

Edgewood High School Student Handbook

2011-2012

PHILOSOPHY

We believe learning is a lifelong process: every person is unique, and can learn. The mission of Edgewood High School is to provide a positive, caring environment where all members of the learning community can access and process information, acquire knowledge, develop interpersonal skills, effectively problem solve and adapt to change. Edgewood High School is committed to continuous improvement in school efficiency, communications, professional development, technology and curriculum and instruction. We strive to work with students, parents and the community to encourage student responsibility, citizenship, self-respect and physical and emotional well-being.

NONDISCRIMINATION

Edgewood City Schools maintain a policy of nondiscrimination that extends to students, staff, job applicants, the general public and individuals with whom it does business and applies to race, color, national origin, citizenship status, religion, gender, economic status, age and/or disability.

The Board does not permit discriminatory practices and views harassment as a form of discrimination. Harassment is defined as intimidation by threats of or actual physical violence; the creation, by whatever means, of a climate of hostility or intimidation; or the use of language, conduct or symbols in such a manner as to be commonly understood to convey hatred, contempt or prejudice or to have the effect of insulting or stigmatizing an individual.

Employees or students who engage in discrimination/harassment of another employee or student shall be subject to disciplinary action. Permission, consent or assumption of risk by an individual subjected to discrimination/harassment does not lessen the prohibition contained in this policy.

No one shall retaliate against an employee or student because he/she files a grievance; assists or participates in an investigation, proceeding or hearing regarding the charge of discrimination/harassment of an individual; or because he/she has opposed language or conduct that violates this policy.

ATTENDANCE

Absences

The state acknowledges the following as legal excused absences:

- Personal illness
- Serious illness or death in the family
- Religious holiday
- Quarantine for a communicable disease

A custodial parent, legal guardian or other person having care or charge of a student reports by telephone or otherwise to the appropriate school administrator that his/her child is absent for a specified number of days or part of day from school. Notification must occur as early as possible the same day that the student is absent from school.

Any absence not confirmed by telephone or parent note will be considered unexcused. Upon returning to school, all students must report to the attendance office, present their handbook and have it appropriately stamped excused/unexcused. Special cases are subject to the principal's judgment. When a student returns from an absence, he or she has five (5) school days to produce proper documentation. For extended absences (five or more school days), the student has ten (10) school days (from the beginning of the absence) to submit the proper medical documentation.

When a student accumulates six (6) absences (excused/unexcused) in a semester, he/she will be required to provide a note from their doctor for any subsequent absences. The school administrators can authorize excused absences in cases of special circumstances. If unauthorized absences continue, the case will be referred to the district attendance officer for further disposition (see **Truancy**).

Makeup work

Upon return from an excused absence, the student is responsible for obtaining any required assignments. A student is given the total number of days absent plus one to make up any missing work.

Planned Absences

Edgewood acknowledges that other legitimate exceptions can take place such as family vacations, 4H activities, or church outings. In such cases, we require that a vacation/activity form be completed and given the office prior to the absence. We encourage family vacations to be taken during school holidays and not during scheduled exam weeks. Whenever possible, the scheduled work will be given to the student that has given adequate prior notification. If work is due upon return from the scheduled trip. Unless a student has a sufficient number of unused absences, vacations taken without prior notification to teachers will result in no makeup work.

Signing In/Signing Out

If you have a planned late arrival to school or must leave school early, you are required to provide a note from a parent. The note must include the following:

- Student's name
- Parent's/guardian's name
- Parent's/guardian's home and work phone
- Specific reason for student's late arrive/early release

The office may call to verify the absence/confirm appointments.

After six (6) partial or full absences, a doctor's note or administrative authorization will be required for a student absence or time missed to be excused.

Truancy

The Butler County Juvenile Court has established guidelines in which a student will be cited to court for truancy. The following is the established definition of truancy per the Ohio Revised Code:

5 consecutive unexcused absences

7 unexcused absences within a four (4) week period

12 unexcused absences within a school year

- An unexcused absence occurs when a student fails to attend school without the consent/knowledge of their parent(s) or the reason given does not meet with the state or building guidelines.
- Leaving school without permission or skipping classes will result in the student receiving a partial unexcused absence and detention.

Each two (2) **partial unexcused absences** will count as one full day of unexcused absence. A partial absence occurs when a student arrives more than an hour after school starts or leaves school more than an hour before the end of the school day.

Each three (3) late arrivals will count as one full day of unexcused absence. A late arrival occurs when a student signs in after the start but within sixty (60) minutes of the start of school.

Therefore, a student who arrives late to school or skips classes repeatedly can be cited to court despite being at school each day.

Unexcused Late Arrivals

Students, who arrive to school late, without a properly documented excuse, will be issued a detention.

The accumulation of tardies is in accordance with the nine week grading periods.

Parking privileges can be revoked for excessive unexcused late arrivals and unexcused absences.

