



Bellevue High School  
200 OAKLAND AVENUE  
BELLEVUE, OH 44811

**CONTACT INFORMATION**

High School Office	419-484-5070
Attendance Hotline	419-484-5177
School Website	<a href="http://www.bellevueschools.org">www.bellevueschools.org</a>
Board Office	419-484-5000

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## 10 COMMANDMENTS OF HUMAN RELATIONS

1. **Speak to people.**  
There's nothing as nice as a cheerful greeting.
2. **Smile at people.**  
It takes 72 muscles to frown and only 14 to smile.
3. **Call people by their name.**  
The sweetest music to the ears of one's own name.
4. **Be friendly and helpful.**  
If you would have friends, be friendly
5. **Be cordial.**  
Speak and act as if everything you did were a pleasure.
6. **Be genuinely interested in people.**  
Truly enjoying being with people and among people, working with and for people.
7. **Be generous with praise, cautious with criticism.**
8. **Be considerate with the feelings of others; it will be appreciated.**
9. **Be thoughtful of others' opinions.**  
There are 3 sides to every controversy-yours, the other's and the right one.
10. **Be eager, alert to give service.**  
What we do for others is the real measure of life.

## SIXTEEN GOALS FOR SUCCESS

1. **Commitment** - To common goals and to being successful.
2. **Unselfishness** - There is no I in TEAM.
3. **Unity** - Come together as never before.
4. **Improve** – Everyday...as a player, person, and student.
5. **Be tough** – Mentally and physically.
6. **Self-Discipline** – Do it right, don't accept less.
7. **Great effort**
8. **Enthusiasm**
9. **Eliminate mistakes** – Don't beat yourself.
10. **Never give up** – NEVER, NEVER, NEVER
11. **Don't accept losing** – If you do so one time it will be easy to do so for the rest of your life.
12. **No self-limitations** – Expect more of yourself.
13. **Expect to win** – And truly believe we will.
14. **Consistency** – Do your very, very best every time.
15. **Leadership** – Everyone can set the example.
16. **Responsibility** – You are responsible for your performance.

## **VISION STATEMENT**

To be the most innovative, student focused public school in Ohio by educating every child, every day with intent, integrity, and purpose.

## **MISSION STATEMENT**

We are committed to a high quality education for all students by providing a rigorous and relevant curriculum, positive relationships with our stakeholders and accountability. Every student will develop the skills and knowledge to succeed in an evolving global society.

## **ALMA MATER**

*-words by Richard Glasgo, Class of '47*

*Close beside the stately poplars*

*Stands a school of fame.*

*Let us praise our happy school days*

*And revere her name.*

*Bellevue High School, sing her praises*

*Sons and Daughters true.*

*Ever love our Alma Mater*

*Hail, Oh Hail, Bellevue.*

## **FIGHT SONG**

*Stand up and cheer.*

*Cheer loud and long for dear old Bellevue.*

*For today we raise,*

*The Red and White above the rest.*

*Our boys are fighting,*

*And they are bound to win the fray.*

*We've got the team, we've got the steam.*

*For this is dear old Bellevue's day.*

*Rah! Rah! Rah!*

*(repeat down to "Rah!",*

*ending the second time with:)*

*B-E-L-L-E-V-U-E*

### THE REDMEN TRADITION

Bellevue High School has a history that dates back to the late 1800's. The first commencement exercise was held in 1870. Our school has awarded nearly 15,000 diplomas to graduates of BHS.

This tradition is packed with many success stories—too numerous to mention here. Each of these however has two common ingredients: hard work and pride.

This tradition of pride, excellence, and success is now passed along to you. It is important that you understand the scope of responsibility this tradition carries. *Redmen Pride* is a way of life. It is found in the classroom and in the hallways. It is found on the concert floor and the production stage. It is found on the field of play and the stands of support. It is seen throughout the community among young and old alike. It has carried this community through the most difficult of times and the darkest of days.

It will be continued by each of us as we make the commitment to work honestly. It will be continued as we support and protect the good name of Bellevue High School throughout the area. It will be continued as we extend courtesy, consideration, and human kindness to our schoolmates, teachers, and visitors.

Bellevue High School is a special place! It has been that way for over 130 years. It is now your turn to be a part of the tradition that has seen over 15,000 people graduate from its hallowed halls. Do your part, so that future Redmen will continue to see this school develop, grow, and succeed in future years.

### THE BELLEVUE HIGH SCHOOL TRADITION

- The Bellevue Public School tradition began with a handful of tuition students in a one-room log house in 1827.
- The first two graduates of BHS were Myron Drury and Albert McKim in the class of 1870.
- BHS became a four-year school in 1897.
- BHS was one of the first schools in Ohio to be granted membership in the North Central Association (1907).
- BHS was one of the first schools in the country to be granted a charter in the National Honor Society (1924), The Quill and Scroll (1927), and the Future Homemakers of America (1945).
- BHS joined the Northern Ohio League in 1945.
- The current high school building was constructed in 1962-63 and was dedicated on November 24, 1963.
- BAF Stadium was built in 1967 and was financed completely by community donations.
- The Bellevue FFA chapter was established in 1967.
- Additions to the north, east, and west portions of the high school building were constructed in 1968.
- The Lowell Shaffer Memorial Track was built in 1981 and was also financed completely by community donations.
- The Halls of Excellence was established in 1999.
- Bellevue Athletic Hall of Fame was established in May 2004.
- The Bellevue Athletic Fieldhouse was built in 2008 and was financed completely by community donations.
- The football field turf project was completed in 2013 and was financed completely by community donations.
- The high school underwent a \$2 million major renovation in 2017.
- BHS joined the Sandusky Bay Conference in 2017.

## ATTENDANCE INSTRUCTIONS FOR BHS STUDENTS

- A. A parent/guardian has the responsibility to inform the school by 9:00 A.M. of their child's absence from school.** The school will make contact by phone, text, email or via postal mail if no such contact is made by the parent/guardian.
- B. A written and signed statement by the parent/guardian should accompany the student upon his/her return to school.**
- Students should provide the school with an absence note within two days of returning to school.
- C. For excused absences during the school year students will receive 2 days to make up school work. For end-of-school year excused absences, students will receive 10 days to make up school work.
- D. Unexcused absences will result in possible loss of credit. Students are encouraged to talk with each teacher when they return.
- E. Any absences beyond ten (10) days (65 total hours) in the school year or any class period will require a physician's note to be excused.**
- The following excused absences, while still being considered absent will not count toward the ten (10) days (65 total hours) limit: medical reasons accompanied by a note from a physician, dental visits accompanied by a note from a dentist, court appearances with a note from an attorney or the clerk of courts, attendance at a funeral (with a note from the parent/guardian AND documentation from the funeral home), out of school suspension, and other days as approved by the principal or assistant principal.
- F. In cases of extended absences from school, parent/guardian are encouraged to contact the school to obtain assignments for students. For an extended excused absence, a maximum of 10 school days will be allowed to make up the missed work. It is the student's responsibility to request make up work!
- G. Pupils may be legally excused for:
- Personal illness (a doctor's excuse may be required)
  - Illness in family (when the students' presence is required)
  - Quarantine of the home
  - Necessary work at home due to absence of incapacity of parent(s)/guardian(s)
  - Death of a family member, relative or close friend. Time of absence will not be counted as part of the ten days of absence for the school year.
  - Observance of religious holidays.
  - Limited amount of necessary work at home for maintenance of the home and family.
  - Professional appointments (see Special Excused Absences)
- H. If more than one hour is missed, the student will be counted ½ day (3.25 total hours) absent. Students who arrive after 11:00 a.m. will be counted as a full-day (6.5 total hours ) absence.
- I. A student participating in an **extracurricular** practice or event must be in school by 11:00 a.m. in order to participate that afternoon or evening.
- J. Students who leave school will not be permitted to participate in an extracurricular practice or event, unless the absence was previously approved by administration.
- K. The school district may notify the Juvenile Court and the Registrar of Motor Vehicles when a student has been absent, unexcused, for more than 30 consecutive hours, 42 hours in a month, or 72 hours in a year.

### SPECIAL EXCUSED ABSENCES

**APPOINTMENTS:** Students may be excused for appointments (doctor, dentist, legal, other) provided arrangements have been made with the school.

**LICENSE EXAMINATIONS:** Students may be excused from school for a maximum of 3 periods to take their driver license examination with prior notification provided to the main office.

**FAMILY VACATIONS:** Vacation days are considered days of absence from school. Students may be excused for family vacations not to exceed 5 school days during the entire school year, as long as the vacation days are taken among the first ten days of absence of the school year. Advanced notice of vacation days should be submitted to the office at least one day (24 hours) prior to the planned absence. Completion of the missed work is the responsibility of the student.

**HUNTING:** Days absent from school for hunting will be counted as vacation days therefore prior notification to the Main Office at least at least one day (24 hours) is required. Vacation days will not be granted if student is over ten (10) days of absence in the school year.

### CAREER DAY/COLLEGE DAY VISIT/MILITARY

#### VISITATION REQUEST

- Students who wish to visit career centers, college campuses, or military sites should arrange to do so on a Saturday or when school is not in session. If circumstances arise that necessitate visiting the campus or military site during school hours, the following procedure must be followed to have the absence excused.
  1. Written permission from parent/guardian should be presented to the Main Office at least one day (24 hours) in advance or immediately upon return to school.
  2. A signed statement on college stationary from an admissions representative of the campus visited, or a signed statement on military stationary from the local or district recruiter visited, or a letter from the job interviewer or person being job shadowed must be turned in to the office upon returning.
- These days may be used for college, technical, or vocational school visits; military exams, or interviews; job interview, orientation, or shadow experience.
- Seniors will be granted three (3) days of excused absences to explore career options.
- Juniors will be granted two (2) days of excused absences to explore career options.
- Career days will not count in the ten total absences accumulated for the school year, if excused following the above guidelines.

## EXAM POLICY

Semester exams are considered an integral part of the educational process at Bellevue High School. No "prior arranged" absences will be excused during semester and/or final exam week.

## TARDINESS

Any student who arrives to school up to one hour late, will be considered tardy to school. Students will be allowed to be tardy to school 2 times per year without penalty.

- Tardies 3 – 5 will receive a detention
- Tardies beyond 5 will result in progressive discipline and/or referral to the juvenile court

Classroom tardies will be handled by the teacher according to their progressive discipline plan.

If tardy to school you must first report to the main office to get a tardy slip.

## ATTENDANCE/LOSS OF CREDIT

**Any student who accumulates ten (10) unexcused absences, to any class, in a semester may lose credit for that class.** A letter will be sent to the student and parent/guardian notifying them of the following reinstatement procedures:

- a) If a student has received a notice of loss of credit, the student may file a reinstatement petition with the principal or his designee.
- b) Filing a petition for reinstatement of credit is the responsibility of the student and must be completed within one (1) week of the notice of loss of credit. Petitions may be obtained from the teacher or the office.
- c) The decision as to reinstatement of credit will be that of the teacher after a conference with the student, administrator and/or counselor, and parent/guardian.

