

Girard Junior High School

2026-2027

1244 Shannon Rd.
Girard Ohio
330-545-5431

Student / Parent Handbook

Mission Statement: We will develop responsible, critical thinkers who will make productive contributions to their community as lifelong learners. We will accomplish this through rigorous and relevant academics integrated with real-life discovery, awareness, and application. We will strive for increased achievement in all academic areas regardless of disability in a safe learning environment.

Welcome to the **2026-2027** school year at **Girard Junior High School**. As a community member, it is critical that you **respect yourself, your peers, and the adults** who work here every day. It is important that you always strive to do what is right.

Jennifer Santangelo, Principal

Everyone at GJHS is expected to act with Girard PRIDE.

**Positive
Respectful
Integrity
Dedication
Excellence**



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**GIRARD CITY SCHOOLS
SCHOOL CALENDAR
2026-2027**



Girard City Schools - 2026-2027 District Calendar



August '26						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

September '26						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October '26						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Date	Event
Aug. 17-18	Staff Professional Learning Day/No Students
Aug. 19	Teacher Work Day/No Students
Aug. 20	Students' First Day of Classes
Sept. 4	No School
Sept. 7	Labor Day - No School
Oct. 8	Parent Teacher Conferences/Early Release
Oct. 9	NEOE Day - No School
Oct. 15	Parent Teacher Conferences Make-Up Day
Oct. 16	End of 1st Grading Period
Nov. 2	Staff Professional Learning Day/No Students
Nov. 25-27	Thanksgiving Recess - No School
Dec. 18	End of 2nd Grading Period/1st Semester
Dec. 21-31	Winter Recess - No School
Jan. 1, 2027	Winter Recess - No School
Jan. 4	Staff Professional Learning Day/No Students
Jan. 5	Students' Resume Classes
Jan. 18	MLK Day - No School
Feb. 11	Parent Teacher Conferences/Early Release
Feb. 12-15	Presidents' Day Weekend - No School
Feb. 18	Parent Teacher Conferences Make-Up Day
Mar. 12	End of 3rd Grading Period
Mar. 26-31	Spring Recess - No School
Apr. 1-2	Spring Recess - No School
Apr. 5	Students' Resume Classes
May 7	No School
May 14	No School
May 16	Girard High School Commencement
May 19	End of 4th Grading Period/Students' Last Day
May 20	Teacher Work Day

November '26						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December '26						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January '27						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February '27						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March '27						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April '27						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May '27						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Calendar Legend						
	Student First/Last Day					
	No School Students/Staff					
	Staff PL Day - No Students					
	Teacher Work Day					
	PT Conferences Early Release					
	PT Conferences Make-Up					
	End of Grading Period					
	GHS Commencement					

Prospect Elementary

Schedule	Regular	2 Hour Delay	Early Release
Doors Open	8:35 A.M.	10:35 A.M.	8:35 A.M.
School Begins	8:50 A.M.	10:50 A.M.	8:50 A.M.
Tardy Bell	8:50 A.M.	10:50 A.M.	8:50 A.M.
Dismissal	3:35 P.M.	3:35 P.M.	2:05 P.M.

Girard Intermediate School

Schedule	Regular	2 Hour Delay	Early Release
Doors Open	8:10 A.M.	10:10 A.M.	8:10 A.M.
School Begins	8:20 A.M.	10:20 A.M.	8:20 A.M.
Tardy Bell	8:20 A.M.	10:20 A.M.	8:20 A.M.
Dismissal	3:05 P.M.	3:05 P.M.	1:40 P.M.

Girard JR/SR High School

Schedule	Regular	2 Hour Delay	Early Release
Doors Open	7:40 A.M.	9:40 A.M.	7:40 A.M.
School Begins	7:55 A.M.	9:55 A.M.	7:55 A.M.
Tardy Bell	7:55 A.M.	9:55 A.M.	7:55 A.M.
Dismissal	2:45 P.M.	2:45 P.M.	1:15 P.M.

Approved 01.22.26

Girard Junior / Senior High School
1244 Shannon Road Girard, OH 44420
330-545-5431

Phone Extensions/ Room Numbers

101 – Aaron Alejars	201 – Carly Anderson
102 – Cindy Schnellbach	202 – Denise Kasula
103 – Molly Crawford	203 – Hannon, Craig
104 – Ashley Teagarden	204 – Samantha Dohy
105 – Carey Colella	205 – Josh Camuso
106 – Miranda Velchek	206 – Jeana Carpenter
107 – Shelly Powell	207 – Cook/Collins/Hannon
108 – Jenna Martin	208 – Jenifer Reidel
109 – Nolan Cubellis	209 – Kelly Sandy
110 – Ashley Gabriel	210 – Kiwicki
111 – Ernie Szabo	211 – Claire Bosela
112 – Michael Williams	212 – Jennifer Cline-Latell
113 – Jennifer Nicholas	213 – Jennifer Smith
114 – Joe Asente/Beth Kennedy	214 – Stacy Semer
115 – Jennifer Conway	215 – JD Latell/Bonamase
116 – Nicole Hernandez	216 – Anna Scirocco
117 – Jennifer Best	217 – Sam Caputo
119 – Sophie Bertok	218 – Jason Johnson
120 – Stacy Aducci	219 – Joe Naples
121 – Christine Lucarielli	220 – Eric Pellegrini
122 – Jillian Billeck	221 – Dawn Brazofsky
123 – James Tedesco	222 - John Foster GBLA
125 – Jamie Williams	240 – John Bello
126 – Chris DiRando/Kara Burnett	241 – Marla Maderitz
130 – Ashraf Hadi	156 – Tonya Blackann, HS Counseling Sec.
131- Jamie Williams	157 – Angela Cochran
140 –DJ Colella	158 – Kelley Warga
141- Choir Staff	159 – Nick Cochran
143 –Lia Byrne, Nurse	160- SRO Office
149 – Jennifer Santangelo, JH Principal	161 – Jackie Squibbs - Cafe
150 – Lynn Mickey, JH Admin Asst.	162 – Kevin Hetrick, ISR
152 – Scott A. Libert, HS Principal	166 - Heather Vail
153 – Jerilyn Snyder, HS Admin Asst.	
154 – John Cardiero, Asst. Principal	

Junior High Bell Schedules

7th/8th Grade Daily Schedule

Staff Report 7:20

Student Arrival 7:40

Locker (arrival) 7:40-7:55

Warning Bell 7:52

HR 7:55 - 8:00

1 8:00 - 8:43

2 8:43 - 9:26

3 9:26 - 10:08

4 10:08 - 10:50

Locker

8TH	7TH
Lunch: 10:50-11:20	WIN: 10:50-11:20
WIN: 11:22-11:52	Lunch: 11:22-11:52

Locker

5 11:52 - 12:37

6 12:37 - 1:19

Locker

7 1:22 - 2:02

8 2:02 - 2:45

Locker (dismissal)

7th/8th Early Dismissal Schedule

Staff Report 7:20

Student Arrival 7:40

Locker (arrival) 7:40-7:55

Warning Bell 7:52

HR 7:55 - 8:00

1 8:00 - 8:40

2 8:40 - 9:23

3 9:23 - 10:05

4 10:05 - 10:48

Locker

8TH	7TH
Lunch: 10:50-11:20	WIN: 10:50-11:20
WIN: 11:22-11:52	Lunch: 11:22-11:52

Locker

5 11:55 - 12:37

6 12:37 - 1:15

Locker (dismissal)

7th/8th 2 - Hour Delay Schedule

Locker (arrival) 9:40 - 9:55

Warning Bell 9:52

1 9:55 - 10:30

2 10:30 - 11:00

Locker

8TH	7TH
Lunch: 11:00-11:30	WIN: 11:00-11:30
WIN: 11:30-12:00	Lunch: 11:30-12:00

Locker

3 12:00 - 12:40

4 12:40 - 1:22

Locker

5 1:22 - 2:02

6 2:02 - 2:45

Locker (dismissal)

FOREWORD

This student handbook was developed to answer many of the commonly asked questions that you and your parents may have during the school year. This handbook contains important information that you are responsible for knowing. Become familiar with the following information and keep the handbook available for frequent reference by you and your parents. If you have any questions that are not addressed in this handbook, you are encouraged to talk to your teachers or the building principal. This handbook replaces all prior handbooks and other written material on the same subjects.

MISSION OF THE SCHOOL

We will develop responsible, critical thinkers who will make a productive contribution to their community as lifelong learners. We will accomplish this through rigorous and relevant academics integrated with real life discovery, awareness, and application.

EQUAL EDUCATION OPPORTUNITY

This District provides an equal educational opportunity for all students. Any person, who believes that the school or any staff person has discriminated against a student on the basis of race, color, creed, disability, religion, gender, ancestry, or national origin, has the right to file a complaint. Complaints and/or questions should be directed to the School District's Compliance Officer:

Associate Superintendent Dr. William Young
100 W. Main Street, Girard 44420
545-2596 Ext. 412

Complaints will be investigated, and a response provided to the person filing the complaint in a timely manner. The Compliance Officer can provide additional information concerning equal access to educational opportunity. Under no circumstances will the district threaten or retaliate against anyone who raises a complaint.

GCSD/GJHS has unlimited rights to change the terms of the handbook at any time, without notice.

Student Responsibilities

The school's rules and procedures are designed to allow students to be educated in a safe and orderly environment. **All** students are expected to follow staff members' directions and obey all school rules. The staff expects students to arrive at school prepared to learn. It is the student's responsibility to arrive at school on time and be prepared to participate in the educational program. If for some reason, this is not possible, the student should seek the help from the guidance counselor.

- If residing at home, adult students are encouraged to include their parents in their educational program.

In order to keep parents informed of their child's progress in school, parents will be provided information on a regular basis and, whenever concerns arise. **Many times it will be the responsibility of the student to deliver information.** The school may however use the mail or hand deliver to ensure contact. Parents are encouraged to build a two-way link with their child's teachers and support staff of suggestions or concerns that may help their child better accomplish his/her educational goals. To increase communication, we have the link below for you to visit the teachers' grade books.

Progress book: <https://studentparentportal.neomin.org/>
NEOLA Policy 5500

Student Well Being

Student safety is the responsibility of both students and staff. All staff members are familiar with emergency procedures such as fire and tornado drills and accident reporting procedures. If a student is aware of any dangerous situation or accident, he/she **must** notify a staff person immediately.

State law requires that all students have an emergency medical authorization completed, signed by a parent or guardian, on file in the school office.

Students with specific health care needs should **alert the school regarding** those needs, in writing and with proper documentation by a physician, to the school office.

