

WYOMING HIGH SCHOOL

The mission of Wyoming High School is to provide each student with a well-rounded educational program leading to college entrance and/or career paths and fostering economic independence, critical thinking, and social responsibility.

2020-2021

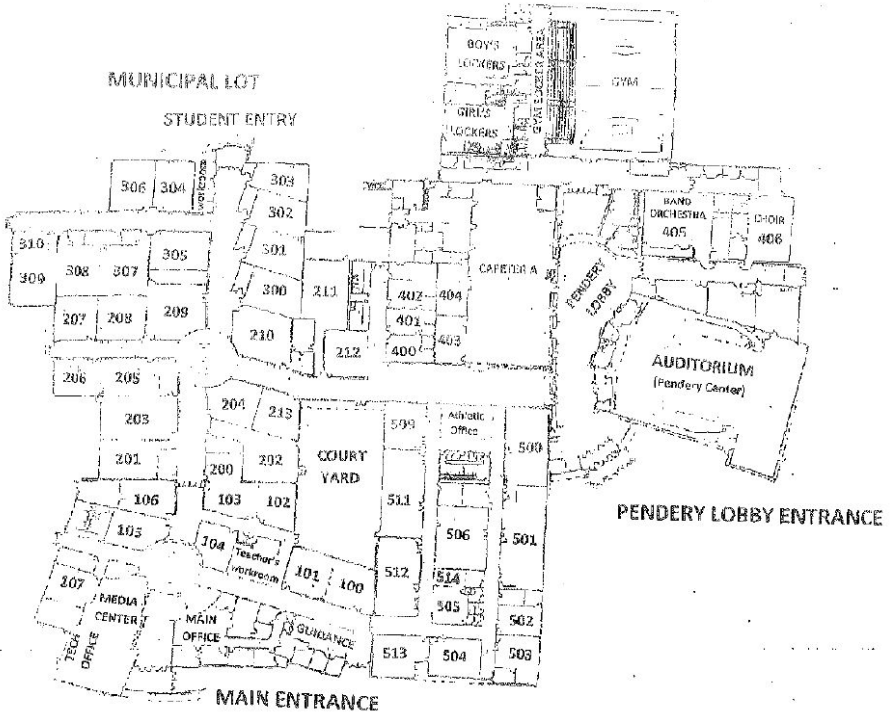
STUDENT HANDBOOK

Wyoming High School
106 Pendery Avenue
Wyoming, Ohio
45215
Telephone: (513) 206-7050
Fax: (513) 206-7132

	Preparation	Respect	Integrity	Diligence	Engagement
Classroom	<ul style="list-style-type: none"> Bring pertinent materials. Be timely with assignments. Active on time. Be ready to learn. 	<ul style="list-style-type: none"> Use appropriate language. Listen when others are speaking. Appreciate other's property. 	<ul style="list-style-type: none"> Do your own work. Honor others' work/effort. Take ownership. 	<ul style="list-style-type: none"> Do your best. Challenge yourself. Encourage others. 	<ul style="list-style-type: none"> Actively participate. Remain on task and in the room. Use technology appropriately. Ask for help.
Cafeteria	<ul style="list-style-type: none"> Arrive on time. Remain in the appropriate space. 	<ul style="list-style-type: none"> Use appropriate language. Be patient and courteous. Treat others with kindness. 	<ul style="list-style-type: none"> Pay for food. Consume your own food. 	<ul style="list-style-type: none"> Clean up your space. 	<ul style="list-style-type: none"> Be inclusive.
Hallway	<ul style="list-style-type: none"> Have a pass during class time. Store personal belongings in lockers (hats, backpacks). 	<ul style="list-style-type: none"> Use appropriate language. Honor personal space and property. 	<ul style="list-style-type: none"> Be courteous of hallway displays. 	<ul style="list-style-type: none"> Go directly and promptly to intended destination. 	<ul style="list-style-type: none"> Treat others with kindness. Ask for help.
Restroom	<ul style="list-style-type: none"> Use during class changes. 	<ul style="list-style-type: none"> Use appropriate language. Appreciate property. 	<ul style="list-style-type: none"> Use for intended purposes. Honor privacy of others. 	<ul style="list-style-type: none"> Keep space clean. Use proper hygiene. 	<ul style="list-style-type: none"> Report any supply (or mechanical) needs.
School Events	<ul style="list-style-type: none"> Arrive on time. Bring required tickets/pass (if applicable). Dress appropriately. 	<ul style="list-style-type: none"> Use appropriate language. Be positive. Exhibit "sportsmanship". 	<ul style="list-style-type: none"> Make good social choices before, during, and after events. 	<ul style="list-style-type: none"> Hold each other accountable. 	<ul style="list-style-type: none"> Attend events. Participate.

WHMS MATRIX

WYOMING HIGH SCHOOL
BUILDING MAP



(PENDERY AVENUE)

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DAILY TIME SCHEDULE

PERIOD

	<u>REGULAR</u>	<u>HOMEROOM</u>	<u>2 HOUR DELAY</u>
1	7:50 - 8:40	7:50 – 8:35	8:50 - 9:35
2	8:45 - 9:37	8:40 – 9:25	9:40 - 10:22
3	9:42 - 10:32	9:30 – 10:15	10:27 - 11:09
4	10:37 - 11:27	10:20 – 11:05	11:14 - 11:56
5	11:27 - 12:58	11:05 – 1:10	11:56 - 1:13
	<u>Lunch</u> 11:27 - 12:03	11:05 – 11:35	11:56 - 12:26
	<u>Class</u> 12:08 - 12:58	11:10 – 11:55	12:31 - 1:13
	<u>Class</u> 11:32 - 12:22	11:40 – 12:25	12:01 - 12:43
	<u>Lunch</u> 12:22 - 12:58	11:55 – 12:25	12:43 - 1:13
		(Homeroom)	
		12:30 – 1:10	
6	1:03 - 1:55	1:15 – 2:00	1:18 – 2:00
7	2:00 - 2:50	2:05 – 2:50	2:05 - 2:50

WYOMING CITY SCHOOLS 2019-2020 CALENDAR

AUGUST

S	M	T	W	T	F	S
				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

SEPTEMBER

S	M	T	W	T	F	S
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

S	M	T	W	T	F	S
			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	

NOVEMBER

S	M	T	W	T	F	S
				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

S	M	T	W	T	F	S
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

S	M	T	W	T	F	S
			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

S	M	T	W	T	F	S
						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

MARCH

S	M	T	W	T	F	S
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

S	M	T	W	T	F	S
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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

S	M	T	W	T	F	S
				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

JUNE

S	M	T	W	T	F	S
31	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				

JULY

S	M	T	W	T	F	S
				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

- No School
- Legal Holiday - No school
- Board Holiday - No school
- Professional Development Day - No school for students
- Late start K-12

- 1st Quarter = 46 Days
- 2nd Quarter = 41 Days
- 3rd Quarter = 46 Days
- 4th Quarter = 47 Days

[= Beginning of Quarter
] = End of Quarter

Board Approved: 06.12.2018

A Parent's Right to Know Professional Qualifications

As a parent of a student in Wyoming City Schools, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal law allows you to ask for certain information about your child's classroom teachers and requires us to give you this information in a timely manner if you ask for it.

Specifically, you have the right to ask for the following information about each of your child's classroom teachers:

- Whether the Ohio Department of Education has licensed or qualified the teacher for the grades and subjects he or she teaches.
- Whether the Ohio Department of Education has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.
- The teacher's college major, whether the teacher has earned advanced degrees and, if so, the subject of those degrees.
- Whether any aides or similar paraprofessionals provide services to your child and, if they do, their qualifications.
- For general information about your child's teacher, you may ask the school's principal, or you may talk to your child's teacher about his/her qualifications.

For detailed information, a formal request must be made in writing to the Wyoming City Schools Assistant Superintendent, 420 Springfield Pike, Wyoming, OH, 45215 or you may call (513) 206-7000.

BLOOD BORNE PATHOGENS

The Board of Education seeks to protect individuals within the building who may be exposed to blood-borne pathogens and other potentially-infectious materials in their performance of assigned duties. The Superintendent has implemented administrative guidelines which will:

- A. identify those categories of employees whose duties create a reasonable anticipation of exposure to blood and other infectious materials;
- B. provide for inoculation of the Hepatitis B vaccine at no cost to the staff member and in accordance with Federally- mandated scheduling;
- C. ensure proper training in the universal precautions against exposure and/or contamination including the provision of appropriate protective supplies and equipment;

D. establish appropriate procedures for the reporting, evaluation, and follow-up to any and all incidents of exposure;

E. provide for record-keeping of all of the above which complies with both Federal and State laws;

F. develop an exposure control plan.

PUBLIC ATTENDANCE AND ACCESSIBILITY

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities. This includes, but is not limited to, providing accommodations to parents with disabilities who desire access to their child's educational program or meetings pertinent thereto. If you require accommodation, please contact the building principal a minimum of 48 hours in advance of the event.

WYOMING HIGH SCHOOL STUDENT COUNCIL 2020-2021

President: Autumn McMichael
Vice President: Luci DeJesus
Secretary/Treasurer: Audrey Skidmore

Senior Class - Class of 2021

President: Mary Hu
Vice President: Marianna Dionysiou
Representatives: Sam Jacquemin, Anna Seyerle, Adam Flem, Elle Boetcher, Lydia Smith

Junior Class - Class of 2022

President: Elaina Zory
Vice President: Michael Chen
Representatives: Emily Gelhausen, Gabe Litwin, Nathaniel Miller, Emmie Morehaus, Lauren Turner, Jeffrey Evans

Sophomore Class - Class of 2023

President: Kylene Chu
President: Chloe Knapp
Cullen Batsel, Jack Cavanaugh, Zach Spera,
Hollis Hays, Eli Hogenesch, Van Carmichael
Vice
Representatives:

Freshman Class - Class of 2024

President:	Sarah Omidvar	Vice
President:	Jillian Siler	
Representatives:	Tre Jervier III, Louis Jahingan, Abe Rempe, Ashley Emch, Zoey Koch, Max Smith	

GRADUATION CREDIT REQUIREMENTS FOR CLASSES OF 2021 and 2022

A minimum of 21 credits is required for graduation, 15 of which must be in academic units.