### Reasons for Possible Reinstatement

Reinstatement after loss of credit may be considered for the following reasons:

- a) Personal illness with documentation of medical excuse
- b) Illness in the immediate family
- c) Death of an immediate relative
- d) Observance of religious holidays
- e) School-sponsored activities
- f) Court appointments
- g) College visitations

**Following are examples of absences that will not be considered as basis for reinstatement:**

- a) Unapproved employment
- b) Oversleeping
- c) Missing the bus
- d) Hair appointments
- e) Car trouble
- f) Individual recreation trips
- g) Leaving the building during the school day without permission
- h) Any other absences classified as unexcused by the administration or teacher

### Re-establishment of credit procedures.

- a) If a student demonstrates appropriate documentation for his/her absenteeism, credit will be reinstated.
- b) If a student does not provide appropriate documentation of reasons for his/her absenteeism, credit will only be reinstated if the student, after meeting with the administrator, counselor, and teacher, agrees to make up the appropriate amount of time associated with the loss of credit in each course affected.

**There are several alternatives available to the student.**

- a) Use of a state certified teacher with documentation of completion provided to the principal's office.
- b) Use of after school detention system provided by the school for the purpose of making up the time lost due to unexcused absences.
- c) Any other creative option agreed upon to by the parties involved during the conference to decide reinstatement.

## BELLEVUE CITY SCHOOL DISTRICT CREDIT FLEXIBILITY POLICY

### Definition

Credit Flexibility is any alternative coursework, assessment, or performance that demonstrates proficiency needed to be awarded equivalent graduation credit as approved by the school district. Approved credit awarded through this policy will be posted on the student's transcript and counted as a required graduation credit in the related subject area or as an elective.

### Eligibility

Any student entering the grades 8 – 12 who:

1. Meets the established course pre-requisites
2. Demonstrates competency in the content area he/she wishes to study further
3. Possesses sufficient skills or knowledge to be able to work independently
4. Analyzes, synthesizes, and evaluates information and resources
5. Researches independently and completes learning activities on time

If interested in credit flexibility, please contact the school counselor for more information.

## STUDENT CODE OF CONDUCT

There exists, on the part of the students in Bellevue High School, the obligation of obedience to lawful commands, subordination, civil department, and respect for the rights of other students and employees of the district. This code is to ensure that an individual will not disrupt or deprive others of being educated. A violation of any of the following rules may result in disciplinary action, including detention, Saturday school, in school restriction, out of school suspension, emergency removal, expulsion; or removal from class, extra-curricular activities, or the premises.

The items of this code are inclusive for all students when under the authority of school personnel during a school activity, function, or even whether on property owned, rented, or maintained by the Bellevue City Schools Board of Education or property owned, rented, or maintained by another party. This code is also in effect while walking or being transported to or from school by school provided transportation. All members of the school community should treat each other with respect at all times in all places.

This code shall also be inclusive for the right to exercise authority and for the personal and property protection of administrators, teachers, librarians, substitute teachers, teacher aides, monitors, authorized volunteers, tutors, secretaries, cooks, custodians, bus drivers, or other authorized school personnel.

A violation of any of the following rules may result in disciplinary action, including detention, Saturday School, emergency removal, in-school suspension, out of school suspension, alternative school, expulsion; or removal from class, extra-curricular activities, or the premises.

A student shall be held in violation of this code when evidence proves participation in the following examples of gross misconduct.

### 1. Assault of a Student or Fighting

A student shall not knowingly cause physical harm to another student, or behave in such a way that could cause serious physical harm to another student). Students are responsible to resolve personal conflicts in a mature manner. This can be accomplished through discussion with your assigned counselor or administrator or through peer mediation. Fighting includes engaging in physical (i.e. pushing, shoving, slapping, kicking, punching etc.) or verbally abusive or provocative activities (to incite, to anger, to stir up) or conduct towards another person, which lead to harm to any other person or bystander.

### 2. Disrespect and/or Defiance of School Personnel Authority or Another Student/Insubordination

All school personnel will be addressed in a proper manner. Mr., Mrs., Ms., or Miss is proper form of address. Students talking back, arguing, or making any disrespectful comments directed at or about staff members and/or students will not be tolerated. A student will be insubordinate by disregarding or refusing to obey reasonable requests or directions given by school personnel.

### 3. Assault/Threatening a Staff Member or Student

A student shall not knowingly by word or action cause or attempt to cause physical harm to a staff member or student. Violation of this rule will result in suspension and recommendation for expulsion. Students will be expected to respect all staff members, administrators, and other students at Bellevue City Schools. Students found harassing, abusing and vandalizing staff or students' personnel property will be disciplined. Police may be contacted.

### 4. Bullying

Bellevue City Schools prohibits bullying at school or any school sponsored event or trip. Bullying is defined as unwanted, intentional, repeated hurtful acts, words or other behaviors towards a specific person/people and includes an imbalance of power.

### 5. Disruptive Behavior

Students are expected to demonstrate positive behaviors that are conducive to a good learning environment throughout the school day. Students will not act or urge other students or persons to act in such a way as to cause disruption or obstruction of any lawful mission, process, or function of the education process, including and not limited to curricular and extra-curricular activities.

### 6. Electronic Devices

Students shall use District Technology Resources (see definition Bylaw 0100) for educational purposes only. District Technology Resources shall not be used for personal, non-school related purposes. When using District Technology Resources, students must conduct themselves in a responsible, efficient, ethical, and legal manner. Students found to have engaged in unauthorized or inappropriate use of District Technology Resources, including any violation of these guidelines, may have their privilege limited or revoked, and may face further disciplinary action consistent with the Student Handbook, and/or civil or criminal liability.

Students **ARE PERMITTED** to possess "personal communication devices" (PCD) includes computers, tablets (e.g., iPad-like devices), electronic readers ("e-readers"; e.g., Kindle-like devices), cell phones, smartphones (e.g., iPhones, Android devices, Windows Mobile devices, etc.), and/or other web-enabled devices of any type. The student is responsible for the electronic device, the Board is not responsible for preventing theft, loss, damage, or vandalism to the electronic device brought onto its property. Pictures, video, or audio may not be taken of any individual without their permission. Taking pictures, videos, or audio in a restroom, locker room, or similar setting is strictly prohibited and violation may result in suspension or expulsion. Students **ARE NOT** permitted to have portable CD/DVD players, or laser pointers.

If an electronic device is used in an inappropriate manner or emits a sound, consequences may range from a warning, detention, Saturday School, In School, Out of School Suspension, and/or the parent/guardian may also be required to pick up the electronic device from the school. The administration may also refer matters to law enforcement if the violation involves an illegal activity (child pornography). Consequences will be progressive and the administration reserves the right to revoke this privilege at any time throughout the school year.

### 7. Tobacco, Narcotics, Alcoholic Beverages, Drugs and Counterfeit Controlled Substances

A student will not possess, use, transmit, conceal or be under the influence of any alcoholic beverage, dangerous drug, narcotic, mind-altering substance, or "look-alike" drugs. Likewise, no student will possess, use, transmit or conceal any tobacco product, including any nicotine based products and/or any form of e-cigarettes, on school property or within sight of the school.

### 8. Failure to Accept Assigned Discipline

Detentions are assigned to students as a measure to correct inappropriate behavior. Students failing to serve detentions on specifically assigned dates shall be held responsible and this infraction could lead to possible suspension for elementary, middle or high school students.

### 9. Show of Affection or Sexual Misconduct

Students will not engage in public displays of affection. Students will not engage in any sexual contact or conduct while on school premises or



attending any school event or function (including buses).

**10. Sexual Harassment**

Sexual harassment is any activity of a sexual nature which is unwarranted or unwelcome, including but not limited to unwanted touching, pinching, patting, verbal comments of a sexual nature, sexual name-calling, and pressure to engage in sexual activity, repeated propositions or unwanted bodily contact.

Any student who believes that he/she has experienced any form of sexual harassment should report this conduct immediately to his/her building principal or assistant principal who will conduct an investigation and, if required, take appropriate remedial action.

Not all behavior with sexual connotations constitutes unlawful sexual harassment. Conduct must be sufficiently severe, pervasive, and persistent such that it adversely affects an individual's employment or education, or such that it creates a hostile or abusive employment or educational environment.

**11. Leaving the School Building Without Permission**

A student will not leave the school building before the hour of dismissal except where school policy otherwise provides or without first obtaining the consent of the appropriate school administrator.

**12. Use of Profane, Vulgar, or Abusive Language or Gestures**

A student will not use profane, vulgar, abusive language or gestures.

**13. Hazing**

Bellevue City Schools prohibits hazing at school or any school sponsored event or trip. Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person.

**14. Frightening, Degrading, and Disgraceful Acts**

A student or group of students will not engage in nor encourage any other student to engage in behavior that injures, disgraces or degrades any person. Prohibited behavior includes, but is not limited to, slurs, epithets, profanities, threats, jokes or other verbal or physical conduct based on a person's race, national origin, religion, disability, gender, sexual orientation, or age.

**15. Forgery**

A student will not be engaged in the act of falsely using, in writing, the name of another person, or falsifying times, dates, grades, addresses, or other data on school forms, or correspondence directed to the school.

**16. Gambling**

A student will not be involved in the act of illegal gambling for money or valuables.

**17. Shakedown and/or Strong Arm**

A student will not be involved in the act of extortion or borrowing or attempting to borrow any money or thing of value from a person in the school, upon a Board of Education owned vehicle, or in attendance at a Board of Education sponsored and supervised activity, unless both parties enter into the agreement freely and without the presence of either an implied or expressed threat.

**18. Academic Dishonesty**

Under no circumstance will one student obtain and/or use the work of another student, or misuse copyrighted materials on an assignment. It is equally dishonest for a student to provide information or work to another student who knowingly takes credit for such work or information.

**19. Dishonesty**

A student will not misrepresent the truth either orally or in writing. Students will be expected to cooperate and to be honest concerning violation of the Code of Conduct that takes place at Bellevue City Schools. Students shall not give or assist in giving false or fictitious accounts to any police official, fire official, school official or other person acting in an official and lawful capacity.

**20. Unauthorized Sale or Distribution**

A student will not be involved with the act of selling or attempting to sell or distribute any object or substance which has not been authorized for sale or distribution by the building principal to any person on property owned by the Board of Education.

**21. Inciting Others to Violence or Disruption**

A student will not with words, acts, or deeds directly incite others to commit violence or disrupt the atmosphere of order and discipline necessary for the effective learning.

**22. Repeated Use of Inappropriate Dress**

A student will not repeatedly dress or appear in a fashion deemed inappropriate because it interferes with either the student's health and welfare or that of other students, or causes disruption or directly interferes with the educational process.

**23. Truancy**

A student will not be truant from school for part or all of a day. This includes unexcused absences from a study hall, class, or any other properly assigned activity and excessive tardiness.

**24. Trespassing on School Property**

Students will only be permitted on school property to attend classes or other school activities. Students under suspension will only be permitted on school property with prior approval of school authorities. Any students found on school property without authorization, shall be considered trespassers and subject to prosecution.

**25. Potentially Dangerous Objects**

Students will be expected to keep all dangerous weapons or dangerous instruments, as identified by the law, off school property. A student shall not possess, handle, transmit, or conceal any weapon, explosive device, or an object that a reasonable person might consider capable of harming a person or property (i.e. pocket knives, sharp metal objects, laser devices, or foreign objects such as tools that could be used to inflict harm or damage property; "look-a-like" weapons; lighters; etc.) Misuse of any object or material in an unsafe manner may result in disciplinary action.