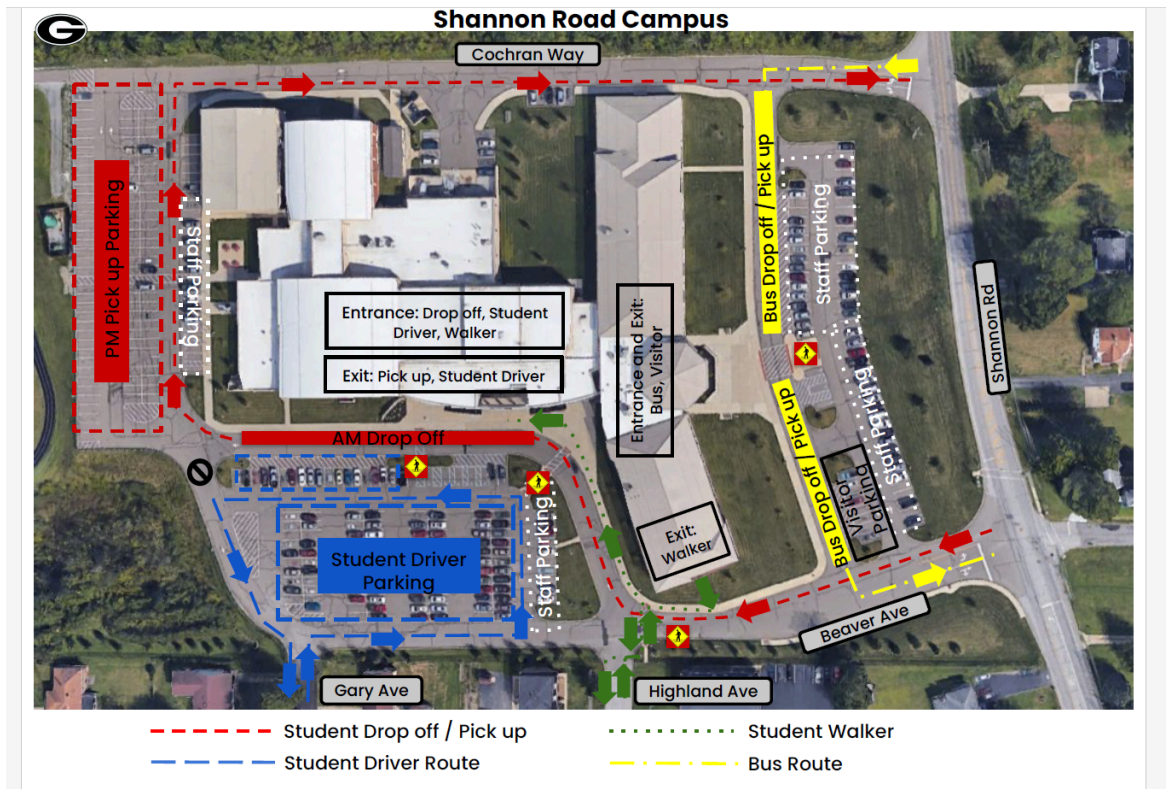
Children who meet the Federal definition of "homeless" will be provided a free appropriate public education in the same manner as all other students of the District. To that end, homeless students will not be stigmatized or segregated on the basis of their status as homeless and will be assigned to the school serving those non-homeless students residing in the area in which the homeless child is actually living. The District shall establish safeguards that protect homeless students from discrimination on the basis of their homelessness.

Injury and Illness

All injuries must be reported to a teacher or the office. If the injuries are minor, the student will be treated and may return to class. If medical attention is required, the office will follow the school's emergency procedures.

A student who becomes ill during the school day should request from the teacher to go to the nurse's office. The nurse will determine whether or not the student should remain in school or go home. No student will be released from school without proper parental permission.

Arrival and Dismissal



Early Dismissal

No student will be allowed to leave school prior to dismissal time without either (a) a verifiable written request signed by a parent or guardian or (b) the parent or guardian coming to the school office to request the release. No student will be released to a person other than a custodial parent or guardian without a permission note signed by the custodial parent(s) or guardian.

Student Dismissal Precautions

Permission for a student to leave school when school is in session requires approval by the principal or a person specifically designated by him/her to exercise that authority. In evaluating requests for this permission, he/she gives primary consideration to the best interests of the student and/or public welfare. Requests are not approved without a parent's permission. When a request originates from a person other than the parent(s), the school official in authority contacts the parent(s) to obtain permission. An exception may be made in the case of the student who is 18 years of age or older, who may make requests on his/her own behalf.

Withdrawal/Transfer from School

No student under the age of eighteen (18) will be allowed to withdraw from school without the written consent of his / her parents and in compliance with State law. A student who withdraws from school shall be reported to the juvenile judge of the county and to the Bureau of Motor Vehicles for suspension of their driver's license, if he / she is under the age of eighteen (18). If a student plans to transfer to another school, the parent must notify the principal. School records will be transferred within fourteen (14) days to the new school district.

SECTION JHCB: IMMUNIZATIONS

In order to minimize the spread of preventable illnesses in schools and provide students with a healthier learning environment, the Board requires immunizations in compliance with State law and the Ohio Department of Health for each student unless the parent(s) file an objection. The Board may also require tuberculosis examinations in compliance with law.

Students eligible for kindergarten and students new to the District must present written evidence of similar immunizations, or written evidence to indicate that they are in the process of receiving immunizations, to be completed no later than the day of entrance. The District will immediately enroll homeless students and foster students and assist in obtaining necessary immunization records. Students failing to complete immunizations within 14 days after entering are not permitted to return to school.

The District maintains an immunization record for each student, available in writing to parents upon request.

EMERGENCY MEDICAL AUTHORIZATION

The Board has established a policy that every student must have an Emergency Medical Authorization Form completed and signed by his / her parent in order to participate in any activity off school grounds. This includes field trips, spectator trips, athletic and other extracurricular activities, and co-curricular activities. The school has made the form available to every parent at the time of enrollment. Medication that is brought to the office will be properly secured by the school nurse. Medication **MAY NOT** be sent to school in a student's lunch box, pocket, or other means on or about his / her person.

SECTION JHCD: ADMINISTERING MEDICATIONS TO STUDENTS

Many students are able to attend school regularly only through effective use of medication in the treatment of disabilities or illnesses that do not hinder the health or welfare of others. If possible, all medication should be given by the parent(s) at home. If this is not possible, it is done in compliance with the following.

1. Only employees of the Board who are licensed health professionals, or who are appointed by the Board and have completed a drug administration training program meeting State law requirements, conducted by a licensed health professional and considered appropriate by the Board, can administer prescription drugs to students.
2. The school nurse or an appropriate person appointed by the Board supervises the secure and proper storage and dispensation of medications. The drug must be received in the container in which it was dispensed by the prescribing physician or others licensed to prescribe medication.
3. Written permission must be received from the parent(s) of the student, requesting that the school nurse or an appropriate person comply with the physician's order.
4. The school nurse or other designated individual must receive and retain a statement which complies with State law and is signed by the physician who prescribed the drug or other person licensed to prescribe medication.
5. The parent(s) must agree to submit a revised statement, signed by the physician or other licensed individual who prescribed the drug, to the nurse or other designated individual if any of the information originally provided by the physician or licensed individual changes.
6. No employee who is authorized by the Board to administer a prescribed drug and who has a copy of the most recent statement is liable in civil damages for administering or failing to administer the drug, unless he/she acts in a manner which would constitute "gross negligence or wanton or reckless

misconduct.”

7. No person employed by the Board is required to administer a drug to a student except pursuant to requirements established under this policy. The Board shall not require an employee to administer a drug to a student if the employee objects, on the basis of religious convictions, to administering the drug.

Inhalers for Asthma

Students have the right to possess and use a metered-dose inhaler or a dry-powder inhaler to alleviate asthmatic symptoms or before exercise to prevent the onset of asthmatic symptoms. The right applies at school or at any activity, event or program sponsored by or in which the student’s school is a participant.

In order for a student to possess the inhaler, he/she must have written approval from the student’s physician and parent or other caretaker. The principal and/or the school nurse must have received copies of these required written approvals.

Epinephrine Autoinjectors

Students are permitted to carry and use an epinephrine auto injector (epipen) to treat anaphylaxis (severe allergic reactions). The right to carry and use an epipen extends to any activity, event or program sponsored by the student’s school or activity, event or program in which the school participates.

Student possession of an epipen is permitted only if the student has written approval from the prescriber of the medication and, if a minor, from his/her parent. Written approval must be on file with the principal and, if one is assigned, the school nurse. In addition, the principal or school nurse must receive a backup dose of the medication from the parent or student.

Diabetes Medication

If a student’s treating physician determines a student with diabetes is capable of performing diabetes care tasks, the student is permitted to attend to the self-care and management of his/her diabetes during regular school hours, and at school-sponsored activities upon written request from the student’s parent/guardian or other person having care or charge of the student. Students may perform these tasks in the classroom, in any area of the school or school grounds, and at any school-sponsored activity. Students are permitted to possess, at all times, the necessary supplies and equipment to perform the tasks in accordance with the student’s treating physician’s orders. This right may be revoked if the student performs any care tasks or uses medical equipment for purposes other than the student’s own care. The student is provided with a private area for performing self-care tasks if requested by the student, student’s parent/guardian or other person having care or charge of the student.

Programs for Students With Disabilities

As an expression of its commitment to provide a Free Appropriate Public Education (FAPE) for students with disabilities in accordance with Federal and State laws, rules and regulations, the Board does hereby resolve to implement the following.

1. Child Identification

Ongoing efforts are made to identify, locate and evaluate children below 22 years of age who reside within the District and have a confirmed or suspected disability in accordance with all federal regulations and state standards. This includes children for whom the District is the district of residence who are being held or have been court ordered to juvenile detention centers or children who have been committed to community correctional facilities. Additional efforts are made to identify, locate and evaluate all parentally-placed school children who reside outside of the state, attend a private school within the District and have a confirmed or suspected disability.

2. Procedural Safeguards

The child with a disability and his/her parent(s) are provided with safeguards, as required by law, throughout the identification, evaluation and placement process and the provision of a FAPE to the child.

3. **Multi-Factored Evaluation**

The District provides a multi-factored evaluation for children with disabilities by ensuring that children are assessed in their native language or other mode of communication. Tests are used for their validated purposes. Children are evaluated in all areas related to their suspected disability. Testing is conducted by a multidisciplinary team. Testing materials and procedures are not racially or culturally biased. Tests are administered by trained personnel qualified in accordance with all federal regulations and state standards and in conformance with the instructions provided by the producer. Medical evaluation, when required as part of the multi-factored evaluation, is provided at no cost to the parent(s) by a licensed physician designated by the Superintendent/designee when other no-cost resources are not available.

4. **Individualized Education Program**

An Individualized Education Program (IEP) is developed for each child with a disability who needs special education. The IEP is designed to meet the unique educational needs of the child and developed by the IEP team in a planning conference. The parent(s) of the child are strongly encouraged to participate. The IEP is reviewed and revised as often as necessary, but at least annually.

5. **Least Restrictive Environment**

The education of children with disabilities occurs in the least restrictive environment. Special education programs and services are appropriate and designed to meet the unique needs of each child with a disability. To the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are educated with children who do not have disabilities. Special classes, separate schooling or other removal of children with disabilities from the regular educational environment occur only when the nature or severity of the disability is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.

6. **Confidentiality of Data**

The confidentiality of personally identifiable data relating to children with disabilities and their parents and families is protected at collection, storage, disclosure and destruction. One official of the District is assigned the responsibility for protecting the confidentiality of personally identifiable data. The District follows all federal regulations and state standards related to the confidentiality of data.

7. **Due Process**

The District utilizes procedures that allow differences of opinion to be aired and resolved between parent(s) or agencies and the District. The procedures provide for utilization of case conferences, administrative reviews, impartial due process hearings, state-level appeals and appeals to the courts that involve the District's proposal or refusal to initiate or change the identification, evaluation or educational placement of the child or the provision of a FAPE to the child. Furthermore, the rights of children with disabilities are protected when the parents cannot be identified or located, when the child is a ward of the state or when the child is without a formally declared legal representative.

8. **Surrogate Parent**

Whenever the parent(s) of a child with a disability are not known or cannot be located, when the child is a ward of the state or when parents have otherwise lost legal decision-making abilities, the child's rights are protected through the assignment of an individual (who is not an employee of the state education agency, local education agency or other organization involved in the education or care of the child) who serves as the child's surrogate parent.

9. **Testing Programs**

Students with disabilities must participate in local and statewide testing programs. Individual exemptions, accommodations and participation in an alternate assessment are determined by the IEP team.

Because of the disruption to the office and the educational environment, food from an outside vendor or business is not allowed to be delivered to Girard Junior Senior High School during lunch hours unless given special written permission in advance from administration. Failure to comply with this policy could result in the forfeiture of lunch privileges or good standing, as well as an insubordination referral.

