

**As the parents of _____
we acknowledge that we have read the current
Nelsonville-York High School Agenda.**

Signed,

Parent Signature

Date

All students must have in their file an Emergency Medical Authorization Form (EMF) filled out by a parent/guardian. Please return the EMF with this parent acknowledgment page to your homeroom teacher.

Nelsonville-York High School

1 Buckeye Drive
Nelsonville, Ohio 45764
Phone (740) 753-1964
Fax (740) 753-1420
www.nelsonvilleyork.k12.oh.us
District Phone # (740) 753-4441

Student Planner 2011-2012

This belongs to:

Name _____

Address _____

City _____

State/Zip _____

Phone _____

Homeroom _____

Welcome

Dear Student:

On behalf of our entire staff, we welcome you to Nelsonville-York High School. We have a fine facility and wonderful opportunities to offer you. The secret is to “jump in” and get involved. Your experience at N-Y High will be as good as you make it.

We have a fine comprehensive education program available, supplemented by a wide range of extra-curricular and co-curricular activities. The staff and I are here to help you make the most of these important high school years.

This handbook is designed to answer the most often asked questions and concerns you might have about our school. Keep it as a handy reference guide to help you make your days at N-Y High more productive.

Please don't hesitate to stop in and say hello or to share concerns or questions with me. My goal is to constantly make our high school the best it can be. Your thoughts and input are always welcome.

Very truly yours,

Mrs. Elise Stephan

Administrative Principal

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A full copy of this handbook can be found on the district's web site.

Board of Education

President	Roberta Bunting
Member	Steve Berry
Member	Micah Covert
Member	Dr. William Hill
Member	Tim Maiden
Superintendent	Mick McClelland

Nelsonville-York Mission Statement

1. To promote a supportive atmosphere which nurtures intellectual, physical and social growth.
2. To provide not only basic education for all students, but also experiences that meet and challenge individual interests and abilities.
3. To demonstrate a commitment to excellence by staff and students.
4. To prepare students to assume productive roles in a rapidly changing culture.

Philosophy

The philosophy of Nelsonville-York School District is based on the principle of respect for the worth and dignity of every human being. This principle implies the obligation to encourage mutual understanding and respect among various vocational, economic, religious, and ethnic groups. It is also recognized that opportunity for self-realization must be extended to ability, race, customs, language, creed, sex, or economic condition.

The school strives to provide a program that will enable students to prepare themselves for the world in which they live--a program developing the intelligence and capabilities of each individual. By respecting the individual in all human relations involving students and staff, the total school operation becomes a living example of democratic philosophy at work.

Goals

To motivate students to develop a desire for the learning processes and to foster a positive attitude toward living and learning.

To awaken within the student an awareness of pride in high standards of achievement toward which he can direct his maximum effort.

To develop the understandings and attitudes needed in order to acquire an acceptance of self as a person of worth and a desire for self-actualization.

To develop the skills, understandings, and attitudes needed in order to relate well with others.

To develop creative self-expression and special talents through art and music.

To develop skills to promote useful use of leisure time.

To help the child discipline himself in work, play, and study.

To develop within the student an awareness of the moral and spiritual principles which should govern his daily life.

To develop the skills, understanding, and attitudes which will contribute to the maintenance of life and the achievement and maintenance of good health.

To develop in the student an awareness of economic opportunities available in chosen professions and enable the student to achieve success economically as a responsible participating and contributing citizen of the future.

To communicate to the student a high value and respect for human life and to instill pride of country, self, and democracy.

School Calendar 2011-2012

<u>Date</u>	<u>Events</u>
August 18	New Teacher Orientation Day
August 19	Teacher Orientation Day
August 22	1 st Day of Classes
September 5	Labor Day – No Classes
October 24	End of 1 st Grading Period
November 22	Last Day of classes before Thanksgiving Break
November 29	Classes Resume
December 20	Last Day of classes before Winter Break
January 2	Classes Resume
January 10	End of 2 nd Grading Period
January 11	2 nd Semester Begins
January 16	MLK, Jr. Day - No Classes
February 20	President's Day – No Classes
March 16	End of 3 rd Grading Period
March 16	Last day of classes before Spring Break
March 26	Classes Resume
April 6	Parent-Teacher Conf. Day – No Classes
May 24	Last Day of Classes End of 4 th Grading Period
May 25	Teacher Record Day
May 27	Graduation - 7:00 p.m.

**Calamity days over 5 will be made up February 20
and over Spring Break.**

Daily Bell Schedule

First Bell		7:31
Homeroom		7:36 - 7:49
Period 1		7:53 - 8:33
Period 2		8:37 - 9:17
Period 3		9:21 - 10:01
Period 4		10:05 - 10:45
Period 5		10:49 - 11:29
Period 6	First Lunch	11:33 - 12:13
Period 7	Second Lunch	12:17 - 12:57
Period 8		1:01 - 1:41
Period 9		1:45 - 2:25

Early Release Schedule

First Bell		7:31
Homeroom		7:36 - 7:43
Period 1		7:47 - 8:13
Period 2		8:17 - 8:43
Period 3		8:47 - 9:13
Period 4		9:17 - 9:43
Period 8		9:47 - 10:13
Period 9		10:17 - 10:43
Period 5		10:47 - 11:17
Period 6		11:21 - 11:51
Period 7		11:55 - 12:25

Pep-Assembly Schedule

Periods 1-7 are the same as regular schedule

Period 8	1:01 - 1:29
Period 9	1:33 - 2:01
PEP Assembly	2:05 - 2:25

One Hour Delay Schedule

First Bell	8:32
Homeroom	8:36 - 8:41
Period 1	8:45 - 9:13
Period 2	9:17 - 9:45
Period 3	9:49 - 10:17
Period 4	10:21 - 10:49

Resume Regular Daily Bell Schedule

Two Hour Delay Schedule

First Bell	9:32
Homeroom	9:36 - 9:43
Period 1	9:47 - 10:13
Period 2	10:17 - 10:43
Period 3	10:47 - 11:13
Period 5	11:17 - 11:47
Period 6	First Lunch 11:51 - 12:21
Period 7	Second Lunch 12:25 - 12:55
Period 4	12:59 - 1:25
Period 8	1:29 - 1:55
Period 9	1:59 - 2:25

**National Testing Dates
2011-2012**

SAT

October 1, 2011
November 5, 2011
December 3, 2011
January 28, 2012
March 10, 2012
May 5, 2012
June 2, 2012

ACT

September 10, 2011
October 22, 2011
December 10, 2011
February 11, 2012
April 14, 2012
June 9, 2012

**State Testing Dates
2011-2012**

Oct. 24 - Nov. 6, 2011
March 5 - 16, 2011

Grades 11 & 12 OGT
Grades 10, 11 & 12 OGT

**Student Council
2011-2012**

Officers

Caleb Covert	President
Stephanie Maccombs	Vice President
Nathan Dean	Secretary
Taylor Davis	Treasurer
Casey Cox	Sgt.-at-Arms

Seniors

Caleb Covert
Casey Cox
Taylor Davis
Nathan Dean
Dakota Hook
Stephanie Maccombs

Juniors

Alicia Carter
Alexis Courtney
Marc Carter
Austin Hook-Anderson
Kaitlyn Maiden
Olivia Wallace

Sophomores

Neese Baden
Brittany Eison
Cannon Killbarger
Angela Meade
Elizabeth Oakes
Evin Stotts

Freshmen

Erica Barber
Mya Flores
Justin Gamerdinger
Conner Hammonds
Brycen Nungester
Joel Thompson
Advisor - Mr. Peyton

Nelsonville-York is proud of our student council who acts in the interest of the students and works with the teachers and administration to improve the quality of education and the high school experience for all.

2011 - 2012 Class Officers

Senior Class

President – Brooke McClain
Vice President – Bobby Smathers
Treasurer – Taylor Davis
Secretary – Nathan Dean
Advisor - Mr. Ragg

Junior Class

President – Max Van Dyke
Vice President – Marc Carter
Treasurer – Caitlyn Breeze
Secretary – Josie Seel
Advisor – Annette Talbert

Sophomore Class

President – Travis Moleski
Vice President – Rebecca Hamner
Treasurer – Ashley Sinnett
Secretary – Courtney Koska
Advisor – Mrs. Starlin

Freshmen Class

President – Jeremy Warren
Vice President – Jay Elliot
Treasurer – Reid Courtney
Secretary – Donovan Ross
Advisor - Mrs. Medley

**National Honor Society
2011-2012**

Seniors

Caleb Covert	Casey Cox
Taylor Davis	Maribeth Holtel
Stephanie Maccombs	Jessica O’Nail
Thomas McLaughlin	Brooke McClain
Garrett Smith	Bobby Smathers

Juniors

Megan Bishop	Denisha Blair
Caitlyn Breeze	Christopher Breeze
Alicia Carter	Marc Carter
Kouree Chesser	Alexis Courtney
Ryan Duffy	Brandon Flores
Austin Hook-Anderson	Kaytlin Maiden
Isaiah McCombs	Austin McCulloch
Isaiah Mello	Ryan Newlun
Shelby True	Richard Van Dyke
Olivia Wallace	Breigh Withem

The other clubs will elect officers at the beginning of the 2011-2012 school year. Look for those election results because these students represent you and your interests in the respective clubs.