The Principal or Assistant Principal will determine the disposition of individual cases.

Withdrawals

A withdrawal can only take place if the proper forms (including staff signatures) have been completed, all school resources have been returned, and all fines/fees have been paid. No official records will be sent until the above obligations are met.

DISCIPLINE

Expectations

Students are expected to conduct themselves in such a way that they respect and consider the rights of others. A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property and/or at school-related events, is subject to approved student discipline regulations. This includes the school bus and the school bus stop. Edgewood City Schools has the authority to hold students accountable for actions outside the school setting when those actions constitute a violation of the school code of conduct and create an environment where students and staff are made to feel unsafe, humiliated or threatened while in the school's sphere of influence.

Consequences

Loss of Privileges

Cell phones, student parking and extracurricular participation/attendance are examples of privileges that are afforded students. Those privileges can be withheld for a period of time for students who engage in behaviors deemed inappropriate by a building administrator.

Detention

Detentions take place during lunch or immediately after school. A student who is assigned a detention must serve it **on the day for which it is assigned**. A lunch detention requires the student to either bring their own lunch or purchase a "packed" lunch from the cafeteria. "Packed" lunches must be ordered at the beginning of the school day in Student Services. A student who fails to serve a detention will lose building privileges until the detention is served.

After school detentions begin five (5) minutes after the end of the school day and last thirty (30) minutes. Students are responsible for their transportation from detention..

If a student continues to accumulate detentions, the consequences will become progressively more severe.

Alternative Intervention Center

A.I.C. is issued (by an administrator) for any of the following (but not limited to) infractions:

Uncorrected or repeated Dress Code Violations
Repeated classroom disruptions
Significant distractions to the school environment

Work completed in A.I.C. will be accepted for grade. While in A.I.C., students are not permitted to communicate with the other students. While in A.I.C., the students are to remain quiet at all times. Students must bring educationally appropriate materials. Students without work to do will be assigned reports using reading materials provided by the A.I.C. monitor. Misbehavior during Alternative Intervention Center may result in an Out of School Suspension.

Out of School Suspension

Out of School Suspension removes the student from the school setting for a period of time. Students will receive credit for the successfully completed work missed during the time of the suspension. All work issued during the suspension must be completed and returned upon the first day back to school (including tests). Parents of the suspended student are responsible for obtaining the suspended student's assignments. Teachers are not responsible for reviewing the missed content to the suspended student. Students under suspension cannot be on school property and cannot attend extracurricular events until the official date of return.

Union Day Alternative School

The Edgewood City School District is affiliated with the Union Day Alternative School. The Union Day Alternative School is operated by the Butler County Educational Service Center. A student may be placed (by a building/district administrator) in the Union Day Alternative School as an alternative to suspension or expulsion.

Expulsion

An expulsion takes place when a student is removed from the school setting for the remainder of the semester (up to 80 days). The student's will receive no credit for the courses taken during the time of the expulsion. Certain offenses can result in a one calendar year expulsion from school (i.e. possession of a deadly weapon, drug trafficking). Expelled students cannot be on school property or attend extracurricular events until the official date of return.

Driving License Suspension

State Law (ORC 3321.13) requires the Superintendent to notify the B.M.V. requesting revocation of driving privileges for one of the following reasons:

- Unauthorized withdrawal from school
- Expulsion for any reason
- Fifteen (15) unexcused absences in a semester
- Drug or alcohol related suspension

Dress Code

Dress and grooming are rightfully the responsibility of the individual student and his/her parents. *Dress Code* expectations in the educational setting are in effect from the time a student enters the building until the end of the regular school day and may be higher as opposed to what is acceptable in the surrounding community. In order for a student's attire to be deemed appropriate for school, dress and grooming should not constitute a health/safety hazard or present a distraction to the educational process according to the administration and/or staff. Latitude is given for attire at after school events based upon the discretion of the building administrators.

The dress and grooming of all students shall conform to the following:

All pants must extend to the back of the bend of the knee.

All lower body garments must reach within 4" from the bend of the back of the knee.

For dresses/skirts/skorts with slits, the slit must meet the above standard.

Lower body garments are to be worn above the hips.

When a student wears his or her pants/shorts below the waist and has no belt or chooses not keep the pants worn above the waist, a plastic zip tie will be attached through the belt loops on the back of the pants and tightened so that the pant/shorts will remain in the proper position for the remainder of the day.

Shorts cannot be transparent or see-thru.

Clothing must be worn so that undergarments and torso are not visible at any time.

Shirts/tops must have a sleeve that covers the shoulder and extends down the arm.

Upper body articles of clothing should cover the body from shoulders to waist.
Shirts exposing the midriff at any time will not be acceptable.
Shirts exposing cleavage at any time will not be acceptable.
Shirts must be able to be tucked in.