As a part of the credit requirement, a student must receive full credit for:

- 4 units of English
- 4 units of Mathematics - one unit must be Algebra II or an equivalent
- 3 units of Science (one being a physical science and one being a biological science)
- 4 units of Social Studies (World Studies I or Honors World Studies, American Government & Economic Liberty or Honors American Government & Economic Liberty, CP United States History or A.P. United States History, American Contemporary Politics and World Issues or AP U.S. Government & Politics *and* AP Comparative Government)
- 1/2 unit of Oral Communications
- 1/2 unit of Physical Education
- 1/2 unit of Health
- 4 ½ units of student electives
 - Elective units must include one or any combination of world language, fine arts, business, career-technical education, technology, or English language arts, mathematics, science or social studies courses not otherwise required.
 - For college admission purposes, it is strongly suggested that students complete two units of the same world language and a unit of fine arts and chemistry.
 - At least 2 semesters of fine arts courses (visual or performing) must be taken in grades 7-12.

All students must take the following state tests:

- Algebra I
- Geometry
- Biology
- American History
- American Government and Economic Liberty
- English I/ELA I
- English II/ELA II

And meet one of the following pathways:

1. Earn at least 18 points on seven end-of-course state tests. Students must earn 4 points in Math, 4 points in English and 6 points across Science and Social Studies.
2. Earn a minimum of 12 points by receiving a State Board of Education-approved, industry-recognized credential or group of credentials in a single career field and earn the required score on WorkKeys, a work-readiness test. The state of Ohio will pay one time for you to take the WorkKeys test.
3. Earn remediation-free scores in mathematics and English language arts on either the ACT or SAT.

OR meet one of the following pathways:

1. Demonstrate two career-focused activities: foundational and supporting
2. Enlist in the military
3. Complete college coursework

AND earn two of the following diploma seals, choosing those that line up with your goals and interests. At least one of the two must be Ohio-designed:

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

For detailed information regarding graduation requirements please see the Ohio Department of Education's website:

<http://education.ohio.gov/getattachment/Topics/Ohio-s-Graduation-Requirements/Earnin-g-an-Ohio-High-School-Diploma-for-the-Cl-2/GradReq2021.pdf.aspx?lang=en-US>

GRADUATION CREDIT REQUIREMENTS FOR CLASSES OF 2023 and BEYOND

A minimum of 21 credits is required for graduation, 15 of which must be in academic units.

As a part of the credit requirement, a student must receive full credit for:

- 4 units of English
- 4 units of Mathematics - one unit must be Algebra II or an equivalent
- 3 units of Science (one being a physical science and one being a biological science)
- 4 units of Social Studies (World Studies I or Honors World Studies, American Government & Economic Liberty or Honors American Government & Economic Liberty, CP United States History or A.P. United States History, American Contemporary Politics and World Issues or AP U.S. Government & Politics *and* AP Comparative Government)
- 1/2 unit of Oral Communications
- 1/2 unit of Physical Education
- 1/2 unit of Health
- 4 1/2 units of student electives
 - Elective units must include one or any combination of world language, fine arts, business, career-technical education, technology, or English language arts, mathematics, science or social studies courses not otherwise required.
 - For college admission purposes, it is strongly suggested that students complete two units of the same world language and a unit of fine arts and chemistry.
 - At least 2 semesters of fine arts courses (visual or performing) must be taken in grades 7-12.

All students must take, and earn a passing score, on the following state tests:

- Algebra I
- English II/ELA II

OR meet one of the following pathways:

4. Demonstrate two career-focused activities: foundational and supporting
5. Enlist in the military
6. Complete college coursework

For more information, visit:

<http://education.ohio.gov/getattachment/Topics/Ohio-s-Graduation-Requirements/Sections/C/asses-of-2023-and-Beyond-Graduation-Requirements/GradReq2023.pdf.aspx?lang=en-US>

AND earn two of the following diploma seals, choosing those that line up with your goals and interests. At least one of the two must be Ohio-designed:

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

Honors Diploma

High school students can gain state recognition for exceeding Ohio’s graduation requirements through an Honors diploma. There are 5 options. Students must meet *all but one* of the Honors Diploma criteria, unless it is a minimum graduation requirement. Additionally, students must meet general graduation requirements to qualify for an Honors Diploma. More information about the various honors diplomas and their requirements, can be found at <http://education.ohio.gov/getattachment/Topics/Ohio-Graduation-Requirements/Graduation-Requirements-2014-2017/Criteria-for-Diploma-with-Honors/Honors-Diploma-Revised-Grid.pdf.aspx>

GRADE LEVELS

- In order for students to remain in their proper developmental sequence, the academic and elective courses are offered for specific grade levels. Except in unusual cases, students take only those courses designed for the grade level in which they are enrolled.
- In order to participate in the grade level events, students must have earned the minimum number of credits:

Grade 10	4 credits
Grade 11	10 credits
Grade 12	15 credits

- This is of particular importance for grades 11 and 12 when there are specific grade level events, such as prom and the senior trip. A student who has not earned enough credits will not be able to participate in grade level activities.
- Students will be assigned to homerooms on the basis of grade level.

- Grade 9
- Grade 10
- Grade 11
- Grade 12

- To maintain senior privileges, a student must be passing senior English, government and the appropriate grade-level math course, all of which are graduation requirements. Additionally, habitual attendance or discipline issues can result in the loss of the privilege. If a student's privilege is revoked for an interim of time and he/she continues to proceed with taking the privilege, then the privilege will be revoked for the remainder of the year.
- To maintain Fire Cadet privileges, a student must be passing. Additionally, he/she cannot be credit deficient, have excessive absences (unexcused or excused), or discipline referrals.

GRADING PROCEDURES

Teachers of all subjects will use the following grading standards on progress reports:

93.00 - 100.00	A = 4.0	3.80 - 4.00
90.00 - 92.99	A- = 3.65	3.50 - 3.79
87.00 - 89.99	B+ = 3.35	3.20 - 3.49
83.00 - 86.99	B = 3.0	2.80 - 3.19
80.00 - 82.99	B- = 2.65	2.50 - 2.79
77.00 - 79.99	C+ = 2.35	2.20 - 2.49
73.00 - 76.99	C = 2.0	1.80 - 2.19
70.00 - 72.99	C- = 1.65	1.50 - 1.79
67.00 - 69.99	D+ = 1.35	1.20 - 1.49
63.00 - 66.99	D = 1.0	0.80 - 1.19
60.00 - 62.99	D- = 0.65	0.50 - 0.79
00.00 - 59.99	F = 0	0.00 - 0.49

The following code letters will also be used for the purpose of reporting pupil progress:
 P=Pass; F=Failure; W=Withdrawal; WF=Withdrawal Failing; N=Incomplete.

Once a quarter has ended, no late work will be accepted.

ROUNDING OF QUARTER GRADES

Whether or not a quarter grade is rounded is at the discretion of each teacher. Please see their policies stated in each of their syllabi and/or posted on Canvas.

COURSE CREDIT

* In order to be granted credit in a semester course, a student must earn a semester average of .50 or better and pass the second quarter of the course or the final exam. In order to be granted credit in a year-long course, a student must earn a yearly average of .50 or better, a second semester average of D- or better and pass the 4th quarter or the final exam. **If a student withdraws at the semester from a year long course, he/she will not receive a .5 credit.**

*To maintain Senior privileges, a student must be enrolled and passing all senior courses. Attendance and discipline will also be considered.

CREDIT FLEXIBILITY

Through Ohio Senate Bill 311, the State Board of Education has adopted a plan which enables students to “earn units of high school credit based on demonstration of subject area competency, instead of or in combination with completing hours of classroom instruction”. This plan is referred to as “Credit Flexibility.”

The Wyoming City School District has developed a credit flexibility plan that will enable students to earn high school credit by: a) completing coursework, b) testing out of or demonstrating mastery of course content, c) pursuing one or more educational options in accordance with the District’s Credit Flexibility Plan, or d) any combination of the above. This plan went into effect beginning with the 2010-2011 school year.

Students choosing to take advantage of this opportunity must complete the Wyoming High School Credit Flexibility Application and submit it to the High School Counselor’s office no later than **March 1, 2021**. Applications are now available online at www.wyomingcityschools.org under High School Guidance. All applicants will receive notification of approval within ten days of the deadline in order to accommodate appropriate schedule changes. Any student who applies after the deadline will not be eligible for the credit flexibility option during the upcoming school year.

Please note that this plan and application process also apply to summer physical education classes. Therefore, if you wish for your child to take physical education during the summer, the above-mentioned application must be completed no later than **March 1**. Please note that there is no guarantee a student will receive the class of their choice.

For detailed information about how credit flexibility may apply to your child’s academic planning, or to obtain an application, please contact the High School Guidance Office at 206-7114. Applications are also available on the High School website under Guidance. Information is available on the Ohio Department of Education's website at www.ode.state.oh.us.

COLLEGE CREDIT PLUS

PROGRAM ELIGIBILITY

College Credit Plus (CCP) has been established to permit eligible students, in grades 7-12, the opportunity to earn high school and college credit simultaneously through completion of college courses. Students are permitted to take up to 30 college credit hours per school year, but not more than 120 credits throughout their high school career. The 30 credit calculation includes high school credits taken during the planned CCP school year. Any student admitted to a course by an institution of higher education will be expected and required to perform at the same level as the institution's regular students. No special courses will be designed for high school or middle school students. Students can participate in CCP only if they have been accepted by a college or university in accordance with guidelines set up by the individual colleges and universities.

Prior to **February 1**, the district will provide information about the College Credit Plus Program to all students in grades 7-12. An informational session will be held and all colleges and universities within a 30-mile radius will be invited to attend before **February 15th**. If you cannot attend, schedule an appointment with your school counselor. A formal application of "intent to participate" must be received in the Wyoming High School Guidance Office by **April 1st** of the year preceding enrollment in CCP. CCP students can enroll in summer, fall, and winter courses. Students interested in participating in summer CCP are encouraged to start the college application process in February.

All CCP courses will figure into the student's high school and college GPA. CCP courses will calculate into the high school GPA at the same rate as an AP course in the same subject area. However, colleges do not weight courses and a college transcript will not reflect any weight. The district will cover the cost of tuition, books, and fees for Ohio public colleges and universities. The student is responsible for his/her own transportation to and from the institution. Should a student choose to attend a participating private college or university, the student's fee will not exceed \$166.55/credit hour.

Students/parents must submit a College Credit Plus letter of intent to the school by April 1st. For general information about CCP, visit www.ohiohighered.org/ccp .

SUMMER SCHOOL CREDIT/ONLINE CREDIT

If a student fails a course during the school year, the course credit may be made up at an accredited summer school or online course, with the approval of the student's counselor or the High School Principal. Both grades will remain on the transcript and both will be calculated into the cumulative GPA.