**26. Vandalism or Damage to Personal, Private, or School Property**

Students will respect the personal property of all students and staff. Students will respect the public property owned by the community and the Bellevue Board of Education. A student will not cause or attempt to cause damage to or deface the property of others or public property owned by the community

and the Bellevue Board of Education. In accordance with ORC 2090.05, parents and students involved may be liable for payment for the cost to repair or replace any such property damage caused by their children.

**27. Theft of Property**

A student will not take or attempt to take into his/her possession property of another.

**28. False Alarm (i.e. Fire, Bomb, 911)**

A student will not attempt to disrupt school in any manner by illegally pulling or attempting to pull a fire alarm, falsely calling emergency 911, or making a bomb, chemical, biological, or any threat that causes the evacuation of the school building. Violation of this will result in disciplinary action (including expulsion) and charges filed with legal authorities.

**29. School Bus Rules and Regulations**

All students are expected to abide by the rules of conduct established for the use of bus transportation. These rules apply to regularly scheduled bus runs plus extracurricular activities and field trips, including athletic transportation.

**30. Gang Activity**

A student shall not engage in gang activity. A gang is any identifiable group or club or individuals that exists without the sponsorship of the school or the sponsorship of any recognized adult community or civic organization and that has no acceptable social goals; or has been identified by a law enforcement agency as being involved in criminal or anti-social behavior or activities.

**31. Technological Interference**

A student shall not attempt to gain unauthorized access, disrupt, delete data, change data, circumvent filters, plant virus, download prohibited materials or engage in any other illegal act through the use of the School District's district wide computer system, including but not limited to such items as emails and world wide web.

**32. Repeated Violations**

A student will not repeatedly refuse to comply with directions of teachers, student teachers, substitute teachers, teacher aides, principal, assistant principal, or other authorized school personnel during any period of time when the student is properly under the authority of school personnel.

**33. Failure to Follow School Rules and Policies**

In recognition that any list of prohibited conduct cannot encompass every conceivable action, which may properly be subject to discipline, the authority to administer discipline for conduct not specifically set forth will be at the discretion of the administrator.

**TOBACCO, ALCOHOL, AND OTHER DRUGS**

**Distributing Alcohol/Drugs or "Look Alike" Counterfeit Drugs**

**A. First Violation**

1. Ten (10) days out-of-school suspension and
2. Recommend expulsion (may be re-admitted to school after completing alcohol/drug assessment and following recommendations).

**Possessing, Using, or Under the Influence of Alcohol/Drugs, Drug Paraphernalia, or "Look Alike" Counterfeit Drugs**

**A. First Violation**

1. Five (5) days out-of-school suspension without alcohol/drug assessment or
2. Five (5) days reduced to three (3) days out-of-school suspension with alcohol/drug assessment and violation-related educational program (Noncompliance with option A-2 will result in the reinstatement of A-1).
3. Complaint may be made to juvenile court and/or local police department

**B. Additional violations**

1. Ten (10) days out-of-school suspension and
2. Recommended expulsion

**Distributing, Possessing or Using Tobacco and/or any Nicotine Based Products and/or any form of e-cigarettes**

**A. First Violation**

1. Three (3) days out-of-school suspension or
2. Three (3) days out-of-school suspension reduced to one (1) day out-of-school suspension with attendance at a violation-related educational program. This program may be out of town with a cost assumed by the student. (Noncompliance with option A-2 will result in the reinstatement of A-1).
3. Complaint may be made to juvenile court and/or local police department.

**B. Additional Violations**

1. Five (5) days out-of-school suspension

**DISCIPLINARY PROCESS AND PROCEDURES**

Discipline is the shared responsibility of students, parent/guardian, and school employees. ORC 3313.20, 3313.66, and 3319.41 and Board of Education Policy states that school authorities may take disciplinary action with any student whose conduct at any time or in any place interferes with or obstructs the mission of the school district or the safety or welfare of students or employees. The disciplinary actions will fit the specific code violations depending upon the severity of the offense.

**ZERO TOLERANCE PHILOSOPHY**

Students are expected to demonstrate responsible, respectful behavior at all times. The School District has "zero tolerance" of violent, disruptive, intimidating or any other inappropriate behavior by its students. Students are required to conduct themselves in a way that exhibits respect and consideration for the rights of others. Students of the district must conform to school regulations and accept directions from authorized school personnel.

**AFTER-SCHOOL DETENTION**

- A. Students are encouraged to serve the detention the day it is assigned, however, it MUST be served within 2 school days of being assigned.
- B. Only administration can excuse a student from detention. **ATHLETICS, OTHER SCHOOL ACTIVITIES, OR WORK ARE NOT VALID EXCUSES**

### **FOR MISSING DETENTION.**

- C. Progressive discipline will be assigned if a student fails to serve detention within 2 school days of being assigned. Detentions will be offered **ONLY** after school on Monday, Tuesday, Wednesday, Thursday, and Friday for 30 minutes.

#### **GUIDELINES FOR STUDENTS IN DETENTION**

- Students must be in their seat at the start time of detention.
- If a student is late to detention, the student will be admitted to detention only if permission is granted by the monitor.
- Students **MUST** bring study materials.
- No talking, sleeping, and/or eating.
- Students violating these guidelines may be removed from detention with the possibility of additional consequences.

#### **SATURDAY SCHOOL**

Saturday School will be assigned by the administration for disciplinary reasons. Not all students will be given this option in all situations. Saturday School will be held from 8:00 a.m. to 11:00 a.m. Absences from assigned Saturday School may result in progressive discipline. The guidelines for detention will be in effect for Saturday School.

#### **IN SCHOOL RESTRICTION DEFINED**

In School Restriction is an important part of the discipline philosophy at Bellevue High School. In School Restriction is an alternative to out of school suspension. In School Restriction is assigned at Northpoint Educational Service Center located at the Alternative Learning Center in Sandusky. The program goal is to provide students with a highly structured environment and offer students the opportunity to do their assigned class work for credit. Since a staff member supervises the class, students are expected to follow their directions and complete the class work assigned by each of their classroom teachers. A student who does not complete assigned class work shall receive no credit for that class assignment. Only a school administrator may assign students to In School Restriction.

#### **EMERGENCY REMOVAL**

A student may be removed from the school setting without the formal suspension and expulsion procedures when it is determined that his/her presence poses continuing danger to persons or property or an on-going threat of disrupting the academic process. A student so removed may be suspended and/or expelled through a due process hearing, which must be held within 72 hours after removal. ORC 3313.66 Emergency removal is considered an unexcused absence from school.

#### **STUDENT SUSPENSION**

Administration may suspend a student from school for disciplinary reasons outlined in the student code of conduct. No period of suspension will be for more than 10 school days. Suspension may extend beyond the current school year, if at the time a suspension is imposed, fewer than 10 days remain in the school year. Administration may apply any or all of the period of suspension to the following year.

Administration may require a student to perform community service in conjunction with or in place of a suspension. The Board of Education may adopt guidelines to permit the Superintendent to impose a community service requirement beyond the end of the school year in lieu of applying the suspension into the following school year. The guidelines listed below will be followed for all suspension, including those of in-school suspension.

1. The student will be informed in writing of the potential suspension and the reasons for the proposed action.
2. The student will be provided an opportunity for an informal hearing to challenge the reason for the intended suspension and explain his/her actions. (Suspension may be invoked immediately after steps 1 and 2 above only if there is an immediate risk or harm to person or property)
3. Every reasonable attempt will be made to notify parent/guardian by phone when a suspension is issued.
4. Within 24 hours, a letter will be sent by postal mail to the parent/guardian stating the specific reasons for the suspension and including notice of their right to appeal such action. Each student has the right to be represented at the appeal hearing by a representative of choice.
5. Notice of this suspension will be sent to the Superintendent, Treasurer, and Student's School Record (not for inclusion in the permanent record).

#### **APPEAL PROCEDURE**

Should a student who is 18 or older or a student's parent/guardian choose to appeal the suspension, he/she must do so in writing within three days of the notice of suspension. The procedure for such will be provided in procedures approved by the Board of Education. All witnesses are sworn and a verbatim record will be kept of the hearing which will be conducted by the Superintendent or their designee. The record shall not be reduced to writing except at the request, cost and arrangement of the party requesting the written record.

Upon review, the Board of Education or its designee shall reach the decision and provide written notice to the parent/guardian within five (5) school days following the hearing and may uphold the suspension, establish an alternative suspension of lesser severity, or reverse the suspension in its entirety.

#### **APPEAL TO COURT**

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

#### **OUT OF SCHOOL SUSPENSION GUIDELINES**

Students will not attend school or any school related activities on the assigned days of suspension.

Students are not permitted on any school property. Any student who violates this guideline shall be subject to trespassing charges and further disciplinary consequences.

Students shall not be in the vicinity of or be on school grounds.

Parents are encouraged to keep their son/daughter at home during the suspension.

Students suspended from either EHOVE Career Center or Bellevue High School shall be suspended from both.

Credit will be given for work missed due to out-of-school suspension provided the student completes and submits all required assignments upon return to school.

#### **EXPULSION**

Expulsion is defined as a removal of a student from school curricular activities and the denial of the opportunity of a student to participate in extra-curricular activities for a period of time up to eighty (80) school days. The expulsion may extend into the following school year. Students expelled for more than twenty (20) days may be requested to participate in community service.

A student will be given a written notice of the intent to expel which includes the specific reason(s) for the action. Parents/guardians are advised of the intended action by telephone, when possible, and a copy of the notice is mailed within 24 hours which informs the student and the parent/guardian of:

- A formal hearing scheduled to be conducted not sooner than three days nor later than five days from the date of the notice to expel
- The time and place of the hearing
- The reason(s) for the intended expulsion
- The right of the student or the parent/guardian to challenge the reason(s) for the intended expulsion or explain the student's actions
- The right to be represented at the hearing by a representative of choice

Although a student does not receive credit for work missed during an expulsion, the student is encouraged to complete assignments to keep up with the class.

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

#### **DUE PROCESS**

Students facing a possible suspension and/or expulsion from school will be afforded due process before the suspension and/or expulsion. Due process safeguards a student's constitutional rights, particularly when subject to the District's disciplinary procedures.

Due process involves a written notice to the student about the reason(s) for the suspension and the opportunity to appear at an informal hearing with the principal or assistant principal.

#### **POLICE INVOLVEMENT-QUESTIONING STUDENTS**

The Bellevue City School District shall cooperate with law enforcement agencies in the conduct of their investigation providing that due consideration is given to protecting the rights of students and parents/guardians.

#### **PHYSICAL RESTRAINT**

ORC 3319.41 specifies that: A person employed or engaged as a staff member, teacher, principal, or administrator in school, whether public or private, may, within the scope of their employment, use and apply such amount of force and restraint as is reasonable and necessary to quell a disturbance threatening physical injury to others, to obtain possession of weapons or other dangerous objects upon the person or within control of the pupil, for the purpose of self-defense, or for the protection of persons or property.