The following types of clothing are not appropriate school attire unless modified as noted:

Tattered clothing

Pants with unpatched holes above the knee

Undergarments, tape, etc. are not acceptable patching solutions

Spandex or spandex like shorts or pants (unless covered by another garment of appropriate length and style).

Clothing deemed to be in poor taste

Mesh shirts or see-thru shirts (Unless a full T-shirt is worn underneath)

Low cut shirts

Pajama pants, tops or house slippers

Extreme make-up, hair coloring, haircuts, and hair

Mohawks, spiked hair, extreme hairstyles or colors are not permitted.

Hair worn in such a manner as to impede the student's vision (as deemed by a building administrator).

Marking on hands and other body parts, including face painting, is prohibited.

The following are not allowed to be worn or be in display at school:

Items advertising/displaying any type of alcohol, drugs, sexual innuendo, tobacco or violence

Exposed piercings (except the ear)

Students may not try to cover the piercing with a band-aid or wear a visible stud in the piercing.

Unconventional accessories (dog collars, spiked bracelets/earrings/necklaces, placing large objects through the earlobe, etc.)

Chains including wallet chains

Clothing worn in a manner to display gang affiliation (i.e. bandanas, etc.)

Shoes that contain roller skate blades (heelys)

Items that display anything deemed to be in poor taste

Coats, bookbags, handbags and hats must be kept in the students' lockers before and during school hours.

Purses are permitted except in situations where they are being used to carry books.

Consequences

If a student fails to follow the aforementioned dress code and it is brought to the attention of the school administration and/or staff, they will be required to correct the infraction prior to returning to class. Students who are unable or unwilling to correct a dress code violation will spend the remainder of the day in the Alternative Intervention Center. Calling home for a new set of clothes or leaving school to change will not be an option. Each violation will be documented and the following consequences will be enacted:

1st offense – Warning.

2nd offense – Detention.

3rd and subsequent offenses– Detention and loss of privileges

Cell Phones

Students are not allowed to use cell phones in class unless requested by a teacher.

Students found in violation will have their cell phone confiscated only to be returned to a parent. Subsequent offenses or refusal to turn over the cell phone to a staff member upon request will result in the loss of cell phone privileges and/or loss of other school privileges for an extended period of time.

Student behavior while using the cell phone must meet the standards set forth by the student code of conduct (ie no profanity, hazing, demeaning image/texts, inappropriate conversations).

Personal Electronic Items

Ipods, MP3 players are allowed to be used in a classroom only when specific permission is given by the teacher

The use of a networked video games systems is not permitted at any time

The administrators have the right to make the determination on the appropriateness of any given item.

Students found in violation will face the following consequences:

1st offense - Confiscation (returned at the end of the day)

2nd offense - Confiscation (returned only to the parent) and loss of privileges

Students are not permitted to have the following items on school property:

- Skateboards
- Laser pointers
- Squirt guns
- Playing cards
- Dice

- Other items deemed inappropriate by a school administrator

Students found in violation will face the following consequences:

1st offense - Confiscation (returned at the end of the day)

2nd offense - Confiscation (returned only to the parent) and loss of privileges.

Public Display of Affection

Kissing, intimate hugging and inappropriate touching are examples of public display of affection. Public display of affection is in poor taste and is considered unacceptable behavior in the public school. Violations will result in detention and or other disciplinary action, including notification of parents.

Search and Seizure

The Edgewood Board of Education and Administration reserves the right to search lockers, desks, automobiles, person 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.

DAILY INFORMATION

Computer Usage

The computers at Edgewood High School have been provided as a learning tool for all students. The following guidelines govern student use of the Edgewood City School's computer network:

Every student has been given an account on our network.

Students must log in the first time using their student identification number as their password.

Students should change their passwords after the first time they log into the system.

Students are not to give their passwords to anyone. If students are found to have given out their password, they can be removed from the network.

School computers and Internet access are for educational purposes (research, word processing, tutorials, etc.). Personal use of a school computer is not permitted.

Modifying or attempting to modify any computer settings will result in removal from the computer network.

To access the Internet, a student must have attended the student workshop and have a signed acceptable use policy on file. Student workshops will be held during activity **periods**.

Printer resources are limited. Students are advised to preview their work before printing and only print one copy.

Work done at home that is to be printed or edited at school must be saved in a format that is available on the school's network (ex. Microsoft Word).

Any technology problems should be reported in writing to the Student Services Office. Students should provide their name, grade, first period room number and problem.

Students who are removed from the system must schedule a conference with the technology support person before computer access is regained.

Dances

School sponsored dances are offered as an opportunity for students to enjoy the sense of community that a school can provide. Behavior at school dances and other functions must follow the same set of expectations that are in place during the normal operation of school. Lewd/suggestive dancing, inappropriate attire and degrading behavior will result in the offending parties being removed from the activity in question and possibly future events as well.

