



Buckeye Local School District

Junior High School

Student Handbook
2016-2017

7th and 8th Grade

School Website
<http://www.buckeyelocal.net>

The information in this handbook is important. Please read each page carefully and follow the rules and regulations set for your school. Although we are housed in the same building as high school students, Junior High rules vary from High School rules.

This handbook is the property of:

Name: _____

Address: _____

Phone: _____

Homeroom Teacher: _____

Grade: _____

Mission Statement

Educating young people is the number one priority of Buckeye Local Schools. The District's mission is used to guide the educational programs at the district and building levels and reads as follows:

The Mission of the Buckeye Local School District is to educate its students at all levels through an educational process that will allow our children to possess the skills and knowledge which will enable them to enjoy learning and encourage the continuation of this process throughout their lives, while maintaining the traditions and values of the diverse communities in which they live.

We believe that students must be prepared to live in an ever-changing technological society, where learning is a lifelong necessity allowing individuals to become effective contributors to families and communities.

Buckeye Local Junior High Mission Statement

As a school committed to excellence, the mission of the Buckeye Local Junior High is to learn to respect ourselves and others, by providing a positive learning environment and to reach our full potential by setting high academic standards and expectations.

Vision Statement

Our vision is for all students to reach their full potential in academics and careers. Our vision will be supported by a competent caring, and highly-qualified staff. We will provide an environment rich in technology, that fosters partnerships linking family, community, higher education, and businesses which develop independent lifelong learners.

The Buckeye Local School District hereby gives notice that it does not discriminate on the basis of race, color, national origin, sex and disability in the educational programs, employment practices and activities operated by the district.

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BUCKEYE LOCAL SCHOOL DISTRICT
2016-2017 SCHOOL CALENDAR

Thursday	August 25	Teacher Workday	
Friday	August 26	Building Conferences	
Monday	August 29	School Opens	
Monday	Sept. 5	No School – Labor Day	
Wednesday	Sept. 14	No School – Professional Development Day	
Friday	October 28	End First Grading Period.....	258 Instructional Hours (43 days)
Tuesday November 15		Parent Teacher Conferences – HS & JH 3:30 pm – 7:00 pm Elem – 4:30 pm – 8:00 pm	
Wednesday	November 16	No School - Professional Development Day	
Wednesday	November 23	No School – Thanksgiving Break	
Tuesday	November 29	School Resumes	
Wednesday	December 21	No School – Christmas Break	
Tuesday	January 3	School Resumes	
Monday	January 16	No School – MLK Day	
Friday	January 20	End Second Grading Period.....	270 Instructional Hours (45 days)
End of First Semester			528 Instructional Hours (88 days)
Monday	February 20	No School – President’s Day	
Wednesday	March 8	No School – Professional Development Day	
Friday	March 24	End Third Grading Period.....	258 Instructional Hours (43)Days
Wednesday	April 12	Parent/Teacher Conference - HS & JH 3:30 pm – 7:00 pm Elem – 4:30 pm – 8:00 pm	
Thursday	April 13	No School – Easter Break	
Tuesday	April 18	School Resumes	
Wednesday	May 10	No School – Professional Development Day	
Monday	May 29	No School – Memorial Day	
Thursday	June 1	Last Day for Students	264 Instructional Hours (44 Days)
		(Possible Make-up Days, February 20, March 8, May 10	
End of Second Semester			522 Instructional Hours (87 Days)
Friday	June 2	Teacher Workday	

		TOTAL INSTRUCTIONAL HOURS	1050 (175 Days)
		CONFERENCE HOURS	12 (2 Days)
		PROFESSIONAL DEVELOPMENT HOURS	24 (4 Days)
		TEACHER WORKDAY HOURS	12 (2 Days)
		TOTAL SCHOOL CALENDAR HOURS	1098 (183 Days)

		Buckeye Local High School Graduation	Sunday, May 28, 2017 @ 6:00 PM*

*Graduation Date would be moved to June 4, 2017 if school year is extended due to make up days.

Grades K-12 Tutoring

A student shall not receive credit for subjects taken outside the school by tutoring, correspondence, etc., if such subjects are being currently offered in the school. Exceptions may be made for students who, because of physical disability, qualify for home instruction.

Home instruction may be applied for through the principal if the proper physician's approval is obtained. All tutors and students listed for tutoring must be approved through the central office.

Students enrolled in the Virtual Learning Academy (VLA) will not be subject to this rule.

Students enrolled in VLA are required to take state assessments the same as students who attend Buckeye Local. Refusal to take such tests may result in the denial of VLA privileges.

Homework / Make Up Work

To be successful in school it is expected that preparation needs to be done outside of class and at home. The amount of preparation time each individual student needs will vary, but success in the classroom requires preparation. Class assignments help students prepare for class.

FOR 7-12 STUDENTS, MAKE-UP ASSIGNMENTS ARE THE RESPONSIBILITY OF THE STUDENT. The teacher must have test and work sheets available to the student when they return to school. Some assistance must be given to those who miss the presentation of new material.

FAILURE TO HAVE HOMEWORK DONE 2 TIMES IN ONE WEEK IN THE SAME SUBJECT MAY RESULT IN SATURDAY SCHOOL.

K – 12 Attendance / Absence Policy

Ohio Law requires all children between the ages of six and eighteen to attend school. Except in cases where a pupil has been properly excused, his/her parent or guardian has the primary responsibility for requiring school attendance and the failure to send a child to school may result in a fine of up to \$500, community service of up to 70 hours, or, if repeated, a jail sentence for the offending parent. School attendance officers also have broad authority to compel school attendance.

Excused Absence

An excused absence would be a hospital or doctor's excuse, a family funeral, or an approved vacation. A note from a parent is **required** for each absence, but it does not necessarily excuse the absence, it verifies the absence.

Attendance / Tardy

High School and Junior High School

Arriving:	Student arrives before 10:00 A.M.	> Tardy
	Student arrives after 10:00 A.M.	> 1/2 Day (A.M. Absence)
	Student arrives after 1:00 P.M.	> All Day Absence
Leaving:	Student leaves before 10:00 A.M.	> All Day Absence
	Student leaves after 10:00 A.M.	> 1/2 Day (P.M. Absence)
	Student leaves after 1:00 P.M.	> Early Dismissal (No Absence Counted)

When a student is absent from school, the student's parent/guardian must call the school in the morning on the day of the absence (**by 8:00 A.M. for Grades 7 - 12**) to verify the absence. If a call is not received, the parent/guardian will be contacted by the school. If the parent/guardian cannot be reached, a letter will be sent to the parent / guardian verifying the absence on the day of such absence. (Missing Child Law)

Attendance (Excused/Unexcused Absence) and Incompletes

When a student returns to school following an absence, he/she must have a written excuse from the parent/guardian stating the dates, length of time and reason for the absence. A student having an absence shall be required to make up lost work. Work not made up will be handled according to the following guidelines:

1. Each day of an absence a student will get two days to make up the work. Excessive absence could result in failure of the subject
2. (Grades K-12) A student shall receive an incomplete (I) when all assigned course work is not completed by the end of the 9-week period. Failure to complete the assigned work from a grade period by the second week of the proceeding 9-week period, the incomplete will change to an "F" grade. During the last 9-week period of the term, no incompletes will be given. Anyone who has unfinished work at the end of the final 9-week period, unless under a doctor's care which has been documented by the Building Principal, **will receive a failing grade for the last nine week period.**
3. The attendance / absence policy provides for the Building Principal to review other absences on an individual basis to excuse or exempt absence.

Each student who is absent must immediately upon return to school make arrangements with his/her teacher(s) to make up work missed. Students who are absent from school for reasons not permitted by Ohio Law may or may not be permitted to make up work. Each case will be reviewed on its merits by the Building Principal and the respective teacher(s). Students will be requested to bring a note from their parent/guardian to school after each absence explaining the reason for the absence or tardiness.

The Buckeye Local Board of Education does not believe that students should be excused from school for non-emergency trips out of the District. Students who are taken out of school for trips or vacations will not be given permission to do so by the school. The responsibility for this will rest with the parent(s) / guardian(s) and they must not expect any work missed by their child to be re-taught by the teacher. However, if the school is notified in advance (*Two Weeks Written Notice required*) of such a trip, every effort will be made to prepare a general list of assignments for the student to do while he/she is absent. (Exceptions to this rule, such as emergency situations, will be left to the discretion of the Building Principal).

The Buckeye Local Board of Education (*after consulting with the Jefferson County Juvenile Court, parents, guardians, or other persons having care of the students attending school in the District, and appropriate State and Local Agencies*) has established this policy in order to provide guidance to employees in addressing and improving the attendance practice of any student who is habitual truant. As used in this policy, [**"Habitual Truant"**] means **any child of compulsory age who is absent without legitimate excuse from the school that the child is supposed to attend, for five (5) or more consecutive school days, seven (7) or more school days in one (1) school month, or twelve (12) or more school days in a school year.** (Senate Bill 181)

The Superintendent or designee is authorized and directed to take all appropriate action to ensure that all children of compulsory school age, residing within the Buckeye Local School District, attend school on a regular basis. The Superintendent or designee may utilize various intervention strategies to deal with an habitual truant.

Make-Up Time

A student will begin to make-up time after:
5 consecutive days of unexcused absence, or
7 days of unexcused absence in a month, or
12 days of unexcused absence in a school year.

After consultation with the School Resource Officer and Administrator, the school may file Mediation and/or Truancy Charges with the Jefferson County Juvenile Court, if the excused / unexcused absences show a pattern of excess.

Make-up time may be arranged during the regularly scheduled work hours of the Building Principal, with the following possible options available:

1. Before school hours
2. After school hours
3. Saturday School (High School / Middle School Students Only)
4. At the end of the school year, (1) week directly following the close of the school
5. At the discretion of the Building Principal

The above regulations will apply to make-up or required course time only. Students who are failing subjects due to other reasons may make arrangements for summer school classes in other districts or at-home tutoring. Both options are financially the responsibility of the parent or guardian and must have prior approval of the building principal and superintendent and meet all state and local guidelines.

