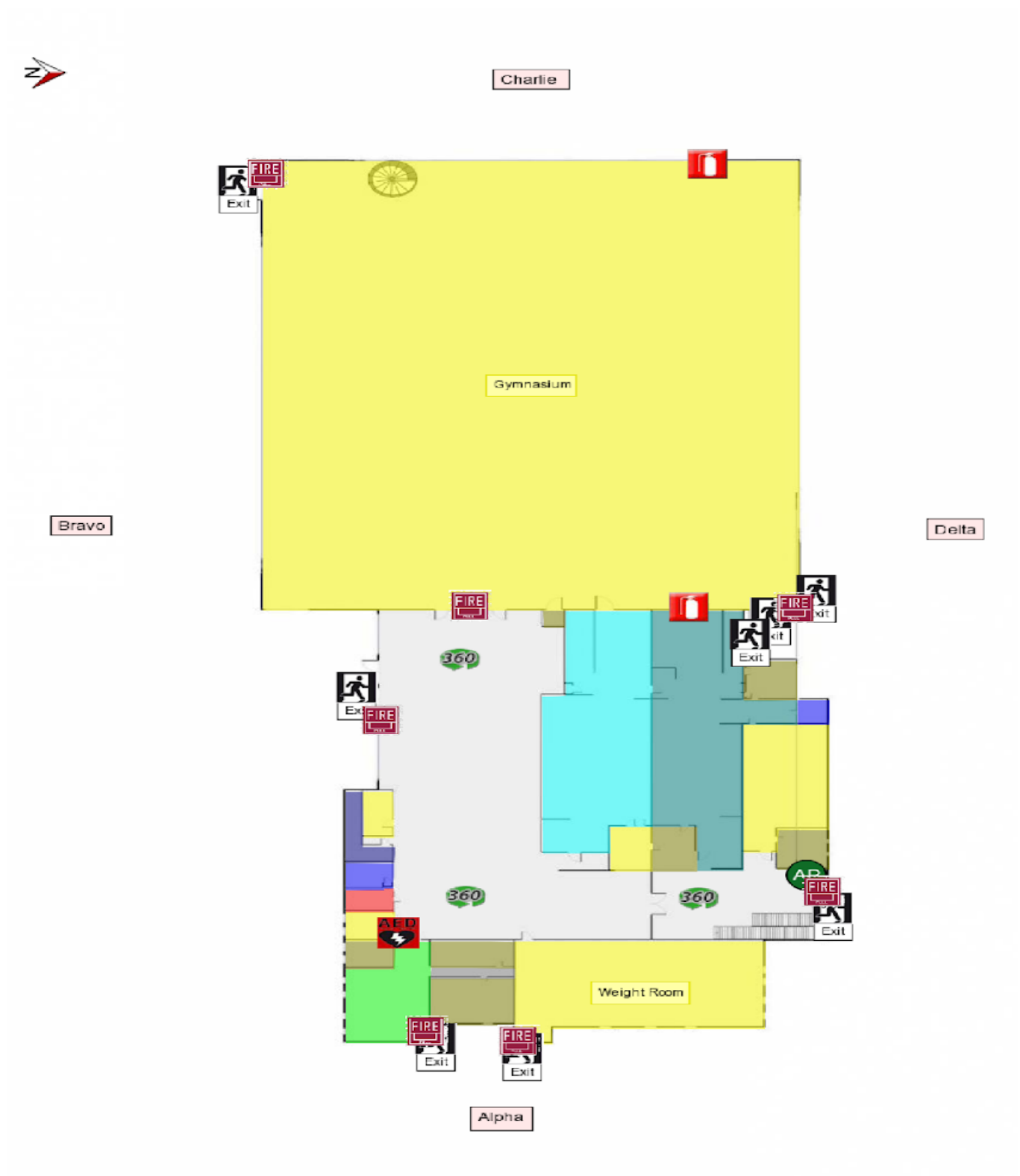
All Hail Benedictine
Our Dear Old White and Blue
We Pledge Our Loyalty
All Your Sons So True
Your Cherished Traditions
We Tenderly Review
We Give Alma Mater
Our Hearts to You

Accreditation

Benedictine High School is fully accredited by the Ohio Catholic School Accrediting Association and by the North Central Association Commission on Accreditation and School Improvement (now Cognia).