Safety Drills

The school complies with all safety laws and will conduct drills in accordance with State Law. Specific instructions on how to proceed will be provided to the students by their teachers who will oversee the safe, prompt, and orderly evacuation of the building.

Emergency Closings

The Superintendent may close the schools, dismiss students early or delay the opening of schools in the event of hazardous weather, other emergencies that threaten the safety or health of students or staff members, law enforcement emergencies or other circumstances where the Superintendent determines a closure, dismissal or delay is necessary. It is understood that the Superintendent takes such action only after consultation with transportation and other necessary authorities.

Parents, students and staff members are informed early in each school year of the method of notification in the event of emergency closings or early dismissals.

The District may choose to make up a maximum of three days via online lessons and/or blizzard bags

Visitors to the Schools

The Board encourages parents and other citizens of the District to visit classrooms to observe the work of the schools and to learn what the schools are doing. Visits should be scheduled with the teacher, in advance, to avoid any unnecessary disruption to classroom instruction or activities.

To maintain the safety of students and staff and to ensure that no unauthorized persons enter buildings, all visitors must first report to the main office to receive authorization to visit. (Authorization is not needed for school programs, assemblies, graduations and athletic events.)

All participants and spectators of school programs, assemblies, graduations and athletic events are expected to abide by all applicable laws, local ordinances, Board policies and District and building regulations pertaining to public conduct on District property.

School principals and their designees are authorized to take appropriate action to prevent and remove, if necessary, unauthorized persons from entering District buildings, loitering on the grounds and/or creating disturbances anywhere on District property.

Students may not bring visitors to school without first obtaining written permission from the Principal.

Grading Systems

Grading is a system of measuring and recording student progress and achievement that enables students, parents and teachers to assess strengths and weaknesses; plan an educational future for students in the areas of the greatest potential for success; and know where remedial work is required.

The Board believes students respond more positively to the opportunity for success than to the threat of failure. Therefore, the District seeks in its instructional program to make achievement both recognizable and possible for students. It emphasizes achievement in its processes of evaluating student performance.

The Board recognizes that a system of grading student achievement can help students, teachers and parents to better assess progress toward personal educational goals and assist the students in implementing that progress.

The administration and certified staff devise grading systems for evaluating and recording student progress. The records and reports of individual students are kept in a form that is understandable to parents as well as teachers. The Board approves the grading and reporting systems as developed by the faculty, upon recommendation of the Superintendent.

The Board recognizes that any grading system, however effective, has subjective elements. There are fundamental principles that must guide all instructors in the assignment of marks and achievement.

1. The achievement mark in any subject should represent the most objective measurement by the teacher of the achievement of the individual. A variety of evaluation measures are used and accurate records are kept to substantiate the grade given.
2. An individual should not receive a failing grade unless he/she has not met stated minimum requirements.
3. Grades are a factor used to motivate students. Poor or failing grades should trigger a variety of instructional and intervention activities to assist the student in achieving better grades by the next grading period, if possible.
The Superintendent develops procedures for grading that include the following.
 1. Each student should know what behavior and achievements are expected at the outset of any course of study.
 2. Each student should be kept informed of personal progress during the course of a unit of study.
 3. Methods of grading are appropriate to the course of study and the maturity of students.
 4. Provisions are made for a pass/fail grade where appropriate.
 5. Students should be encouraged to evaluate their own achievements.
 6. No grading system should serve to inhibit the teacher from learning the strengths and weaknesses of each student on an individual basis.
 7. All grading systems are subject to continual review and revision to better serve the purposes for grading established by the Board.

Final decision on any grade is the responsibility of the building principal.

The grading scales will be as follows: Reporting in grades 4-12 will be by report card using the following marking system:

A	-	90	-	100	Excellent Achievement
B	-	80	-	89	Good Achievement
C	-	70	-	79	Satisfactory Achievement
D	-	60	-	69	Minimum Acceptable Achievement

	F	-	Below Passing
	P	-	Passing
	I	-	Incomplete

General Considerations

Students will receive one grade per subject at the end of each grading cycle.

No grade using + or – may be used on report cards in grades 4-12.

In grades 7-8, a final grade will be determined utilizing the following procedure:
First 9-week period: 22.5%
Second 9-week period: 22.5%
Third 9-week period: 22.5%
Fourth 9-week period: 22.5%
Final exam/ project: 10%

Credit Flexibility

The Board recognizes that an effective educational program is one that provides opportunities for students to customize aspects of their learning around their respective needs and interests. Credit flexibility is one method to motivate and increase student learning by allowing access to more resources, customization around individual student needs and the use of multiple measures of learning.

Credit flexibility shifts the focus from “seat time” to performance. The intent of credit flexibility is to meet increased expectations for high school graduation in response to globalization, technology and demographics, and to meet the demand for 21st century skills.

In accordance with State law, the District must develop and implement a credit flexibility plan. Seventh or eighth grade students may meet curriculum requirements or students ready for high school courses may earn high school graduation credit by:

1. demonstrating subject area competency through the completion of traditional course work;
2. testing out of or showing mastery of course content through the pursuit of an approved educational option and/or
3. any combination of the above.

The Superintendent/designee develops the District's credit flexibility plan consistent with the provisions of the following regulation.

Student Code of Conduct

SECTION J: JFCF ANTI – HARASSMENT POLICY

Hazing and Bullying

(Harassment, Intimidation and Dating Violence)

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

Throughout this policy the term bullying is used in place of harassment, intimidation and bullying.

Bullying, harassment and intimidation is an intentional written, verbal, electronic or physical act that a student has exhibited toward another particular student more than once. The intentional act also includes violence within a dating relationship. The behavior causes mental or 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. This behavior is prohibited on school property, on a school bus or at a school-sponsored activity. Students found responsible for harassment, intimidation or bullying by an electronic act may be suspended. Discipline procedures will not infringe on any student's rights under the First Amendment to the Constitution of the United States. When the behavior is sexual harassment, the Title IX sexual harassment grievance process will be followed, if applicable, prior to imposing any discipline that cannot be imposed without resolution of the Title IX process.

Permission, consent or assumption of risk by an individual subjected to hazing, bullying and/or dating violence does not lessen the prohibition contained in this policy.

The District includes, within the health curriculum, age-appropriate instruction in dating violence prevention education in grades 7 to 12. This instruction includes recognizing warning signs of dating violence and the characteristics of healthy relationships.

Prohibited activities of any type, including those activities engaged in via computer and/or electronic communications devices or electronic means, are inconsistent with the educational process and are prohibited at all times. The District educates minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

No administrator, teacher or other employee of the District shall encourage, permit, condone or tolerate any hazing and/or bullying activities. No students, including leaders of student organizations, are permitted to plan, encourage or engage in any hazing and/or bullying.

Administrators, teachers and all other District employees are particularly alert to possible conditions, circumstances or events that might include hazing, bullying and/or dating violence. If any of the prohibited behaviors are planned or discovered, involved students are informed by the discovering District employee of the prohibition contained in this policy and are required to end all such activities immediately. All hazing, bullying and/or dating violence incidents are reported immediately to the principal/designee and appropriate discipline is administered. When employees have actual knowledge that the behavior is sexual harassment, they must contact the Title IX Coordinator.

The Superintendent/designee must provide the Board President with a semiannual written summary of all reported incidents and post the summary on the District's website, to the extent permitted by law.

The administration provides training on the District's hazing and bullying policy to District employees and volunteers who have direct contact with students and by November 30 annually reports to the Ohio Department of Education compliance with this requirement through the consolidated school mandate report. If the District reports noncompliance the Superintendent/designee must provide a written explanation to the Board within 30 days explaining this noncompliance and a written plan of action for accurately and efficiently addressing the problem.

Additional training is provided to elementary employees in violence and substance abuse prevention and positive youth development.

District employees, students and volunteers have qualified civil immunity for damages arising from reporting an incident of hazing and/or bullying. Administrators, teachers, other employees and students who fail to abide by this policy may be subject to disciplinary action and may be liable for civil and criminal penalties in compliance with State and Federal law.

No one is permitted to retaliate against an employee or student because he/she files a grievance or assists or participates in an investigation, proceeding or hearing regarding the charge of hazing and/or bullying of an individual.

SECTION J: JFCF-R HAZING & BULLYING

(Harassment, Intimidation and Dating Violence)

The prohibition against hazing, dating violence, harassment, intimidation or bullying is publicized in student handbooks and in the publications that set the standard of conduct for schools and students in the District. In addition, information regarding the policy is incorporated into employee handbooks and training materials. When the behavior involves allegations of sexual harassment, the Title IX sexual harassment grievance process will be followed, as applicable. When the behavior is sexual harassment, the Title IX sexual harassment grievance process will be followed, if applicable, prior to imposing any discipline that cannot be imposed without resolution of the Title IX process.

School Personnel Responsibilities and Complaint Procedures

Hazing, bullying behavior and/or dating violence by any student/school personnel in the District is strictly prohibited, and such conduct may result in disciplinary action, up to and including suspension and/or expulsion from school. Hazing, bullying and/or dating violence means any intentional written, verbal, graphic or physical acts, including electronically transmitted acts, either overt or covert, by a student or group of students toward other students/school personnel with the intent to haze, harass, intimidate, injure, threaten, ridicule or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school-sponsored activity; in any District publication; through the use of any District-owned or operated communication tools, including but not limited to District email accounts and/or computers; on school-provided transportation or at any official school bus stop.

Hazing, bullying and/or dating violence can include many different behaviors. Examples of conduct that could constitute prohibited behaviors include, but are not limited to:

1. physical violence and/or attacks;
2. threats, taunts and intimidation through words and/or gestures;
3. extortion, damage or stealing of money and/or possessions;
4. exclusion from the peer group or spreading rumors;
5. repetitive and hostile behavior with the intent to harm others through the use of information and communication technologies and other Web-based/online sites (also known as "cyberbullying"), such

as the following:

- A. posting slurs on websites, social networking sites, blogs or personal online journals;
 - B. sending abusive or threatening emails, website postings or comments and instant messages;
 - C. using camera phones to take embarrassing photographs or videos of students and/or distributing or posting the photos or videos online and
 - D. using websites, social networking sites, blogs or personal online journals, emails or instant messages to circulate gossip and rumors to other students.
6. excluding others from an online group by falsely reporting them for inappropriate language to internet service providers.

In evaluating whether conduct constitutes hazing or bullying, special attention is paid to the words chosen or the actions taken, whether such conduct occurred in front of others or was communicated to others, how the perpetrator interacted with the victim and the motivation, either admitted or appropriately inferred.

Teachers and Other School Staff

Teachers and other school staff who witness acts of hazing, bullying and/or dating violence, as defined above, promptly notify the building principal/designee of the event observed, and promptly file a written incident report concerning the events witnessed.

Teachers and other school staff who receive student or parent reports of suspected hazing, bullying and/or dating violence promptly notify the building principal/designee of such report(s). If the report is a formal, written complaint, the complaint is forwarded to the building principal/designee no later than the next school day. If the report is an informal complaint by a student that is received by a teacher or other certified employee, he/she prepares a written report of the informal complaint that is forwarded to the building principal/designee no later than the next school day.

Complaints

1. Formal Complaints

Students and/or their parents or guardians may file reports regarding suspected hazing, harassment, intimidation, bullying and/or dating violence. The reports should be written. Such written reports must 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. They are promptly forwarded to the building principal/designee for review and action.

2. Informal Complaints

Students, parents or 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 must be reasonably specific as to the actions giving rise to the suspicion of hazing, harassment, intimidation and/or bullying, including person(s) involved, number of times and places of the alleged conduct, the target of the prohibited behavior(s) and the names of any potential student or staff witness. The school staff member or administrator who receives the informal complaint promptly documents the complaint in writing, including the above information. This written report by the school staff member and/or administrator is promptly forwarded to the building principal/designee for review and action.