Cheating

Cheating is contrary to good education practices and WILL NOT BE CONDONED OR TOLERATED. Students caught cheating will be subject to disciplinary action.(Ex. 1st offense-zero on assignment & 5 demerits 2nd and each subsequent offense- zero on assignment & 10 demerits)

Exams

If a student is absent during a scheduled examination, due to vacation or visitation, an examination prepared by the teacher must be taken prior to the student being excused. A two week written notice must be given by the parent. If such notice is not received, the grade will be “F” for the exam.

Exams will count as a double grade averaged with other grades taken during the 9-week period in which the exam is given.

A student will not be excused from exams. Any student absent when exams are taken will be given a specified amount of time to make-up the exam. Should the student fail to make-up the exam, the course grade will be recorded as “F”. (the same as an incomplete that is not made up). The only exceptions to this rule will be in emergency situations as determined by the principal.

Principal’s List / Honor Roll

This list will be prepared at the end of each grading period. Students who achieve a 3.00 through 3.75 average with no individual subject grade point average lower than 2.0.

The principal’s list will include students who carry a 3.76 - 4.00 average with no individual subject grade point average lower than 2.0.

Health and Safety

According to (D) of section 3301.07 of the Ohio Revised Code, no student “shall be permitted to remain in school for more than fourteen days unless the pupil presents written evidence satisfactory to the person in charge of admission(the school nurse) that the pupil has been immunized by a method of immunization approved by the department of health.”

A student shall not knowingly possess, use, transmit, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamines, barbiturate, marijuana, alcoholic beverage or intoxicant of any kind;

- 1) On the school grounds during and before or after schools hours
- 2) On the school grounds at any other time when the school is being used by a school group
- 3) Off the school grounds at a school activity, function or event.

A student who has been absent from school due to communicable disease shall return to school with a safe entry statement from the physician or from the Health Department.

A tuberculin test may be given by the Jefferson County Tuberculosis and Health Association during any school year to students in a grade or grades agreed upon by the superintendent.

A student who becomes ill or appears not to be acting in a normal manner will be placed under observation and the parents notified immediately. In the event the parents cannot be notified, the person designated by the parent on the emergency form will be notified.

Changing Classes

Students shall move through the hallways in an orderly manner when changing classes. There will be no unnecessary talking, banging of locker doors or running. Students should make every attempt to be at their next class before the bell rings.

Students are not permitted to go to their lockers between every class. They will be permitted to go to their lockers prior to first period, before lunch, after lunch, and at the end of the day at dismissal.

Movement will be in an orderly fashion, avoiding unnecessary stops, running, yelling and other delays which may cause a student to be late for class.

Movement from class to class will be monitored by staff members and violation of policy by students will result in disciplinary measures.

Registration for High School

Students in grade eight should be prepared to register for high school sometime in March.

FOR YOUR INFORMATION GETTING READY FOR HIGH SCHOOL COURSE CREDITS - GRADES 9-12

NO STUDENT WILL BE GRANTED A BLANK DIPLOMA

The following requirements are necessary: (Grades 9-12)

- 4 credits in English
- 4 credits in social studies
 - 1 World History - 9th Grade
 - 1 20th Century History - 10th Grade
 - 1 American Government
 - 1 Political Economic Decisions

- 4 credits math
- 3 credits science
- 1/2 credit health
- 1/2 credit physical education
- 1/2 credit Economics and financial literacy
- 1 credit Fine Arts

A student needs a total of 26 credits to graduate (JVS – 24)

A student must be in school attendance for four years on the high school level. Students shall be in FULL ATTENDANCE during their freshman, sophomore, junior and senior years.

Student Classification – For Your Information

A student must have at least 20 or more units of credit to be classified as a senior. 13 credits or more will classify a student as a junior. 5.5 units of credit or more classify a student as a sophomore.

Decorum

A student shall conduct himself in a courteous manner, particularly refraining from actions which cause undue noise or confusion.

A student shall practice proper lunch room demeanor. All food, including all beverages, will be left on the trays at the table while eating; the tray, containing all waste material, is to be carried to the disposal container. All silverware is to be placed by the container.

In-School Suspension

In-School Suspension can be given as an alternative to an out of school suspension. It can also be assigned in addition to demerits or in lieu of demerits.

Discipline - Grades 7-8

Philosophy: It is considered a fundamental understanding to each student and his/her parents/guardian that any teacher or school official has not only the right, but the duty, to insist on good behavior. THE RIGHT OF DISCIPLINE EXTENDS TO ALL AREAS OF THE SCHOOL PROGRAM.

The Buckeye Local Discipline Code appears in the District Policy Manual. A discipline demerit system has been developed from the discipline code which includes the following:

A PARENT CONFERENCE (phone or school conference) MUST BE HELD BEFORE A STUDENT SUSPENDED WILL BE PERMITTED TO RE-ENTER AFTER THE SUSPENSION.

IMMEDIATE SUSPENSION OF TEN (10) DAYS AND FIFTEEN (15) DEMERITS WILL BE ISSUED FOR EACH OF THE FOLLOWING OFFENSES. THE STUDENT MAY BE REFERRED TO CIVIL AUTHORITIES AND MAY BE SUBJECT TO POSSIBLE EXPULSION FOR THE OFFENSE:

Misuse of Social Media

Any misuse of social media (facebook, twitter, instagram, etc) or text messaging that creates a substantial disruption at school may result in disciplinary action.

Drugs, Look-Alike Drugs and Alcoholic Beverages

Ten day suspension plus 15 demerits

A student shall not possess, use, transmit, secrete, sell or be under the influence of any drug, look-alike drugs, or alcoholic beverage of any kind with the exception of the student who is taking prescription medicine under the direction of a physician. The office and teachers must be informed in regard to prescription medication. This restriction shall refer to:

- the school grounds; during, before or after school hours
- off school grounds at a school activity
- on school buses or rented carriers
- use prior to attending a school activity, function or event
- a student shall not knowingly possess, sell, make offer to sell, give, package or deliver a counterfeit controlled substance; nor shall he/she represent a counterfeit controlled substance by describing it as being the same as or having the same physical or mental effect associated with use of a controlled substance, nor shall a student falsely represent a counterfeit controlled substance.

The suspension will be reduced if the student voluntarily enters an approved drug and alcoholic assessment-counseling program.

Repeated offenses would result in possible expulsion or entering an approved alcohol-drug rehab center for the 35 days or a full term rehab period. The student would be readmitted to school if counseling continues for the period mandated by the rehab center.

Assault

Ten day suspension plus 15 demerits

A student shall not cause physical injury to any student, teacher or other school employee or visitor on school grounds or during a school function or event. Expulsion may be considered.

Dangerous Weapons or Instruments

Includes Fire Crackers

Ten day suspension plus 15 demerits

A student shall not possess, use, transmit or conceal any object which might be considered a dangerous weapon or instrument of violence. This list is not totally inclusive, but some examples are: fire crackers, sharp instrument, pipes, guns, knives, ice picks, switchblades, brass knuckles, chemicals and gases, including mace.

Breaking and Entering and / or Major Theft

Ten day suspension plus 15 demerits

Illegal or unauthorized entry to school facilities, theft of items belonging to the school.

The following incidents call for the assignment of up to fifteen (15) demerits and possible recommendation for suspension or expulsion from school:

Disruption of School and / or Class

Up to 15 demerits

A student shall not engage in any conduct which will interfere with the health, safety, well-being or rights of other students.

Damage to Private or School Property

Five (5) to fifteen (15) demerits

A student shall not steal, cause damage to or destroy school property or private property if on school grounds or during a school function.

Use of Profanity and / or Obscene Gestures

USE OF PROFANITY AND/OR OBSCENE LANGUAGE PARTIAL PHRASES THAT CAN BE IMPLIED AS OBSCENE OR GESTURES:

Five (5) to fifteen (15) demerits

A student shall not use any form of profanity, written or verbal. Included in this prohibition would be the use of obscene gestures, signs, pictures or publications, obscene phrases or partial phrases.

Directed toward the faculty: 1st offense - up to 15 demerits 2nd offense - up to 30 demerits

Insubordination

Up to 15 demerits

A student shall not fail to comply with the directions of teachers, student teachers, aides, bus drivers, principals or other authorized school personnel. He/she shall not fail to comply with the rules and regulations of the school.

School Safety

Five (5) to fifteen (15) demerits, Three day-Ten Day Suspension or Expulsion

Any behavior that puts students, staff or administrators in an unsafe situation will be held accountable.

This would include propping doors open and opening doors for any visitor or student without administrative permission.

Gang Activity

Five (5) to fifteen (15) demerits, Three day-Ten Day Suspension or Expulsion

Students are not permitted to engage in gang like behaviors. A gang shall mean two or more students or persons not associated with school or school-sponsored activities whose purpose include the disruption of the learning environment, or who associate with each other primarily for criminal, and/or activities prohibited by law and/or the district's policies. Buckeye Local Junior High prohibits the presence of gangs and gang-like activities. No students on school property or attending school activity shall engage in the following:

1. Wear, possess, use, display, give or sell any clothing, jewelry, emblem badge, symbol, sign or other item which is an indication of membership or affiliation in any gang.
2. Communicate, either verbally or non-verbally (handshakes, slogans, drawings, markings, etc.) membership in or affiliation with a gang.

Fighting

Fifteen (15) demerits for each offense (3 day suspension)

Suspension depends on total demerits accumulated. Refer to "Accumulation of Demerits" on page 13 of this handbook.

Intimidating, Threatening, Degrading or Disgraceful Acts

Up to fifteen (15) demerits

A student shall not engage in any act which intimidates, threatens, degrades or disgraces a teacher, a fellow student, visitor, administrator, school employee or member of Board of Education by written, verbal or gestural means. A student shall not engage in any act which incites a panic. (Expulsion may be considered.)

Smoking / Use of Smokeless Tobacco

Fifteen (15) demerits for each offense (3 day suspension)

USE OF TOBACCO PRODUCTS

Students shall not be permitted to use tobacco of any kind in the school building or on school property or within direct view of the school, including on school buses, at school sponsored functions and during field trips and other scheduled activities of the school.

POSSESSION OF TOBACCO PRODUCTS

Five (5) to fifteen (15) demerits

Students shall not bring tobacco products to school. Tobacco products are not to be carried on a student nor stored in lockers. Tobacco products brought to school will be confiscated and will not be returned.

Unexcused Tardiness to Class

Unexcused tardiness applies to late arrival to school or class. Late arrival to school shall be considered as a tardy to the first period.

