

# WHITEHALL CITY SCHOOLS

Student Handbook

2025-26

## Whitehall-Yearling High School





## Whitehall-Yearling High School

*Respectful. Accountable. Motivated. Safe*



Dear Rams,

We are happy to welcome you to the 2025-2026 school year at Whitehall-Yearling High School. We hope each of you enjoyed a summer filled with relaxation, new experiences, and family and friends. Most importantly, that you are coming to us ready to partner to meet your academic potential.

Our RAM family has character, diversity, traditions, and grit! Whether you are beginning your journey with us or a returning student, we want you to learn and enjoy your experiences here at WYHS. We encourage you to participate in the variety of activities and events and make the most of your time here with us.

The excellent faculty, staff, and administration are second to none when it comes to helping our students be successful. We are dedicated to providing you with a quality learning environment and will challenge you to make good decisions regarding your academic, extra-curricular, and social commitments. There are always obstacles in life, but we will be here to help celebrate your successes and learn from the mistakes.

We are a community of learners. We expect all students to adhere to the RAMS Way of **R**espect, **A**ccountability, **M**otivation and **S**afety! As a RAM family, we are dedicated to working with students and parents to help each one of you reach your goals. A strong partnership will make a difference! With that said, here are some friendly tips that we can work with together to champion our efforts:

- Be at school daily and arrive on time ready to learn - every minute counts!
- Share school experiences with trusted adults so we are all aware of what is happening.
- Demonstrate respect toward all members of our RAM family, including yourself.
- Believe that you can meet the high expectations we set for you and become a successful citizen prepared for college and/or career.

Our RAM family is fortunate that you are one of us!

Let's make 2025-2026 the best it can be!

Dr. Boyarko, Principal

Ms. Burnett, Assistant Principal

Ms. Gilbert, Assistant Principal



## **Motto**

***"We are relationship-driven, resilient, resourceful, and ready!"***

## **Vision**

Whitehall City Schools will ignite a passion for innovation to grow resourceful, resilient, and future-ready students.

## **Mission**

Whitehall City Schools maximizes relationships and innovation to empower growth, adaptability, positivity, creativity, and accountability for all.

## **Whitehall City Schools Board of Education**

Darryl Hammock, Jr. | President

Lorena Lacey | Vice President

Mike Adkins

Jayne Shannon

Zachary Wright



*We are relationship-driven, resourceful, resilient, and ready!*

**Dear Parents, Guardians, and Students,**

**Welcome to the 2025–2026 School Year!**

We are excited to welcome you to a new year of learning and growth in the Whitehall City School District! As a district, **our mission is to maximize relationships and innovation to empower growth, adaptability, positivity, creativity, and accountability for all.** Our work is guided by our vision to **ignite a passion for innovation to grow resourceful, resilient, and future-ready students.**

Our high school offers a well-rounded education that nurtures the whole child—academically, socially, physically, and creatively. Through a strong curriculum, dedicated staff, and a focus on student well-being, we aim to provide an engaging and supportive learning environment where every student can thrive.

We believe that strong partnerships between school and home are essential. Please take a moment to review the student handbook with your child, as it contains important information about school policies, procedures, and expectations.

Together, we can ensure a successful and fulfilling school year. If you have any questions or need support, please do not hesitate to reach out. We are here to help.

**We are relationship-driven, resourceful, resilient, and ready!**

Let's make it a great year—together!

Sincerely,

Dr. Sharee Wells, Superintendent

# IMPORTANT CONTACT INFORMATION

## **Whitehall Yearling High School**

675 S. Yearling Road, Whitehall, OH 43213

Phone - (614) 417-5100

High School fax – (614) 417-5133 or (614) 417-5106

[http://www.wcsrams.org/whitehallyearlinghighschool\\_home.aspx](http://www.wcsrams.org/whitehallyearlinghighschool_home.aspx)

## **District Administrative Offices**

625 S. Yearling Road, Whitehall, OH 43213

Phone - (614) 417-5000

[www.wcsrams.org](http://www.wcsrams.org)

### **Administrative Office**

**Dr. Maria Boyarko, Principal**

614/417-5101

[boyarkom@wcsrams.org](mailto:boyarkom@wcsrams.org)

**LaNisha Burnett, Assistant Principal**

614/417-5102

[burnettl@wcsrams.org](mailto:burnettl@wcsrams.org)