3. Anonymous Complaints

Students who make informal complaints as set forth above may request that their name be

maintained in confidence by the school staff member(s) and administrator(s) who receive the complaint. The anonymous complaint is reviewed and reasonable action is taken to address the situation, to the extent such action (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 hazing, bullying and/or dating violence.

4. False Complaints

Students are prohibited from deliberately making false complaints of harassment, intimidation or bullying. Students found responsible for deliberately making false reports of harassment, intimidation or bullying may be subject to a full range of disciplinary consequences.

Intervention Strategies

1. Teachers and Other School Staff

In addition to addressing both informal and formal complaints, school personnel are encouraged to address the issue of hazing, bullying and/or dating violence in other interactions with students.

School personnel may find opportunities to educate students about harassment, hazing, intimidation and bullying and help eliminate such prohibited behaviors through class discussions, counseling and reinforcement of socially appropriate behavior. School personnel should intervene promptly whenever they observe student conduct that has the purpose or effect of ridiculing, humiliating or intimidating another student/school personnel, even if such conduct does not meet the formal definition of harassment, hazing, intimidation or bullying.

Administrator Responsibilities

A. Investigation

The principal/designee is notified of any formal or informal complaint of suspected harassment, hazing, intimidation or bullying. Under the direction of the building principal/designee, all such complaints are investigated promptly. A written report of the investigation is prepared when the investigation is complete. The report includes findings of fact, a determination of whether acts of hazing, bullying and/or dating violence were verified, and when prohibited acts are verified, a recommendation for intervention, including disciplinary action, is included in the report. Where appropriate, written witness statements are attached to the report.

Notwithstanding the foregoing, when a student making an informal complaint has requested anonymity, the investigation of such complaint is limited as is appropriate in view of the anonymity of the complaint. Such limitation of the investigation may include restricting action to a simple review of the complaint (with or without discussing it with the alleged perpetrator), subject to receipt of further information and/or the withdrawal by the complaining student of the condition that his/her report be anonymous.

When hazing and/or bullying is based on race, color, national origin, sex, or disability, and the behavior creates a hostile environment, the applicable nondiscrimination grievance procedures are implemented where applicable.

B. Nondisciplinary Interventions

When verified acts of hazing, bullying and/or dating violence are identified early and/or when such verified acts do not reasonably require a disciplinary response, students may be counseled as to the definition of the behavior, its prohibition and their duty to avoid any conduct that could be considered harassing, hazing, intimidating and/or bullying.

If a complaint arises out of conflict between students or groups of students, peer mediation may be considered. Special care, however, is warranted in referring some cases to peer mediation. A power imbalance may make the process intimidating for the victim and therefore inappropriate. The victim's communication

and assertiveness skills may be low and could be further eroded by fear resulting from past intimidation and fear of future intimidation. In such cases, the victim should be given additional support. Alternatively, peer mediation may be deemed inappropriate to address the concern.

C. Disciplinary Interventions

When acts of harassment, intimidation and bullying are verified and a disciplinary response is warranted, students are subject to the full range of disciplinary consequences. Discipline procedures will not infringe on any student's rights under the First Amendment to the Constitution of the United States.

Anonymous complaints that are not otherwise verified, however, cannot provide the basis for disciplinary action.

In and out-of-school suspension may be imposed only after informing the accused perpetrator of the reasons for the proposed suspension and giving him/her an opportunity to explain the situation.

Expulsion may be imposed only after a hearing before the Board, a committee of the Board or an impartial hearing officer designated by the Board in accordance with Board policy. This consequence is reserved for serious incidents of harassment, intimidation or bullying and/or when past interventions have not been successful in eliminating prohibited behaviors.

Allegations of criminal misconduct are reported to law enforcement, and suspected child abuse is reported to Child Protective Services, per required timelines.

Report to the Custodial Parent or Guardian of the Perpetrator

If, after investigation, acts of harassment, intimidation and bullying by a specific student are verified, the building principal/designee notifies the custodial parent or guardian of the perpetrator, in writing, of that finding. If disciplinary consequences are imposed against such student, a description of such discipline is included in such notification.

Strategies are developed and implemented to protect students from new or additional harassment, intimidation or bullying, and from retaliation following reporting of incidents.

Reports to the Victim and His/Her Custodial Parent or Guardian

If, after investigation, acts of bullying or hazing against a specific student are verified, the building principal/designee notifies the custodial parent/guardian of the victim of the finding. In providing such notification, care must be taken to respect the statutory privacy rights of the perpetrator.

Bullying matters, including the identity of both the charging party and the accused, are kept confidential to the extent possible. Although discipline may be imposed against the accused upon a finding of guilt, retaliation is prohibited.

School administrators shall notify both the custodial parents or guardians of a student who commits acts of harassment, intimidation, bullying and/or dating violence and the custodial parents or guardians of students against whom such acts were committed, and shall allow access to any written reports pertaining to the incident, to the extent permitted by law.

Police and Child Protective Services

In addition to, or instead of, filing a complaint through this policy, a complainant may choose to exercise other options including, but not limited to, filing a complaint with outside agencies or filing a private lawsuit. Nothing prohibits a complainant from seeking redress under any other provision of State law or common law that may apply.

The District must also investigate incidents of hazing, bullying and/or dating violence for the purpose of determining whether there has been a violation of District policy or regulations, even if law enforcement and/or the public children's services are also investigating. All District personnel must cooperate with investigations by outside agencies.

NEOLA 5500: STUDENT DISCIPLINE

Effective discipline, which requires respect for the rights of others, is necessary if all students are to attain a quality education. The Board delegates to school officials the authority to enforce District policies, regulations and school rules governing student conduct.

A complete statement governing or describing all the relationships and processes involved in student discipline would be very extensive. The most important part of such a statement would be the relationship of the teacher and the principal in matters of discipline. Teachers must feel free to consult and work closely with the building principal in dealing with any problem with which the teacher might need guidance. This working relationship is one key to desirable discipline and a quality instructional environment.

The Board also believes that the teacher-student relationship in the classroom, halls and on school property is important and should be one of mutual respect at all times. The teacher is recognized as the person in authority at all times in the classroom, halls, buildings, school grounds and at school-related events.

Each case of unsatisfactory behavior by a student is handled individually. The classroom teacher may take the steps that he/she believes are justified in each case. If the student does not respond to these measures, the teacher then refers the student to the principal.

When an employee has actual knowledge that the behavior is sexual harassment, the Title IX Coordinator must be contacted. The Title IX sexual harassment grievance process will be followed, if applicable, prior to imposing any discipline that cannot be imposed without resolution of the Title IX process.

In terms of the relationship of the teacher and principal in discipline matters, the Board expects that whenever a discipline problem appears to extend beyond the classroom, the teacher discusses the problem with the principal. The teacher(s) and the principal work together in attempting to control or correct the problem.

A student's failure to comply with the requirements for conduct outlined in the student handbooks may result in the student being disciplined. A student cannot be suspended, expelled or removed from school solely because of unexcused absences. The student may lose all rights to participate in school-related social events or extracurricular activities for a period of time determined by the principal. Depending on the seriousness of the offense committed by the student, suspension or expulsion may also result. Discipline is always administered in a reasonable manner.

If several methods of discipline have been used in an effort to solve a problem and it appears necessary, in the judgment of the principal and Superintendent, to discipline or withdraw privileges from a large group, this action may be taken. Any punishment technique involving an entire class or large group is used only as a last resort.

The Board requires a parent of a student who is suspended or expelled from school or who is truant or habitually absent from school to attend a parental education or training program. If the parent fails to attend the program, he/she may be charged with a misdemeanor of the fourth degree, punishable by a maximum fine of \$250 and imprisonment of up to 30 days.

NEOLA 5610: STUDENT SUSPENSION

The Superintendent, principals, assistant principals and other designated administrators may suspend a student from school for disciplinary reasons outlined in the student code of conduct. A student cannot be suspended from school solely because of unexcused absences. When an employee has actual knowledge that the behavior is sexual harassment, the Title IX Coordinator must be contacted. The Title IX sexual harassment grievance process will be followed, if applicable, prior to imposing any discipline that cannot be imposed without resolution of the Title IX process.

No period of suspension is for more than 10 school days. If, at the time a suspension is imposed, fewer than 10 days remain in the school year, the Superintendent cannot apply any or all of the period of suspension to the following year.

The Superintendent may instead require a student to perform community service or another alternative consequence for the number of hours remaining in the student's suspension. The Board directs the Superintendent to develop a list of alternative consequences that may be used. If the student is required to perform community service or another alternative consequence during the summer, he/she will be required to begin serving the consequence during the first full weekday of summer break. If a student fails to complete the community service or assigned alternative consequence, the Superintendent may determine the next course of action but still cannot require the student to serve the remaining time of the out-of-school suspension at the beginning of the following school year.

Beginning with the 2019-2020 academic year, the District will reduce the number of out-of-school suspensions for non-serious offenses, as defined by State law, for students in grades pre-K through three in accordance with State law. Such out-of-school suspensions will be eliminated by the 2021-2022 school year.

Whenever possible, principals will consult with a mental health professional under contract with the District or school prior to suspending a student in grades pre-K through three. If needed, the principal or mental health professional will assist the student's parent in locating additional mental health services.

The District permits students to complete any classroom assignments missed due to suspension. Students will receive at least partial credit upon completion of any assignment missed due to suspension. The Board directs the Superintendent to develop written procedures for completing and grading these assignments. Grade reductions are permitted, but students will not receive a failing grade on a completed assignment solely due to the student's suspension.

The guidelines listed below are followed for all out-of-school suspensions.

1. The student is informed in writing of the potential suspension and the reasons for the proposed action.
2. The student is provided an opportunity for an informal hearing to challenge the reason for the intended suspension and explain his/her actions.
3. An attempt is made to notify the parent(s) by telephone if a suspension is issued.
4. Within one school day, a letter is sent to the parent(s) stating the specific reasons for the suspension and including notice of the right to appeal such action.
5. Notice of this suspension is sent to the:
 - A. Superintendent and
 - B. student's school record (not for inclusion in the permanent record).

6. **Permanent Exclusion** — If the offense is one for which the District may seek permanent exclusion, the notice contains that information.

Appeal Procedure

Should a student or a student's parent(s) choose to appeal the principal's suspension, he/she must do so within seven calendar days of the notice of suspension. The appeal shall be in writing and made to the Superintendent. If dissatisfied with the Superintendent's decision, an appeal may be made to the Board. At the request of the student or of the student's parent(s) or attorney, the meeting may be held in executive session. The decision of the Board shall be acted upon at a public meeting. The student may be excluded from school during the appeal process.

Appeal to the Court

Under State law, appeal of the Board's or its designee's decision may be made to the Court of Common Pleas.

Legal: Education Amendments of 1972, Title IX; 20 USC 1681 et seq. ORC 3313.66, ORC 3313.661, ORC 3313.662, ORC 3313.668

HB 477 addresses the potential liability related to the procurement of mental health services for students. Under amended Ohio Revised Code 3313.668 a school district, school board member, or district employee is not liable for damages in a civil action for injury, death, or loss to person or property allegedly arising from a district employee's decision not to procure mental health services for a suspended or expelled student. There is an exception to this liability protection where the decision is made with malicious purpose, in bad faith, or in wanton or reckless manner. This new language does not eliminate, limit or reduce any other immunity or defense to which the district, board member, or employee may be entitled to under the law.

HB 491 requires boards to adopt a policy establishing parameters for completing and grading assignments missed due to a student's suspension. The policy must permit the completion of classroom assignments missed and students must receive at least partial credit for completed assignments. The policy may permit grade reductions and must prohibit the receipt of a failing grade solely on account of the student's suspension. Districts may further customize this policy to reflect parameters or outline in detail in student handbooks.

