

STUDENT / PARENT

HANDBOOK

**7465 Loannes Drive
Cincinnati, Ohio 45243
(513) 891-8222
(513) 985-6089 (Fax)**

A special thanks to Maura Hull Class of 2017, for designing the cover page.

**David Kennedy, Principal
www.madeiracityschools.org**

Welcome!

Welcome to the 2017-2018 school year!! We hope that you are looking forward to the many learning opportunities and numerous extracurricular activities that make Madeira High School a world-class learning environment. The faculty and staff are excited that you are here and look forward to helping you become more successful in your academic studies as well as your personal growth.

Your involvement in school is important! Madeira High School's reputation has been built on the conduct, participation, and achievement of individuals like you. Your success will be dependent upon a number of important factors: daily attendance, paying attention in class, doing your homework, participating in extracurricular activities, giving 100% effort, exhibiting cooperative behavior and demonstrating respect for yourself, your peers and the MHS staff. With your help, we can make our school learning community a dynamic place for everyone to learn and work.

During your years at Madeira High School, you will make numerous decisions and may face personal or academic challenges. Please seek the assistance of your teachers, counselors, and principal – our offices are open to you at any time to discuss personal struggles or career goals. We care about your success and are willing to listen!

This Student Handbook is a comprehensive collection of information about school rules and regulations, services, facilities, and policies that directly affect students. It is every student's responsibility to promote the best educational atmosphere possible by becoming familiar with the information within this Student Handbook. The rules and regulations in this handbook will help to ensure that each student at Madeira High School has the opportunity to succeed.

It is our sincere hope that you will take advantage of the many opportunities available to you so that you might fulfill your career dreams and goals. Let's work together to make this a wonderful school year!

Sincerely,

David Kennedy
Principal

QUARTER DATES

End of First Quarter.....	October 20
End of Second Quarter.....	December 20
End of Third Quarter.....	March 9
End of Fourth Quarter.....	May 24

Fees should be paid in full by September 29th or a fee payment plan needs to be established with the main office. Reminders of any unpaid fees will be sent home monthly and/or quarterly.

Parents and students are able to access a teacher's grade book over the internet using a password. Therefore, no mid-term reports will be mailed home. Parents without computer access can request a mid-term through their child's guidance counselor or teacher.

Parents and students should be aware that it can take up to ten school days to post grades from a past assignment. Projects, papers, and other long term assignments will require more time for the teacher to assess, provide feedback, and assign a grade. As a general guideline, posting of these types of grades may take the same amount of time students had to complete the assignment.

(If a paper was assigned to be due in three weeks, grades would be posted three weeks after that due.

Administrators & Office Staff

Principal	Mr. David Kennedy.....	891-8222
Athletic Director & Dean of Students	Mr. Joe Kimling	587-0011
Guidance Counselor	Ms. Kim Homer	587-0012
Guidance Counselor	Mrs. Erin Koehne	587-0012
Guidance Counselor.....	Mr. Vincent Rahnfeld.....	587-0012
Psychologist.....	Mrs. Alice Bonar.....	891-8222
Principal's Admin. Assistant	Mrs. Beth Shelander	891-8222
Attendance Admin. Assistant ..	Mrs. Jana Schwein	587-0013
Guidance Admin. Assistant	Mrs. Beth Weiner	587-0012
Athletic Admin. Assistant.....	Mrs. Cyndi Underwood.....	587-0010
Superintendent.....	Mr. Kenji Matsudo	985-6070
Assistant Superintendent	Mr. Tim Weber	985-6070
Treasurer.....	Mrs. Susan Crabill.....	985-6070
Network Manager.....	Mrs. Becky Reisert.....	272-4141
Director of Pupil Services.....	Mr. Kevin Wright.....	272-4140

FACULTY

Art

Mrs. Jill Dulgeroff

Business/Computer Sci.

Mrs. Jennifer Jordan

Mrs. Leigh Michelsen

English

Mr. Bob Kitchen

Ms. Kelli Candella

Ms. Stephanie Ruehlmann

Mrs. Lindsay Schmidt

Mrs. Abby Seelmeyer

Mrs. Michele Youngquist

Foreign Language

Mrs. Aimee Bates

Mrs. Jennifer Bruening

Mrs. Julie Leugers

Mrs. Nichole Gergen

Guidance Department

Kim Homer

Erin Koehne

Vincent Rahnfeld

Home Economics

Mrs. Ann Kean

Math

Mr. Jeff Corn

Ms. Laura Edwards

Mr. Steve Phelps

Mrs. Julie Neff

Mr. Jon Unger

Music

Mrs. Lori Adams

Mrs. Kristin Anderson

Mr. Wes Woolard

Physical Ed.

Mr. Mike Shafer

Science

Mrs. Christy Barton

Mr. Brett Becker

Mrs. Karen Dougherty

Mrs. Margaret Miller

Mrs. Suzy Tucker

Social Studies

Mr. Justin Belarski

Mr. Dan Brady

Mr. Mike Grayson

Mrs. Kathy Moliterno

Mr. Scott Stocker

Special Education

Mrs. Michelle Whitmore

Ms. Jennifer Lewis

Mrs. Kelly Wing

Voice Mail Dial: 985-6085 – Enter VM – Extensions (See page 28)

ACADEMICS

GRADING PROCEDURE

There are four grading periods. Report cards will be mailed home approximately one week after the conclusion of each grading period (quarter).

GRADING CRITERIA

Teachers will notify their students as to the grading criteria for each class.

GRADING SCALE

Madeira High School uses the following grading scale:

Percentage Points, Letter Grades, Regular, Honors, A.P.S

Percentage Points Letter Grades Regular Credit Honors Credit A.P. Credit

100%-90%	A	4.00	4.50	5.00
89.99%-80%	B	3.00	3.50	4.00
79.99%-70%	C	2.00	2.50	3.00
69.99%-60%	D	1.00	1.50	2.00
Below 60%	F	0.00	0.00	0.00

How Final Course Grades are Determined:

1. Each quarter grade counts as two grades and each exam grade as one grade (i.e. four quarter grades [8] plus two exams grades equal ten [10] grades).
2. Total the value of your grades (A=4, B=3, C=2, D=1, F=0).
3. Divide by the number of grades.
4. Round off to obtain your final grade:
0.000 - 0.599 = F
0.600 - 1.499 = D
1.500 - 2.499 = C
2.500 - 3.499 = B
3.500 - 4.000 = A

To receive credit for a year, a student must earn a passing grade in at least two of four grading periods in addition to quality points. One of the passing quarters must be in the second semester.

To receive credit for a semester course a student must earn a passing grade in at least one of two grading periods in addition to quality points.

Incomplete Grades: All incomplete grades must be made up by the last day of school. If not, they will become failing grades. No senior will be able to graduate with an incomplete grade.

DECLARED COURSES

Each year students in grades 9-12 may declare one [1] credit (one [1] full year course, or two [2] semester courses, or four [4] quarter courses, or a combination of two [2] quarter courses and one [1] semester course) as a "not for GPA credit" course for the purpose of grade point average (GPA) and class rank computation, subject to the conditions listed below. Grades for declared courses will still be issued and credits will be granted. Such grades and credits will appear on the official transcript of the student, and such grades will be used in determining eligibility for honor roll for a given quarter.

Conditions

For those students enrolled in one elective course, as defined in #6 below, at the option of the student (if eighteen [18] years old or older), or parent (if the student is under eighteen [18] years of age), the grade will not be used in calculating the Grade Point Average (GPA) of the student.

1. Declared courses are limited to one (1) full year course or two (2) semester courses or four (4) quarter courses each year. A maximum of four (4) full year equivalent courses may be declared over the course of high school enrollment (two [2] semester courses, or four [4] quarter courses, or a combination of two [2] quarter courses and one [1] semester course are the equivalent of one [1] full year course).
2. Students may not accumulate declared courses. If the declaration is not made in a given year, the number of courses which may be declared over the course of high school enrollment will be reduced by one (i.e., if no course is declared in the freshman year, the number of eligible courses to be declared would be reduced to three).
3. Only students and/or the parent(s) of students (as provided above) in grades 9-12 are eligible to make such declarations.
4. The course(s) must be declared at the time registration sheets are returned to the Guidance Office. Changes in a declared course(s) will not be permitted, except in unusual circumstances, and any such exceptions will require the approval of the prin-

cial.

5. Declared courses will carry a grade and appropriate credit, and will be used for honor roll calculations. Declared courses will not be used in determining class rank and GPA.
6. Students may declare an elective course in any area if it is not a graduation requirement. Courses in visual and performing arts may be declared after the one unit graduation requirement is met.
7. Students enrolled in seven courses can elect to declare a second course, provided it meets all the above criteria.
8. Students may declare an Honors or AP level courses that is not a requirement for graduation.

CLASS RANK

Class rank is computed for every high school student at the completion of each semester. Rank is based on a student's cumulative average of all courses beginning in grade 8. All honors and A.P. classes are given extra weight when computing grade point average for class rank. While class rank is calculated, it will not be reported on high school transcripts. Class rank is available upon the request of the parent.

VALEDICTORIAN / SALUTATORIAN

The valedictorian and salutatorian are announced at the Senior Awards Night program. The determination is based on the class rank of the senior at the end of the third quarter of the senior year. Valedictorian & Salutatorian status may be rescinded if the student does not maintain their academic record during the fourth grading period. In determining the valedictorian and salutatorian, grades will be rounded to the hundredth place.

TOP SENIOR STATUS

Top senior status will be calculated at the end of third quarter during the senior year. Seniors with GPA's of 4.0 or higher will be considered Top Seniors. Senior GPA's that are close to 4.0 will be analyzed to see if continued 'A' grades would boost them to Top Senior status. If grades drop during 4th quarter, Top Senior status would be eliminated. Grades will not be rounded.

FORCED AVERAGE

If a student shows a significant trend in grades during a quarter or semester, the teacher has the option to "force" a grade. For example, grades of "C", "F", "F" when averaged by the computer would equal a "D" average for the semester. But, because of significant downward trend in grades (the last two are "F's"), the teacher could force the final average of "D" to an "F." Teachers will notify students and parents in writing and by telephone no later than five weeks prior to the end of the semester if a student is in jeopardy of having a grade forced.

CORE SUBJECTS

Every student enrolled as a full-time student must take four core subject areas each day. (Core subject areas are English, Math, Social Studies, Science, Foreign Language, or Business.)

HONORS AND ADVANCE PLACEMENT REQUIREMENTS

For those students who meet the stated requirements and are placed in honors or advance placement courses:

- I. Freshmen/Sophomores must achieve a "B" average for the year to be eligible to be placed in the next year's honors class. If they receive a "D" or "F" during the year, they stay in the honors course, but must still achieve a "B" average overall in order to stay in the honors program for the next year.
- II. Juniors and Seniors must maintain a "B" or better grade in every quarter. If they receive two "C" grades in any two quarters following the second "C" they will be removed from the honors class and placed in a college prep class. If they receive a "D" or "F" grade in any quarter, they will be dropped immediately from the Honors Class/AP Class.

SCHEDULE CHANGES

Students and parents should give careful consideration in developing a sound educational plan and an appropriate schedule prior to the end of the current school year.

Changes in course requests may be made anytime in the months between the scheduling meeting with the counselor in February/March through May 15. After May 15, all course requests will be locked.

The only course changes that will be made in the fall or at the beginning of the 2nd semester will be those necessitated by schedule conflicts, failure of a course or data entry errors. Students must make informed decisions about courses

requiring summer assignments because these courses will not be dropped at the beginning of the school year due to incompleteness of work.

Reasons that may justify schedule changes:

1. Program error, such as the omission of a required subject.
2. Failure of a subject in the previous year and/or completion of summer school.
3. Level changes based upon teacher recommendation after documented efforts to provide intervention.
4. Requirements needed for entry to a Great Oaks program or to meet graduation requirements.

Request to Drop a Class

When a student requests to drop a course and add another, the following procedures should be noted:

1. A drop will not be permitted if it results in more than one study hall.
2. After the second week in a semester, a student may drop a class only with the written permission of the parent, teacher, counselor and administrator. Course changes will only be considered for special circumstances.
3. The student may receive a mark of WP or WF if the course drop is approved.

EXTRACURRICULAR ELIGIBILITY POLICY

9th, 10th, 11th, 12th GRADE ELIGIBILITY According to O.H.S.A.A. rules, a student/athlete must be passing at the end of each (9) weeks grading period in subjects that earn a minimum of five (5) credits per quarter toward graduation. Madeira student athletes are also required to have 1.0 grade point average for the preceding grading period to be eligible. Grades earned during the 4th quarter determine eligibility for the 1st quarter of the next school year.

HONOR ROLL

Scholarship is recognized and encouraged through an academic honor roll compiled at the end of each quarter.