Fire and Tornado Drills

State law requires that school conduct fire and tornado drills. Fire escape routes and tornado instructions are posted in each classroom.

Lockers

A locker is assigned to every student. Students are to use only the locker assigned to them by the office. We strongly urge students to keep both their hallway and PE lockers locked at all times. Edgewood is not responsible for the student's personal property. Lockers are the property of Edgewood City Schools. Students found to be tampering with or jamming lockers are subject to disciplinary action. Pad locks are sold at Principal's Office. The administration of Edgewood High School reserves the right to search school lockers.

Medication

Students who need to take prescription or non-prescription drugs must follow the procedures as outlined in the Edgewood Medication Policy. All drugs or medication must be brought by a parent or guardian to the office at the beginning of the school day where they will be dispensed by the Principal's designee. Students may not keep any medication/drugs with them or in their lockers. All prescription medication/drugs must be in the original labeled container as provided by the physician, dentist, or pharmacist. The label is to include student name, physician, current date, dosage instructions and name of medication. A "Request for Administering Medication" form must be completed and signed by the parent or guardian and physician. Non-prescription medication/drugs, including but not limited to, aspirin, cold tablets, headache and pain pills, muscle enhancement pills/supplements, etc. shall not be permitted in school without a "Request for

Administering Medication" form signed by the parent or guardian. We will accept on a temporary basis, a dated note signed by the parent or guardian detailing dosage and time to be given. All non-prescription medication/drugs must be in their original labeled container.

Passes

Students are expected to remain in class unless a medical emergency or serious restroom need occurs. Students are not permitted to go to their lockers during class. When students are permitted to leave a classroom, they must bring this student handbook with them or be accompanied by a staff member. Violators are subject to disciplinary action.

Random Drug Testing

We believe that it is important to provide students with as many resources as possible aimed at curtailing the use of illicit drugs and alcohol. Therefore, students who are involved in extracurricular activities and/or obtain parking privileges are subject to random drug testing. Completed consent forms are required for all students wishing to participate in any extracurricular activity or park at Edgewood High School.

Sportsmanship

Student attendance at and support of school-sponsored activities are essential to the success and moral of our extracurricular programs. As a representative of Edgewood High School, positive and courteous behavior is an expectation. Students are encouraged to cheer for Edgewood High School Teams. Degrading remarks and disrespectful behavior will lead to the offending student losing the privilege of attending extracurricular events and possibly receiving further disciplinary consequences.

Textbooks

Textbooks are the property of the Edgewood Board of Education. Teachers will require that students document the condition of each textbook at the time that the book is issued. A student will be required to pay a fine for any damage that occurs during the time. Students who lose or damage their textbooks significantly will be obligated to pay the replacement cost of the book.

Work Permits

Students under 18 years of age must make an application for a work permit. Application forms are available in the high school office.

BUS SAFETY

All school rules apply on the school bus. Directions from the bus driver must be followed promptly and respectfully. Students with medical needs should provide the driver with a note providing any information that would be relevant to the driver. Drivers will report student misconduct to the Principal or Assistant Principal. Riding the bus is a privilege extended to high school students and may be removed.

Entering the bus

- Students are to arrive at the stop before the bus is scheduled to arrive
- Students are to wait in a location clear of traffic
- Students are to stand clear of where the bus stops
- School rules are in effect at the bus stops
- Students are to go directly to an available seat or assigned seat
- Students are to remain seated keeping aisles and exits clear

Exiting the bus

- After exiting the bus, immediately step away at least ten (10) feet
- Stop movement, look at the bus driver's face
- Do not move toward the bus to cross the road until the driver signals
- Stop at the left headlight of the bus and look before crossing the street

Prohibited behaviors

- Students may not eat or drink while on the bus
- Students may not use profane language on the bus
- Students may not use tobacco or alcohol products on the bus
- Students may not put their head or arms outside the bus windows
- Students may not throw or pass items on, from or into the bus
- Students may not enter or exit at someone else's stop unless they have written approval from their parents and the school administration
- Students may not ride a bus which they were not assigned unless they have written approval from their parents and the school administration

STUDENT PARKING

Eligibility

- Grade Students currently assigned 9 -12 and work-study
- Insurance Each student must have valid license and insurance
- Permit A completed permit signed by parents and student
- Fines A student must have paid all past fines and fees
- Random Drug Testing Form A completed permission form allowing for a student tested to be

Expectations

- Absences Students with 3 or more unexcused absences lose their parking spot
- Safety Reckless driving causes a student to lose his or her of parking spot
- Tardies Students with 5 or more tardies lose their parking spots
- Time period Absences/tardies are based upon the 9 week grading periods

Consequences

- The cost of a permit during the first semester is \$30.
- The cost of a permit during the 3rd quarter is \$20.
- The cost of a permit during the 4th quarter is \$10.