NEOLA 5610.01: Emergency Removal

Emergency Removal of Student

If a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, the Superintendent, principal, assistant principal or personnel employed to direct, supervise or coach a student activity program may remove the student from the premises. When the behavior is sexual harassment as defined by Title IX regulations, the student may be removed on an emergency basis, provided that the District undertakes an individualized safety and risk analysis, determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal, and provides the student with notice and an opportunity to challenge the decision immediately following the removal.

If either suspension or expulsion is contemplated, a due process hearing is held on the next school day after the removal is ordered. Written notice of the hearing and the reason for removal and any intended disciplinary action is given to the student as soon as practicable prior to the hearing. The student has the opportunity to appear at an informal hearing before the principal, assistant principal and the Superintendent/designee and has the right to challenge the reasons for the removal or otherwise explain his/her actions. The person who

ordered or requested the removal is present at the hearing. Within one school day of the decision to suspend, written notification is given to the parent(s) of the student. This notice includes the reasons for the suspension and the right of the student or parent(s) to appeal to the Superintendent/designee.

If the Superintendent or principal reinstates a student prior to the hearing for emergency removal, the teacher may request, and is given, written reasons for the reinstatement. The teacher cannot refuse to reinstate the student.

In an emergency removal, a student can be kept from class until the matter of the alleged misconduct is disposed of either by reinstatement, suspension or expulsion.

Students in grades pre-K through three may only be removed for the remainder of the school day and must be permitted to return the following school day. The District may only proceed with a related suspension or expulsion in compliance with State law.

In all cases of normal disciplinary procedures in which a student is removed from a curricular or extracurricular activity for less than 24 hours and is not subject to further suspension or expulsion, due process requirements do not apply.

Legal: Education Amendments of 1972, Title IX; 20 USC 1681 et seq., ORC 3313.66, ORC 3313.661, ORC 3313.662

NEOLA 5610 Student Expulsion

At times, the behavior of a student can be considered so serious as to justify total removal from the educational program for a prolonged period of time. Actions meriting expulsion are outlined in the student code of conduct. A student cannot be expelled from school solely because of unexcused absences. When an employee has actual knowledge that the behavior is sexual harassment, the Title IX Coordinator must be contacted. The Title IX sexual harassment grievance process will be followed, if applicable, prior to imposing any discipline that cannot be imposed without resolution of the Title IX process.

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

The Superintendent may require a student to perform community service in conjunction with or in place of an 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 expulsion into the following school year.

Whenever possible, principals will consult with a mental health professional under contract with the District or school prior to expelling a student in grades pre-K through three. If needed, the principal or mental health professional will assist the student's parent in locating additional mental health services.

Beginning with the 2019-2020 academic year, the District will reduce the number of expulsions for non-serious offenses, as defined by State law, for students in grades pre-K through three in accordance with State law. Such expulsions will be eliminated by the 2021-2022 school year.

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

Within 24 hours of the expulsion, the Superintendent shall notify the parent(s) of the student and the Treasurer.

The notice shall include the reasons for the expulsion, the right of the student or parent(s) to appeal to the Board or its designee, the right to be represented at the appeal and the right to request that the hearing be held in executive session.

The Superintendent will initiate expulsion proceedings against a student who has committed an act that warrants expulsion even if the student withdraws from school before the Superintendent has held the hearings or made the decision to expel the student.

Permanent Exclusion

If the offense is one for which the District may seek permanent exclusion, the notice shall contain that information.

Appeal to the Board

A student or a student's parent(s) may appeal the expulsion by the Superintendent to the Board or its designee. The expulsion appeal must be within 14 calendar days after the notice of intent to expel was provided to the student, parent, guardian or custodian. The appeal request shall be in writing to the Treasurer and at the request of the student or of the student's parent(s) or attorney, the meeting may be held in executive session. The student may be represented in all such appeal proceedings and is granted a hearing before the Board or its designee. All witnesses are sworn and a verbatim record is kept of the hearing. The decision of the Board shall be acted upon at a public meeting. The student may be excluded from school during the appeal process.

Appeal to the Court

Under State law, the decision of the Board may be further appealed to the Court of Common Pleas.

Any student who is expelled from school for more than 20 days or into the following semester or school year is referred to an agency that works towards improving the student's attitudes and behavior. The Superintendent provides the student and his/her parent(s) with the names, addresses and telephone numbers of the public and private agencies providing such services.

Legal: Education Amendments of 1972, Title IX; 20 USC 1681 et seq. ORC Chapter 2506, ORC 3313.66, ORC 3313.661, ORC 3313.662, ORC 3313.668

SECTION JGF: DISCIPLINE OF STUDENTS WITH DISABILITIES

The Board recognizes that effective and appropriate discipline for students with disabilities may, at times, differ from effective and appropriate discipline for students without disabilities. The Board does not, however, believe in a double standard for misbehavior and holds the welfare and safety of all persons in the District in highest regard. Disciplinary action of students with disabilities proceeds in a manner that protects the welfare and order of the community as well as recognizes the special needs of the student.

The Board delegates to school officials the authority to enforce District policies, regulations and rules governing the conduct of all students. The District will comply with all State and Federal laws and regulations governing the discipline of students with disabilities. All students, including those with disabilities, will be referred to law enforcement officials when required by law and may be referred to law enforcement officials when their conduct constitutes a crime.

The special needs of the student with a disability are taken into account when setting behavioral expectations. Each case of unsatisfactory behavior by a student with a disability is handled individually in accordance with the student’s behavior management plan and interventions articulated in the student’s Individualized Education Program (IEP). A student’s failure to comply with conduct requirements in student handbooks may result in the student being disciplined.

If the student does not respond to the measures taken by District staff or to the measures articulated in the student’s IEP, the staff member refers the student to the principal or other designated individual. The student may lose rights to participate in school-related social events or extracurricular activities for a period of time determined by the principal, unless such programs are included as part of the student’s free appropriate public educational program. Depending on the seriousness of the offense committed by the student, suspension or expulsion may also result, but any change in placement will follow mandated procedures in applicable law.

Detentions, Suspensions, and Expulsions

Suspension and/or expulsion from school may be used at the discretion of the principal, assistant principal or the superintendent for a violation of any rules or regulations relative to student conduct, attendance, or any other violation stated in this document.

While it is legally possible for the school administration in Ohio to suspend a student up to a total of ten (10) school days; only the Superintendent has the authority to expel a student for a period of up to ninety (80) days, the remainder of the school year, into the next school year, or a full year for possession of weapons or drugs.

Rules and standards set forth apply to student conduct on school premises, at school functions off premises and on buses as well as conduct off school premises which directly affects other students, the school, and its staff.

Discipline problems can be either minor or major depending upon the severity and/or repetitiveness. **They are cumulative in nature and will be dealt with accordingly. Constant violations will result in more severe disciplinary action to be taken by the administration.**

Procedures for Suspension

A.	When a reason for a student to be suspended becomes known, the student's parent or legal guardian will be contacted. The student shall be given a written notification of the charges against him/her and the possible action to be taken.
B.	The student will be given an opportunity to sign the form indicating that s/he understands the charges. If a student denies the charges, she/he will be shown the evidence supporting the charges and will be given the opportunity to state a defense.
C.	If during the meeting the administrator feels there are grounds for suspension, the suspension form is then presented. Within twenty-four (24) hours, a written notice signed by the administrator stating the length and reason for the suspension shall be sent to the parent or guardian. This form shall also include the date, time, and site of the rule or policy infraction.
D.	To be included in the suspension notice shall be notification to the student and parent of their right to appeal the action taken by the building administrator. If the parent is not satisfied, there may be subsequent appeals to the Board or its designee. The parent and the student have the right to be represented in all such appeal proceedings and to be granted a hearing against such suspension and/or expulsion. The parent or student has a right to request that such a hearing be held in executive session. All matters shall be in accordance with State law.
E.	When school authorities feel that circumstances are such that a student's presence in the school building during the completion of normal suspension procedures would be too hazardous or disruptive, the student may be removed immediately.
F.	An informal meeting shall follow such immediate removal between school officials, the student, and parent or legal guardian. At this time the student shall be given written notice of the charges against him/her and the possible action to be taken.

	G.	If the student denies the charges, she/he will be told of the evidence supporting the charges against him/her and will be given the opportunity to state a defense.	
	H.	If suspension follows this meeting, within twenty-four (24) hours a written notice signed by the administrator telling the length and the reason for the suspension (including the date, time, place, and the rule or policy the student violated) will be sent to the parent or guardian.	
	I.	Notification shall be given to the student, his/her parent or guardian of the right to appeal the action to the Board or its designee, to be represented in all such appeals proceedings and to be granted such a hearing against suspension and expulsion.	
	J.	This hearing shall be held in executive session with all matters being handled in accordance with State law.	

Procedures for Expulsion

The student should use the same procedures as used for suspension written in Section I, Part D of Suspension and Expulsion. In addition to the procedure, no student shall be expelled without the following:

	A.	A written notice sent to the student and parent or legal guardian of the student describing the charges against the student, the possible action to be taken, and the date, time, and place of the hearing to be held by the Superintendent or his/her designee if the charges are to be denied, or if the student or his/her parent or legal guardian wish to state a defense.	
	B.	At this hearing the Superintendent or his/her designee, the student or his/her parents or legal guardians will be given an explanation of the evidence in support of the charges.	

Appeal to the Board of Education

When the Superintendent expels a student, the student and parents or legal guardians may appeal the expulsion to the Board or its designee in accordance with State law. At the request of the student, his/her parent or legal guardian, student advocate, or attorney, the Board may, by a majority vote of its full membership, reinstate the student to school.

GIRARD JUNIOR/SENIOR HIGH SCHOOL BEHAVIOR INFRACTIONS AND THEIR CONSEQUENCES

Student Name _____ Date _____
Student Grade _____ Teacher _____

Administrative Use Only:

- ___ 1 Hour Detention
- ___ 2 Hour Detention
- ___ 3 Hour Detention
- ___ Suspension (1-3 Days)
- ___ 5 Days Out of School Suspension / Recommendation for Expulsion

Date and day the detention/suspension will be served _____

Green Card	Level 1 Violations (Unless otherwise indicated.)
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1 st . Violation	One-hour detention
2 nd . Violation	Two-hour detention
3 rd . Violation	Three-hour detention
4 th . Violation	Suspension (1-3 Days)
5 th . Violation	5 Days Out Of School Suspension / Recommendation for Expulsion

- ____ Profanity
- ____ Dress Code
- ____ Violation of Classroom rules
- ____ Misbehavior in assembly, halls, cafeteria
- ____ Eating or drinking outside cafeteria
- ____ Being in an unauthorized area
- ____ Late to class
- ____ In halls without a pass
- ____ Disrespect (depends on severity on punishment issued)
- ____ Bringing back packs or book bags into the classroom
- ____ Unauthorized parking
- ____ Public display of affection
- ____ Truant to or misconduct during detention (1st offense double original detention time , 2nd offense 1 day suspension)
- ____ Failure to sign in or out
- ____ Failure to follow locker procedures
- ____ Leave cafeteria during lunch without permission
- ____ Tardy to school
- ____ Unauthorized use of Personal Communication Device
- ____ Complicity for Level 1 offenses
- ____ Other

Teacher Comments:

GIRARD JUNIOR/SENIOR HIGH SCHOOL

BEHAVIOR INFRACTIONS AND THEIR CONSEQUENCES

Student Name _____ Date _____
 Student Grade _____ Teacher _____

Administrative Use Only:

____ 3 Hour Detention / Suspension
 ____ Suspension (3 Days)
 ____ Recommendation for Expulsion

Date and day the detention/suspension will be served _____

Yellow Card	Level 2 Violations (Unless otherwise indicated.)
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1 st . Violation	Three-hour detention / Suspension
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Positive **R**espectful **I**ntegrity **D**edication **E**xcellence

2nd. Violation

Suspension (3 days)

3rd. Violation

Recommendation for Expulsion

- _____ Truancy from school grounds
- _____ Truancy from class
- _____ Defiant/belligerent behavior
- _____ Dismissal from class
- _____ Abuse of school property
- _____ Forgery of a hall pass
- _____ Gambling
- _____ Using profanity with the F word (Automatic suspension)
- _____ Insubordination
- _____ Violation of Acceptable Use Policy (Follow AUP Guidelines)
- _____ Passing or writing obscene, violent, or threatening material
- _____ Falsification of documents
- _____ Intimidation / Bullying (depends on severity)
- _____ Misconduct during detention
- _____ Recording classmates/staff members without prior consent/WCD
- _____ Harassing another student
- _____ Threatening another student verbally, non-verbally, or electronically
- _____ Complicity for above offenses

Teacher Comments:

GIRARD JUNIOR/SENIOR HIGH SCHOOL
BEHAVIOR INFRACTIONS AND THEIR CONSEQUENCES

Student Name _____ Date _____

Student Grade _____ Teacher _____

Administrative Use Only:

- _____ 3 Day Suspension
- _____ 5 Day Suspension
- _____ Recommendation for Expulsion

Positive Respectful Integrity Dedication Excellence

Date and day the detention/suspension will be served_____

Orange Card Level 3 Violations (Unless otherwise indicated.)