Three tardies	Lunchtime ISS
Five tardies	Saturday School
Six or more	Two (2) Demerits per tardy

An excessive amount of tardies could result in court mediation for truancy.

Failure to Attend Saturday School

Failure to attend an assigned Saturday School will result in Five (5) demerits

Truancy

- 1st offense five (5) demerits
- 2nd offense ten (10) demerits
- 3rd offense fifteen (15) demerits

The Buckeye Local School District believes that all students benefit by consistent attendance therefore truancy will not be tolerated. Students who are found to be truant may be subject to demerits and/or juvenile justice proceedings.

Leaving School Grounds without Permission

- 1st offense ten (10) demerits
- 2nd offense fifteen (15) demerits

Skipping or Cutting Class

- 1st offense three (3) demerits
- 2nd offense six (6) demerits
- 3rd offense nine (9) demerits

Skipping or cutting class is defined as not being in the assigned classroom, study hall, activity period, lunch period, etc., but not leaving the school grounds.

Improper use of a Vehicle on School Grounds or During the School Day

Only authorized students will be permitted to drive vehicles to school. No student is to enter a vehicle during the school day for any reason without permission from the principal.

- 1st offense - five (5) demerits and loss of driving privileges for five (5) school days.
- 2nd offense - ten (10) demerits and loss of driving privileges for the remainder of the school year.

This rule applies throughout the school day or scheduled evening events. Continued violation of the restriction will result in an expulsion study.

PDA – Public Display of Affection

Up to fifteen (15) demerits

Engaging in display of affection in school, on school grounds or at a school event.

The school has the authority to take corrective disciplinary action against any behavior, whether covered specifically in this written code or not, which is found to be disruptive of the educational process of the school.

IN ADDITION TO THE ABOVE SYSTEM, 1 TO 15 DEMERITS MAY BE ASSIGNED BY THE PRINCIPAL AS JUDGED NECESSARY, IN HANDLING DISCIPLINE PROBLEMS IN THE SCHOOL, WHICH HAVE NOT BEEN ADDRESSED IN THE DISCIPLINE CODE.

The principal, at his/her discretion, may award merits to students who have shown good citizenship and/or attendance for an extended period of time. The principal may determine to use earned merits in conjunction with the merit system.

Disciplinary Measures

Should a child behave in the unacceptable ways indicated in the Discipline Code, any of the following disciplinary measures may be enforced by the school:

1. Student conference
2. Parent phone call - parent conference - we will often ask that you come to school to work with us prior to a problem becoming quite serious. Many times a student will begin to show progress once the parent is involved in the problem.
3. Assignment to Detention - This may be assigned before, during, or after school. Parent will be notified a day in advance when after school detention is assigned so that they can arrange for transportation.
4. Work assignments beyond the regular course load when determined to be appropriate and practical.
5. Suspension of specific privileges at school.
6. Saturday School
7. In-school suspension - Building principal may assign students to in-school suspension, which allows a student to remain in school, but isolates the student from the rest of the students in attendance. This includes the lunch period.
8. Serious violations and continued offenses may lead to a suspension from school, or assignment to Saturday school. Unless it involves an emergency removal, parents are notified in advance that the child is being removed from the classroom.
9. Referral to juvenile authorities or police - When a serious offense is involved, outside authorities may be called for assistance.
10. Removal from school by the parents on a temporary basis for the protection of the children involved, pending investigation of a situation which may be disruptive to the school program - This allows us to solve a potentially serious problem with the least amount of confusion.
11. Recommendation of the Superintendent for expulsion - Although expulsion in our schools is rare, the possibility of expulsion must be taken very seriously by students and parents. Students cannot remain in our schools if they are a continuous threat to the health and safety of the other students and staff.

Accumulation of Demerits

1-14 Demerits	Students will be counseled. Parents will be contacted after eight (8). Incidents will be recorded on behavior card. 8 Demerits = possible Saturday school
15 Demerits	Three (3) day suspension. Letter mailed to parents. Parent conference prior to student returning.
30 Demerits	Five (5) day suspension. Letter to parents. Parent conference.
35 Demerits	Phone call to parents.
40 Demerits	Letter to Parents. Student to counselor.
45 Demerits	Ten (10) day suspension. Letter to parent, conference, psyc. referral.
60 Demerits	Ten (10) day suspension and recommendation for expulsion.

Transportation Regulations

Transporting our students to and from our schools throughout the district each day is a big responsibility. The task of the bus driver and the administration can be much easier if students know and follow the rules of safety at the bus stops and when riding on the bus each day. All rules apply to the regular school day and extra-curricular activities.

Except in cases of an emergency, no one but assigned students may ride a school bus.

WE CANNOT PERMIT STUDENTS TO RIDE A BUS TO ANOTHER CHILD'S HOME FOR SOCIAL REASONS. PLEASE DO NOT CALL THE SCHOOL MAKING THIS REQUEST. WE ARE RESPONSIBLE FOR THE SAFETY OF YOUR CHILD AND CANNOT MAKE POSITIVE IDENTIFICATION OVER THE TELEPHONE. ALL REQUESTS FOR CHANGE IN TRANSPORTATION MUST BE IN WRITING AND FOR NON-SOCIAL EVENTS ONLY. PLEASE

PROVIDE ON YOUR WRITTEN NOTE A PHONE NUMBER WHERE YOU CAN BE REACHED DURING THE DAY SO THAT WE CAN VERIFY YOUR ARRANGEMENTS.

Regulations at the Bus stop

- Students should arrive at the bus stop no more than 10 minutes before scheduled pick-up.
- Absolutely no fighting, hitting, or shoving while waiting to be transported on the school bus.
- Stand in an orderly way and wait for the bus to arrive.
- Conversations are not to be unnecessarily loud, nor shall improper language be used at anytime.
- Private property around the bus stop shall not be violated in any way.
- The grounds around the bus stop are to be kept free of additional litter.
- Students shall not stand in the road while waiting for the bus.
- Students should board the bus in an orderly and courteous manner.
- Behaviors listed on the disciplinary school code will not be tolerated at the bus stop.

Regulations on the School Bus

The bus driver is responsible for the orderly conduct of pupils. While on the bus pupils are under his/her authority.

- Students shall take their assigned seats immediately upon entering the bus.
- Students shall obey instructions and requests of the driver without question.
- Students shall remain in their seats until time to leave the bus.
- Students shall conduct themselves in an orderly manner.
- Students shall not be loud or use improper language at any time.
- Students must refrain from eating and drinking on the bus except as required for medical reasons.
- Windows shall not be adjusted without permission of the driver.
- Students will wait until the bus is at a complete stop prior to attempting to get on or off.
- Waste paper and rubbish must not be dropped on the floor of the bus.
- Students shall never throw any object inside the bus or out the windows.
- No one will be permitted to smoke or use tobacco on the bus.
- Students must not extend arms or head outside of the bus window.
- Students shall not show inappropriate behavior as indicated on the school district disciplinary code.
- Any person who attempts to interfere with the safe transportation of the students will be turned over to authorities and charges filed.

Abuse of the rules and regulations set for bus transportation will result in disciplinary measures being taken. Continued abuse of the regulations may result in temporary or permanent suspension from being transported to and from school on a public school bus.

Any person who attempts to interfere with the safe transportation of students will be turned over to authorities and charges filed.

Detention

(Tardiness and Other Reasons)

- A student may be detained after school by the principal or teacher for tardiness, unexcused absence, behavior, or other good causes.
- A student will be assigned lunchtime ISS for tardiness to school after the third tardy.
- A student shall not be kept longer than one hour after school.
- Detention shall not cause an extreme hardship on the student but shall take precedence over extra-curricular or curricular activities, working, etc.
- All transported students who are given detention shall have one day notice to make necessary arrangements for transportation home. Students on detention will not be permitted to ride a school bus home.

- **TARDINESS:** Measures beyond detention may be taken in order to correct or prevent habitual tardiness.

Three (3) demerits will be assigned by the principal when a student fails to report to detention.

Unexcused Tardy – a tardy to school before 10:00 am will be considered unexcused, if the student does not have a note signed by a parent or guardian. Accumulations of unexcused will result in the following disciplinary action.

3 tardies = Lunch ISS

5 tardies = Saturday school (failure to attend 5 demerits)

6 or more = 2 demerits per tardy

The tardy count will be reset at the end of the semester.

All tardies will be handled by the classroom teacher. Excessive tardies will result in disciplinary action. If a student is late ten (10) minutes or more without a pass, please refer the student to the principal's office.

Student Suspension / Expulsion (and Emergency Removal)

Suspensions: The superintendent or principal may suspend a student for not more than ten (10) school days. The superintendent or principal will give written notice of intention to suspend, and the reasons, to the student. The student will have an opportunity to appear at an informal hearing before the principal, assistant principal, superintendent or designee and will have the right to challenge the reasons for the intended suspension or otherwise explain his actions. This hearing may take place immediately.

Within 24 hours of the suspension, the parent, guardian, or custodian of the student and the treasurer of the Board will be notified in writing of the suspension. This notice will include the reasons for the suspension; the right of the student or parent to appeal to the Board of Education; the right to be represented at the appeal, and the right to request the hearing on appeal be held in executive session.

A teacher or school official shall submit to the principal or designated representative the name of the student, along with an explanation of the incident which he/she believes to justify suspension.

Appeal of Suspension to Superintendent or Designee

A student, and parent, guardian or custodian may appeal the suspension to the Superintendent or Assistant Superintendent. They may be represented in all appeal proceedings, and will be granted a hearing before the Superintendent or Assistant Superintendent. A record will be kept of the hearing. A suspended student is not to be seen on school grounds or at school activities at home or away during the period of suspension.

Expulsions: Expulsion is the removal of a student for more than 10 days, but not more than one year. An expulsion can extend beyond the end of the school year if there are fewer school days than expulsion days remaining. The Superintendent may apply any remaining part or all of the period of the expulsion to the following school year.

The Superintendent shall give the student and parent(s) written notice of the intended expulsion, including reasons for the intended expulsion. The student and parent(s) or representative have the opportunity to appear on request before the Superintendent/designee to challenge the action or to otherwise explain the student's actions. This notice shall state the time and place to appear, which must not be less than three days nor later than five days after the notice is given.

