

2023-2024

FAIRVIEW HIGH SCHOOL



STUDENT HANDBOOK

INTRODUCTION

This handbook is provided to assist students and their parents with an understanding of the policies and procedures of Fairview High School. Cooperation between home and school is imperative for a student to have a successful school experience. Our purpose is to help prepare our students to meet the challenges of a successful adult life. Students need to develop skills in all academic areas. Specific attitudes should be fostered such as self-respect, respect for others, discipline, and responsibility.

Our Country's heritage and citizenship can be promoted through interaction between students, parents, teachers, administrators, and the community. It is our ultimate goal that Fairview will provide an appropriate environment for each student to realize his/her fullest potential as a life-long learner in a global society.

SCHOOL SPIRIT

School Spirit is defined as: the feeling, quality, or disposition that characterizes a group. It is not a material or tangible item. For us, it is who we are and what we do. School Spirit is one of the most powerful forces we own. It is evident in our students' actions, in the classroom, and in the community. School Spirit drives our teams to fight hard and compete with sportsmanship. We are proud of our school. We support and protect each other. We are determined to succeed during our high school years. After graduation we will continue to approach life, family, education and career with the same spirit. We expect positive outcomes. School Spirit is the courtesy and consideration we demonstrate towards classmates, teachers and visitors of our school. It is the faith that we all have. School Spirit is part of our culture. Guard it while you are here. Teach others about it through example.

**Go
Apaches!**



Be Our Best For Our T.R.I.B.E.



Trustworthy

- Tell the truth
- Be dependable
- Do your own work with excellence

Respect

- Use appropriate language and voice
- Listen
- Be gracious
- Treat school property with care

Involved

- Be ready for class on time
- Actively participate
- Work well with others
- Have pride and loyalty for *our school*

Brave

- Take academic chances
- Learn from failure
- Stand up for what's right
- Be confident

Encouraging

- Be helpful
- Support others
- Have a positive attitude



"Doesn't Matter, Get Better"

- Brian Kight

AFTER SCHOOL DETENTION GUIDELINES FAIRVIEW HIGH SCHOOL

After school detention is on Tuesdays from 3:00 - 4:00pm.

After school detention is a disciplinary procedure that may be utilized for various violations of the Student Code of Conduct and other policies and procedures outlined in the handbook. Students who are signed up for detention must report to the assigned room by 3:00. After school detention will end at 4:00. Transportation is the responsibility of the student and parent. Students must have transportation arranged ahead of time. While assigned to after school detention students will be expected to follow these guidelines:

Detention Guidelines:

1. Be on time. If you are late you will not be permitted to attend and additional discipline may be assigned.
2. Students must bring enough school work to keep busy for the entire time period.
3. Students are not allowed to play games, be on electronic devices (laptops for school work excluded), or sleep.
4. No whispering, talking, writing notes, texting, or trying to communicate in any other way with any other student during the detention hour.
5. Students will not be permitted to use the bathroom, go to their locker, or see another teacher during the detention.
6. No eating or drinking.
7. Students will not be released early from detention.
8. Failure to attend detention or comply with the Student Code of Conduct will result in additional disciplinary action.

ANNOUNCEMENTS

All notices of club meetings, athletic and social events, and general announcements for the day are announced over the P.A. system each morning and will be emailed to all Fairview students, Fairview Four-County students and posted on the website. All notices must be approved by the advisor and the principal and be turned in by 8:00 AM.

ASSEMBLIES

Throughout the year a variety of assemblies are planned. Students will attend the assembly. Students shall maintain courteous and polite behavior during assemblies. Students shall enter and exit the gym respectful to the purpose of the assembly.

ATTENDANCE POLICIES AND PROCEDURES

All students are required by state law to attend school on a regular basis. All students regardless of age are expected to follow all school policies and procedures as long as they attend Central Local Schools.

- 1) The laws concerning attendance have changed from tracking days to tracking hours of attendance. According to House Bill 410, students must be in attendance for at least 6 hours to constitute a school day.
- 2) **Any student who misses any portion of the school day will not receive attendance credit for the time missed. Attendance will be tracked to the nearest minute.**
- 3) All attempts to schedule around the school day for personal business, family business, and doctor/dental appointments will be **necessary** to avoid absences. If it is necessary to be absent during school hours, please be present prior to mid-day appointments and return to school after appointments.
- 4) An excused absence or tardy permits a student to make up missed class work. Students are given the same amount of days they were absent to make up their missed class work unless the teacher has given advance notice of assignments tests and/or special projects. Students are responsible to make arrangements with their teachers to make up their class work. Students are not permitted to receive credit for work missed due to an unexcused absence. Excessive absences may result in a failing grade for a grading period, a semester and/or a year.
- 5) The Board considers the following factors to be reasonable excuses for time missed at school:
 - a. Personal illness – a written physician's note verifying the illness may be required
 - b. Illness in the family necessitating the presence of the child
 - c. Quarantine of the home
 - d. Death in the family
 - e. Necessary work at home due to absence or incapacity of parents (student must be 14 or older)
 - f. Observation or celebration of a bona fide religious holiday
 - g. Out of state travel, up to 24 hours per school year, to participate in a district approved enrichment or extracurricular activity during regular school hours.
 - h. Such good cause as acceptable to the Superintendent.

Please refer to Board Policy 5200 for additional guidance.

- 6) If a student is absent, the parent/legal guardian is required to call the high school office at 419-658-2378 between the hours of 8:00 am and 10:00 am or provide a note signed by the parent/legal guardian when the student returns to school. Upon return to school from an absence, students are to report to the office before going to class. Students not providing a note or making a call to verify an absence within 2 school days will have the absence deemed unexcused and no credit will be issued for work missed.
- 7) If the school does not hear from a parent/legal guardian by 10:00 A.M., the school will contact parents/guardian through the instant alert system. If no reasonable excuse is provided, as outlined by Board policy, the absence will be recorded as unexcused.
- 8) Any student who arrives to their 1st period class after **8:03** will be counted **tardy and absent** for the time missed. He/she must report to the office and sign in. If a student's bus is late, the student should report directly to the office upon arrival, but **will not** be counted as absent or tardy. No student is to be in the building before 7:30am unless working with a teacher, guidance counselor, or coach.
- 9) If an absence or tardy is anticipated, the parent/legal guardian is to notify the school giving the reason and number of days/hours the student is to be absent and/or tardy. Assignments can then be arranged in advance.
- 10) Students involved in athletics, extra-curricular activities or concerts must be at school for the duration of the school day. Students must arrive at school within the first 20 minutes of the day in order to participate in after school activities such as practices, games, or concerts. Exceptions include a funeral or other exceptions deemed excused by the principal.

Students who miss **30 or more consecutive hours** of school, who are absent **42 hours or more in one month**, or who are absent **72 hours or more in one year without a legitimate excuse** are considered "Habitually Truant".

Students who are habitually truant will receive a notice from the school requiring a physician's verification that the student is/was too ill to attend school for every additional absence or the absence will be classified unexcused. **The school will also contact the truant officer. Parents of students who are habitually truant, and the habitually truant student must meet with the ABSENCE INTERVENTION TEAM to develop an absence intervention plan.**

The school will provide written notice of the total absences to a student's parent, guardian, or custodian when the student is absent **with or without a legitimate excuse** for 38 or more hours in one month and 65 or more hours in a school year. The notice will remind parents of the attendance laws and school policy concerning habitual truancy and excessive absence. **The school will require a physician's verification that the student is/was too ill to attend school for every additional absence or the absence will be classified unexcused. The school will also contact the truant officer.**

Students are required to be on time for each class. Tardiness is defined as a student not being in his/her assigned room when the tardy bell rings. The three-minute passing time between classes is ample time to attend to personal needs and prepare for the next class. The three-minute period is not intended as playtime or break time.