1 st . Violation	3 Day Suspension
2 nd . Violation	5 Day Suspension
3 rd . Violation	Recommendation for Expulsion

- _____ Possession/use of tobacco products including lighter (also follow Policy JFCG)
- _____ Blatant disrespect, overt defiance to authority
- _____ Fighting (1st. offense 5 days out, 2nd. Offense 10 days out with recommendation for expulsion)
- _____ Physical, verbal, written, or electronic abuse of a student
- _____ Vandalism
- _____ Theft / Stealing
- _____ Complicity for above offenses
- _____ Other

Teacher Comments:

GIRARD JUNIOR/SENIOR HIGH SCHOOL

BEHAVIOR INFRACTIONS AND THEIR CONSEQUENCES

Student Name _____ Date _____
Student Grade _____ Teacher _____

Administrative Use Only:

___ 10 Days out of School Suspension with Recommendation for Expulsion

Date and day the suspension will be served _____

Red Card Level 4 Violations (Unless otherwise indicated.)

1st. Violation 10 Days out of School Suspension with Recommendation for Expulsion

- ___ Use of, possession of, under the influence of alcohol or drugs
- ___ Distributing / Trafficking of alcohol, tobacco, or other drugs(also follow Policy)
- ___ Inducing a panic
- ___ Physical, verbal, written, or electronic abuse of a staff member or their property on or off of school property
- ___ Assault on a student
- ___ Gang (signs, symbols, references, or involvement)
- ___ Extortion
- ___ Bringing or possession of a weapon and their look alike on school grounds
- ___ Indecent exposure by a student
- ___ Arson or attempted arson
- ___ Bomb threats
- ___ Inappropriate touching of another student
- ___ Complicity for above offenses
- ___ Other

Teacher Comments:

NEOLA 5530, 5533: TOBACCO USE BY STUDENTS

The Board has a duty to protect and promote the health and well-being of all students and staff. The Board is acutely aware of the serious health risks associated with the use of tobacco products, both to users and nonusers, and that most tobacco use begins by the age of 18. Therefore, the Board adopts this 100% tobacco-free District policy to endorse a healthy lifestyle and prevent tobacco use.

“Tobacco” is defined as any product made or derived from tobacco or containing any form of nicotine, if it is intended for human consumption or is likely to be consumed, whether smoked, heated, chewed, absorbed, dissolved, inhaled or ingested by any other means including but not limited to: any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, alternative nicotine products, electronic smoking devices, vapor products, any other smoking product, and spit tobacco, also known as smokeless, dip, chew and snuff, in any form.

Tobacco Use Prohibited

No student is permitted to smoke, inhale, vape, dip or chew tobacco at any time, including non-school hours:

1. in any building, facility or vehicle owned, leased, rented or chartered by the District or
2. on school grounds, athletic facilities or parking lots.

No student is permitted to smoke, inhale, vape, dip or chew tobacco at any time, including non-school hours, at any school-sponsored event off campus.

Additionally, no student is permitted to possess cigarettes, lighters or other tobacco products including: filters, rolling papers, pipes, blunt or hemp wraps and liquids used in electronic smoking devices at any time.

Section JFCH/JFCI: Alcohol Use by Students/Student Drug Abuse

The Board recognizes its share of the responsibility for the health, welfare and safety of the students who attend the District's schools. The Board is concerned about the problems of alcohol and drug abuse and recognizes that illegal or inappropriate use of alcohol, narcotic drugs, depressants or other controlled substances is wrong and harmful and constitutes a hazard to the positive development of all students.

The Board does not permit any student to possess, transmit, conceal, offer for sale, consume, show evidence of having consumed or used any alcoholic beverages, illegal drugs, unprescribed drugs, look-alike drugs or any mind-altering substance while on school grounds or facilities; at school-sponsored events; in other situations under the authority of the District or in school-owned or school-approved vehicles. Included in this prohibition are any substances represented as a controlled substance, nonalcoholic beers, steroids, tobacco and tobacco products and drug paraphernalia.

The Board wishes to emphasize the following requirements:

1. A student is required to obey existing laws on school grounds and while involved in school activities. School authorities have the same responsibility as any other citizen to report violations of the law. The final disposition of any problem, however, is determined by the building principal with due consideration of the welfare of the student and of any other relevant factors involved.
2. Discipline is imposed independent of court action. Students are subject to immediate suspension or expulsion proceedings for possession or use of illegal drugs or alcoholic beverages.
3. Parents and students are given a copy of the standards of conduct and the statement of disciplinary sanctions and are notified that compliance with the standards of conduct is mandatory.

4. If conditions warrant, the administration refers the student for prosecution and offers full cooperation in a criminal investigation.
5. A reduction in penalty may be considered if the student receives professional assistance. Professional assistance may include but not be limited to an alcohol/drug education program; assessment with follow-through based on the assessment findings, counseling, outpatient treatment or inpatient treatment.

The Superintendent establishes and the Board considers for approval detailed procedures for dealing with students who may have a drug or alcohol problem. These procedures are in compliance with all applicable laws and observed by all staff members. It is the desire of the Board for students with problems to feel secure enough to ask for help from their teachers or counselors without fear of reprisal. Confidentiality shall be maintained within the limits of the law. The long-range welfare of the student is paramount.

Section IGAG: Drugs, Alcohol and Tobacco Education

The Board views with concern the serious implications of drug, alcohol and tobacco use by students. In keeping with its primary responsibility, the education of youth, the Board charges the staff to continue to investigate the causes of student involvement with drugs and alcohol and to develop suitable preventive measures whenever feasible.

The Board and the staff continue to seek ways to educate students about the dangers of the misuse and abuse of drugs, alcohol and tobacco. Instructional units include sessions about the causes and effects of drug, alcohol and tobacco abuse, especially in young people.

Detention

Detention is held after school hours Tuesdays and/or Thursday after school from 2:50-5:50. Students assigned detention will receive notice in school and parents will be notified by notice in the mail. Students will be notified individually with the hours and location of their detention.

In School Restriction

Students may be assigned in-school suspension in lieu of out of school suspension or detention. Students are given the opportunity to complete school-work for credit while in in-school suspension. Additional character education lessons may be provided.

NEOLA 2431: Interscholastic Extracurricular Eligibility

The Board recognizes the value of interscholastic extracurricular activities for students in grades 7-12 as an integral part of the total school experience. Since participation in interscholastic extracurricular activities is a privilege and not a right, students are expected to demonstrate competence in the classroom as a condition of participation.

Interscholastic extracurricular activities are defined as school-sponsored student activities involving more than one school or school district.

The Board permits students in grades 9-12 to participate in interscholastic extracurricular activities if they receive a failing grade in the previous grading period.

As a condition for the privilege of participating in interscholastic extracurricular activities, a student must have attained a minimum grade-point average of 1.0 on a 4.0 grading scale.

In addition, students participating in any program regulated by the Ohio High School Athletic Association must also comply with all eligibility requirements established by the Association. In order to be eligible, a high school student must have passed a minimum of five one-credit courses or the equivalent, that count toward

graduation, in the immediately preceding grading period. The five courses may be a combination of high school and college courses.

A student enrolled in the first grading period of the ninth grade after advancement from the eighth grade must have passed a minimum of four of all subjects carried the immediately preceding grading period in which the student was enrolled in the eighth grade.

A student enrolling in the seventh grade for the first time will be eligible for the first grading period regardless of the previous academic achievement. Thereafter, in order to be eligible, the student in grade seven or eight must be currently enrolled in school the immediately preceding grading period, and received passing grades during that grading period in a minimum of four of those subjects in which the student received grades.

Failure to comply with the grading period eligibility requirements results in extracurricular interscholastic ineligibility for the succeeding grading period.

If a student was homeschooled in the grading period preceding participation, the student must meet any academic requirements established by the State Board of Education for the continuation of home schooling to be eligible to participate in the program.

If a student did not receive homeschooling in the grading period preceding participation, the student's academic performance during the preceding grading period must have met any academic standards established by the District for eligibility to participate in the program.

Any student who commences homeschooling after the beginning of the school year and at that time was considered ineligible to participate in extracurricular activities for failure to meet academic requirements or any other requirements will be ineligible to participate in the same semester the student was deemed ineligible. Edgenuity students must complete 25% of their classwork and be passing at that time each 9 weeks in order to be eligible. 50% completion if it's a Semester class.

Legal: ORC 2305.23, ORC 2305.231, ORC 3313.535, ORC 3313.537, ORC 3313.5311, ORC 3313.5312, ORC 3313.66, ORC 3313.661, ORC 3315.062, OAC Chapter 3301-27

Prohibition From Extra Curricular Activities

Participation in extracurricular activities, including interscholastic sports, is a privilege and not a right. Therefore, the Board of Education authorizes the Superintendent, principals, and assistant principals and other authorized personnel employed by the District to supervise or coach a student activity program, to prohibit a student from participating in any particular or all extra-curricular activities of the District for offenses or violations of the Student Code of Conduct/Student Discipline Code for a period not to exceed the remainder of the school year in which the offense or violation of the Student Code of Conduct/Student Discipline Code took place.

In addition, student athletes are further subject to the Athletic Code of Conduct and may be prohibited from participating in all or part of any interscholastic sport for violations therein.

Students prohibited from participation in all or part of any extra-curricular activity are not entitled to further notice, hearing, or appeal rights.

This policy shall be posted in a central location in each school building and will be available to students upon request. R.C. 3313.664

SECTION JFCK: Use of Electronic Communications Equipment by Students

Students may be allowed to possess electronic communications devices while on school property or while attending school-sponsored activities on or off school property, as long as these devices are used in compliance with building regulations.

Students violating District procedures for use of electronic devices may have their device confiscated and may be subject to discipline.

The District assumes no liability if these devices are broken, lost or stolen. Notices of this policy are posted in a central location in every school building and in the student handbooks.

Earbuds and Headphones should be used for educational purposes only, and for safety should not be worn in the hallways.

Student Cell Phones, Backpacks & Water Bottles MUST be placed in student lockers unless otherwise directed by teacher or building staff.

Student Chromebooks are only to be used for school purposes

Students MUST follow the [Girard City School District E-Learning Handbook](#).
Legal: ORC 3313.20, ORC 3313.753

Dress Code

School dress should enhance a positive image of the students and the District and not threaten the health, welfare and safety of the members of the student body. Any form of dress or grooming that attracts undue attention, prompting a disruption of the learning environment or violating the previous statement, is unacceptable.