Within 24 hours of the expulsion, the Superintendent shall notify the parent(s) of the student and Treasurer of the Board. The notice shall include the reasons for the expulsion, the right of the student or parent(s) to appeal to the Board or its designee, the right to be represented at the appeal and the right to

request that the hearing be held in executive session. If the offense is one for which the District may seek permanent exclusion, the notice shall contain that information.

Dress Code

School dress should be such that it ensures the health, welfare and safety of the members of the student body and enhances a positive image of our students and school. Any form of dress or grooming that attracts undue attention or violates the previous statement is unacceptable.

- Dress and grooming will be clean and in keeping with health, sanitary and safety requirements.
- When a student is participating in school activities, his/her dress and grooming will not disrupt the performance or constitute a health threat to the individual or other students.
- Dress and grooming will not be such as to disrupt the teaching - learning process.

Specifically, the following rules shall be followed in all Buckeye Local Schools.

- Mesh or see-thru tops will be permitted only when worn over or under a blouse or shirt.
- Bare midriffs and/or low cut tops will not be permitted.
- Shoes must be worn at all times. Flip flops are not permitted.
- Suggestive or profane pictures or slogans on wearing apparel are not permitted.
- Hair must be clean and well groomed. **Unnaturally colored hair that is distracting, decided at the discretion of the building principal, is not permitted**
- Boys may grow mustaches. The mustaches must be neatly trimmed and confined to the upper lip. No other cultivated facial hair below the ear lobe is permitted.
- Skirt and short lengths must conform to the requirements of decency and propriety. (4" above the knee or finger tip length)
- Shorts will be permitted only at the discretion of the building principal based upon weather or special occasions/events. Shorts must be finger-tip length or longer.
- **No visible piercings (other than ears) or tattoos.**
- No pajamas (bottoms or tops)
- No book bags or coats are to be brought to class, they are to be kept in the student's locker.
- Sunglasses, hats and other head coverings are not permitted
- No transparent clothing or clothing with excessive holes or tears. Jeans with holes above the knee must be worn over other clothing.
- Clothing that depicts violence or is associated with gang activity is not permitted.

When new clothing fads are introduced, ask your building principal before purchasing items which may be questionable so that you do not spend a lot of money on items you will not be permitted to wear to school. Dress code violations will result in demerits.

Cellular Phones / Pagers

At Buckeye Local Junior High the use/possession of pagers and cellular phones will be permitted for educational purposes only. Any student using a cellular/computer device for social media, texting, or internet browsing without the permission of the teacher/administrator will be reprimanded and lose right to use the network and/or equipment. This includes calling/texting someone outside the school. The office phone is available for such purposes.

The inappropriate use of camera phones (or cameras) to take pictures of students / school personnel is strictly prohibited.

Any device found to be in violation of these rules will be confiscated and turned in to the administrator where it will be searched and logged.

First offense: The student may retrieve the item from the principal that day after school.

Second offense: The item will be returned only after contact with the student's parent/guardian.

Third offense: The item will be returned only to the parent/guardian and the demerit system will be implemented.

The school administrator has the right to inspect these devices and the data contained in them. Devices can be held to the end of the school year.

Drug Testing

All students who participate in a club or athletic team must be drug tested prior to the start of the activity. All drug testing must be completed by Wheeling Medical Park Hospital. Students who fail to comply with the drug testing will not be eligible to participate.

Drug Testing Policy

The following actions of the student/athlete constitute policy violations

1. Failure to report to collection site after notification unless excused by the Principal/Athletic Director/designee.
2. Refusal to submit a urine sample during the initial testing
3. Tampering with the sample for testing or attempting to subvert the collection/ identification process.
4. Confirmed positive test results for banned substance.
5. Aiding and/or abetting another student/athlete in violating this policy.
6. Refusal to submit to a re-test when required following an inconclusive adulterated or suspect result
7. Failure of the student/athlete and/or the student/athlete's parent/guardian to sign the testing consent form(s) and return them to the Principal/Athletic Director/designee prior to testing.
8. Failure of the student/athlete and/or the student/athlete's parent/guardian to submit payment for urine samples required following inconclusive, adulterated, suspected or positive results.

Due Process

After notification of a positive test, the Athletic Director/designee notifies the parent/guardian by telephone and then certified mail of their right to a meeting with the Athletic Director/designee and advisor/head coach to explain the student/athlete's rights under this policy.

If the parents fail to contact the Athletic Director or his/her designee within 24 hours following receipt of said notice to schedule a meeting to review or appeal the test results. The results are deemed conclusive for purpose of further action under this policy and the parents/guardian and the student/athlete are deemed to have waived their right to challenge the test result.

The student/athlete has the right to appeal the test result and the policy consequences to the building principal without first meeting with the Athletic Director/designee. In such cases the appeal must be delivered to the principal in writing within 72 hours of the first notice of a positive result. Failure to comply with this time limit shall bar further appeal under this policy.

Any penalties authorized under this policy are in effect during the pendency of an appeal. The building principal issues a decision within 48 hours of receipt of the appeal. Notice of the decision is given by phone if possible and then by certified mail.

If not satisfied with the decision of the building principal, the student/athlete may appeal in writing to the Superintendent within 48 hours of the principal's decision. The Superintendent/designee issues a decision within 48 hours of receipt of the appeal. The Superintendent's decision will be in writing and final.

Policy Violation Consequences Resulting from a Positive Drug/Alcohol Test

1. First Offense

- A. Loss of any leadership position in student/athletic programs for the remainder of the academic school year.
- B. The student/athlete is denied participation for twenty-five percent (25%) of the scheduled athletic contests/activities in which the school engages for the entire academic year (twenty-five percent of a 10 game schedule is three games). Participation denotes competing in events against outside competition at all levels (Varsity, JV, and Freshman) including dressing for contests. This also includes extracurricular activities that a group may perform as part of their assigned duties and/or charter roles. The student/athlete may practice with the team and may sit with the team (out of uniform) for all contests for which they are suspended.
- C. The denial of participation may be reduced to ten percent (10%) of the scheduled contests/activities if the student/athlete commits to and participates in substance abuse assessment and aftercare program. This assessment must be conducted by a certified chemical dependency counselor or at an agency certified by the Ohio Department of Alcohol and Drug Addition Services, or a licensed physician trained in chemical dependency. The student/athlete must set an appointment within four days of notification of the violation. The student/athlete must participate in the evaluation process to its completion and follow the counselor's recommendation. Verification of this evaluation must be received by the building principal from the program counselor. The student/athlete and parent/guardian must submit a written waiver of his/her rights of confidentiality so that a written report can be provided to the District's Health Services Department any cost for the assessment and follow-up program is the sole responsibility of the student/athlete or the parent/guardian. The principal/designee may reinstate the student/athlete upon evidence that the student/athlete has begun an assessment and follow-up program.
- D. The School Nurse monitors the progress of the assessment program and reports any failure to comply to the principal. If the student/athlete fails to comply with the program or fails to complete the program, the full denial of participation of 25 percent of all contests/activities is imposed.
- E. If a student/athlete has a positive test for tobacco or nicotine, the denial of privilege may be reduced to 10 percent of the scheduled contests/activities if the athlete enrolls in and participates in a tobacco intervention/education program approved by the principal. The student/athlete must provide notice of enrollment to the principal within four days of notice of the violation. The cost of the program is the responsibility of the student/athlete or parent/guardian. The principal/designee may reinstate the student/athlete upon evidence of participation in a tobacco Intervention/education program. The parent/guardian shall execute a written waiver of his/her rights of confidentiality so that periodic reports can be provided to the Health Service Department. The student/athlete provides written notice to the principal on completion from the program director. The Health Service Department monitors the progress of the tobacco program and reports any deficiency to the principal. If the student/athlete fails to complete the program or comply with the program, the full denial of participation of 25 percent of all contests/activities is imposed.
- F. The denial of the privilege to compete begins following the last contest/activity in which the student/athlete has been eligible to compete prior to the violation of any part of this policy. For clarification purposes, any percent of any denial resulting in partial game/activity denial is rounded up to include an additional contest/activity. Any denial occurring at the end of the

season/academic year is carried over to the student/athlete's next eligible season/academic year.

- G. A first positive drug and/or alcohol violation shall result in additional testing through an assessment program or through the school drug testing vendor.

2. Second Offense

- A. The student/athlete is denied participation for fifty percent (50%) of the scheduled activity/athletic contests in which the school engages for the entire academic year (fifty percent of a 10 game schedule is five games). Participation denotes competing in events against outside competition at all levels (Varsity, JV, and Freshman) including dressing for contests. This also includes extracurricular activities that a group may perform as part of their assigned duties and/or charter roles. The student/athlete may practice with the team and may sit with the team (out of uniform) for all contests for which they are suspended.
- B. The denial of participation may be reduced to twenty percent (20%) of the scheduled contests if the student/athlete commits to and participates in substance abuse assessment and aftercare program. This assessment must be conducted by a certified chemical dependency counselor or at an agency certified by the Ohio Department of Alcohol and Drug Addition Services, or a licensed physician trained in chemical dependency. The student/athlete must set an appointment within four days of notification of the violation. The student/athlete must participate in the evaluation process to its completion and follow the counselor's recommendation. Verification of this evaluation must be received by the building principal from the program counselor. The student/athlete and parent/guardian must submit a written waiver of his/her rights of confidentiality so that a written report can be provided to the District's Health Services Department. Any cost for the assessment and follow-up program is the sole responsibility of the student/athlete or the parent/guardian. The principal/designee may reinstate the student/athlete upon evidence that the student/athlete has begun an assessment and follow-up program.
- C. The School Nurse monitors the progress of the assessment program and reports any failure to comply to the principal. If the student/athlete fails to comply with the program or fails to complete the program, the full denial of participation of 50 percent of all contests/activities is imposed.
- D. If a student/athlete has a positive test for tobacco or nicotine, the denial of privilege may be reduced to 20 percent of the scheduled contests/activities if the athlete enrolls in and participates in a tobacco intervention/education program approved by the principal. The student/athlete must provide notice of enrollment to the principal within four days of notice of the violation. The cost of the program is the responsibility of the student/athlete or parent/guardian. The principal/designee may reinstate the student/athlete upon evidence of participation in a tobacco intervention/education program. The parent/guardian shall execute a written waiver of his/her rights of confidentiality so that periodic reports can be provided to the Health Service Department. The student/athlete provides written notice to the principal on completion from the program director. The Health Service Department monitors the progress of the tobacco program and reports any deficiency to the principal, if the student/athlete fails to complete the program or comply with the program, the full denial of participation of 50 percent of all contests/activities is imposed.
- E. The denial of the privilege to compete begins following the last contest/activity in which the student/athlete has been eligible to compete prior to the violation of any part of this policy. For clarification purposes, any percent of any denial resulting in partial game/activity denial is rounded up to include an additional contest/activity. Any denial occurring at the end of the season/academic year is carried over to the student/athlete's next eligible season/academic year.