Illegal parking

Students who attempt to park without a pass or park in a parking place not issued to them will face the following penalties:

- 1st offense Verbal warning from administrator or resource officer
- 2nd offense Alternative Intervention Center
- 3rd offense \$30 charge added to their student fees that will NOT count as payment towards a parking pass.

Edgewood City Schools reserves the right to have unauthorized vehicles towed at the owner's expense.

ACADEMIC INFORMATION

Academic Honors

Highest Honor 3.6667 and above Honors 3.0000 to 3.6667 G.P.A.

All scheduled classes are used to compute G.P.A for each semester. A failing grade in any subject, regardless of its credit value automatically disqualifies a student's eligibility for the Honor Roll that particular semester.

College Visits

Students and their parents are encouraged to arrange college visits during the summer, or on days when school is not in session. Up to two days per year may be granted to juniors and seniors for college visits, and these visits will not be counted as absences. Juniors may take their first college visit during the second semester of the school year. Students are required to have appointments with the university, and they must visit the college with their parent or guardian. Pre-approval by the principal or guidance counselor is required for excused college visits. Verification of the visit is required from college authorities. Visits to local colleges will not be approved except for special circumstances, such as scholarship interviews or auditions. The deadline for school sanctioned college visits will be May 1. Exceptions can be made by the principal.

Commencement

In order for a student to participate in Commencement, he/she must have met all graduation requirements set by the Edgewood Board of Education, successfully passed all sections of the Ohio Graduation Test and met all financial obligations to the district. The student must attend graduation practice and must wear appropriate attire for graduation. *Students are reminded that participation in Commencement activities is a privilege that may be denied, and proper behavior is expected.*

Grade Level Assignment

The minimum number of credits are as follows:

- Sophomore 5 Credits
- Junior 10 Credits
- Senior 15 Credits

Graduation Requirements

The following units of credit meet the requirements for graduation:

	Classes of 2012 and 2013	2014
•	English 4 units	4 units
•	Social Studies 3 units	3 units
•	Mathematics 3 units	4 units
•	Science 3 units	3 units
•	Health 1/2 unit	1/2 unit
•	PE 1/2 unit	1/2 unit
•	Career Tech 1/2 unit	1/2 unit
•	Fine Arts 1/2 unit	1/2 unit
•	Tech Ed/ WorkFamily Life 1/2 unit	1/2 unit
•Electives	6.5 units	6.5 units
	Total Credits 21 credits	22 credits

GRADE SYSTEM

Grade Scale

A+	97-100	B+ 87-89	C+ 77-79	D+ 67-69	F 59 and below
A	93-96	B 83-86	C 73-76	D 63-66	
A-	90-92	B- 80-82	C- 70-72	D- 60-62	

Quality Points

A+	4.333	B+ 3.333	C+ 2.333	D+ 1.333
A	4.0	B 3.000	C 2.000	D 1.000
A-	3.667	B- 2.667	C- 1.667	D- .667

Honors Courses

The following courses will be acknowledged as honors courses:

Honors English 9, 10, 11, 12

Honors Geometry

Honors Algebra II

Honors Pre-Calculus

Honors Statistics

Honors Physical Science

Honors Biology

Honors Chemistry

Honors Anatomy/Physiology

Honors Physics

Honors World History

Honors American Studies

Honors Economics

Honors American Government

To promote and encourage academic enrichment, honors courses will be awarded a point value of .025 for each semester with a passing grade.

A student can only receive weighted grades in an honors class that had been taken at the first opportunity.

Advance Placement Courses

AP Courses Advanced Placement courses provide students curriculum and instruction similar to the expectations found at the college level.

In May, Advanced Placement students take a standardized test in which obtaining certain scores can result in college credit being awarded.

To promote and encourage such academic challenges, Advanced Placement courses will be awarded a point value of .05 for each semester with a passing grade.

The following courses will be acknowledged as advanced placement courses:

AP Biology

AP Calculus

AP English 12

AP Government

Dual Credit Psychology

Dual Credit Government

Dual Credit Anatomy and Physiology

Dual Credit Biology

Internal and external grade point averages

To continue to work with colleges and universities, we utilize an internal and external grade point average. The internal will reflect the plus and minus grades as well as honors course weights. The external, used by colleges and universities, will be a standard 4.0 scale without honors or plus/minus grades.

All student extracurricular eligibility will be based on the internal grade point average.

Guidance Services

The guidance department provides academic and social support to the students of E.H.S. The following services are available through the guidance office:

- Assisting students with the adjustment to new school surroundings
- Interpreting student test scores
- Counseling students when personal and social problems arise
- Aiding students with scholarship or college admission paperwork

Library/Media Center

Admission to the Library/Media Center - Students must present a hall pass with all information correctly filled in by the student and signed by the teacher sending the student to the Library/Media Center.