Requirements include the following.

1. Dress and grooming standards require cleanliness in the interest of health, sanitary conditions and safety requirements.
2. When a student is participating in school activities, his/her dress and grooming must not disrupt his/her performance or that of other students or constitute a health threat to himself/herself or other students.
3. Dress and grooming are not such as to disrupt the teaching/learning process.

Legal: U.S. Constitution Amend. I, ORC 3313.20, ORC 3313.665

STUDENT DRESS CODE DETAILS

2026-2027

- All students are expected to adhere to common practices of modesty, cleanliness and neatness and to dress in such a manner as to contribute to an academic atmosphere. Any clothing, object, or manner of personal grooming that is unsafe, unhealthy, or is otherwise disruptive to the educational process is prohibited. The following is a listing of sample violations. This is not an all-inclusive list.

JEWELRY

- Jewelry that is disruptive or causes a valid health or safety risk.
- Jewelry that is dangerous such as dog collars, fish hooks, wallet chains, belt chains, spiked jewelry, etc

CLOTHING

- Clothing with writing, pictures, symbols relating to alcohol, drugs, sexual connotations, racial slurs, profanity, violence, cults, gangs, prisons, death, gore
- Clothing with names and/or logos of high schools other than Girard High School
- Ripped or frayed jeans or pants that expose skin above the fingertip mark.
- Pants, shorts and skirts not worn at the waist or that are see through
- No Sleepwear, no slippers
- Shirts that reveal the mid-section, shoulders, cleavage, back, or are see through
- Shorts and skirts that do not extend beyond fingertip length around the entirety of the garment
- Open toe shoes without socks
- Hats, sunglasses, and hoods cannot be worn inside the building.
- Outdoor clothing in classrooms (hats, gloves, coats, caps, scarves, bandanas, sunglasses)
- Buttons, badges, patches or other items with obscene or offensive words, phrases, or illustrations

HAIR STYLES

- Hair covering the eyes

PERSONAL ITEMS/FOOD DRINK

- No backpacks, satchels, or oversized purses permitted in classrooms - item must be placed in student lockers
- No water bottles or outside drinks permitted in classroom and should be stored in lockers
- Cell Phones/headphones are not permitted in classrooms and should remain in lockers

Any other item or appearance deemed inappropriate by administration.

Students with inappropriate dress and/or grooming may be asked to change or sent home until the infraction is corrected and/or disciplinary action may be necessary based upon the Student Code of Conduct.

Section EDE: Computer/Online Services

(Acceptable Use and Internet Safety)

Technology can greatly enhance the instructional program, as well as the efficiency of the District. The Board recognizes that careful planning is essential to ensure the successful, equitable and cost-effective implementation of technology-based materials, equipment, systems and networks.

Computers and use of the District network or online services support learning and enhance instruction, as well as assist in administration. For purposes of this policy computers include District-owned desktop computers, laptops, tablets and other mobile computing devices.

All computers are to be used in a responsible, efficient, ethical and legal manner. Failure to adhere to this policy and the guidelines below will result in the revocation of the user's access privilege. Unacceptable uses of the computer/network include but are not limited to:

1. violating the conditions of State and Federal law dealing with students' and employees' rights to privacy, including unauthorized disclosure, use and dissemination of personal information;
2. using profanity, obscenity or other language that may be offensive to another user or intended to harass, intimidate or bully other users;
3. accessing personal social networking websites for noneducational purposes;
4. reposting (forwarding) personal communication without the author's prior consent;
5. copying commercial software and/or other material in violation of copyright law;
6. using the network for financial gain, for commercial activity or for any illegal activity;
7. "hacking" or gaining unauthorized access to other computers or computer systems, or attempting to gain such unauthorized access;
8. accessing and/or viewing inappropriate material and
9. downloading of freeware or shareware programs.

The Superintendent/designee shall develop a plan to address the short- and long-term technology needs and provide for compatibility of resources among school sites, offices and other operations. As a basis for this plan, he/she shall examine and compare the costs and benefits of various resources and shall identify the blend of technologies and level of service necessary to support the instructional program.

Because access to online services provides connections to other computer systems located all over the world, users (and parents of users who are under 18 years old) must understand that neither the school nor the District can control the content of the information available on these systems. Some of the information available is controversial and sometimes offensive.

The Board does not condone the use of such materials. Employees, students and parents of students must be aware that the privileges to access online services are withdrawn from users who do not respect the rights of others or who do not follow the rules and regulations established. A user's agreement is signed to indicate the user's acknowledgment of the risks and regulations for computer/online services use. The District has implemented technology-blocking measures that protect against access by both adults and minors to visual depictions that are obscene, child pornography, or, with respect to the use of computers by minors, harmful to minors. The District has also purchased monitoring devices that maintain a running log of Internet activity, recording which sites a particular user has visited.

"Harmful to minors" is defined as any picture, image, graphic image file or other visual depiction that:

1. taken as a whole and with respect to minors appeals to a prurient interest in nudity, sex or excretion;
2. depicts, describes or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts or a lewd exhibition of genitals and
3. taken as a whole, lacks serious literary, artistic, political or scientific value as to minors.

The District will educate minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response. The Superintendent/designee will develop a program to educate students on these issues.

Annually, a student who wishes to have computer network and Internet access during the school year must read the acceptable use and Internet safety policy and submit a properly signed agreement form. Students and staff are asked to sign a new agreement each year after reviewing the policies and regulations of the District. These policies and regulations also apply to use of District-owned devices, or accessing of District intranet off District property.

Legal: U.S. Constitution Art. I, Section 8

Family Educational Rights and Privacy Act; 20 USC 1232g et seq.Children's Internet Protection Act; 47 USC 254 (h)(5)(b)(iii); (P.L. 106-554, HR 4577, 2000, 114 Stat 2763), ORC 3313.20, ORC 3319.321

Section JN: Student Fees, Fines and Charges

Materials Fees

Students enrolled in District schools are furnished basic textbooks without cost. However, a fee for consumable materials and supplies used in the instructional program is established at the beginning of each school year and may vary as the cost of materials and supplies fluctuates. Such fees are to be deposited in the rotary operating funds of the Board to defray the cost of the materials and supplies.

The Board directs the Superintendent/designee to prepare a schedule of fees for materials to be used in courses of instruction and a schedule of charges that may be imposed for damage to school property.

The District does not charge students eligible for free lunch under the National School Lunch Act or Child Nutrition Act a fee for any materials needed to participate fully in a course of instruction. Any fees charged to students eligible for free lunch under the National School Lunch Act or Child Nutrition Act will be charged in compliance with State and Federal law. This exception only applies to recipients of free lunch, not students who receive reduced-price lunch. This provision does not apply to extracurricular activities and student enrichment programs that are not courses of instruction.

Fines

When school property, equipment or supplies are damaged, lost or taken by individuals, a fine is assessed. The fine is reasonable, seeking only to compensate the school for the expense or loss incurred. Free lunch eligibility does not exempt a student from paying fines for damage to school property.

The late return of borrowed books or materials from the school libraries is subject to appropriate fines.

All fines collected are sent to the Treasurer for deposit in the General Fund of the Board.

Unpaid Meal Charges

Unpaid meal charges are considered delinquent debt when payment is past due. The administration will establish procedures for the collection of unpaid meal charges.

Collection of Student Fees and Fines

The administration may establish regulations for the collection of student fees and fines.

Grades and credits are not made available to any student, graduate or to anyone requesting same on his/her behalf until all fees and fines for that student have been paid in full, except where required by State law. Participation in extracurricular field trips will not be permitted unless payment has been received. Students will be prohibited from participating in commencement exercises unless payment has been received.

Revised 6/4/21

Legal National School Lunch Act; 42 USC 1751, Child Nutrition Act of 1966; 42 USC 1771, ORC 3313.642, ORC 3329.06

Bus Privileges: Section EEACC-R Discipline

Student Conduct on District Managed Transportation

The following regulations pertain to student conduct on District managed transportation and are intended to ensure the safety and welfare of the students, the driver and other drivers on the road and to ensure safety and proper maintenance of school vehicles.

Students will:

1. be careful in approaching bus stops, walk on the left facing oncoming traffic, be sure that the road is clear both ways before crossing the highway and wait in a location clear of traffic;
2. arrive at the bus stop before the bus is scheduled to arrive in order to permit the bus to follow the time schedule;
3. not exhibit behavior at the bus stop that threatens life, limb or property of any individual;
4. sit in assigned seats (drivers have the right to assign a student to a seat and to expect reasonable conduct similar to conduct expected in a classroom);
5. reach assigned seat without disturbing or crowding other students and remain seated while the vehicle is moving;
6. obey the driver promptly and respectfully and recognize that he/she has an important responsibility and that it is everyone's duty to help ensure safety;
7. keep the vehicle clean and sanitary, and refrain from chewing gum or consuming candy, food or drinks on the vehicle at any time (except as required for medical reasons);
8. refrain from using profane language and from loud talking or laughing (unnecessary confusion diverts the driver's attention and might result in a serious accident);
9. remain seated keeping aisles and exits clear, keep head, arms and hands inside the vehicle at all times and not throw or pass objects on, from or into the vehicle;
10. be courteous to fellow students and to the driver;
11. treat equipment as one would treat valuable furniture in his/her home (damage to the school vehicle is strictly forbidden);
12. not use tobacco on the vehicle or possess alcohol or drugs on the vehicle except as prescription medications may be required for a student and

13. carry on the vehicle only items that can be held in their laps.

Students must remain seated until the vehicle stops, then promptly unload and wait in their designated place of safety until the vehicle leaves. Students who must cross the street to reach the residence side of the street must wait for the signal from the driver and cross in front of the vehicle after also checking for traffic themselves.

Failure of a student to follow these regulations may result in his/her forfeiting the right of transportation on District managed transportation.

Discipline

The Board authorizes the Superintendent or other administrators to suspend a student from transportation privileges only for a period of up to one school year. The only due process required is notice to the student of an intended bus riding suspension and an opportunity to appear before the administrator considering the suspension before it happens. The administrator's decision is final.

When discipline problems with individual students arise, use the following guidelines.

1. If possible, the driver should resolve the problem.
2. When the driver is unable to resolve the problem, he/she should report it to the transportation supervisor. The transportation supervisor and driver, if necessary, confer with the principal. Any discipline is imposed by the principal of the school.
3. Problems that cannot be resolved by measures specified above are referred to the Superintendent.

Recording Devices on Transportation Vehicles

As part of the District's ongoing program to improve student discipline and ensure the health, welfare and safety of all those riding school transportation vehicles, the Board may utilize video and audio recording devices on all school vehicles transporting students to and from curricular, co curricular and extracurricular activities.

The recording devices monitor student behavior and the recordings are hereby stipulated as admissible evidence in student disciplinary proceedings. The recordings may be student records subject to confidentiality and are subject to Board policy and administrative regulations.

The Superintendent is directed to develop administrative regulations governing the use of recording devices in accordance with the provisions of law and this policy.

ATTENDANCE

Section JED: Student Absences and Excuses

Regular attendance by all students is very important. In many cases, irregular attendance is the major reason for poor schoolwork; therefore, all students are urged to make appointments, do personal errands, etc., outside of school hours.

The Board directs the Superintendent/designee to develop appropriate procedures for tracking student attendance based on the mode of learning. The District monitors daily absences for trends related to COVID-19.

Students will not be penalized for absences related to contracting COVID-19 or having to quarantine or isolate due to COVID-19 exposure/symptoms, regardless of whether the student is participating in-person, remotely or both.