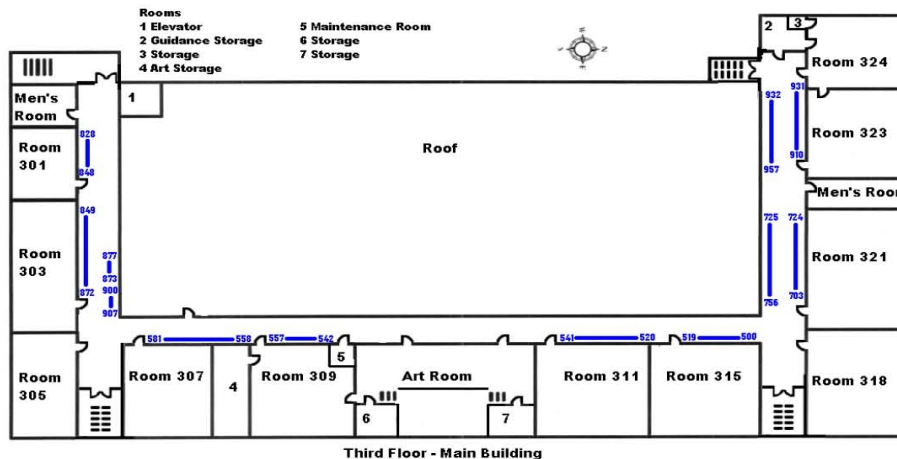
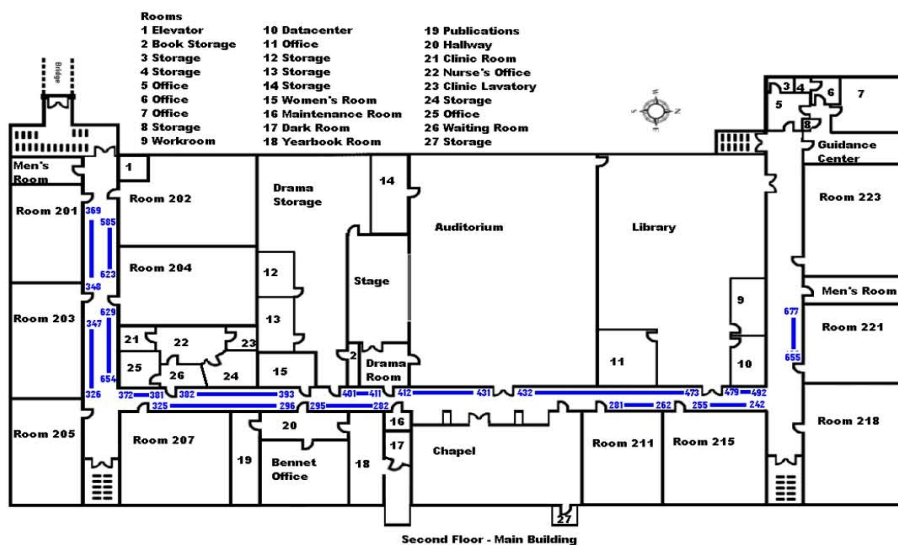
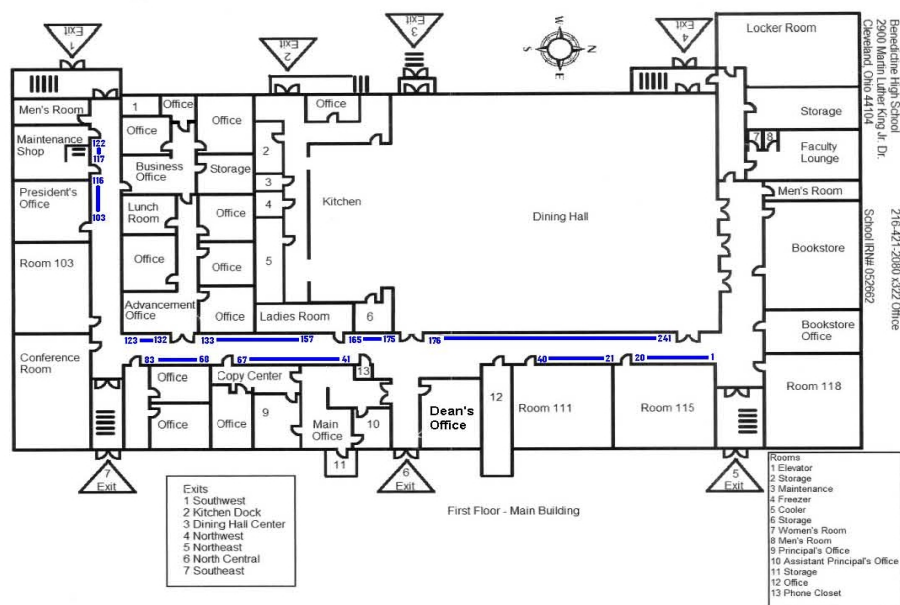
Legend	
	360 Image
	AED
	Alarm Panel Keypad
	Compass
	Electrical Shut Off
	Exit
	Fire Alarm Control Panel
	Fire Extinguisher
	Fire Pull
	Gas Shut Off
	Live Camera
	Water Shut Off
Benedictine High School 1st Floor	
Benedictine High School 2810 Martin Luther King Drive Cleveland, OH 44104	
Identification #: 526852 Office Phone: (216) 421-2080 Emergency Phone: (216) 421-2080	