Clubs/Activities & Advisors

e-mail addresses for advisors
can be found on web site

Future Teachers Association

Mr. Peyton - Advisor

Spanish Club

Mrs. Covert - Advisor

Spanish Honorary Club

Mrs. Covert - Advisor

National Honor Society

Advisor

Yearbook

Mrs. Joyce - Advisor

Peer Tutors

Mr. Peyton - Advisor

Junior Statesman of America

Mr. Rogers - Advisor

Quiz Bowl

Mr. Roger - Advisor

Band

Mrs. Paris - Advisor

Choir

Mrs. Eller - Advisor

Business Club

Mrs. Hunt - Advisor

Varsity Club

Mr. Boston - Advisor

Quill and Scroll

Mrs. Joyce - Advisor

Band Council

Mrs. Paris - Advisor

Absenteeism	When ill, call the school at 753-1964 and bring a note when you return.
Address/Phone Change	Guidance, Principal's Secretary
College Info	Guidance Office
Withdraw	Guidance, Principal's Secretary
Employment	Guidance Counselor
Work Permits	Principal's Secretary
Illness In School	Get a note from your teacher, report to the Principal's Secretary
Locker Problems	Principal's Secretary
Lost & Found	Main Office
Personal Problems	Guidance Counselor
Schedule Changes	Guidance Counselor
Scholarships	Guidance Counselor
Study Problems	Guidance Counselor
Tardiness	Principal's Secretary
Bus Pass	Principal's Secretary

**Courses Offered at
Nelsonville-York High School**

Business	Credit	Science	Credit
Accounting 1	1	Life Science	1
Accounting II	1	Physical Science	1
Computer App I	1	Adv. Phys. Science	1
Computer App II	1	Earth Science	1
Intro. to Business	1	Biology I	1
Comp. Skills	½	Biology II	1
Word Processing	½	Chemistry I	1
		Chemistry II	1
		Physics	1
		Anatomy & Phys.	1
Language Arts			
Adv. English I	1		
English I	1		
Adv. English II	1	Social Studies	
English II	1	World History	1
Adv. English III	1	U.S. History	1
English III	1	Government	½
Adv. English IV	1	Economics	½
English IV	1	Psychology	½
Creative Writing	½	Sociology	½
Publications I – IV	1	Law I	½
Holocaust Studies	½	Law II	½
Film in America	½		
Teen Novel	½		
Spanish I	1		
Spanish II	1		
Spanish III	1		
Spanish IV	1		
Career Planning	½		

**Courses Offered at
Nelsonville-York High School
(continued)**

Mathmatics	Credit	Physical Ed	Credit
Algebra I	1	P.E. 9th Grade	¼
Adv. Algebra I	1	P.E. 10th Grade	¼
Adv. Geometry	1	Health	½
Geometry	1	Weight Training	¼
Algebra II	1		
Adv. Algebra II	1	Fine Arts	
Consumer Math	1	Art I	½
Pre-Calculus	1	Art II	½
Calculus	1	Art III	½
Creative Math	1	Art IV	½
		Band	½
Electives		Freshmen Choir	½
Child Development	1	Upper class Choir	½
Food & Fitness	1	Drama	½
Independent Living	1	Music Theory	½
Transitions	½	Piano I	½
ACT Preparation	½	Piano II	½
Woods I	1		
Woods II	1		
Woods III	1		
Drafting I	1		
Drafting II	1		
Drafting III	1		
Drafting IV	1		
Industrial Tech	½		

**Courses Offered at
Nelsonville-York High School
(continued)**

Mathmatics	Credit	Physical Ed	Credit
Algebra I	1	P.E. 9th Grade	¼
Adv. Algebra I	1	P.E. 10th Grade	¼
Adv. Geometry	1	Health	½
Geometry	1	Weight Training	¼
Algebra II	1		
Adv. Algebra II	1	Fine Arts	
Consumer Math	1	Art I	½
Pre-Calculus	1	Art II	½
Calculus	1	Art III	½
Creative Math	1	Art IV	½
		Band	½
Electives		Freshmen Choir	½
Child Development	1	Upper class Choir	½
Food & Fitness	1	Drama	½
Independent Living	1	Music Theory	½
Transitions	½	Piano I	½
ACT Preparation	½	Piano II	½
Woods I	1		
Woods II	1		
Woods III	1		
Drafting I	1		
Drafting II	1		
Drafting III	1		
Drafting IV	1		
Industrial Tech	½		

Hallway Safety and Courtesy

All students should follow a few simple rules of common courtesy. Consideration should be shown for the rights of others.

1. Keep to the right in going through the hallway and doorways.
2. Be careful not to block traffic at the water fountains or in doorways.
3. Loud and boisterous talking indicates the lack of good manners.
4. Please do not discard waste paper or pop cans in the hallways - carry it to a wastebasket or recycling container.
5. Running, jumping, horseplay or any other form of unsafe conduct is strictly prohibited.

Hall Passes

Hall passes are required for all students out of class or study hall. Hall passes from class should be kept to a minimum. The procedure is as follows: **This agenda book contains three (3) spaces per day that will serve as hall pass sign-out sheets. Therefore, any student out of class should have his/her agenda book with them and have appropriate documentation noted in this book.** Should a teacher detain a student causing tardiness to his/her next class, the student should request a pass with the teacher's signature. It will be the student's responsibility to obtain such a pass.

Care of Building

This building has been provided for your use and enjoyment. **Let's take care of it. In case of damage, the person responsible will be required to pay for damages.**

Phone Usage

Students **will not** be called to the office for a phone call except in an emergency. General messages will be delivered to students during the day at the convenience of office personnel.

Electronic Device Restriction

Students are not permitted to use portable radios, CD players, MP3 players, IPODs, televisions, electronic games, **cellular phones**, beepers or computers. Reported infractions will follow the discipline code procedure. Such items may be held in the Principal's office until retrieved by a parent.

School Fees

Students enrolled in Nelsonville-York City Schools will be furnished basic textbooks without cost; however, a fee for consumable materials and supplies used will be established at the beginning of each school year and may vary as the cost of materials and supplies fluctuates. An updated list of fees will be issued to the students on the first day of school.

1. Due to the schedule changes the first week, fees will not be collected until a fee schedule is issued (sometime in September).
2. Payments can be made if needed. See the Principal's Secretary in the office for details.
3. All students will receive a receipt within 24 hours of when the money is deposited at the office. If for some reason they don't, they can request a copy from the office.

Student Personal Property

Do not bring articles of great expense to school at any time. Students are responsible for any personal property brought onto school grounds.

Locker Usage

Lockers are assigned on the opening day of school. Lockers are provided for the protection of your books, school supplies, and personal items. **Sharing your locker combination with other students destroys the purpose for which the locker was intended. Locks are not to be set for quick opening.**

Students are advised that lockers are the property of the Nelsonville-York School District and are subject to inspection by authorized school personnel. Students are responsible for any and all contents found in their locker.

Students should use only the locker they are assigned and under no circumstances may they occupy an empty or unassigned locker without approval from the Principal.

The school will not be responsible for items which are stolen. Students are responsible for the condition and appearance of their lockers.

Search and Seizure

The Nelsonville-York Board of Education and administration reserve the right to search lockers, desks, persons and personal belongings of students on school grounds or at any school activity when it is reasonably necessary for the maintenance of order, discipline and safety in the supervision and education of students. All searches may be conducted with or without the consent of the student. It should be clearly understood that a search might take place any time there is a reasonable suspicion that a student has violated the law or school rules. The police K-9 unit may conduct searches on school property or functions at the request of the school administration, law enforcement agency, and/or combination of both. Video surveillance of the hallways, classrooms, entrance, and other school property may be utilized for protection of students and/or employees, their property, and the school's property.

Lockdown Procedure

In the event that the school population is threatened by actions of an individual or individuals, we will react immediately to protect our students and staff.

If a potential or real threat develops that necessitates keeping students in classrooms (a lockdown), the school population will be notified over the P.A. System. Upon hearing a statement, teachers will keep all students in their classrooms. We will remain in lockdown mode until a recognizable school staff person directs you to resume normal activities.

Fire Drills

Drills for evacuating the building in an orderly and quiet manner in case of fire or other emergencies are held according to instructions throughout the school year.

Each student will **walk rapidly and without talking** to the designated exit and proceed to a safe distance from the building. Before leaving the building, teachers and students must see that all windows and doors are closed and lights are switched off. Each teacher and student should become familiar with the various exits in the high school building. Evacuation procedures are posted in each room.

Tornado Drills

When a **Tornado Warning** is received, warning will be transmitted as quickly as possible to the entire building. The public address system will announce that a tornado warning has been issued and everyone should go to designated areas immediately.

STUDENTS: Keep **CALM** and **QUIET** and **LISTEN** for instructions.

TEACHERS

1. Take grade books to check attendance.
2. Make special provisions for handicapped children.
3. Indicate your area of safety as posted in each room.

Students

1. Sit on the floor and place your head between your knees and place both hands on the back of your head (hands locked at back on neck.)
2. If there is no time to put into effect the regular tornado plan - go to inside wall of the room and lie down on the floor under a desk or a heavy piece of furniture.

Graduation Requirements

Twenty-one (21) units of credit are required for graduation for all students (including students attending the Tri-County Career Center). In addition all students must pass all five sections of the Ohio Graduation Test (unless exempt) to receive their high school diploma.

The following **minimum requirements** have been adopted by the Nelsonville-York Board of Education and will meet the minimum requirements as established by the Ohio Department of Education and the North Central Association of Colleges and Schools for graduation from high school.

The subjects required are:

English	4 units
Mathematics	3 units*
Science	3 units
Social Studies	3 units: Government, US History, World History
Health, Phys. Ed.	1 unit
Fine Arts/Business/ Tech/or Foreign Language	1 unit*
Electives	6 units*

*Beginning with the class of 2014, students are required to earn 4 math credits, 5 elective credits and complete 2 semesters of fine arts.

Additional Regulations

1. No more than 4 music units consisting of band and choir will be counted toward graduation.
2. **It is the student's responsibility to see that all requirements for graduation are met.**
3. **Any student with obligations may not participate in graduation exercises.**

This would include, **but not be limited to**, the following:

- A. Owed attendance days
- B. Failing grades or Incompletes in required subjects
- C. Money owed for fees, fines, or lost articles

Tri-County Career Center

Students who plan to attend the Tri-County Career Center during their junior and senior years should meet the following requirements during their freshman and sophomore years:

1. One-half unit of physical education
2. One-half unit of health
3. Two units of social studies
4. Two units of English
5. Two units of math
6. Two units of science

Award of Merit

The State Board of Education has made available to high school seniors the CERTIFICATE OF MERIT. The criteria for qualifying for the Certificate of Merit for basic studies curriculum is as follows:

1. English - 4 units (may include 1 unit of fundamentals of Speech)
2. Mathematics- 3 units (must include 1 unit of Algebra and 1 unit of Geometry)
3. Science - 3 units (must include 2 units from among Biology, Chemistry, & Physics.)
4. Social Studies - 3 units (must include 2 units of Hist. and 1/2 unit of Civics or Govt.)
5. Foreign Language - 3 units (must include no less than 2 units of any language for which cr. is sought, i.e., 3 units of one language or 2 units of each of two languages)
6. Complete 2 units from one or more of the following, or 2 additional units from one or more of the areas listed in 1 through 5 above.
 - a. Business
 - b. Computer Science
 - c. Visual or Performing Arts
7. Maintain above average attendance for grades nine through twelve (compared to a rolling four year state average).