NO GRADE REPLACEMENT CREDIT WILL BE PROVIDED IN SUMMER SCHOOL OR OTHERWISE.

Original credit may be earned through credit flexibility. See page 8 of the Course Guide for requirements. Please note that although Honors or AP credit can be earned through credit flex, no additional weight will be calculated in the GPA. (APEX credit will also not receive additional weight).

NO GRADE REPLACEMENT CREDIT WILL BE PROVIDED IN SUMMER SCHOOL OR OTHERWISE.

Original credit may be earned through credit flexibility. Please note that although Honors or AP credit can be earned through credit flex, no additional weight will be calculated in the GPA. (APEX credit that is not credit flex will also not receive additional weight.)

POLICY FOR SCHEDULE CHANGES

Schedule Changes

In order to allow time for proper planning, students and parents are asked to make course choices well in advance of the next school year. These choices are finalized on the basis of thorough student, teacher and parent consultation, examination of the Course Guide, and opportunities for student-counselor-parent conferences. The teacher, facility, and budget commitments are then made. Therefore, all schedule changes (start of year and semester change) **will only be made under these circumstances:**

- An obvious schedule conflict or error, such as an omission of an optioned course.
- Inability of school to schedule one or more option courses necessitating alternate selection.
- Teacher/Counselor initiates recommendation for any schedule change (e.g. drop, add, or change of placement).

Schedule Policies

- Students may have ONE of the following per semester: study hall, aide, OR senior privilege.
- Students must be enrolled in 6 courses that provide credit each semester, unless there is a documented ~~medical~~ reason.
- Once enrolled, students must remain in an Honors or Advanced Placement class (year-long and semester) through the end of the first semester.
- Schedule changes will not be made to accommodate senior privileges (late arrival or early dismissal).

CLASS RANK

Class rank will be used for internal purposes only in determination of Valedictorian and Salutatorian. Valedictorian and Salutatorian GPAs will be truncated to the third decimal point, and no rounding will occur. The GPA for the Valedictorian and Salutatorian will be determined by the end of the year grades in all classes. To be considered for Valedictorian and Salutatorian, one must be a Wyoming student for their full junior and senior years.

GRADE POINT AVERAGE

For current Wyoming High School students, courses completed through Wyoming High School (taught on campus by Wyoming High School instructors) and courses taken through the Flexible Credit program will be considered when determining the student's grade point average. New enrollees' records will be evaluated and included in grade point averages. At Wyoming High School, students who successfully complete Honors and AP courses will receive additional "weight" to their GPA: Honors courses will receive additional weight of .045 for each course and AP courses will receive additional weight of .045 for each semester long AP course and .09 for each year long AP course. GPA's are calculated at the end of each semester.

HONOR ROLLS

There are two honor rolls generated each quarter. All grade levels (9-12) are eligible, as well as students enrolled in the Vocational School programs. All courses are included and no weighting of courses is involved. High Honors: All "A's" Honors: G.P.A. 3.0 or higher (with no "D's" or "F's")

INTERIM REPORTS

At approximately the midpoint of each quarter, teachers will inform parents of the progress of their students. On the scheduled day, interim reports will be mailed to homes. The report will contain information as to the student's class performance and additional comments that relate to effort, attitude, attendance, and any additional information deemed appropriate. Parents are asked to review the report and to discuss the contents with their child. Parents should keep their copy for future reference. Each year the interim reporting dates are included on the school district calendar.

REQUIREMENTS TO PARTICIPATE IN COMMENCEMENT CEREMONY

Requirements for Participation in Graduation Activities In order to participate in the Commencement ceremony a senior must:

- Complete all academic requirements for graduation as previously stated.
- Meet one of the following three:
 - Earn a cumulative passing score on all end-of-course exams. The scores will be set by the State Board of Education.
 - Earn a "remediation-free" score on a nationally recognized college admission exam such as ACT or SAT. The state of Ohio will pay for all 11th grade students to take the exam free of charge.
 - Earn a State Board of Education-approved, industry-recognized credential or a state-issued license for practice in a career and achieve a score that demonstrates workforce readiness and employability on a job skills

- Participate in graduation rehearsals scheduled by the building principal; rehearsals are mandatory for participation in the actual ceremony.
- Must follow the dress code for graduation. A student who participates in graduation will have completed all requirements.

A student who participates in graduation will have completed all requirements.

Graduation requirements for Great Oaks students are listed in the Course Guide. Great Oaks students must successfully complete their career block program in order to receive a diploma based upon the 21 credit requirements. Great Oaks students who fail to successfully complete their 5 career block are subject to the graduation requirements for students who remain on campus at Wyoming High School.

GRADUATION DRESS CODE

In order to preserve the beauty and tradition of our Wyoming graduation ceremony, there are formal dress requirements for all graduates.

Girls:

- White full-length dress OR
- White pantsuit OR
- White jumpsuit

All of the above options must also fulfill these requirements:

- Be white
- Be no more than 2-3 inches above the ankle
- Have straps
- Be worn with white, dressy heels, sandals or flats

Boys:

- White tuxedo jacket with black tuxedo pants and black dress shoes
- All boys must wear the same style, shirt and black shoes (no flip-flops) received from the tuxedo company. Tuxedo arrangements must be made by each student through the school.

All Graduates Must...

- Wear appropriate undergarments under dresses and shirts so that clothing is not transparent
- Not wear sunglasses
- Not wear hats or visors
- Not use personal fans
- Not wear regalia (sashes, cords etc.)
- Not wear clogs, tennis shoes, or flip-flops

ATTENDANCE

POLICY STATEMENT REGARDING SCHOOL ABSENCE

*Every student shall attend school regularly. In many cases, irregular attendance is the major reason for poor school work.

ABSENCES FROM SCHOOL

The educational program offered by this District is predicated upon the presence of the student and requires continuity of instruction and classroom participation. Attendance shall be required of all students enrolled in the schools during the days and hours that the school is in session or during the attendance sessions to which s/he has been assigned.

In accordance with the State law, the Superintendent shall require, from the parent of each student of compulsory school age or from an adult student who has been absent from school or from class for any reason, a statement of the cause for such absence. The Board of Education reserves the right to verify such statements and to investigate the cause of each single absence or prolonged absence.

The State law considers the following factors to be reasonable excuses for time missed at school:

- A. personal illness (a written physician's statement verifying the illness may be required)
- B. illness in the family necessitating the presence of the child
- C. quarantine of the home
- D. death in the family
- E. necessary work at home due to absence or incapacity of parent(s)/guardian(s)
- F. observation or celebration of a bona fide religious holiday
- G. out-of-state travel (up to a maximum twenty-four (24) hours per school year that the student's school is open for instruction) to participate in a District-approved enrichment or extracurricular activity
*Any classroom assignment missed due to the absence shall be completed by the student.
- H. such good cause as may be acceptable to the Superintendent
- I. medically necessary leave for a pregnant student in accordance with Policy 5751
- J. service as a precinct officer at a primary, special or general election in accordance with the program set forth in Policy 5725

Excessive Absences

When a student of compulsory school age is absent from school with or without legitimate excuse for thirty-eight (38) or more hours in one (1) school month, or sixty-five (65) or more hours in a school year, the student is considered *excessively absent*. The attendance officer shall notify the child's parent or guardian of the child's absences, in writing, within seven (7) school days after the date of the absence that triggered the notice requirement. At the same time written notice is given, any appropriate intervention action listed herein may be taken.

A student will be considered *habitually truant* if the student is of compulsory school age and absent without a legitimate excuse for thirty (30) or more consecutive hours, for

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forty-two (42) or more hours in one (1) school month, or seventy-two (72) or more hours in one (1) school year.

Legitimate excuses for the absence of a student who is otherwise habitually truant include but are not limited to:

- A. the student was enrolled in another school district;
- B. the student was excused from attendance in accordance with R.C 3321.04; or
- C. the student has received an age and schooling certificate.

College visits may accumulate to three days per year during the junior and senior years and will not be counted as unexcused. Those in excess of three days per year will be counted as unexcused. Teachers are responsible for reporting attendance and tardiness. Attendance secretaries will maintain the database for attendance. Whenever possible, interventions for attendance are provided as a pattern of absences is developing. These may include referral to guidance counselors, attendance contracts, and/or a letter from the building administrator.

*Though suspensions are considered unexcused absences, they should not count toward truancy triggers because suspensions represent a legitimate excuse to be out of school. However, suspensions do count toward excessive absences because the definition of excessive absences does not distinguish between legitimate and not legitimate reasons for missing school

* During a period of unexcused absence, students are held accountable for all content.

ATTENDANCE PROCEDURES

A parent or guardian must contact the attendance line within 24 hours of the absence. The date(s) of the absence and the reason for the absence must be provided to the Attendance Office. If that 24 hour window is missed, then the absence, regardless of the reason, is considered unexcused. An absence outside the scope of the aforementioned reasons will be considered unexcused and will result in students not being able to make-up missed school work.

Students need to be free of vomiting, fever, and diarrhea for 24 hours before returning to school.

TARDINESS TO SCHOOL

- Students arriving tardy to school need a note or a phone call to the attendance line (513) 206-7062, within 24 hours of the tardy explaining the reason for the tardy. If a phone call or note is not received within 24 hours of the tardy, the tardy will be considered unexcused. A tardy outside the scope of the aforementioned reasons will be considered unexcused and will result in students not being able to make-up missed school work and disciplinary consequences.
- Friday Studies that are not served due to an unexcused all day absence will be considered a “skipped” Friday Study.

- Beginning with the fourth unexcused tardy to school, students will serve a Friday Study *each time they have an unexcused* tardy. The length of the Friday

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Study will be determined by the number of tardies a student has accumulated, and with excessive tardies, the consequences may be increased past Friday Studies.

*Students arriving after 7:50 a.m. without an acceptable excuse can be subjected to discipline for a class cut. Penalties will include: a “0” being assigned for any classwork missed and 3 points for each class missed.

*Seniors may lose their senior privileges for excessive tardiness. Students must go to their locker before they go to the attendance office in the morning.

TARDINESS TO CLASS

Students arriving late to class without a pass will receive a discipline consequence.

ENTERING/LEAVING BUILDING

Students needing to leave school for appointments during the school day are to bring a note to the Attendance Office at the beginning of the school day. Students will then be issued a release from class slip. If a student is habitually called out during the school day, an administrator may speak to the parent to gain insight about the situation.

*Students are not to enter or leave the building during school hours without reporting to the Attendance Office. Failure to sign in or out of school will result in an unexcused absence. Discipline will be assigned for this violation. **Phone calls or notes to excuse a student after the student has left the building will not be accepted.**

*Parent(s), guardian(s), or other responsible persons may not excuse students out of the building during lunch periods for the purpose of getting food.