#### **INTERROGATIONS AND SEARCHES**

The district has the responsibility for the control and management of the students during the school day and hours of approved extracurricular activities. The right of inspection of students' school lockers or articles carried upon their persons and the interrogation of an individual student is an inherent authority granted to school boards. All searches are conducted sparingly and only when such search is reasonably likely to produce items that threaten the safety and security of persons and their property within the area of the school's responsibility. The rules apply to the search of school property assigned to a student (locker, desk, etc.) and the seizure of items in his/her possession.

#### **STUDENT DISCIPLINE AND TEACHER PROTECTION**

The Board recognizes its responsibility to give all reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom, on school property, and at school functions. All employees shall have an expectation that the Student Code of Conduct as detailed in board policy shall be uniformly implemented and enforced within a given building and throughout the Bellevue City School District.

Students with behavioral issues including failure to work satisfactorily and/or repeating a subject/grade will be referred to the Intervention Assistance Team (IAT) for review and may be placed with another teacher.)

#### **STUDENT DRESS CODE**

Good taste, common sense, and cleanliness in the type of clothing worn and in the manner of grooming are of prime importance in determining appropriateness for school.

A. The following are not permitted:

1. Fishnet clothing
2. Cut off t-shirts
3. Bare midriff
4. Tank tops, spaghetti strap – halter – strapless – off the shoulder tops/dresses
5. Pajamas, or pajama style clothing

B. Shoes or sandals are to be worn at all times. Bare feet are not permitted. Shoes with wheels are not permitted.

C. Skirts, dresses, or shorts worn must be no shorter than 5 inches from the top of the knee.

D. Shirts, tops, or wearing apparel with suggestive phrases or lettering, sexual innuendoes, and/or derogatory pictures or phrases, reference to or advertising tobacco, alcohol or drug themes are not permitted.

E. Hats, stocking caps, bandanas, athletic sweat bands and hooded sweatshirts with hood over the head are not to be worn in the school building.

F. The health and safety of our students and staff is a priority. We allow students and staff to wear masks that protect against the spread of viral diseases while on school property. We prohibit the wearing of ski masks or other face coverings that obscure the identity of the wearer. Any mask worn on school property must comply with the following guidelines: The mask must not obscure the wearer's face or identity, must not contain any offensive or inappropriate language or imagery, and lastly must be worn in a way that allows for clear communication and does not interfere with the learning environment. Masks that do not meet the guidelines may not be worn on school property.

G. Clothing with holes and rips must not be above 5 inches from the top of the knee.

H. Sunglasses and/or tinted glasses are not to be worn in school.

I. Coats, or jackets are to be left in lockers and not worn to class.

J. Grooming

1. All students will exercise sound hygienic practices which include clean body, hair, and clothing.
2. Student's hair is to be kept clean and well-groomed at all times.
3. Facial hair must be kept neat, clean, and trimmed at all times.

4. Side burns worn will be kept reasonable in length.
- K. Any form of hair style which is considered disruptive or distracting to the purpose of education will not be permitted. This includes hair color that is a distraction.
- L. Gang insignia and paraphernalia may not be worn or carried by any student on school grounds at any time, including but not limited to jackets, headbands, shirts or other clothing identified with a gang; tattoos or material imprinted on the body identified with a gang; and medallions or other jewelry that identifies gang members.
- M. Wallet or clothing chains are not permitted.

The school administration has the authority and will make the final interpretation of these guidelines.

#### LUNCH PERIOD AND CAFETERIA

Bellevue High School operates a closed lunch period. Students must remain in the cafeteria for the entire lunch period. You must be excused by a staff member to leave the cafeteria. While in the cafeteria each student is expected to practice the general rules of good manners and courtesy. These rules include:

- only one student per seat per table
- observing good dining standards at the table
- leaving the table and surrounding area clean and orderly
- return trays and dishes to the proper place
- empty all waste paper in the containers provided
- not leaving the cafeteria while eating food or drinking any beverage

You may either bring your lunch or buy a lunch in the cafeteria. Students are not permitted to order food from outside establishments and have it delivered to the school.

Bellevue City Schools food service department is self-supporting. There is no charging at the high school level. If a student has no lunch money they may charge an alternate meal consisting of a cheese sandwich, fruit, crackers, and milk. The price will be charged to cover the cost of the food. If a student charges a lunch you will receive a phone call from our automated call system. You will need to send in the amount to cover the charge the next school day. You can keep track of your child's spending and account balance by signing up at [www.k12paymentcenter.com](http://www.k12paymentcenter.com), this is a free service.

#### STUDY HALL PROCEDURE

Study halls will be held in the cafeteria, library, and/or classrooms. Students are required to bring materials for study or for leisure reading. There is to be **no card playing**, or any playing of other games. Electronic devices are permitted only at the discretion of the study hall monitor. Study halls will be structured with students engaged in educational pursuits. There is to be no social talking or other social activities. Students will remain in their assigned seats. Students will be given the chance to use the library facilities on available days.

#### LIBRARY

The Regula Learning Center (RLC) is a collaborative and innovative space designed to encourage creative academic work. Staff has first priority to bring classes to the RLC; however, students meeting certain requirements may be permitted to use the RLC at various times with administrative permission. See administration for more information.

#### LOCKERS

Lockers assigned to students are the property of the Bellevue Board of Education. The lockers are loaned to a student for the protection of his/her own property as well as the property of the Board of Education. Keep it locked at all times. **LOCKERS MAY BE INSPECTED AS NECESSARY.** Students may not tape or adhere anything to the outside of any locker.

The school will not assume responsibility for items lost or stolen from a locker. If you do not have a "school lock" you may buy one in the principal's office. Cost is \$5.00. **Only school locks are to be used.** If any other lock is used, it will be removed and the school will NOT assume the cost of replacing the lock. Students are responsible for their assigned locker and the contents inside.

#### STUDENT PARKING

- A. Cost of a parking permit is \$7.00 and may be added to school fees.
- B. A parking permit is required for all vehicles parked on school property during the school day. If a student fails to purchase a parking permit they will not be permitted to park in the school parking lot.
- C. **STUDENTS ARE NOT TO PARK IN SPACES NOT DESIGNATED FOR STUDENT PARKING.**
- D. All students **MUST EXIT** via Greenwood Heights (west)
- E. The speed limit on school property is 15 MPH.
- F. Students driving to school must assume all responsibility for their car. Make sure that the doors are locked and the lights off before reporting to school.
- G. The student parking lot is off limits to all students during the school day unless permission is obtained by authorized school personnel.
- H. Students in violation of the above information may lose their driving privileges on Board of Education property. Cars improperly parked may be towed at owner's expense.

#### MEDICATION

Ohio law and school policy prohibit school personnel from administering any kind of medication to students without proper written permission. If it is necessary for your child to take any medication at school, a Medication Authorization Form must be completed. This form will specify the name of the medication, the dosage, the time for it to be taken, start/stop dates, the prescribing healthcare provider's signature and the parent's/guardian's signature. Medication forms may be obtained in the school office and must be completed each school year or whenever a medication dosage or frequency changes.

A parent/guardian/or another designated adult needs to bring the medication to the school office.

**No medication of any kind (prescription or over-the counter) should be in the students' possession.** The only exceptions are asthma inhalers or EpiPens, after proper authorization for the student to carry this medicine is received from the healthcare provider on the appropriate form and approved by the school.

**No medication will be given unless it is in its original container with the student's name. The dosage on the medication bottle and the medication authorization form must be the same. If medication is not in the original container and/or the form is not completed correctly, the medication will not be given that day.**

A record of the administration of medication will be kept on file.

A parent/guardian will pick up all medication within a week of discontinuing or at the end of the school year or it will be destroyed.

#### **HEAD LICE**

Head lice are found world-wide, anyone can get them. The American Academy of Pediatrics reports lice are spread during close, prolonged head-to-head contact.

If a student at school is found to have head lice, the parent/guardian will be notified and recommended treatment guidelines reviewed. The student will be sent home per the decision of the principal, school nurse, or other designated trained staff.

#### **Treatment of Head Lice**

o Consult your school nurse, pharmacist, health dept., or your healthcare provider for appropriate treatment.

o Hair must be carefully combed to remove nits (head lice eggs). A special comb is usually included with the shampoo you purchase. Nits may need to be removed with your fingers.

o Laundry – all clothing, sheets and linens used within the past 72 hours must be laundered. Clean or wipe off items, such as stuffed toys, brushes, headbands.

o Vacuum all carpeted areas, beds and furniture thoroughly that may have been used in the past 72 hours. Sprays for furniture/ carpet are not effective and do not need to be purchased.

#### **Return to school**

Your child may return to school after completing appropriate treatment and no live lice are found. Students excluded from school because of head lice should complete the treatment and return to school the following day. Students absent more than two days in a row for this reason will be considered truant.

#### **LOCKER ROOMS**

Locker rooms are off limits to all students during the school day unless a student is scheduled for physical education. The boys' and girls' varsity locker rooms are to be locked during the school day. It is suggested that students purchase a school lock to protect their property, the school will not assume responsibility for items lost or stolen from a locker.

#### **HIGH SCHOOL ROMANCES**

There is a proper time and place for most behavior, but school is not the time, nor the place for the display of affection. Close body contact, hugging, kissing, etc., will not be tolerated in or about the school building. It is not expected that you will meet your significant other at the end of each class period.

#### **HALL PASSES**

If the student needs to be out of his/her regularly scheduled room for any reason, the student must sign out using the process in place. Students wandering the halls, going places/areas not signed out for, interrupting classes, or not using the sign out process properly may have their hall pass privileges suspended or revoked.

#### **FOOD AND BEVERAGES**

Food and/or beverages with the exception of water are not permitted in the hallways, or classrooms at any time during the school day. This includes previously opened cans or bottles, and store or restaurant purchased food or drinks. Any sealed drinks and lunches are permitted to be stored in student lockers and taken directly to the cafeteria for lunch.

#### **DANCE POLICY**

**Rationale:** Over the past years, the style of dance adopted by many teens has proven problematic for some parents/guardians and educators. Commonly known as "freak dancing" or "grinding", it very often involves dancers performing simulated sex acts. It has challenged schools across the country in responding to this pop-culture dance style and it also has been covered by many popular news programs. The school community and administration have the responsibility to make certain that the event is welcoming and comfortable for everyone; therefore, sexually suggestive types of dancing will not be allowed by the following policy.

#### **DANCE STANDARDS**

Bellevue High School is proud of all of students who accept responsibility and SHOW respectful actions at school dances. Together, students, parents/guardians, and high school staff will work together to support behavior (including dance "style") which promotes Bellevue High School dances as events that are welcoming and comfortable for all students.

The environment will be achieved by adherence to the following regulations:

- Dance style will not include "grinding", "freak dancing", or other overtly sexually suggestive actions
- Inappropriate dance styles also include, but is not limited to "moshing", "body surfing", or "slam dancing"
- For the safety of everyone, dancers will maintain sufficient space on the dance floor for chaperones to circulate

Every attempt will be made by the dance advisors, the school administrators, and chaperones to structure the dance in a way that encourages compliance with the provisions. Those ways include working with the DJ to select appropriate styles and mix of music, maintaining a level of lighting decided upon by the administration, dance advisors, and chaperones, that allow all chaperones to monitor the style of dance, and requiring a sufficient number of chaperones for the number of students present.

All school dances will be 3 hours in length and will end no later than 11:00p.m.

