# BUCKEYE LOCAL HIGH SCHOOL

**10692 State Route 150**
**Rayland, Ohio 43943**
**(740) 859-2196**
**(740) 598-4211 / (740) 546-4575**
**FAX (740) 859-2857**

**http://www.buckeyelocal.net**

Mr. Lucas Parsons
***Principal***

Ms. Janelle Windsheimer
***Assistant Principal***

Mrs. Jami Cammer
Mrs. Krista Kinyo
***School Counselor***

***Mission Statement***

***As a school committed to excellence, our mission is to educate students to become lifelong learners and to inspire all students to meet the challenges of the twenty-first century. This mission will be implemented by an exceptional staff in partnership with students, parents, and the community.***

***Vision Statement***

***To equip all students with the skills necessary to become independent and productive members of society in the twenty-first century.***

## TABLE OF CONTENTS

Academic Dishonesty……10
Accumulation of Demerits……..26
Activities……35
Administering Medication to Students……...32
Advanced Academic Courses……...8
Advanced Grading Scale……..9
Assault……20
Assemblies……..46
Athletics……..30
Attendance / Absence Policy……..15
Band……....32
Breaking and Entering and / or Major Theft……...20
Building Passes……....43
Bullying and other Forms of Aggressive Behavior……48
Cellular Phones……....45
Cheerleaders……31
Class Change Time……...43
Composite Pictures……...35
Computer Network / Internet Acceptable Use Guidelines……...46
Computer Use……...44
Consumable Materials Fee……...34
Course Descriptions And Prerequisites……7
Course Load……....5
Credit Flexibility……6
Credits for Band Participation……...13
Damage to Private or School Property……..21
Dances……...32
Dangerous Weapons or Instruments……..20
Decorum……....18
Detention……...26
Discipline……..19
Disruption of School or Class……...20
Dress Code……....28
Drugs, Look-Alike Drugs and Alcoholic Beverages……....19
Drug Testing……..11
Early Dismissals and Late Arrivals……...14
Exams……....10
Excusing from School or Class……33
Extracurricular Code of Conduct……..36
Failure to Attend Saturday School……22
Final Exam Exemptions……...46
Fighting……21
Grades and Grading……7
Graduation……12
Graduation Requirements……....7
Guest Passes……...44
Hazing……....32

Health and Safety……...14
Highest Honors ……...8
Homeroom…….43
Homework – Make up Work……...9
Honors Diploma Requirements……12
Improper use of Vehicle on School Grounds or During the school day……....23
Insubordination……..21
Insurance……....34
Intimidating, Threatening, Degrading or Disgraceful Acts……...22
JVS Students……..13
Leaving School Grounds without Permission……....22
Lockers……...43
Lost and Found……..45
National Honor Society……..11
NCAA Clearinghouse Eligibility……...13
Organizations……31
Parking Privileges / Permits……...33
PDA – Public Display of Affection……...23
Phone Calls……....44
Possession of Tobacco Products……....19
Principal's List / Honor Roll……..10
Schedule Changes……....6
School Calendar……...5
School Property……..32
Secret Societies……..32
Selling and Soliciting……31
Sexting……...23
Skipping or Cutting Class……..22
Smoking – Use of Smokeless Tobacco……..22
Student Class Ranking……7
Student Classification……..7
Student Suspension / Expulsion (And Emergency Removals).....24
Tardy Policy……...15
Transportation Regulations……....24
Tutoring and Correspondence Courses……....6
Unexcused Tardiness to School or Class……...15
Use of Profanity……21
Use of Tobacco Products……...22
Valedictorians……..8
Video Surveillance……35
Visitors……...44

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

# BUCKEYE LOCAL SCHOOL DISTRICT
## 2022-2023 SCHOOL CALENDAR

| | | | |
|---|---|---|---|
| Monday | August 22 | In-service Meetings/Training | |
| Tuesday | August 23 | Professional Meeting | |
| Wednesday | August 24 | School Opens | |
| Monday | Sept. 5 | No School – Labor Day | |
| Wednesday | Sept. 14 | 2 hour delay – Professional Development | |
| Wednesday | October 12 | 2 hour delay – Professional Development | |
| Friday | October 21 | End First Grading Period……. | 252 Instructional Hours (42 days) |
| Tuesday | November 1 | Parent Teacher Conferences – HS & JH 3:30 pm – 7:00 pm Elem – 4:30 pm – 8:00 pm | |
| Wednesday | November 2 | 2 hour delay – Professional Development | |
| Wednesday | November 23 | No School – Thanksgiving Break | |
| Monday | November 28 | School Resumes | |
| Thursday | December 22 | No School – Christmas Break | |
| Wednesday | January 4 | School Resumes | |
| Friday | January 13 | End Second Grading Period……. | 288 Instructional Hours (48 days) |
| End of First Semester ……. | | | 540 Instructional Hours (90 days) |
| Monday | January 16 | No School – MLK Day | |
| Wednesday. | February 8 | 2 hour delay – Professional Development | |
| Monday | February 20 | No School – Presidents' Day | |
| Friday | March 17 | End Third Grading Period…… | 258 Instructional Hours (43 Days) |
| Tuesday | March 28 | Parent/Teacher Conference - HS & JH 3:30 pm – 7:00 pm Elem – 4:30 pm – 8:00 pm | |
| Wednesday | March 29 | 2 hour delay – Professional Development | |
| Thursday | April 6 | No School – Easter Break | |
| Tuesday | April 11 | School Resumes | |
| Wednesday | May 17 | 2 hour delay – Professional Development | |
| Thursday | May 25 | Last Day for Students …..…… (Possible Make-up Days February 20, April 6, April 10) | 276 Instructional Hours (46 Days) |
| End of Second Semester ……... | | | 534 Instructional Hours (89 Days) |
| Friday | May 26 | Teacher Workday | |

| | | |
|---|---|---|
| TOTAL INSTRUCTIONAL HOURS | 1074 | (179 Days) |
| PARENT CONFERENCE HOURS | 7 | (1 Day) |
| TEACHER IN-SERVICE | 7 | (1 Day) |
| PROFESSIONAL MEETING (BEGINNING) | 6 | (1 Day) |
| TEACHER WORKDAY HOURS | 6 | (1 Day) |
| TOTAL SCHOOL CALENDAR HOURS | 1100 | (183 Days) |

Buckeye Local High School Graduation Friday, May 26, 2023 @ 6:00 PM*

*Graduation Date would be moved to June 2, 2023 if school year were extended due to make up days.

**Course Load**
A normal workload for secondary students is **seven** classes per year. A student must have permission from the principal to carry more or less than the normal requirement. Special student status can only be granted by the Superintendent and will be approved on a very limited basis. Seniors may be eligible for early release dependent upon status for graduation. Students must have Parent and Principal permission to participate. Students must be passing all classes.