- Students arriving prior to the beginning of second period will be tardy, must sign in at the office and will be issued a pass to class. Tardy students (first period) must not be admitted to any period class without a pass from the office.
- **Students arriving tardy to school will be subject to the following tardy policy:**
 - ☐ 1st and 2nd Tardy – Warning recorded by the office
 - ☐ 3rd Tardy – After School Detention
 - ☐ 4th Tardy – 2 After School Detentions
 - ☐ 5th Tardy – 1 Friday School
 - ☐ Each tardy after five will receive an In-School Assignment. Truancy referral may result due to excessive tardiness
- **Students arriving after the beginning of second period will not be counted tardy to school but will receive a half-day absence.**
- If the student is delayed by a teacher so that the student is late to class, that teacher will sign a pass allowing that student into class without consequence (excused tardy). If the student is late to class due to his/her negligence, the teacher will record the tardy and notify the student (unexcused tardy)
- **Students arriving tardy to class will be subject to the following tardy policy:**
 - ☐ 1st and 2nd Tardy – Warning given to student from teacher
 - ☐ 3rd Tardy – Teacher will assign an After School Detention via Office Referral HS
 - ☐ 4th Tardy – Teacher will assign 2 After School Detentions via Office Referral HS
 - ☐ 5th Tardy (or more) – Teacher will notify the Dean of Students of the 5th Tardy (and/or each additional tardy)
- **Tardiness will be recorded on a quarterly basis.**

BOOKBAGS

Book bags may be used to transport books and school supplies to and from school. The use and/or placement of book bags within classrooms are prohibited.

BUS CONDUCT

To insure safe and comfortable transportation, students must act responsibly when riding the bus. All school policies apply to conduct while riding a school bus. Failure to follow school policies and procedures may result in disciplinary action as outlined in the Student Code of Conduct

including denial of bus riding privileges.

Parents of district students being transported by any Central Local School District bus should expect their children to be home anytime after the last dismissal bell rings at their respective school building.

Parents and/or caregivers are responsible for listening to local radio stations, as well as the Honeywell Instant Alert System, for early dismissals or delays due to inclement weather conditions or other possible emergency situations that would cause the school to dismiss early or delay the start of school.

CHEATING POLICY

Students caught cheating and/or plagiarizing will be disciplined the following way:

- First Offense:
- a) Zero on test, quiz, paper or homework.
 - b) Discipline report will be sent home by the office.
 - c) One After School Detention will be assigned.
- Second Offense:
- a) Zero on test, quiz, paper or homework
 - b) Discipline report will be sent home by the office.
 - c) One Friday School will be assigned.
 - d) Student and parent will meet with the teacher and the principal. Additional consequences may be administered at the discretion of the teacher and the principal.
- Third Offense and all succeeding offenses:
- a) Zero on test, quiz, paper or homework.
 - b) Discipline report will be sent home by the office.
 - c) 2 Days Alternative School/ISA will be assigned.
 - d) Student and parent will meet with the teacher and the principal. Additional consequences may be administered at the discretion of the teacher and the principal.

CHILD CUSTODY

Parents have an obligation to notify the school any time the custody of a child changes (SB 140 requires this information) School officials need a copy of the current court orders pertaining to a child's legal custody.

CHROMEBOOKS

All students in grades 9-12 will receive a Chromebook for completion of educational tasks. The school website includes links for detailed information about the Chromebook protection plan, the loaner program, frequently asked questions, and even tips about Chromebook features. Students are expected to maintain proper care of the Chromebook, follow classroom rules and procedures for device usage, and to follow the Acceptable Use Policies when using the device. Students are able to use the Chromebooks for completion of assignments, to see a list of assignments posted in Google Classroom, to check individual grades, and for completing other educational tasks. Students should not use another student's Chromebook and need to be careful not to cause damage to another student's Chromebook. Inappropriate usage will result in restricted access, discipline as outlined in the Student Code of Conduct, possible notification to the Defiance County Sheriff's Department, and possible confiscation of the device.

CLASS SCHEDULE GUIDELINES

Course selections should be made very carefully during registration in the spring as schedule changes will be limited. Students may only request schedule changes during the first five (5) school days of the semester.

CLASSROOM CONDUCT

Teachers are in charge of their classrooms, whether in person or through a virtual format. Classroom rules and school policy will be adhered to and enforced. Teachers are to receive respect from students at all times. Common courtesy is expected. Students are not to leave a classroom without a hall pass or signing out of the classroom.

CLOSING/DELAY OF SCHOOL

If school must be delayed or closed because of inclement weather, notification will be made over the Honeywell Instant Alert System, as well as the following radio stations: WDFM 98.1 FM, WONW 1280 AM, WQCT 1520 AM, WBNO 100.9 FM, or WZOM 105.7 FM. The school website and Instant Alert may be accessed at: centrallocal.org.

When school is closed due to inclement weather, no extra-curricular activities, including practices, may be held before 12:00 noon and coaches/activity advisors must receive approval from the building administrator.

COLLEGE VISITATION

Juniors and seniors are permitted to visit colleges. These days are limited to three (3) per school year and counted as an excused absence from school and will appear as a day of absence on the student's attendance record. Written permission must be granted by the guidance counselor and principal **PRIOR** to the visitation. For approval, the student must be under the allowable absence threshold for the school year. College visitation permission forms are available from the guidance office and must be returned to the office upon the student's return to school with an authorized signature from the college visited.

COMPUTER/TECHNOLOGY ACCEPTABLE USE POLICY

Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. The Board provides Education Technology so that students can acquire the skills and knowledge to learn effectively and live productively in a digital world. The

Board of Education provides students with access to the Internet for limited educational purposes only and utilizes online educational services to enhance the instruction delivered to its students. This policy and its related administrative guidelines and the Student Code of Conduct also govern students' use of their personal communication devices.

- Users have no right or expectation to privacy when using the Ed-Tech (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity while on the network and Internet).
- Pursuant to Federal law, the Board has implemented technology protection measures, which protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children's Internet Protection Act.
- The technology protection measures may be configured to protect against access to other material considered inappropriate for students to access. The Board also utilizes software and/or hardware to monitor online activity of students. However, It is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents may find inappropriate, offensive, objectionable or controversial.
- Any student who attempts to disable the technology protection measures will be subject to discipline.
- Pursuant to Federal law, students shall receive education about the following:
 - A. safety and security while using e-mail, chat rooms, social media, and other forms of direct electronic communications
 - B. the dangers inherent with the online disclosure of personally identifiable information
 - C. the consequences of unauthorized access (e.g., "hacking", "harvesting", "digital piracy", etc.), cyberbullying and other unlawful or inappropriate activities by students online, and
 - D. unauthorized disclosure, use, and dissemination of personal information regarding minors
- Chromebooks are to be brought to school daily charged and ready for school use.
- Staff members will monitor the online activities of students while at school.
- Students (grades 3 - 12) will be assigned a school email account that they are required to utilize for all school-related electronic communications, including those to staff members and individuals and/or organizations outside the District with whom they are communicating for school-related projects and assignments. They shall use their school-assigned email account when signing-up/registering for access to various online educational services, including mobile applications/apps that will be utilized by the student for educational purposes.
- Students shall not access social media for personal use from the District's network, but shall be permitted to access social media for educational use in accordance with their teacher's approved plan for such use.
- Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users of the Board's Education Technology are personally responsible and liable, both civilly and criminally, for uses of the Ed-Tech not authorized by this Board policy and its accompanying guidelines.
- See Board Policies 7540, 7540.03, and 7540.06 for full details.

CREDIT DEFICIENCIES

All credit deficiency make-up work (including Four County students) must receive prior approval from the Fairview High School principal/guidance counselor.

DANCES

Fairview High School may schedule dances each school year. The dances may include, but are not limited to, the Homecoming dance, the winter dance, and the Prom. The following rules will be adhered to: All Fairview High School Student Handbook policies and procedures will apply, once you enter the dance you may not leave and re-enter the building without prior approval by the principal, and students in the eighth grade or younger are prohibited from attending. Any student leaving the dance early, for any reason, must first notify a chaperone. School administration may require parental verification in order to grant permission for an early release from the dance. The dance dress code will be suggested by the school-sponsored host and brought to administration for approval.

Fairview High School students and their one (1) guest must arrive no later than one (1) hour after the posted start time of a school-sponsored dance. No student or guest will be admitted who arrives after one (1) hour of the posted start time of the dance.