If a student does not comply with the provisions, the student will be asked to leave the premises. If a student is removed from a school dance, an attempt to contact a parent/guardian will be made and the student may be subject to additional discipline as appropriate. If a student continues to not

comply with the provisions, said student may be prohibited from attending future dances.

Students must enter the dance within 1 hour from the scheduled starting time of the dance and once a student leaves the dance, they may not re-enter. All items needed by the student during the dance must be in their possession upon arrival; there is no return to cars for cameras, purses, or other items of any kind. Coats, backpacks, and other items must be placed in the designated check-in area.

All school sponsored activities and events are drug and alcohol free. Anyone who does not abide by this will be subject to the disciplinary action established in the student handbook and the police will be called, as well as the parents/guardians.

Dances will be held only when there are an appropriate number of chaperones available. If the appropriate number of required adult chaperones is not met, the dance will be cancelled. At Prom, it is required that 5 teacher chaperones and 5 parent chaperones be in attendance at all times. At all other dances, it is required that 8 teacher chaperones and 5 parent chaperones be in attendance at all times. A meeting with dance advisors, administration and chaperones will occur at least one week prior to the date of the dance to inform the chaperones of the expectations of the administration.

Students in grades 9-12 may attend homecoming. Students in grades 11 and 12 may attend the Prom, underclassmen are not permitted. All students who wish to attend a school sponsored dance and their parent/guardian, will be required to sign the Bellevue High School Dance Agreement.

Guests are permitted to attend school sponsored dances with the completion of the required forms. All guests must meet the grade requirements indicated for both homecoming and prom or be under the age of 21.

Dances are privileges, not entitlements. The privilege of having school dances requires the student body to assume responsibility for self-monitoring of their behavior.

Bellevue High School dances are school activities and are not open to the public to attend. Outside agencies, such as news media, will not be allowed into school dances, except during crowning ceremonies.

A meeting will occur between the dance advisors, administration, and DJ to discuss the music to be played and the schedule regarding crowning ceremonies and breaks for the dancers, prior to the dance beginning.

#### **DANCE DRESS CODE**

Bellevue High School believes the following guidelines will ensure safe experiences for all. These clothing requirements are intended for the duration of the event. Thus, the following guidelines will be strictly enforced at all Bellevue High School dances including but not limited to homecoming, coming home, and Prom.

- At homecoming, coming home, and Prom students must wear collared shirts with sleeves which must remain on the person at all times along with dress pants or slacks. Jeans are not appropriate. A tuxedo is appropriate for prom however it is not a requirement. Hats, bandanas, and sunglasses are not appropriate for school dances. Other school sponsored dances may have a relaxed dress code.
- At homecoming and coming home dances skirts and dress top/blouse will be permitted. At Prom, formal dresses or formal pant suit ensembles. Jeans are not appropriate. No dresses, skirts, or pant suit ensembles will be permitted which are shorter than 5 inches above the knee. Skirts/dresses with slits must include the slit stopping at five inches above the knee as well. All dresses and skirts must remain at the five inches above the knee standard for the duration of the event. No midriff exposure is permissible at any time. Cleavage must be within the limits considered appropriate for school. Backless dresses must not extend beyond the belly button. Hats, bandanas, and sunglasses are not appropriate for school dances. Other school sponsored dances may have relaxed dress code.
- Undergarments must not be visible.
- If rules and expectations are not followed, the offending student will not be allowed to enter the dance. Rules for dances may vary according to the theme of the dance.
- Students are advised to use good judgment when purchasing attire, as the overall idea is to keep in mind the image the student presents. Students must remember that they are attending a school function where dress code expectations are both appropriate and required; students must be appropriately dressed, and must present themselves as responsible young adults.

#### **TECHNOLOGICAL INTERFERENCE**

A student shall not attempt to gain unauthorized access, disrupt, delete data, change data, circumvent filters, plant viruses, download prohibited materials or engage in any other illegal act through the use of the School District's district wide computer system, including but not limited to such items as emails and world wide web.

#### **LOST AND FOUND**

Bring any articles you find to the high school office. If you lose anything, check for several days in the high school office. Keep your locker locked and do not bring large amounts of money or valuables to school, the school will not be responsible for lost or stolen items.

#### **STUDENT HANDBOOK**

Student handbook is available online at [www.bellevueschools.org](http://www.bellevueschools.org).

#### **STUDENT ACTIVITY FEE**

The \$5.00 Student Activity fee is divided between your class treasury, student assemblies, awards, recognition, and activities, etc.

#### **VISITORS**

Outside visitors are to report to the office and sign the visitors log before entering the classroom area. Visitors will be assigned a visitor pass while present in the building. Individual students are not allowed to bring visitors to the school at any time during regular school hours unless previously approved by administration.

#### **EMERGENCY**

If an emergency necessitates leaving school, you must come to the office. Do not make arrangements to leave school without the permission of the office staff.

#### **POLICIES ON STUDENT ORGANIZATIONS**

Student organizations having a purpose and activities supportive of, and consistent with, the educational program of Bellevue High School are encouraged. Such organizations must be approved by the appropriate administrative personnel according to an administrative procedure which takes into account the purposes, membership, activities, financing and supervision of the proposed group. Any affiliation of a local club with any outside

organization must be approved by the high school principal. Membership shall be limited to students enrolled in the school.

Each student organization shall have a faculty/adult sponsor approved by the principal. All funds shall be deposited in the general activity account, and all transfers of funds to or from any outside organization must be approved by the principal.

Activities of approved student organizations are considered part of the total school program and, as such, are subject to the same standards and guidelines as are in effect during the regular school day. **All provisions of the student conduct code apply to all functions of a school club or organization.**

School organizations shall be open to all students in the school in accordance with the purpose and activities established in the charter of each organization.

No student may be denied admission to a student organization because of race, sex, religion, or national origin.

Any organization which, in the opinion of the principal, fails to meet acceptable standards shall be placed on probation and informed in writing as to the cause. Failure to correct the cause shall result in termination of the organization. The objectives for school organizations:

- A. To develop maximum student involvement in a coordinated school activities' program.
- B. To provide a wide variety of activities to meet student interest.
- C. To develop an awareness of self and of others in an outward growing society.
- D. To assist the individual in the development of ultimate potential.
- E. To develop leadership and responsibility within the student body.
- F. To develop student loyalty and spirit.
- G. To assist in the further development and evaluation of the school's curricular and extra-curricular programs.
- H. To develop awareness of the privileges and responsibilities of a democratic society.
- I. To communicate the needs, desires, ideas, and interest of the students to the staff, administration, and community.

#### **ATHLETIC CODE OF CONDUCT**

The Bellevue Athletic Department believes that interscholastic athletics can be an important supplement to a quality education by providing every participant the opportunity to grow mentally, morally, physically, and emotionally. To ensure that the program can provide these opportunities, a degree of self-discipline is required of each participant. Self-discipline involves compliance with rules and regulations concerning personal behavior. Rules and regulations promote order, safety, character, and assist athletes in reaching their maximum performance potential.

The Board of Education, administration, and athletic department feel strongly that high standards of conduct and citizenship are essential in maintaining a sound program of athletics. Conduct by athletes, while representing a team, traveling to or from an event, as well as in the community, is seen as a direct reflection upon the athletic program and the standards of the school. It must be remembered that participation in athletic activities is not a right but a privilege that will be regulated.

With this belief, the Bellevue Athletic Department, fitting within the rules and regulations of the Bellevue City Schools Board of Education and the Ohio High School Athletic Association, sets the following code of conduct and policy as a minimum standard.

#### **I. General Requirements of Athletic Participation**

- A. Adherence to all provisions as stated in the Student Handbook and Athletic Code of Conduct
- B. Adherence to any additional rules established by the coach of athletics in which the athlete participates. These rules may be more sport specific and stringent based on the philosophy of the coach. The rules will be approved by the Athletic Director and kept on file in the Athletic Office.
- C. All parents of athletes and athletes themselves must complete an athletic participation forms packet on Final Forms before participation begins. The packet contains the following forms and information:
  1. Physical History and Physical Examination Form
  2. OHSAA Authorization Form
  3. Uniform Training Rules
  4. Student Insurance Waiver
  5. Emergency Medical Authorization Statement
  6. BMS & BHS Athletic Code of Conduct
  7. Ohio Dept. of Health Concussion Information Sheet
  8. Bellevue City Schools Testing Consent Form
  9. Sudden Cardiac Arrest & Lindsay's Law Signature Form
- D. Financial obligations resulting from replacement of lost or stolen equipment and/or unpaid balances from sales projects must be paid prior to participation in any future athletic activity. Seniors must have any financial obligations paid by graduation.
- E. **All athletes in grades 7-12 are expected to follow the prescribed uniform training rules and regulations which are in effect throughout the school athletic calendar year, whether the athlete is in or out of season. The athletic school calendar year will begin on the first day of fall sport practice and run through the last day of school, or through any OHSAA tournament (athlete or team participation) which goes beyond the last day of school.**

#### **II. Eligibility Rules**

- A. Athletes must meet all eligibility requirements of the Bellevue City School District and any governing agency such as the Ohio High School Athletic Association, including but not exclusive to, those requirements pertaining to scholarship, residence, age, attendance, and transfers.



1. Students in 7th, 8th, and entering high school (9th grade) for the first time must be enrolled in and earn passing grades in a minimum of four courses each and every grading period to have continuing eligibility. All classes/subjects are weighted equally in this process.
2. Students established at the high school must pass courses that will earn a minimum of five (5) units of credit during the preceding grading period to be eligible for athletic participation.
3. A minimum GPA of 1.000 must be earned in those courses that apply toward eligibility.
4. OHSAA eligibility will be granted or denied each grading period.
5. Students enrolled in College Credit Plus classes should contact their guidance counselor for eligibility compliance.
6. Summer school classes do not impact athletic eligibility.

B. Athletes are required to attend school as least ½ of the day to be eligible to practice or participate in a contest on any given school day unless pre-excused by the athletic director or principal. 11:00 a.m. has been established as the ½ school day time of arrival. If students leave school they during the day because of illness, they cannot participate in after school practice or events. Prior administrative approval would be necessary.

C. Participation in extra-curricular activities is a privilege, not a right. Any athlete involved in an activity in or out of school that will bring discredit to our school, community, or any team will be subject to disciplinary action that may include:

- Denial of admission to a team.
- Denial of participation in try-outs, open gyms, fitness programs, practices, and contests.
- Removal from a team either for the remainder of the season or for a temporary period.

All athletes assume responsibility for regulating his/her personal life in and out of school in such ways as will make him/her an efficient member of a team and a worthy representative of his/her school.

Unacceptable behavior would include, but is not limited to, such offenses as:

1. Repeated truancy from school or class.
2. An act of immorality, theft, vandalism or physical abuse of persons or property.
3. Repeated infractions of school rules, disrespect, or disruption of school climate.
4. Abusive language, gestures or profanity.
5. Disrespectful behavior or unsportsmanlike conduct at or during athletic contests, practice sessions or school-sponsored events.

D. Athletes have up to the date of the official start of the respective sports season (as defined by the OHSAA) or until after "athletic cuts" are made of a particular sport to be permitted to change sports. After these dates, changes may occur under unusual circumstances and only with the agreement of all involved coaches and the Athletic Director.