**Schedule Changes**
A student's schedule may be changed only through the authority of the principal or School Counselor, with the principal's knowledge.

In case of withdrawal from a subject, a student will receive a "W" or "WF" which carries a zero point value.

Students who have signed up for Honors or college English have until the June round of schedule changes to drop the course.

**Tutoring and Correspondence Courses**
A student shall not receive credit for subjects taken outside the school by tutoring, 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 Buckeye Local Central Office.

**Credit Flexibility**
The Ohio Department of Education and the Buckeye Local School District provides to students the opportunity to earn credits for student work outside the traditional classroom. Students must have a plan pre-approved by the guidance department and principal prior to completion. Students will complete time equivalent to the Carnegie Unit in order to receive 1 full credit (120 contact hours) or a 1/2 credit (60 contact hours). There is no limit to the number of credits a student may earn. Credits earned will be elective and they will not replace required courses. Students will be responsible for completing assignments related to hours and activities completed.

Credit Flexibility shifts the focus from seat time to performance. Students can earn units of high school credit based on an individually approved credit flexibility plan. This could include but not limited to internships, community service, educational travel, on-line or distance learning.

**Student Classification**

| | |
|---|---|
| Senior | 18 Credit Hours |
| Junior | 11 Credit Hours |
| Sophomore | 5 Credit Hours |

**Graduation Requirements**
BLHS Graduation 24 credits plus meet one of the pathway requirements set by ODE.
JVS and OWE - 24 in addition to the 3 graduation pathways approved by ODE.

Class of 2023 and beyond. (Must show **competency** and **readiness**)

Competency – Earn a passing score on Ohio's high school Algebra I and English II tests. Students who do not pass the test will be offered additional support and must retake the test at least once. If you do not receive a passing score after retaking the test, there are three additional options to show competency.

**Option 1:** Demonstrate TWO career-focused activities:

o Foundational
- Proficient on WebXams
- A 12-point industry credential
- A pre-apprenticeship or acceptance into an approved apprenticeship program

o Supporting
- Work-based learning
- Earn the required score on WorkKeys
- Earn the OhioMeansJobs Readiness Seal

*At least one of the two must be a foundational skill.

**Option 2:** Enlist in the Military. Show evidence that you have signed a contract to enter a branch of the U.S. armed services upon graduation.
**Option 3:** Complete College Coursework – Earn credit for one college-level math and/or college-level English course through Ohio's free College Credit Plus program.

**AND**

Readiness- Earn two of the following diploma seals, choosing those that line up with your goals and interests. At least one of the two must be Ohiodesigned:

- OhioMeansJobs Readiness Seal (Ohio)
- Industry-Recognized Credential Seal (Ohio)
- College-Ready Seal (Ohio)
- Military Enlistment Seal (Ohio)
- Citizenship Seal (Ohio)
- Science Seal (Ohio)
- Honors Diploma Seal (Ohio)
- Seal of Biliteracy (Ohio)
- Technology Seal (Ohio)
- Community Service Seal (Local)
- Fine and Performing Arts Seal (Local)
- Student Engagement Seal (Local)

*All graduation requirements can be viewed at education.ohio.gov/graduation

**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 – 0 Av. |
| | | | .64 or below is an F |

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

**Course Descriptions And Prerequisites**

Refer to the course description book or contact the School Counselor Department for Prerequisites and/or course information.

**Student Class Ranking**

All students will be graded on a 4.0 grading scale. Advanced academic classes (formerly weighted) will be designated as such on final transcripts.

For the purpose of ranking, when needed, students will be listed in order based upon the G.P.A. All grade point averages (G.P.A.) will be cumulative grades nine (9) thru twelve (12) including any subjects offered for high school credit at junior high level.

**Valedictorian**: A student with the highest G.P.A. for 4 years and having completed and earned a grade in 10 of the classes designated as advanced academic class by the Board of Education. Students must also meet Academic Honors Diploma Requirements (See page 11). When determining the class rank for valedictorians and salutatorians, the student(s) with the highest cumulative grade point average(s)(GPA) as determined at the end of the 3rd nine weeks will be ranked valedictorian and salutatorians respectively.

If no tie exists for Valedictorian, a Salutatorian will be chosen based upon the standards above and having the second highest academic average for four (4) years.Valedictorian(s) and Salutatorian(s) will give speeches at the graduation ceremonies unless a tie exists for Valedictorian, at which time only the Valedictorians will speak.

Courses taken at the college level will be counted as advanced academic courses if there exists a corresponding advanced academic course at the high school. Grades will only be given by semester.

Example: Physics – high school rated as advanced thus college physics courses will be counted.

Example: Government at high school not designated advanced academic so government at

college will not be counted. Students will be recognized in a manner to be determined by the high school on the graduation program for their respective honors.

**Honors:** Students will have completed all requirements and possess a cumulative G.P.A. from 3.00 – 3.75.
**Highest Honors:** Students will have completed all graduation requirements and possess a cumulative G.P.A. of 3.76 or above and have taken and completed a minimum of ten (10) advanced academic classes.

**Advanced Academic Courses**

The following courses will be considered "Advanced Academic" courses:

| | |
|---|---|
| Anatomy/Physiology I,II | MERIT Scholar (once) |
| Honors English I, II, III | Chemistry I,II |
| Physics I,II | Core Academic CCP |
| Biology II | French III |
| Pre-Calculus /Trig | French IV |
| Calculus | Spanish III |
| Algebra II | Spanish IV |

Courses will meet the following criteria:

- Advanced Course Content
- Pulling of prerequisite knowledge
- Use of critical and analytical thinking
- Special project and paper assignments
- Extended studies beyond the school day
- Outside reading, note taking and class reporting
- Overall expected excellence of materials and presentations

**Advanced Grading Scale**

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

| | | | |
|---|---|---|---|
| A | 120 – 92.5 | C | 80.49 – 71.5 |
| A- | 92.49 – 91.5 | C- | 71.49 – 70.5 |
| B+ | 91.49 – 90.5 | D+ | 70.49 – 69.5 |
| B | 90.49 – 82.5 | D | 69.49 – 62.5 |
| B- | 82.49 – 81.5 | F | 62.49 & below |
| C+ | 81.49 – 80.5 | | |

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

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

| | | | |
|---|---|---|---|
| A = | 3.755 – 4.00 Av. 4.00 | C+ = | 2.255 – 2.504 Av. 2.38 |
| A- = | 3.505 – 3.754 Av. 3.63 | C = | 1.755 – 2.254 Av. 2.00 |
| B+ = | 3.255 – 3.504 Av. 3.38 | C- = | 1.505 – 1.754 Av. 1.63 |
| B = | 2.755 – 3.254 Av. 3.00 | D+ = | 1.255 – 1.504 Av. 1.38 |
| B- = | 2.505 – 2.754 Av. 2.63 | D = | 0.645 – 1.254 Av. 1.00 |
| | | F = | .644 - 0 Av. .644 or below is an F |

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

**Homework – Make up Work**

Homework assignments are necessary both for practice of skills and for teaching work responsibility. Assignments should be clear to each student and should be items which have been practiced previously in school.