Minimum Student Load

A student must carry at least 5 1/4 credits (minimum) each semester with no more than 2 full time study halls at any time.

Honors Diploma

Seniors are eligible for the Academic Diploma with Honors by fulfilling 7 of the following 8 criteria:

1. English - 4 units
2. Math - 4 units (including Algebra I, Geometry, Algebra II or equivalent and another higher level course or a four-year sequence of courses that contain equivalent content)
3. Science – 4 units (including physics and chemistry)
4. Social Studies – 4 units
5. Foreign Language - 3 units (must include no less that 2 units for which credit is sought) i.e., 3 units of one language or 2 units each of two languages
6. Fine Arts - 1 unit
7. Grade Point Average – 3.5 on a 4.0 scale
8. ACT/SAT Score – 27 ACT/ 1210 SAT (excluding scores from the writing sections)

Seniors are eligible for the Career-Technical Diploma with Honors by fulfilling 7 of the following 8 criteria:

1. English - 4 units
2. Math - 4 units (including Algebra I, Geometry, Algebra II or equivalent and another higher level course or a four-year sequence of courses that contain equivalent content)
3. Science – 4 units (including physics and chemistry)
4. Social Studies – 4 units
5. Electives – 4 units of Career Technical minimum. Program must lead to an industry recognized credential, apprenticeship, or be part of an articulated career pathway which can lead to post-secondary credit.
6. Grade Point Average – 3.5 on a 4.0 scale
7. ACT/SAT Score – 27 ACT/ 1210 SAT (excluding scores from the writing sections)
8. Additional Assessment – Achieve the proficiency benchmark established for the appropriate Ohio Career-technical Competency Assessment or the equivalent.

Credits Earned

Student classification is decided by the number of credits a student has at the beginning of the school year. All students must also have met the attendance requirements.

1. A senior -16 credits earned
2. A junior - 10 credits earned
3. A sophomore - 5 credits earned
4. A freshman-successful completion of eighth grade.

Correspondence Courses

Correspondence courses and summer school (when available) will only be used for remedial work i.e. to make up for a course that was failed. Check in the office for information.

Scheduling

Scheduling is based on student request, teacher recommendations, and proficiency test results. Changes will be done on rare occasions at the beginning of the school year. Changes will not be permitted to accommodate friendships, etc. Changes will be done only if special circumstances exist and will be considered on an individual basis.

All course withdrawals must be approved by the principal or the guidance counselor, teachers involved and parents.

At the end of the first week of school, a course may be dropped without penalty to the student. After that time, it requires the approval of an administrator, or the withdrawal will be entered as an "F" on the student's permanent record unless the classroom teacher has recommended the student be withdrawn.

In addition, full year courses may not be dropped at the semester unless extenuating circumstances exist as determined by the building principal.

Weighted Grades

The following list of classes will be graded on a weighted system. For each weighted class in which a student receives a grade of B- or above, .05 is added to the student's cumulative grade point average. **Weighted grades are used for ranking purposes only.**

Advanced English I, II, III & IV
AP English
Spanish I, II, III & IV
Advanced Geometry
Pre-Calculus
Calculus
Advanced Algebra II
Chemistry I & II
Biology I & II
Physics
Anatomy & Physiology
Advanced Physical Science

Grading Scale

Every teacher in the Nelsonville-York City School District uses the same method to average grades for the grade cards.

GRADE	POINTS	RANGE	PERCENT
A	4.00	3.84-4.00	93-100
A-	3.67	3.50-3.83	90-92
B+	3.33	3.17-3.49	87-89
B	3.00	2.84-3.16	83-86
B-	2.67	2.50-2.83	80-82
C+	2.33	2.17-2.49	77-79
C	2.00	1.84-2.16	73-76
C-	1.67	1.50-1.83	70-72
D+	1.33	1.17-1.49	67-69
D	1.00	0.67-1.16	60-66
F	0.00	0.00-0.66	0-59

NO CREDIT shall be given to a student who earns an "F" in the SECOND OR FOURTH GRADING PERIOD IN ANY SUBJECT.

Honor Roll

The Honor Roll is a list of every student whose grades are "B" or better.

- (1) Merit Honor Roll - No grade below an A-
- (2) Honor Roll -No grade below a B-
- (3) ALL grades count toward honor roll.

Credit Flexibility

High school students may earn high school credits using any combination of the following methods:

1. Successfully completing traditional high school level courses for which one credit shall be granted per 120 hours of class time;
2. Successfully completing an educational option plan as described in the Board's approved educational options policy on Credit Flexibility.
3. Successfully completing a college-level course for dual credit in accordance with the Board's policy on post-secondary enrollment options.
4. Successfully completing an online course offered by a provider approved by the high school principal or his or her designee OR the district credit flexibility committee convened by the Superintendent or his or her designee.
5. Successfully completing an examination, providing a portfolio of work that demonstrates mastery of academic content standards, or a combination of these methods in accordance with the Board's policy on Credit Flexibility.

Interim Reports

Interim reports are issued at the mid-point of each nine-week grading period. Interim reports are issued to all students regardless of their academic progress. Interim reports will be sent through the mail approximately one week after the following dates.

First 9-weeks	September 20, 2011
Second 9-weeks	November 22, 2011
Third 9-weeks	February 13, 2012
Fourth 9-weeks	April 20, 2012

Parent/Teacher Conferences

Parent/teacher conferences will be scheduled each of the nine week periods. Parent/teacher conferences are on a first come first seen basis. Conferences start at 4 pm and will end at 7 pm. If a student is failing any subject, it is recommended that parents schedule a conference with the teacher through the high school office. Dates for this year's conferences are the following dates.

- #1 Monday, September 26, 2011
- #2 Thursday, October 27, 2011
- #3 Thursday, February 16, 2012
- #4 Wednesday, March 28, 2012

Textbooks

Textbooks are loaned to you for your use while you are enrolled in a course. Books are expensive (generally cost \$30-\$40 each) and should be treated with care. They are not to be damaged or marked on. Do not store paper or carry pencils or pens in your books as this tends to break the binding.

New Book	100% of cost price
1 year old book	80% of cost price
2 year old book	75% of cost price
3 year old book	50% of cost price
4 year old book	20% of cost price

Nurse's Office

Students should request permission from the classroom teacher and get a pass in the office before going to the office. If a student is found to be seriously ill, he/she will be permitted to go home only after it has been ascertained that a parent or guardian is home. **No student will be released without administrative approval.**

Students taking medication must have their parents and family physician fill out the form for Administration of Oral Medication at school. All medication must be in its original container. All students **must** have in their file an Emergency Medical Authorization form filled out by the parents.

Injury or Illness

1. Notify school administrator and school nurse if she is present in the building.
2. School administrator determines seriousness of case.
3. In the event of serious injury or illness:
 - a. Use emergency care forms
 - b. Notify parents
 - c. Have doctor or ambulance dispatched to the school
 - d. Take child to hospital if he/she can be moved.
4. In event of minor injury or illness:
 - a. Notify parent to pick up child.
 - b. If parent cannot be reached, place child in sickroom or take child home. Do not leave child if parent is not at home. Do not leave child alone in sickroom.

Change of Address

It is important that the school know the current address and telephone number of each student. If you move for any reason please notify the Principal's Office so the records may be changed.

Cafeteria Policy

Our senior high school will operate on the basis of a closed lunch period. During your lunch period, you may not leave the school grounds. **EVERYONE MUST EAT THEIR LUNCH IN THE CAFETERIA.** You may bring your own lunch from home or you may purchase it in the cafeteria. **Students may not have food delivered to the high school.**

All students are expected to assist in keeping the eating areas inside and outside clean. These regulations need to be observed.

1. During both lunch periods the cafeteria doors will be closed.
2. Students are requested to bus their lunch trays and clean their area after they are finished eating.
3. Breakfast will not be served after the first bell in the morning.
4. No breakfast will be served when school is delayed.

Study Hall Rules

1. Arrive on time.
2. Sit in your assigned seat.
3. Bring work with you to do each day. You must keep yourself busy for the entire period.
4. Bring with you all materials that you will need for the entire period. You will NOT receive a pass to leave study hall to go get needed materials.
5. Work quietly all period. You will work independently so others are able to work also. If you have a question, raise your hand and wait to be called on by the teacher.
6. If you need to go elsewhere during study hall, bring a pass from the other teacher before reporting to study hall.
7. Raise your hand to ask permission to use the restroom or drinking fountain (one a time) after the teacher has taken attendance. You will use the trash can on the way out of study hall at the end of the period.
8. Leave coats and backpacks in your locker.
9. Notes will be distributed after class. Notes/materials will not be passed during class.
10. Buy pop or juice before the tardy bell rings.

Library

The library is a very important part of our educational program and is maintained for the use of all students and faculty members. The library staff is ready and willing to help you locate reference material for your classes and books for your pleasure reading. Magazines, newspapers, pamphlets, and many more materials are also available in our expanding library. There are computer and on-line reference resources available for student and faculty use in the library.

Computer Use Policy

Computers are made available for the students of the Nelsonville-York School district for the purpose of supporting and enriching their educational experience. Along with that privilege, comes the responsibility to utilize technology in a responsible manner. The use of our district's computer resources is a privilege, not a right. All students and staff will be asked to sign a Computer Usage Form each year. The school reserves the right to inspect, copy, and/or delete all files and records created or stored on school-owned computers. The school has the right to search computers and disks. The faculty or staff may request the administration to deny, revoke, or suspend specific user accounts at any time.