E. If an athlete quits a sport after the date of the official start of the respective sports season (as defined by the OHSAA), or after "athletic cuts" have been made, he/she may be unable to participate in any coach led weight training conditioning or instruction in another sport until the sport he/she quit has completed its regular season. Being unable to participate as a result of quitting or being removed includes any conditioning, weight training, open gyms, individual instruction, or any other form of participation that is in preparation for another athletic program.

F. Once practice begins, the athlete is expected to be in attendance at every practice, scrimmage, and contest unless excused by the head coach. Violations of the mandatory attendance policy will be dealt with by the head coach as he/she sees fit; but altered playing time, contest suspensions, or removal from the team are some of the possible disciplinary measures.

1. Practices or contests missed because of a family vacation will not be considered an excused absence.
2. Athletes will not be excused from practices, contests, or team functions to attend another sport activity such as a showcase, clinic, practice, game, workout, J.O. volleyball match, indoor track meet, or AAU game. The athletic department discourages these types of activities when an athlete is a current member of a school athletic team, since being a member of a team brings a responsibility to oneself, the coaches, and teammates. The health and injury prevention of the athlete is also a concern.

G. All athletes must attend their respective awards banquet to receive any awards attained during that sport. Failure to attend means a forfeiture of all awards won by the athlete during that sport season. A student athlete may be excused from a banquet with prior permission from the athletic director or the head coach.

H. Any athlete suspended or expelled from school is also suspended from athletic activities including conditioning, open gyms, practices, scrimmages, games, etc.

I. Any athlete ejected for unsportsmanlike conduct or a flagrant foul shall be ineligible for contests for the remainder of that day as well as for all contests in that sport until two regular season/tournament contests (one in football) are played at the same level as the ejection. If necessary, a carry-over penalty will be invoked from one sports season to another. (OHSAA sport regulation).

### III. Uniform Training Rules

A. Athletes shall be disciplined for use, abuse, or possession of tobacco (in any form such as cigarettes, cigars, chewing tobacco, or snuff), any nicotine based product, any alcoholic beverages, or any unauthorized drugs and paraphernalia. **The following three offenses will be for a high school athlete's whole career (grades 7-12), not just a school year, and will be effect for the entire school athletic calendar year. The school athletic calendar year will begin with**

***the first official fall sport practice and will end with the last day of school, or through any OHSAA tournament (athlete/team participation) which goes beyond the last day of school.***

1. **First Offense:** Denial of participation for one full calendar year, and is placed on probation for one full year from the date of infraction. To be eligible for reinstatement during the current sport season, or for a future sport within the calendar year of participation denial, the athlete must attend:

□ An educational program if the violation is a tobacco, e-cigarette, or nicotine based product offense.

□ An evaluation/assessment from a professional counseling agency if the violation is an alcohol or unauthorized drug offense. The athlete must also cooperate with any related follow-up sessions or treatments recommended or assigned by the professional counselor.

a. Also in case of a tobacco violation, and/or any nicotine based products, and/or any form of e-cigarettes, the denial of participation will be modified to 25% of the sport contests upon completion of the reinstatement process.

b. Also in case of an alcohol or unauthorized drug violation, the denial of participation will be modified to 40% of the sport contests upon completion of the reinstatement process.

c. A carry over penalty from sport to sport will go into effect if necessary to complete the modification or reduction process. This carry over penalty will extend into another school year if applicable.

2. **Second Offense:** Denial of participation from all sports for one full calendar year. No modifications of contest participation exist. To be eligible for any future sports during the athlete's high school career, the athlete must schedule and receive an evaluation/assessment from a professional counseling agency. The athlete must also cooperate with any related follow-up evaluation, education, and/or treatment recommended or assigned by the professional counselor.

a. In case of a tobacco violation and/or any nicotine based product and/or any form of e-cigarettes, the denial of participation will be modified to 50% upon completion of a professional evaluation/assessment.

b. A carry over penalty will extend into another sport season or school year if applicable.

3. **Third Offense:** Denial of participation from all sports for the remainder of the athlete's high school career.

a. In case of a tobacco violation and/or any nicotine based product and/or any form of e-cigarettes, the denial of participation will be for one full calendar year. The athlete must receive an evaluation/assessment from a professional counseling agency and cooperate with any related follow-up sessions or treatment recommended if assigned by the counselor.

**B. Attendance at parties or gatherings with alcohol and/or drugs.** Athletes must not attend a gathering or party where alcohol or drugs are present. The athlete must leave immediately upon the presence of such substances. Remaining at the gathering or party violates this regulation. The athlete will be suspended for 25% of the current season or next sport season of participation. A carry over penalty will be enforced if the violation occurs at the end of a sport season. This carry over penalty can extend into another school year if applicable.

**C.** When an athlete serves the 40% first offense violation penalty, or the 25 % reduction penalty for presence at a party, the sport of participation needs to be participated in for the duration of the sport season for the reduction penalty to count.

**D. No Selling or Distribution of Drugs or Alcohol.**

1. **First Offense:** Immediate dismissal from all athletics from the point of the infraction for one full calendar year.

2. **Second Offense:** Immediate dismissal from all athletics from the point of the infraction for the remainder of high school career.

## STUDENT ORGANIZATIONS

### ACADEMIC CHALLENGE

The Academic Challenge team gives students a chance to demonstrate their rapid recall skills against other schools in the area. The team competes in the Firelands Challenge League and may compete in other tournaments throughout the year. All high school students may try out by taking the placement test at the end of the previous school year; membership selection is based on the placement test score.

### ART CLUB

Art Club gives students an opportunity to experience art activities and encourage appreciation of the visual arts outside of art class. Some of the club activities include creating artworks, learning about different forms of art, participating in community service projects and other art related experiences. Students do not have to be enrolled in an art class to join.

### DRAMA CLUB & THESPIANS

Drama is a club for students who have an interest in drama and acting and to help them gain experience in theatrical performance and technical knowledge. The club will expose and enlighten the cultural horizons of the students by providing the student with a variety of theater experience such as field trips, workshops, and productions. To be a member of drama club you must be an active participant in drama club activities. Everyone is encouraged to participate in fundraisers, community services, and both stage productions as an actor or stage crew. Awards will be given to students for participation in drama. Thespians serve as the honorary inner core and are an active part of Drama Club.

### F.C.C.L.A. (FAMILY, CAREER, & COMMUNITY LEADERS OF AMERICA)

The student organization that encourages your personal growth, prepares you for a career, fosters family and community involvement and helps you

become a leader. The organization strives to strengthen the function of the family as a basic unit of society and encourage democracy through cooperative action in the home and community. It encourages individual and group involvement in helping achieve worldwide brotherhood and institutes programs promoting greater understanding between youth and adults. Chapter activities will allow the chapter members to possibly become involved at the district, regional, state, and national level in addition to the local level.

#### **FFA**

FFA makes a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success through agricultural education. Students whose lives are impacted by FFA and agricultural education will achieve academic and personal growth, strengthen American agriculture and provide leadership to build healthy local communities, a strong nation and a sustainable world. Members will gain individual occupational experiences in the agricultural industry and will be encouraged to improve their home and its surroundings. FFA is an intra-curricular activity which means that a student must be enrolled in an agricultural science course to participate.

#### **KEY CLUB**

Key Club is an international student-led organization in which provides its members with opportunities to provide service, build character and develop **leadership**. Key Club is the high school organization sponsored by [Kiwaniis International](#) High school student members of Key Club perform acts of service in their communities, such as school Blood Drives, collecting clothing, and organizing canned food drives. They also learn leadership skills by running meetings, planning projects and holding elected leadership positions at the club.

#### **NATIONAL HONOR SOCIETY**

The National Honor Society was founded nationally in 1921, while the local chapter was established in 1924. The purpose of the society is to give student recognition for outstanding performances in the area of scholarship, character, service and leadership.

Bellevue High School juniors and seniors are eligible for election to the National Honor Society on the basis of the following criteria:

##### **Scholarship:**

- Juniors and seniors must have at least a 3.0 grade point average.

##### **Service:**

- Willingness to do committee or staff work.
- Willingness to render service to school or community when called upon.
- Readiness to show courtesy by assisting visitors, teachers, and students.
- Willingness to represent the school in interclass or interschool competition.

##### **Leadership:**

- Demonstrates leadership in classroom or organization.
- Demonstrates leadership in promoting school activities.
- Successfully holds school offices or positions of responsibility.
- Is thoroughly dependable in any responsibility accepted.
- Demonstrates initiative in carrying out any responsibility without prodding by the teacher.
- Exemplifies the qualities and attitudes which are a silent influence on others for good.

##### **Character:**

- A good attitude toward honesty, reliability, fairness and tolerance.
- Promptly meets pledges and responsibility to school and teachers.
- Consistently exemplifies desirable qualities or personality.
- Cooperates by complying with school regulations.
- Upholds principles of morality and ethics.

#### **R.E.S.I.S.T**

##### **REDMEN EDUCATING STUDENTS ON ILLEGAL SUBSTANCE TEMPTATIONS**

The purpose of this group is to spread awareness throughout our school district and community. Membership in this group is open to all students. Membership dues are \$3.00 and are used to help defray some of the costs of activities throughout the school year.

#### **SPANISH CLUB**

The purpose of this club is to encourage an interest in Spanish speaking peoples and Hispanic culture. Enjoying Spanish food, Hispanic games, activities, and striving towards global understanding are some of the regular activities. All students who are currently enrolled or have been enrolled in Spanish classes or the Hispanic culture class are welcome to join.

#### **STUDENT COUNCIL**

Student Council provides an opportunity for students to develop leadership skills and for students to share ideas with students in their own school. Student Council will promote school pride and spirit, provide social experiences, make improvements to the school facility, and provide students with a forum to express opinions of their own and of fellow students.

#### **GUIDANCE DEPARTMENT**

The guidance office is located across from the main office. The school counselors are available to provide students with assistance in course selections, career opportunities, personal crisis, college admissions, academic concerns, and standardized test results. Appointments with school counselors should be made whenever the student or parents/guardians have a need. Counselors will schedule appointments during the study halls or lunch periods of the students and before and after school. The counselors are here from 7:30 A.M. to 3:00 P.M. each day. Check with the counselors with any questions.

The procedures to follow in scheduling an appointment with a counselor are as follows:

- A. Students should report to the guidance office to make an appointment.
- B. Conferences should not be scheduled during class time.
- C. If an emergency occurs and a student needs to see a school counselor, the student should see the school counselor at any time.

Guidance services available

- Personal/social issues
- Registration information
- Occupational information and career guidance
- EHOVE-Vocational Information
- Special Education services
- Curriculum
- Test dates, applications, and interpretation
- How and when to apply for college
- Financial aid and scholarship information

**Testing Dates:**

PSAT/NMSQT: October 11, 2023 (Cost per student is \$18)

**ACT:**

September 9, 2023\*

October 28, 2023\*

December 9, 2023\*

February 10, 2024

April 13, 2024

June 8, 2024\*

July 13, 2024

**SAT:**

August 26, 2023

October 7, 2023

November 4, 2023

December 2, 2023

March 9, 2024

May 4, 2024

June 1, 2024

\* Test will be given at Bellevue High School

**END OF COURSE TESTS**

End of Course Tests will be taken for all students in the following courses, English II, Algebra I, Geometry, Biology, American History and Government.