HIGH SCHOOL (9-12) - A student's schedule will dictate the amount of study that is needed at home.

**FOR 6-12 STUDENTS, MAKE-UP ASSIGNMENTS SHOULD BE THE RESPONSIBILITY OF THE STUDENT.** The teacher must have tests and work-sheets available for the student when they return to school. Some assistance must be given to those who miss the presentation of new material. It is the responsibility of the student to collect missing assignments from the teacher. For every one day of school missed, the student will have one day to make-up work.

**Academic Dishonesty**

A violation of academic honesty constitutes a serious offense. Violations include, but are not limited to: Cheating, plagiarism, misrepresentation, unauthorized collaboration, dishonesty in papers and self-plagiarism as well as other forms of academic misconduct.

A violation of any of the above will result in the following:

**1st offense** – Student issued a zero on the assignment and issued ten demerits. Teacher notifies parents by telephone, letter or email.

**2nd offense** – Student issued an F for the 9 weeks period and issued ten demerits. Teacher notifies parents by telephone, letter or email.

**3rd offense** – Student fails the course for the year and issued ten demerits.

**Exams**

Final examinations will be given at the end of each term.

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. Exams may count as a double grade averaged with other grades taken during the grading 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" (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 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 2.00 will qualify for Honor Roll.

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.

**Drug Testing**

All students who participate in any 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.

**National Honor Society**

Eligibility:

1. Cumulative grade point average from the previous academic year necessary to be eligible: Seniors and Juniors: 3.45AND must be involved in at least one school activity SOPHOMORES AND FRESHMEN WILL NOT BE ELIGIBLE.

   25 POINT SYSTEM

2. SCHOLARSHIP: a maximum of 10 points may be accumulated under scholarship. G.P.A. will be arranged in order and grouped as an arithmetic progression with the following distribution of points:

| 10 | 9 | 8 | 7 | 6 | 5 | 4 | 3 | 2 | 1 |
|---|---|---|---|---|---|---|---|---|---|
| 4.0 | 3.9 | 3.8 | 3.8 | 3.7 | 3.6 | 3.6 | 3.5 | 3.5 | 3.4 |
| 0 | 3 | 7 | 1 | 5 | 9 | 3 | 7 | 1 | 5 |

   Should a student's G.P.A. fall between the above progressions then he/she will receive the lower point value,for example, an average of 3.64 will result in a student receiving 4 points.

3. SERVICE: A maximum of 5 points may be accumulated under service. One half point (.5 point) will be given for participation in the following categories: each sport and school club, school organizations, band, jazz band, concert band, chorus, scholarship team, cheerleading, and other non-paid service positions in the school; also community and church service and/or organizations. All non-school activities receive one-fourth (.25 point). Service will be determined on an annual basis.

4. LEADERSHIP: A maximum of 5 points may be accumulated under leadership. One half point (.5 point) will be given for the following: officer of a club or class, non-rotating captains of teams or squads. Teachers may also assign one fourth point (.25 point) to outstanding leaders in their classrooms. This should be kept to a minimum. Leadership is cumulative for grades nine thru twelve (9-12) only.

5. CHARACTER: A maximum of 5 points may be accumulated under character. This area will be teacher evaluated. Teachers are to rate those students they have in class, or those they have been associated with in extra-curricular activities.

   Ratings will be done on a scale of 5 - 4 - 3 - 2 - 1. No teacher may assign a 2 or 1 rating unless a written reason is on file with the committee or principal's office. All rating points will be totaled and divided by the number of staff persons rating the student so that an average may be determined. This average will be the actual points assigned to this category. The candidates rating shall be the sum of Scholarship, Leadership, Service and Character points. A minimum of 10.75 points shall be required for membership. A 3.50 minimum average must be maintained in this area to be considered for membership.

**MERIT Scholar Program**

Students who meet the following criteria will be invited to participate in the District MERIT Scholar Program:

- Enrolled as a sophomore, junior, senior in the Buckeye Local School District
- Have an overall 3.5 grade-point average
- Students who are designated gifted in any area as demonstrated through an Ohio Department of Education approved testing measure.
- Participating students receive 1 advanced unit of credit. A grade will be assigned at the end of each 9 week grading period which will be averaged for a final grade.

**Graduation**

A student shall be granted a diploma who successfully completes the prescribed curriculum in high school. Diplomas will be granted at the close of the regular school year or in the summer after summer school credits have been filed.

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

4 credits in English
3 credits in Social Studies
1 World History
1 American History
1 American Government
4 credits Math
3 credits Science
½ credit Health
½ credit Physical Education
½ credit Economics and financial literacy
1 credit Fine Arts

**Academic Honors Diploma Requirements**

Students will be required to meet 8 of the 9 criteria:

- 4 units English/Language Arts
- 4 units Math including Algebra I, Geometry, Algebra II, and another higher level course
- 4 units Science, including 2 advanced courses sciences
- 4 units of Social Studies
- 1 unit of Fine Arts
- 3.5 GPA
- 27 ACT or 1210 SAT score
- 3 units of one foreign language or 2 units each of two languages
- 2 additional units from one or more of the above areas (excluding health/physical education) listed or 2 units from the following: business, computer science, visual or performing arts.

In addition to the Academic Honors Diploma, students can pursue an International Baccalaureate Honors Diploma, Career Tech Honors Diploma, STEM Honors Diploma, Arts Honors Diploma, and Social Science and Civic Engagement Honors Diploma. Students must consult with the School Counselor department for the criteria for each diploma.

**NCAA Clearinghouse Eligibility**

Each year the NCAA changes requirements for the clearing of athletes to compete on the college level. You should see your School Counselor for up to date information concerning this matter.

**Credits for Band Participation -** GRADES 9-12
The following credits will be given for participation in Band in the Buckeye Local School District.

| Minimum Hours Needed | Credit Earned |
|---|---|
| 120 Hours | 1 credit |
| 90 Hours | ¾ credit (Jazz Band) |

Credits may be earned by participating in the following ways:

| | |
|---|---|
| Marching and Concert Band | 1 credit |
| Athletes / Cheerleaders in band | 1 credit |
| Joint Vocational School Students | 1/2 credit |
| Auxiliary Corps (Non-Musical) | 1 credit |

Any other credit changes, due to unanticipated situations which have not been addressed above, must be approved by the Superintendent through the building principal.

**JVS Students**
Students who have chosen to attend the Joint Vocational School and have begun classes for the school year will be permitted to return to his/her home building under the following conditions:

1. Students who sign up for the JVS will be required to spend at least one full semester there. Students will not be able to return to the home school once the school year has begun until the beginning of the second semester.
2. A conference is held with the following people present: the student, parents or guardians of the student, the home school building principal, the home school guidance counselor, and personnel from the JVS.
3. At this conference the reasons for the transfer will be noted, the student's academic record and credit status reviewed, and a new schedule discussed with the parents and student.