1. Straight A Honor Roll: This honor roll includes those students who have a 4.0 or above average in all subjects after honors courses are considered.
2. A & B Honor Roll: This honor includes those students who have a 3.00-3.99 or above in all subjects after honors courses are considered.
3. Students with an "I" (Incomplete) as a grade are ineligible for honor roll until such time that the "I" has been replaced with a grade.

GRADUATION REQUIREMENTS

The Board of Education of Madeira City Schools has approved the following requirements for graduation. Please review these requirements very carefully, as it is your responsibility to be certain they have been fulfilled. These requirements exceed the minimum standards of both The Ohio Department of Education and The North Central Association of College and Secondary Schools.

Credit Flex: Refer to Guidance Website for Credit Flex information, guidelines and application.

SUBJECT AREA

English 4.00 Credits

Social Studies	4.00 Credits
Math	4.00 Credits
Science	3.00 Credits
Foreign Language	2.00 Credits
Physical Education	.50 Credits
Health	.50 Credits
Personal Finance	.50 Credits
Visual & Performing Arts	1.00 Credits
<u>Electives</u>	<u>2.00 Credits</u>
	21.5 TOTAL

Plus Community Service 40.00 Hours

A Madeira High School senior (15.5 units of credit for senior status) who has been in residency in a high school for eight semesters and has transferred to or has earned in Madeira High School a total of 19.5 units of credits may earn two units of credits in any other approved high school, summer school, evening school or correspondence school and return these two units of credits for graduation from Madeira High School. A Madeira senior who is accepted by a college to begin his college work prior to high school graduation must meet all of the above requirements but may count the year of college attendance as two semesters of residency. A student may not, however, receive his diploma until the graduation date of his class.

TOTAL MINIMUM CREDITS 21.50 CREDITS

Students must take two years of the same language. The second year requirement may be waived by the foreign language department with the approval of the principal. Special Education students whose IEP so states, may be excluded from this requirement. Basic English students whose placement is verified may be waived from this requirement.

Foods & Nutrition, Music, Art, Photography, Video Production and Web Design are considered Visual and Performing Arts.

GRADUATION TESTING REQUIREMENTS

For the Class of 2018 and beyond, a diploma shall be awarded to students meeting the curriculum credit requirements and who achieve one of the following three options: a cumulative passing score with the required number of points in each area on end of course exams, earn the required points on the WorkKeys assessment and an approved industry-recognized credential, or earn a remediation-free score in English language arts and mathematics on the ACT or SAT.

COMMUNITY SERVICE REQUIREMENTS

All high school students are required to complete 40 hours of community service in order to complete their graduation requirements from high school. Students must complete 20 Blue Community service hours and 20 Gold Community service hours.

Blue hours are service tasks performed within the school or community. (I.e. – teen counseling, ticket takers, working at the school, working with a church youth group, etc.)

Gold hours are meaningful, life changing experiences. Service hours can be completed working at a Social Service Agency. Students can elect to complete all their hours as Gold community service hours if they desire. Many students go well beyond the 40-hour requirement.

Graduation requirements for vocational students are different than home school students. These requirements also may change depending on your graduation year. Students and parents should contact their guidance counselor for the requirements that will apply to them.

Seniors are responsible for checking with their counselor to assure they have completed all graduation requirements. Seniors are also responsible for checking posted information in the guidance office pertaining to scholarships, awards, and other honorary distinctions they may be eligible for at the end of their senior year. The absolute deadline for final establishment of who will partic-

ipate in the graduation ceremony is 3:00 p.m. on the last day of required attendance for seniors. Seniors who are, at this time, deficient in any way may not participate in the graduation ceremony. Eligible seniors MUST ATTEND graduation practice in order to participate in commencement. All students are required to pass the Ohio Graduation Test in order to receive a diploma.

SENIOR EXAM EXEMPTION POLICY

Senior students may be exempt from their final exams provided the following criteria are met: (Note: This does not apply to any state mandated end of course exams.)

- A or B average for the second semester grade in any class where an exemption is sought.
- No third and/or fourth quarter final grades of D and/or F in the second semester in any class where an exam exemption is sought.
- Students must have cleared all incomplete grades in order to be eligible to participate in this policy no later than last Friday in April.
- All community service hours must be complete and submitted to the guidance office for processing no later than the first day back from Spring Break. Failure to submit the 40 hours by the above date precludes you from any exam exemptions. Seniors not completing their community service by this time could have senior lunch privileges revoked.
- Dual credit seniors are required to follow the exam guidelines established by their teacher in cooperation with their university professor.
- Any student may elect to take their final exams to raise their semester grade in any class where an exam is offered.

SENIORS:

Failure to take exams that are required and/or scheduled could result in a “Zero” exam grade and that will negatively impact semester and final grades for the year. It will also be recorded as an incomplete grade and you will not be allowed to graduate or participate in commencement.

GENERAL INFORMATION

CLOSED CAMPUS

Madeira High School has a closed campus policy. Students are to remain indoors throughout the day unless under the supervision of a teacher or coach. All students are to stay on the campus grounds from the time of their arrival until dismissal time. Students who have parental and school permission to leave the school grounds must sign out through the Main Office for early dismissal. Any student not attending Madeira High School should not be on campus without administrative permission. All students not involved in extra curricular activities or under the direct supervision of a faculty advisor, should be off campus by 3:00 p.m. Consequences stated under building rules may be enforced.

SECURITY DEVICES

Please be advised that security cameras have been placed throughout the building to assist in providing a safe environment for our students and staff. Video from the cameras may be used when necessary to enforce the student conduct rules and regulations. Alcohol sensors may be used at all school sponsored events or as deemed necessary.

Bylaws and Policies

5771 - SEARCH AND SEIZURE

The Board of Education recognizes that the privacy of students or their belongings may not be violated by unreasonable search and seizure and directs that no student be searched without reasonable suspicion or in an unreasonable manner.

The Board acknowledges the need for in-school storage of student possessions and shall provide storage places, including desks and lockers, for that purpose. Such spaces remain the property of the Board and, in accordance with law, may be the subject of random search. Where locks are provided for such places, students may lock them against incursion by other students, but in no such places shall students have such an expectation of privacy as to prevent examination by a school official. The Board directs the school principals to conduct a routine inspection at least annually of all such storage places.

School authorities are charged with the responsibility of safeguarding the safety and well-being of the students in their care. In the discharge of that responsibility, school authorities may search the person or property, including vehicles, of a student, with or without the student's consent, whenever they reasonably suspect that the search is required to discover evidence of a violation of law or of school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's age.

This authorization to search shall also apply to all situations in which the student is under the jurisdiction of the Board.

Administrators are permitted to conduct a random search of any student's locker and its contents at any time, providing proper notice has been posted in the locker areas of each building.

Search of a student's person or intimate personal belongings shall be conducted by a person of the student's gender, in the presence of another staff member of the same gender, and only in exceptional circumstances when the health or safety of the student or of others is immediately threatened.

Administrators are authorized to arrange for the use of a breath-test instrument for the purpose of determining if a student has consumed an alcoholic beverage. It is not necessary for the test to determine blood-alcohol level, since the Board has established it does not tolerate alcohol use.

The Board also authorizes the use of canines, trained in detecting the presence of drugs or devices, when the Superintendent has reasonable suspicion that illegal drugs or devices may be present in a school. This means of detection shall be used only to determine the presence of drugs in locker areas and other places on school property where such substances could be concealed. Canine detection must be conducted in collaboration with law enforcement authorities or with organizations certified in canine detection and is not to be used to search individual students unless a warrant has been obtained prior to the search.

Except as provided below, a request for the search of a student or a student's possessions will be directed to the principal who shall seek the freely offered consent of the student to the inspection. Whenever possible, a search will be conducted by the principal in the presence of the student and a staff member other than the principal. A search prompted by the reasonable belief that health and safety are immediately threatened will be conducted with as much speed and dispatch as may be required to protect persons and property.

The principal shall be responsible for the prompt recording in writing of each student search, including the reasons for the search; information received that established the need for the search and the name of informant, if any; the persons present when the search was conducted; any substances or objects found; and the disposition made of them. The principal shall be responsible for the custody, control, and disposition of any illegal or dangerous substance or object taken from a student.

The Superintendent shall prepare administrative guidelines to implement this policy.

R.C. 3313.20

U.S. Constitution, 4th Amendment

Adopted 4/21/08

COMPUTERS

The Madeira School District's Local and Extended Computer Network is defined not only as the computers, network wiring and network equipment located within building facilities, but also includes any such equipment with which our computers may connect electronically. This means, for example, that when you connect to another computer through the Internet using a school computer, even if that computer is on the other side of the world, that computer becomes part of the District's local and extended com-

puter network. Be aware that many of the rules below are also enforced through the use of federal and state laws. All computers, even those in study hall, are to be used for academic purposes under the direction of a faculty member. Students are directed to refrain from using email, playing games, and surfing the web for non-academic purposes. The media center is available for student use until 2:30 p.m. While using the District's local and extended computer network, you:

1. May not use profanity or obscenity.
2. May not use offensive or inflammatory speech.
3. May not violate copyright laws.
4. May not re-post personal communications without the author's prior consent.
5. May not use the Madeira Schools local and extended computer network for illegal activities. These include tampering with computer hardware or software, unauthorized entry into computers, or knowledgeable vandalism or destruction of computer files.
6. May not allow another user to use your account on any part of the Madeira Schools local and extended computer network.
7. May not attempt to impersonate another person or to hide your identity from others.
8. Students may bring their own computer to school and access quest network. They must adhere to the district acceptable use policy.

DRIVING AND PARKING RULES

Madeira High School recognizes the need for students to drive their vehicles to school. Students can **PARK ONLY IN THOSE SECTIONS DESIGNATED FOR STUDENT PARKING**. We extend this privilege to our students with the understanding that they will operate their vehicles in a responsible manner and have the proper insurance coverage. Students are to park only in the parking lot area not marked staff, visitor or handicapped. Violations of safe driving will result in traffic consequences issued for the offenses listed below, as well as loss of your driving privileges at Madeira High School. The Principal and the Dean of Students will assign consequences.

1. **Reckless driving** in the parking lot, driveway, or on Miami and Loannes.
2. **Failure to stop** at stop signs on Loannes and in the parking lot by the cafeteria.
3. **Speeding - Speed limit on Loannes is 20 m.p.h. In the parking lot and driveway, the speed limit is 10 m.p.h.**
4. **The parking pass must be visible.** Hang the pass on your mirror in the front of any car you drive. You can lose your parking pass privilege if this rule is violated.
5. **A student who parks without a pass can be fined up to \$10.00**, and may have their parking privilege revoked for the following year.

Seniors may purchase passes beginning packet pick-up day through the first day of school. Juniors may begin purchasing passes on the second day of school. The number of parking spaces is limited, therefore, priority is given to Seniors, then Juniors.

Please note: Cars parked on school grounds are subject to search under school/district policy 5771. See Search & Seizure in the student handbook. This search may include the use of canines but all efforts will be taken to ensure the safe keeping of all vehicles and property within the vehicle.

All vehicles using the parking lot must be registered in the office.

The following rules apply to students who drive to school:

1. Avoid overloading of vehicle.
2. Refrain from unnecessary noise, such as tire squealing, loud pipes, etc.
3. Vehicles must be driven in a safe and lawful manner at all times. Drivers and passengers shall utilize the common elements of driver and passenger courtesy and defensive driving techniques.
4. **Parking:** The Board of Education grants students the privilege of parking in the school parking lot. **Cars parked in the lot may be searched at any time by school officials.** The following guidelines must be followed by students who park in the lot:

- a. Park horizontally
 - b. Do not park in “no-parking” areas
 - c. Park **only** in the **student parking area located in the front of the building and in spaces along the fence.**
5. Bikes and mopeds should be parked in the bike stand and should not block the sidewalks.
 6. Eligible students must have a current driver’s license, and produce documentation to verify they have access to an automobile for transport to school.

DANCE GUIDELINES

School dances are provided for the students’ enjoyment. Any student behaving in a socially unacceptable manner will be asked to leave the school grounds. The student’s parents will be advised of any unacceptable behavior. All rules in “The Code of Regulations for Conduct for Pupils” apply during school dances. Proper dress depends on the type of dance being held, and this will be communicated to the students. All students attending a Madeira sponsored dance are subject to submitting/passing a Passive Alcohol Sensor assessment.

EMERGENCY DRILLS

Emergency drills are required by law at regular intervals and are important safety precautions. The teachers will give specific instructions to students for these drills. Instructions for all emergency drills are posted in all classrooms.

FOOD AND BEVERAGE

Students may not eat or drink in the halls. A teacher may grant permission for food or drink in his or her particular classroom on limited special occasions. Bottled water is permitted at the discretion of the teacher.