*Fire Cadets also fall under the rule, so they should sign out of the building when reporting to a fire run. They should also sign in when they return.

*Students with professional appointments (ex. doctor, dentist, court) need to bring a note to the school after the appointment.

If a student is going to arrive late to school or leave school early, a detailed description of the absences must be provided in writing (such as a doctor’s note for a doctor’s appointment), or in a phone call within 24 hours of the absence/dismissal. (This also applies to 18 year olds and older.)

*No students, regardless of their age, will be able to sign themselves out without permission from a parent or guardian. If an excuse for an absence is not presented within 24 hours, the absence will be marked unexcused.

*Parent(s), guardian(s), or other responsible persons shall provide the school with their current home and/or work telephone numbers and home addresses, as well as emergency

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telephone numbers. If parents or guardians will be out of town, it is helpful for the school to be notified of the names and phone numbers of the adults responsible for the child.

*Students with a study hall cannot be excused only for the reason of leaving early or arriving late. A study hall is a scheduled period, and students are expected to be in attendance.

CONTACTING THE SCHOOL

Students will not be allowed to show a text message from a parent in order to leave early or arrive late. A phone call from a parent or a written note are the only acceptable forms of communication. Whenever a student is absent or tardy, parents need to be specific about the reason why so the school can accurately record the type of absence (excused or unexcused). Simply saying “my child is going to be absent” or “my child has an appointment” is insufficient as it does not provide enough information to accurately record the type of absence.

CLOSED CAMPUS

5 pts.

*Wyoming High School is a closed campus. Students may not leave school, even with parent/guardian permission, to go home for lunch or to get lunch and bring it back into the building. Students involved in community resource programs, community volunteer programs, independent study programs, or special projects outside the school building may be permitted to leave campus during the school day to fulfill their commitments and research needs. With written parental permission, arrangements for these dismissals are made with the appropriate faculty member and the approval of the Assistant Principal or the Principal. All other students are to remain on campus for the entire school day. Students determined to be off school grounds during the school day without authorization could be subject to suspension from school.

Wyoming Attendance Support Process

Number of Hours of Absences	School Action
<p>19 or more unexcused/excused hours in a week</p>	<p>Absences will be considered unexcused after the third full-day absence in any given week without a valid note from a professional (i.e. physician) indicating the reason, duration, and rationale for the absence in accordance to our attendance list of legitimate absences as follows:</p> <ul style="list-style-type: none"> A. personal illness (a written physician's statement verifying the illness may be required); B. illness in the family necessitating the presence of the child; C. quarantine of the home; D. death in the family; E. necessary work at home due to absence or incapacity of parent(s)/guardian(s); F. observation or celebration of a bona fide religious holiday; G. out-of-state travel (up to a maximum twenty-four (24) hours per school year) to participate in a District-approved enrichment or extracurricular activity; H. such good cause as may be acceptable to the Superintendent; I. medically necessary leave for a pregnant student; J. service as a precinct officer at a primary, special or general election in accordance with the program.
<p>With or without a legitimate excuse</p> <ul style="list-style-type: none"> ● 38 or more hours in a school month, or ● 65 or more hours in a school year 	<ul style="list-style-type: none"> ● Student is considered <i>excessively absent</i> ● Within 7 days of the triggering absence, the school's attendance officer must notify the parent in writing of the student's absences.
<p>Without a legitimate excuse</p> <ul style="list-style-type: none"> ● 30 or more consecutive hours, ● 42 or more hours in a school month, or 	<ul style="list-style-type: none"> ● Student is considered <i>habitually truant</i> ● Within 7 days of the triggering absence, the district will: Select an absence intervention team (AIT), and make at least 3 attempts at meaningful contact with a parent or guardian ● Within 10 days of the triggering absence: The student is assigned his/her AIT

<ul style="list-style-type: none"> 72 or more hours in a year 	<ul style="list-style-type: none"> Within 14 days of the triggering absence: Absence Intervention Plan (AIP) must be developed (can include counseling and referrals to community social service agencies)
85 or more unexcused/excused hours	<ul style="list-style-type: none"> A valid note from a professional indicating the reason, duration, and rationale is required for every absence hereafter or it is considered unexcused.
Additional unexcused hours after attendance meeting and/or breaking of attendance contract	At the discretion of administration, school privileges may be revoked (such as school dances, early release/late arrival, extracurricular activities, athletics – spectator or participation) and/or a referral for supportive services.
Juvenile Court Filing	<p>The school district can file a charge of habitual truancy:</p> <ul style="list-style-type: none"> On the 61st day (or one business day after a holiday or Court closure) after the AIP was implemented if the student did not make progress on the plan or the student continues to be absent Prior to the 61st day after the implementation of the AIP if the student is absent 30 or more consecutive hours or 42 or more hours in a month while the plan is being implemented

*Monitoring of student absences will occur biweekly, and appropriate actions will be taken

SCHOOL ATTENDANCE FOR EXTRACURRICULAR PARTICIPATION

A guiding principle in terms of absence from school is that “if a student is too ill to attend school, he/she is too ill to participate in extracurricular activities.” **Furthermore, if a student serves an out-of-school suspension, he/she may not participate in any extracurricular activities that same day (such as sports, concerts, field trips, dances, etc.). They may participate on their first day following the conclusion of the out-of-school suspension.**

In order to participate in an extracurricular activity on a school day, or the Friday preceding Saturday extra-curricular events, a student must be in attendance for at least 5 out of 7 bells. All other arrangements must be made at the discretion of the principal, athletic director, or activity sponsor.

RULES FOR DANCES

- 1) In order to attend a dance, a student must be in attendance for at least 5 out of 7 bells.
- 2) **Dances on a Saturday require 5 out of 7 bell attendance on the Friday immediately preceding the Saturday dance, unless the absence is excused (with the exception of ISD/OSS).**

- 3) Once you leave the dance, you may not re-enter.
- 4) Students will submit to drug/alcohol screening, including the use of a portable breathalyzer, upon the request of school authorities.
- 5) Students will NOT sell, purchase, possess, or show evidence of having consumed intoxicants.
- 6) Students will comply with all school rules, regulations, and reasonable requests from school authorities. -19-
- 7) The dance is open only to Wyoming High School students and one invited guest with approved guest form.
- 8) A photo I.D. is required of all guests.
- 9) No inappropriate contact or gestures permitted on the dance floor.
- 10) The school is not responsible for lost articles.

VACATIONS

Students are able to miss school in order to take a vacation; however, **these absences are considered unexcused**, and in some cases where enough unexcused absences/hours are accumulated, can lead to the truancy process as dictated by Ohio law. Please refer to the Wyoming High School Truancy Process chart for more information. Whenever a proposed absence-for-vacation is requested, parents must notify the principal in writing. The purpose and length of the absence should be made clear. Those who would like to express their views on a potential absence must request an appointment with the principal.

- Vacations are documented as unexcused absences; however, students may make-up their work. If the make-up work is not completed, this will be reflected in the students' grades.
- Students will not be allowed to make up final exams, and will receive a zero, for vacations taken during finals.
- Students will be expected to make up any major tests given during the absence on the first day back in school or at the teacher's convenience.
- Major papers/projects due during the period of absence must be turned in prior to leaving.
- All missed assignments must be turned in on the first day back in school or at the teacher's convenience.

COLLEGE VISITATION

*Seniors and juniors will be given a maximum of three days each year to visit colleges. A College Visit Form is available in the Counseling Office which provides for the name(s) of the college(s), the requested date(s) for the visit, and the parent/guardian signature. This form is then given to a School Counselor or Administrator for approval. The form also explains the procedure for notifying teachers of the college visitation days. The completed form must be submitted to the Attendance Office two days prior to the scheduled college visit to be considered excused.

AP EXAM ATTENDANCE

Students are required to be in attendance when they are not involved in an AP exam. For example, if a student takes an exam in the morning, but not in the afternoon, he/she is expected to be in attendance in the afternoon. Otherwise, this may be counted as an unexcused absence.

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MAKE UP WORK

*For each day of a school-approved excused absence, a student is automatically granted one day for make-up work. For example, if a student misses two days, he/she will be given two days to complete make-up work without penalty. Work that was assigned prior to the absence is due on the day the student returns. Tests/Quizzes are to be taken when a student returns from an excused absence or when determined by the teacher. Make up privileges are extended to students who have a school-approved absence from school on the day of a test.

*A student who cuts class to avoid the test is to be marked "0" on the test. This mark is then averaged with other marks for the appropriate grade period.

*Make up privileges will **not** be permitted for those students whose school absences are unexcused

ADMINISTERING MEDICINES TO STUDENTS

Many students are able to attend school regularly only through effective use of medication in the treatment of disabilities or illnesses that will not hinder the health or welfare of others. If possible, all medication **SHOULD BE GIVEN BY THE PARENT AT HOME. If this is not possible, parents may come to school to administer medications to their children. School personnel will be permitted to administer medications only when **NO OTHER ALTERNATIVE IS AVAILABLE**. In this circumstance, if a student is required by a physician's order to take medication during the school day, the procedures listed below will be followed. (1) School personnel must be informed that the administration of any drug (prescription or over-the-counter) without the order of the physician and the permission of the parent or guardian could be interpreted as practicing medicine and is prohibited by law. (2) The principal or his appointed representative will supervise the storage and dispensing of the medications in the absence of the school nurse. (3) Medications should be brought to school by the parent or guardian and must be received in the container in which it was dispensed by the prescribing physician or licensed pharmacist. (4) Written permission must be received from the parent or guardian of the student requesting that the school district comply with the physician's order. (5) A completed Medication Request Form, which complies with existing law, must be received and retained. (6) Accurate records must be kept of all medications administered to students by school personnel. (7) The school nurse will be the consultant and will be

contacted when there are any questions about the type of drug, its administration, or possible side effects. At no time will medication be administered or taken at school when there are unanswered questions. (8) New Medication Request Forms must be submitted for each new school year and for any change in medication ordered. (9) No employee who is authorized to administer a prescribed drug and who has a copy of the physician's statement will be liable in civil damages for administering or failing to administer the

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drug, unless he/she acted in a manner that would constitute gross negligence or wanton or reckless misconduct. (10) No employee will be required to administer a drug to a student except pursuant to requirements established under this policy. The Board of Education shall not require an employee to administer a drug to a student if the employee objects, on the basis of religious conviction, to administer the drug. (11) No student shall administer any medications to other students. **The intent of these procedures is to ensure that no medications will be taken at school without administrative approval. This includes prescription and non-prescription drugs. Medication orders can be faxed from your physician to the school nurse at **206-7132**. **The role of the school will be one of cooperation with the parent and student. The school will dispense medication only if there is no other feasible way and all of the above guidelines have been followed.