It is important that the above procedures are followed to insure parent involvement in the student's future academic program. Once the procedures have been followed, the transfer may be approved.

***JVS Student - Attendance***
All JVS students must comply with the District attendance guidelines.

**Health and Safety**
Each student must have met the minimum immunization requirements for the State of Ohio to be entered in a Buckeye Local School.

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. In extreme cases,

students will be transported to an area hospital.

**Attendance/Absence Policy**

The Ohio General Assembly passed House Bill 410 to encourage and support a preventative approach to excessive absences and truancy. Beginning with the 2017-2018 school year, several changes took place. Schools can no longer suspend or expel students for missing too much school. The District amended Policy 5200 that outlines interventions and plans for students who miss too much school.

Regular school attendance is an important ingredient in students' academic success. Excessive absences interfere with students' progress in mastering knowledge and skills necessary to graduate from high school prepared for higher education and the workforce. To support academic success for all students, the district will partner with students and their families to identify and reduce barriers to regular school attendance. The district will utilize a continuum of strategies to reduce student absence including, but not limited to:

- Notification of student absence to the parent or guardian;
- Development and implementation of an absence intervention plan, which may include supportive services for students and families;
- Counseling;
- Parent education and parenting programs;
- Mediation;
- Intervention programs available through juvenile authorities; and
- Referral for truancy, if applicable.

**Attendance**

Daily attendance of students in school is a matter of great importance as shown by the fact that prospective employers always check attendance. When it is necessary for a student to be absent, the student upon return is to report to the main office for an admit slip. The student must present a note stating the date or dates of the absence, the reason, and it must be signed by the parent(s) or guardian. A student arriving after 1:00 P.M. or leaving before 10:00 A.M. will be counted absent for the whole day.

***Excused Absences*** - Any absence will be marked unauthorized until a note is received in the office. A note from a parent or guardian must be received within one week of when the absence occurs for it to be considered excused. Once a student reaches 96 hours of excused absences by a parent note all future absences will be marked unauthorized for the remainder of the year. The student will be required to make up unauthorized absences that exceed 96 hours within one school year. All absences with a medical, funeral, and court document will be marked authorized with proper documentation. Any exception must be approved by the principal.

**Early Dismissals and Late Arrivals**

All early dismissals and late arrivals must be accompanied by a note signed by the parent or guardian. If the early dismissal is approved, you will be given an early dismissal slip which must be turned into the main office before you leave. Parents must pick you up at the designated area and sign out on the appropriate form. A student arriving after 1:00 P.M. or leaving before 10:00 A.M. will be counted absent for the whole day. All students participating in extra-curricular activities must be in attendance for 1/2 day P.M. (arrive before 10:30 a.m.) to participate that day. Any exception must be approved by the principal.

**Tardy Policy**

***Excused Tardy*** – A tardy to school before 10:00 am will be considered excused, if the student has a note signed by a parent or guardian. Students accumulating a pattern of excessive tardies will face possible disciplinary action. A note must be given within one week of when the tardy occurs for it to be considered excused.

Tardies will only be excused for the following reasons:

1. Personal Illness
2. Illness in the student's family
3. Emergency in the family
4. Acts of God

***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 tardies will result in the following disciplinary action.

1. 3 tardies = warning
2. 5 tardies = 2 days after school detention
3. 6 or more = 2 demerits per tardy
4. 10 tardies or more = loss of driving privileges/ loss of participation in extracurricular activities until time is made up

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.

**Definition of Truancy and Excessive Absences**

1. Definition of 'habitual truant' is:
    a. Absent 30 or more consecutive hours without a legitimate excuse;
    b. Absent 42 or more hours in one school month without a legitimate excuse; or
    c. Absent 72 or more hours in one school year without a legitimate excuse.
2. Includes 'excessive absences':
    a. Absent 38 or more hours in one school month with or without a legitimate excuse; or
    b. Absent 65 or more hours in one school year with or without a legitimate excuse.

**Decorum**

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

A student shall practice proper lunchroom demeanor. All food, including milk, 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. Students who leave a mess may received demerits or maybe required to assist custodian with cleaning lunch tables

**Discipline - GRADES 9-12**

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:**

***Possession of/Use of 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:

1. the school grounds; during, before or after school hours
2. off school grounds at a school activity.
3. on school buses or rented carriers
4. use prior to attending a school activity, function or event
5. 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 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.
    a. The suspension will be reduced if the student voluntarily enters an approved drug and alcohol assessment-counseling program.
    b. 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.This is not the same as fighting. An assault would be decided at the discretion of the principal or adult staff present based on gathered evidence.

***Dangerous Weapons or Instruments***
Ten day suspension plus 15 demerits (Includes firecrackers)
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: firecrackers, sharp instruments, pipes, guns, knives, ice picks, switchblades, brass knuckles, chemicals and gasses, including mace.

***Knowledge of Dangerous Weapons or Threats of Violence***
Up to (15) ten demerits
Because the Board believes that students, staff members and visitors are entitled to function in a

safe school environment, students are required to report knowledge of dangerous weapons or threats of violence to the principal's office. Failure to report such knowledge may subject the student to disciplinary actions.

***Minor Theft***
Up to 15 demerits
A student shall not possess an item that belongs to another student without permission.

***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 or Class***
Up to 15 demerits
A student shall not engage in any conduct which may cause or create a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity or purpose, or that interferes or creates a reasonable likelihood that it will interfere with the health, safety, well-being or rights of other students.

***Damage to Private or School Property***
Up to 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, Racial Slurs and / or Obscene Language Partial Phrases that can be implied as Obscene or Gestures*:**
Up to 15 demerits
A student shall not use any form of profanity, written or verbal racial slurs ***and / or obscene language***, either 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

***School Safety***
Up to 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***
Up to 15 demerist, 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 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 nonverbally (handshakes, slogans, drawings, markings, etc.) membership in or affiliation with a gang.

***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.

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

***Fighting*** **-** Fifteen (15) demerits for each offense

***Inducing Panic, Intimidating, Threatening, Degrading or Disgraceful Acts***
Fifteen (15) demerits
A student shall not engage in any act which intimidates, threatens, degrades or disgraces a teacher, fellow student, visitor, administrator, school employee or member of Board of Education by written, verbal or gestural means. (Expulsion may be considered.) Students may also not engage in any action which may induce panic of students or staff.

***Smoking – Use of Smokeless Tobacco/Electronic Cigarettes/Nicotine Products***
Fifteen (15) demerits for each offense (3 day suspension)

***Use of Tobacco Products/Electronic Cigarettes***
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 (including practices) and during field trips and other scheduled activities of the school.