Insurance & Liability

The Nelsonville-York School District recognizes no responsibility as to accidents beyond reasonable care of their prevention. Parents are encouraged to provide insurance to cover any accident that might occur.

Lost & Found

The high school office is the area designated for lost and found articles. Anyone who finds a lost or misplaced article should take it to this area as soon as possible. Students looking for lost possessions should check in the office. If lost and found articles are not claimed within a reasonable amount of time, they will be discarded.

Guidance Program

The guidance program is for the benefit of all students. Some of the services offered by the guidance counselor include: information concerning jobs, colleges, tests, scholarships, grades, counseling concerning problems with teachers, fellow students or subjects, home difficulties and developing ways to build self-confidence.

The student will be encouraged to discover and understand his/her abilities, aptitudes and interests and to identify his/her educational, vocational options.

School Sponsored Publications

School newspapers and publications shall conform to the following:

- (1) Students have the right and are as free as editors of other newspapers to report the news and to editorialize within the provisions in paragraph 4 and 5.
- (2) School officials shall supervise student newspapers published with school equipment, remove obscene or libelous material and edit other material that would cause a substantial disruption or interference with school activities.
- (3) School officials may not censor or restrict material simply because it is critical of the school or its administration.
- (4) Prior approval procedures regarding copy for school newspapers shall identify the individual to whom material is to be submitted and shall establish a limitation on the time required to making a decision. If the prescribed time for approval elapses without a decision, the material shall be considered authorized for distribution.
- (5) Students who are not members of the newspaper staff shall have access to its pages. Written criteria for submission of material by non-staff members shall be developed and distributed to all students.

Freedom of expression and Non-School sponsored publications

- (a) The right of public school students to freedom of speech was affirmed by the United States Supreme Court in *Tinker v. Des Moines Community School District*, 393 U.S. 503 (1969).
- (b) Students have the right to express themselves unless such an expression materially and substantially interferes with the educational process, threatens immediate harm to the welfare of the school or community, encourages unlawful activity, or interferes with another individual's rights.
- (c) Students may use publications, handbills, announcements, assemblies, group meetings, buttons, arm bands, and other means of common communication, provided that the use of the public school communications facilities shall be in accordance with the regulations of the authority in charge of those facilities.

- (1) Students have the responsibility to obey laws governing libel and obscenity and to be aware of the full meaning of their expression.
- (2) Students have the responsibility to be aware of the feelings and opinions of others and to give others a fair opportunity to express their views.
- (d) Identification of the individual student or at least one responsible person in a student group may be required on any posted or distributed materials.
- (e) School officials may require students to submit for prior approval a copy of all materials to be displayed, posted or distributed on school property.
- (f) Bulletin boards shall conform to the following:
 - (1) School authorities may restrict the use of certain bulletin boards.
 - (2) Bulletin board space shall be provided for the use of students and student organizations.
 - (3) School officials may require that notices or other communications be officially dated before posting, and that materials be removed after a prescribed reasonable time to assure full access to the bulletin boards.
- (g) The wearing of buttons, badges, or arm bands shall be permitted as another form of expression with the restrictions listed in subsection (c).
- (h) School officials may set forth the time and place of distribution of materials so that distribution would not materially or substantially interfere with the requirements of appropriate discipline in the operation of the school.
 - (1) A proper time and place set for distribution is one which would give the students the opportunity to reach fellow students.
 - (2) The place of such activity may be restricted to permit the normal flow of traffic within the school and at exterior doors.
- (i) The constitutional right of freedom of speech guarantees the freedom of public school students to publish materials on their own.
 - (1) The school has no responsibility to assist students or to provide facilities in the publishing of such materials.

- (2) The students themselves have sole responsibility for any statements published.
- (3) Approval procedures must be followed prior to distribution or display of materials on school property. See Subsection (h)

Unlawful Assembly

Students shall not congregate so as to create a disturbance of any sort. Students are required to disperse when instructed to do so.

National Honor Society

ARTICLE IX - SELECTION OF MEMBERS

Section 1. To be eligible for membership the candidate must be a member of the sophomore, junior or senior class. Candidates must have been in attendance at Nelsonville-York High School for one semester.

Section 2. Candidates must have a cumulative scholastic average of 3.400 (on a 4.000 scale) and have a minimum average of four college preparatory classes or technically oriented classes for each year of high school.

Section 3. Candidates will be evaluated on the basis of service, leadership and character by their high school teachers.

Section 4. To remain a candidate, a student must submit a student activity information form to the faculty council.

Section 5. The faculty council will tabulate the classroom teachers' ratings and review the student's activity information form. Selection will be by majority vote of the faculty council.

Administrative Hearing

An Administrative Hearing may be scheduled in conjunction with the Athens County Juvenile Court for absenteeism or repeated disciplinary problems. The Administrative Hearing will not be recorded in official documents, but is the final step before filing charges against a juvenile.

Attendance

1. Students will be labeled habitual if they miss 5 consecutive days, 7 days in a month and/or 12 days in a year.
2. Students will be labeled chronic after missing 7 consecutive days, 10 days in a month, and/or 15 days in a year.
3. An Administrative Hearing will be held with the attendance officer and/or the principal. This hearing will be made through the County Juvenile Court in lieu of charges being filed.

A combination of excused and unexcused absences may total no more than 15 days.

1. Pupils may be excused from classes for a short time upon written request of the parent and approval of the principal.
2. The following are excused absences until 15 days have been missed:
 - a. Personal illness
 - b. Illness in the immediate family
 - c. Death in the immediate family
 - d. Personal family business which requires the presence of the childAfter 15 days the only excused absences are:
 - a. medical
 - b. court
 - c. funeral

All of which must be documented. Such documentation must be presented to the office within 14 school days after the last date of absence.

3. THE SCHOOL MUST BE NOTIFIED BEFORE 8:00 EACH DAY A STUDENT IS ABSENT. If notification is not received, the home will be contacted by phone or the truant officer. ADMIT SLIP: Pupils who have been absent from school are to report to the office before school and present a written excuse from a parent. Absentees must present the admit slip to ALL TEACHERS UPON THEIR RETURN TO CLASS.
No written excuse from parents will be accepted later than TWO WEEKS after the student has returned to school.
4. 18 year old attendance contract - An attendance contract will be negotiated with the student if their attendance becomes a problem.
5. Students participating in athletic/co-curricular/after school activities must meet the attendance requirements in order to participate that day.

6. Appointments- any unreasonable time not covered by the appointment and travel time will be considered an absence.

Make-Up Work

Students are required to complete make-up work due to absence within the same amount of time that they were absent. If you were absent two days, you have two days to complete the make-up work. Only in special situations will teachers extend this time. **Before requesting homework or missed work from the office, parents and students are encouraged to check teacher postings on HomeworkNow for any needed make-up work. A HomeworkNOW link can be found on the school website.** Upon the second straight day of absence, homework may be requested before 10:00 a.m. and available after 2:30 p.m. that day. Excuses must be brought to the office within two weeks after returning to school. Excuses brought in after two weeks may not be accepted. Unexcused absences will **not** be afforded make-up privileges. A student using a calamity excuse must complete make-up work the same day or no later than the next day, but at the teacher's discretion. It is the student's responsibility to see that all make-up work is completed on time.

Unexcused Absences

Four unexcused tardy and/or early sign-outs after 1:00 shall be counted as **one** day of unexcused absence for the purpose of implementing the above policy. A student shall be required to make up any days he/she is absent more than 15 unexcused days. Exceptions to this will be hospital confinements and home confinements created by doctor's instructions, or due to childhood diseases, i.e. mumps, chicken pox, etc.

No work can be made up for any *suspensions and expulsions*. **NO WORK CAN BE MADE UP FOR ANY UNEXCUSED ABSENCE. UNEXCUSED ABSENCES WILL OCCUR FOR THE FOLLOWING REASONS:**

- a. Oversleeping
- b. Staying out of school to work
- c. Missing the school bus
- d. Neglecting to bring note from parents stating reason for absence.

College Visitation Days

These days will be considered excused absences as long as the student returns official verification from the college or university upon returning to school.

Juniors will be allowed 1 college visitation day per year.

Seniors will be allowed 2 college visitation days per year.

Early Dismissals

Early dismissal requests from students will be granted upon these conditions:

1. Appointment and job interviews should be scheduled after school hours if possible.
2. Requests for early dismissal should be submitted at the beginning of first period. The home/work telephone numbers of the students' parents/guardians should be on the requests for verification purposes.
3. The request for early dismissal should include the reason that the student needs to be dismissed early.

Personal Convenience

A personal convenience absence shall be defined as one which has the approval of a child's parent or guardian but which is not legally excusable under the laws of the state of Ohio. A form must be obtained in the office 48 hours prior to the absence and must be returned no later than 24 hours prior to the absence. This form must be presented to all of the student's teachers. The school can assume no responsibility for a drop in grades suffered by a pupil who is absent due to a personal convenience. Arrangements to make up tests must be made by the pupil.

Field Trip Absences

Students are responsible for making-up missed assignments.

Participation in school sponsored activities not covered in co-curricular code of conduct will be subject to administrator's approval.

Tardiness to School

When a student is late to school, he/she must report to the office immediately with a note from his/her parents or guardian explaining the lateness. Any late student not signing in will be considered absent.

- a. Students signing in after 9:00 am will be considered absent 1/2 day.
- b. Students signing out before 1:00 p.m. will be considered absent 1/2 day.
- c. A student may have no more than 8 tardies to school and/or early sign-outs per semester. Saturday Schools will be assigned for all tardies past the 8 allowed per semester. After 4 Saturday School assignments, truancy charges may be filed.

STUDENTS PARTICIPATING IN THE CO-CURRICULAR PROGRAM AND AFTER SCHOOL ACTIVITIES are required to be in attendance on or before 9 A.M. to be eligible to participate that day. A student must be in attendance 1/2 day to practice that day. The only exception is that a doctor's excuse will be accepted for a partial absence if the excuse is brought in that same day.

Appointments

When you have an appointment (doctor, dentist, etc.) you must abide by the following rules.