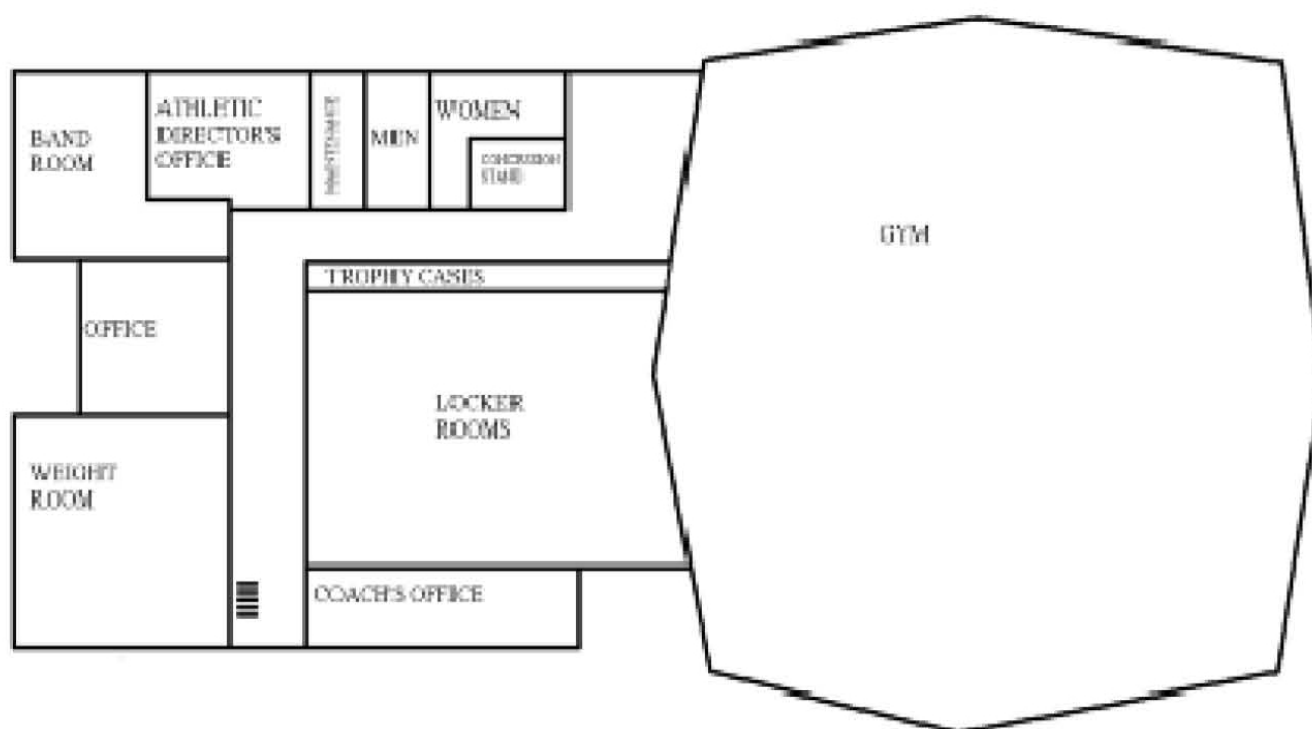
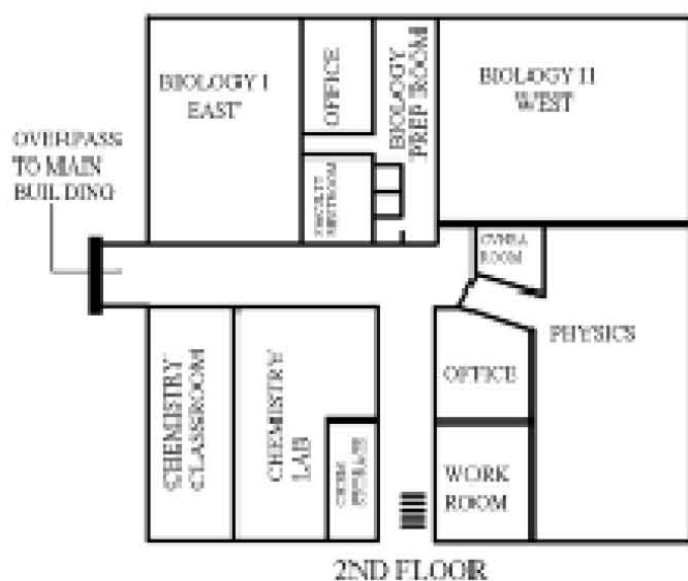