STUDENT CONDUCT

Good conduct is based on respect and consideration for the rights of others. Students will be expected to conduct themselves in such a way that the rights of others are not violated. The students of Wyoming City School District will conform with school regulations and accept directions from authorized school personnel.

A student who fails to comply with established school rules or any reasonable request made by school personnel on school property and/or at school-related events will be dealt with according to approved student discipline regulations. **The Board of Education has a "zero tolerance" for violent, disruptive or inappropriate behavior by its students; i.e., the Board will not tolerate violent, disruptive or inappropriate behavior by its students and such behavior is prohibited as set forth in the Student Code of Conduct.**

DUE PROCESS RIGHTS

Per WCS Board Policy 5611 (2018) it is recognized "that students have limited constitutional rights when it comes to their education," therefore due process will be enforced during all disciplinary situations.

WYOMING HIGH SCHOOL DISCIPLINE CODE POINT SYSTEM

Wyoming High School uses a point system as the basis for its disciplinary action. As educational professionals, every effort is made to support and protect our students. It is

always our goal to treat each situation with consistency. However, there are occasions where the use of flexibility within this plan will best serve the needs of the individual student and the student population in general. As details regarding specific incidences are not available for public scrutiny, the administrative staff at Wyoming High School reserves the right to be flexible with this plan and make decisions based on our experience and knowledge of individual cases.

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Through the use of the point system, administrators, teachers, and guidance counselors will work together in an attempt to find causes of student misbehavior and hopefully prevent or eradicate it so that the students may benefit from the wide range of educational experiences and course offerings. The Wyoming High School staff is always available to provide professional guidance and offer understanding and assistance when necessary.

The Assistant Principal will have the responsibility of dealing directly with the discipline of student misconduct. Every attempt will be made to communicate to parents all necessary information concerning discipline or attendance problems. Parents and guardians should feel free to contact the Assistant Principal for assistance.

Copies of the Discipline Code and relevant board policies are available in the office, upon request, to students and parents. Disciplinary action will follow the Board of Education approved Discipline Code.

These discipline regulations apply to conduct: while school is in session; at school-sponsored activities on school premises; off school premises at any school-sponsored activity or event; in any vehicle, whose use is controlled, organized, or arranged by the school; or, at any time when the student is subject to the authority of the Board of Education or school personnel. School-sponsored activities or events include, but are not limited to, graduation ceremonies and graduation-related activities.

During the time of suspension (not to include in-school detention), expulsion, or removal, the parent, guardian, or custodian of the student (or the student if eighteen years of age or older) is responsible for the student. While suspended, expelled, permanently excluded, or removed from school, students are not permitted to attend curricular or extracurricular activities or to be on school premises for any reason unless a prior appointment has been made with school officials.

HOW THE POINT SYSTEM WORKS

A violation of school rules will result in the assignment of points. Based on the severity of the offense, final determination of a disciplinary consequence is at the discretion of the administration.

When a student reaches:

- 3 points – One hour Friday Study*
- 6 points – 2 hour Friday Study*
- 9, 12 points – Automatic three (3) hour Friday Study*
- 15, 18, 21 points– Option A – 1 day in-school detention
Option B – 2 three (3) hour Friday Study
Option C – 1 day out-of-school suspension
- 24 points – Option A – 3 day in-school detention
Option B – 3 day out-of-school suspension
- 35 points – Option A – 5 day in-school detention
Option B – 5 day out-of-school suspension
Option C – Combination of Option A and B may be offered if deemed appropriate
- 40 points – Student will be placed on Principal’s Probation
- 45 points – Option A – 10 day out-of-school suspension
Option B – 10-day combination out-of-school suspension and in-school detention
- 60 points – Recommendation to the Superintendent to initiate expulsion proceedings

***Assigned Friday Study dates will not be rescheduled for extra-curricular activities or field trips.**

PERMANENT EXCLUSION

When a student who is age sixteen or over commits one of several serious crimes, which are specified by law, the superintendent may seek to have that student permanently excluded from school. The offenses for which permanent exclusion is authorized are as follows:

- 1) **60 pts.** Conveying deadly weapons onto school property or to a school function.
- 2) **60 pts.** Possessing deadly weapons on school property or at a school function.
- 3) **60 pts.** Carrying a concealed weapon on school property or at a school

function.

- 4) **60 pts.** Trafficking in drugs on school property or at a school function.
- 5) **60 pts.** Murder or aggravated murder on school property or at a school function.
- 6) **60 pts.** Voluntary or involuntary manslaughter on school grounds or at a school function. -24-
- 7) **60 pts.** Assault or aggravated assault on school grounds or at a school function.
- 8) **60 pts.** Rape, gross sexual imposition, or felonious sexual penetration on school grounds, at a school function, or when the victim is a school employee.
- 9) **60 pts.** Complicity in any of the above offenses, regardless of location.

ALL LOCKERS IN THE SCHOOL BUILDINGS OF THIS SCHOOL DISTRICT ARE SCHOOL PROPERTY AND ARE SUBJECT TO SEARCH AT ANY TIME.

IN-SCHOOL DETENTIONS/OUT-OF-SCHOOL SUSPENSIONS

*Students who are given an in-school detention (ISD) will be given full privilege on turning in work and taking quizzes and tests.

*Students suspended from school for disciplinary reasons are entitled to make up any exam, test, quiz, homework assignments, etc. missed due to the suspension.

The following rules regarding a student under out of school suspension will apply:

- Students will be expected to make-up any major tests, quizzes, exams during the absence on the first day back in school or at the teacher's convenience.
- Major papers/projects due during the period of absence must be turned in the first day back in school.
- When given an out-of-school suspension, students must immediately leave school grounds once parents/guardians receive notification from administration. From this point on, students may not participate in any extracurricular activities (such as sports, concerts, field trips, dances, etc.) until the conclusion of the suspension, including the entire last day of the suspension. For example, if a suspension ends on a Monday, the student may not participate in any extracurricular activities until Tuesday.

*Expulsion is a more serious consequence than suspension. Students cannot make-up work missed during the time of his/her expulsion.

SUSPENSION OF BUS RIDING/TRANSPORTATION PRIVILEGES

Students on a bus or other authorized Board of Education transportation vehicles are under the authority of and directly responsible to the bus/vehicle driver. The driver has the authority to enforce the established regulations for bus/vehicle conduct. Disorderly

conduct or refusal to submit to the authority of the driver will be sufficient reason for refusing transportation service to any student.

A student may be suspended from school bus/vehicle riding privileges for all or part of a school year for any violation of established regulations for bus conduct and/or for conduct occurring on the bus/vehicle in violation of the Student Code of Conduct/Student Discipline Code.

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Before a suspension from bus/vehicle riding privileges is imposed, the Superintendent or other designated District personnel will provide a student with notice of an intended suspension and an opportunity to appear before the Superintendent or other designated District personnel. Disciplinary suspension periods will be commensurate with the infraction(s) committed as determined by the Superintendent or designated District personnel.

Any additional guidelines regarding conduct on school buses/vehicles, as well as general information about the school transportation program, will be made available to all parents and students and posted in a central location.

STUDENTS MAY EARN A REDUCTION OF POINTS

Students who have accumulated over 12 points may reduce their points by initiating a meeting with the assistant principal and setting up a contract that will demonstrate improved behavior. Such a contract may include not being tardy for a specific period of time or not having a discipline referral to the office for a designated period of time. Contracts are void if points are assigned during the tenure of the contract.

Point reduction contracts may be requested once a semester and are student initiated.

Points earned throughout the school year are cleared at the end of the year, with the exception of points earned for drug/alcohol and academic integrity violations.

WYOMING CITY SCHOOLS

Wyoming, Ohio 45215

CODE OF REGULATIONS FOR CONDUCT OF PUPILS

This code of regulations is adopted by the

Wyoming Board of Education

pursuant to § 3313.661, Ohio Revised Code

Any pupil engaging in the types of conduct either specifically or generally like the kinds of conduct listed below is subject to expulsion, suspension, emergency suspension or removal from curricular or extracurricular activities pursuant to Ohio Revised Code § 3313.661 and Policy 5610 of the Wyoming Board of Education.

The types of conduct prohibited by this code of regulations are as follows:

- 1) **5-60 pts.** Damage or destruction of school or private property, on or off school property.
- 2) **60 pts.** Unauthorized bodily contact of a school employee on the school

premises while in the custody or control of the school.

3) 60 pts.

Possession, use, sale or distribution of a firearm on school property, in a school zone, or in any other areas controlled by the school during school activities.

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4) 60 pts.

Possession, use, sale, or distribution of a dangerous object (which may render physical harm to another if improperly used) on school property, in a school zone, or in any other areas controlled by the school during school activities.

5) 15-60 pts.

Possession or use of a “look alike” counterfeit weapon or instrument on school property, in any other areas controlled by the school.

6) *****

Unauthorized bodily contact (Level I, II, III).

The act of physically touching, hitting, or making physical threats to a student or employee of the school system or any other person while on school property or while attending a school-sponsored event.

7) 0-15 pts.

Level I - Pushing, shoving, in the grasp

8) 15-24 pts.

Level II - Students have physical altercation, but end altercation on their own.

9) 30-45 pts.

Level III – Physical altercation had to be ended by bystanders/school personnel or is an act of assault

Any unauthorized bodily contact may result in an automatic out of school suspension.

10) 3-24 pts.

Verbal, written, or electronic threatening or intimidation of students or other persons on school premises or in the course of a school-related activity.

11) 3-24 pts.

Bullying on school premises or in the course of a school-related activity.

12) 15-24 pts.

Verbal, written, or electronic threatening or intimidation of school employees.

13) 3-15 pts.

Chronic misbehavior which disrupts or interferes with any school activity.

14) 3-9 pts.

Disregard of reasonable directions or commands by school authorities including school administrators and teachers.

15) 3 pts.

No backpacks, bags, or purses of any kind are allowed in classrooms or hallways during the school day. Students are required to store such items in their school lockers during the school day.

16) 3-15 pts.

Any disruption or interference with school activities (including promposals).

17) 3 pts.

Presence in areas during school hours where a student has no legitimate business without permission or supervision of school administrators or teachers

18) 10 pts.

Presence in areas outside school hours where a student has no

legitimate business without permission or supervision of school administrators or teachers after 3:05 p.m.