1. Bring written permission from your parent or guardian.
2. Report to Principal's office as soon as you arrive at school the day of the appointment.
3. Show the excuse to your teacher at the beginning of the class for which you are to be released.
4. Sign out in the Principal's office.
5. Have appointment note signed by doctor or dentist, etc.
6. Return to school, sign in at the Principal's office and get an admit slip to class.
7. Failure to return an appointment note from doctor or dentist, etc. will result in absence being counted as unexcused.
8. Appointments should be scheduled after school whenever possible.

If you are coming to school late because of an appointment you must bring an excuse signed by the doctor/dentist or person with whom you had the appointment.

Class Attendance

Class attendance will be taken each period. The teacher of record is the ONLY teacher with the authority to excuse you from class during that period. Failure to obtain that teacher's permission to miss class will be considered truancy.

Students are expected to attend all scheduled classes. Unexcused class absences will result in disciplinary action. Class cuts are unexcused absences; work missed because of a class cut receives no credit.

Incomplete Grades

If an incomplete or "I" is given during any grading period, make-up work must be completed, to the teacher's satisfaction, within the next two weeks. If the work is not completed within this time frame, the grade automatically reverts to a letter grade of F. The only exceptions to this policy are:

1. If an Intervention Assistance Team (IAT) meeting is convened and the team recommends an extension.
2. The building administrator(s) document circumstances to be extenuating. An incomplete (I) given for a term paper is the only Incomplete (I) that carries over into the next grading period. Failure to complete **Term Papers** is the only assignments that will result in loss of credit. Term Papers will be restricted to college preparatory classes in grades nine through eleven (9-11). There will be no combination of classes for a single Term Paper, and all students are required to type the Term Paper.

Final Exam Policy

Final examinations are given in all courses at the end of the first and second semesters. The dates of the exams will be published by the administration. If a student has a B average or better in a class they have the option of not taking the exam and taking the semester average for the exam grade. Students must take the semester exam if their average is a B- (82%) or below. **If a student has below a B average and does not take the final exam then he/she will fail the class.** Appointments to take an exam early will be made at the discretion of the classroom teacher. If a student fails to report for a final examination, the teacher will assign an incomplete for the course which can be made up only if the absence is excused. Make-up exams must be arranged between the student and each classroom teacher. The teacher will leave make-up

exams in the principal's office. All make-up exams must be completed within **two weeks** of the published exam date. Students who fail to complete their make-up exams within the two week period will receive a zero "0" on the exam. Students may leave after completing final exams if their name is not listed as ineligible. **Those students who are qualified to leave must have a note from their parents/guardians to be excused from school.**

Extracurricular Activities

The Administration has the right to prohibit a student from participating in extracurricular activities as a result of multiple disciplinary infractions.

It is recognized that clubs and social organizations can contribute much to the social growth of students. The following procedure must be followed in scheduling these activities.

- A. All activities shall be scheduled through the Principal's Office and placed on the school activity calendar.
- B. Janitorial service is required. Janitors must be paid their regular hourly rate by sponsor of activity.
- C. Police protection is required for dances and other events which may attract large crowds. Police must be paid for their services by sponsor of activity.

Dances

1. All dances must be scheduled through the Principal's Office at least one week in advance.
2. All dances must have at least three chaperones from the teaching staff, one janitor and one policeman.
3. If a person leaves the building, he or she will not be readmitted to the dance.
4. Music and dress shall be in good taste and appropriate conduct is expected.
5. The advisor must be present when students are decorating.

Driver's Licenses

Any student driving a motor vehicle must have the vehicle registered in the Principal's office and park in the student parking lot.

Students will also have their names turned into the appropriate authority and possibly lose, or not be able to get driving privileges if they have:

1. Been absent 10 consecutive days without legitimate excuse.
2. Been absent 15 days during a semester.
3. Been tardy to school more than 8 days in a semester.
4. Been suspended or expelled for possession or use of alcohol or drugs.
5. Been dangerous or unsafe while driving on school property.

Bus

Your bus driver is an important person in your school life. Do what he or she tells you: your life may depend on it. **A bus driver has the same authority for student control as the teacher.** A courteous and cooperative student manner may help prevent an accident and insure the student's privilege to ride the school bus. Ohio School Law, Revised Code Section 3327.01 allows schools to deny transportation to those students who do not obey the rules.

Be at the appointed bus stop on time. If you know you will not be riding the bus any day, notify your driver so he or she won't make any unnecessary trips or stop for you. **The buses will not wait for you after school. It is your fault if you miss the bus.**

Late buses: Students arriving late because of bus problems are to report to the office.

Bus rules are displayed on each bus - follow them or face the consequences as explained by your driver.

Students must obtain a bus slip from the office anytime they do not ride their regular bus.

Rules for the Bus

Violation of the following bus discipline rules may result in denial of bus transportation.

1. Immediately upon entering the bus, pupils take their seat.
2. Pupils shall obey instructions and requests of the driver without question.
3. Pupils shall remain in their seats until time to leave bus.

4. Pupils shall conduct themselves in an orderly manner while on the bus.
5. Pupils shall not be loud or use improper language at any time.
6. Windows shall not be adjusted without permission of driver.
7. Pupils must not extend arms or head out of the bus windows.
8. Waste paper and rubbish must not be dropped on the floor or thrown on the bus.
9. Possession or use of tobacco or tobacco products, alcohol or drugs is not permitted.
10. Eating or drinking is prohibited.
11. Cutting or ripping of bus seats will result in restitution being required.
12. No pupil shall attempt to get off or on the bus until it has come to a full stop.

Withdrawal or Transferring

The procedure for withdrawal or transferring is as follows:

1. Secure authorization withdrawal or transfer note from your parent or guardian.
2. Obtain appropriate forms from the Principal's Office.
3. Have the forms filled out by teachers. Return all school books and property and make sure all fees are paid.
4. Take completed forms to the Principal's Office.

Custody

It is required, in the event of a divorce, separation, or court order indicating a change of custody that a certified copy of custody documents are a part of the student's permanent record file. These documents are a requirement for new enrollment, and also apply to students currently enrolled in Nelsonville-York High School.

Visitors

Nelsonville-York High School is established to provide for its own students, not those from other schools or communities. Friends who are on vacation, relatives not in school, etc. will not be allowed to attend classes and/or visit at lunch.

Personal Appearance and Dress

The school recognizes that grooming and mode of dress are personal attributes, and the responsibility for the individual's personal appearance is largely the responsibility of the student and his/her parents. However, decency and good taste in personal appearance are most important.

One's dress and grooming tend to reflect one's attitude and respect for self, as well as others. Experience has shown that student attire has an effect on conduct, as well as general attitude toward educational tasks. Therefore, the school has a responsibility to teach students how to dress and groom in a way which will help create an atmosphere conducive to maximum learning at school, as well as to help prepare them for the world of work after graduation. In addition to being appropriate, the students' clothing should be clean. The student should have clean hair, body, fingernails, and shoes. Shoes are required for school wear.

Long hair must be controlled by a hair net or other acceptable means when around machines on which hair could become entangled.

Styles and the names of articles of clothing change frequently. Therefore, it is impossible to list all inappropriate items. In cases where there is a question of appropriateness for school wear, the principal or assistants must make that decision.

The following articles of clothing and/or accessories are examples of inappropriate wear for school;

1. Shirts must have short or long sleeves, bare shoulders are not permitted.
2. Cut-offs
3. See through clothing
4. Sweat pants, gym clothing, pajama pants, or lounge ware.
5. Hats, bandannas, scarves, and other head coverings (girls or boys).
HEAD COVERINGS MUST BE REMOVED UPON ENTERING THE BUILDING.
6. Clothing torn, ripped, cut up or defaced.
7. Clothing with suggestive or obscene words and/or pictures
8. Clothing that fits improperly (too large, too small, too tight)
9. Short shorts, short skirts
10. Wallet chains or heavy chains (necklaces) capable of use as weapons.
11. Studded collars or wristbands, jewelry deemed possibly dangerous.
12. Clothing that promotes or endorses racial or ethnic hatred, illegal acts, or violence.

13. Students will not be allowed to carry backpacks, including string tightened backpacks or coats into classrooms. Leave these items in your lockers and keep your lockers locked.

NOTE: Students are to keep their coats, jackets, and other outdoor wear in their lockers.

Ohio High School Athletic Association Eligibility Rule

All areas of athletics in Ohio schools are governed by the **Ohio High School Athletic Association** with offices based in Columbus. The association is administered by the administrators of Ohio schools with each school being a voluntary member.

A student must have passed courses the preceding nine weeks grading period that will earn a minimum of 5 credits per year toward graduation in order to continue participation in an athletic activity.

A further explanation is this: If at any time during the school year, a student does not pass enough courses to earn (5) five credits during a grading period, he/she will be ineligible for participation during the next grading period.

If the period failed is the last grading period of the year, the student will not be eligible for participation in athletic activities during the first grading period of the next school year.

At the end of the first grading period, and at the end of each grading period thereafter, the grades of all athletes will be evaluated to determine eligibility.

There is also a weekly eligibility requirement at Nelsonville-York. It requires students to be passing 5 credit hours each week in order to be eligible during the rest of the week. Eligibility sheets are handed out to the teachers on Friday morning and are turned into the office Monday morning for evaluation. If a student is not passing 5 credits, they will not be eligible until the Monday morning evaluation when they are passing 5 credits.

What does all this mean to the athlete?

1. Schedule properly. Be sure to schedule at least five credits per semester. More than the minimum five should be scheduled, then if there is difficulty and failure of a subject, it will not necessarily mean being ineligible.

2. Last and most important, use the discipline needed to be a good athlete. Discipline the mind that classes and education are important. If that is done, academic eligibility will rarely be a problem.

Code for Good Sportsmanship

The students should share equal responsibility with the faculty, alumni, and community for establishing and maintaining good school practices and traditions at athletic contests. The following suggestions will serve as a guide.

1. Respect the rights, privileges, and safety of others as well as their own.
2. Assure the rights of students and adults who represent the opposing school.
3. Respect the rights of all spectators.
4. Recognize the authority and judgment of the coach.
5. Support the authority of school officials.
6. Applaud both teams as they come on the field of play.
7. Commend good plays by either team.
8. Cheer an injured player when he is removed from the game.
9. Support the cheerleaders.
10. Show self-control at all times during and after the game.
11. Accept the officials' decisions.
12. Cooperate in the care of school property.
13. Be modest in victory and gracious in defeat.
14. Live up to the spirit of the rules of fair play and sportsmanship.