- Guests of Fairview High School students must be in high school on the date of the dance.
- Guests of Fairview High School students cannot, on the date of the dance, be serving an out-of-school suspension, an abeyance, awaiting an expulsion hearing, or be expelled from their home school district.
- Guests may not be older than 20 years of age on the date of the dance.
- All guests will be required to fill out a dance guest form and obtain the signature of their home school principal if enrolled in school. The guest form shall be submitted to the Fairview High School office preferably 3 days prior to the dance.
- Guests shall be required to provide proof of age to be submitted with the guest form. A state-issued photo ID or school ID with photo shall be required as proof of age.
- Guests unable to provide proof of age at the time of submitting the form will not be admitted to the dance.

- Guest forms, proof of age, etc. will not be accepted at the dance. Forms are available on-line or in the office. The Fairview High School student handbook and code of conduct shall apply to all Fairview students and guests attending the dance. The following guidelines for modest dancing shall apply to all dances sponsored by Fairview High School.
- No “grinding” or “rubbing”
Students and guests who fail to adhere to these dance guidelines will be asked to stop the unacceptable behavior on the 1st offense and asked to leave the dance on the 2nd offense. Parents of Fairview students who are asked to leave will be notified. Students and guests who are asked to leave shall not be refunded the cost of admission.

DRESS CODE

Fairview High School students are expected to dress appropriately at all times. **The administration and teachers, with the approval of the Central Local Board of Education, shall have the authority to make the immediate decisions as to what is and is not acceptable in the way of dress and grooming.** Since Fairview High School is operated by public funds for the common good of all and for the purpose of providing an educational setting that is free of disturbing influences and disruption, it is in the common interest of all to abide by appearance regulations that encourage and enhance the educational setting of the school.

The purpose for the High School dress code includes:

1. Protection from threats to personal safety, welfare, and health of the individual or others
2. Protection from disruption to the learning environment which could include styles considered indecent, distracting, suggestive, or inappropriate for the classroom or school activity
3. Preparation for the future expectations of appropriate dress in a professional setting while preserving self-discipline and respect.

Dress code violations may result in removal from the classroom or activity until the violation is corrected, conference with teacher(s), conference with the dean of students/principal, parental contact, or discipline for insubordination. Repeated offenses may result in attendance/truancy documentation due to lost class time. The Board of Education has adopted the following guidelines by resolution.

The following are minimum standards of dress and grooming:

1. Gloves, sunglasses, hats, skull caps and bandanas may not be worn unless health and safety necessitate their use in a class. Personal Protective Equipment is expected to be worn in certain learning situations and could be mandated due to health/safety circumstances.
2. Shoes and sandals must be worn at all times.
3. Articles of clothing, including coats, with pictures and/or statements depicting profanity - sayings or advertising any alcohol, drug, and/or tobacco products are not permitted.
4. No bare midriffs, open backed shirts, halters, or spaghetti strap tops may be worn. Low, plunging necklines will not be permitted. All clothing articles must cover all undergarments. Tight and revealing clothing may not be worn.
5. Any forms of clothing that are sloppy, excessively baggy, and torn that reveals excessive skin, especially above the mid-thigh length requirement are not permitted.
6. All shorts, skirts or dresses must reach mid-thigh –or reach the fingers when hands are at sides.
7. Any piercing that could potentially cause injury during a school activity must be removed. Any piercing deemed as distracting to the educational process must be removed during school hours.
8. Hair color and style must be in such a way as not to be disruptive to the educational environment. Vibrantly distracting hair color will result in a plan to alter the offending issue.
9. No sleepwear (pajama pants, pajama shirts, slippers, etc.) may be worn to school.
10. Coats and jackets meant for outdoor use may not be worn during the school day.

The school reserves the right to determine appropriate dress for school purposes. This includes spirit weeks or special occasions approved by administration.

EIGHTEEN YEAR OLD (AND OLDER) STUDENTS

Eighteen-year-old (and older) students must comply with the rules and regulations of Fairview High School and attend all school classes, activities, and consequences as assigned. Parents are requested to write excuses for dependent eighteen-year-old (and older) students. These students may not sign themselves out of school without the office notifying and receiving permission from the parent/legal guardian. Students living on their own must prove residency as requested by the administration. Students who are 18 years old or older may be withdrawn from school for excessive unexcused absences back to their 18th birthday or their last day of attendance. In order to monitor attendance for adult students and to provide support, 18 year old students will be placed on attendance watch, and may be required to provide a doctor's note or be excused by the school nurse in the event of excessive absences.

Eighteen year old students (or older) may request in writing that they wish to be recognized as a legal adult responsible for their own education. When this request is made, all school correspondence will be directed towards the student and the parent must communicate directly with their child regarding their education. Upon receipt of the request in writing, a notice will be sent to the parent informing them of this decision.

ELECTRONIC DEVICES

The administration realizes that technological advancements have led to an increased number of students who have cell phones. In order to preserve academic integrity and the safety of the learning community, it will be necessary to place some limitations on the use of cell phones at school. Violation of this policy may result in disciplinary action being taken, as well as the cell phone being confiscated. When a cell phone is confiscated, the student and/or parent may retrieve the phone from the administration at the end of the day, provided there are no concerns with the contents of the phone. Bringing a cell phone to school on a scheduled school day is a privilege, not a right; a student does not have a

legitimate expectation of privacy as to the contents of a cell phone the student chooses to bring to school. However, a cell phone will only be searched if there is a reasonable individualized suspicion that the cell phone may have been used as a part of a school-related prohibited activity identified in the student handbook. **The school and school personnel are not responsible for lost or stolen cell phones. Cell phones may be taken by a teacher and brought to the office due to a student not following classroom expectations.** Using headphones, Bluetooth communication devices, and/or earbuds for recreational use is permissible at lunch only. The use of these devices during any other portion of the school day is prohibited unless a school official has deemed it educationally necessary.

Electronic devices including, but not limited to, cell phones, pagers, devices capable of wireless communication/internet access, etc. may be used during the school day. These devices may be used in the hallway between classes (with the exception of previously mentioned headphones, Bluetooth communication devices, and/or earbuds) and during the student's lunch period. The use of these devices in classrooms shall be at the direction of individual teachers. In the event a teacher prohibits the use of these devices within their classroom, the school administration supports the teachers' decision. These devices must be silenced during school hours. Students are permitted to carry these devices on their person during school hours. The use of these devices are prohibited at all times in locker rooms and restrooms.

Students found to be in violation of the Student Code of Conduct (including, but not limited to, viewing explicit material, classroom disruption, bullying/harassment/threats, etc.) will be subject to discipline as outlined in the student handbook and the Student Discipline Code. The Central Local School District prohibits the use of audio, video and/or photo recording devices except under the direct supervision of school personnel for school use/projects. Students may not use the camera feature on their electronic device to capture, record, or transmit audio, video, or still photos of other students, faculty or staff without explicit permission being given by the subject of the video or photo. All electronic communication between students and teachers should take place through their district assigned accounts. Students shall not use these devices while assigned to after school detention, or Friday school.

ENRICHMENT TIME

Enrichment time is a designated period that will be set aside in an effort to provide students additional opportunities during the regular school day. Students should consider their choices carefully to provide themselves with meaningful academic or enrichment experiences. All students must furnish a pass or make arrangements in advance so teachers can effectively structure an organized session to benefit the student's needs. It is imperative that all students are accounted for during this Enrichment period.

EXTRA CURRICULAR ACTIVITIES

A student may be limited to the number of extra curricular activities that he or she belongs to if it is felt too many activities are endangering the academic life of the student.

Extra curricular activities offered at Fairview High School are: The National Honor Society, the Student Council, the Scholastic Team, the Math Club, the Foreign Language Society, the Students for Action in Education, the FFA, the Family, Career and Community Leaders of America, the Varsity Club, the Drama Club, the Pep Band, the Stage Band, the Marching Band, the Flag Corps, Archery, Cheerleading, Golf, Volleyball, Football, Cross Country, Boy's Basketball, Girl's Basketball, Wrestling, Girl's Softball, Boy's Baseball, Track, and any other extra curricular activity that may receive the approval of the Board of Education.