**Holly Gilbert, Assistant Principal**

614/417-5103

[gilberth@wcsrams.org](mailto:gilberth@wcsrams.org)

**Cameron Barker, Dean of Students**

614/417-0340

[brakerc@wcsrams.org](mailto:brakerc@wcsrams.org)

**Courtney Sellers, Secretary**

614/417-5124

[gibsonj@wcsrams.org](mailto:gibsonj@wcsrams.org)

**Melani Gonzalez, Secretary**

614/417-5116

[gonzalezm@wcsrams.org](mailto:gonzalezm@wcsrams.org)

### **Attendance Office**

**Ravshundria Matfield, Attendance Secretary**

614/417-5146

[matfieldr@wcsrams.org](mailto:matfieldr@wcsrams.org)

### **Athletic Office**

**Bill Hughett, Athletic Director**

614/417-5118

[hughettb@wcsrams.org](mailto:hughettb@wcsrams.org)

### **School Counseling Depart.**

**Denise Bunsey, School Counselor**

614/417-5113

[bunseyd@wcsrams.org](mailto:bunseyd@wcsrams.org)

**Jocelyn Thomas, School Counselor**

614/417-5112

[thomasj@wcsrams.org](mailto:thomasj@wcsrams.org)

**Sheryl Bailey-Johnson, School Counselor  
Grade 9**

614/417-5125

[baileys@wcsrams.org](mailto:baileys@wcsrams.org)

**Shari Wright, Secretary**

614/417-5109

[wrights@wcsrams.org](mailto:wrights@wcsrams.org)

## ACADEMIC REQUIREMENTS

Students must pass **5 credits per year** in order to advance to the next grade level including 4 core credits.

Traditional Point Value	Percentage Range	Honors Scale Point Value
4.0	93-100	5.00
3.67	90-92	4.67
3.3	87-89	4.33
3.0	83-86	4.0
2.67	80-82	3.67
2.33	77-79	3.33
2.0	73-76	3.0
1.67	70-72	2.67
1.33	67-69	2.33
1.0	63-66	2.0
.7	60-62	1.67
0	59 or ↓	0

## **Incomplete**

A grade of "Incomplete" may be given due to unfinished class work and excessive absences. Incompletes not made up within two weeks may be converted to an "F".

Grades of Incomplete (I) which are given in the event students are unable to complete work due to circumstances beyond his/her control, i.e. extended illness, an exception may be made. Exception - Extension of time may be granted if a student has had a period of extended excused absences. This extension of time must be granted by the principal and a date set when all work must be completed.

## **Weighted Courses**

AP, College Credit Plus, and Honors classes are weighted on a 5.0 scale.

## **Make-Up Work**

Students will be granted one day for each day of excused absence. It is the responsibility of the student to obtain all make-up work from his/her teachers immediately upon return to school.

A student with two or more **excused** absences in the week prior to the unit assessment may have their unit assessment delayed, thereby giving the student more time to complete their assignments.

## **Grading**

As a staff, we are committed to helping every student reach their full potential. Through our work, we have developed a policy to ensure that every student has an opportunity to earn a grade that reflects what they have learned. In Infinite Campus, grades will be separated into two categories; formative and summative assessments. Formative assessments are worth 30% of the grade and are reflective of the learning that is in progress. Summative assessments are worth 70% of the grade and are meant to assess the student's mastery of a concept/skill after instruction.

## **Honor Roll/Merit Roll**

The Honor Roll and Merit Roll are published at the end of each grading period. Students with a nine-week grade point average of 3.5 or above will be listed on the Honor Roll. Students with a nine-week grade point average of 3.0 to 3.49 will be listed on the Merit Roll. Students with grades of "D", "F" and "incomplete" are ineligible for the Honor Roll/Merit Roll.

## **Educational Options**

Flex Credit allows students to create their own course proposal. The proposal must follow the guidelines established by Whitehall City Schools and must be approved by a Building Level Team of educators.

Students will:

- Select a type of educational option; such as online learning, mentoring, or field experience.
- Identify a topic of study and establish learning goals tied to Whitehall City Schools graded course of study or course expectations
- Write a description of how the learning environment will be different from a regular classroom and explain how this option is relevant to their life.
- Develop an action plan for completion.
- Establish a timeline for completion.
- Describe how a grade will be determined or the evidence that will support the learning goals.
- Subject Area Competency Through Assessment (Testing Out)
- Testing out allows students to show mastery of a course through an examination process. Some courses may require a performance component in addition to the assessment. Examples may include: science labs, food labs, additional writing or speaking.