**GRADE POINT SYSTEM (QUALITY POINTS)**

GENERAL SCALE		GRADE POINT SYSTEM (QUALITY POINTS)			CCP at BHS and BGSU	
%	Quality Pt.		HONORS/AP		%	Quality Pt.
100-98	4.00	A+	100-99	4.00		
97-93	3.85	A	98-93	4.00	100-90	4.00
92	3.7	A-	92-90	3.85		
91-90	3.30	B+	89-87	3.70		
89-87	3.00	B	86-83	3.30	89-80	3.30
86-84	2.70	B-	82-80	2.85		
83-81	2.30	C+	79-77	2.7		
80-76	2.00	C	76-73	2.30	79-70	2.30
75-73	1.70	C-	72-70	1.85		
72-71	1.30	D+	69-67	1.70		
70-67	1.00	D	66-63	1.30	69-60	1.30
66-65	0.75	D-	62-60	1.00		
64-0	0.00	F	59-0	0.00	59-0	0.00

**DETERMINING GPA**

- Determine quality points earned by the grade in each class at semester.
- Multiply these quality points by the total credit earned in each class at semester.
- Divide that total by the total credits attempted at semester.

**Example:**

<u>Class</u>	<u>Grade</u>	<u>Points</u>	<u>Credit</u>	<u>Total</u>
English 1A	B+	3.30	0.5	1.65
Algebra IA	A	3.85	0.5	1.925
Health	C	2.00	0.5	1.00
Spanish IA	B-	2.70	0.5	1.35
Physical Science A	A	3.85	0.5	1.925
World History A	A-	3.70	0.5	1.85
Band A	B	3.00	0.5	1.5
			3.5	11.20

11.20 divided by 3.5 = 3.200 GPA

**NOTES:**

- G.P.A. totals for Honor Roll and Academic Recognition are determined by quarterly grades.

- B. Cumulative G.P.A. (permanent record) totals are determined by semester grades.
- C. Credit for each class is determined by the final grade.

#### **HONOR ROLL REQUIREMENTS**

- A. Minimum G.P.A. - 3.5 (all classes)
- B. No grade lower than C-
- C. Students enrolled in CCP courses must complete a grade verification sheet located in the main office within 10 school days after the end of each quarter.

#### **DISTINGUISHED HONOR ROLL REQUIREMENT**

- A. Minimum G.P.A. - 4.0 (all classes)

#### **ACADEMIC LETTERS**

Academic letters can be earned in two ways at Bellevue High School. Every student has the potential to receive an academic letter. Students can receive a letter based on meeting the criteria established in one of two eligibility areas.

- 1) Improvement standard
  - overall cumulative GPA of 2.00 to be considered
  - increase in cumulative GPA of
    - 0.50 points after 3 semesters
    - 0.25 points after 5 semesters
    - 0.15 points after 7 semesters
  - A student's initial GPA is established after 2 semesters of academic work/freshman year
  - No F's on your report card during the current school year

Once you receive a letter based on improvement, the new cumulative GPA becomes your benchmark for additional letters based on improvement.

- 2) Cumulative GPA standard
  - After 3 semesters....3.7 GPA
  - After 5 semesters....3.5 GPA
  - After 7 semesters....3.3 GPA
  - No Fs on your report card

#### General note:

- Letters will be awarded during the 4th quarter of each school year.
- An actual letter will be awarded only once. Subsequent recognitions will include a pin that can be attached to the letter.
- All BHS students are eligible, including EHOVE and Post-Secondary students.

#### **AWARD OF EXCEPTIONALITY**

Students nominated for this award have been identified as "outstanding" in academics and at least two of the following areas; arts, athletics, FCCLA and/or FFA. Criteria examples for "outstanding" in each area is listed below.

#### **Academics**

- A minimum 3.6 cumulative GPA and/or a 27 ACT or 1210 SAT

#### **Arts (Art, Band, Bells, Choir and Drama)**

- Coachable/teachable
- Maintains a positive attitude
- Leader within the group
- Demonstrates advanced knowledge/skills of the art form
- Minimum 2 years involvement with the same group Athletics
- Team leader
- Good teammate
- Leads by example on and off field of play
- All league/Conference "caliber"

#### **Family and Consumer Sciences/FCCLA**

- Must be a junior or senior
- Completed Power of One Project
- Completed State Degree
- Earned FCCLA Letter
- Holding (or held) an officer/committee chairperson position
- Active/involved member

#### **Agricultural Science/FFA**

- Must be a junior or senior
- Have completed at least 2 years of agricultural education courses
- Previously earned (or will be earning this spring) the State FFA Degree
- Completed 35+ hours of community service
- Have total SAE earnings of \$5,000 (Net Profit)
- Have total logged journal entries of 100 hours

**ATHLETIC ELIGIBILITY  
STUDENTS ENROLLED IN GRADES 9-12**

H.B. 215 now requires Boards of Education to establish a G.P.A. provision in order for a student-athlete to earn eligibility for athletic participation in grades 7-12.

- Students must pass courses that will earn a minimum of **FIVE (5)** units of credit during the preceding grading period to be eligible for interscholastic athletics in 2021-2022.
- A minimum GPA of 1.000 must be earned in those courses that apply toward eligibility.
- OHSAA eligibility will be granted or denied each grading period.

**STUDENT RECORDS BELLEVUE CITY SCHOOL DISTRICT BELLEVUE BOARD OF EDUCATION**

- A. The Superintendent of Schools is the Records Control Officer for the District and is responsible for the processing and maintenance of all student records. The office is located at 125 North Street or can be reached by calling (419) 484-5000. The responsibility for processing all student records is delegated to the Building Principal.
- B. Each student's records will be kept in a confidential file located in the Principal's Office in each building. The information in a student's record file will be available for review only by the parents/guardians of a student, an adult student (18 years of age or older), and those designated by Federal law or District regulations.
- C. A parent/guardian, or adult student has the right to request a change or addition to a student's records and to either obtain a hearing with District officials or file a complaint with the U.S. Office of Education if not satisfied with the accuracy of the records or with the District's compliance with the Federal Education Rights and Privacy Act.
- D. The District has established the following information about each student as "directory information" and will make it available upon a legitimate request unless a parent/guardian, or adult student notifies the Records Control Officer in writing within twenty (20) days from the date of this notification that s/he will not permit distribution of any or all of such information: name, address, and telephone number; date and place of birth; major field of study; participation in officially recognized activities and sports; height and weight; if a member of an athletic team; dates of attendance; date of graduation and awards received; and any other information the District considers would not be harmful or an invasion of privacy, if disclosed.
- E. A copy of the Board of Education's policy and the accompanying District regulations are available at the office of the Principal at each building. There will also be a person available to answer any questions concerning the policy or regulations. Copies are also on file at the Superintendent's Office.

**STATEMENT ON SEXUAL HARASSMENT**

The Bellevue City School District is committed to eliminating and preventing sexual harassment from all school activities and facilities. Sexual harassment is improper, immoral, illegal, and will not be tolerated within the district. This policy is implemented to inform students as to what sexual harassment is and what procedures are to be followed in dealing with sexual harassment within the district.

**A. DEFINITION OF SEXUAL HARASSMENT**

Ohio and Federal laws define sexual harassment as unwanted sexual advances, or unwanted visual, verbal, or physical conduct of a sexual nature. Such offensive behavior includes, but is not limited to the following:

1. Unwanted sexual advances, including propositioning, repeatedly asking someone out for a date after it is clear that the person is not interested.
2. Explicitly or implicitly offering employment benefits in exchange for sexual favors.
3. Making or threatening reprisals after a negative response to sexual advances.
4. Non-verbal conduct: leering, making sexual gestures, displaying sexually suggestive objects, pictures, cartoons, or posters.
5. Verbal conduct: making or using derogatory comments, epithets, slurs, or jokes, making sexually based remarks about another person's or one's own body.
6. Verbal abuse of sexual nature, graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual, suggestive or obscene letters, notes or invitations.
7. Physical conduct: touching, assault, impeding or blocking movement. This sexual harassment policy is intended to protect against sexual harassment before it becomes actionable sexual harassment. The term "sexual harassment" is intended to mean sexual harassment. In the broadest meaning of that term, in current popular, as well as legal, usage.

**B. WHAT TO DO IF YOU ARE SEXUALLY HARASSED**

When unwelcome activities described above of a milder nature occur, the best thing to do is to say that you are uncomfortable with the behavior and ask that it cease. If the behavior does not cease, then recourse for students should be sought through the counseling office, the Principal's Office, or the Title IX Coordinator.

If any student is subjected to behavior which they consider to be sexual harassment, students are to promptly notify either a principal or the Title IX Coordinator within the district. The student will be asked to put the complaint in writing and an investigation will be made into the matter. An investigation will be made by impartial and neutral people and appropriate sanctions will be imposed against any student who is found to have engaged in sexual harassment while on or about district property, or in relation to some district activity. The investigation will include interviewing the alleged victim, alleged harasser, eye witnesses, and corroborative witnesses.

In addition to making the complaint with the District Office, students also have the right to file a complaint with the EEOC.

If for some reason the student believes that this policy will not work in their situation, the student should discuss the matter with the Title IX Coordinator or Superintendent. (Adopted 1/12/95)

**ANTI-HAZING POLICY**

It is the policy of the Bellevue City Board of Education and school district that hazing activities of any type are inconsistent with the educational process and shall be prohibited at all times. No administrator, faculty member or other employee of the school district shall encourage, permit, condone, or tolerate any hazing activities. No student, including leaders of student organizations, shall plan, encourage, or engage in any hazing.

Hazing is defined as doing any act or coercing another to do any act of initiation into any student group or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

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

Administrators, faculty members, students, and all other employees who fail to abide by this policy may be subject to disciplinary action, and may be liable for civil and criminal penalties in accordance with Ohio law.

#### **ANTI – BULLYING**

Bullying is an intentional written, verbal, texting, or physical act that a student has exhibited toward another particular student more than once and the behavior causes both mental and/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.

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

Prohibited activities of any typed including those activities engaged in via computer and/or electronic communications devices are inconsistent with the educational process and are prohibited at all times. No administrator, teacher, or other employee of the District shall encourage, permit, condone, or tolerate any hazing and/or bullying activities. No student, including leaders of student organizations, may plan, encourage or engage in any bullying. Administrators, faculty members, students, and all other employees who fail to abide by this policy may be subject to disciplinary action, and may be liable for civil and criminal penalties in accordance with Ohio law.

#### **GANG ACTIVITY**

A student shall not engage in gang activity. A gang is any identifiable group or club of individuals that exists without the sponsorship of the school or the sponsorship of any recognized adult community or civic organization and that has no acceptable social goals; or has been identified by a law enforcement agency as being involved in criminal or anti-social behavior or activities.

#### **ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY**

The Board of Education declares it to be the policy of this District to provide an equal opportunity for all children to achieve their maximum potential through the curriculum offered in this District regardless of race, color, creed, disability, religion, sex, ancestry, national origin, place of residence, or social or economic background.