LOST AND FOUND

The lost and found is located in the Main Office. Students are asked to turn in found property to the office. Items will be sent to a charity of our choice monthly.

BAGS/BACKPACKS

Bags and backpacks are prohibited in the hallways or classrooms without prior approval from the office.

LOCKERS AND STUDENT BELONGINGS

Lockers are the property of the Madeira Board of Education. Ninth Grade Students are assigned a locker that they will keep until they graduate. The interior of each locker should be kept neat and clean. Discarded food and beverage containers should not be kept in lockers. Students are responsible for their own locker security. **The school is not liable for lost or stolen items from student lockers regardless of whether the locker is locked or unlocked. Lockers may be inspected at any time by the school administration. Backpacks, coats, purses, pockets, etc. are subject to search at the discretion of the school administration during school hours and at school sponsored activities.**

A Central Detention may be given to students whose locker is found unlocked.

DON'T FORGET TO LOCK YOUR LOCKER.

PHYSICAL EDUCATION LOCKERS

All students enrolled in physical education will be provided with a lock. **Student clothing and books are to be secured in a P.E. locker during P.E. class.** The school is not liable for lost or stolen items from P.E. lockers regardless of whether the locker is locked or unlocked. Students should always lock their personal items in their locker.

DON'T FORGET TO LOCK YOUR LOCKER.

HALL PASSES

All high school students need their daily planner with them at all times to use as a hall pass. High school students must have their planner signed by their teacher or a detention will be issued. (\$10 fee will be charged for a lost plan book)

ADMINISTRATION OF MEDICATION TO STUDENTS

Parents or legal guardians shall request that, whenever possible, that doctors provide for medication to be given at times other than school hours. If medication must be given during school hours, parents or legal guardians are encouraged to come to school to administer the medication to their child. In the event medication must be administered to a student by other than a qualified doctor, nurse, or the student's parent or legal guardian during normal school hours—or while the student is on school premises or participating in or attending a school function—the following procedures shall be followed:

- a. All prescription medication to be taken at school must be accompanied by the **Permission for School Personnel to Administer Medication** form. This form may be obtained in the main office, and must be signed by the doctor. The form must include the doctor's order as well as all necessary and pertinent information including the student's name, date, name of the drug, dosage, and the time interval that the medication is to be taken.
- b. All prescription medication to be taken at school must also be accompanied by the **Permission & Release to Administer Medication** form signed by the parent or guardian of the pupil.
- c. New permission and release forms must be signed by the doctor and parent or guardian and submitted at the beginning of each school year as well as each time a change is made in the prescription medication order.
- d. Prescription medication must be brought to school by the parent in the original container, appropriately labeled by the pharmacy or physician.
- e. Neither the Board of Education nor any of its employees will administer prescription medication which requires special training to administer unless such person has received the necessary training and certification.
- f. Neither the Board of Education nor any of its employees will dispense non-prescription medication.
- g. Prescription medication to be taken by students attending Madeira schools will be kept in an enclosed receptacle in the school office.
- h. The principal or his/her designee, assistant principal, or school nurse will administer the medication.

REQUEST FOR HEALTH CARE SERVICES

Parents or legal guardians shall request that, whenever possible, medical procedures and health care services other than the administration of medication (i.e., blood tests and insulin shots) be administered by qualified health care personnel outside of school hours.

When it is necessary that said procedures and health care services be administered during school hours, these procedures must be performed by the student or his or her parent, and the parent must submit a Request for Health Care Services form as well as a Permission & Release for Procedure/Treatment form. These forms are available in the main office. Side 1 must be completed and signed by the child's doctor. Side 2 is to be completed and signed by the child's parent.

PERIN LEARNING COMMONS

Perin Learning Commons

The Perin Learning Commons (PLC) is an academic learning area designed for study, research, collaboration, technology access, reading, and teaching. It is open from 7:30 a.m. to 2:30 p.m. daily. Students may go to the PLC with their scheduled study hall/class, or on a pass from a teacher. **No student will be admitted without a pass.** All students with passes are required to sign-in near the circulation desk when they arrive and sign-out when they leave. Students must remain in the PLC until the dismissal bell rings, unless their passes indicate otherwise. **No food, drinks, horseplay, or excessively loud noises/talking are allowed in the PLC.**

Technology Access

Computers are available **for school work/research only**, and scheduled classes have first priority. Students are obligated to follow the Madeira City Schools District's "Acceptable Technology Use and Internet Safety" Agreement.

Study Halls

In an effort to balance the use of PLC space between study halls and classroom instruction and an academic environment that benefits all students, study halls will be put on a weekly rotation. This will allow teachers and staff to reserve and utilize space in

the PLC for formal instruction with knowledge of the number of students in the PLC each bell, each day of the week. Study halls will rotate between classrooms and the PLC Monday - Thursday, and have access to the PLC on Fridays.

Testing Areas

The first two breakout rooms of the PLC will be reserved for testing at the beginning of every bell to ensure space for students needing to take assessments. The breakout rooms will be opened to students in the PLC if the space is not needed the testing.

PLC access is subject to change at the discretion of the administration of MHS.

SCHOOL FEES

All students will have a computerized student fee account. **Fees are due by September 30th.** Quarterly and/or monthly invoices will be sent home as a reminder of any outstanding fees still owed. All fees must be paid in full or a payment plan in effect for students to purchase a Winter Homecoming ticket in February and to participate in extra-curricular activities. Third and Fourth quarter report cards will be held until fees are paid. Seniors may not participate in graduation practice, baccalaureate, or commencement until all fees are cleared. Also, transcripts won't be sent until all fees are cleared.

ELECTRONIC DEVICE USE (I.E. CELL PHONES, PDA, SMART PHONE, COMPUTERS OR LIKE DEVICES).

School telephones are for school business and may be used by students only with the permission of a staff member. If a student calls home for an item, it is the student's responsibility to check in the office for that delivered item.

Cell phones, iPods, and other approved electronic devices may be used by students, before school, at lunch and after school, or as authorized by a staff member. Violation of this policy may cause the device to be confiscated and parents may be asked to pick them up.

FIRST OFFENSE: A WARNING;

SECOND OFFENSE: CENTRAL DETENTION;

THIRD OFFENSE: PARENT PICKS UP PHONE/IPOD/ETC & DETENTION;

FOURTH OFFENSE: TUESDAY SCHOOL & PARENT PICKUP, FIFTH, WE KEEP UNTIL THE END OF THE YEAR.

Refusal to provide Staff/Admin. the requested item will be considered gross insubordination and subject to prescribed consequence.

Any person possessing, disseminating or sharing inappropriate pictures, images and/or videos that were obtained with electronic devices during school hours, on school property, or at a school activity will be subject to discipline under this Student Handbook. Dissemination and sharing pictures includes, but is not limited to postings on social websites (e.g. Facebook, MySpace), photo sharing websites (e.g. Snap Chat, Instragram, Twitter, Shutterfly) or video sharing websites (e.g. YouTube).

*Electronic devices including but not limited to, cell phones, cameras, smart phones etc. are prohibited in restrooms, locker rooms, dressing rooms, and areas that students could be found in various stages of undress, or compromising positions. Social Media posts that disrupt the educational process is subject to school investigation.

TEXTBOOKS

Students are responsible for all books issued to them, and any lost or damaged books will be charged to the student. All loaned textbooks should be covered and must have the student's name in them.

WORK PERMITS

By state law, students under 18 must obtain a work permit before being allowed to work. Applications for work permits are available in the main office for Madeira High School students only. Work Permits are processed through a new computer program from the State of Ohio. Please allow three to four days for processing.

SENIOR LUNCH

Senior lunch is a privilege extended to seniors. With parent permission, seniors are permitted to leave campus for senior lunch and for extended lunch, as it is assigned by the administration. Students with failing or incomplete grades, attendance issues, or major violations of the Code of Conduct, will have their senior lunch privileges suspended or revoked. Senior lunch may be cancelled due to inclement weather. At the discretion of the administration, students receiving a grade of "D" may be subject to losing senior lunch privileges.

COMMON TIME

Students will be assigned a common time teacher. Students may obtain a pass from any teacher in order to receive assistance during common time. All students must be under the supervision of their common time teacher or of the teacher who has provided the pass for that particular day.

ATTENDANCE/RESIDENCY REQUIREMENTS

Madeira High School will work closely with Hamilton County Attendance Officer and the Juvenile Court System as a mode of intervention to modify attendance issues.

Madeira High School students must reside in the district in order to attend Madeira High School with the exception of full time employees who qualify for their child to attend Madeira City Schools. Students of parents with joint custody must have a least one parent residing in the district. Otherwise, the custodial parent must reside in the district.

Senior students, who have been in attendance at Madeira High School for the previous six (6) semesters, may still attend Madeira High School, if their parents move out of the district at the start of or during their senior year. Written permission from the superintendent is required in order to remain enrolled as a senior at Madeira High School. Senior students, who have been permitted to remain at Madeira High School, may have that privilege revoked for chronic attendance problems or major violations of the code of conduct.

POLICIES & PROCEDURES

The laws of the State of Ohio require that all children between the ages of 6 and 18 years of age attend school every day that school is open. All students are, therefore, required to attend school regularly. Students are also expected to be on time for class so that they may receive the maximum benefit from the academic program. The purpose of this attendance policy is to provide students and parents with the procedures and guidelines relating to attendance at Madeira High School.

ABSENCE FROM SCHOOL

When it is necessary that a student be absent from school, parents should call 985-6085 (Ext. 2051) and leave a message on the attendance office voice mailbox by 7:45 a.m. The voicemail line is available 24 hours a day.

A student absence will be considered **unexcused** if the school has not received a phone call from a parent on the day of said absence. **Students with unexcused absences will not be permitted to make up missed work, quizzes, tests, etc. for credit.** An excused absence will allow the student to obtain and complete all the work missed during their absence for full credit. The final decision as to the acceptability of an excused absence will rest with the principal.

TEN-DAY POLICY

A student can miss up to ten (10) days during a school year. Any time a student is absent and sees a doctor, a verification should be presented to the attendance secretary when the student returns to school. Whenever a doctor's note is presented, the absence(s) will not count in the ten (10) day limit. A doctor's note must be received by the attendance secretary on the first day a student returns to school following an absence.

Once a student reaches ten (10) absences, a doctor's note is required. All further absences will be considered unexcused. A letter of notification will be sent to the parent(s) by the attendance office after the fifth absence and again after the tenth absence.

MAKE UP WORK

It is the responsibility of the student to contact his/her teachers for assignments missed because of absences. All make-up work and the time requirements for completing the work should be reasonable and in compliance with the teacher's requirements. No make-up work will be permitted for unexcused absences which include, but are not limited to truancy, or out of school suspen-

sions and expulsions. (*Please refer to Page 20 for Out Of School Suspension Make-up Policy) As a general rule, the student will be provided the same number of days to make up work as he/she missed due to their excused absences, i.e., one (1) day absence, one (1) day to make up missed work. An incomplete grade must be made up within three (3) weeks of the end of a grading period unless prior arrangements have been made with the teacher and counselor. When necessary, the student (or his/her parent) should leave a message on the teacher's voicemail requesting handouts to be submitted to the Madeira High School Office before 2:30p.m.

"MISSING CHILD LAW"

In accordance with this law, a notification of absence must be sent to the parents or guardians of each student that the school is unable to contact by telephone by the end of the school day. The school will telephone the home of all students who fail to call the main office by 8:30 a.m. the day of the absence. These students must provide a written note from a parent, guardian or doctor upon their return to school to receive an excused absence.

RECORDING OF SCHOOL ABSENCES

School absences will be recorded in the following manner:

- a. Excused Absence
- b. Unexcused Absence
- c. Doctor's excuse
- d. Vacation
- e. Suspension (unexcused)
- f. Expulsion (unexcused)

Absences are recorded as one-half day absent for each three periods missed. A student who has been absent from school must report to the main office for an admit slip before returning to classes.

EXCUSED ABSENCES

Excused absences from school will be granted for the following reasons:

1. Personal illness
2. Death in the family or a close family friend
3. Doctor's appointment (doctor's statement required)
4. College visitation (prior arrangements and approval from guidance office)/Official documentation to office upon returning from college visit.
5. Extended family vacations (see vacation policy)
6. Religious Holidays
7. Court appearances
8. Unusual circumstances where permission is granted by the administration.