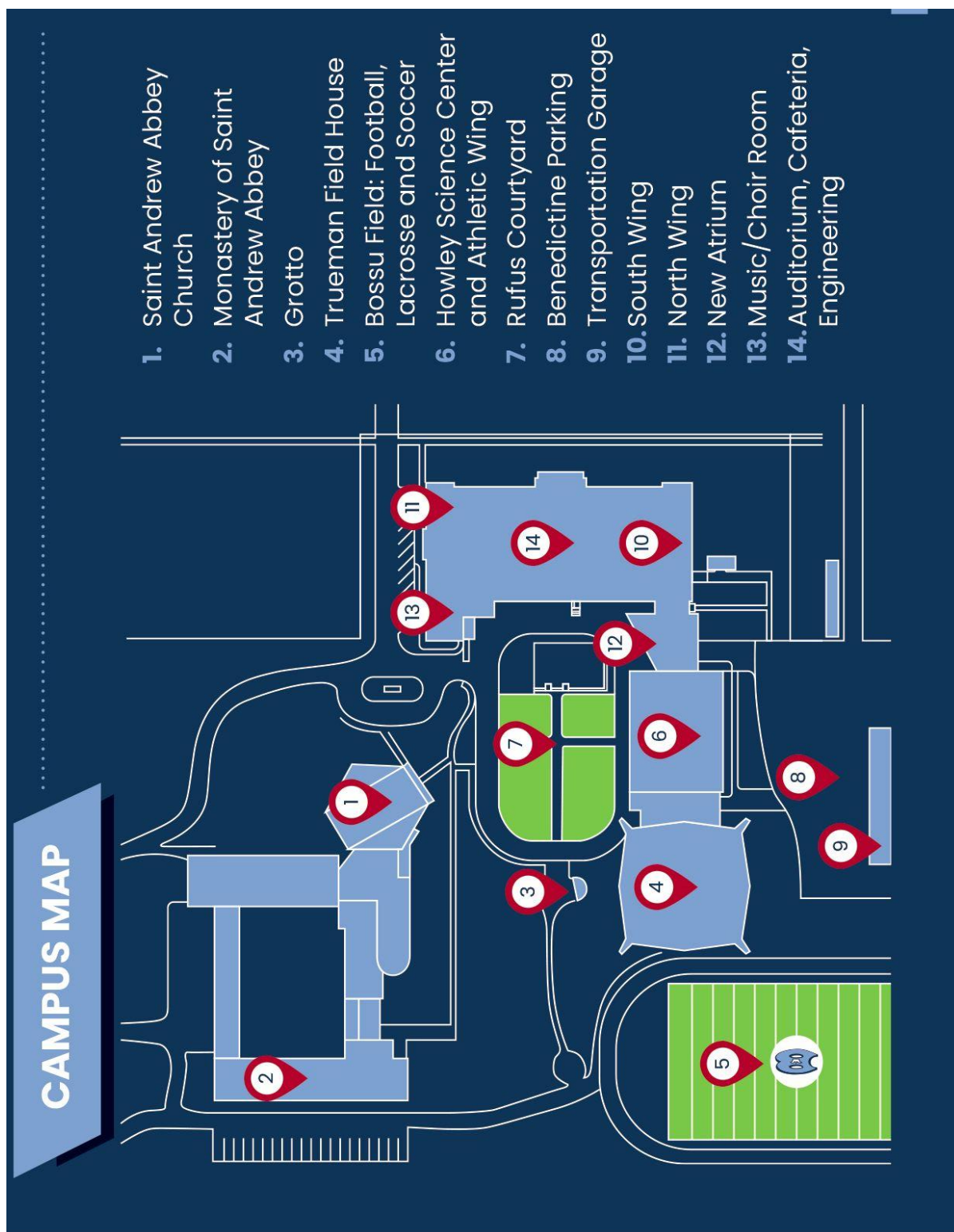
Main Building Floor Plan

Numbers in Hallways – Approximate Locker Location



Science/Athletic Building Floor Plan





ACKNOWLEDGMENT OF RECEIPT

By signing below, the student and parent/guardian confirm that they have read and understood the Benedictine High School Parent & Student Handbook 2026–2027 and agree to abide by all policies and procedures contained within it.

We understand that no handbook can anticipate every situation. The administration of Benedictine High School reserves the right to take any action necessary to ensure the smooth operation, safety, and educational mission of the school — including disciplinary action for behavior that violates the spirit and philosophy of Benedictine, even if not specifically enumerated here.

We also acknowledge that any aspect of this handbook may be subject to change, addition, or deletion by the administration with reasonable notice.

Student Signature

Parent / Guardian Signature

Student Name (Print)

Date