Students participating in extracurricular activities are subject to the policies and procedures of the Central Local School District, the Fairview High School student handbook, and the written guidelines as determined by the advisor or director. Athletes are also required to abide by the policies and procedures of the Ohio High School Athletic Association, the Fairview High School athletic handbook and the written guidelines as determined by the coach.

EXTRA CURRICULAR ACTIVITIES, ATHLETIC, AND CHEERLEADING ELIGIBILITY

During the preceding grading period, the student must have received passing grades in a minimum of five (5) one-credit courses or the equivalent, each of which counts toward graduation. Students will be ineligible if failing 2 courses.

Students must also have a minimum 1.5 GPA for the immediately preceding grading period. Additionally, any student whose GPA is below a 2.0 (but 1.5 or above) for the immediately preceding grading period will be placed on Academic Probation and must participate in-study sessions scheduled at the school at least two days per week in order to maintain the privilege of participation during the current grading period. Any student failing to attend study sessions will be unable to participate in 20% of the season for the first missed session, 40% for the second missed session and the remainder of the season for the third missed session. This probationary period will continue until the end of the current grading period. Grade checks will be completed every three weeks by the coaches. Any student who had one F during the preceding grading period will be ineligible to participate for the remainder of the quarter if all grades are not a D or higher at any 3 week grade check.

A student that is declared ineligible will be unable to participate for one complete grading period. A student must be in attendance for the duration of the school day. Students must arrive at school within the first 20 minutes of the day to be eligible to practice or participate that day (only exception is a death in the family or unavoidable circumstances approved by the administration).

Participation in extracurricular activities, including interscholastic sports, is a privilege and not a right. Therefore, the Board of Education authorizes the Superintendent, principals, and assistant principals to prohibit a student from participating in any particular or all extra-curricular activities of the District for offenses or violations of the Student Code of Conduct/Student Discipline Code for a period not to exceed the remainder of the school year in which the offense or violation of the Student Code of Conduct/Student Discipline Code took place. In addition, student athletes are further subject to the Athletic Code of Conduct and may be prohibited from participating in all or part of any interscholastic sport for violations therein. Students prohibited from participation in all or part of any extracurricular activity are not entitled to further notice, hearing, or appeal rights.

The period of ineligibility/eligibility begins and ends with the day grade cards are issued. (As stated in this handbook, that is the fifth day school is in session following the end of the grading period.)

FIRE DRILLS

Each room shall have directions for exiting the building. Students are to exit in single file. They are to WALK quickly, but not run. They are to leave the building QUIETLY. Loud talking is absolutely not permitted. All windows and doors in your classroom are to be closed. The teacher should be the last person to leave the room. Attendance will be checked when you arrive outside the building. A runner will be sent to the office secretary (located at the south exit door) to report attendance. Return to the building in an orderly manner when you are notified to return. The fire drill maps designate the exit routes from the building.

FOOD AND BEVERAGES

Students are not permitted to have any type of food and/or beverages in their lockers, or the hallways. From time to time, at the teacher's discretion and approval from administration students may eat in classrooms. This is a case by case situation and administration reserves the right of refusal for any reason. Students who pack their lunch are strongly encouraged to place their lunch in the cooler in the cafeteria. No type of food or beverage is to be taken outside the cafeteria.

FOREIGN EXCHANGE STUDENTS

Foreign Exchange students will receive an academic and attendance certificate upon successful completion of the school year.

FOUR COUNTY CAREER CENTER

Fairview students may attend the Four County Career Center during their Junior and Senior year pending all Fairview High School and Four County Career Center requirements are met. Students attending Four County must attend ten (10) days of classes at Four County prior to seeking permission to return to Fairview High School.

FRIDAY SCHOOL GUIDELINES

Friday School is a disciplinary procedure that may be utilized for various violations of the Student Code of Conduct and other policies and procedures outlined in the handbook. Students who are assigned Friday School have an opportunity to attend their regular classes without any academic penalty.

Friday School will meet from 3:00 pm until 5:30 in a high school designated area. Transportation home at 5:30 pm is the responsibility of the student and the parents.

Friday School Guidelines:

1. Be on time. If you are late you will not be permitted to attend and additional discipline may be assigned.
2. Students must bring enough school work to keep busy for the entire time period.
3. Students are not allowed to play games, be on electronic devices (laptops for school work excluded), or sleep.
4. No whispering, talking, writing notes, texting, or trying to communicate in any other way with any other student during the detention time.
5. Students will not be permitted to use the bathroom, go to their locker, or see another teacher during the detention.
6. No eating or drinking.
7. Students will not be released early from detention.
8. Failure to attend detention or comply with the Student Code of Conduct will result in additional disciplinary action

GANG POLICY

A gang is any identifiable group or club who display or communicate membership in that group and whose purposes include the commission of illegal acts or the violation of the Student Code of conduct rules of the Central Local Schools.

In accordance with the Safe School Act of 1994, no student on school property, to or from school, or at any school activity shall:

1. Wear, possess, use, distribute, display, or sell any clothing, jewelry, emblem, badge, symbol, sign, or other item that evidences or reflects membership in or affiliation with any gang.
2. Engage in any act that furthers the interest of any gang or gang activity, including, but not limited to:
 - A. Soliciting membership in, or affiliation with any gang.
 - B. Soliciting any person to pay for "protection", or threatening any person, explicitly or implicitly, with any other illegal or prohibited act.
 - C. Painting, writing, tattooing, or otherwise inscribing gang related graffiti, messages, or signs on one's self, school property, or personal property.
 - D. Using hand gestures for gang "signing".
 - E. Engaging in violence, extortion, or any other illegal act or other violation, extortion, or other violation of school policy.
 - F. Soliciting any person to engage in physical violence against any other person.
 - G. No bandannas, chains, or symbolic gloves may be worn or in student's possession.
 - H. Pagers are not allowed on school property. They will be confiscated and turned over to local law enforcement officials.
3. Students who violate this policy shall be subject to the Student Code Conduct discipline, in addition to applicable criminal and civil penalties. The principal will confiscate materials and report any acts of gang related activities to the law enforcement authorities.

GRADING SCALE

Letter Grade	Grade Point	Percentages
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A+	4.00	98-100%
A	4.00	94-97%
A-	3.67	90-93%
B+	3.33	87-89%
B	3.00	83-86%
B-	2.67	80-82%
C+	2.33	77-79%
C	2.00	73-76%
C-	1.67	70-72%
D+	1.33	67-69%
D	1.00	63-66%
D-	1.00	60-62%
F	0	0-59%

Semester grade calculation- each nine week grade is 40% of the semester grade (plus semester exam 20%).

GRADE CARDS

Grade cards will be handed out the fifth day school is in session following the end of the first, second and third nine week grading period and distributed to students through homerooms. At the end of the fourth and final nine-week grading period report cards will be available in the high school office one week following the last day of school. Parents and students alike have the capability to view grades online.

HIGH SCHOOL REQUIREMENTS FOR GRADUATION

Class of 2017 & after

<u>Courses</u>	<u>Credits</u>	<u>Grade Level(s)</u>
English	4	9, 10, 11, 12
Mathematics	4	9, 10, 11, 12
in most cases, must include Algebra II		
Science		
Physical Science	1	9
Biology	1	10
A Third Science	1	11
(Chemistry, Honors Chemistry, Physics, Anatomy, etc.)		
Social Studies		
World History	1	9
American History	1	10
Government	0.5	12
Economics	0.5	12
Health	0.5	9
Physical Education	0.5	9, 10*
*Electives	6	9, 10, 11, 12
Total Credits Required for Graduation	21	
Fine Arts		
2 semesters of fine arts (art, chorus, band) must be completed in any of grades 7-12		

***Beginning with the class of 2026, .5 credits of an elective course is required (by the state of Ohio) in Financial Literacy.**

REQUIREMENTS FOR EARLY HIGH SCHOOL GRADUATION

An application for early high school graduation must be submitted to the high school principal before October 1st of that student's junior academic school year. In order to be approved for early graduation, a student must be on track with credits, testing competencies, and seals.