UNEXCUSED ABSENCES

Absences from school for the following reasons will be considered an unexcused absence:

1. Truancy, suspensions and expulsions from school. (Students who are suspended can make up work for 50% credit provided all missed work is submitted to the teacher on the first day of return to school. The student should be prepared to submit all work and take any tests or quizzes or any make up quiz or test a teacher wants to administer that day. Other missed tests/quizzes will be made up at the teacher's discretion. It is the student's responsibility to use Progress Book or teacher voice mail, to obtain all the class work handouts they have missed.
2. Baby-sitting
3. Personal business that could be conducted after school hours.
4. Hunting or fishing
5. Senior pictures
6. Exclusion from school in order to obtain proper medical immunization.(Proof would be required from a medical professional of immunization before being allowed to return to school)

7. Other reasons deemed unacceptable by the administration.

EXCESSIVE ABSENCES INTERVENTION

Excessive absences or unexcused absences will be referred to Hamilton County if a negative pattern is established early in the year. Students with a history of absences will be reported to Hamilton County for Intervention. The principal determines the need for such a notification.

If non-attendance at school becomes a problem, the parents/guardians of the student will be contacted by the main office as follows:

1. **After 5 Days of Absence with Parental Note or Phone Call** - A letter will be sent home outlining the attendance policy and containing a record of that child's attendance to date.
2. **After 10 Days of Absence with Parental Note or Phone Call** - A letter will be sent home outlining the attendance policy and informing parents of the **need for a doctor's note** for their child to receive an excused absence in the future. A record of attendance to date will be attached.

TRUANCY FROM SCHOOL

A student will be considered habitually truant if the student is absent without a legitimate excuse for, thirty (30) or more consecutive hours, forty-two (42) or more hours in one (1) month, or for seventy-two (72) or more hours in one (1) school year.

If a student is habitually truant and the student's parent has failed to cause the student's attendance, the Board authorizes the Superintendent to file a complaint with the Judge of the Juvenile Court and/or to take any other appropriate intervention actions as set forth in this Board's policy.

LATE ARRIVAL

Late arrivals to school for personal reasons and illness may not exceed a total of ten days during the school year.

Field Trip Policy - Students may be RESTRICTED from attending field trips or off campus outings due to attendance or grade issues as determined by the Administration.

EXTENDED ABSENCE

Parents should contact the main office if their child will be out of school due to an extended illness. Arrangements can be made through the guidance office for a tutor and for the collection of homework and other assignments, provided a medical note has been submitted to the school from the attending physician.

LEAVING SCHOOL GROUNDS

No student is permitted to leave the school grounds during school hours unless permission has been granted from the main office. Students must sign out in the main office before leaving school grounds and must sign in at the main office upon their return. The athletic fields and parking lot are off limits during school hours unless prior permission has been granted.

EARLY DISMISSAL

A student requesting early dismissal from school must bring a parental note to the main office prior to the start of school on the day early dismissal is requested. The note should be dated, contain detailed reasons for the dismissal and a daytime phone number where the parent can be reached. Upon returning to school the student should report to the main office for an admit slip. Parents and students are encouraged to return to school with a doctor's note when they have been dismissed for medical appointments. Early dismissal from school will be limited to five (5) each semester or ten (10) for the school year.

RELIGIOUS HOLIDAYS

When the Madeira City School District is in session on religious holidays, students may be excused with a parental telephone call to observe the holiday. Absences granted for religious holidays are not included in the ten (10) day limit.

VACATION POLICY

Parents are asked to plan vacations or family trips to correspond with the school calendar. When situations arise where this is not possible we ask that students request a vacation form from the main office or online. This form should be completed by parents and returned to school to be carried to all teachers on the student's schedule. The form should be submitted to the principal for his/her approval at least five days prior to the departure date. Requests for family vacation will be limited to five school days.

These five days will not count in the ten-day limit for excused absences with a parental note or phone call. Once approved, it is **the student's responsibility to request and complete all make up work and be prepared to submit that work on his or her first day return to school. The student should also be prepared to make up missed quizzes and tests upon his or her return. Long-term projects that fall due during absences from school--may have their request for excused absence-- due to vacation-- denied.**

TARDINESS

TARDINESS TO SCHOOL

Reporting to school after 7:35 a.m. is considered tardy. Students arriving after 8:30 a.m. will make up time missed in Tuesday School/Central Detention, depending on time to be made up. Reporting after 8:30 a.m. is considered one half day of absence; reporting after 10:30 a.m. is considered a full day absence. It is the student's responsibility to arrive at school on time and only in very rare circumstances will exceptions be made to excuse a tardy.

1. **First Tardy** (of each semester) - students will be given a warning.
2. **Second through Fifth Tardy** (for the year) - students will be given central detention.
3. **Sixth through Tenth Tardy** (for the year) - students will be given Tuesday School.
4. **Eleventh and Subsequent Tardy** (for the year) - students will be given Tuesday School for each tardy and referred to the Hamilton County Attendance Office.
5. **Chronic Tardiness** - students who continue to be tardy will face out of school suspension and a request for charges in Juvenile Court. Students with a history of chronic tardiness will be referred to Hamilton County after five tardies.
6. **Students with a past history of excessive tardiness to school will be referred to Hamilton County Attendance Officer for early intervention beginning with their 6th tardy to school. (Three tardies to school equals one unexcused absence.)**

TARDINESS TO CLASS

Tardiness to class will be result in a central detention. Students who are excessively tardy to class will be referred to Hamilton County. **A LITTLE LATE IS TOO LATE!!**

Senior Lunch

Seniors who are repeatedly tardy from senior lunch will have their senior lunch privileges suspended or revoked.

- 1st & 2nd OffenseA Warning
- 3rd Offense1 Central Detention
- 4th & Subsequent Offenses .1 Week Suspension of Senior Lunch
- Chronic TardinessSenior Lunch Revoked

MADEIRA CITY SCHOOLS

STUDENT CODE OF CONDUCT

This Code of Regulations is adopted by the Board of Education of the Madeira City School District pursuant to Sections 3313.661 and 3313.662 of the Ohio Revised Code.

Any pupils engaging in the types of conduct either specifically or generally like the kinds of conduct listed below, are subject to disciplinary proceedings which could include expulsion, suspension, emergency suspension, removal, or permanent exclusion from curricular or extra-curricular activities pursuant to Sections 3313.661 and 3313.662 of the Ohio Revised Code.

The types of conduct prohibited by this Code of Regulations include but are not limited to:

1. Assault on a school employee, student, or other person, on school premises, while in the custody or control of the school or in the course of a school-related activity.
2. Buying, selling, using, possessing, showing signs of having used, or being under the influence of any controlled substance (drugs, narcotics, marijuana, etc.); or buying, selling, using, possessing, showing signs of having used, or being under the influence of any counterfeit controlled substance (any sub-

- stance that is made to look like a controlled substance, or that is represented to be a controlled substance, or that a faculty member or administrator believes to be a controlled substance.
3. Buying, selling, transferring, or using any drug, medication, inhalant, or other substance which can be taken internally where the student or students involved cannot show a legitimate health or other reason for the use of such substance.
 4. Sell, offer to sell, or possess a controlled substance on school premises or at a school-related function (trafficking in drugs).
 5. Possessing, using, or being under the influence of any alcoholic beverage or intoxicant of any kind, or having an odor of drugs or alcohol, on school premises or at a school-sponsored function.
 6. Damage or destruction of school property on or off of school premises.
 7. Damage or destruction of private property on school premises or in areas controlled by the school.
 8. Damage or destruction of property belonging to a school employee or anyone connected with the school district, whether damage occurs on or off school premises.
 9. Any disruption or interference with school activities. Included in this prohibition would be threats of violent acts or physical harm such as written or verbal bomb threats, hit lists, or any listing of student or faculty names with implied threats, false alarms, etc. even under the guise of a joke.
 10. Violent acts including but not limited to aggravated murder, murder, voluntary manslaughter, involuntary manslaughter, felonious assault, aggravated assault, rape, gross sexual imposition, felonious sexual penetration.
 11. Fighting.
 12. Unauthorized use of fire, including arson, is not permitted and no students shall light fires or attempt to light fires on school property or at school sponsored events on or off school property. A student may not possess firecrackers or other explosive devices on school property or at school sponsored events on or off school property.
 13. Possession of or use of dangerous weapons including carrying concealed weapons. All students are forbidden to possess, handle, transmit, or use any instrument in school, on school grounds, on school buses, or at school sponsored activities, that is ordinarily considered a weapon. Any object which could be used to harm or injure another person and which has no school related purpose for being in school or on school grounds will be considered a weapon for the purposes of this code. The following are examples of instruments ordinarily or generally considered weapons: knives of all types and lengths, guns, pellet guns, BB guns, lead pipes, chains, chuck sticks, throwing stars, darts, meta knuckles, fist packs, ammunition, black jacks, unauthorized tools, and chemicals. This includes all forms of look a likes. This includes conveying or attempts to convey, or knowingly possess a deadly weapon or dangerous ordinance onto any property owned or controlled by, or to any activity held under the auspices of the Board of Education.
 14. Disrespect to a teacher or other school authority, including but not limited to inappropriate language, obscene gestures, and voice.
 15. No student shall smoke, use, or possess any substance containing tobacco, including but not limited to cigarettes, cigars, a pipe, a clove cigarette, and chewing tobacco, or the use of tobacco in any other form. As provided in 3313.751 of the Ohio Revised Code, it shall be a violation of this rule to use or possess tobacco in any form, at any time, anywhere on school premises and/or at any school activity regardless of its location. This code also includes ORC2151.87(B): A child under the age of 18 years of age may not use, consume, possess, purchase, attempt to purchase, order, pay for, share the cost of, accept or receive tobacco products at any time. Students are under the same prohibition on school premises, school buses, or at school sponsored activities regardless of age.
 16. A student may not harass staff, visitors, or other students in either written or oral form. Harassment includes the expressed or implied threat of the exercise of physical or verbal abuse. This prohibition includes racial, ethnic, religious, gender, disabilities and sexual harassment in written or oral form.

17. Hazing.
18. Use of indecent or obscene language in oral or written form toward staff or students.
19. Extortion of pupil or school personnel.
20. Cursing.
21. Theft.
22. Engaging in sexual acts or displaying excessive affection or other inappropriate behavior with a person of the same or opposite sex on school premises or at a school-related function are prohibited including indecent exposure.
Any type of prohibited activity listed herein engaged in by a student on school premises, on a school bus, or while in the control or custody of the school district regardless of whether on or off school premises or at a school-related activity regardless of location, shall be reason for expulsion, suspension, removal, or permanent exclusion from school.
23. Demonstrations by individuals or groups causing disruption to the school program.
24. Publication of obscene, pornographic, or libelous material.
25. Falsifying of information given to school authorities in the legitimate pursuit of their jobs including forgery of school-related documents.
26. Cheating or plagiarizing.
27. Gambling.
28. Failure to abide by rules and regulations set forth by administration for student parking and/or disobedience of driving regulations while on school premises.
29. Insubordination and disregard of reasonable directions or commands by school authorities, including school administrators and teachers.
30. Skipping detention.
31. Refusing to take detention or other properly administered discipline.
32. Leaving school during school hours without permission of the proper school authority.
33. Obscene language /gestures including publication of obscene, pornographic, or libelous material.
34. Public displays of affection.
35. Publishing, posting, or distributing non-school sponsored, hand-written, printed, or duplicated matter among fellow students within the schools without the permission of the proper school authorities.
36. Placing of signs and slogans on school property without the permission of school authorities.
37. Failure to abide by reasonable dress and appearance codes set forth in student handbooks or established by administration or the Board of Education including improper or suggestive dress.
38. Tardiness.
39. Truancy.
40. Unauthorized use of materials or school equipment.
41. Presence in areas, during school hours or outside of school hours, where a student has no legitimate business to be without the permission of a school administrator or teacher.
42. Presence on school property with a communicable disease.
43. Willfully aiding another person to violate school regulations.
44. Chronic misbehavior, which disrupts or interferes with any school activity.
45. Commission by a pupil of any crime in violation of the Ohio criminal code or the Ohio juvenile code, whether on or off school property, regardless of whether the pupil is engaged in a school activity, may be subject to discipline proceedings which include expulsion, suspension, emergency suspension, removal, or permanent expulsion from curricular and/or extra-curricular activities pursuant to sections 3313.661 and 3313.662 of the Ohio revised code and board policy.

46. Commission by a pupil of any crime in violation of the Ohio Traffic on school premises or while in the control or custody of the school district regardless of whether on or off of school premises or at a school-related activity regardless of location.

47. Any other activity by a pupil which the pupil knows or should know will disrupt the academic process or a curricular or extracurricular activity while on school premises or while in the control or custody of the school district regardless of whether on or off of school premises or at a school-related activity regardless of location.

The Board of Education will adopt, on an annual basis, the handbooks of each school building. The conduct procedures and consequences listed in the handbooks are additional requirements of this policy.

RESPONSIBILITY

The superintendent, or his/her designee, through the building principals, is responsible for implementing this policy.

STUDENT CODE OF CONDUCT

DISTRICT PHILOSOPHY OF CONDUCT

Education cannot proceed without good discipline. A good education is largely dependent upon maintenance of effective learning conditions within the classroom. Successful and continued maintenance of these classroom conditions is dependent upon good judgment and compassion by the teacher, understanding and leadership by the administration, and support of the Board of Education, the parents, and the students.