- Books - Two weeks. Books may be renewed once.
- Magazines and vertical file material - Overnight with permission
- Overdue books - Five cents per day (including weekends/holidays)
- Damaged books - Cost of item prorated by date of purchase

Schedule changes

No schedule changes are permitted unless extreme circumstances exist. A change of schedule under these circumstances must be initiated through the guidance office with the signed drop/add slip that must be returned to the office signed by all teachers. All students must be scheduled for at least 5 classes each semester. State law requires that, unless a student is enrolled in a work-study program or an educational options program, they are to be in school the entire school day.

STUDENT GROUPS

National Honor Society

Student must have
3.5 G.P.A.

Leadership qualities, good character
Community service background

- Membership is limited to juniors and seniors
- Candidates must secure teacher ratings and reference letters

Student Council

Students are chosen by their classmates to represent the student body. Elections take place during the fall in each homeroom. The members meet to plan and organize events such as Homecoming.

Vocational School (BUTLER TECH)

Edgewood High School juniors and seniors have the opportunity to take advantage of the many programs available through the Butler Tech. The guidance office can help you review these programs.

- Students going to Butler Tech will be picked up at their regular bus stop and transported to the high school
- From the high school a bus will transport them to Butler Tech.
- The students are to wait in the front lobby or just outside the front doors
- Upon return to E.H.S., the students are to report to study hall
- Students must comply with Edgewood rules while at EHS
- Students have the right and should plan to participate in extra-curriculars
- Upon completion of all requirements, Butler Tech students will receive an EHS diploma

EXTRACURRICULAR PROGRAMS

Academic activities

Academic Team
Choraliers
F.C.C.L.A.
F.F.A.

Jazz Band
Marching Band
National Honor Society
Spanish Club

French Club
German Club

Vocal Teams
Yearbook/Photography Club

Eligibility

Students must meet the following criteria in order to participate:

- Student must be currently enrolled
 - Student must have been enrolled in the immediately preceding grading period
 - Student must receive passing grades in at least five one credit classes or the equivalent number of classes which count toward graduation
 - Student must have a 1.5 G.P.A. for the preceding grading period
 - Student must maintain grade placement according to course of studies
 - A student must be in school on the day of a competition
- A partial absence can be excused by an administrator

Personal Conduct

Participation in extracurricular activities is a privilege. Any participant whose conduct is determined by the sponsor or administration to be a discredit to him/herself, the activity, or the school during the activity shall be subject to disciplinary action. This will apply before, during, and after school hours. Please refer to the Extracurricular Policy for details pertaining to infractions and their consequences.

EDGEWOOD CITY SCHOOLS

STUDENT CODE OF CONDUCT

A "Code of Conduct" provides students with the rules governing their behavior. Ohio law requires that all schools adopt and post their Codes of Conduct. Board of Education of the Edgewood City School District pursuant to Sections 3313.661 and 3313.62 Ohio Revised Code. Student and staff safety is paramount in the orderly operation of the school; and to help ensure safety, random use of metal detectors may be utilized. It should be noted that lockers are school property, and school personnel reserve the right to inspect them at their discretion.

Any pupil engaging in the types of conduct either specifically or generally like the kinds of conduct listed below is subject to expulsion, suspension, emergency suspension, removal, or permanent exclusion from curricular or extracurricular activities pursuant to Sections 3313.66, 3313.661 and 3313.662 Ohio Revised Code. Students may also be placed, by the district, in an alternative school setting.

The types of student behavior prohibited by this Code of Conduct that constitute offenses which may lead to suspension or expulsion from school, school-related activities, and/or the school sponsored transportation system are listed below. In the case of an expulsion, or an out of school suspension, a student will receive no credit for missed work and will not be permitted to make up the work.

In addition, such students may be prosecuted and/or suspended for any criminal offense committed while within the school's sphere of influence (on school premises, while at a school sponsored event or while in proximity to a bus stop).

Edgewood City Schools has the authority to hold students accountable for actions outside the school setting when those actions constitute a violation of the school code of conduct and create an environment where students and staff are made to feel unsafe, humiliated or threatened while in the school's sphere of influence.

This code of conduct is applicable:

- a. On the school property before, during, or after school hours.
- b. At any school-sponsored/school related activity, function, or event held on or off school property.
- c. On any school-sponsored/school related bus or bus stop.
- d. When a student's out of school behavior creates a school environment that is detrimental to a student or staff member while in the school.