Requirements for class of 2023 and beyond

- ☐ Show competency by earning a passing score of 684 on Ohio's high school Algebra I and English II tests. Students who do not pass the test will be offered additional support and must retake the test at least once.

- ☐ Demonstrate Two Career-Focused Activities*
 - ☐ Foundational: Proficient scores on WebXams, A 12-point industry credential, A pre-apprenticeship or acceptance into an approved apprenticeship program.
 - ☐ Supporting: Work-based learning, Earn the required score on WorkKeys, Earn the Ohio MeansJobs Readiness Seal.

*At least one of the two must be a Foundational skill

- ☐ Enlist in the Military Show evidence that you have signed a contract to enter a branch of the U.S. armed services upon graduation.
- ☐ Complete College Coursework Earn credit for one college-level math and/or college-level English course through Ohio's free College Credit Plus program.

-AND-

In addition to either "Show competency, or Enlist in the Military, or Complete College Coursework"

- ☐ Earn two of the following diploma seals, choosing those that line up with your goals and interests. These seals give you the chance to demonstrate academic, technical and professional skills and knowledge that align to your passions, interests and planned next steps after high school.

At least one of the two must be Ohio-designed:

- | | |
|---|--|
| <input type="checkbox"/> OhioMeansJobs Readiness Seal (Ohio) | <input type="checkbox"/> Science Seal (Ohio) |
| <input type="checkbox"/> Industry-Recognized Credential Seal (Ohio) | <input type="checkbox"/> Honors Diploma Seal (Ohio) |
| <input type="checkbox"/> College-Ready Seal (Ohio) | <input type="checkbox"/> Seal of Biliteracy (Ohio) |
| <input type="checkbox"/> Military Enlistment Seal (Ohio) | <input type="checkbox"/> Technology Seal (Ohio) |
| <input type="checkbox"/> Citizenship Seal (Ohio) | <input type="checkbox"/> Community Service Seal (Local) |
| | <input type="checkbox"/> Fine and Performing Arts Seal (Local) |
| | <input type="checkbox"/> Student Engagement Seal (Local) |

*Students who successfully complete Phys. Ed. while in the 8th grade at Fairview Middle School will be awarded .25 credits toward high school requirements. Students who enroll in the Central Local Schools after the 8th grade will be required to complete the ½ credit Phys. Ed. requirement while attending Fairview High School.

All seniors will be required to complete all the requirements set forth by the State Board of Education of Ohio and the Central Local Board of Education, in order to participate in the commencement exercises. Seniors taking correspondence courses must have their transcript in the high school office prior to receiving a diploma.

GUIDANCE

Services are available to assist all students in their social, educational, vocational, and personal development. The counselor is in the guidance office daily from 8:00 AM – 3:00PM.

HALL PASSES

Students are expected to be in class at all times. Students are not to be in the halls, at their lockers, or in the restrooms during class. Leaving a classroom with a pass is a privilege. Students out of class during class time must be carrying a written request from the office, or a teacher's written approval documented in the hall pass.

A signed pass indicates that the teacher who signed it will be supervising that student during the duration of the period. Passes issued for a student to use the restroom are for that purpose only, not for visiting other classrooms, or loitering in the hallways. Misuse of pass privileges may result in the loss of this privilege.

HARASSMENT/BULLYING

Harassment, intimidation, bullying behavior, or violence in a dating relationship by any student/school personnel in the Central Local 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 House Bill 276, means any intentional written, verbal, graphic or physical act including cyber-bullying/abusive behavior. Cyber-bullying/Abusive behavior can be defined as: including, but not limited to, taunting, threatening, stalking, intimidation, and/or coercing by one or more individuals against other students or staff, perpetrated with computers, cellular phones, internet websites, and/or any other electronic device.

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 student/school personnel 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 student/school personnel.

Any act(s) of harassment, intimidation, bullying behavior, or violence in a dating relationship may be reported to the building principal and/or guidance counselor. See Board Policies 1662, 4362, and 5517.01 for specific details and further guidance.

HONOR ROLL

Honor Roll is determined by nine week letter grades. There are two honor rolls listed: All A Honor Roll; A-B Honor Roll. To be listed on the All A Honor Roll a student may not have a nine week grade lower than an A. To be listed on the A-B Honor Roll a student may not have a nine

week grade lower than a B. For College Credit Plus Students, college grades will be used to determine honor roll eligibility when available. (Most likely at the end of a college term -2nd and 4th nine weeks). College grades will be combined with FHS grades to determine Honor Roll status.

HUNTING

One excused day is permitted for hunting. You are required to bring your license and a written permission letter from your parent/guardian one day in advance of your requested hunting day. You must get your assignments in advance of your hunting day and are required to have all assignments and/or tests completed the day you return. This one (1) day will be considered part of the “excused” 0-37 hours in one month and 0-64 hours in a school year. If a student has surpassed the threshold of excusable time absent, the hunting trip will be denied by the administration.

IN-SCHOOL ASSIGNMENT

In-School Assignment is a disciplinary procedure that may be utilized for various violations of the Student Code of Conduct and other policies and procedures outlined in the handbook. Surveillance cameras may be used in the In School Assignment room to ensure student safety and security.

LIBRARY

Students may visit the library before school, during study hall, from a classroom, and after school. Students are not to be unattended in the library. A school employee, teacher, advisor, coach or administrator must provide supervision at all times. The library will be open from 7:50 AM to 3:00 PM. Students are asked to sign in and sign out of the library when coming to work during the class period. Books will be checked out for 2-4 weeks and may be renewed one additional time for an additional 4 weeks. Fines are not charged for overdue materials, but additional books are restricted until the item is returned or paid for. An email will be sent to notify the student of an overdue book. The cost of any unreturned books will be added to the student's school fees after the book is two months overdue. Behavior guidelines are posted in the library. Disruptive behavior or violation of guidelines may result in temporary or permanent cancellation of visitation library privileges during school hours. Additional information concerning library use and resources may be found on the library web page.

LOCKERS/DESKS

Each student will be assigned a locker. There is no expectation of privacy in school lockers and the contents therein. Lockers are the property of the school district and may be inspected by school officials at any time and without warning. This may include random searches conducted with the assistance of dogs trained to detect the presence of illegal substances.

LUNCHES

Free and reduced priced lunches are provided according to need. Application forms are sent home to all families and are also available at school. If a negative balance is reached – students are only permitted to charge up to the cost of a Class A lunch – students will receive a peanut butter sandwich and milk. Accounts will be charged accordingly.

MEDICATION

All medication, both prescription and nonprescription must be kept in the high school office and in the original container. Before prescription medicine will be given at school, parents must complete the proper medication forms and return them to the school office. Medication forms are available in the high school office. A note from a parent will be required to give non-prescription medication at school.

NON-DISCRIMINATION

The Board of Education does not discriminate on the basis of religion, race, color, national origin, gender, disability, or age in its program, activities, or employment. Further, it is the policy of this District to provide an equal opportunity for all students, regardless of race, color, creed, age, disability, religion, gender, ancestry, national origin, place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District.

PATRIOTISM

The Pledge of Allegiance will be recited each day before announcements are read. Students are encouraged to recite the Pledge of Allegiance each morning and will stand as it is recited. The Star Spangled Banner will be played or the Pledge of Allegiance will be recited before athletic events and organizational meetings. Inasmuch as all persons' rights will be respected, so too, will respect be given to our Flag and all that it represents to this great Country.

PERFECT ATTENDANCE

Perfect attendance certificates will be awarded to any student who does not miss any part of any school day the entire school year.

PERMISSION TO LEAVE SCHOOL

Under no circumstances is a student to leave school unless the student has the approval of the principal. Any student who has an appointment during regular school hours must bring a note from their parent/s or legal guardian. An “early dismissal” form will be granted stating the time and reason. If you become ill and desire to go home, you must first report to the office and receive permission from the principal. Failure to obtain permission before leaving will be considered an unexcused truancy.