The primary objective of the Madeira City Schools is to educate students. If this objective is to be accomplished, it is necessary that the school environment be free of disruptions that interfere with teaching and learning activities. The student's conduct determines to a great extent the full development of positive relationships.

The Board of Education of the Madeira City Schools recognizes the importance of a positive and safe learning environment. The Board further recognizes that all students, regardless of their race, religion, gender, color, ancestry, national origin, or any other personal attributes, have the right to an education in an atmosphere free of all forms of disparagement and intimidation. The Board further recognizes that certain acts against ancestry, race, gender, religion, or national origin, or any other personal attributes, for the purpose of inciting and provoking bodily injury, intimidation, or harassment, poses a threat to the order and safety of our schools and has a negative effect on the learning environment in the schools.

STUDENT RESPONSIBILITIES

- Students have the responsibility to respect other's feelings and opinions.
- Students shall share the responsibility to make the school a safe place.
- Students have the responsibility to be courteous when others are talking.
- Students have the responsibility to control themselves.
- Students have the responsibility to respect others.
- It is the policy of the Board of Education of the Madeira City School District to not tolerate violent, disruptive or inappropriate behavior on the part of any student. Any student who engages in said conduct shall be subject to the disciplinary procedures set forth in the student code of conduct for violations of that code. Included in this prohibition would be threats of violent acts or physical harm such as written or verbal threats, hit list, or nay listing of student or faculty names with implied threats, false alarms, etc. even under the guise of a joke.
- Violent behavior shall be defined as any behavior or act on the part of the student, either on or off school grounds, which causes, or has the potential to cause, physical injury to any other person. Disruptive behavior shall be defined as any behavior by a student, either on or off school grounds, which causes a disruption in the good working order and educational mission of the school or any connected school activity. Inappropriate behavior shall be defined as any behavior by a student, which in the sole discretion of the appropriate school official, is not conducive to the creation, maintenance or fostering of an academic atmosphere. Included in these definitions, but by no means limiting the definitions, is excessive truancy from school, disrespectful language, and insubordination.

CODE OF REGULATIONS FOR CONDUCT OF STUDENTS

The Board of Education and the Madeira City School District pursuant to Section 3313.66, Ohio Revised Code, adopt this code of regulation. The following list represents a substantial effort to develop a complete statement of prohibited conduct. There may be types of behavior or variations of prohibited conduct not listed. **This is to notify students, staff and parents that any type of conduct that is unlawful or could disrupt, endanger or threaten the orderly operation of the school or infringes upon the safety and well being of students, staff and any other person, will be considered prohibited conduct**

Students engaging in such conduct shall be subject to disciplinary action at the time and in manner thought appropriate by a school employee having jurisdiction over students and/or school activity. **The administration and/or the superintendent reserve the right to exercise discretion in considering what behavior is inappropriate or prohibited and what consequences will be applied. The consequences listed in the handbook are usual and customary and are typically applied. A full range of punishment may be applied for such behavior including but not limited to the following:**

- Reprimand, Verbal and/or Written
- Student Conference
- Parent Conference
- Denial of Privileges
- Teacher Detention
- Central Detention
- Penalty Detention
- Tuesday School
- Emergency Removal from class/school
- Work Detail
- Out of School Suspension
- Expulsion from school
- Notification of civil authorities

The most commonly used disciplinary measures are the first eight items.

TEACHER DETENTION

Detentions can be assigned by any teacher for classroom violations. The assigning teacher in his/her classroom supervises these detentions. One day's notice will be given. Failure to serve will result in a Penalty Detention.

CENTRAL DETENTION

Assigned by the administration or designee for violation of school rules and/or attendance policy. Central Detentions are served in the school cafeteria on Tuesday, Wednesday, and Thursday each week from 2:40 – 3:10. Students are required to serve the Central Detention on the date assigned or earlier. Detentions are rescheduled for medical appointments and excused absences from school only. A doctor's note must be given to the attendance secretary by 7:35 a.m. the following day. **Work and extra-curricular events are not considered acceptable reasons for missing a Central Detention.**

Failure to serve a Central Detention will result in the assignment of three Penalty Detentions. Students who miss repeated Central Detentions will be assigned Tuesday(s) School immediately or referred to Hamilton County.

TUESDAY SCHOOL

Tuesday School is held each Tuesday from 2:40 - 5:30 in a designated room. Students assigned Tuesday School who are present at school are required to attend. No excuses will be accepted unless the student has an excused absence from school on the day of the Tuesday School assignment. Tuesday School must be served on the date assigned. Students must follow all rules and procedures as listed on the Tuesday School assignment form. Students who do not follow rules and procedures will be assigned one or more additional Tuesday Schools.

Failure to attend Tuesday School will result in assignment of three Tuesday Schools. Failure to attend any of the additional Tuesday Schools will result in a three day out of school suspension each time. **Athletic participation, work, other extra-curricular activities, etc., are not considered acceptable reasons for failing to attend Tuesday School.**

EMERGENCY REMOVAL

By law, school personnel are permitted to remove a student from school or class for up to 24 hours if a student's behavior warrants such action.

IN SCHOOL SUSPENSION

A student assigned to In School Suspension (ISS) will be assigned an alternative placement for the day's instruction. The student will be allowed to complete all his/her work for full credit on that day. The student's placement will be at the discretion of the principal or his/her designee. The student will be allowed periodic restroom breaks and will be permitted to receive their lunch in the designated location.

OUT-OF-SCHOOL SUSPENSION

Out of School Suspension is a denial of participation in school and school activities for not more than (10) ten school days per suspension. Truancy, suspensions and expulsions from school are considered unexcused. However, the student may make up all work, quizzes and tests for half credit (50% reduction in credit). All work must be turned in on the first day of return to school from an out of school suspension. The student must also make arrangements to take make-up quizzes or tests on their first day of return as well. It is the student's responsibility to use progress book, teacher email, and teacher voice mail to obtain all assignments they have missed. Work submitted after the first day of return will not be counted for a grade or credit and will be considered unexcused, negatively impacting the students academic standing. **It is a violation of the school rules to be on school property at any time during a suspension.** Students who violate school rules during the last three weeks of school may be elevated to an out of school suspension immediately. Suspension days may carry over into the next school year.

IN AND OUT OF SCHOOL SUSPENSION MAY BE IMPOSED ONLY AFTER INFORMING THE ACCUSED PERPETRATOR OF THE REASONS FOR THE PROPOSED SUSPENSION AND GIVING HIM/HER AN OPPORTUNITY TO EXPLAIN THE SITUATION.

EXPULSION

Expulsion is a denial of participation in school and school activities for more than (10) ten days at the recommendation of the building principal. Only the superintendent of schools may expel a student. Expulsions are considered as unexcused absences with no opportunity to make up work for credit. Students may take exams with the consent of the Superintendent. An expulsion from school may carry over into the next school year. Expulsion may be imposed in accordance with Board policy. This consequence shall be reserved for serious incidents of harassment, intimidation or bullying and/or when past interventions have not been successful in eliminating prohibited behaviors.

ALTERNATE FORMS OF DISCIPLINE

Alternatives to suspension, such as work detail or community service, may be available at the discretion of the administration. Such alternatives will be discussed prior to the assignment with the student and administration. Such disciplinary action shall be proportional to the offense and may include physical labor and assistance with school maintenance.

APPEALS

Parents/Guardians have the right to appeal an out of school suspension to the superintendent of schools, or his/her designee, and to be represented at the appeal by a representative. The superintendent must be notified in writing immediately if a parent/guardian wishes to appeal an out of school suspension.

Parents/Guardians have the right to appeal an expulsion to the Board of Education or its designee, and to be represented at the appeal by a representative. The Board of Education must be notified in writing immediately if a parent/guardian wishes to appeal an expulsion.

BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR / HARASSMENT

Harassment, intimidation, or bullying behavior by any student in the Madeira City School District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. "Harassment, intimidation, or bullying", in accordance with R.C. 3313.666, means any intentional written, verbal, graphic or physical act including electronically transmitted acts i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device, either overt or covert, by a student or group of students toward other students, including violence within a dating relationship, with the intent to harass, intimidate, injure, threaten, ridicule, or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at

any school-sponsored activity, on school provided transportation, or at any official school bus stop that a reasonable person under the circumstances should know will have the effect of:

A. Causing mental or physical harm to the other students including placing an individual in reasonable fear of physical harm and/or damaging of students' personal property; and,

B. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other students.

DISCIPLINE CONSEQUENCES

Offenses that result in disciplinary actions

Category 1 - Category 1 violations of the Code of Conduct will result in consequences as listed with each rule.

- 1. Controlled Substances:** Buying, selling, using, possessing or showing signs of having used any controlled substances (drugs, narcotics, marijuana, inhalants, etc.), or buying, selling, using, attempted buying, possessing, or showing signs of having used any counterfeit substance, or is represented to be a controlled substance is prohibited on school property or at any school sponsored events. Drug paraphernalia is also prohibited.
 - 10 Day Out of School Suspension
 - Possible Recommendation for Expulsion
 - Possible Notification of Civil Authorities
- 2. Alcoholic Beverages:** Students may not possess, use, or show signs of having used any alcoholic beverages or intoxicant of any kind while on school property or attending a school sponsored event on or off school property.
 - 10 Day Out of School Suspension
 - Recommendation for Expulsion
 - Possible Notification of Civil Authorities
- 3. Threats:** No student shall threaten students, staff members, or any other persons, while on school property or at school sponsored events. Included in this prohibition would be bomb threats, false alarms, threats of violent acts, hit lists (any listing of student or faculty names with implied threats) and any other items that are deemed to be threats by the school administration.
 - 10 Day Out of School Suspension
 - Possible Recommendation for Expulsion
 - Possible Notification of Civil Authorities
- 4. Unauthorized Use of Fire:** No students shall light fires or attempt to light fires on school property or at school sponsored events on or off school property. A student may not possess firecrackers or other explosive devices on school property or at school sponsored events on or off school property.
 - 10 Day Out of School Suspension
 - Possible Recommendation for Expulsion
 - Possible Notification of Civil Authorities
- 5. Weapons:** All students are forbidden to possess, handle, transmit, or use any instrument in school, on school grounds, on school buses, or at school sponsored activities that are ordinarily considered a weapon. Any object which could be used to harm or injure another person and which has no school related purpose for being in school or on school grounds will be considered a weapon for purposes of this code. The following are examples of instruments ordinarily or generally considered weapons: knives of all types and lengths, guns, pellet guns, BB guns, lead pipes, chains, chuck sticks, throwing stars, darts, metal knuckles, fist packs, ammunition, black jacks, unauthorized tools, and chemicals.
 - 10 Day Out of School Suspension
 - Possible Recommendation for Expulsion
 - Possible Notification of Civil Authorities

Category 2 – Category 2 violations of the Code of Conduct will result in one or more of the following consequences:

- Contact parent
- Conference with parent and student
- Teacher Detention
- Central Detention
- Referral to administration
- Tuesday School
- Emergency Removal
- Out of School Suspension
- Expulsion
- Notification of Civil Authorities

The following offenses are considered Category 2 violations of the Code of Conduct:

1. HARASSMENT, INTIMIDATION & BULLYING

A. Any intentional written, verbal, electronic (i.e., internet, email, cellular telephone, personal digital assistance (PDA), or wireless hand-held device), graphic or physical act that a student or group of students exhibits toward another particular student(s) and the behavior both causes mental or physical harm to the other student (s) and is sufficiently sever, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student (s); or actions which are considered to be slanderous or degrading in nature, words or phrases which could be considered, menacing, or indicates an intent to cause harm to person or property, and/or words or phrases which are obscene or profane as defined by the majority of society.

B. Violence within a dating relationship. When acts of harassment, intimidation, and bullying are verified and a disciplinary response is warranted, students are subject to the full range of disciplinary consequences. Anonymous complaints that are not other wise verified, however, shall not be the basis for disciplinary action.