***Possession of Tobacco Products/Electronic Cigarettes/Nicotine Product***
Ten Demerits plus 3 days of after school detention
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.

***Failure to Attend Saturday School or After School Detention***
Failure to attend an assigned Saturday School or After School Detention will result in Five (5) demerits.

***Leaving School Grounds without Permission***

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

***Skipping or Cutting Class***

(3) demerits for each offense

Skipping or cutting class is defined as not being in the assigned classroom, flex/assembly period, lunch period, etc., but not leaving the school grounds.

***Improper use of 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. semester.
3rd offense- 15 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 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.

***Sexting***

The possessing, taking, disseminating, transferring, or sharing of nude, obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise(commonly called texting, emailing, or sexting, etc.) may constitute a crime under state and/or federal law. Any person possessing, taking, disseminating, or sharing nude, obscene, pornographic, lewd or otherwise illegal images or photographs may be punished under the Code of Conduct and may be reported to the appropriate law enforcement agencies.

**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 or Assistant 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. Parents 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 driving privileges.
6. Saturday School
7. In-school suspension - When an adequate place is available within the building, principals 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 can not remain in our schools if they are a continuous threat to the health and safety of the other students and staff.

***Transportation Regulations***

Transporting our students to and from our schools through-out 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.

1. Regulations at the Bus stop
    a. Students should arrive at the bus stop no more than 10 minutes before scheduled pick-up.
    b. Absolutely no fighting, hitting, or shoving while waiting to be transported on the school bus.
    c. Stand in an orderly way and wait for the bus to arrive.
    d. Conversations are not to be unnecessarily loud, nor shall improper language be used at any time.
    e. Private property around the bus stop shall not be violated in any way.
    f. The grounds around the bus stop are to be kept free of additional litter.
    g. Students should board the bus in an orderly and courteous manner.
    h. Behaviors listed on the disciplinary school code will not be tolerated at the bus stop.
2. 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.
    a. Students shall take their seats immediately upon entering the bus.
    b. Students shall obey instructions and requests of the driver without question.
    c. Students shall remain in their seats until time to leave the bus.
    d. Students shall conduct themselves in an orderly manner.
    e. Students shall not be loud or use improper language at any time.
    f. Windows shall not be adjusted without permission of the driver.
    g. Students shall not stand in the road while waiting for the bus.
    h. Students will wait until the bus is at a complete stop prior to attempting to get on or off.
    i. Waste paper and rubbish must not be dropped on the floor of the bus.
    j. Students shall never throw any object while inside the bus.
    k. No one will be permitted to smoke or use tobacco on the bus.
    l. Students must not extend arms or head outside of the bus window.
    m. Students shall not show inappropriate behavior as indicated on the school district disciplinary code.
    n. Any student who needs to ride another bus must have a written note from their Parent / Guardian. If you are riding to another student's house, you must have a note from that student's Parent / Guardian.
3. Any person who attempts to interfere with the safe transportation of the students will be turned over to authorities and charges filed.

Buckeye Local will strictly enforce a "No tolerance" policy on school buses for alternative school students. Students will be expected to obey the rules of conduct on the bus and the commands of the bus driver. Any incidents of misbehavior will be cause for immediate dismissal from all buses operated by Buckeye Local. It will be the responsibility of the parent to provide transportation to the Alternative School if the student is prohibited from riding the bus. Reinstatement will only be granted with the consent of the Superintendent or his/her designee.

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.

***Accumulation of Demerits***

| | |
|---|---|
| 1-14 Demerits | Students will be counseled. Incidents will be recorded on a behavior card. |
| 15 Demerits | Three (3) day suspension. Letter mailed to parents. Parent conference prior to student returning. After School Detention or Saturday School may be assigned in lieu of suspension at the discretion of the principal. |
| 30 Demerits | Three (3) day suspension. Letter to parents. Parent conference prior to the student returning. |
| | |
| 45 Demerits | Five (5) day suspension. Letter to parent, parent conference prior to student returning. |
| 60 Demerits | Ten (10) day suspension and recommendation for expulsion. |

***Detention*** (Tardiness and Other Reasons)

1. A student may be detained before school, at lunchtime or after school by the principal or teacher for tardiness, unexcused absence or for other good causes.
2. A student shall not be kept longer than one hour before school, at lunch time or two hours after school.
3. A student detained or staying after school shall be supervised.
4. Detention shall not cause an extreme hardship on the student but shall take precedence over extra-curricular or curricular activities, working, etc.
5. All transported students who are given detention shall have one day notice to make necessary arrangements for transportation home. Detention students will not be guaranteed to ride school buses home.
6. Tardiness: Measures beyond detention may be taken in order to correct or prevent habitual tardiness.

**Removal, suspension Expulsion, and permanent exclusion of students**

The Board authorizes the Superintendent to provide for options to suspension/expulsion of a student from school which may include alternative educational options.

The Superintendent shall initiate expulsion proceedings against a student who has committed an act that warrants expulsion under Board policy even if the student withdraws from school prior to the hearing or decision to impose the expulsion. The expulsion must be imposed for the same duration it would have been had the student remained enrolled.

The Board may temporarily deny admittance to any student who has been expelled from the schools of another Ohio district or an out-of-state district, if the student's expulsion period set by the other district has not expired. The expelled student shall first be offered an opportunity for a hearing. This provision also applies to a student who is the subject of a power of attorney designating the child's grandparent as the attorney-in-fact or caretaker authorization affidavit executed by the child's grandparent and is seeking admittance into the schools of this District in accordance with Policy 5111.

The Board may temporarily deny admittance to any student who has been suspended from the schools of another Ohio district, if the student's suspension period set by the other district has not expired. The suspended student shall first be offered an opportunity for a hearing before the Board.

When a student is expelled from this District, the Superintendent shall send written notice to any college in which the expelled student is enrolled under Postsecondary Enrollment Options at the time the expulsion is imposed. The written notice shall indicate the date the expulsion is scheduled to expire and that the Board has adopted a provision in Policy 2271 under R.C. 3313.613 to deny high school credit for postsecondary courses taken during an expulsion.

If the expulsion is extended, the Superintendent shall notify the college of the extension.

The Superintendent may require a student to perform community service in conjunction with or in place of a suspension or expulsion. The Board may adopt guidelines to permit the Superintendent to impose a community service requirement beyond the end of the school year in lieu of applying the suspension or expulsion into the following school year.

A copy of this policy is to be posted in a central location in each school and made available to students and parents upon request. Key provisions of the policy should also be included in the parent-student handbook.