- The assessment may only be taken one time. Any grade earned on the assessment will be treated as a permanent grade on the student's transcript. If a student wishes to replace the grade on the assessment, they must complete the course in the traditional manner.
- Testing out options may negatively impact a student's athletic eligibility. Remember: a student must be passing 5 credits to be eligible for athletics.
- A complete copy of the application for Educational Options and Subject Area Competence

## GRADUATION REQUIREMENTS\*

The Board desires that its standards for graduation meet or exceed the minimum standards of the Ohio Department of Education (ODE) as well as State law, and further, that our high school compares favorably with other high schools in the state that are recognized for excellence.

<b>DISTRICT MINIMUMS:</b>		<b>STATUTORY GRADUATION REQUIREMENTS:</b>	
English Language Arts	4 units	English Language Arts	4 units
History and government, including ½ unit of American History and ½ unit of American Government	1 unit	History and government, including ½ unit of American History and ½ unit of American Government	1 unit
Social Studies*	2 units	Social Studies*	2 units
Science, with inquiry-based lab experience, including 1 unit each in Physical Science and Life Science, and 1 unit in either Chemistry, Physics, or other Physical Science, Astronomy, Geology, or other earth or space science	3 units	Science, with inquiry-based lab experience, including 1 unit each in Physical Science and Life Science, and 1 unit in either Chemistry, Physics, or other Physical Science, Astronomy, Geology, or other earth or space science	3 units
Math, including one full unit of Algebra II or its equivalent**	4 units	Math, including one full unit of Algebra II or its equivalent**	4 units
Financial Literacy***	½ unit	Financial Literacy***	½ unit
Health	½ unit	Health	½ unit
Physical Education - 2 semesters	½ unit	Physical Education - 2 semesters	½ unit
Elective credit ****	4 ½ units	Elective credit ****	4 ½ units
<b>TOTAL *****</b>	<b>20 Units</b>	<b>TOTAL *****</b>	<b>20 Units</b>

The statutory graduation requirements also include:

1. \* students entering ninth grade for the first time on or after July 1, 2017 must take at least one-half unit of instruction in the study of world history and civilizations “as part of the required social studies units”;
2. \*\* students entering ninth grade for the first time on or after July 1, 2015 who are pursuing a career-technical instructional track may complete a career-based pathway math course approved by ODE as an alternative to Algebra II;
3. \*\*\* beginning with the students in the class of 2026, acquiring a ½ credit for financial literacy is a requirement for graduation;
4. student electives of any one or combination of the following: foreign language, fine arts (must complete two semesters in any of grades 7-12 unless following a career-technical pathway), business, career-technical education, family and consumer sciences, technology, agricultural education or additional English language arts, math, science or social studies courses not otherwise required under the statutory graduation requirements;
5. \*\*\*\*\*meeting the applicable competency/assessment and/or readiness criteria required by law based on the date of entry into ninth grade is an additional requirement.

### **Summer School**

Summer school credits are accepted toward graduation, provided that administrative approval has been given prior to registration for the course.

### **Educational Options**

High school credit is awarded to students who successfully complete Board-approved educational options that count toward the graduation requirements and subject area requirements.

## **College Credit Plus**

### **College Credit Plus and Postsecondary Enrollment Options**

Credit is awarded for courses successfully completed at an accredited postsecondary institution. High school credit awarded for a course successfully completed under College Credit Plus, counts toward the graduation requirements and subject area requirements of the District. If a course comparable to the course successfully completed is offered by the District, then comparable credit for the completed equivalent course is awarded. If no comparable course is offered, the District grants to the student an appropriate number of credits in a similar subject area.

### **District Obligations**

The District is required to notify all 6th through 11th grade students and their parents about the College Credit Plus (CCP) program through multiple, easily accessible resources by February 1 of each school year. The notice includes all information required by State law. The District promotes the CCP program on the District website, including details of current agreements with partnering colleges.

Students and/or parent(s) are required to submit written notice of intent to participate to the principal by April 1 of the year in which the student wishes to enroll and may submit written notice as early as

February 15. Failure to inform the principal of intent to participate by the April 1 deadline shall result in the student having to secure written permission from the principal in order to participate in the program. If the principal denies a student's request for written permission, the student may appeal to the Superintendent.

The Superintendent's decision is final.