- 2. Violent Acts:** No students shall engage in violent acts, including, but not limited to fighting or assault of another, on school grounds, at school sponsored events, or in violent criminal offenses off school property.
- 3. Destructiveness/Vandalism:** Students may not engage in acts of attempted or actual damage of school or private property on school property or at school sponsored activities.
- 4. Obscene or Profane Language/Gestures—Directed:** No student shall use obscene, profane or indecent language/gestures either written or oral in addressing another person. This prohibition includes obscene gestures.
- 5. Tobacco:** The Board prohibits the possession, consumption, purchase or attempt to purchase and/or use of tobacco products or cigarette mimicking devices (such as E Cigarettes) by students on Board premises, in Board-owned, leased or contracted vehicles, within any indoor facility owned or leased or contracted by the board, and used to provide education or library services to children, and at all Board sponsored events. Smoking clove cigarettes or other substances is also prohibited.
- 6. Theft or Attempted Theft:** A student may not possess or attempt to possess any item, materials or belongings that are the property of another student, staff member or visitor of MHS without their permission. Repeated acts of theft will be recommended for suspension and expulsion and incidents of theft involving high dollar values will be suspended with a recommendation for expulsion and notification of civil authorities.
- 7. Sexual Activity:** All sexual activities are prohibited on school property or at school sponsored events, on or off school grounds. This prohibition would include field trips and overnight trips.
- 8. Inappropriate Use of Electronic Images/Publishing:** Any person possessing, disseminating or sharing inappropriate pictures, images and/or videos that were obtained with electronic devices during school hours, on school property, or at a school activity will be subject to discipline under this Student Handbook. Dissemination and sharing pictures includes, but is not limited to postings on social websites (e.g. Facebook, MySpace), photo sharing websites (Snap Chat, Instagram, Twitter and Shutterfly) or video sharing websites (e.g. YouTube). This may also include events happening off school hours but effects the educational process.

Category 3 - Category 3 violations of the Code of Conduct will result in one or more of the following consequences:

- Contact parent
- Conference with parent and student
- Teacher Detention
- Central Detention
- Referral to administration
- Tuesday School
In School Suspension
- Emergency Removal
- Out of School Suspension
- Expulsion
Alternate Forms of Discipline
- Notification of Civil Authorities

The following offenses are considered Category 3 violations of Code of Conduct:

1. **Building Rules:** A student may not violate classroom rules or established rules of conduct for any areas of the school.
2. **Buses:** No student shall be permitted to violate any school rules while on a school bus or other school provided transportation. This prohibition includes rules established by the driver. Violation of these rules will result in the following consequences:
 - 1st Offense—Warning by the Driver
 - 2nd Offense—3 Day Suspension from Transportation
 - 3rd Offense—5 Day Suspension from Transportation
 - 4th Offense—Suspension from Transportation for Remainder of Semester
3. **Clubs & Other Organizations:** No student shall be permitted to create a club or organization that does not abide by the Code of Conduct; also, student behavior at all school related clubs and organizations will be judged by and dealt with according to the Code of Conduct.
4. **Damaging School Relationships:** No student shall be permitted to jeopardize the good relationship among schools within or outside the school district by defacing or destroying another school's property or by demonstrating disrespect to another school's property or by demonstrating disrespect to another school's students, staff, or officials.
5. **Disrespectful Behavior:** A student may not use language (written or oral), physical acts, gestures or behavior deemed to be inappropriate, disrespectful, abusive or intolerant toward any person.
6. **Disruption:** No student shall disrupt or interfere with any curricular or extracurricular activities.
7. **Falsifying Information:** No student may falsify information requested in the course of school or school related activities or in an investigation conducted by the school or other investigative agencies. Included in this prohibition is forgery of parent/guardian signatures.
8. **Gambling:** Games of chance or skill where money, tokens, or other valuables and services are wagered are prohibited. Students may not gamble on school property or at school sponsored events.
9. **Immature Acts:** Students may not engage in any immature acts such as pushing in the school, running in the school, throwing objects, etc. This list is not exhaustive and includes behavior on school property and at school sponsored events.
10. **Improper Driving & Parking on School Property:** Only juniors and seniors may drive to school due to limited parking. A student may not drive recklessly on school grounds. This includes violations of the speed limit and driving laws, making excessive noise by squealing tires, racing the engine, excessive volume of the car stereo and driving where prohibited. A student may park only in the student section of the parking lot. Parking diagonally and taking more than one parking space is prohibited. Students who violate parking lot rules, the school code of conduct, or are truant from school or a class period may have their driving/parking suspended or revoked.
11. **Insubordination:** A student shall not disregard any direction or command (written or verbal) that is deemed to be reasonable or engage in any act of insubordination toward any school employee, including support staff and bus drivers.

11A. GROSS INSUBORDINATION: Students who repeatedly violate school rules or fail to serve assigned consequences will be considered in violation of rule 11A and will face out of school suspension as possible consequences.

12. Leaving School Grounds: Students may not leave school grounds during school hours without permission from the proper authority. This includes students who are dropped off at school by bus, car or who walk to school. Once students are on school property, they are under the authority of the school.

13. Obscene Language/Gestures: Use of indecent, profane, or obscene language/gestures in written or oral form is prohibited.

14. Public Display of Affection: Students may not exhibit or engage in acts or signs of affection deemed by school officials to be improper, and/or inappropriate, while on school premises, at school sponsored activities or on school buses.

15. Printed Materials: No student shall possess and/or distribute printed materials on school property or at school related events without permission of the school administration.

16. Signs: Students shall not place signs or slogans on school property without permission of the school administration.

17. Dress Code:

Student Dress: The primary purpose of the school is education, and all matters of dress and grooming must be weighed against that single objective. To that end, students should avoid styles or dress and grooming (including hair styling and makeup) which are bizarre flamboyant, or overly revealing, that distract attention from the orderly pursuit of knowledge, disrupt the educational process or constitute a threat to individual safety or the safety of the group. In addition, students are expected to maintain high standards of personal cleanliness and hygiene and modesty by making sure they are neither offensive to others nor a threat to the health of the school community. The administration will make final judgment on the appropriateness of any mode of student dress. The following guidelines are to be adhered to:

- Students must cover the top of their shoulder. Muscle shirts, camisoles, halters and spaghetti straps are not appropriate unless top of shoulder is covered.
- Students should not wear any article of clothing that is distasteful by language or sign.
- Students should not wear clothing that is distracting.
- Students should not wear clothing advertising alcohol, tobacco, or drugs, or look-alike labels.
- Students must wear shoes to school and to class. Slippers are not to be worn unless for medical reasons (require a note from the doctor.)
 - * No pajamas or sweats that look like pajamas.
 - * Students should wear clothing that is clean and is not torn or ripped above the knee.
- No underwear, undergarments, etc. should be visible. These items should be totally covered by student clothing.

- Students are not permitted to wear hats on campus.
- Clothing must be modest, not skimpy or over-revealing, as it is a distraction to the educational process.
- Chains, spike collars and spike bracelets are prohibited.
- Students (Boys and Girls) may not wear bandannas as a head covering.
- Students must wear pants at natural waist with no exceptions.

Additional dress code guidelines:

- 1) Shirts and tops must have a high enough neckline to cover cleavage.
- 2) Lower garments are to be worn at the appropriate length so as not to drag on the floor or expose skin or undergarments when sitting, standing, bending over or raising a hand.
- 3) No skin or undergarment should be visible between a student's top and lower garment when sitting, standing, bending over or raising a hand.
- 4) Skirts, dresses and shorts are to be worn at the appropriate length for school. The bottom of the garment shall be no shorter than the end of the student's fingertips when the arm is hanging naturally down the side of the student's body.

**** (Repeat offenders will be issued central detentions and Tuesday School)**

18. Tardiness: A student habitually tardy to class, study hall or to an activity to the extent which it disrupts the school pro

gram will face appropriate disciplinary action. Seniors may lose senior lunch privileges and driving privileges. Juniors may lose driving privileges.

19. **Truancy:** Ohio law places upon the parents the responsibility for assuring the attendance at school of enrolled children. Instances of truancy will be treated as violations of this law. A student will be considered truant from school for any period of absence that is not defined as a legitimate absence as covered by the attendance policy and school rules.
20. **Unauthorized Use of Materials:** A student may not use, consume, borrow, or remove from school property any school equipment or supplies, unless authorized to do so from responsible school employees, for school purposes. This would include computers, computer files, printers, and electronic equipment and security devices.
21. **Violation of State and/or Local Code:** No student shall commit any crime on school premises or at school activities in violation of the Ohio Criminal Code, Ohio Traffic Code, of the Ohio Juvenile Code.
22. **Other Activities:** Any other activity by a student that disrupts the academic process or a curricular or extracurricular activity while on school premises or while in the control or custody of the school is prohibited. This would include, but not be limited to, inappropriate use or possession of a laser pointer, squirt gun, or other items that have the potential to disrupt the educational process for other students.
23. **Unauthorized Touching Policy:** This is the act of physically touching or hitting a student of the school system, or any other person, while on school property or at a school event. This may include horseplay.

CODE OF ACADEMIC INTEGRITY

It is the goal of Madeira High School to maintain high standards for academic excellence. This goal will be achieved through high levels of student performance and achievement. Although standards are set for groups of students, performance levels are attained by individuals.

Each Student at Madeira High School is responsible for his or her own academic achievement. Each student is expected to be honest and to avoid any violation of academic trust. It is the teacher's responsibility to clearly explain to students the class policy concerning collaborative work. Students should consider all work individual unless the teacher specifies it differently.

CHEATING

Cheating occurs when a student obtains or assists others in obtaining credit for work that is not his/her own. Examples of cheating include, but are not limited to the following:

- * Giving or receiving aid during an examination, test, quiz or similar type of evaluation.
- * Using unauthorized learning aides, study materials, cheat sheets, etc, during a test or quiz.
- * Unauthorized/Inappropriate use of electronic devices including, but not limited to the following: Cell phones/smartphones, graphing calculators, programmable watches, and other computer or electronic devices.*Translating a foreign language piece by using an electronic translator.
- * Obtaining, circulating or using an examination, test, quiz, answer key etc. without permission.
- * Submitting work prepared by another; copying work prepared by another. (This includes homework or any sort.)

PLAGIARISM

Plagiarism is defined as taking and passing off the ideas and words of another as one's own, using a created production without citing the source, or committing literary theft. For example, turning in a paper retrieved from any Internet source, or turning in a paper written by another person is plagiarism. Plagiarism also occurs when a student uses information from an encyclopedia, book, textbook, web site, database, etc. without properly citing the source. A paper is considered plagiarized if any part of it is taken from another source without proper citation.

Students are expected to document their work by retaining notes, outlines and rough drafts.

Honesty is the best policy!!

CONSEQUENCES FOR ACADEMIC INTEGRITY VIOLATIONS

Should violations of this Code of Academic Integrity occur, students can expect prompt disciplinary action.

Violations of the Code of Academic Integrity will be reported to the principal who will record this information in the student's discipline record. The teacher is required to notify the student's parent of the violation and academic consequences. In addition, the principal will notify the National Honor Society advisor of the violation, and this information will be considered when determining eligibility for National Honor Society.

In cases of cheating, where it has been determined by the teacher that the student violated the Code of Academic Integrity, the student will receive a 0 on the assignment and the student will be assigned to one Tuesday School

In cases of plagiarism, where it has been determined by the teacher that the student has violated the Code of Academic Integrity, the student will receive a 0 on the assignment as well as an incomplete in the course. The student will be required to redo the assignment to a level that is considered equal to the student's ability. Once the assignment has been completed, the incomplete will be removed. In addition the student will be assigned to a minimum of one Tuesday School. Additional Tuesday Schools will be assigned each week until the assignment has been completed.

TRANSPORTATION / BUS INFORMATION

Transportation is a service provided by the Madeira City Schools Board of Education in accordance with the rules and regulations of the State of Ohio and should be regarded as a privilege by students and parents. **It is expected that those who ride the school buses will observe appropriate classroom conduct at all times.** All schedules, routes, and stops are under the direction of the Transportation Supervisor.

In an effort to provide safety for the many students that ride our buses, it will be necessary to transport children to only one regular stop during the week. Arrangements for transportation to ride home with a friend, scout meetings, etc., will need to be the responsibility of the parent/guardian. If a family emergency arises that makes it necessary for a student to ride a bus to another location, please contact the **Transportation Office at 561-1366** or the school and every effort will be made to help resolve your problem. Any questions about transportation of pupils to and from our school are also best answered by contacting the Transportation Office.

To ensure the safety of your child, please review the below guidelines with your student. Additional safety information and a Frequently Asked Questions (FAQ) sheet can be found on the Transportation link on the district website. The following guidelines are also posted for students on the bus.

Bus Transportation Rules

1. Use appropriate classroom conversation.
2. Do not eat or drink on the bus.
3. Stay in your seat.
4. Keep your head, arms, hands, and feet inside the bus at all times.
5. Keep aisles clear.
6. No obscene gestures or profanity.
7. Dispose of trash in waste can.
8. Must follow all bus safety rules for boarding and departing bus.
9. Be courteous and cooperate with your driver.
10. Bus driver is authorized to assign seats.