PROGRESS REPORTS

Student progress reports may be sent any time during a grading period when the student's academic progress or behavior warrants parental notification. These reports do not necessarily mean that a student is failing but a deficiency is noted which needs correction. Parents are welcome and encouraged to contact teachers concerning academic and behavioral concerns.

PUBLICATIONS

Publications such as the student newspaper and yearbook are connected to the overall school program and subject to editorial control by school administration.

PUBLIC DISPLAY OF AFFECTION

Students are expected to use moderation concerning their affectionate expression toward others. Any excessive show of affection between students, which attracts undue attention to them, shall be considered in poor taste and is prohibited. This will include hand holding close body contact, hugging, kissing, and like action while on school premises, or while in the custody of the school, or in the course of a school-related activity.

SEE SOMETHING SAY SOMETHING

In order to maintain a safe learning environment, it is important to report potential threats or safety concerns. If you learn of any plans of an individual potentially harming him/herself or others, or of a plan to cause harm to anyone in the building, report this to a teacher or office personnel immediately.

RECORDING

The Central Local School District prohibits the use of audio, video and/or photo recording devices except under the direct supervision of school personnel for school use/projects.

SCHOLARSHIP

Scholarship is recognized and encouraged through an academic honor roll, an academic letter, and membership in the National Honor Society. The Honor Roll is compiled at the end of each nine-week grading period. Grades for courses in band, chorus and physical education are not calculated for the Honor Roll. An "A" Honor roll and a "B" Honor Roll are maintained. The "A" Honor Roll includes only those students that have received an A grade on all academic subjects. The "B" Honor Roll includes only those students who have made A's and B's in all academic subjects.

A student must meet the following requirements to be eligible for an Academic Letter:

- a. The student must be on the all A-B Honor Roll for eight quarters (nine week grading periods). These quarters need not be consecutive.
- b. The student must not have any suspensions nor more than three Friday Schools within a nine week grading period for that quarter to count towards the requirement. A continued pattern of inappropriate conduct may disqualify a student; this would be determined by the committee (the high school principal, the high school guidance counselor and a faculty representative).

After receiving a letter, a student may receive an insert for each semester he/she is on the Honor Roll. A student must be on the Honor Roll both nine week grading periods of a semester to qualify for the insert.

The following requirements must be met by each student to be eligible for consideration into the National Honor Society:

1. The student must be a second semester sophomore, a junior, or a senior.
2. The student must have attended Fairview High School the preceding semester.
3. The student must have an accumulative grade point average (GPA) of 3.5 or more excluding band, chorus, and physical education.
4. The student must have taken or be enrolled in the following academic courses:
 - A) English (A)
 - B) biology, chemistry, or physics
 - C) geometry or algebra II
 - D) world history
 - E) have taken at least 4 academic solids each semester
5. The student must have passed all of the required state mandated tests.

The National Honor Society induction will be held near the end of the third nine-week grading period.

SCHOOL TRANSPORTATION PLAN

- A transportation plan needs to be submitted by the last day of the current school year for your child/children if their pick-up or drop is not their place of residence. Plans may only involve two bus routes. If changes in your transportation plan take place during the summer months, you must contact the transportation department by July 31st for the changes to be in effect for the start of the following school year.
- **Changes can be made to the transportation plan during the school year under the following conditions:**
 - a. If there is a change in transportation after the start of the school year, it may be submitted for review with changes to be implemented when school resumes in January. This plan would need to be submitted by December 1.
 - b. If there is a change in home address, there must be a 48 hour notice given to the transportation department prior to the transportation changes being implemented. This type of change is allowable any time during the school year.
- If a parent wants to change their child to parent transport and a note was not provided in the morning, they need to contact the school by no later than 1:00 PM.
- Parents are not allowed to contact the school and make a change to the bus route that your child will be on. The submitted transportation plan is what will be followed for a full year unless a request is made by December 1st for a change.
- Students cannot ride home with friends in the evenings unless it is part of the plan that has been submitted and approved.

SCHOOL PRIDE

Students are to conduct themselves as ladies and gentlemen at all times. You represent the Fairview Community wherever you go. Your conduct represents the image and lasting impression people will make of us as an entire community.

SEARCH AND SEIZURE

Search of a student and his/her possessions, including vehicles, may be conducted at any time the student is under the jurisdiction of the Board of Education, if there is a reasonable suspicion that the student is in violation of school rules. A search may also be conducted to protect the safety of others. Any student who exercises the privilege of parking an automobile on school grounds shall be considered to have given implied consent to a search of such automobile at any time a search is requested by the school administration. Failure to comply with a reasonable search will be considered insubordination.

SEXUAL HARASSMENT

All students of the Central Local Schools have a right to learn in an environment free of sexual harassment. Sexual harassment includes unwelcome advances, unauthorized touching, verbal harassment, non-verbal harassment, or physical conduct of a sexual nature. Students found to have engaged in harassment are subject to the Student Code of Conduct disciplinary action and possible involvement of outside agencies, including law enforcement.

STUDENT CODE OF CONDUCT

Students attend Fairview High School under the direction of state law and with full benefits of constitutional protection for their rights as citizens. They, therefore, can act, speak, or behave as young citizens within a large scope of options. The rules of this code have been written and adopted by the Board of Education, in conformity with the Ohio Revised Code Section 3313.661, which specifies the school's expectations. Students have a right to reasonable treatment from the school and its' employees. The school and its employees, in turn, have a right to expect reasonable behavior from students.

Violation on the part of a student of any one or more of the following Student Code of Conduct rules and the other policies and procedures outlined in this handbook may result in disciplinary action including: parent consultation, denial of privileges, detention, Friday School, emergency removal from class or school, in-school suspension (ISS), suspension from the affected classroom, suspension, expulsion, and/or permanent exclusion. This is not meant to be all-inclusive, since a building principal may also use other options, if they are deemed more appropriate to the infraction of the rules such as involving outside agencies and/or law enforcement. There will be zero tolerance for violent, disruptive, or inappropriate behavior.

Students may be subject to discipline for violation of the Code of Conduct/Student Discipline Code even if that conduct occurs on property not owned or controlled by the Board but that is connected to activities or incidents that have occurred on property owned or controlled by the Board, or conduct that, regardless of where it occurs, is directed at a Board official or employee, or the property of such official or employee.

- 1) Disruption to School/Insubordination - A student shall not cause disruption or obstruction to the educational process. Examples of disruption or obstruction include, but are not limited to: violence, force, coercion, threat, harassment, defiance of authority; refusal to obey orders, or acts of misbehavior, attracting undue attention to oneself, etc. Appropriate behavior is expected for all curricular and extracurricular activities on or off school grounds, including Board of Education owned vehicles and during school sponsored events.
- 2) Destruction of Property - (School or Private) A student shall not cause or attempt to cause willful destruction or defacement of school or private property either on school grounds or at any school activity, function, or event off school grounds. Parents are responsible for financial restitution of destroyed property.
- 3) Fighting, Assault and/or Threat Thereof - A student shall not physically attack or threaten to attack any person (student, school employee, or other person) on or off school property, or while in attendance at any school activity, function or event on or off school grounds, including Board of Education owned vehicles.
- 4) Dangerous Weapons, Instruments and Objects - A student shall not possess, handle, transmit, transfer, or conceal any object which might be considered a dangerous weapon or instrument capable of harming another person. ORC Section 2923.122 makes it a felony to possess dangerous weapons, instruments and/or objects.
- 5) Narcotics, Alcoholic Beverages and Drugs - A student shall not possess, handle, use, transmit, transfer, conceal or exhibit evidence of consumption of any alcoholic beverage, intoxicant, inhalant, controlled substance, counterfeit controlled substance, illegal substance, or any substance that causes physical or mental change including, but not limited to, while on school premises, or while in the custody of the school, or in the course of a school-related activity. Infractions of the Student Code of Conduct may result in the student being assigned to ISA, OSS, or a recommendation for expulsion. Because of the severity of the infraction listed in these sections, police authorities may be contacted.
- 6) Counterfeit Drugs- No student shall knowingly possess any counterfeit controlled substance, nor shall any student knowingly manufacture, sell, offer to sell, give, package, or transfer a counterfeit controlled substance
- 7) Smoking, Vaping, Inhalants and/or Use of Tobacco - A student shall not possess, handle, use, transmit, transfer, conceal or exhibit evidence of consumption of any tobacco, tobacco substance, inhalant, and/or a vaping while at school, on school property, at any school function or event on or off school grounds, including Board of Education owned vehicles.
- 8) Profanity and/or Obscenity - A student shall not by written, verbal, gesture or other means, annoy or humiliate others or disrupt the education process.
- 9) Sexual Conduct- No student shall engage in any sexual conduct or sexual contact while on school premises, or while in the custody of the school, or in the course of a school-related activity.
- 10) Truancy and Tardiness - A student shall comply with the compulsory attendance laws. When a student is absent from school or any portion thereof without a legal excuse, it constitutes truancy. This includes unexcused absences from study hall, class or any other properly assigned activity. Repeated tardiness is also considered a serious offense. Continued truancy will lead to possible court action by the Defiance County Attendance office.
- 11) Inappropriate Dress - A student shall not dress or appear in a fashion deemed inappropriate because it: 1) interferes with the student's health or welfare of others or,
2) causes a disruption to the learning environment which could include styles considered indecent, distracting, suggestive, or