Sportsmanship is important in all competitive activities at Nelsonville-York High School.

Athletic/Co-Curricular Code of Conduct

Participating in extra curricular activities at Nelsonville-York is "a privilege" not "a right". The faculty and coaches of the Nelsonville-York City Schools believe that the student athlete and/or band/choir or club member is a person who has very strong influences both in the community and on the student body. These students are highly visible and are seen by many as the public image of Nelsonville-York City Schools. In addition, their conduct should form both the model and the standard for conduct of both their peers and countless younger children

in the community. We believe that in exchange for the many benefits and advantages afforded these students, he/she has an obligation to exhibit moral and responsible conduct. We demand and expect these students to present themselves in such a manner as to not discredit their school, family, community, coach, team or themselves.

The following Code of Conduct and all related policies are to be followed and will be enforced twenty-four hours a day from the beginning to the end of the academic year. Any student involved in athletics, band, choir or club activities at Nelsonville-York City Schools (athletic trainers, managers, cheerleaders, band members, choir members, club members, Boys State, Girls State, or any other summer activity associated with the school) is subject to this code of conduct and the following policies and penalties.

Behavior which reflects negatively on the student, athlete or school would include the following, **but would not be limited to**, the examples listed below.

Section 1 Grades

A. Grades must meet OHSAA and Nelsonville-York City School Board eligibility requirements.

1. A student must have passed courses the preceding grading period that will earn a minimum GPA of 1.5 for the next school year.*
2. A student must pass 5 credit hours each week in order to be eligible the next week of competition.
3. A student must pass 5 credit hours at the end of a school year to be eligible to participate the following grading period.

B. If a student does not maintain a 1.5 GPA* for a grading period they are ineligible to participate the following grading period and remain ineligible until a 1.5 GPA* is maintained.

* The band and choir students are exempt from this grade requirement because of their program requirements.

Section 2 Conduct

- A. The following are examples of behavior unbecoming a student involved in co-curricular activities:
- 1) Fighting
 - 2) Harassment
 - 3) Possession or use of tobacco in any form or related products in any form
 - 4) Truancy from class or school
 - 5) Acts of vandalism, abuse on persons or property, or theft
 - 6) **Repeated infractions** of school rules or chronic incorrigible behavior
 - 7) Failure to return home from a school event on the school bus unless with permission from the coach to ride home **with their parents**
 - 8) Suspension from school for any reason
 - 9) Not following the school rules governing attendance

B. Penalty

1st Offense- Denial of the right to participate in the next contest.

2nd Offense- Denial of the right to participate in the activity for the remainder of the season.

Section 3 Drug / Alcohol Use

Recognizing that use of alcohol and illicit drugs by students is a local problem, the Nelsonville-York City School district will put a program of deterrence into effect as a pro-active approach to a truly safe and drug free school. Likewise, through participation in athletics, students using alcohol or illegal drugs pose a threat to their own health and safety, as well as to that of other students. The purpose of this program is fourfold:

- 1) To provide for the health and safety of all students and student athletes.
- 2) To undermine the effects of peer pressure by providing a legitimate reason for students who refuse to use alcohol or illegal drugs.
- 3) To encourage students who use alcohol or illegal drugs to participate in drug treatment programs.

4) To prevent the impact drug and alcohol use has on the learning centers of the brain, allowing students to achieve their full academic potential while a student within Nelsonville-York City Schools.

A. First Positive Result

For the first positive result, the student athlete will, within five days have an appointment with a Certified Chemical Dependency Counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for a chemical dependency assessment and then follow the recommendations of the counselor. If treatment is recommended, it must be with an Ohio Certified Chemical Dependency Counselor. The student must also submit to weekly urine drug testing for three weeks. Parent (guardian/custodian) is responsible for all expenses. The Counselor must notify the building Principal of the completion of the recommendations or program. Failure to complete step one will result in a student athlete being placed in step 2.

B. Second Positive Result

For the second positive result the student athlete will, within five days have an appointment with a Certified Chemical Dependency Counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of alcohol and Drug Addiction Services) for a chemical dependency assessment and then follow the recommendations of the counselor. Treatment is required and must be with an Ohio Certified Chemical Dependency Counselor. The student must also submit to weekly urine drug testing for three weeks. Parent (guardian/custodian) is responsible for all expenses. The Counselor must notify the building Principal of the completion of the recommendations or program. The student will also be denied the right to participate for four (4) calendar weeks of interscholastic contests.

C. Third Positive Result

For the third positive result the student athlete will, within five days have an appointment with a Certified Chemical Dependency Counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of alcohol and Drug Addiction Services) for a chemical dependency

assessment and then follow the recommendations of the counselor. Treatment is required and must be with an Ohio Certified Chemical Dependency Counselor. The student must also submit to a weekly urine drug testing for one (1) year, Parent (guardian/custodian) is responsible for all expenses. The counselor must notify the building Principal of the completing of the recommendations or program. The student will also be denied the right of participation in athletics for one (1) calendar year:

After a third positive test, a student athlete can only be reinstated if they have completed the first three steps.

D. Fourth Positive Result

The student athlete will be permanently denied the privilege of participation in athletics at Nelsonville-York City Schools.

All positives for tobacco products will be handled in-house at the discretion of the administration.

In addition,

- 1) An individual shall not use, possess, sell or participate in the transportation or furnishing of drugs (illegal substances).
- 2) An individual shall not use, possess, taste, drink in any amount, consume, sell, furnish, transport, have or be under the mere possible presence of alcohol.

1st Offense - Denial of right to participate for four (4) calendar weeks of interscholastic contests with participation in drug/alcohol counseling.

2nd Offense - Denial of participation in any and all activities for the remainder of the school year.

Section 4 Extreme Misconduct

Any act of extreme gross misconduct will result in the denial of the right to participate for the remainder of the school year.

Section 5 Out of Season / Summer Activities

All athletes are encouraged and expected to follow training rules both in and out of season. All rules and guidelines of the Ohio High School Athletic Association will be followed.

Section 6 Appeals

An Appeal's Board consisting of two faculty members and an Administrator will be formed to hear appeals of any student removal that might take place. An appeal must be filed in the principal's office within 24 hours of the removal. This appeal must be scheduled to be heard within 48 hours of said request. If the Appeals Board upholds the removal of the student, the suspension will be carried out at the very next contest.

Section 7 Guidelines

- 1) A student removed must remain a part of the team and participate in practice as determined by the coach and the building administration, but shall not dress or compete in contests.
- 2) If a violation occurs at the end of a sport season or during the time a student is not actively involved in a particular sport or activity the penalty would be carried over to the next season where the student chooses to participate in and compete in that academic year.
- 3) A student on in-school or out-of-school suspension from school is ineligible to participate in practice or a contest for at least the time of the suspension.
- 4) Being dismissed or dropped from a sport or activity will result in the student not receiving (forfeiting) a letter or award for that particular sport.
- 5) These training and conduct policies are minimum standards. Each coach or advisor may have additional training rules approved by the athletic director and principal and present them in print to the student athletes/participants prior to his/her activity.
- 6) A band member who is removed may remain part of the band during the practice session of the school day and thus receive their band credit, but may not compete in any contest, concerts, competition, sporting events or after school practices. Their grade can be made up under the discretion of the band director.
- 7) Any member of the yearbook or newspaper staff, who is removed from any activity, may remain on the staff but may not hold the position of editor.
- 8) Students must attend one-half day of school to practice and be in attendance before 9:00 am to be eligible to play, unless they have a recognized excuse.

** Recognized excuses are doctor, dental, funeral, court and college visitation days. Proper documentation must be provided to participate that day.

Section 8 Dress Code for Athletes

The student athlete is a person who has very strong influences both in the community and on the student body. Since these students are highly visible, their dress and appearance must reflect an image that reflects positively on Nelsonville-York Schools.

For male athletes: Hair must be neat and clean, not reach the shirt collar and be acceptable to the coach. No facial hair is permitted. No earrings are to be worn at any time during practice, games, or during travel to or from an event. Clothing must represent a positive appearance and be acceptable to the coaches.

Female athletes must be neat and also positive in their dress. Jewelry may not be worn during practice or during a contest to avoid injury. All clothing must meet requirements established by the coach.

Discipline

Any decision regarding a disciplinary issue not specifically covered in the hand book remains under the jurisdiction of the building administrator.

Types of Infractions

Class I

1. Truant from an assigned class (2 detentions).
2. Accumulating 10 tardies to class during a grading period.
3. Being caught in areas that are termed off-limits (gym, auditorium, stairwells in the morning and be unsupervised behind the building any time during the school day).
4. Loitering in the restrooms.
5. Loitering in parking lot after arriving at school.
6. Reckless operation of a motor vehicle.
7. Students may not go to their cars during the school day without permission from the office.

8. Using inappropriate language or obscene gestures, writing, or drawings.
9. Note writing.
10. Gambling.
11. Sent to office but failed to report.
12. Inappropriate display of affection. (PDA)
13. Taking food out of the cafeteria without a teacher's permission.
14. Insubordination
15. Horseplay
16. Leaving class without permission.

Class I disciplinary action

<u>Offense</u>	<u>Consequence</u>
1	up to 3 detentions
2	up to 6 detentions
3	up to 3 Saturday Schools
4	up to 6 Saturday Schools
5	up to 3 days In-School-Suspension
6	up to 6 days In-School-Suspension
7	up to 10 days out-of -School-Suspension and possible recommendation for expulsion

Class II

1. Truant from school (1/2 day = 1 Sat, full day = 2 Sat.)
2. Leaving school property without permission
3. Abusive behavior, verbal/written abuse
4. Refusing to comply with reasonable directions or commands given by school personal.
5. Throwing food or other objects in the cafeteria or classroom.
6. Forgery of any kind
7. Falsifying information
8. Cheating, plagiarism
9. Distribution/possession of pornographic material
10. Solicitation without permission
11. Misuse of school /personal property
12. Spitting on another student, their clothing, or possessions.
13. Extortion
14. Skipping detention or Saturday school

15. Disruptive behavior as determined by the building administrator.
16. Using a cell phone or other electronic devices during school hours (if you have possession of a cell phone and it rings, you will suffer the consequence)
17. Possession /use of tobacco products
 First offense = 3 Saturday schools, tobacco school and no pass list for the remainder of the year.
 Second offense = 5 days ISS and charges will be filed.
 Subsequent offenses ISS and charges will be filed on each offense.