Reasons for which students may be medically excused include, but are not limited to:

1. personal illness of the student;
2. illness in the student's family necessitating the presence of the child;
3. quarantine for contagious disease or
4. emergency or other set of circumstances in which the judgment of the Superintendent constitutes a good and sufficient cause for absence from school, which may include but not be limited to absences due to documented medical appointments.
Any limits that may be in place regarding the number of medical excuses that will be authorized without a doctor's note may be extended if the student or someone in the student's family is in quarantine due to COVID-19 or experiencing symptoms of COVID-19.

Reasons for which students may be non medically excused include, but are not limited to:

1. needed at home to perform necessary work directly and exclusively for parents or legal guardians for a limited period of time when approved by the Superintendent (applies to students over 14 years of age only);
2. death in the family (applies to absences of up to 18 school hours unless a reasonable cause may be shown for a longer absence);
3. observance of religious holidays consistent with a student's truly held religious belief;
4. traveling out of state to attend a Board-approved enrichment activity or extracurricular activity (applies to absences of up to 24 school hours);
5. college visitation;
6. absences due to a student's placement in foster care or change in foster care placement or any court proceedings related to their foster care status;
7. absences due to a student being homeless;
8. temporary internet outage for individual students or households;
9. technical difficulties for individual students or households occurring at inopportune times such as during a teacher-led remote learning lesson;

10. absences due to COVID-19 reasons that are not considered medically excused until alternative arrangements can be made or
11. as determined by the Superintendent.

The District makes an attempt to contact the parent, guardian, or other person having care of a student who has not notified the school of the student's absence that day regarding that student's absence without legitimate excuse within 120 minutes of the start of the school day. The Board authorizes the Superintendent to determine and use the appropriate notification procedure and methods consistent with State law.

Each student who is absent must immediately, upon return to school, make arrangements with his/her teacher(s) to make up work missed. Students who are absent from school for reasons not permitted by State law may, or may not, be permitted to make up work. Each case is considered on its merits by the principal and the respective teacher(s). Students who are absent due to an in-school or out-of-school suspension are permitted to make up missed classroom assignments in accordance with District level policies and procedures. Students are requested to bring a note to school after each absence explaining the reason for the absence or tardiness in accordance with procedures and timelines defined in District level policies and procedures.

The Board does not believe that students should be excused from school for vacations or other nonemergency trips. The responsibility for such absences resides with the parent(s), and they must not expect any work missed by their child to be retaught by the teacher. If the school is notified in advance of such a trip, reasonable efforts are made to prepare a general list of assignments for the student to do while he/she is absent.

The Board authorizes the Superintendent to establish a hearing and notification procedure for the purpose of denying a student's driving privileges if that student of compulsory school age has been absent without legitimate excuse for more than 60 consecutive hours during a school month or a total of at least 90 hours during a school year.

Legal [ORC 3313.609](#), [ORC 3313.66](#), [ORC 3321.01](#), [ORC 3321.03](#), [ORC 3321.04](#), [ORC 3321.13](#), [ORC 3321.14](#), [ORC 3321.141](#), [ORC 3321.19](#), [ORC 3321.38](#), [ORC 4510.32](#), [OAC 3301-69-02](#)

Section JEDA: Truancy

The Board endeavors to reduce truancy through cooperation with parents, diligence in investigating the causes of absence and use of strict guidelines in regard to tardiness and unexcused absence.

When the Board determines that a student has been truant and that the parent, guardian or other person having care of a child has failed to ensure the child's attendance at school, State law authorizes the Board to require the parent to attend a specified educational program.

This program has been established according to the rules adopted by the State Board of Education for the purpose of encouraging parental involvement in compelling the child's attendance at school.

On the request of the Superintendent, or when it comes to the attention of the school attendance officer or other appropriate officer of the District, the designated officer must investigate any case of supposed truancy within the District and must warn the child, if found truant, and the child's parent in writing of the legal consequences of being a "habitual" truant.

A "habitual truant" is any child of compulsory school age who is absent without a legitimate excuse for 30 or more consecutive hours, 42 or more hours in one month or 72 or more hours in a school year.

The parent is required to have the child attend school immediately after notification. If the parent fails to get the child to attend school, the attendance officer or other appropriate officer, if directed by the Superintendent or the Board, must send notice requiring the child's parent to attend a parental education program.

Regarding "habitual truants," the Board must take as an intervention strategy any appropriate action contained in Board policy.

The Board directs the administration to develop intervention strategies that include all of the following actions if applicable:

1. providing a truancy intervention plan meeting State law requirements for any student who is excessively absent from school;
2. providing counseling for a habitual truant;
3. requesting or requiring a parent having control of a habitual truant to attend parental involvement programs;
4. requesting or requiring a parent of a habitual truant to attend truancy prevention mediation programs;
5. notification to the registrar of motor vehicles or
6. taking appropriate legal action.

The attendance officer provides notice to the parent of a student who is absent with a nonmedical excuse or without excuse for 38 or more hours in one school month or 65 or more hours in a school year within seven days after the date of the absence triggering the notice. At the time of notice, the District may take any appropriate action as outlined in this policy as an intervention strategy.

Absence Intervention Plan

Beginning with the 2017-2018 school year, when a student's absences surpass the threshold for a habitual truant, the principal or the Superintendent assigns the student to an absence intervention team within 10 days of the triggering event. The absence intervention team must be developed within seven school days of the triggering event and is based on the needs of the individual student. The team must include a representative from the student's school or District, a representative from the student's school or District who knows the student and the student's parent or their designee, and also may include a school psychologist, counselor, social worker or representative of an agency designed to assist students and their families in reducing absences. During the seven days while developing the team, the Superintendent or principal makes at least three meaningful, good faith attempts to secure participation of the student's parent. If the student's parent is unresponsive the District investigates whether the failure to respond triggers mandatory reporting to the appropriate children's services agency and instructs the absence team to develop the intervention plan without the parent.

Within 14 school days after a student is assigned to a team, the team develops a student specific intervention plan to work to reduce or eliminate further absences. The plan includes, at minimum a statement the District will file a complaint in juvenile court not later than 61 days after the date the plan is implemented if the student refuses to participate or fails to make satisfactory progress. The District makes reasonable efforts to provide the student's parent with written notice of the plan within seven days of development.

The absence intervention plan for a student may include contacting the juvenile court to have a student informally enrolled in an alternative to adjudication. The Board directs the Superintendent to develop written procedures regarding the use of and selection process for offering these alternatives to ensure fairness.

If the student becomes habitually truant within 21 school days prior to the last day of instruction of a school year, the District may either assign a school official to work with the student's parent to develop an

intervention plan during the summer and implement the plan no later than seven days prior to the first day of instruction of the next school year, or reconvene the absence intervention process on the first day of instruction of the next school year.

Filing a Complaint with Juvenile Court

Beginning with the 2017-2018 school year, the attendance officer must file a complaint against the student in juvenile court on the 61st day after implementation of the absence intervention plan when:

1. the student's absences have surpassed the threshold for a habitual truant;
2. the District has made meaningful attempts to re-engage the student through the absence intervention plan, other intervention strategies and any offered alternatives to adjudication and
3. the student has refused to participate in or failed to make satisfactory progress on the plan or any offered intervention strategies or alternatives to adjudication as determined by the absence intervention team.

If the 61st day after intervention falls on a day during the summer months, the District may extend the implementation of the plan and delay the filing of the complaint for an additional 30 days after the first day of instruction of the next school year.

Unless the absence intervention team determines the student has made substantial progress on their absence intervention plan, the attendance officer must file a complaint against the student in juvenile court if the student is absent without legitimate excuse for 30 or more consecutive hours or 42 or more hours during a school month at any time during the implementation phase of the intervention plan or other intervention strategy.

Legal: ORC 3313.663, ORC 3313.668, ORC 3321.03 through 3321.04, ORC 3321.07 through 3321.09, ORC 3321.19, ORC 3321.191, ORC 3321.22, ORC 3321.38, OAC 3301-47-01

Section J: Positive Behavioral Interventions and Supports

Positive Behavioral Interventions and Supports (PBIS)

PBIS is a multi-tiered school-wide, behavioral framework developed and implemented for the purpose of improving academic and social outcomes and increasing learning for all students. The Board directs the Superintendent/designee to develop a PBIS system/framework consistent with the components set forth in the State Board of Education's (SBOE) policy, State law and this policy. The District implements PBIS on a systemwide basis in an effort to promote positive interactions and solutions within the District. The District encourages family involvement as an integral part of its PBIS system. This policy is implemented in accordance with all applicable definitions set forth in State law.

PBIS Framework

The framework includes a decision-making framework consisting of multiple school staff members who guide selection, integration and implementation of evidence-based academic and behavior practices for improving academic and behavior outcomes for all students. It also includes the following integrated elements:

1. data-based decision making;
2. evidence-based practices along a multi-tiered continuum of supports;
3. systems that enable accurate and sustainable implementation of practices and
4. progress monitoring for fidelity and target outcomes.

The District standards for implementation of PBIS include:

1. student personnel will receive professional development in accordance with State law and this policy;
2. explicit instruction of school-wide behavior expectations;
3. consistent systems of acknowledging and correcting behaviors;
4. teaching environments designed to eliminate behavior triggers and
5. family and community involvement.



We Are Girard

BE RESPECTFUL

- Respect property of school & others
- Speak and act respectfully
- Use appropriate language and voice level
- Quietly report to designated areas

BE RESPONSIBLE

- Report issues to nearest adult
- Cell phones off & stored in locker
- Follow Code of Conduct
- Be on time & prepared to learn

BE SAFE

- Report unsafe behaviors
- Keep hands and feet to yourself
- Walk at all times
- Keep food & drink in designated areas

RESTROOM

- Respect the privacy of others
- Keep area clean
- Return to class promptly

CAFETERIA

- Leave a clean table, floor & chair
- Remain in assigned seat
- Use time for restroom

BUS

- Remain seated & face forward
- Keep the aisle clear
- Store in your backpack any food and drink.



Girard Junior High School
PBIS Committee

POSITIVE * RESPECTFUL * INTEGRITY * DEDICATION * EXCELLENCE

PBIS Schoolwide Quarterly Rewards

At the completion of each quarter, students will have a choice of reward activities to participate in. Students who do not qualify for rewards will have an opportunity to complete classwork. Students have a chance to meet reward criteria each quarter.

Girard Junior High School PBIS Quarterly Rewards

Each quarter, students will have the opportunity to qualify for a school-wide rewards program. At the completion of the quarter, a student who meets a minimum number of designated criteria will participate. Students who do not qualify will have an opportunity to complete classwork.

First Quarter Rewards

To qualify a student **must meet 4** of the following criteria:

- Honor roll
- No F's
- 16 or less hours absent from school that are not medically excused
- No unexcused tardies to school
- No missing assignments
- No suspensions or expulsions

Q1 PBIS Reward: qualifying students will have the opportunity to select a fun activity of their choice.

TITLE IX - EDUCATIONAL OPPORTUNITIES AND COURSE OFFERINGS

The Girard Board of Education has adopted a policy of nondiscrimination in educational opportunities or activities for students in compliance with Title IX of the Education Amendments of 1972. Any student eligible by law to attend Girard City Schools, who believes he/she has a grievance in violation of this policy is advised to discuss the issue with his/her counselor and follow the steps of the Board's adopted grievance procedure.

ALMA MATER

STAND AND SING FOR OUR DEAR HIGH SCHOOL FOR WE LOVE HER SO.
WE ARE HERE TO SING HER PRAISES AS YEARS COME AND GO.
FORWARD EVER BE OUR WATCHWORD: CONQUER AND PREVAIL.
HAIL TO THEE, OUR ALMA MATER,
HAIL GIRARD, ALL HAIL.

SCHOOL COLORS
SCHOOL EMBLEM
SCHOOL YEARBOOK

RED AND BLACK
INDIAN/G
THE REFLECTOR

***School Motto: Together We Are a Family,
Together We Are GIRARD!”***