## 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.

1. Tank tops and mesh or see-thru tops will be permitted only when worn over or under a blouse or shirt. Tank tops must have a minimum of 2 inch straps.
2. Bare midriffs or low cut tops will not be permitted. Cut off shirts must not expose the rib cage. No open back shirts will be permitted.
3. Shoes must be worn at all times.
4. Suggestive or profane pictures or slogans on wearing apparel are not permitted. Clothing that depicts violence or is associated with gang or illegal activity is not permitted.
5. Skirt, shorts, and dress lengths must conform to the requirements of decency and propriety. All skirts and dress lengths must reach the midpoint of the thigh. Shorts must have a minimum of 3-inch inseam.
6. Drooping or sagging pants will not be permitted. Pants must be worn in a normal fashion at or above the belt line. Jeans or pants with holes above the 3-inseam mark, where skin is visible are not permitted.
7. Outside coats and blankets are not permitted to be worn during the school day.
8. The wearing of hats or other head apparel (including sunglasses) will not be permitted. Hats may be worn at the discretion of the building principal for special occasions / events. Headphones may be worn in the hallway if one ear is uncovered. Headphones are not to be worn in the classroom without permission from the teacher.
9. The wearing of long heavy chains, spiked collars and/or bracelets or any other type of jewelry of this kind will not be permitted.
10. Backpacks are not permitted to be carried throughout the school day. The principal may allow students to carry backpacks under special circumstances.

Students must:

- Wear shoes at all times.
- Wear all shorts and pants at waist level.

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.

All dress code regulations for Buckeye Local High School are at the discretion of the Principal or Assistant Principal.

## 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, but the advisor should make an effort to furnish independent transportation. In any case, the advisor shall accompany the cheerleaders to all contests, home and away.

***Awards:*** Varsity letter winners shall receive the official varsity letter the first time they win an award with a metal insert indicating the sport in which he/she earned the award. Subsequent letter winners shall receive a certificate or metal insert indicating the sport. All senior athletes shall receive a plaque or award if a suitable donor can be found. If it is the first year they earn a letter, they will also be presented with the official varsity letter. Under no circumstance shall a varsity letter be awarded to a grade school or junior high school student. In the event that such a student should serve as a varsity manager, an appropriate certificate shall be presented.

***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.

***Return of School Uniform and Equipment:*** Students shall return all school uniforms and equipment (in the condition it was distributed, allowing for normal wear and tear) to their coach within one week of completion of their last game. Failure to return school uniform and equipment could result in student's paying to replace items. Students will not be eligible to participate in another sport until this matter is resolved.

***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, exceptions will be at the discretion of the Superintendent. 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:*** There will be **NO** practice if school is canceled, unless special circumstances exist at which time, special permission from the Superintendent must be obtained to make an exception to the policy.

***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.

***Student Athlete Policy***: A student who quits a sport after a regularly scheduled game of the season, cannot participate in another sport until the sport he or she is currently participating in

has ended. Exception if coaches agree that it's best for an athlete to switch sports with the approval of the Athletic Director and Principal.

***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 five (5) one-credit courses or the equivalent which count towards graduation during the immediately preceding grading period. Students on VLA must complete 9 lessons per 9 weeks per class to remain eligible. The student must also maintain a minimum 1.25 G.P.A.
2. Summer school grades earned MAY NOT BE USED to substitute for failing grades from the last grading period of the regular school year to fulfill the 5 credit minimum requirement. They may be used to meet the minimum G.P.A. requirement.
3. Any student determined to be ineligible by OHSAA standards based upon grades from the preceding grading period remains ineligible throughout the next entire grading period.
4. Block scheduling or double blocking of courses does not change the calculation of credit equivalencies as required in OHSAA bylaws. Courses taken over one semester or one quarter (9-week period) carry a factor of 2 and 4, respectively. Therefore, if a student takes an English course during the first semester only and receives one credit for passing that course, that class carries an equivalency of 2 (1 credit x the factor for a semester course (2) = 2).

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**

Please refer to the cheerleader handbook.

**Band**

Specific regulations are set by each school band director. It is the responsibility of each student participating in the band to follow the guidelines.

**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.

**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. Students cannot run personal fundraisers without permission.

Chances on punch boards 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.

**Administering Medication to Students**

(Adopted 6/28/84)

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

1. 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.
2. 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.
3. 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.
4. 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.
5. The physician prescribing the medication must complete the first side of the form giving permission to the principal, school nurse or certified designee to dispense the prescription.
6. State Department Dental Disease Prevention Programs are exempt from this policy.

**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.

**Secret Societies**

No student shall organize, join or belong to a fraternity, sorority or other like society, composed of students of the public schools, that is considered a secret society.

**Hazing**

Hazing of any type is inconsistent with the educational process and shall be prohibited at all times in the Buckeye Local School District. No student, including, but not limited to, leaders of student organizations, shall plan, encourage or engage in the hazing of any person.

Hazing shall refer to any act of coercing another, including the victim, to do any act of initiation to any student or other organization that causes or creates substantial risk of causing mental or physical harm to any person.

**Dances** (Includes Proms and Homecomings)
Dances are held throughout the school year. Guests may attend designated dances with students from BLHS. These procedures must be followed:

1. A dance permission form must be completed.
2. The dance permission form must be approved by the Administration.
3. Guests must be at least a freshman in high school and under 21 years of age.
4. All dance participants are subject to breathalyzer testing or a metal detector.
5. Rules that apply to specific dances will be noted on the permission form.

BLHS students must meet the criteria identified on the dance permission form to attend school-sponsored dances. Below are examples of guidelines addressing expectations that are made specific for each dance:

1. Must have an acceptable behavior record.
    a. No out-of-school suspension or more than three office referrals that result in any form of detention (in-school, after-school, or Saturday School) by school personnel.
2. Must have acceptable attendance.
    a. No more than 48 hours of unexcused absences for the semester in which the dance occurs.
3. Must have a completed school dance permission form to validate the approval of the noted criteria. This form must be signed by the student's parent/guardian and approved by the principal or principal's designee.

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 12:00 A.M. Those attending these functions shall register and identify themselves.

**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. A student may not leave school grounds at lunch time.

**Parking Privileges / Permits**
Students shall not drive nor park automobiles or other vehicles on school property without authorization by the principal.

- No student is to enter a vehicle during the school day without the principal's permission.
- Parking permits may be purchased in the high school office.
- Parking permits will cost $5.00
- Administrators may search any vehicle that is parked on school grounds.

**Students may lose their driving privileges for the following reasons:**

1. Reckless driving on school grounds.
2. Causing an accident on school grounds.
3. Ten (10) unexcused tardies per semester
4. Thirty demerits.
5. More than five unexcused absences.