In order to achieve the aforesaid goal, the Board of Education directs the Superintendent to:

- **Curricular Content** - review current and proposed curriculum guides and textbooks to detect any bias based upon race, sex, religion, national origin, ancestry, or culture; ascertaining whether or not supplemental materials, singly or taken as a whole, fairly depict the contribution of both sexes, various races, ethnic groups, etc., toward the development of human society.
- **Staff Training** - encourage in-service training for school personnel designed to identify and solve problems of racial, sexual, religious, national, cultural, or other bias in all aspects of the program.
- **Student Access** - review current and proposed programs, activities, facilities, and practices to ensure that all students have equal access thereto and are not segregated on the basis of race, color, creed, sex, disability, or national origin in any duty, work, play, classroom, or school practice, except as may be permitted under State regulations.
- **District Support** - ensure that like aspects of the District program receive like support as to staff size and compensation, purchase and maintenance of facilities and equipment, access to such facilities and equipment, and related matters.
- **Student Evaluation** - ensure that tests, procedures, or guidance and counseling materials which are designed to evaluate student progress, rate aptitudes, analyze personality, or in any manner establish or tend to establish a category by which a student may be judged, are not differentiated or stereotyped on the basis of race, color, creed, sex, or national origin.

The Superintendent shall appoint a compliance officer whose responsibility it will be to ensure that Federal and State regulations are complied with and that any complaints are dealt with promptly in accordance with law.

#### **GRIEVANCE PROCEDURES**

If any person believes that the Bellevue City School District or any of the District's staff has inadequately applied the principles and/or regulations of (1) Title VI of the Civil Rights Act of 1964, (2) Title IX of the Education Amendment Act of 1972, (3) Section 504 of the Rehabilitation Act of 1973, and The Americans with Disabilities Act, he/she may bring forward a complaint, which shall be referred to as a grievance, to the District's Civil Rights Coordinators. Title IX: John Bollinger and Jacqueline Montgomery; Title VI, Section 504: Director of Student Services. He/she may file a complaint with the U.S. Department of Education's Office for Civil Rights:

U.S. Department of Education  
Office for Civil Rights  
1350 Euclid Avenue, Suite 325  
Cleveland, OH 44115  
(216)522-4970  
FAX: (216)522-2573  
TDD: (800)877-8339  
E-mail: [ORC.Cleveland@ed.gov](mailto:ORC.Cleveland@ed.gov)  
Web: <http://ed.gov/ocr>

#### **ASBESTOS POLICY**

The Board of Education is concerned for the safety of the students and staff members and will attempt to comply with all Federal and State statutes and regulations to protect them from hazards that may result from industrial accidents beyond the control of school officials or from the presence of asbestos materials used in previous construction. A district plan is located in the Administration Building. Information about asbestos in each building is located in

the office. More information will be made available upon request.

#### **NON-DISCRIMINATION STATEMENT**

All programs and activities in Bellevue City Schools are available without regard to race, color, national origin, sex, or handicap. If you have a concern or complaint, please contact the Superintendent, 125 North Street, Bellevue, Ohio or call 484-5000.

#### **STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY**

Technology directly affects the ways in which information is accessed, communicated, and transferred in society. Educators are expected to continually adapt their means and methods of instruction, and the way they approach student learning, to incorporate the vast, diverse, and unique resources available through the Internet. The Board of Education provides Technology Resources (as defined in Bylaw 0100) to support the educational and professional needs of its students and staff. With respect to students, District Technology Resources afford them the opportunity to acquire the skills and knowledge to learn effectively and live productively in a digital world. The Board provides students with access to the Internet for educational purposes only and utilizes online educational services/apps to enhance the instruction delivered to its students. The District's computer network and Internet system do not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its stated educational purpose.

The Board regulates the use of District Technology Resources in a manner consistent with applicable local, State, and Federal laws, the District's educational mission, and articulated expectations of student conduct as delineated in the Student Code of Conduct. This policy and its related administrative guidelines and the Student Code of Conduct govern students' use of District Technology Resources and students' personal communication devices when they are connected to District Information & Technology Resources and students' personal communication devices when they are connected to District Information & Technology Resources, including online educational services/apps, regardless of whether such use takes place on or off school property (see Policy 5136).

Students are prohibited from using District Information & Technology Resources to engage in illegal conduct (e.g., libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, etc.) or conduct that violates this Policy and its related administrative guidelines and the Student Code of Conduct (e.g., making personal attacks or injurious comments, invading a person's privacy, etc.) Nothing herein, however, shall infringe on students' First Amendment rights. Because its Information & Technology Resources are not unlimited, the Board may institute restrictions aimed at preserving these resources, such as placing limits on use of bandwidth, storage space, and printers.

Students have no right or expectation to privacy when using District Technology Resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity).

While the Board uses various technologies to limit students using its Information & Technology Resources to only use/access online educational services/apps and resources that have been pre-approved for the purpose of instruction, study and research related to the curriculum, it is impossible to prevent students from accessing and/or coming in contact with online content that has not been pre-approved for use by students of certain ages. It is no longer possible for educators and community members to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), when significant portions of students' education take place online or through the use of online educational services/apps.

Pursuant to Federal law, the Board has implemented technology protection measures that protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children's Internet Protection Act. At the discretion of the Board or the Superintendent, the technology protection measures may be configured to protect against access to other material considered inappropriate for students to access. The Board also utilizes software and/or hardware to monitor online activity of students to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. The technology protection measures may not be disabled at any time that students may be using District Technology Resources, if such disabling will cease to protect against access to materials that are prohibited under the CIPA. Any student who attempts to disable the technology protection measures will be disciplined.

The Superintendent or Technology Coordinator may temporarily or permanently unblock access to websites or online educational services/apps containing appropriate material, if access to such sites has been inadvertently blocked by the technology protection measures. The determination of whether material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material, not on the protection actions of the technology protection measures.

Parents are advised that a determined user may be able to gain access to online content and /or services/apps that the Board has not authorized for educational purposes. In fact, it is impossible to



guarantee students will not gain access through the Internet to content that they and/or their parents may find inappropriate, offensive, objectionable or controversial. Parents of minors are responsible for setting and conveying the standards that their children should follow when using the Internet. Principals are responsible for providing training so that students under their supervision are knowledgeable about this policy and its accompanying guidelines.

Pursuant to Federal law, students shall receive education about the following:

- A. safety and security while using e-mail, chat rooms, social media, and other forms of direct electronic communications
- B. the dangers inherent with the online disclosure of personally identifiable information
- C. the consequences of unauthorized access (e.g., "hacking", "harvesting", "digital piracy", "data mining", etc.), cyberbullying and other unlawful or inappropriate activities by students online, and
- D. unauthorized disclosure, use, and dissemination of personally-identifiable information regarding minors

Staff members shall provide guidance and instruction to their students regarding the appropriate use of District Information & Technology Resources and online safety and security as specified above. Additionally, such training shall include, but not be limited to, education concerning appropriate online behavior including interacting with others on social media, including chat rooms, and cyberbullying awareness and response. Furthermore, staff members will monitor the online activities of students while at school.

Monitoring may include, but is not necessarily limited to, visual observations of online activities during class sessions; or use of specific monitoring tools to review browser history and network, server, and computer logs.

All students who use District Information & Technology Resources (and their parents if they are minors) are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines.

Students will be assigned a District provided school e-mail account that they are required to utilize for all school-related electronic communications, including those to staff members, peers, and individuals and/or organizations outside the District with whom they are communicating for school-related projects and assignments. Further, as directed and authorized by their teachers, they shall use their school-assigned e-mail account when signing-up/registering for access to various online educational services/apps.

Students are responsible for good behavior when using District Information & Technology Resources – i.e., behavior comparable to that expected of students when they are in physical classrooms and school buildings and at school sponsored events. Because communications on the Internet are often public in nature, general school rules for behavior and communication apply. The Board does not approve any use of its Technology Resources that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines.

#### Use of Artificial Intelligence/Natural Language Processing Tools For School Work

Students are required to rely on their own knowledge, skills and resources when completing school work. In order to ensure the integrity of the educational process and to promote fair and equal opportunities for all students, except as outlined below, the use of Artificial Intelligence (AI) and Natural Language Processing (NLP) tools (collectively, "AI/NLP tools") is strictly prohibited for the completion of school work. The use of AI/NLP tools, without the express permission/consent of a teacher, undermines the learning and problem-solving skills that are essential to academic success and that the staff is tasked to develop in each student.

Notwithstanding the preceding, students can use AI/NLP tools in the school setting if they receive prior permission/consent from their teacher, so long as they use the AI/NLP tools in an ethical and responsible manner. Teachers have the discretion to authorize students to use AI/NLP tools for the following uses:

- A. Research assistance: AI/NLP tools can be used to help students quickly and efficiently search for and find relevant information for their school projects and assignments.
- B. Data Analysis: AI/NLP tools can be used to help students analyze, understand, and interpret large amounts of data, such as text documents or social media posts. This can be particularly useful for research projects or data analysis assignments - e.g., scientific experiments and marketing research.
- C. Language translation: AI/NLP tools can be used to translate texts or documents into different languages, which can be helpful for students who are learning a new language or for students who are studying texts written in different languages.
- D. Writing assistance: AI/NLP tools can provide grammar and spelling corrections, as well as suggest alternative word choices and sentence structure, to help students improve their writing skills.
- E. Accessibility: AI/NLP tools can be used to help students with disabilities access and understand written materials. For example, text-to-speech software can help students with specific learning

disabilities or visual impairments to read texts and AI-powered translation tools can help students with hearing impairments understand spoken language.

As outlined above, under appropriate circumstances, AI/NLP tools can be effectively used as a supplement to and not a replacement for traditional learning methods. Consequently, with prior teacher permission/consent, students can use such resources to help them better understand and analyze information and /or access course materials. If a student has any questions about whether they are permitted to use AI/NLP tools for a specific assignment, they should ask their teacher.

Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users are personally responsible and liable, both civilly and criminally, for uses of District Technology Resources that are not authorized by this policy and its accompanying guidelines.

The Board designates the Superintendent and Technology Coordinator as the administrators responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to students' use of District Technology Resources.

### IMPORTANT DATES-1ST SEMESTER

September 4	No School - Labor Day
September 22	Mid-Term
October 11-12	Parent Teacher Conferences
October 12-13	No School
October 27	End of 1 <sup>st</sup> Quarter (46 days)
October 30	No School - Staff Professional Development Day
November 3	Grade Cards Issued
November 22-24	No School-Thanksgiving Break
November 27	School Resumes after Thanksgiving
December 1	Mid-Term
December 22-January 2	No School-Winter Break Begins
January 3	School Resumes after Winter Break
January 11	End of 2 <sup>nd</sup> Quarter (42 days)
January 12	No School - Staff Professional Development Day
January 15	No School-M.L.K. Day
January 19	Grade Cards Issued

### IMPORTANT DATES-2ND SEMESTER

February 16	Mid-Term
February 19	No School-Presidents Day
March 15	End of 3 <sup>rd</sup> Quarter (43 days)
March 18	No School - Staff Professional Development Day
March 22	Grade Cards Issued
March 29-April 8	No School-Spring Break
April 9	School Resumes after Spring Break
April 26	Mid-Term
May 24	End of 4 <sup>th</sup> Quarter (42 days)
May 24	Last Day for Students
May 25	Graduation Ceremony @ First National Bank Field at Bellevue Athletic Facility 7:30 P.M.
May 28	Teacher Record Day
May 29	Last Day Teachers