** All school rules within the district code of conduct apply while riding school transportation.

Consequences

1st Offense - verbal / written referral by the driver

2nd Offense - written referral to Principal – may result in 1-3 day suspension from bus

3rd Offense - written referral to Principal – may result in 3-10 day suspension from bus

4th Offense - written referral to Principal – may result in loss of bus privileges

** Serious offenses may result immediate referral and removal from the bus.

EXTRACURRICULAR ACTIVITIES & ORGANIZATIONS

Athletic Department - **Mr. Joe Kimling**, Athletic Director

CLUBS & ORGANIZATIONS

All students will be required to obtain a signed parent permission form, as well as meet all individual guidelines and group requirements, before attaining membership in clubs, groups, or organizations. A student's code of conduct, character and discipline record may be considered, in determining and/or maintaining an active role in various clubs and organizations. Clubs and organizations may have a set of expectations/guideline by laws that students may be required to adhere to that exceed those of the student handbook.

Art Club – Jill Dulgeroff, Advisor—The Art Club provides an outlet for students interested in art to express their creativity and learn more about various art mediums. Members will have the opportunity to enter several art shows during the year.

Academic Team— Mrs. Barb Linser & Justin Belarski

Band – Lori Adams, Advisor—Students have the opportunity to join both concert and marching bands.

Chess Club—Mr. Steve Phelps

Flag Corp—The Flag Corp is a dance group that performs at various athletic events, competitions, pep rallies, etc.

French Club—TBA, Advisor— The French Club provides an opportunity for French language students to practice their language skills and learn more about the French culture. Projects include the annual flower sale and dinner at a French restaurant.

Key Club— Ms. Kim Homer/Mrs. Leugers—The Key Club is a community service oriented group that works in cooperation with the Kiwanis Club.

Latin Club -- Mrs. Jennifer Bruening, Advisor—The Latin Club allows students an opportunity to enhance their knowledge of both the language and culture of this ancient civilization. Members attend an annual banquet and compete in the Latin Olympiad.

Music (Vocal)—Mrs. Kristin Anderson, Advisor —Students have the opportunity to participate in the following:

- Music Company
- Mixed Choir

National Honor Society—Mrs. Bruening/Mrs. Jordan, Advisors—The National Honor Society is an honorary society that recognizes academic achievement. To be eligible, a student must be in grades 11 or 12 and have a 3.7 G.P.A. or higher. Selection for members is by a faculty council and is based on outstanding scholarship, character, leadership, and service. Details regarding the selection criteria will be distributed to all students who are eligible.

Spanish Club—Mrs. Julie Leugers, Advisor—The Spanish Club provides an opportunity for Spanish language students to practice their language skills and learn more about the Spanish culture. Activities include a dinner as well as various fund raising projects.

Student Government—Mr. Brett Becker, Advisor—Student Government consists of a president, vice president, treasurer, and secretary for each grade level at the high school. There will also be an election for student body president, vice president, treasurer, and secretary. These elections will take place in the fall of each year.

Teen Counselors—Mr. Rick Rockwell, Advisor—Teen Counselors are a selected group of students who talk to younger students at Madeira Middle School about the dangers of drug and alcohol usage.

One-on-One Counselors—Ms. Kim Homer, Advisor—One-on-One Counselors are student volunteers who are assigned to students at Madeira Elementary School, Madeira Middle School, and Madeira High School to work with students on their academic skills.

Theatre Arts – TBA - The Theatre Arts group works with all aspects of drama from acting to lighting. Several major productions are held each year.

Unified for Uganda (U 4 U) – Ms. Homer, Advisor - U4U is a student-run, nonprofit organization that financially and emotionally supports the children of UNIFAT primary school in Northern Uganda. The Madeira U4U Chapter plans and executes awareness & fundraising events throughout the year to maintain sponsorship over four children in Uganda.

VOICE MAIL & PROGRESS BOOK INFORMATION:

To access the Madeira City Schools voice mail system, dial **985-6085**. After the message, enter the voice mail (see below) of the designated teacher. We encourage parents and students to use the voice mail and Progress Book to better communicate with teachers and stay up to date with assignments.

To report a student absence, please call (513) 924-3777. The attendance voice mail is available 24/7

Faculty V.M.

Lori Adams	2005
Anderson, Kristin.....	2008
Barton, Christy	2218
Becker, Brett	2201
Belarski, Justin	2217
Brady, Dan	2220
Bruening, Jennifer	2210
Gergen, Nichole	2212
Candella, Kellie	2106
Corn, Jeff.....	2203
Dougherty, Karen	2213
Dulgeroff, Jill	2408
Edwards, Laura.....	2204
Gergen, Nichole	2212
Grayson, Mike	2224
Gym Office	2002
Homer, Kim	2120
Jordan, Jennifer	2209
Kean, Ann	2402
Kimling, Joe.....	2133
Kitchen, Bob.....	2102
Koehne, Erin	2122
Leugers, Julie.....	2216
Lewis, Jennifer	2107
Michelsen, Leigh.....	2211
Miller, Margaret	2202
Moliterno, Kathleen	2219
Neff, Julie	2208
Rahnfeld, Vincent.....	2119
Ruehlmann, Stephanie.....	2105
Schmidt, Lindsay.....	2101
Seelmeyer, Abby.....	2103
Shafer, Mike	2021
Stocker, Scott.....	2222

Tucker, Suzy.....	2215
Unger, Jon.....	2206
Whitmore, Michelle.....	2401
Wing, Kelly.....	2108
Youngquist, Michele.....	2104

2017-2018 - MADEIRA HIGH SCHOOL CALENDAR

2017

August..... 9.....	New Teacher Orientation
August..... 14.....	Teacher Workday
August..... 15.....	Teacher Workday
August..... 16.....	First Day for Students
August..... 21.....	Back to School Night (7:00 p.m.)
August..... 25.....	Picture Day
August..... 26.....	Tag Day
September.... 4.....	Labor Day—No School
September.... 5.....	9th Grade Ring Assembly during CT
September ... 11	9 th Gr. Class Ring Order/ during lunch/CT
September.... 11.....	Evening Ring Order 5:00 to 7:00 p.m.
September.... 18.....	Assembly: Senior Cap/Gown Announcement Info /CT
September.... 21.....	7-8 am Collect Cap &Gown Orders (CT)
September ... 21.....	Collect Cap & Gown Orders (5:00 – 7:00)
September.... 22.....	Teacher Work Day – No School
September.... 22	Homecoming Parade 6:00
September.... 23	Homecoming Dance 9:00 – 12:00
October9.....	Picture Re-Take Day
October..... 10.....	Fall Choir Concert 7:00 p.m.
October..... 20	<u>1st Quarter Ends</u>
October 26 - 3:30 to 7:00	MHS Evening Conferences
October..... 30 - 3:30 to 7:00	MHS Evening Conferences
November 2 - 3:30 to 7:00.....	MHS Evening Conferences
November 3	No School – Teacher In-Service
November ... 7.....	7:00 p.m. Marching Band Awards Night
November.... 15.....	Senior Citizen Day/Play & Luncheon
November... 16.....	Fall Play (7:30 p.m.)
November... 17	Fall Play (7:30 p.m.)
November.... 18	Fall Play (7:30 p.m.)
November.... 22,23,24	No School - Thanksgiving Recess
December..... 12	HS Holiday Band/Choir Concert - (7:00 p.m.)
December..... 15.....	1st Semester Exams (Regular Schedule)
December..... 18.....	1st Semester Exams (1:00 Dismissal)
December..... 19.....	1st Semester Exams (1:00 Dismissal)
December..... 20.....	1st Semester Ex. <u>2nd Quarter Ends</u> (1:00 Dismissal)

December..... 21..... Winter Break Begins - No School

2018

January 4..... School Re-Opens

January 15..... Martin Luther King Day - No School

February..... 2..... Winter Homecoming Game

February..... 3..... Winter Homecoming Dance (9:00 to Midnight)

February 13 4:00 to 7:30..... MHS Evening Conferences

February..... 16..... Teacher Work Day- No School

February..... 19..... Presidents' Day (No School)

February..... 27..... HS Choir/Band Concert 7:00 p.m.

March..... 7..... Early Release Day 1:00 p.m.

March 9..... **3rd Quarter Ends**

March..... 10..... Foundation Auction Night

March 14..... SENIOR CITIZEN'S DAY

March..... 15 Spring Musical - (7:30 p.m.)

March..... 16 Spring Musical - (7:30 p.m.)

March..... 17..... Spring Musical – (2:00/7:30)

March 26,27,28,29,30, & April 2 Spring Break (NO SCHOOL)

April 6..... NHS Father/Daughter Dance

April..... 18..... Early Release Day 1:00 p.m.

April..... 26..... Spring Band Concert 7:00 p.m.

April..... 28..... Prom

May 1..... MHS Awards Concert Choir 7:00 p.m.

May 2..... Day of Signing 3:30 p.m.

May 3..... HS Senior Awards Night - 7:00 p.m.- Medert Aud.

May..... 4..... Senior Banquet 7:00 p.m.

May 16..... Bell 1 and Bell 2 and Bell 3 Senior Exams

May 17..... Bell 4 and Bell 5 Senior Exams

May..... 18..... Bell 6 and Bell 7..... Senior Exams

May..... 18..... HS Awards Day-Grades 9,10,& 11 1:00 p.m.

May 21..... Final Exam 7th bell (Regular Schedule) 9th – 11th gr.

May 22..... Final Exams 1 & 2 (1:00 Dismissal) 9th – 11th gr.

May 23..... Graduation Practice - 9:00 a.m. (Mandatory)

May 23..... Senior Picnic - 11:30 a.m.

May 23..... Final Exams 3 & 4 (1:00 Dismissal) 9th – 11th gr.

May 24..... Final Exam 5 & 6 /Last day for students 1:00 dismissal

May 24..... Baccalaureate (7:30 p.m.)

May 25..... Teacher Work Day

May..... 26..... GRADUATION-CLASS OF 2018 (7:30 P.M.)

**MADEIRA HIGH SCHOOL
BELL SCHEDULE**

PERIOD 1	7:35 - 8:22	(47 min.)
PERIOD 2	8:27 - 9:14	(47 min.)
PERIOD 3	9:19 - 10:06	(47 min.)
PERIOD 4	10:11 - 10:58	(47 min.)
PERIOD 5	11:03- 12:20	
(B Lunch Class)	11:03 - 11:50	(47 min.)
(A Lunch Class)	11:33 - 12:20	(47 min.)
LUNCH A:	10:58 - 11:28	(30 min.)
LUNCH B:	11:50 - 12:20	(30 min.)
COMMONTIME:	12:25 - 12:50	(25 min.)
PERIOD 6	12:55 - 1:42	(47 min.)
PERIOD 7	1:47 - 2:34	(47 min.)

**MADEIRA HIGH SCHOOL
EARLY RELEASE BELL SCHEDULE**

PERIOD 1	7:35 to 8:13
PERIOD 2	8:18 to 8:56
PERIOD 3	9:01 to 9:39
PERIOD 4	9:44 to 10:22
PERIOD 5	10:22 to 10:52 A Lunch
A Lunch Class	10:57 to 11:35
B Lunch Class	10:27 to 11:05
	11:05 to 11:35 B Lunch
PERIOD 6	11:40 to 12:17
PERIOD 7	12:22 to 1:00
Teacher In-Service Activities	1:00

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MADEIRA CITY SCHOOLS

STUDENT EDUCATION TECHNOLOGY ACCEPTABLE USE AND SAFETY AGREEMENT

To access and use the District's Education Technology, including a school-assigned e-mail account and/or the Internet at school, students under the age of eighteen (18) must obtain parent permission and sign and return this form. Students eighteen (18) and over may sign their own forms.

Use of the Education Technology is a privilege, not a right. The District's Education Technology, including its Internet connection and online educational services, is provided for educational purposes only. Unauthorized and inappropriate use will result in a cancellation of this privilege and possibly further disciplinary action.

The Board has implemented the use of a Technology Protection Measure which is a specific technology that will protect against (e.g., block/filter) Internet access to visual displays that are obscene, child pornography or harmful to minors. The Board also monitors online activity of students in an effort to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. Nevertheless, parents/guardians are advised that determined users may be

able to gain access to information, communication and/or services on the Internet which the Board has not authorized for educational purposes and/or which they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Students accessing the Internet through the school's computers assume personal responsibility and liability, both civil and criminal, for unauthorized or inappropriate use of the Internet.

The Board has the right to monitor, review and inspect any directories, files and/or messages residing on or sent using the Board's Education Technology. Messages relating to or in support of illegal activities will be reported to the appropriate authorities. Individual users have no expectation of privacy related to their use of the District's Education Technology.