- F. A second positive drug and/or alcohol violation shall result in additional testing through an assessment program or through the school drug testing vendor. The cost of this random testing is the responsibility of the student/athlete and parent(s)/guardian(s).

3. Third Offense

- A. A third offense committed by a student/athlete under this policy shall result in the denial of the privilege to participate in extracurricular activities/athletics one full calendar year from the date of the positive test.

4. Fourth Offense

- A. A fourth offense committed by a student/athlete under this policy shall result in the denial of participation in extracurricular activities/athletics for the remainder of the student/athlete's high school career.

Student/Athletes who in any way aid or abet another student/athlete violating this policy will be disciplined as if they were the principal offender.

Student/Athletes found possessing illegal/banned substances which are mentioned in this policy may receive additional sanctions up to and including loss of season awards, school day suspensions, expulsions, and/or law enforcement/court involvement.

SELLING/PURCHASING/DISTRIBUTION OF ILLEGAL SUBSTANCES

1. First Offence

- A. Dismissal from the team(s) for one full year from the date of infraction.

1. Second Offense

- A. Forfeit remaining eligibility to participate in all Buckeye Local Athletics for the rest of their school career.

To get a copy of the drug policy please contact Principal, Athletic Director and Superintendent's office.

Athletics

Insurance: A program selected by the Board shall be available to all athletes. The athlete shall be responsible for the FULL PREMIUM IN ALL SPORTS. Athletes not wishing to participate in the program must submit a statement signed by a parent or guardian relieving the school of all financial responsibility for medical treatment which may result from injuries.

Physical Cards: Physical exams are the responsibility of the participant. The school will assist in setting up exams whenever possible. Each student must have on file with the athletic director a physical card signed by the athlete, by the parent or guardian and the examining physician. (A card will be provided).

Transportation: All members of an interscholastic squad, coaches and managers shall be transported by school bus whenever possible. Another type of transportation may be used when necessary at the discretion of the head coach and with the approval of the athletic director and principal. If such transportation is by private vehicle, it is recommended that the coach have some teacher, parent or responsible adult drive the vehicle. Cheerleaders may be transported on the team bus when necessary. In any case, the advisor or some adult designated to act on the advisor's behalf, shall accompany the cheerleaders to all contests, home and away.

Discipline: Athletes must observe the rules of conduct, dress and grooming established by the Board of Education and must conform to rules established by the Ohio High School Athletic Association. Head coaches may initiate rules of discipline, training and conduct which they deem appropriate to their sports

and philosophies. A written statement of these rules and possible penalties shall be posted in the locker room.

1. Return of school Uniforms and Equipment:

Students shall return all school uniforms and equipment (in the same condition that it was distributed to them, allowing for normal wear and tear) to their coach within one week of completion of their last game.

Use of Facilities: Athletes shall keep the locker room reasonably neat and clean. Equipment and clothing are to be in a locker area when unattended. Students shall not be in the coach's office unless a coach is present.

Inclement Weather: When the Buckeye Local School District does not have school because of weather or some other calamity, the school buses will not be operating for ANY SCHOOL ACTIVITY and regularly scheduled contests and events will be POSTPONED. There will be two exceptions; participation in State OHSAA or OVAC tournaments. When one or more of our schools is a participant in one such tournament, the final decision will be made by the Superintendent, and/or Designee.

Snow Days; Practice - It is the feeling of the administration and coaching staffs of Buckeye Local that it may be possible to hold practice on days in which school is not in session if the following rules are followed:

- Practice is held in the afternoon.
- Practice will be held ONLY for those who can safely get to school.
- NO reprimands, punishments, etc., will be administered to any athlete who cannot be at the practice due to the weather.
- When the school heat has been turned down, there will be no alteration of it to accommodate practices on days when school is not in session.
- The PLAYER'S RESPONSIBILITY is to call a member of the coaching staff informing him/her that the roads are too dangerous to travel.

Sunday Practices: There will be NO SUNDAY PRACTICE, unless special circumstances exist at which time, special permission from the Superintendent must be obtained to make an exception to the policy.

Athletic Eligibility: A student attending a Buckeye Local School whose parents/guardian do not live in the District must have an athletic waiver to participate in a sports program.

STUDENT ATHLETIC ELIGIBILITY: The Ohio High School Athletic Association establishes specific rules for student eligibility for all sports in grades 7 thru 12 in Ohio schools. You as a student should be aware of the fact that your academic success is the primary concern of education and the privilege of participating in sports is determined by your academic success.

Below is a partial list of the basic rules for athletic eligibility:

1. Grades 9-12 - A student must have received passing grades in a minimum of four (4) one-credit courses or the equivalent which count towards graduation during the preceding grading period.
2. A student enrolled in the first grading period after advancement from eighth grade must have passed 75% of those subjects carried the preceding grading period which met five days per week or its equivalent.
3. A student in seventh or eighth grade must be currently enrolled, must have been enrolled the immediately preceding grading period and received passing grades during that grading period in 75% of those subjects which met five days per week or its equivalent.
4. Summer school grades earned MAY NOT BE USED to substitute for failing grades from the last grading period of the regular school year.
5. Any student determined to be ineligible by O.H.S.A.A. standards based upon grades from the preceding grading period remains ineligible throughout the next entire grading period.

The eligibility of a student continues until the start of the fifth (5th) school day of the next grading period, at which time grades from the immediately preceding grading period become

effective. EXCEPTION: Eligibility or ineligibility for the first grading period commences with the start of the fall sports season.

Cheerleaders

Eligibility

A 2.0 over-all grade point average is required to be eligible for try-outs. Once a cheerleader becomes a member of a squad, in grades 7-8, he/she must be passing 75% of the core courses taken. Eligibility lists will be completed each 9 weeks. (Incomplete may disqualify a student from trying out).

All students interested in trying out for cheerleader should request a cheerleader handbook from the advisor or building principal.

Organizations

All clubs

and organizations will operate under the director or a sponsor. Rules and regulations for the group will be set by the person in charge.

School Property

A student shall be held responsible for loss of or willful (malicious) damage to, school property.

A student shall be furnished, free of charge, necessary textbooks by the Board of Education. If a student loses a book, he will have to pay for it. Cost of all books, library and text, will be computed at full price of purchase, no less than, the price of replacement. Some selected books will be assigned to students for IN-SCHOOL USE ONLY.

Selling and Soliciting

Collections, membership drives or selling of subscriptions on school property shall not take place during the regular school day or at school events without authorization of the principal.

Chances on punchboards or similar devices, collection of money for purposes of conducting games of chance, pools, lotteries or the like, on school property shall not take place during the school day.

No agreement shall be made by any individual with any commercial organization which obligates a Buckeye Local School, class, club or group without prior approval of the principal.

Dances

(Only Freshmen housed at the High School or accompanied by an upper classman, through Seniors, will be admitted to a High School dance, including Proms and Homecomings). No 7th or 8th graders will be permitted to attend any HS dance including proms, homecoming, etc.)

Grades 7-8

The time of parties or dances shall be only on Friday and/or Saturday nights or on the nights before holidays, unless permission, for good reasons, is granted by the principal. Such dances or parties are to end no later than 9:00 P.M.

Those attending these functions shall register and identify themselves. A student can be denied participation at a junior high dance based on discipline history.

Only Buckeye Local Junior High School 7th and 8th grade students may attend dances. No High School or elementary students or students out of the District will be permitted to attend any Junior High dances. **NO EXCEPTIONS.**

Any couple or individual leaving the building during the hours of the dance without prior permission will not be re-admitted. Doors will be closed 1 hour after the dance begins.

If a student is not in school the day of a dance, they will not be permitted to attend the dance without prior permission of the principal.

Excusing from School or Class

A student may not be excused from class other than by the principal or his designee.

A student who has reported to school may be excused to leave the building only by the principal or by his authorized agent.

Insurance

A student enrolled in the Buckeye Local Schools is given the opportunity to purchase insurance coverage for injuries from accidents which occur at school or while coming to or going from school.

Administering Medication to Students

Pursuant to Am. S.B. 262, medication shall be administered to students enrolled in the Buckeye Local Schools according to the following guidelines:

- Drugs shall not be administered to students in grades K-12 and Special Education in the Buckeye Local School District without the completion of the proper medical authorization form for the administration of medication.
- When a child is on regular medication which he/she will be taking throughout the school year, one form is to be completed at the beginning of the year, and, unless the medication changes, the form will be valid for the entire year.
- When a child is placed on medication for a temporary period of time, a form must be completed and brought to school each time medication is prescribed.
- Only medication prescribed by a physician in the original container properly labeled with the student's name, medication dosage and route of administration will be administered.
- The physician prescribing the medication must complete the first side giving permission to the principal, school nurse or school secretary to dispense the prescription.
- State Department Dental Disease Prevention Programs are exempt from this policy.

Consumable Materials Fee

A consumable materials fee of \$5.00 will be charged to students enrolled in study island and computer classes. The fee will be utilized for the replacement of consumable supplies or breakage of equipment.

Activities

Students who invite guests to attend activities sponsored by a school in the Buckeye Local School District shall assume responsibility for the behavior of such guests and shall be responsible for payment of any damages that may occur from actions of that guest. Prior approval to attend must be given by principal.

Contacts with the School

Please remember that we welcome your interest in our schools. We hope that your child's days and years in school will be full of rewarding experiences, but, we also realize that there will be problems from time to time that will require some extra attention by the school and by you, the parent.

When you feel there is a problem, please do not wait to address it. Come immediately to the school and talk with the people who might be able to make a difference. So many times we hear about problems through a second or third party. It is difficult for us to make corrections when we are unaware of the difficulty a child is having.