- 19) 3 pts. The student, staff, and municipal parking lot is off-limits during the school day. Students may go out to their cars with permission from the administration.
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- 20) 5 pts. Leaving school during school hours without permission of the proper school authority/not signing in upon return to the school building.
- 21) 3 pts. Distribution or placement of pamphlets, leaflets, buttons, signs, insignia, etc. on school property without the permission of the proper school authority.
- 22) 5-10 pts. Demonstrations by individuals or groups causing disruption to the school program.
- 23) 3-24 pts. Disrespect to a teacher or other school authority.
- 24) 3 pts. Skipping detention.
- 25) 5-10 pts. Refusing to take detention or other properly administered discipline.
- 26) 6-10 pts. Falsifying information given to school authorities in the legitimate pursuit of their jobs.
- 27) 15-60 pts. Possessing, distributing, transmitting, concealing, consuming, showing evidence of having consumed, using or offering for sale any illegal drugs, un-prescribed 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 school or in school-controlled vehicles.
- 28) 15-60 pts. Possessing, distributing, transmitting, concealing, consuming, appearing under the influence of, using or offering for sale any tobacco products (including smokeless tobacco), look-alike tobacco products, electronic cigarettes, including any paraphernalia, while on school grounds or facilities, at school-sponsored events, or in other situations under the authority of the school or in school-controlled vehicles.
- 29) 15-60 pts. Possessing, distributing, transmitting, concealing, consuming, appearing under the influence of, using or offering for sale any alcoholic beverages including non-alcoholic beers and any paraphernalia, while on school grounds or facilities, at school-sponsored events, or in other situations under the authority of the school or in school-controlled vehicles.
- 30) 30-60 pts. Sexual harassment.
Sexual harassment has no place in the Wyoming City School District and will not be tolerated. Examples of sexual harassment-type conduct may include, but are not limited to, unwanted sexual advances; demands for sexual favors in exchange for favorable treatment; repeated sexual jokes, flirtations, advances, or propositions; verbal abuse of a sexual nature; graphic verbal commentary relating to an

individual's body, sexual prowess or sexual deficiencies; coerced sexual activities; any unwanted physical contact; sexually suggestive or obscene comments or gestures; or displays of sexually suggestive obscene objects or pictures. Whether any such act or comment may constitute sexual harassment-type conduct is often dependent on the individual recipient. -28-

- 31) 35-40 pts. Turning in or threats of false fire, tornado, bomb, or disaster alarms.
- 32) 15-60 pts. Extortion of a pupil or school personnel.
- 33) 15 pts. Forgery of documents.
- 34) 3 pts. Each class cut.
- 35) 3 pts. Each tardy to school
- 36) 3 pts. Each tardy to class.
- 37) 6-30 Cheating or plagiarizing. (See Code of Academic Integrity)
- 38) 15 pts. Hazing.
- 39) 15 pts. Gambling.
- 40) 3-9 pts. Public display of affection.
- 41) 15-60 pts. Engaging in sexual acts/sexual touching on school premises.
- 42) 15-60 pts. Unwelcome sexual conduct.
- 43) 15-30 pts. Publication of obscene, pornographic, or libelous material.
- 44) 6-15 pts. Use of indecent or obscene language in oral or written form or gestures/cursing.
- 45) 15-30 pts. Use of offensive language in a discriminatory manner. Federal law protects students from discrimination of race, color, national origin, sex, religion, familial status, and disability. It also protects students who do not conform to stereotypical notions of masculinity and femininity.
- 46) 15-30 pts. Indecent exposure.
- 47) 15-60 pts. Setting or attempting to start a fire, or using or possessing smoke bombs, fireworks, incendiaries, etc.
- 48) 15 pts. Possession of a lighter.
- 49) 15-60 pts. Theft and/or possession of stolen property.
- 50) 3-6 pts. Failure to abide by reasonable dress and appearance codes set forth in student handbooks or established by administration or the Board of Education.
- 51) 3-10 pts. Disobedience of driving regulations while on school premises.
- 52) 3-15 pts. Willfully aiding another person to violate school regulations.
- 53) 15-60 pts. Compromising the school's safety.
- 54) 15-30 pts. **Defaming of others (staff or students).**
- 55) 6-45 pts. Any type of prohibited activity listed herein engaged in by a student on school premises, on a school bus, or in the control or custody of the school district regardless of whether on or off school premises, or at a school-related or extracurricular activity regardless of location.
- 56) 6-45 pts. Any other activity by a pupil, which the pupil knows or should know

will disrupt the academic process or a curricular or extracurricular activity while in the control or custody of the school district regardless of whether on or off school premises, or at a school-related activity regardless of location.

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- 57) 6-45 pts. Commission by a pupil of any crime in violation of the Ohio Criminal Code, Ohio Traffic Code, Ohio Juvenile Code, and/or any municipal criminal or juvenile ordinance.
- 58) 5-60 pts. Misuse of technology or turning on of personal communication devices during school hours when not permitted. The amount of points assigned will be determined by the type of device, the quantity of infractions, and the severity of the offense. For example, a personal communication device used to record during standardized testing, or in a restroom, is a serious offense that carries severe consequences.
- 59) 3-24 pts. Aggression towards others.

ADMINISTRATIVE RULES—ILLEGAL SUBSTANCES DURING THE CURRICULAR PROGRAM

In the event that a student is suspected of using drugs or alcohol, an administrator will be involved so that necessary steps can be taken to evaluate the condition and behavior of the student and to determine what follow-up action is appropriate. The evaluation of the student should involve observation of the student's general behavior with particular attention given to movement, speech, eyes, and significant odors. If, based upon the assessment, suspicion regarding the use and/or abuse of drugs or alcohol is confirmed, the administrator handling the case will initiate action as dictated by the Administrative Rules section of the Illegal Substances policy.

All rules and regulations also apply to the parking lot areas and automobiles. Testing positive for the use of intoxicants and/or failing to comply with all rules and regulations will result in removal from the event, suspension and/or expulsion from school, and/or legal action.

POSSESSION OF ILLEGAL DRUGS,

(including look-alike drugs), ALCOHOL, TOBACCO, OR E-CIGARETTES

1st offense – 15 pts.

2nd offense – 24 pts.

Student possession of illegal drugs, alcohol, tobacco, or electronic cigarettes in any form, including any paraphernalia, while on school grounds constitute(s) a violation of the Code of Student Conduct. Any student determined to be in possession of such in the building or on school grounds (including the student parking lot) will be referred to the administration for discipline.

We do recognize that students may purchase cigarettes, tobacco products, or electronic cigarettes at age 18, but as a federal building such is not allowed on school grounds. This includes any lookalikes.

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USE OF ILLEGAL DRUGS

(including look-alike drugs), ALCOHOL, TOBACCO, OR E-CIGARETTES

(1) First Offense – 35 pts.

a) Parent notified and student taken to a detox center hospital, or released to parent, if student appears high or drunk. **b)** Student suspended for five school days or longer. A professional evaluation of the student's chemical dependency is required prior to reinstatement along with a written statement from the assessor stating the date of assessment and recommendations. **c)** The student will be reinstated at a parent conference with a principal and I.A.T. member present. A behavior contract will be signed by a parent and student at the reinstatement conference. The contract will be based on the recommendations of the diagnosis and/or treatment center. **d)** Failure to follow these regulations will result in a request for expulsion from school. **e)** Police may be notified.

2) Second Offense - 45 pts.

a) Parent notified and student taken to a detox center hospital, or released to parent, if student appears high or drunk. **b)** Student suspended for ten school days or longer. **c)** A professional evaluation of the student's chemical dependency is required prior to reinstatement along with a written statement from the assessor stating the date of assessment and recommendations. **d)** The student will be reinstated at a parent conference with a principal and I.A.T. member present. A behavior contract will be signed by parent and student at the reinstatement conference. The contract will be based on the recommendations of the diagnosis and/or treatment center. **e)** The police and the district superintendent will be notified. **f)** Failure to follow these regulations will result in a request for expulsion from school.

(3) Third Offense – 60 pts.

a) Parent notified and student taken to a detox center hospital, or released to parent, if student appears high or drunk. **b)** Student suspended and expulsion from school requested. **c)** Police notified.

SELLING, DEALING, OR GIVING AWAY ILLEGAL DRUGS

(including look-alike drugs), ALCOHOL, TOBACCO, or E-CIGARETTES

(1) First Offense – 45 pts.

a) Parent notified. **b)** Student suspended for ten school days. **c)** A professional evaluation of student's chemical dependency is required prior to reinstatement along with a written statement from the assessor stating the date of assessment and

recommendations. **d)** The student will be reinstated at a parent conference with a principal and I.A.T. member present. A behavior contract will be signed by a parent and student at the reinstatement conference. The contract will be based on the recommendations of the diagnosis and/or treatment center. **e)** Police and district superintendent notified. **f)** Expulsion from school requested.

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(2) Second Offense – 60 pts.

- a)** Parent notified. **b)** Student suspended.
- c)** Police notified. **d)** Expulsion from school requested.

A student's disciplinary record in regards to the consequences for violations of drug, alcohol, tobacco, or e-cigarette use/possession/selling will be maintained continuously throughout his/her high school enrollment.

CODE OF ACADEMIC INTEGRITY

6-30 pts.

Through the years Wyoming High School has achieved a reputation for maintaining high standards of academic excellence. This reputation was gained through high levels of student performance and achievement. Although standards are set for groups of students, performance levels are attained by individuals.

Each student at Wyoming High School is responsible for his or her own academic achievement. Each student is expected to be honest and to avoid any violation of academic trust such as:

1. giving or receiving aid during an examination, test, quiz or similar type of evaluation.
2. using unauthorized learning aids, study materials, cheat sheets, etc., during a test. Proper test taking procedures dictate that students must put all study materials, learning aids, textbooks, etc., out of sight and reach prior to the beginning of testing. A violation of academic integrity may occur if any item such as those described above is found to be in close proximity to the student during testing, to the extent that the test proctor may be led to believe that cheating may have occurred.
3. obtaining, circulating or using an examination, test, quiz, answer key, etc., without permission.
4. plagiarizing or falsifying information; knowingly providing materials to aid in plagiarism.
5. submitting work prepared by another; copying work prepared by another.
6. defacing books or other instructional materials.
7. removing library and department resource materials without authorization.
8. any other action which would not be representative of a student's own academic effort.

Should violations of this Code of Academic Integrity occur, students may expect prompt disciplinary action. A student's status and reputation may be seriously damaged by violations of this nature.