Class II disciplinary action

<u>Offense</u>	<u>Consequence</u>
1	up to 3 Saturday Schools
2	up to 6 Saturday Schools
3	up to 3 days In-School-Suspension
4	up to 6 days In-School-Suspension
5	up to 10 days out-of -School-Suspension and possible recommendation for expulsion

Class III

1. Disrespect, verbal or written abuse, obscene gesture to an employee.
2. Using profanity or obscene gestures in speaking to school personal during the day or at any school function.
3. Physical abuse of another student.
4. Stealing or being caught with stolen items.
5. Threats or threatening behavior
6. Destruction of school property (restitution must be paid)
7. Bullying
8. Harassment
9. Hazing
10. False fire, 911 calls, etc...
11. Inappropriate touching
12. Any action, athletic prank or vandalism against schools that compete against Nelsonville-York.
13. Racial or sexual harassment towards anyone on school grounds.

Class III disciplinary action

<u>Offense</u>	<u>Consequence</u>
1	up to 6 Saturday Schools
2	up to 6 days In-School-Suspension
3	up to 10 days out-of -School-Suspension and possible recommendation for expulsion

Class IV

1. Use and/or possession of any type of fire crackers or similar explosive device (there will be a minimum 5 day suspension with possible charges being filed).
2. Verbally threatening any staff member (there will be a minimum 10 day suspension with possible charges being filed).
3. Assault on another student or school employee.
4. Bomb scare
5. Physical abuse, or threat of, to an employee or property of the school district
6. Starting fires, arson
7. Sexual misconduct
8. Disruption of school - A student shall not by any action cause any disruption to school or a school related activity.

Class IV disciplinary action

<u>Offense</u>	<u>Consequence</u>
1	up to 10 days out-of -School-Suspension and possible recommendation for expulsion, legal action may be taken

Class V

1. A student shall not have in his possession any type of firearm or other lethal weapon (knives, sword, nun chucks, brass knuckles, etc.) while on school grounds. This may result in automatic expulsion and charges being filed.
2. Threats to school safety
3. Selling/distributing counterfeit substances
4. Selling/distributing illegal drugs, alcohol, or other prohibited substances.

Class V disciplinary action

<u>Offense</u>	<u>Consequence</u>
1	Ten (10) day out-of-school suspension, recommendation for expulsion and legal action.

Sexual Harassment

A student shall not engage in any activity, sexual in nature, that is unwanted or unwelcome including, but not limited to, unwanted touching, sexual name calling, pressure to engage in sexual activity, repeated propositions and unwanted body contact. These offenses will be treated at the upper limits of a class III infraction.

Hazing, Bullying and Dating Violence

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

No administrator, faculty member, or other employee of the school district shall encourage, permit, condone, or tolerate any hazing or bullying activities. No student, including leaders of student organizations, shall plan, encourage or engage in any hazing or bullying. All hazing and bullying incidents shall be reported immediately to the building principal or superintendent. These offenses will be treated at the upper limits of a class III infraction.

Detention/Saturday School/Suspension

During the school year we will operate an **After School Detention Program**. Students who receive detentions will serve them on Tuesday and Thursday from 2:30 to 3:30 in a designated area. We will also operate a **Saturday School Program**. Students will serve these assignments on Saturday mornings from 8:00 am to 11:00 am. These programs will be monitored by school personnel and all rules must be followed in order to receive credit for attending.

It will be the responsibility of the parents of students or the students themselves who receive detentions or Saturday schools to furnish transportation. Transportation will **NOT** be furnished by the school. If a student refuses to attend assigned discipline, the student will be suspended or cited into Juvenile Court as an unruly child.

Suspension from school will also be used by the building administrator when deemed appropriate.

Rules for After School Detentions

1. Report promptly at 2:30 to the location indicated on the assignment sheet.
 - a. Tardiness: Student will not be allowed to enter a detention late and an additional detention will be assigned.
2. Student must do work.
 - a. No radios, cards, games, sleeping, food, beverages, etc.
3. No talking or moving around the room.
4. No breaks or restroom pass.
5. Medical, Court and Funeral excuses are the only excused absences from assigned discipline.

Rules for Saturday School Assignments

1. Report promptly at 8:00 am at the designated location.
2. Bring assignment sheet with four teachers' assignments.
3. Bring **All** materials needed.
4. Students must be working the whole time.
5. No talking or moving around the room.

Code of Conduct

At Nelsonville-York High, we expect a reasonable level of behavior from each student, and we believe that students must bear the responsibility for their actions.

We further believe that after a certain point, assigning a detention or Saturday School is no longer an effective form of punishment for students. For students who continually skip discipline assignments; suspension and court action will be used as a means of changing behavior.

Philosophy - Discipline is the positive direction of behavior toward established standards of conduct, fully understood and based upon reason, judgment, and the rights of others. Ideal discipline is self-directed and self-controlled. The school, community, parents, and student share the responsibility for the development of self-discipline. Discipline is necessary to assure an orderly environment whereby each person may live in harmony with others and learn to full potential. When self-control falters and self-discipline fails, outside disciplinary forces must be imposed to protect the rights of others.

Discipline is best maintained by a balance between valid regulations and due process provisions. A contemporary school atmosphere must present a friendly, yet business-like atmosphere among students, teachers, and administrators. There are times when certain circumstances dictate that policies regarding suspension, emergency removal, and expulsion be implemented. Students will be provided information regarding regulations and due process guidelines.

Responsibility - The building principal, classroom teacher, and district personnel are responsible for administering these guidelines to assure student safety and discipline in the building, on field trips, at extracurricular activities, and en route to and from school.

Classified employees are responsible to the administrators for supporting the discipline code through management and referral. School buses are extensions of the school building and discipline referrals from transportation shall be submitted to the appropriate building administrator. The staff will work with parents and the community to maintain student safety and discipline. Where inappropriate behavior exists, appropriate administrative action will be taken.

Procedure - When a student is referred for a disciplinary infraction, an administrator shall:

- Interview
- Determine guilt or innocence
- Consider parent/teacher involvement
- Refer to student record
- Apply appropriate disciplinary action

Disciplinary removal - An action less severe than suspension, expulsion, or emergency removal and defined as the denial to a student of permission to attend the classes in which he/she is enrolled, or to participate in an extra-curricular activity in which the student has been involved.

Emergency removal - The denial of permission to attend school and to take part in any school function to a student whose presence poses a danger to persons or property, or an on-going threat of disrupting the academic process either within a classroom or elsewhere on school premises, for a period not exceeding seventy-two (72) hours.

Suspension - The Superintendent and principal may suspend a student from school for disciplinary reasons outlined in the student code of conduct. No period of suspension is for more than ten (10) school days. Suspensions may extend beyond the current school year if, at the time a suspension is imposed, fewer than ten (10) school days remain in the school year. The Superintendent may apply any or all of the period of suspension to the following year.

- Notice of intent to suspend will be given to the student.
 - The student will be afforded an informal hearing with the principal.
 - Every effort will be made to contact the parent via telephone prior to sending written notice of suspension.
 - The student may request an informal hearing.
 - If an appeal hearing is desired, written requests must be submitted to the Board of Education via the Superintendent.
- The student has the right to representation.

Expulsion - is the denial to a student to attend school and to take part in any school function for a period exceeding ten (10) school days but not exceeding the greater of one-hundred eighty (180) school days, or the number of school days in the semester or term in which the incident that gives rise to the expulsion takes place.

- Notice of intent to expel will be given to the student and parent/guardian by the Superintendent.
- The student will be afforded the opportunity to explain his/her actions at an informal hearing. A hearing shall not be earlier than three (3) days or later than five (5) days after the notice is given. The administration cannot require a hearing if the pupil and parent/guardian choose not to request a hearing. The superintendent may grant an extension of time for a hearing. All parties will be notified of the new date, time, and place.
- If the outcome of the informal hearing is expulsion, written notice will be given to the parent/guardian within one (1) school day of the expulsion.
- The expulsion notice shall include the right to request an appeal in executive session. The Board of Education may only take action at a public meeting. The request for appeal must be within seven (7) days of the receipt of the notice of expulsion.

Administrative hearing - A formal procedure involving the student, parent/guardian, and administrator when a serious infraction of school rules and/or a violation of the law have occurred. In an administrative hearing, parents/guardians are notified through juvenile court that the administrator has been appointed an officer of the court and that the parents/guardians are to be present at the hearing. The hearing is held in lieu of a court appearance and has the advantage for the student of possibly generating no criminal records. The primary purpose of the administrative hearing is to resolve problems at the school level and to avoid a criminal record. The administrative hearing is in addition to any other due process procedure called for by law.

Appeal to the Board

1. A pupil or his/her parent, guardian, or custodian may appeal his/her expulsion or suspension by a Superintendent or Principal to the Board of Education or to its designee. Such pupil or his/her parent, guardian or custodian may be represented in all such appeal proceedings and shall be granted a hearing before the Board or its designee in order to be heard against such suspension or expulsion.
2. Verbatim word for word record is required (tape recording).

3. No particular procedure for the hearing to follow is required by statute.
4. Formal action to affirm, vacate or modify the disciplinary action on the appeal may only be taken in "public" session.
5. The decision of the Board is further can be appealed further to Court of Common Pleas under O.E.C. 2506.

Violating any part of the discipline code is subject to both school discipline and Juvenile Court.

The penalty for violating the following rules is six (6) Saturday Schools for the first offense, ten (10) Saturday Schools for the second offense and automatic suspension, expulsion, and court action for repeat offenses.

1. Starting a fight. (If it is determined that a student was involved in a fight without provocation, the penalty will be reduced to 3 Saturday School assignments.)