It is very important that each person have the opportunity to work with a situation prior to the involvement of the administration or Board of Education. The following communications should be made when you feel your child is having a problem in the classroom:

- Speak with the teacher who has your child in the class. Sometimes the teacher is unaware of a problem and may be able to make an immediate adjustment.
- If you are not satisfied with your conference with the teacher, speak with the building principal. He/she will often have suggestions which may help.
- If you still feel that something more needs to be done, contact may be made with the Central Office Administrative Staff in charge of the K-8 programs in the School District.
- The last contact may be made with the Board of Education. Please do not go directly to the Board or individual Board Members. They will refer the problem back to the above people anyway, so it is much better if the proper lines of authority are followed.

Grades and Grading

Daily student work will be graded according to the following scale:

A	100 - 95	C	82 - 74
A-	94	C-	73
B+	93	D+	72
B	92 - 85	D	71 - 65
B -	84	F	64 & Below
C+	83		

Grades of A+, D- and F- are not used

End of grade period averages will be taken from the following scale:

A	3.76 - 4.00 Av. 4.00	C+	2.26 - 2.50 Av. 2.38
A-	3.51 - 3.75 Av. 3.63	C	1.76 - 2.25 Av. 2.00
B+	3.26 - 3.50 Av. 3.38	C-	1.51 - 1.75 Av. 1.63
B	2.76 - 3.25 Av. 3.00	D+	1.26 - 1.50 Av. 1.38
B-	2.51 - 2.75 Av. 2.63	D	.65 - 1.25 Av. 1.00
		F	.64 or below is an F

In averaging grades for ranking, carry to three decimal places disregarding the remainder.

Election of Class Officers / Club Officers

- All final tabulations for class office will be by secret ballot.
- Nominations for class office can be made by students for another classmate in the same grade or by the interested student candidate.
- Essays or speeches may be required by the class advisor as a requirement for candidates interested in a class office.
- Once nominations are completed only those students enrolled at the respective grade level may vote for the candidates.
- Following tabulation of all ballots students who were candidates may see their respective ballots and vote totals as well as the winner's ballots and vote totals in the presence of the class advisor.
- A vote need not be taken for any office where a student is running unopposed.
- If there are no students nominated for a particular office, the advisor may select a student to serve in that position.
- Class advisors, with the permission of the building principal, may choose to take nominations for officers in general, with all nominated students being on one ballot and the student receiving the most votes being elected President; 2nd highest votes, Vice-President; 3rd highest, Treasurer; 4th highest, Secretary and any other offices needed being based on next highest vote totals until all positions are filled..

Internet Access

Access to the Internet, offered as part of a collaborative project involving the Buckeye Local School District, OME-RESA, and the Jefferson County Board of Education, is now available to students and

teachers in the Buckeye Local School District. We are pleased to bring this service to our district because the BLSDNET offers vast, diverse, and unique resources to both students and teachers.

The student must understand that when using the Internet, or any other telecommunication environment he/she must adhere to all general rules of courtesy and etiquette; all Federal, State and local laws; laws regarding access and copying of information; and all rules and regulations prescribed by the host environment and the Buckeye Local School District. In addition he/she agree to the principles, procedures, and terms detailed within the Security Policy and the OME-RESA System User Application and Agreement.

Use of the Buckeye Local School District Net is a privilege, not a right; granting of this privilege is specifically conditioned upon following the policies set forth in this agreement. Therefore, the student must understand that he/she may have all network privileges, including the termination of his/her account, revoked at any time for abusive conduct or breach of guidelines from the Buckeye Local School District Net and/or the OME-RESA system. He/she further understands and specifically waives any expectation of privacy which he/she may have to any data transmission or other communication through use of the buckeye Local School District Network. Such transmission and communication may be monitored at any time.

Buckeye Local School District will offer students a restricted menu choice which should confine student access to educational information that will not be objectionable. However, parents and teachers must understand that age inappropriate materials may be found on the Internet, which is beyond the responsibility and control of the Buckeye Local School District.

Parent/guardian will be required to sign a "Student Authorized Internet Use Agreement Form".

COMPUTER NETWORK/INTERNET ACCEPTABLE USE GUIDELINES FOR STUDENTS IN THE BUCKEYE LOCAL SCHOOL DISTRICT

Explanation of Guidelines

The Buckeye Local School District (BLSD), in cooperation with the Ohio Mid-Eastern Regional Education Service Agency (OME-RESA), provides students access to its computer network and the Internet for **educational purposes only**. The Network has been created at public expense and exists for purposes relating to education and administration. While the School's teachers and other Staff will make reasonable efforts to supervise student use of network and Internet access, they must have student cooperation in exercising and promoting responsible use of this access. If a student has doubts regarding whether an Internet site has educational merit, he/she should ask a staff member.

The BLSD network is available anywhere on school property throughout the District. Student access by any means (personal or school owned) constitutes network usage and binds the user to these guidelines.

In order for the BLSD to supervise student use of the computer network and the Internet, the Acceptable Use Guidelines must be read and the Guideline Agreement form must be signed annually by all students and parents/guardians to have access to educational resources from school computers. Signing the document indicates that the student and parent/guardian have read and understand the expectations of the Buckeye Local School District.

BLSD Guidelines

All files remain the property of the BLSD, no one should have any expectation of privacy regarding such materials. At any time and without prior notice, the BLSD reserves the right to monitor, inspect, copy, review, and store any and all usage of the network and the Internet, as well as any information sent or received in connection with this usage.

Students who use the computer network or the Internet inappropriately may lose their access privileges and may also face additional disciplinary or legal action. The length of time for loss of privileges will be

determined by building administrators and/or other staff members. If the user is guilty of multiple violations, privileges can be removed for one year or more.

Unacceptable computer use includes but is not limited to the following:

1. Offensive or Harassing Acts
2. Violations of Privacy
 - Accessing, modifying, or deleting files that do not belong to you.
3. Creating Technical Problems
4. Use of Outside Services: All email, document storage, blogs or any and all other services while using the District network must be approved by the Buckeye Local Technology Committee and are subject to evaluations of student privacy and 21st Century skills development.
 - Accessing inappropriate chat rooms or newsgroups
5. Violating Law
6. Violating Copyright
7. Personal Use
 - Using the Internet for personal shopping, buying or selling items, soliciting or advertising the sale of any goods or services, or engaging in or supporting any kind of business or other profit-making activity.
 - The following activities are prohibited unless they are part of an educational project: Interacting with personal web sites or other social networking sites or tools, receiving or posting messages to web sites or other social networking or blog sites, participating in any type of gaming activity, engaging in social or hobby activities, or general recreational web browsing.
8. Political Use
9. General Misconduct as addressed in the student conduct code
10. Giving your username or password to any other student and/or logging onto the network with the username and password of someone else.

These guidelines are appropriate to follow when using computers anytime anywhere.

Adopted August 16, 2010

Revised July 24, 2000

BUCKEYE LOCAL SCHOOL DISTRICT EXTRACURRICULAR CODE OF CONDUCT

PHILOSOPHY

The most important goal of the Buckeye Local School District Extracurricular Program is to provide every participant the opportunity to grow mentally, morally, physically and emotionally. To assure that the program can provide these opportunities, a degree of self discipline is required of each participant. Self-discipline involves compliance with rules and regulations concerning personal behavior.

Buckeye Local School District believes that extracurricular participants have a strong influence on members of the student body as well as the community due to their high visibility. The students' conduct, while representing the school, traveling to or from an event, as well as in the community, is seen as a direct reflection upon the standards of the school district.

It must also be remembered that participation in extracurricular activities is not a right but a privilege that may be regulated. Therefore, all students who participate in interscholastic athletics or other extracurricular activities at anytime must meet the following regulations from date of enrollment or date of participation, whichever come first. Pupils have a right to reasonable treatment from the school and its employees. The school, in turn, has a right to expect reasonable and responsible behavior from its students. The School District Student Handbook and this Extracurricular Code specify the school's expectations.

The Extracurricular Code applies to all students in grades 7-12 of the Buckeye Local School District. It must be adhered to by the students at all times while an activity in which they participate in is in season, as per OHSAA dates for sports and while other school extracurricular activities are active. Consequences may extend beyond the school year into a new school year.

GENERAL REGULATIONS

1. Comply with all eligibility requirements of Buckeye Local School District and any governing agency, such as the Ohio High School Athletic Association, including but not exclusive to those requirements pertaining to age, scholarship, residency, and attendance.
2. Do not engage in criminal activity or violations of civil law.
3. Do not use and/or possess tobacco in any form (i.e., cigarettes, cigars, snuff, chewing tobacco, etc.) at any time. All students in extra-curricular activities are subject to drug testing.
4. Do not sell, distribute, use, and/or possess drugs (narcotics, hallucinogenic, intoxicants, or counterfeit drugs), controlled substances, alcohol or other intoxicants at any time.
5. Comply with all additional training rules or other requirements set by the coach/advisor of the activity.
6. An athletic team member who quits one sport may not participate in another interscholastic sport until the current season of the sport which he quit comes to the end. Coaches may agree that it's best for an athlete to switch sports and this would be permissible.
7. Financial obligations resulting from equipment fees, replacement of lost or stolen equipment, and/or unpaid balances from sales projects, must be paid prior to participation in any present or future extracurricular activity.
8. Students who are suspended or assigned to Alternative School, in lieu of expulsion, are not eligible to participate in extracurricular activities until they return to school.
9. All student handbook rules apply.

DISCIPLINARY PROCEDURE

1. When a student is in suspected violation of any rules listed in the Buckeye Local School District Extracurricular Code of Conduct, the principal and coach/advisor shall be notified.
2. The hearing committee will meet to investigate the violation.
3. If the hearing committee feels action is warranted, the principal shall give a parent/guardian and the student written notice of the suspected violation, and of time and place for a hearing, which shall be scheduled within 72 hours of the notification.