6. Or any reason that the principal finds may be endangering the student(s) or staff of Buckeye Local High School.

**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.

**Consumable Materials Fee**

A consumable materials fee will be charged to students enrolled in art, home economics, chemistry and biology classes.
The fee will be utilized for the replacement of consumable supplies such as: breakage of equipment, glue, turpentine, paint, nails, erasers, food, specimens, computer repair, parts,etc.

| | |
|---|---|
| Manipulative & Functional Arts | $12.00 PER TERM |
| Art I, II, and III | $20.00 PER TERM |
| Home Economics I | $14.00 PER TERM |
| Interactive Media | $10.00 PER TERM |
| 3D Animation | $10.00 PER TERM |
| Foods and Nutrition I and II | $20.00 PER TERM |
| All Science Labs | $10.00 PER TERM |
| Computer Hardware/Programming | $10.00 PER TERM |
| Advanced Physics | $10.00 PER TERM |
| Physics | $10.00 PER TERM |
| Intro to Technology | $ 6.00 PER TERM |
| Information Technology | $ 6.00 PER TERM |
| Graphic Arts<br>Photography Class<br>Networking/Mobile App.<br>Web Design | $20.00 PER TERM<br>$12.00 PER TERM<br>$10.00 PER TERM |

| | |
|---|---|
| | $10.00 PER TERM |

**Composite Pictures**

The school photographer will take every senior picture on a day announced. There will be a scheduled day where students and/or parents will be able to preview the pictures. If unhappy with them they will be retaken once, if students do not attend on the picture day they will be required to contact the photographer and schedule an appointment.

**Video Surveillance**

Security Monitors: Buckeye Local High School has installed cameras and video equipment to monitor the building and grounds. The purpose of this equipment is to assist the school in providing a safe and secure environment for its students, staff, and general public. In order to be both proactive and preventive, the following are the guidelines for the implementation and use of the equipment for the maximum utilization of these devices.

**Use of Drug Dogs**

In an effort to maintain the safety and security of staff and students at Buckeye Local High School, the school is authorized to use specially trained dogs to detect the presence of drugs. The dogs would be allowed to examine a student's possessions including a vehicle as well as the lockers. The use of these dogs can take place at any time during the school year.

***General Guidelines***

1. The monitoring devices are the property of and their use is the responsibility of the school.
2. Cameras and recording devices will be used on a 24-hour basis throughout the school year, and may be used while school is not in session.
3. Signs are posted around the building to make students and the general public aware of the use of these devices.
4. Students are under the jurisdiction of the school district rules and regulations, as found in the student's handbook. The handbook includes specific building and bus rules and regulations.
5. Individuals, other than students, are subject to federal, state, and local laws.

***Use of Tapes***

1. The school reserves the right to use tapes in disciplinary occurrences. School authorities may include tapes as part of the disciplinary investigation to show rule violations to hearing officers, police and court authorities, parents/guardians and/or students. When properly identified, these tapes may be stored in the school safe for future reference.
2. Administrators who use tapes as part of the due process hearing procedure will complete a form indicating the use of a specific tape. The information on this form will include date, time of request as well as date, time, and reason for the use of the tapes.
3. Only necessary authorized staff will observe tapes and permission to view any tape by an outside authority will be granted only after a formal request is completed by those requesting permission to see tapes.
4. When school authorities observe any behavior that may be in violation of the law by any

person, including students, school authorities may contact our local authorities to determine if such an incident is sufficient to warrant criminal charges. If the authorities recommend that the tapes warrant law enforcement action, the central offices and the proper authorities will be notified of this decision.

5. Law enforcement agencies may request viewing of tape to assist them in their investigative responsibilities after completion of the proper request form.

## 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 any time must meet the following regulations from date of enrollment or date of participation, whichever comes 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 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 School Board 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, electronic, etc.) at any time. All students in extracurricular 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 in 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 Buckeye Local High 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 time and place for a hearing, which shall be scheduled within 72 hours of notification.
    a. HEARING COMMITTEE: Consists of five (5)
        i. Administration
        ii. Athletic Representative - Athletic Director
        iii. Student council advisor
        iv. Band Director
        v. Extracurricular advisor associated with the students in question
4. The hearing committee will meet to investigate the violation.
5. 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 time and place for a hearing, which shall be scheduled within 72 hours of the notification.
6. At the hearing, the student will have an opportunity to discuss the circumstance concerning the incident and present his/her version of the incident.
7. 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.
8. The Principal's decision may be appealed to the Superintendent or his/her 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.
9. 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.

**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 substances.
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.

The effect the incident has on the team needs to be taken into consideration when making final decisions.

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 the 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 (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included) in which the school engages for the entire academic year (twenty-five percent (25%) of a ten (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. Wrestling is determined by meets, duals, and tournaments, not individual matches. 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 (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included) 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 Addiction Services, or a licensed physician trained in chemical dependency. The student/athlete must set an appointment within four (4) 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 completed an assessment and follow-up program.
    d. The Athletic Director/designee monitors the progress of the assessment program and reports any failure to comply with the principal. If the student/athlete fails to comply with the program or fails to complete the program, the full denial of participation of twenty five percent (25%) of all contests/activities (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included) is imposed.
    e. If a student/athlete has a positive test for tobacco or nicotine, the denial of privilege may be reduced to ten percent (10%) of the scheduled contests/activities (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included) 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 (4) 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 completion of 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/designee on completion from the program director. The Health Service Department monitors the progress of the tobacco program and reports any deficiency to the principal/designee. If the student/athlete fails to complete the program or comply with the program, the full denial of participation of 25 percent (25%) of all contests/activities (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included) is imposed.

f. The denial of the privilege to compete begins following the last contest/activity (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included) 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 (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included) is rounded up to include an additional contest/activity (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included). 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 (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included) in which the school engages for the entire academic year fifty percent (50%) of a ten (10) game schedule is five (5) games. Participation denotes competing in events against outside competition at all levels (Varsity, JV, and Freshman) including dressing for contests. Wrestling is determined by meets, duals, and tournaments, not individual matches. 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 (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included), 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 Addiction Services, or a licensed physician trained in chemical dependency. The student/athlete must set an appointment within four (4) 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/designee 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 completed an assessment and follow-up program.

c. The Athletic Director/designee monitors the progress of the assessment program and reports any failure to comply with the principal/designee. If the student/athlete fails to comply with the program or fails to complete the program, the full denial of participation of fifty percent (50%) of all contests/activities (regular season and/or post season games such as OVAC's, sectionals, districts, etc… scrimmages not included) are imposed.
d. If a student/athlete has a positive test for tobacco or nicotine, the denial of privilege may be reduced to twenty percent (20%) of the scheduled contests/activities (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included) 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 (4) 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 completion of 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/designee on completion from the program director. The Health Service Department monitors the progress of the tobacco program and reports any deficiency to the principal/designee. If the student/athlete fails to complete the program or comply with the program, the full denial of participation of fifty percent (50%) of all contests/activities (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included) is imposed.
e. The denial of the privilege to compete begins following the last contest/activity (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included) 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 (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included) is rounded up to include an additional contest/activity (regular season and/or post season games such as OVAC's, sectionals, districts, etc…; scrimmages not included). 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.** If the student/athlete quits the sport/activity to escape the consequences of their actions, they could have school consequences imposed by the building principal/designee.