Part I

The prohibited activities contained therein explicitly include action:

1. **Attendance:** No student shall fail to comply with state attendance laws and district policy including, but not limited to, truancy from a specific class and tardiness to school or to a specific class. Leaving school property without authorization is prohibited.
2. **Assault:** A student shall not assault a school employee, student, or other person on school premises, while in the custody or control of the school, or in the course of a school-related activity.
3. **Bribery:** A student shall not offer money or favors to any person for his or her personal gain.
4. **Bullying and/or Hazing:** No student shall plan, encourage or engage in the bullying and/or hazing of anyone including students and community/staff members. This includes doing anything with the intention to coerce another, including the victim, to do any act of intimidation to any student and/or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Said actions also include, but are not limited to, conduct outside of the school building that is deemed by the administration to have caused a disruption of the educational process and/or school itself.
5. **Cheating and/or Plagiarizing:** No student shall cheat or plagiarize material (part or whole) to present as his/her own thought. The unauthorized possession, use or transmission of another student's work as well as tests and other material belonging to the school or teaching staff is prohibited.
6. **Complicity:** A student shall not, in anyway, knowingly act as an accomplice for/with another student who is violating the rules of conduct. Students behaving in this manner will be disciplined according to the consequences given for the rule being violated.
7. **Computer Crime:** No student shall tamper with any school computer, school website or violate the District Technology Usage Policy.

8. Degrading, Demeaning, or Discriminatory Behavior: A student shall not engage in behavior (either verbally, physically, in writing, or electronically) that degrades, demeans or discriminates against a student, staff member or any individual while under the jurisdiction of the school or outside the school setting when the school deems that the act has the affect of creating a degrading, demeaning or discriminatory environment.
9. Destruction or Defacement of School and Private Property: A student shall not cause or attempt to cause damage to school property including buildings, grounds, equipment or materials; nor shall a student cause or attempt to cause damage to private property on school premises or at any school activity on or off school property.
10. Disruption of School: A student shall not cause or attempt to cause disruption or obstruction to the carrying on of a normal school day. A non-exhaustive list of examples of disruption would include strikes or walkouts, the use or possession of fireworks including stink bombs and smoke bombs or the impeding of free traffic to or within the school.
11. Excessive/Improper Affection: No student shall be involved in a public display of affection and/or sexual acts or other inappropriate behavior with a person of the same or opposite sex (i.e. displaying excessive affection such as hugging and/or kissing).
12. Extortion: A student shall not take or attempt to take money or valuable possessions from another person by physical force, the threat of physical force or any other form of intimidation.
13. Failure to Report: Failing to report the actions or plans of another person to a teacher or administrator where these actions or plans of another person, if carried out, could result in the harm to another person or persons or damage to property, when the student has information about such actions or plans.
14. False Alarms: A student shall not initiate a report warning of a fire or an impending bombing or other catastrophe without cause.
15. Fighting: A student shall not participate in a physical altercation. A physical altercation takes place when two or more individuals engage in offensive physical action that includes, but is not limited to, punching, kicking, striking, biting or shoving. The question of which participant made the first physical contact does not affect the responsibility of the individuals involved.
16. Forgery: A student shall not falsely use in writing the name of another person or falsify times, grades, dates, addresses, student course work or other data on school forms or correspondence directed to the school.
17. Gambling: A student shall not gamble or possess gambling devices on school premises. Some examples of gambling devices would include dice and cards (not an exhaustive list).
18. Harassment/Intimidation/Threats: A student shall not physically, verbally and/or use written form to harass, intimidate, threaten or abuse any other person or behave in such a way that could cause or threaten to cause emotional and/or physical injury while under the jurisdiction of the school during school and/or non-school hours.
19. Improper Dress: A student shall abide by reasonable dress and appearance codes set forth in the student handbook adopted by the Edgewood City Schools Board of Education.
20. Insubordination: A student shall not disregard or fail to carry out directions and/or instructions by authorized school personnel.
21. Loitering/Trespassing: During non-school hours, a student shall not be present in a school building or on school property without authorization from school personnel. Likewise, a student shall not enter a restricted area without proper authorization of school personnel.
22. Lying: A student shall not falsely report incidents, falsely accuse or give false testimony to school personnel.
23. Profane/Obscene/Inappropriate Language/Gestures/Images: A student shall not use profanity, obscene writing/gestures or language otherwise deemed inappropriate towards, in reference to, or in the presence of anyone including students and community/staff members. Included in this prohibition would be the display, creation or possession of obscene signs, pictures or publications.
24. Repeated Violations: A student shall not repeatedly fail to comply with the directions of teachers, student teachers, substitute teachers, teacher aides, bus drivers, administrators or other authorized school personnel.
25. School Bus Behavior: Students shall not violate any rules established by the Edgewood City School District for the purpose of safety and student control while using school buses. No student shall refuse or disobey a bus driver's request or direction per bus regulations. School bus behavior rules shall apply for all regular school transportation and/or transportation for activities under the supervision and control of the school. Riding a school bus to school is a privilege not a right. The authority of school personnel includes the bus stop area both to and from school.
26. Sexual Harassment: A student shall not use words, pictures, objects, gestures or other actions relating to sexual activity or a person's gender that have the effect of causing embarrassment, discomfort or a reluctance to participate in school.
27. Skipping Classes and/or Detention: A student shall not be absent from class and/or detention without the authorization from an administrator.
28. Tobacco Usage or Possession: No student shall smoke, use or possess any substance containing tobacco including, but not limited to, cigarettes, cigars, a pipe, a clove cigarette, or chewing tobacco. As provided in 3313.751 Ohio Revised Code, it shall be a violation of this rule as well as a criminal offense to use or possess tobacco in any form at any time anywhere on school premises and/or at any school activity regardless of its location.
29. Theft/Stealing: A student shall not take or attempt to take into possession the public property or equipment of the school district or the personal property of another person.
30. Truancy: A student will be considered truant if he or she is absent without knowledge or consent of parent and authorization of the school administration. It must also be noted that parents cannot detain their children from school attendance without legal cause. Pursuant to House Bill 204, students may have their driver's license revoked if expelled from school for truancy (Ohio Revised Code 3321.18, 3321.19, 3321.20, and 3321.13 (b) (2)).
31. Unauthorized or Improper Use of Motor Vehicles and Parking: No student shall operate his/her vehicle in a reckless manner on school grounds; this includes motorcycles. Some examples of recklessness not intended to be exhaustive, include; peeling tires, speeding, etc... Students shall not sit in cars before, during or after the day unless approved by a building administrator. Students are to park in their designated area/spot (not in the faculty or visitor parking areas) and shall abide by the rules and regulations set forth by school administration. Driving to school is a privilege not a right.
32. Unauthorized Sale or Distribution: A student shall not sell or distribute or attempt to sell or distribute any object or substance which has not been authorized for sale or distribution by the building principal or the principal's designee.
33. Other Just Cause: Other student misconduct not listed that are, however, as serious in nature as the above, may serve as grounds for disciplinary action.
34. Unauthorized or Improper Use of Medicine: Buying, using, transferring, receiving, possessing or using any drug, medication, inhalant, or other substance which can be taken internally where the student or students involved cannot show a legitimate health or other reason for the use of such substance or the student uses the substance in question in a manner not authorized or recommended by a physician.
35. Usage, Possession or Being Under the Influence of a Controlled Substance: Buying, possessing, receiving, transferring, using and/or having the smell of on their person, or being under the influence of any controlled substance (alcohol, drugs, narcotics, marijuana, etc.). This includes look-alike drugs or drug paraphernalia, on school premises or at any school-related activity and/or function, regardless of location.