Hearing Committee - Consists of five (5)

- Administration
- Athletic Representative – Athletic Director
- Student Council Advisor
- Band Director – High School / Counselor – Middle School
- Extracurricular advisor associated with the students in question

4. At the hearing, the student will have an opportunity to discuss the circumstances concerning the incident and present his/her version of the incident.
5. The hearing committee shall make its recommendation for penalty assessment to the building Principal. The building Principal will notify the parent and student in writing of the decision.
6. The Principals decision may be appealed to the Superintendent or his designee. Any appeal must be sent in writing by certified mail within five calendar days of the decision notification. The appeal should state the exact reason the decision is being appealed.
7. Buckeye Local School District is committed to the prevention and intervention of the use of tobacco, drugs, alcohol, and involvement in criminal activity. If a student is found in violation of the regulations concerning such, the hearing committee recommendations for penalty assessment shall follow the guidelines as listed below.

CRIMINAL ACTIVITY

In accordance with General Regulation 2 of the Extracurricular Code of Conduct of Buckeye Local School District, criminal activity or violations of civil law is a violation of the code and will result in the following consequences:

FIRST AND SUBSEQUENT VIOLATIONS:

Recognizing the varying degrees of severity of violations (misdemeanors vs. felonies), consequences for involvement may result in minor reprimands to the denial of participation for a calendar year, depending upon the nature of the offense.

TOBACCO

In accordance with General Regulation 3 of the Extracurricular Code of Conduct of Buckeye Local School District, possession or use of tobacco in any form (i.e., cigarette, cigars, snuff, chewing tobacco, etc.) Is a violation of the code and will result in the following consequences:

FIRST VIOLATION:

A student found in violation for the first time shall be prohibited from participation for 30% of the extracurricular events, based on the regular duration of the activity. If the student agrees to participate in a tobacco education program approved by the school administration, the penalty may be reduced to a probationary period of up to 1 school year. Refusal or failure to complete the tobacco education program shall result in application of the full 30% penalty. The student must practice with his/her activity group and follow all training rules and regulations of the activity must be followed.

Self-Referral Policy: If a student seeks assistance for dealing with a tobacco problem by self-referral to their coach/advisor and/or school administrator, and he/she agrees to participate in a tobacco education program approved by the school administration, there shall be NO prohibition from extracurricular activities. Refusal or failure to complete the tobacco education program will result in the full 30% penalty. Self-referrals which result in no prohibition from participation are still considered first violations.

SECOND VIOLATION:

A student found in violation for the second time shall be prohibited from participation for 50% of the extracurricular events, based on the regular duration of the activity. If the student agrees to participate in a tobacco education program approved by the school administration, the penalty shall be reduced to 30% of the extracurricular events. Failure to take or complete the program will result in the full 50% penalty.

Self-Referral Policy: If a student seeks assistance for dealing with a tobacco problem by self-referral to their coach/advisor and/or school administrator, after having a first violation on his/her record, it is considered a second violation. If he/she agrees to participate in a tobacco education program outside of Buckeye Local School District approved by the school administration, the prohibition from participation in extracurricular activities shall be reduced to 10% of the activity duration. Failure to take or complete the tobacco education program will result in full 50% penalty.

THIRD VIOLATION:

A student found to be in violation for the third time will be immediately prohibited from participation in extracurricular activities for a minimum of one calendar year from the date of violation. Any additional violations will be treated the same as third violations.

Six months from the date of the third violation have passed; the student may petition the hearing committee to once again participate in extra-curricular activities. The student shall have the opportunity to present to the hearing committee any evidence (such as participation in tobacco education programs, no smoking/no tobacco support groups, quit smoking clinics, etc. he/she has that may indicate a continued successful effort to cope with his/her tobacco problem. The application for reentry into extracurricular activities shall be reviewed by the hearing committee, taking into consideration the student's age, maturity, and history of appropriate behavior since the last violation. A recommendation of approval or

disapproval of the petition shall be made to the Superintendent of the school by the hearing committee. The Superintendent shall inform the student and his/her parent/guardian in writing of the decision.

All costs for assessment, treatment, rehabilitation, or counseling for a tobacco-related problem shall be the responsibility of the student.

DRUGS AND ALCOHOL
SALE OR DISTRIBUTION

In accordance with General Regulation 4 of the Extracurricular Code of Conduct for Buckeye Local School District, a student selling or distributing drugs, (narcotics, hallucinogenic, intoxicants, or counterfeit), controlled substances, alcohol or other intoxicants at any time is in violation of the code and subject to the following consequences:

FIRST VIOLATION:

1. A student found to be in violation will be immediately prohibited from participation in extracurricular activities for a minimum of one calendar year from the date of violation.
2. The Superintendent/Designee will contact the parent or guardian of the student in violation.
3. The Principal/Designee will notify the Sheriff's Department/Local Police Department and all pertinent information shall be submitted to the proper authorities.
4. After an initial 3 month period with no participation in extracurricular activities, the student may petition to once again participate in extracurricular activities. The student must furnish evidence to the hearing committee of successful completion or continued successful participation in a drug/alcohol rehabilitation and/or counseling program approved by the school administration. Applications for reentry into extracurricular activities shall be reviewed by the hearing committee taking into account the student's age, maturity, and history of appropriate behavior since the initial violation. A recommendation of approval or disapproval of the petition shall be made to the Superintendent / Designee of the school by the hearing committee. The Superintendent / Designee shall inform the student and his/her parent/guardian in writing of the decision.

SECOND VIOLATION:

1. A student found in violation for the second time shall be indefinitely prohibited from participation in extracurricular activities.
2. After an initial 12 month period following the second violation with no participation in extracurricular activities, the student may petition to once again participate in extracurricular activities. The student must furnish evidence to the hearing committee of successful completion or continued successful participation in a drug/alcohol rehabilitation and/or counseling program approved by the school administration. Applications for reentry into extracurricular activities shall be reviewed by the hearing committee taking into account the student's age, maturity, and history of appropriate behavior since the initial violation. A recommendation of approval or disapproval of the petition shall be made to the Superintendent of the school by the hearing committee. The Superintendent shall inform the student and his/her parent/guardian in writing of decision.

THIRD VIOLATION:

A student found in violation for the third time shall be permanently prohibited from participation in extracurricular activities.

POSSESSION AND/OR USE OF DRUGS OR ALCOHOL:

In accordance with General Regulation 4 of the Extracurricular Code of Conduct for Buckeye Local School District, a student under the influence, buying, using or possessing drugs (narcotics, hallucinogenic, intoxicants, or counterfeit drugs) or controlled substances, alcohol or other intoxicants (**Exception: Supervised Doctor Prescribed Medications**) at any time is in violation of the code and is subject to the following consequences:

FIRST VIOLATION:

If a student is found to be in violation, the student will be prohibited from participation in extracurricular activities for 6 months from the date of violation.

If the student in violation agrees to go through a professional drug/alcohol assessment approved by the school administration, and to follow the assessment recommendations, the penalty may be reduced to a probationary period of up to 1 school year.

Participation in practice may be allowed at the discretion of the hearing committee. All training rules and requirements of the activity must be followed by the participant in addition to the above penalties. Refusal or failure to take the assessment or to follow the assessment recommendations will result in the 6 months penalty.

Self-Referral Policy: If a student seeks assistance for a drug or alcohol problem by self-referral to his/her coach/advisor and/or school administrator, agrees to participate in a drug/alcohol assessment approved by the school administration and agrees to follow assessment recommendations, there shall be NO prohibition from extracurricular activities. Refusal or failure to follow through with the assessment or the assessment recommendations will result in a six month's denial from participation. Self-referrals which result in no prohibition from participation are still considered first violations.

SECOND VIOLATION:

A student found in violation for the second time shall be indefinitely prohibited from participation in extracurricular activities. After an initial 12 month period after the second violation with no participation in extracurricular activities, the student may petition the hearing committee of the school to once again participate in extracurricular activities. The student shall have the opportunity to present to the hearing committee any evidence that a drug/alcohol assessment approved by the school administration has been successfully completed or that the student is in a continued successful rehabilitation and/or counseling program. The application for reentry into extracurricular activities shall be reviewed by the hearing committee, taking into consideration the student's age, maturity, and history of appropriate behavior since the last violation. A recommendation of approval or disapproval of the petition shall be made to the Superintendent of the school by the hearing committee. The Superintendent shall inform the student and his/her parent/guardian in writing of the decision.

Self-Referral Policy: If a student seeks assistance for a drug or alcohol problem by self-referral to their coach/advisor and/or school administrator after having a first violation on their record, it is considered a second violation. If the student agrees to participate in a drug/alcohol assessment approved by the school administration and agrees to follow assessment recommendations, the penalty may be reduced by the hearing committee to a period of not less than six months from the date of violation. Refusal or failure to follow through with the assessment or the assessment recommendations will result in the full year's suspension.

THIRD VIOLATION:

A student found in violation for the third time shall be permanently prohibited from participation in extracurricular activities.

Bullying and other Forms of Aggressive Behavior

The Board of Education is committed to providing a safe, positive, productive and nurturing educational environment for all of its students and staff. Harassment, intimidation, or bullying, either written, verbal, electronic, or physical toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated on school property, school buses or at school sponsored events.

Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse. The Board of Education will not tolerate any gestures, comments, threats, or actions which cause bodily harm or personal degradation. This policy applies to all activities

in the District, including activities on school property or while enroute to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

This policy has been developed in consultation with parents, District employees, volunteers, students and community members as prescribed in R.C. 3313.666 and the State Board of Education's Model Policy.

Harassment, intimidation, or bullying means any intentional written, verbal, graphic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s). Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, bullying/cyber bullying, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing.

Harassment, intimidation, or bullying also means electronically transmitted acts (i.e. internet, e-mail, cellular telephone, personal digital assistance (PDA), or wireless hand held device) that a student(s) or a group of students exhibits toward another particular student(s) more than once and the behavior both causes mental and physical harm to the other student and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

Any student or student's parent/guardian who believes s/he has been or is the victim of aggressive behavior should immediately report the situation to the building principal, or assistant principal, or the Superintendent. The student may also report concerns to teachers and other school staff who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports may be made to those identified above.

All complaints about aggressive behavior that may violate this policy shall be promptly investigated. The building principal or appropriate administrator shall prepare a written report of the investigation upon completion. Such report shall include findings of fact, a determination of whether acts of harassment, intimidation, and/or bullying were verified, and, when prohibited acts are verified, a recommendation for intervention, including disciplinary action shall be included in the report. Where appropriate, written witness statements shall be attached to the report.

If the investigation finds an instance of harassment, intimidation, and/or bullying has occurred, it will result in prompt and appropriate remedial and/or disciplinary action. This may include up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement officials.