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Individual teacher expectations must be explained by the classroom teacher. Since study habits, "paper trail" requirements and procedures, documentation procedures, the kind of collaborative work, etc., may vary from teacher to teacher, these expectations need to be clearly delineated so that students are clear on the Code of Academic Integrity.

In cases involving writing, students are expected to document their work by maintaining a "paper trail" of their notes and rough drafts.

Students will be required to sign the Code of Academic Integrity acknowledging receipt and participation at the beginning of each school year.

CONSEQUENCES FOR ACADEMIC INTEGRITY VIOLATIONS

6-30 pts.

Violation of the Code of Academic Integrity must be reported to the Assistant Principal who will record this information in the student's discipline record. The teacher is expected to notify the student's parents of the violation and academic consequences.

In cases where a suspected violation of the Code of Academic Integrity occurs, a consultation meeting with the faculty member and Assistant Principal will take place. Decisions regarding disciplinary measures will be made after meeting with the Assistant Principal, the teacher and the student.

When it has been judged that plagiarism has occurred, the offending student, in the case of a first offense, will be assigned the appropriate point consequences. A second offense of plagiarism may result in suspension from school. Students involved with plagiarism will also be expected to properly complete the plagiarized work. Failure to complete this work will result in course failure for the quarter. Even though the assigned work will be completed, the assignment grade will be a "zero." Repeated violations could result in lengthened periods of suspension.

Since academic integrity is viewed as an essential student quality, a student's discipline record (while held in confidence by the administration) will be considered when determining eligibility for special honors and recognition.

A student's disciplinary record in regards to the consequences for violations of the Code of Academic Integrity will be maintained continuously throughout his/her high school enrollment.

GENERAL RULES AND REGULATIONS CONCERNING STUDENT CONDUCT

TECHNOLOGY USE

Violation = 5-60 pts.

Wyoming City School District believes access to technology greatly benefits students and educators. As one security method, our Internet provider, Time Warner Cable, provides a "firewall" for all World Wide Web searches. The firewall blocks access to specific sites that have been deemed inappropriate and that list is updated regularly. However, there always exists the possibility that a student might choose to access material that is questionable.

Along these lines, we will guide students to web sites, which support and enhance the curriculum. The use of technology is a privilege and the student must accept the responsibility that comes with using this valuable resource wisely. Students will be expected to maintain a high standard of conduct on-line. Students may not:

- * Use inappropriate language.
- * Use offensive or inflammatory speech.
- * Abuse the rules of copyright.
- * Attempt to use the computer for any illegal activities (i.e. "hacking").
- * Knowingly or inadvertently spread computer viruses.
- * Share passwords.
- * Impersonate or use pseudonyms.
- * Send harassing e-mail.
- * Cause any physical alteration or movement of technology.
- * Refer to teachers or students in a derogatory manner.
- * Record another person without that person's permission.

Blatant abuse or misuse will be dealt with like any other violation of school rules and could result in discipline or revocation of network privileges.

All high school students will have a laptop provided to them by the district. Since all students will have access to all necessary academic/instructional technology, personal communication devices (this includes cell phones) will no longer be allowed in classrooms. Furthermore, they will no longer be permitted in the gym, media center, Pendery Auditorium and Lobby, and of course locker rooms and bathrooms. These areas would be considered "red zones."

“Green zones,” where students are allowed to use their personal, communication devices include the cafeteria during lunchtime and the hallways during passing periods. The courtyard and senior lunch space are also “green zones,” as long as they’re being used for lunch. If they are being used as a classroom space, they would then be a “red zone.”

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Responses to students using or having personal communication devices in “red zones” are as follows:

1. On the first infraction, the teacher will take the personal communication device, keep it safely stored during class, and return it to the student at the end of the period. This serves as a warning. The teacher will notify the parent as well.
2. The second time a student uses or has a personal communication device out, the teacher will again take the device but turn it in to the Main Office for the student to retrieve at the end of the day. The teacher will also notify the parent and write a discipline referral. Appropriate points and consequences will be assigned by the Assistant Principal.
3. On the third infraction, and any following offenses, students will no longer be able to bring the personal communication device to school. The Assistant Principal will notify the parent, and another discipline referral will be issued with appropriate points and consequences assigned.
 - Examples of personal communication devices include but are not limited to: MP3s, iPods, CD players, digital cameras, cell phones, and video cameras.
 - Students are responsible for the safekeeping of their personal communication devices, and their accessories, that are brought to school.
 - Students may not use personal communication devices to knowingly/unknowingly violate the Code of Regulations for Conduct of Pupils in any way.

Using WCS Technology at Home for Grades K - 12

Wyoming City Schools (WCS) provides a wide range of technology resources for student use. These technology resources are to be used only for educational purposes.

This agreement outlines appropriate use and prohibited activities

when using all technology resources and electronic devices as defined by school administrators. Every student is expected to follow all of the rules and conditions listed, as well as those given verbally by WCS teachers and administrators, and to demonstrate good citizenship and ethical behavior at all times.

WCS uses a filtering system to track and monitor all computer and Internet use on the WCS network. The

System is designed to prevent access to educationally inappropriate sites while on WCS networks. WCS educators can request that a specific site be blocked or unblocked by contacting the WCS Service Desk.

It is important to understand that no filtering system is perfect. Due to the nature of the Internet and evolving technology, even with supervision, we cannot guarantee that students will not reach an inappropriate site. It is the

student's responsibility to report any inappropriate site to the teacher. WCS does not filter when the device is not on WCSnetworks.

Below are examples, but not an exhaustive list, of online conduct that may constitute a violation of federal and/or state criminal laws relating to cyber crimes:

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- **Criminal Acts:** These include, but are not limited to, “hacking” or attempting to access computer systems without authorization, threatening/harassing email, cyber-stalking, child pornography, vandalism, unauthorized tampering with computer systems, using misleading domain names, using another person’s identity and/or identity fraud.
- **Libel Laws:** Publicly defaming people through publishing material on the Internet, email, etc...
- **Copyright Violations:** Copying, selling or distributing copyrighted material without the express written permission of the author or publisher (users should assume that all materials available on the Internet are protected by copyright), engaging in plagiarism (using other's words or ideas as your own).

Acceptable Use Policy for Networks, Including the Internet

By signing the Acceptable Use Policy, students acknowledge the following rules and conditions:

As a WCS student, I understand that the **use of the school network and email is a privilege, not a right.** I understand that **my school network and email accounts are owned by WCS and are not private. WCS has the right to access my**

information at any time. I understand that WCS administrators will deem what conduct is inappropriate use if such

conduct is not specified in this agreement . I will use technology in a manner that complies with laws of the United States and the State of Ohio.

I understand that I am to notify an adult immediately if I encounter material that violates appropriate use.

Acceptable Use Policy for Networks, Including the Internet

Student:

I understand and will obey the rules of the WCS Acceptable Use Policy. I will use WCS

technology resources productively and responsibly for school-related purposes. I will not use any

technology resource in such a way that would be disruptive or cause harm to other users.

I understand that consequences of my actions could include possible loss of computer privileges and/or

school disciplinary action as stated in the Code of Discipline and/or prosecution under state and federal law.

Student Signature _____ **Date** _____ **ID** _____

HARASSMENT, INTIMIDATION, BULLYING

Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse. The Board of Education will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property or while enroute to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

Use of offensive language in a discriminatory manner is unacceptable. Federal law protects students from discrimination on the basis of race, color, national origin, sex, religion, familial status, and disability. It also protects students who do not conform to stereotypical notions of masculinity and femininity (see infraction #45).

To access the entire Board of Education policy on *Bullying and Other Forms of Aggressive Behavior*, which includes electronic bullying, please see the district website under Policies (#1662, 3362, 4362, and 5517) or see the posting in district buildings.

The district Civil Rights/Compliance Officer is Dr. Ashley Whitely, Assistant Superintendent (513-206-7025). The Back-Up Officer is Dr. Tracy Quattrone, Director of Pupil Services (513-206-7022).

HAZING

Violation – 15 pts.

Students taking part in initiation activities for a social club such as a fraternity or a sorority who engage in any act “that causes or creates a substantial risk of causing mental or physical harm to any person” are guilty of hazing. (Ohio Revised Code 2903.31)

Board Policy 5516: The Wyoming School District believes that hazing activities of any type are inconsistent with the educational process and shall be prohibited at all times. No administrator, faculty member, coach, or other employee of the school district shall encourage, permit, condone, or tolerate any hazing activities. No student, including leaders of student organizations, shall plan, encourage, or engage in any hazing.

Hazing is defined as 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.

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Administrators, faculty members, and all other employees to the school district shall be particularly alert to possible situations, circumstances, or events which might include hazing. If hazing or planned hazing is discovered, involved students shall be informed by the discovering school employee of the prohibition and shall be required to end all hazing activities immediately. All hazing incidents shall be reported immediately to an administrator.

FRATERNITIES, SORORITIES, AND ASSOCIATED ACTIVITIES

Fraternities and sororities are not school-sponsored nor approved. Fraternity or sorority activities may not be conducted on school property and if found to be disruptive to the educational process, will be treated as disciplinary concerns. The right and responsibility to make decisions concerning participation in any organized activity or group belong to parents and students. Other outside, non-school or non-district sponsored activities may not use school facilities.

STUDENT PARKING

Every available parking spot at Wyoming High School will be assigned to a staff member or student. Seniors are guaranteed a spot with the proper paperwork and paid fee. Junior spots are obtained through a lottery, the corresponding paperwork and paid fee. These assigned student and staff parking spots will only be guaranteed to students during the school-day hours. The only available remaining parking spots during the school day would be the Visitor Spots in the front of the building which will continue to only be open to visitors. Parking spots are determined in the spring of the previous school year. No spots will be distributed during the school year.

This means that students, all freshmen, sophomores and some juniors, will not have a spot in the school parking lot, but this does not mean they cannot drive to school. They can park on near side streets and walk to the building. Each day they need to give themselves the time to do so. Another option is to carpool with a student who has an assigned spot.

If a student who does not have an assigned spot parks in the school lot, or a student with a spot parks in the wrong spot, he/she will first receive a warning (discipline consultation) from the Assistant Principal and their car would have to be moved. **If a second infraction occurs with the student, then their car (which would be in a spot for which they did not pay for the second time) will be towed, at the owner's expense.**

The towing company is Millennium Towing (513-769-6626). It costs \$90 for the tow and an additional \$12/day for impound.

Student cars are subject to search and seizure at all times. The District is not responsible for any damage or loss to the vehicles while parked on property owned or controlled by the District.