36. Sale and/or Distribution of Drugs: Selling, offering to sell or possessing with the intent to sell a controlled substance including alcohol and look-alike drugs or drug paraphernalia on school premises or at a school-related function.

37. Unauthorized Fire: A student shall not ignite an unauthorized flame in any part of any building or any property of the Board of Education of the Edgewood City School District.

38. Weapons: A student shall not possess, conceal, handle, transmit, or use any object or look-alike object offensively or defensively, that can be considered a weapon. This includes, but is not limited to knives, firearms. (See Board's Weapons Policy)

Community Service

In case of suspension or expulsion, the principal may recommend to the Superintendent that the student may serve all or part of the suspension or expulsion period in some form of community service.

Edgewood High School Bell Schedules

Regular Schedule

1	8:15	9:00
2	9:05	9:50
3	9:55	10:40
4	10:45	12:50
5	12:55	1:40
6	1:45	2:30
7	2:35	3:20
4A	10:40	11:10
4B	11:15	11:45
4C	11:45	12:15
4D	12:20	12:50

Early Dismissal Schedule

1	8:15	8:50
2	8:55	9:30
3	9:35	10:10
4	10:15	12:20
5	12:25	1:00
6	1:05	1:40
7	1:45	2:20
4A	10:10	10:40
4B	10:45	11:15
4C	11:15	11:45
4D	11:50	12:20

1 Hour Delay Schedule

1	9:15	9:50
2	9:55	10:30
3	10:35	11:10
4	11:15	1:20
5	1:25	2:00
6	2:05	2:40
7	2:45	3:20
4A	11:10	11:40
4B	11:45	12:15
4C	12:15	12:45
4D	12:50	1:20

2 Hour Delay Schedule

1	10:15	10:40
2	10:45	11:10
4	11:15	1:20
3	1:25	1:50
5	1:55	2:20
6	2:25	2:50
7	2:55	3:20
4A	11:10	11:40
4B	11:45	12:15
4C	12:15	12:45
4D	12:50	1:20

Pep Rally Schedule

1	8:15	8:55
2	9:00	9:40
3	9:45	10:25
4	10:30	12:35
5	12:40	1:20
6	1:25	2:05
7	2:10	2:50
Pep	2:55	3:20
4A	10:25	10:55
4B	11:00	11:30
4C	11:30	12:00
4D	12:05	12:35

Exam Schedule

Day 1

7	1:45	3:20
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Day 2

1	8:15	9:45
3	10:00	11:30
5	11:45	1:15

Day 3

2	8:15	9:45
4	10:00	11:30
6	11:45	1:15