Retaliation against any person, who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of aggressive behavior is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as aggressive behavior. Making intentionally false reports about aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

If a student or other individual believes there has been aggressive behavior, regardless of whether it fits a particular definition, s/he should report it and allow the administration to determine the appropriate course of action.

This policy shall not be interpreted to infringe upon the First Amendment rights of students (i.e. to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law).

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken. If after investigation, acts of bullying against a specific student are verified, the building principal or appropriate administrator shall notify the parent/guardian of the victim of such finding. In providing such notification care shall be taken to respect the statutory privacy rights of the perpetrator of such harassment, intimidation, and/or bullying.

If after investigation, act of harassment, intimidate, and/or bullying by specific student are verified, the building principal or appropriate administrator shall notify in writing the parent/guardian of the perpetrator of that finding. If disciplinary consequences are imposed against such student, a description of such discipline shall be included in the notification.

Complaints

Students and/or their parents/guardians may file reports regarding suspected harassment, intimidation, or bullying. Such reports shall be reasonably specific including person(s) involved, number of times and places of the alleged conduct, the target of suspected harassment, intimidation, and/or bullying, and the names of any potential student or staff witnesses. Such reports may be filed with any school staff member or administrator, and they shall be promptly forwarded to the building principal for review, investigation, and action.

Students, parents/guardians, and school personnel may make informal complaints of conduct that they consider to be harassment, intimidation, and/or bullying by verbal report to a teacher, school administrator, or other school personnel. Such informal complaints shall be reasonable specific including person(s) involved, number of times and places of the alleged conduct, the target of suspected harassment, intimidation, and / or bullying, and the names of any potential student or staff witnesses. A school staff member or administrator who receives an informal complaint shall promptly document the complaint in writing, including the information provided. This written report shall be promptly forwarded by the school staff member and/or administrator to the building principal for review, investigation, and appropriate action.

Students who make informal complaints as provided above may request that their name be maintained in confidence by the school staff member(s) and administrator(s) who receive the complaint. Anonymous complaints shall be reviewed and reasonable action shall be taken to address the situation, to the extent such action may be taken that (1) does not disclose the source of the complaint, and (2) is consistent with the due process rights of the student(s) alleged to have committed acts of harassment, intimidation, and/or bullying.

When a student making an informal complaint has requested anonymity, the investigation of such complaint shall be limited as is appropriate in view of the anonymity of the complaint. Such limitation of investigation may include restricting action to a simple review of the complaint subject to receipt of further information and/or the withdrawal by the complaining student of the condition that his/her report be anonymous.

Privacy/Confidentiality

The Buckeye Local School District will respect the privacy of the complainant, the individual(s) against who the complaint is filed, and the witness as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligation. All records generated under this policy and its related administrative guidelines shall be maintained as confidential to the extent permitted by law.

Reporting Requirements

At least semi-annually, the Superintendent shall provide to the President of the Board a written summary of all reported incidents and post the summary on the school district website (if one exists). The list shall be limited to the number of verified acts of harassment, intimidation, and/or bullying, whether in the classroom, on school property, to and from school, or at school-sponsored events.

Allegations of criminal misconduct and suspected child abuse will be reported to the appropriate law enforcement agency and/or to Child Protective Services in accordance with statute. District personnel shall cooperate with investigations by such agencies.

Immunity

A school district employee, student, or volunteer shall be individually immune from liability in a civil action for damages arising from reporting an incident in accordance with this policy and R.C. 3313.666 if that person reports an incident of harassment, intimidation, and/or bullying promptly, in good faith, and in compliance with the procedures specified in this policy. Such immunity from liability shall not apply to an employee, student, or volunteer determined to have liability.

Notification

Notice of this policy will be **annually** circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedure.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of aggressive behavior, including bullying. The Superintendent or designee shall provide appropriate training to all members of the School District community related to the implementation of this policy and its accompanying administrative guidelines. All training regarding the Board's policy and administrative guidelines and aggressive behavior and bullying in general will be age and content appropriate.

To the extent that State or Federal funds are appropriated for these purposes, the District shall provide training, workshops, and/or courses on this policy for school employees and volunteers who have direct contact with students. Time spent by school staff in these training programs shall apply toward mandated continuing education requirements.

The Superintendent is directed to develop administrative guidelines to implement this policy. Guidelines shall include reporting and investigative procedures, as needed. The complaint procedure established by the Superintendent shall be followed.

R.C. 3313.666, 3313.667

State Board of Education Model Policy (2007)

What is Title 1 Schoolwide

Title 1 (part A of the elementary and secondary Education Act of 1965, Reauthorized by the No Child Left Behind Act of 2001) is a federal program that provides financial support to schools with large population of students that come from low-income families.

If schools have 40% or more of children from low-income families, then they qualify for Schoolwide Title 1, which is a program that can be used to improve the whole school and offer added services and programs to all students. All buildings in the Buckeye Local School District, qualify for Schoolwide Title 1 services.

Some of the programs and services available in these schools are: teacher and principal training through Professional Development; enhancement of education through technology; language instruction for students with limited English proficiency (LEP); on-going instruction for safe and drug free schools and communities; use of new methods and devices by teachers; early childhood education; strategies that enable all students to meet the academic standards; class reduction teachers to decrease class size; special education; in-classroom individual instruction; after school intervention; strategies to increase parental involvement; summer intervention; increase instruction in reading/math; counseling; speech therapy; referral to community services, such as adult literacy programs, social services, health services, GED adult career development; and parent and community volunteers. If you are interested in learning more about any of these programs, please contact the building principal.

Title I Parent Involvement Policy

It is the administrative policy of Buckeye Local School District to ensure that parents of all students have an opportunity to participate in the design and implementation of our Title 1 Schoolwide Program. All parents will be informed about the aspects of the Title 1 Schoolwide Program, including parent involvement requirements and other relevant program provisions, at an annual meeting or meetings to be held each year at the individual buildings. Parent Involvement activities may include, but are not limited to the following:

1. annual meetings to inform parents of their school's participation in the Title 1 Schoolwide and to give an overview of the program
2. nine week progress reports / report cards
3. parent / teacher conferences
4. parent workshops / training by building and/or district
5. providing timely information concerning Title 1, such as plans/evaluations
6. Parent surveys related to planning, development, and operation of the Title 1 Schoolwide Program and parent needs assessment.
7. responding to parent questions, concerns and recommendations
8. newsletters and other home/school communications
9. development of a School-Parent Compact
10. assisting parents with school improvement issues, if applicable
11. Assuring that information related to school and parent programs, meetings, and other activities are sent to the parents in the language used at home.
12. coordinating and integrating Title 1 School wide Parent Involvement strategies with Head Start and Buckeye Local Early Childhood Educations
13. volunteer assistance based on teacher need
14. increased parent involvement activities in all buildings
15. providing information about the Ohio Parent Information Center (PIRC)
16. other activities, as appropriate

These ongoing activities and means of consultation will enable parents and staff members to work together in order to build a partnership between home and school.

An annual assessment of parent involvement effectiveness will be conducted by a spring survey and parent recommendations will receive a timely response. Reasonable support for parent involvement activities will be provided at parents request and staff members will be readily accessible to parents. This Title 1 Schoolwide Parent Involvement Policy was approved with consultation with, reviewed by, and made available to all parents.

Buckeye Local School District

6899 State Route 150
Dillonvale, Ohio 43917

Phone: (740) 769-7395 769-2234 598-4160 546-4900

Fax: (740) 769-2361

Web Address: www.omeresa.net/schools/buckeye

Re: **Parent Right to Know Teacher Qualifications**

Dear Parent / Guardian:

You have the right to know about the teaching qualifications of your child's classroom teacher. The federal law, No Child Left Behind, requires that any local school district receiving federal Title I, Improving the Academic Achievement of the Disadvantaged, must notify parents of each student attending any school receiving Title I that they may request information regarding the professional qualification of the student's classroom teacher, including the following:

1. Whether the teacher has met the Ohio teacher licensing criteria for the grade level and subject areas in which the teacher provides your child instruction
2. Whether the teacher is teaching under emergency or temporary status that waives State licensing requirements.
3. The college degree major of the teacher and any other graduate degree or certification (such as National Board Certification).
4. Whether your child is provided services by instructional paraprofessionals (sometimes called teacher's aides) and their qualifications.

You may request this information by returning this letter with your identifying information to the address listed above. You may fax the request to the above listed fax number. Be sure to always give the full name of your child, your full name, your complete address including zip code, the name of your child's teacher and the school,

Sincerely,

Mark S. Miller
Superintendent

Child's Full Name: _____

Parent/Guardian Full Name: _____

Address: _____

City, State, Zip _____

Teacher's Name: _____ School: _____

**Buckeye Local School District
EXTRACURRICULAR CODE OF CONDUCT
AGREEMENT**

All costs for assessment, treatment, rehabilitation, or counseling shall be the responsibility of the student.

Regulations concerning tobacco, drugs, alcohol, and criminal convictions are in effect for the full calendar year.

Any remaining percentages of penalties for violations of tobacco, drug, and alcohol regulations not served in the regular activity duration shall be recalculated by the hearing committee and applied toward the next extracurricular sport/activity in which the student participates.

The above regulations for extracurricular activities are separate, above, and beyond any consequences invoked by normal school disciplinary codes.

The extracurricular programs of Buckeye Local School District are designed for the benefit of both the students and the school. Hard work, perseverance, and pride have been the distinction of successful programs. You have to be dedicated and committed to be a person who is striving for excellence! Be proud and work together for successful school and education.

I have read and understand the Extracurricular Code of Conduct for Buckeye Local School District. By this signature, I agree that I will be subject to its regulations.

Date: _____
Participant Signature

Date: _____
Parent/Guardian Signature

Address: _____

Please list your legal residence. You must also notify the school if you have a change of address. Failure to do this could result in ineligibility for extracurricular activities for the entire year at Buckeye Local School District.

VERIFICATION PAGE

TO: Parent / Guardian / Student:

I have received and reviewed this handbook with my child.

Parent / Guardian Signature: _____ Date: _____

Student Signature: _____ Date: _____

This page is to be returned to the Principal's Office.

If there are any questions with items in the handbook please call the Principal's Office for clarification.