- inappropriate for the classroom or school activity, and
- 3) conflicts with future expectations of appropriate dress in a professional setting; and diminishes self-discipline and respect.
- 12) Theft - A student shall not take or attempt to take into possession the public property or equipment of the school district or the personal property of another.
 - 13) Forgery/Falsifying Information - A student shall not falsify, in writing, the name of another person, or times, date, grades, addresses, or other data on school forms, school-related forms, correspondence directed to the school, or falsifying of information, written or verbal, given to school authorities in the legitimate pursuit of their jobs.
 - 14) Trespass and/or Loitering - A student shall not be present in a school building or on school grounds at unauthorized times. His/her presence which may cause disruption to an activity, function, or the educational process.
 - 15) Breaking and Entering - A student shall not break and enter or attempt to break and enter into school or private property either on or off school grounds, at any school activity, function or event on or off school grounds, including Board of Education owned vehicles.
 - 16) Unauthorized Fires - A student may not attempt or start any unauthorized fires in any school building or on any school property.
 - 17) Hazing/Harassment/Intimidation/Bullying - A student shall not force another to do something against their will nor place another student in a hostile environment on or off school grounds, at any school activity, function or event on or off school grounds, including Board of Education owned vehicles. Harassment, intimidation, bullying behavior, or violence in a dating relationship by any student/school personnel in the Central Local 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 House Bill 276, means any intentional written, verbal, graphic or physical act including cyber-bullying/abusive behavior. Cyber-bullying/Abusive behavior can be defined as: including, but not limited to, taunting, threatening, stalking, intimidation, and/or coercing by one or more individuals against other students or staff, perpetrated with computers, cellular phones, internet websites, and/or any other electronic device.
- 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 student/school personnel 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 student/school personnel.
- Any act(s) of harassment, intimidation, bullying behavior, or violence in a dating relationship may be reported to the building principal and/or guidance counselor.
- 18) Igniting Devices - A student shall not possess an igniting device such as matches or a lighter on or off school grounds, at any school activity, function or event on or off school grounds, including Board of Education owned vehicles.
 - 19) Withholding Information - A student shall not fail to report the actions or plans of another person to a teacher or administrator where these actions or plans of another person, if carried out, could result in harm to another person or persons or damage to property, when the student has information about such actions or plans. Knowledge of Drugs, Dangerous Weapons or Threats of Violence: Because the Board believes that students, staff members, and visitors are entitled to function in a safe school environment, students are required to report knowledge of drugs, dangerous weapons or threats of violence to the Principal. Failure to report such knowledge may subject the student to discipline.
 - 20) Computer/Network/Internet Usage - A student shall not violate the Board of Education's Student Network/Internet Acceptable Use and Safety Policy.

SUSPENSIONS AND EXPULSIONS

The principal and/or assistant principal may impose a suspension from school not to exceed ten (10) days duration. The principal, assistant principal, and/or athletic director (if an administrator) may also prohibit a student from participating in any or all co-curricular and extracurricular activities in accordance with the Code of Conduct/Student Discipline Code.

Preliminary Hearing

No student is to be suspended without an informal, preliminary hearing, unless a clear and present danger exists, or it is otherwise impossible or unreasonably difficult to hold such hearing (e.g., the student intentionally makes him/herself unavailable). In such instances, the necessary written notice and hearing shall follow as soon as practicable (see Form 5610 F1). The principal shall provide the student with a written notice of the charge(s) against him/her and shall provide a hearing for the student before a suspension is ordered so that the student has a full opportunity to state why he/she should not be suspended. The student's parents may be informed of the charges and the preliminary hearing if the principal so chooses. The hearing shall be held on the day of the alleged infraction or as soon thereafter as possible if an emergency prohibits an immediate hearing. (see Form 5610 F2, Form 5610 F3, Form 5610 F4, and Form 5610 F5)

Suspension Appeal Notice

Within one (1) school day after the suspension, the principal shall notify, in writing, both the parents, Superintendent, and the Treasurer. Such notification is to include the reason for the suspension, and the right of the student or the student's parent or guardian to appeal the suspension to the Superintendent, who is the Board's designee, to be represented in all appeal proceedings, and to be granted a hearing before the superintendent in order to be heard against the suspension. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the suspension to the Superintendent, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or Superintendent within five (5) calendar days after the date of the notice to suspend. In addition, the document must include notice that the Superintendent may seek the student's permanent exclusion if the suspension was based on a violation listed in (R.C. 3313.662(A)) that was committed when the

student was sixteen (16) years of age or older and if the student is convicted of or adjudicated a delinquent child for that violation (see Form 5610 F3).

Appeal

Suspensions may be appealed to the Superintendent within five (5) calendar days of the date of the written suspension notice. The written appeal must be filed with the Treasurer of the Board or the Superintendent and contain the reason(s) that the suspension is being appealed. Upon review, the Superintendent may affirm the suspension, reverse the suspension in its entirety, or otherwise reverse, vacate, or modify the suspension. The Superintendent shall reach the decision and inform the parent in writing within ten (10) school days of the hearing. A verbatim record of the appeal hearing shall be made in the event of an appeal to the Court of Common Pleas.

Responsibility for School Work

For an in-school suspension, credit will be given for all classroom assignments that can be completed during the in-school suspension or as homework.

Credit will be given for work missed due to out-of-school suspension only if the work is turned in the day the student returns to school immediately following the out-of-school suspension.

It is the responsibility of the student and/or parents/guardian to ensure that the academic assignments will be collected and completed or there will be no academic credit given to a student serving a suspension.

Mandatory Reporting to the Bureau of Motor Vehicles and Juvenile Judge

The Superintendent shall notify the County Registrar of Motor Vehicles and Juvenile Judge, within two (2) weeks, when a student has been suspended, expelled, removed, or permanently excluded from school for misconduct involving a firearm, knife, or other weapon as defined in Board policy.

Discretionary Reporting to the Bureau of Motor Vehicles and Juvenile Judge

The principal may notify the superintendent who may contact the Bureau of Motor Vehicles that a student has been suspended or expelled for use or possession of alcohol, a drug of abuse, or alcohol and a drug of abuse. Such notification shall be made in the manner determined by the Bureau. If a report is made to the Bureau of Motor Vehicles, a report should also be made to the Juvenile Judge.

Abeyance

The principal may hold all, or any part of, a suspension in abeyance, that is, set it aside and not implement it, if such action is part of a behavior contract to which the student and his/her parents, if appropriate, agree. This contract shall establish specific conditions that must be met by the student and his/her parents, if appropriate, for the suspension to be set aside for a designated period of time. At the end of that period of time the portion of the suspension that was held in abeyance will be forgiven, provided all conditions of the behavior contract were met satisfactorily.