Please complete the following information:

Student User's Full Name (please print): _____

School: _____ Grade: _____

Parent/Guardian's Name: _____

Parent/Guardian

As the parent/guardian of this student, I have read the Student Education Technology Acceptable Use and Safety Policy and Guidelines, and have discussed them with my child. I understand that student access to the Internet is designed for educational purposes and that the Board has taken available precautions to restrict and/or control student access to material on the Internet that is obscene, objectionable, inappropriate and/or harmful to minors. However, I recognize that it is impossible for the Board to restrict access to all objectionable and/or controversial materials that may be found on the Internet. I will not hold the Board (or any of its employees, administrators or officers) responsible for materials my child may acquire or come in contact with while on the Internet. Additionally, I accept responsibility for communicating to my child guidance concerning his/her acceptable use of the Internet - i.e., setting and conveying standards for my daughter/son to follow when selecting, sharing and exploring information and resources on the Internet. I further understand that individuals and families may be liable for violations.

To the extent that proprietary rights in the design of a web site hosted on the Board's owned or leased servers would vest in my child upon creation, I agree to assign those rights to the Board.

I give permission for the Board to issue an Internet/e-mail account to my child.

Parent/Guardian's Signature: _____ Date: _____

Student

I have read and agree to abide by the Student Education Technology Acceptable Use and Safety Policy and Guidelines. I understand that any violation of the terms and conditions set forth in the Policy and Guidelines is inappropriate and may constitute a criminal offense and/or may result in disciplinary action.. As a user of the Board's Education Technology, I agree to communicate over the Internet and through the Education Technology in an appropriate manner, honoring all relevant laws, restrictions and guidelines.

Student's Signature: _____ Date: _____

Teachers and building principals are responsible for determining what is unauthorized or inappropriate use. The principal may deny, revoke or suspend access to and use of the Education Technology to individuals who violate the Board's Student Education Technology Acceptable Use and Safety Policy and related Guidelines, and take such other disciplinary action as is appropriate pursuant to the Student Code of Conduct.

6/13
10/21/13
11/17/14
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MADEIRA ATHLETICS

**Guidelines & Standards
For
Student Participation
2017-2018**

Adopted 07/21/08

INTRODUCTION

The purpose of this handbook is to give all students participating in athletic programs and all other interested persons a guide to the operation of the interscholastic athletic program of the Madeira City Schools District. The coaches of the various teams/activities within the district's athletic program will explain specific rules, regulations, policies and procedures. All student athletes will be expected to adhere not only to the specific rules, regulations, policies and procedures, but also to those special rules set forth for each sport.

All student athletes and cheerleaders are also expected to follow the student "Code of Conduct" as outlined in the Student and Parent Handbook, which was revised in August 2017.

It must be understood by all students and their parents/legal guardians, that a condition to participating in the Madeira City School District athletic program; is a commitment to follow the rules, regulations, policies and procedures established by the district for the implementation of its athletic program. It must also be understood that the students who violate these rules, regulations, policies, and procedures shall face disciplinary action.

Athletic Department Contact Information:

Athletic Director: Joe Kimling Adm. Assistant: Cyndi Underwood
Direct Line: (513) 587-0010 Fax Line: (513) 985-6089

Websites: www.madeiracityschools.org (Click on Athletics)
 www.highschoolsports.net
 www.chlsports.com

MISSION STATEMENT

In partnership with parents and community, Madeira City Schools provides and promotes a positive learning environment that challenges each learner to achieve full academic potential for excellence and be a responsible, educated, and caring individual now and in the future.

SPORTSMANSHIP, ETHICS AND INTEGRITY

The National Federation of High School Associations views good sportsmanship as a commitment to fair play, ethical behavior and integrity. In perception and practice, sportsmanship is defined as those qualities, which are characterized by generosity and genuine concern for others. The ideals of sportsmanship apply equally to all activity disciplines. Individuals, regardless of their role in activities, are expected to be aware of their influence on the behavior of others and model good sportsmanship.

PHILOSOPHY OF ATHLETICS

Interscholastic athletics is an extension of the classroom promoting character, hard work, and discipline while helping to develop a person both body and mind. Athletics will provide a foundation for growth, goal setting, competitiveness, cooperation, teamwork, and adjustments to adversity and respect.

ATHLETIC FORMS REQUIRED FOR PARTICIPATION

Before a student may participate in any sport, including conditioning, tryouts, and practices, he/she must provide the following information to the athletic office as well as be registered for a sport(s) on the 8to18 Website.

<https://madeira.8to18.com/accounts/login>

1. The Ohio High School Athletic Association health questionnaire and physical examination form with student, parent and physician signature.
2. Emergency medical form.
3. Authorization for Participation in Interscholastic Athletics.
4. Payment of all fees associated with participation.
5. All Release required form.
6. Additional forms by individual sport.

Students may be added to the roster up to the 1st scheduled team competition if all requirements are met.

ACADEMIC ELIGIBILITY REQUIREMENTS

OHSAA Guidelines for Student Athletic Eligibility

HIGH SCHOOL ELIGIBILITY

According to O.H.S.A.A. Bylaw 4-4-1. During the preceding grade period, a student must have received a passing grade in a minimum of five (5) one credit courses or the equivalent which count toward graduation. Madeira Student Athletes are also required to have a 1.0 grade point average for the preceding grading period to be eligible. Grades earned during the 4th quarter determine eligibility for the 1st quarter of the next school year.

In accordance with OHSAA Bylaw 4-4-3. A student enrolled in the first grading period after advancement from the eighth grade must have passed 75% of those subjects carried the preceding grading period in which the student was enrolled.

MIDDLE SCHOOL ELIGIBILITY

According to O.H.S.A.A. Bylaw 4-4-4. A student enrolling in the 7th grade for the first time will be eligible for the first grading period regardless of the previous academic achievement. Thereafter, in order to be eligible, a student in grades 7 or 8 must be enrolled in school the immediately preceding grade period and receiving a passing grade during that grading period in a minimum of 5 of those subjects in which the student received grades.

MADEIRA ATHLETIC ELIGIBILITY

Extracurricular activities are secondary to academics in importance, and are a privilege for those students who take part in them. Therefore, the following guidelines will be used to determine a student's extracurricular eligibility.

Eligibility will be reviewed weekly during the sport seasons.

1. Eligibility is based on all subjects taken by a student.
2. Eligibility is a cumulative average, from the beginning of a grading period through the end of each week being checked.
3. A student will be given a "warning" the first time he/she receives a cumulative "F" or incomplete during a given grading period. A student on "warning" may still practice and compete.
4. At anytime during the grade period a student receiving a second cumulative "F" or incomplete in any class will become ineligible for athletic competition for a period of seven days,
5. Eligibility reports must be turned in by all teachers to the Athletic Director, or designee, with the results reported to the athlete and respective coaches/sponsors.

ATHLETIC EXPECTATIONS FOR ATHLETES

It is a privilege to compete in athletics, therefore; our athletes must subscribe to certain expectations. The following rules of conduct are in effect for student athletes whether they are "in season" or not. Student athletes will be under the direction of this document from the first day of participation or on the first day of school (which ever comes first) through school's end.

Player Conduct:

We believe, that as student athletes, we are held to a higher standard; a standard of character, behavior, and respect. As student athletes, we understand that our character should never be called into question, our behavior should always be above reproach, and we should show respect, to the faculty, the student body, our opponents, officials, coaches and teammates. The athletes conduct should be in line with the standards of the community and the school we represent. We understand any behavior deemed unbecoming of a Madeira athlete may be subject to disciplinary action from the athletic department.

Conduct, such as, but not limited to:

Violations of the law

The possession, or consumption of alcohol, tobacco or tobacco like products, illegal drugs, or the misuse of prescription drugs

Violations to the student code of conduct

Misuse of social media

Any suspensions from school, including in-school suspension

Violations of team rules

Hazing - "Hazing" refers to any activity expected of someone joining a group (or to maintain full status in a group) that humiliates, degrades or risks emotional harm and/or physical harm, regardless of the person's willingness to participate

Bullying a member of the student body

Consequences for conduct unbecoming a Madeira athlete will be determined, based on the review of evidence, by the athletic department and designees.

Consequences may range from:

Team Action

Athletic Suspension

Removal from the Team

ATTENDANCE

It is the policy of the Madeira City School district that an athlete must attend at least one-half of a school day to practice or compete in an athletic event that day or evening. The principal or designee may make exceptions to this rule. Time spent attending a school-sponsored activity will count toward satisfying this requirement (i.e. Latin convention, band competition, field trips).

MULTIPLE EXTRA-CURRICULAR ACTIVITIES

The Athletic Department realizes that a school system with a small student population and a full complement of extra-curricular activities must at times share participants. Recognizing that each student will have the opportunity for a broad range of experiences in the area of extra-curricular activities.

Both student and sponsor/coach, before multiple participation in contests must meet the following guidelines or practice can take place:

1. Activity/team rules for each activity, must be signed by both the student and parents. **A sport of choice must be declared.** This will be used to help avoid conflicts in scheduling.
2. When an athlete is attempting to participate on two athletic teams during the same season and one of the teams requires a tryout, "cuts" as part of its team selections, a student's availability for practices, games and team events may be considered for team selection. This may also be used as criteria in determining whether or not it is in the best interest of the student athlete to participate in multiple sports. When conflicts do arise, the sponsors/coaches and the Athletic Director will attempt to resolve the conflict in the best interest of the teams involved. If a solution cannot be found, then the principal will have to make the decision.

PARENT REGISTERING A CONCERN

Madeira City Schools Athletic Department believes most concerns can be resolved between the parent and coach. In addition, we believe the coach deserves the courtesy of attempting to resolve the problem first. However, Madeira also believes a parent has the right to pursue a concern beyond the coach if proper procedure is followed.

1. Contact the Head Coach, express your concern and attempt to develop a resolution to the concern. Please do not register your concern immediately before, during, or immediately after a game or contest. Give yourself and the coach/sponsor time to reflect on the situation and then register your concern if needed. This will allow both parent and coach a better opportunity to communicate and resolve the concern. If the conflict cannot be resolved, you have the right to pursue the issue further.
2. Contact the Athletic Director to express your concern and seek a resolution to the problem. If you are still not satisfied, you have the right to pursue the issue further.
3. Contact the respective building Principal to express your concern and seek a resolution to the problem. If at this point the issue is not resolved, you have the right to contact the Superintendent.

HIGH SCHOOL AWARDS

VARSITY AWARDS

All high school athletes and cheerleaders shall receive a certificate for participation on all athletic teams.

1ST YEAR AWARD: 1st year Varsity “M” only once and an individual sport pin to signify each sport where the award was earned thereafter.

2ND YEAR AWARD: Individual sport pin to signify each sport

3RD YEAR AWARD: A plaque in each sport earned.

4TH YEAR AWARD: A plaque in each sport earned

C.H.L. SCHOLAR ATHLETE: The athlete must earn a varsity award and have a 3.25 G.P.A. during that season.

C.H.L. SENIOR SCHOLAR: The athlete must earn a varsity award each year and have a 3.5 G.P.A. over seven semesters

JUNIOR VARSITY, FRESHMAN, AND MIDDLE SCHOOL AWARDS

All JV, freshmen, and middle school athletes and cheerleaders shall receive a certificate for participation on all athletic teams.

ADDITIONAL EXPECTATIONS

Training rules for each specific sport may be developed by the coach, and approved by the athletic director. Such rules shall be formally issued to each athlete. Activity/Team rules, signed by both the athlete and parent/guardian, must be returned to the head coach/sponsor before the student is allowed to practice or compete.

Each coach may impose reasonable punishment on the athletes violating training rules. If the violation and the punishment result in suspension, expulsion or removal, the process outlined in ORC 3313.66 shall be enforced.

OHSAA (Ohio High School Athletic Association)

OHSAA bylaws addressing physical exams are the same for students in grades 7-8 and grades 9-12.

The bylaws state, "athletic participation forms for participants shall be signed by a physician, the participant and by a parent or guardian and must be on file with the principal before any candidate for a team may participate in a practice. These forms necessitate the physician's certification of the individual's physical fitness no less than once each year."

Examination cards may be signed by a chiropractor or by a physician. If the exam is given by a nurse practitioner, a physician must sign the form. The examination is valid for participation during the current school year. All physical examination cards should be completed properly and turned into the Athletic Director's office prior to participating in practice, tryouts, or competition.

Equipment

All school issued equipment must be returned to the coach following the season. If equipment is not returned, any and all awards earned by an athlete will be withheld until such equipment is returned or other arrangements can be made. Restitution can be made through the student fee account in the Main Office.

START DATE FOR HIGH SCHOOL PRACTICE

2017-2018

Baseball	02/19/18
Basketball – B	11/03/17
Basketball – G	10/27/17
Cross Country	08/01/17
Football	08/01/17
Golf	08/01/17
Soccer – B & G	08/01/17
Fast-Pitch Softball	02/19/18
Swimming	11/03/17
Tennis – B	03/05/18
Tennis – G	08/01/17
Track & Field	03/05/18
Volleyball	08/01/17
Wrestling	11/10/17

NCAA ELIGIBILITY REGULATIONS Please go to www.ncaa.org for regulations and requirements