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STUDENT SEARCHES

School authorities may search the person or property, including vehicles, of a student, with or without the student's consent, whenever they reasonably suspect that the search is required to discover evidence of a violation of law or school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's age.

Contents of personal communication devices may be searched if there exists a reasonable suspicion that it may have been used in an activity prohibited by the Code of Conduct.

Student cars are subject to search and seizure at all times.

Random searches of lockers, vehicles, and personal belongings may include the assistance of dogs trained to detect the presence of drugs.

STUDENT DRESS CODE

Violation – 3-6 points

Students are expected to dress in a manner appropriate for school and conducive to a healthy, safe and orderly environment. Appropriate dress is deemed such because it:

1. does not interfere with the students' safety, health and welfare or that of other students;
2. does not cause disruption or interferes with the educational process;
3. is not excessively revealing;
4. is not an article of clothing, button or badge that contains the following: offensive/obscene/vulgar words, phrases, or illustrations; derogatory statements toward the purpose of education, political, religious, racial, or national groups; references to drugs, alcohol, weapons, violence, gangs; sexual references; and/or advertises any product or service not permitted to minors by law.

Students arriving at school dressed inappropriately will be required to call home to arrange for suitable clothing. In the event that this does not occur, students will be provided appropriate clothing by the school, or the student will need to stay in In-School Detention (ISD) for the remainder of the day.

No dress code can address changing styles and fads. A determination will be made by an administrator whether a student's dress or garments meet the school's requirements. Continued instances of dressing inappropriately may result in discipline consequences.

SYMBOLIC EXPRESSION

Symbolic expression is defined herein as that type of expression which conveys the personal ideas, feelings, attitudes, and opinions of an individual in a manner more remote but no less valid than verbal expression itself. Under this definition, some element of subjectivity is attached to the concept of symbolic expression. If some form of symbolic expression is used, consideration must be given to the intention of the person who is expressing himself in symbolic manner.

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(1) Symbolic expression through buttons and badges:

- a) Students have the right to wear any insignia so long as it does not cause disruption of the educational process.
- b) The wearing of any insignia with obscene or libelous words, phrases, or pictures is prohibited.
- c) No flags or banners may be flown from the flagpole or publicly displayed except those approved by the Board of Education or its designated agents.

(2) Symbolic expressions through physical gestures:

- a) Gestures, which convey a connotation of obscene or highly disrespectful acts or which infringe on the rights of others, are forbidden.
- b) Politically oriented gestures are acceptable unless such gestures are given to call or begin an overt and immediate disruption of the educational process.
- c) A student has the right to refrain from saluting the flag, repeating the Pledge of Allegiance, singing The National Anthem, or standing during any of these activities. However, a student does not have the right to prevent others from participating in these activities.

SIGNAGE AND POSTERS

All signage and posters have to be cleared by administration and have a specific date they will be removed. We want to uphold the overall aesthetic of our building and ensure we have high-quality signage and posters. Additionally, in order to guarantee the lockers and their paint are not damaged, and to create a uniform look in the building, the outside of lockers cannot be personally decorated. Any décor (e.g. sports decals, theatre flyers, etc.) has to be approved by the administration.

WRITTEN EXPRESSION

The Horizon, Round-Up, and Icarus provide an authorized outlet under faculty supervision for students with an interest in creative writing, research, and publication.

Non-school literature will not be distributed on school property.

VISITOR POLICY

Students wishing to bring a visitor to school must clear the visit with an administrator twenty-four hours in advance of the visit. Visitors will only be allowed in extremely limited circumstances. The student will take a permission slip to all teachers for approval of the visitor to the classroom.

CAFETERIA

Bringing outside food orders, such as a delivery from an outside vendor, into the cafeteria without prior administrative approval is prohibited. Bringing in outside food for a group

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of students during lunch without administrative approval is also prohibited. Students may be permitted to go outside in designated areas or to the gym during lunch provided there is supervision by lunch duty personnel. Food and drink are not permitted in the gym, gym lobby, Pendery Lobby, or Rotunda.

FOOD ALLERGIES AND INTOLERANCES

If a student has a food allergy, the parent is required to provide a physician's note to the school nurse/health specialist. An updated note is required with any change in allergy. Upon receipt of the physician's note, your child's meal account will be noted and food substitution can be offered. If you have any questions, please contact the school's nurse/health specialist for assistance.

To discuss good intolerance, please contact the Nutrition Coordinator at 513-576-2294.

WHS ATHLETIC AND EXTRA CURRICULAR ACTIVITIES INTERSCHOLASTIC ELIGIBILITY REQUIREMENTS

Per the Ohio High School Athletic Association requirements, in order for a student to be eligible for athletics, the student must have received passing grades in a minimum of **five one credit courses, or the equivalent**, in the immediately preceding grading period. There is no appeal for an athlete who does not meet this requirement each quarter.

Student-athletes must also have a **weighted 1.8 Grade Point Average (GPA)** for the preceding quarter. The students' GPA for athletic eligibility purposes will be calculated by dividing the total credits by grade values. In a pass/fail course, a passing grade (P) will be assigned a 1.0 value. If the student does not meet the GPA requirement, then he/she is ineligible. There is, however, an appeal procedure available for those students affected. Appeal procedure: After interim grades are submitted, the student may appeal the ineligible status to the Athletic Director. He/she will review the student's performance and communicate with applicable teachers and/or counselors to see if needed improvements have been made. A ruling will be made on the student's eligibility and reported to the Principal, and the Principal's decision is final. The student may appeal only once per quarter, per year. If eligibility is reinstated, the student may begin participation immediately.

CODE OF CONDUCT FOR WYOMING ATHLETIC DEPARTMENT AND EXTRA CURRICULAR ACTIVITIES

The following rules and regulations constitute violations of the Code of Conduct for student athletes of Wyoming City Schools. Whereas the circumstances surrounding suspected violations must be examined, the coach or advisor must use his/her judgment in determining discipline, which should be consistent with the team or organization overall disciplinary code.

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The Code of Conduct for Athletics and Extracurricular activities applies to students 24 hours a day, 7 days a week during his/her respective season. Curricular-related and extra-curricular activities and eligibility standards established for participation in these activities are available to students. Participation in these activities is a privilege and not a right, and a student may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights (See Policy 5610.05 - Prohibition from Extra-Curricular Activities).

I. Specific Rules and Regulations

1. Violation of any rules contained in the Code of Student Conduct approved by the Board of Education.
2. Failure to maintain training rules which prohibit the possession or use of tobacco (including smokeless tobacco), e-cigarettes, alcoholic beverages, or illegal drugs at any time during the athletic season. (See II and III below.)
3. Failure to maintain or return equipment and uniforms owned by the athletic department of the Wyoming City Schools.
4. Disrespect to officials or other school personnel before, during, or after an athletic contest/extracurricular activity.
5. Inappropriate use of social media.
6. Refusal to use transportation provided to and from athletic contests/extracurricular activities.
7. Failure to maintain the academic requirements established by the Wyoming City Schools and the Ohio High School Athletic Association.
8. Failure to attend required practices, meetings, activities, performances, or athletic contests at the specified time, or on a specific date.
8. Disregard of reasonable directions or commands by school authorities.
1. Conviction for violation of any state or community laws.
2. Failure to follow eligibility standards set forth by the Ohio High School Athletic Association.
11. A student who is disciplinarily removed from, who quits a sport or activity after the season has begun, or is determined to be academically ineligible, will forfeit the right to any awards connected with that program and is ineligible to

participate in other sports, conditioning programs, or other extra-curricular= activities until the end of that season unless approved by the Athletic Director.

12. Any activity and/or involvement with behavior that reflects negatively on Wyoming City Schools.
13. **In addition to these regulations, each coach or activity sponsor may have additional regulations, which will be explained and distributed to each participant.**

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II. Tobacco, Alcohol & Illegal Drugs

The Code of Regulations prohibits the possession, distribution, or use of tobacco products (including smokeless tobacco), e-cigarettes, alcoholic beverages, or illegal drugs, 24 hours a day, 7 days a week, from the date of the first official practice until the end of last contest of that particular season. **Any violation of the Code of Regulations** will result in the following specified consequences:

- A. **First Violation with (Self-Referral)** The self-referral option is only available to students and/or parents on the first infraction **of the academic year**. A self-referral must be made to the coach/sponsor and administration before the school officials have knowledge of a rules violation. Proof of attendance at the diagnostic assessment **must be submitted to the administration prior to reinstatement to a team, club or school group**. **Additional consequences will be determined by the administration based on the particular circumstances of the situation. The minimum consequence will be the denial of participation of one game, practice, meeting or performance.**
- B. **First Violation (no Self-Referral)** – The student must also complete a diagnostic assessment, **which must be submitted to the administration prior to reinstatement to a team, club or group.**

Additional consequences will be determined by the administration based on the particular circumstances of the situation. The minimum consequence would be the denial of participation of two games, practices, meetings or performances.

- C. **Second Violation** – The student must also complete a **diagnostic** assessment, **which must be submitted to the administration prior to reinstatement to a team, club or group.**

The student is removed from participation for the remainder of the season in which the infraction occurred.

- D. Subsequent Violations (**3 or more**) – The student will be denied the privilege of participating in athletics or extracurricular activities for the remainder of the school year.

The above violations of the tobacco, alcohol, and illegal drug policy start over at the start of each academic year.

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III. Denial of Participation

When a student is suspected of having violated the Code of Conduct of the Wyoming Athletic and Extracurricular Department, a disciplinary hearing will be held with the Athletic Director or Principal.

At this time, the student will be informed of the specifics of the suspected violation(s) and will have the opportunity to present information on his/her own behalf. Due process rights will be afforded the student athlete or extracurricular activity participant.

1. Any pupil determined to have engaged in the types of conduct either specifically or generally like the kinds of conduct listed above will be subject to disciplinary action, which may include denial of participation or removal from the team/organization.
2. A denial of the privilege of participating in athletics or extracurricular activities is a total restriction of activity. Students, during the period of denial, will not be permitted to attend practice, use school transportation provided for the activity, sit on the team bench, or any other similar activity.
3. The denial of the privilege of participation extends through the evening hours of a school day. If a weekend separates school days of denial of the privilege of participation, the student **MAY NOT PARTICIPATE** during the weekend. If the denial of the privilege of participation extends through Friday, the student **MAY PARTICIPATE** beginning Saturday morning.
4. A student denied the privilege of participating in athletics or extracurricular activities during a period of tryout, or similar activity for an upcoming sport or organization, will, as a consequence of this policy, be denied the privilege of participating in the activity determined by the tryout, etc.