Expulsion

Expulsion is the removal of a student from the schools of this District for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in the semester or term in which the incident that gave rise to the expulsion takes place. Specific offenses involving firearms and knives shall result in the student's expulsion for one (1) year. The term of that expulsion may be reduced to less than one (1) year by the Superintendent for the reasons listed in Policy 5610 so long as the modification is made in writing. Specific offenses involving violent conduct may result in the student's expulsion for a period of up to one (1) year at the discretion of the Superintendent. Bomb threats may result in the student's expulsion for a period of up to one (1) year at the discretion of the Superintendent. If at the time of the expulsion, there are fewer school days than the number of days of expulsion, the Superintendent has the option to apply the remaining period of expulsion to the following school year.

Documentation

If, in the principal's opinion, the alleged infraction may warrant expulsion, s/he shall, as soon as practicable after the infraction, refer the case to the Superintendent and submit the following documentation:

- a. the rule(s) alleged to have been violated
- b. the charges against the student
- c. approximate date of the violation
- d. recommendation(s) for expulsion
- e. copy of the removal
- f. chronology of disciplinary/corrective actions and witness statements, and
written notice to parents within one (1) day after removal

Upon request, the principal shall also submit:

- a. transcript of grades
- b. attendance records
- c. statements from professional staff regarding student's efforts, attitudes, or particular problems
- d. statement from counselor regarding help to student, attempts at remediation or correction, etc.

The Superintendent shall review the documents for accuracy and completeness and schedule a hearing not earlier than three (3) nor later than five (5) days after proper written notice has been provided to the parents by means of certified mail.

Hearing Notice (see Form 5610 F6)

The notice shall contain:

- a. the reason(s) for the intended expulsion (e.g., the rule(s) alleged to have been violated), the charges against the student, and the approximate date of the violation,
- b. notification of the opportunity of the student and the student's parent or guardian or representative to appear before the Superintendent or his/her designee to challenge the reason(s) for the intended expulsion or otherwise to explain the student's actions, and
- c. the time and place for the hearing.

Hearing

The hearing shall be held before the Superintendent or the person s/he authorizes. The student and his/her parents or representative shall be given the charges and the opportunity to defend against such charges.

Waiver

It is the student's/parent's prerogative to waive his/her right to a hearing with the Superintendent or his/her designee. This waiver is to be in writing and signed by both student and parents. The signatures should be witnessed. Additionally, the student/parent can constructively waive the hearing by simply not availing himself/herself of the opportunity for it, but such waiver cannot be construed before the passage of a considerable period of time, since it operates to close off the student's rights.

Notice of Expulsion (see Form 5610 F7)

Within one (1) school day after the student's expulsion, the Superintendent shall notify, in writing, the student's parents and the Treasurer of the reasons for the expulsion, the right of the student or the student's parent or guardian to appeal the expulsion to the Board or its designee, the right to be represented in all appeal proceedings, to be granted a hearing before the Board or its designee in order to be heard against the expulsion, and the right to request the appeal hearing be held in executive session. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the expulsion to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within fourteen (14) calendar days after the date of the notice of expulsion. (Note: Under statute, the Board cannot specify a date for the filing of a notice of appeal of an expulsion that is less than fourteen (14) days). The document must also include notice that the expulsion may be subject to extension pursuant to R.C. 3313.66(F) if the student is sixteen (16) years of age or older, and that the Superintendent may seek the student's permanent exclusion if the expulsion was based on a violation listed in R.C. 3313.662(A) that was committed when the student was sixteen (16) years of age or older and if the student is convicted of or adjudicated a delinquent child for that violation. Finally, if the expulsion is for more than twenty (20) school days or for any period of time if the expulsion will extend into the following semester or school year, the notice must provide the student and the student's parent or guardian with information about services or programs offered by public and private agencies that work toward improving those aspects of the student's attitudes and behavior that contributed to the incident that gave rise to the student's expulsion. The information shall include the names, addresses, and phone numbers of the appropriate public and private agencies. Such proceedings shall be conducted in accordance with R.C. 3313.66, R.C. 3313.661, and R.C. 3313.662. (see AG 5610.01)

Appeal

Expulsions may be appealed to the Board or its designee within fourteen (14) days after the date of the written expulsion notice. The written appeal must be filed with the Treasurer of the Board or the Superintendent and contain the reason(s) that the expulsion is being appealed. Upon review, the Board or its designee may affirm the expulsion, reverse the expulsion in its entirety, or otherwise reverse, vacate, or modify the expulsion. The Board or its designee shall reach the decision and inform the parent in writing within ten (10) school days of the hearing. A verbatim record of the appeal hearing shall be made in the event of an appeal to the Court of Common Pleas.

STUDENT DRIVING AND PARKING REGULATIONS

Driving and parking on school property is considered a privilege that may be revoked when school policies are not followed. The following policies are to be observed by all students that attend Fairview or Four County Vocational School that drive to school and use the school parking lot. Any student who exercises the privilege of parking an automobile on school grounds shall be considered to have given implied consent to a search of such automobile at any time a search is requested by the school administration. Failure to comply with a reasonable search will be considered insubordination. This may include searches conducted with the assistance of dogs trained to detect the presence of illegal substances.

Parking permits are non-transferable.

- a. All vehicles parked on school property must be registered at the high school office.
- b. Failure to register your vehicle and/or failure to obey the driving and parking rules may result in the loss of your driving privileges.
- c. Students are not permitted to occupy vehicles after they have arrived at school. Permission must be received from the principal to move or enter a vehicle during school hours.
- d. Students are to obey all traffic laws and use extreme caution when driving their vehicles on and off the school property. Failure to follow these rules may result in the loss of your driving privileges.
- e. Buses have the right of way at all times. Student vehicles will enter and exit by the south drive (Hwy 127). Student vehicles are not allowed to enter or exit the parking lot by using the access road between Fairview Elementary and Fairview High School. Student vehicles must enter/exit the parking lot and driveways in single file, no passing other cars.
- f. Vehicles must be parked facing the building (north). The first two rows are reserved for faculty. Vehicles are not to be parked east of the furthest east parking light pole unless approved by the principal.
- g. Students may not park near the building. Student parking is to be in the gravel parking area south of the building with the first two rows reserved for faculty and staff.
- h. Students shall not ride in the bed of trucks. Passengers must be seated in the passenger compartment of vehicles.
- i. Students shall not triple park.
- j. Students that drive and park at Central Local shall comply with the Drug Testing Policy or no driving/parking privilege will be granted.

STUDENT PHOTOGRAPHS

Parents may request that no individual student photographs be used for public relations and/or media press releases for his/her child. This written request must be submitted to the building principal at the start of each school year.

SURVEILLANCE CAMERAS

Students are informed that their behavior may be monitored on school property and/or school buses by security cameras.

TELEPHONES

The office telephone is for school business and is to be used by students ONLY in cases of emergency with the permission of the secretary or the principal. Students will be called out of class only in an emergency.

TORNADO/SEVERE WEATHER DRILLS

The tornado warning will be communicated to staff and students by an announcement over the public address system. Instructions for tornado/severe weather safety are posted in each room. Students sitting in the hallways are not to block doorways and will leave an aisle in all hallways. Students should sit at least 25 feet from the glass at the south end of the corridor.

VALEDICTORIAN/SALUTATORIAN SCHOLARS

The Board recognizes that Valedictorian/Salutatorian status utilizes a system of class ranking, by grade point average, for students in grade(s) 9-12, over the course of eight (8) semesters.

In addition Valedictorian and Salutatorian scholars must meet the list of minimum curricular requirements below:

English- 4 units

Social Studies- 3 units

Math- 4 units which must include Trigonometry or Calculus

Science- 4 units, which must include 1 advanced science (Physiology & Anatomy I, Honors Chemistry II, or Physics)

Foreign Language- 2 units of the same language

VISITORS

All visitors to the school must report to the High School office and sign in. Visitors must sign out prior to leaving the school. Students may have a visitor(s) attend school during their lunch period. The visitor(s) must report to the high school office and remain there during their visit. Visitors are not permitted in the cafeteria, gym, hallways, restroom, or classrooms, unless pre-approval from administration. Visitors may set up a lunch visit with prior approval from the high school principal and will be granted on very limited basis. Students are not permitted to have lunch delivered or brought to the school during the school day. Competition with our cafeteria is not permitted.