Drug Possession at School

The penalty for violating the following rules is a minimum of 5 days suspension for the first offense, 10 days suspension for the second offense and automatic expulsion for the third offense. Court action will be taken for each offense.

1. A student shall not use, possess, transmit or be under the mere possible presence of alcohol or drugs at school or at a school function. This rule includes a "counterfeit, controlled substance" defined as:
 - A) Any drug that bears, or which container or label bears, a trademark, trade name or other identifying mark used without authorization of the owner or rights to such trademark, name or identifying mark.
 - B) Any unmarked or unlabeled substance that is represented to be a controlled substance manufactured, processes, packed or distributed.
 - C) Any substance that is represented to be a controlled substance but is not a controlled substance or is a different controlled substance.

- D) Any substance other than a controlled substance that a reasonable person would believe to be a controlled substance because of its similarity in shape, size, color, labels, markings, packaging, distribution, or the price for which it is sold or offered for sale.

The same rules that apply while at school will also apply to all school functions of any nature.

Code of Conduct Definitions

Abusive behavior - Hitting, kicking, grabbing or in any other way violating the person of another person.

Accomplice - No student shall place himself/herself in a position to aid, abet, facilitate, encourage, allow or in any manner to actively or passively assist another student to violate any school rule. The prohibition in this section includes, but is not limited to, serving as a "look out" for a student engaged in misconduct. In addition, students have an affirmative duty to report another student who the student suspects or knows has violated, is violating, or is planning to violate a school rule including, but not limited to, any threats to school safety, abusive behavior, vandalism, destruction or misuse of school property, or any illegal prescription or counterfeit drug activity. Students deemed an "accomplice" will be subject to consequences as determined by the building administrator.

Alcohol and/or drugs- A student shall not use, transmit, distribute, attempt to distribute or sell, possess, conceal, or be under the mere possible presence of any alcohol beverage or controlled substance, drug or narcotic, including any counterfeit or look alike substances.

Assault, assault and battery- A student shall not cause or threaten to cause physical injury to any school personnel, other students or visitors.

Bullying - An intentional written, verbal or physical act that a student has exhibited toward another particular student more than once. The behavior causes either mental or physical harm to the other student and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student.

Cheating- A student shall not violate rules dishonestly or get something from another by dishonesty or through deception. Cheating on school assignments, tests, etc. will result in an "F" for the test, project, etc. Repeated violations will result in an "F" for the test, project, etc., and may lead to more serious consequences.

Destruction of school personal property- A student shall not cause or attempt to cause any destruction of school or personal property of students, teachers, school personnel or other persons, or be an accomplice in the destruction of or attempted destruction of school or personal property. Students will be responsible for the replacement costs and earn disciplinary consequences.

Disruption- A student shall not cause or attempt to cause a disruption of any lawful mission, process, or function of the school by the use of noise, coercion, threat, fear, rumor, intimidation, passive resistance, demonstration, harassment, sexual conduct, force or violence, nor shall she/he urge another student to engage in such conduct.

False alarms- A student shall not cause a false alarm, including fire or bomb threats, or misuse the school's fire alarm system in any manner.

Falsification of information- A student shall not provide false information by lying or misrepresenting the truth, including falsely reporting incidents, making false accusations, or providing false statements which may adversely affect the welfare of others. This includes, but is not limited to, false absence excuses, passes, or other communications.

Fighting- Students shall not use force, threats, or physical violence to intimate, show their dislike for, or gain favors from other students. Furthermore, students shall not agitate or provoke disagreements or fights between other persons or directly with other persons. If it can be established that a person was acting in self-defense and had no part in agitating or provoking the fight by previous verbal comments or actions, that person shall receive a lesser or no penalty, depending on the circumstances.

Fireworks- A student shall not use, threaten to use, be in the possession of, conceal, transmit, buy, or sell fireworks.

Forgery-A student shall not, in writing, use the name of another person or falsify times, dates, grades, or other data on school forms or correspondence directed to or from school.

Gang- A group of individuals sharing a unique name and identifiable marks or symbols, claim a territory or turf, associate on a regular basis, violate school rules, and engage in criminal or antisocial behavior.

Harassment- A student shall not use slurs or other verbal or physical conduct, relating to an individual's race, color, national origin, age, or sex, when such conduct has the purpose or the effect of creating an intimidating or hostile environment or adversely impacting the student.

Hazing- 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.

Horseplay- Immature acts, mischief or lack of self-control which may result in self-injury, injury to others, or damage to property is not condoned. Some examples of horseplay are, but not limited to, pushing, shoving, tripping, excessive teasing, throwing objects, and chasing one another.

Insubordination- Students are expected to demonstrate a positive attitude in carrying out reasonable rules or directions given by school personnel. Any student who fails to comply with the reasonable request of school personnel, or demonstrates a defiant attitude toward staff, may be found insubordinate. This includes falsely reporting or obstructing an investigation by withholding information.

Loitering- When a student leaves a classroom or a study area, the teacher shall provide a pass to a designated area. Students found in hallways, restrooms, or on school grounds without a pass will be escorted to the principal's office by a school employee.

Lying- Falsely reporting incidents, making false testimony to school personnel or parents/guardians is forbidden.

Persistent minor disturbances- Any act which affects the climate of the school or instruction and which the student has been given verbal warning to correct, may result in disciplinary action.

Plagiarism- A student shall not pass off ideas or words from any other source as his/her own.

Profanity/Indecent language- A student shall not use any language, written or verbal, directed toward school personnel or students which may be considered profane, indecent, obscene, vile, or abusive. This shall include the use of gestures, pictures, signs, or publications.

Repeated violations- A student shall not repeatedly violate the discipline code or fail to comply with the direction of the teachers, aides, principals, or any other authorized school personnel.

Sexual harassment- Any activity, sexual in nature, that is unwanted or unwelcome including, but not limited to, unwanted touching, sexual name calling, pressure to engage in sexual activity, repeated propositions, and unwanted body contact.

Smoking- Smoking is not permitted in school buildings or on any school property. Holding a lighted or unlighted cigarette will be interpreted as smoking. Students who are in possession of smokeless tobacco products will be treated the same as having cigarettes. Athens County Juvenile Court requires a Tobacco Education Program referral.

Stealing- A student shall not steal, attempt to steal, encourage others to steal, be associated with others while they steal, or be in possession of stolen property.

Trespassing- Refusal to leave school grounds at the request of district personnel who are in charge of activities or the building may result in trespassing charges. Although schools are public facilities, the law does allow the school to restrict access to school property. When a student has been removed, suspended, expelled, or permanently excluded, the

student is not allowed on school property without authorization of the principal. If this is violated, the proper authorities may be notified and charges may be filed. This also applies to all individuals who have been sent written notification that they are unauthorized individuals.

Tuancy from school- Including study hall, class, or any other assigned activity for part or all of a day, without school authorization.

Weapons and dangerous instruments- A student shall not possess, handle, transmit, conceal, use, or threaten to use any object which might be considered a dangerous weapon or instrument of violence.

Vandalism- Students and parents/guardians shall be responsible for complete restitution for damages, including the cost of supplies, labor, and other costs incurred for replacement or in making repairs that are caused by acts of vandalism. This includes all school and personal property.

Verbal abuse- Students shall not talk to teachers, staff, or other students in a manner which is inappropriate. Acts such as, but not limited to, yelling, profanity, or inappropriate language will not be tolerated.

Post Secondary Option

Students can get college credit during their junior and senior year in high school. Any student, who qualifies, must attend a mandatory orientation meeting in February or March of the preceding year and students and parents must attend. The exact date will be posted in the counselor's office. In order to begin the Post Secondary Option, students must be enrolled in college courses beginning in the fall quarter/semester.

If students participate in the option that allows high school credit, all college quarter credits will be accepted by NYHS at 7 1/2 college credits = 1 Carnegie Unit credit and semester credits will be accepted at 5 = 1 Carnegie Unit credit.

College level grades will be counted in calculating GPA grade point average:

1. Only work that is completed at the time of calculation will be counted

2. Only courses in which students receive a numeric grade (school scale would be used) or a letter grade of A, B, C, D, or F will be counted in the GPA averages.
3. NYHS will calculate Post Secondary grades only twice a year, at the end of each semester.
4. Final GPA for seniors participating in the program cannot be calculated until all work is completed.

The consequences of a student involved in the Post-Secondary Options Program who drops out of college or quits a college class without completing the course, shall have the financial responsibility of that class charged to their parent and not the high school.

Any student wishing to participate in this program needs to check with their counselor or their building administrators for any other regulations or standards.

Confidentiality

Nelsonville-York City Schools adheres to the following law in regard to confidentiality of student records. The Family Educational Rights and Privacy Act (FERPA), 20U.S.C. section 1232g and the regulations that implement it (34C.F.R. part 99) apply to any public or private entity that receives federal funds. Parents have the right to review their child's "education record" defined as "those records, files documents, and other materials which contain information directly related to a student, and are maintained by an educational agency or institution or by a person acting for such agency or institution". When a student becomes 18 or is attending college, the right to view the record transfers to the student. Parents may request corrections of the records, with opportunity for a hearing if necessary. With some exceptions, personally identifiable information in a student's record, except "directory information" may not be released by the school to a third party without a parent's consent. (Directory information is defined to mean "the student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the students"). Some exceptions are: 1. A school may release information to school officials including teachers who have a "legitimate educational interest". 2. The education record can be sent to another school upon conditions that parents are notified. 3. Personally

identifiable data can be released for the purposes of federal, state, or local audits, for law enforcement; and for some educational research (provided the information will be destroyed when no longer needed). 4. Student education records can be released without prior consent in an emergency when the information is necessary to protect the health or safety of the student or other person, and during investigations of acts of terrorism.

We Do Not Discriminate

Educational programs and activities at Nelsonville-York High School are available without regard to race, color, national origin, sex, or handicaps. The district has adopted Title IX and section 504 Grievance Procedures to resolve complaints by students and staff of alleged discrimination on the basis of sex. The district coordinator who handles this procedure is Sue Bateman. Her phone number is 753-1674 and she is located in the elementary.

Notes