**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.

2. 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 the Principal, Athletic Director, or Superintendent's office**

## BUCKEYE LOCAL HIGH SCHOOL
## SPECIFIC REGULATIONS

**Homeroom**

When students report to school, they are to go to their lockers for the books needed for the morning classes then report to their 1st period/homerooms on designated days. Students are not to loiter in the hallways. The homeroom/1st period will begin at 7:30 A.M.

**Lockers**

You must use the locker assigned to you. Students are responsible for their individual lockers. They are to be clean and neat. Lockers will be checked periodically by the administration. Students are not to share Lockers. Student lockers are to be locked at all times. Lockers are the possession of Buckeye Local School District and can be searched at any time.

**Restrooms**

Only one person is permitted in a stall at a time.

**Building Passes and Student Planners**

Anytime a student leaves a classroom for any reason, the teacher must sign the pass or approve electronic hall pass. Students in the hall without a pass will receive demerits for being in an unauthorized area without a pass. Before being released from an area a student must obtain a pass from the supervising teacher of the area you are reporting to.

**Class Change Time**

There is adequate time for all students to move from one area of the building to another. Please observe the following directives, which are necessary for the orderly change of classes, and will facilitate change without the necessity of a late pass.

1. Walk at all times, do not run.
2. Keep to the right.
3. Speak in a normal voice. Shouting and horseplay will not be tolerated.
4. Use the waste containers placed in the halls, for rubbish, trash or waste paper.

**Phone Calls**

Phone calls into the school for any student **will not be honored unless a genuine emergency exists** in the student's family. The **only phones** which may be used by students will be the phone in the main office. Calls may be made only at lunch time, and will be limited to three minutes.

**School Property - Posters, Advertising, Displays**

Posters or other displays may not be used in the school building unless permission has been received from the principal. If approved, the material is not to be taped to plastered walls, doors or windows. All posters must be removed the morning following the event.

**Visitors**

The rules are **NO** student visitors to Buckeye Local High School from other high schools. All other visitors must obtain a visitor's pass from the principal's office.

**Guest Passes**

All activities at Buckeye Local High School are for the enjoyment of students of Buckeye Local. They are open to the general public, with some exceptions. These exceptions include dances and other social events as may be specified by the advisor or principal.

In case of a closed function, such as the prom, students from other high schools, or recent graduates will be admitted only if they have a guest pass issued by the principal. These passes may be obtained from the principal's office no earlier than one week preceding the event.

**Computer Use**

Computer use at Buckeye Local High School is encouraged and made available to students for educational purposes. The school retains the ownership of all hardware and software. The school reserves the right to inspect, copy, and delete all files and records created or stored on school owned computers.

Students must observe the following guidelines. Failure to do so will result in penalties as determined by the teaching staff or school administrators.

1. Files stored on school computers are restricted to school related assignments only. Personal files may not be stored.
2. Network password security is the responsibility of the student. Any student unable to log into the network for any reason will be subject to a penalty.
3. Students shall not copy (without authorization), damage, or alter any hardware or software. Students shall not delete a file (without authorization) or knowingly introduce a computer virus to any school program.
4. Students shall not use or alter another person's password, files, or directories. Student aiding teachers are restricted to using only the program selected by the teacher.
5. All non-school software and diskettes must be checked for viruses and approved for use by a network administrator before being used on any computer and are subject to inspection and approved by school personnel at any time.
6. Use of all telecommunications is restricted to school related projects and must be supervised by the teacher or network administrator. Internet users must complete a Computer Network Security Policy Form, which must be approved before using the Internet.
7. No students shall attempt to establish or establish computer contact into school district restricted computer nets or any other unauthorized databases.

**Assemblies**

Assemblies are held for a variety of reasons, whether recreational, educational, or culture in nature. They will be held during flex time whenever possible.
Students should be aware that behavior acceptable at one type of assembly would be distasteful at another.
In order to have assemblies of a different variety, individuals must be able to respect their fellow students and those conducting the assembly.

Specific seating areas will be assigned by homerooms. Students will report back to homeroom before each assembly.
Pep assemblies are held to create school spirit and to enhance student morale. The student body response should be respectful and appropriate. The student body will stand during all pep assemblies until instructed to sit down.

**Lost and Found**

A lost and found will be located in the custodial storage area in the athletic wing.

**No-Drop Policy for All Classes**

Students have an opportunity to adjust their schedules prior to the first day of classes. Once the term begins, no student will be permitted to drop any course. Exception would be if there was a scheduling error by the office and classes had to be changed.

**Cellular Phones**

At Buckeye Local High School the use/possession of 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 the 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.

**Cell phones may be collected by classroom teachers at the beginning of class and returned at the end of class if deemed necessary.**

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.

**Final Exam Exemptions**

Students with outstanding attendance and academic achievement for 1st, 2nd, and 3rd 9 weeks may qualify for final exam exemptions. Students who have perfect attendance and zero tardies will receive 2 exemptions, 3 or less tardies or absences will receive 1 exam exemption. Students who qualify for the principal's list once will earn 1 exemption. Students who qualify more than once for principal's list will receive 2 exam exemptions. Students cannot earn more than 4 exemptions. The exemptions are for final exams only, not midterms. If a student is required by the state to take an end of course exam, the exemption will not be authorized.

**COMPUTER NETWORK/INTERNET ACCEPTABLE USE GUIDELINES FOR STUDENTS IN THE BUCKEYE LOCAL SCHOOL DISTRICT (update)**

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
    a. 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.
    a. Accessing inappropriate chat rooms or newsgroups
5. Violating Law
6. Violating Copyright
7. Personal Use
    a. 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.
    b. 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.

## 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 en-route 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 assistant (PDA), or wireless handheld 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. Students may be subjected to suspension if found guilty of bullying.

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 a 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 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, acts of harassment, intimidation, and/or bullying by specific students 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 a student, a description of such discipline shall be included in the notification.

**Dating Violence**

Dating violence will not be tolerated at Buckeye Local High School. Dating Violence is defined as a pattern of behavior where a person uses or threatens physical, sexual, verbal, or emotional abuse to control the person's dating partner. Demerits or suspension may be issued based on the

severity of the incident.

**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 whom 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 statue. 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 shall not apply to an employee, student, or volunteer determined to have made an intentionally false report about harassment, intimidation, and/or bullying.

**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 it's 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)

This code of conduct is in effect while students are under the authority of school personnel or involved in any school activity. This includes but is not limited to school buses and property under the control of school authorities, and while at interscholastic competitions, extracurricular events, or other school activities or programs.
In addition, this Code of Conduct includes

1. misconduct by a student that occurs off school property but is connected to activities or incidents that have occurred on school district property; and
2. misconduct by a student that, regardless of where it occurs, is directed at a district

official or employee or the property of an official or employee.