The District holds an annual informational session between October 1 and February 15 to which partnering colleges located within 30 miles of the school (or the closest college if none are located within 30 miles) are invited. The informational session includes information on benefits and consequences of participation in CCP, and outlines any changes or additions to program requirements.

The District is required to provide counseling services to students prior to their participation in the program. Counseling services include but are not limited to:

1. program eligibility;
2. any necessary financial arrangements for tuition, textbooks and fees;
3. process of granting academic credits;
4. criteria for any transportation aid;
5. available support services;
6. scheduling;
7. the effect of the grade attained in the course being included in the student's grade-point average, if applicable;
8. consequences of failing or not completing a course under the program, including the effect on the student's ability to complete District graduation requirements
9. benefits to the student of successfully completing a course under the program, including the ability to reduce the overall cost of, and the amount of time required for, a college education;
10. academic and social responsibilities of students and parents relative to this program;
11. information about and encouraging the use of college counseling services;
12. information about eligible courses;
13. information on CCP probation, dismissal and appeal procedures;
14. the standard program information packet developed by the Ohio Department of Higher Education (ODHE) and
15. the permission slip jointly developed by the Ohio Department of Education (ODE) and ODHE regarding the potential for mature subject matter in a course taken through CCP and information about the potential for mature subject matter in courses in which the student intends to enroll through CCP and that courses will not be modified based upon CCP enrollee participation regardless of where the course of instruction occurs.

The District develops both a 15-credit hour and a 30-credit hour model course pathway for courses offered under CCP in consultation with a partnering college. Each pathway must include courses, which once completed, apply to at least one degree or professional certification offered at the college. The pathways may be organized by desired major or career path, or may include various core courses required for a degree or professional certification by the college. The pathways are published among the school's official list of course offerings for participant selection. No participant is required to enroll only in courses included in a model pathway.

The District implements a policy for awarding grades and calculating class standing for CCP courses that is equivalent to the school's policy for other advanced standing programs or District-designated honors courses. Any grade weighting or class standing enhancements applicable to advanced standing programs or District-designated honors courses are similarly applied to CCP courses.

## **Student Enrollment**

To participate in CCP, a student must apply to, and be accepted by, a participating college in accordance with the college's established procedures for admission. The student also must meet the college's and relevant academic program's established standards for admission, enrollment and course placement, including any course specific capacity limits. The student and his/her parent also must sign a form acknowledging receipt of the required counseling and understanding of their responsibilities under the program.

The student and his/her parent also must sign and include in their application to the college, the permission slip developed by ODE and ODHE regarding the potential for mature subject matter in a course taken through CCP.

The student may opt to receive college credit only or both college and high school credit. The student must designate his/her choice at the time of enrollment.

Students may enroll only in eligible courses as defined in rules adopted by ODHE. Upon receipt of the notice of pre-term admission the student's secondary school verifies the student is enrolled in eligible courses. If the student is enrolled in ineligible courses the school notifies the student and their parent that they must withdraw from the ineligible course(s). Students failing to withdraw prior to the college's no-fault withdrawal date will be responsible for all tuition, fees and textbook costs for the course.

If a student completes an eligible college course, the Board shall award him/her appropriate credit toward high school graduation if, at the time of enrollment, he/she elects to receive credit for courses toward fulfilling the graduation requirements.

High school credit awarded for eligible courses successfully completed counts toward graduation requirements and subject area requirements.

1. The Board awards comparable credit for the eligible course(s) completed at the college.
2. If no comparable course is offered, the Board grants an appropriate number of elective credits.
3. Any disputes between the student and the Board regarding high school credits granted for a course may be appealed by the student to ODE. ODE's decision on these matters is final.
4. The student's records must show evidence of successful completion of each course and the high school credits awarded. The record must indicate that the credits were earned as a participant in CCP, and include the name of the college at which the credits were earned. The grades and credits for courses completed during summer term must be included on the student's high school transcript in the fall for that school year.
5. Credits earned through CCP are included in the student's grade-point average. College credits count as the equivalent District grade. If the District has a weighted grading system CCP courses are treated in the same way as other advanced standing programs or honors courses.

## **High School/College Enrollment**

1. A student who enrolls in CCP for the first time in:
  - a. grades 7, 8 or 9 may receive credit toward high school graduation for up to the equivalent of four academic school years.
  - b. 10th grade may receive credit toward high school graduation for up to the equivalent of three academic school years.
  - c. 11th grade may receive credit toward high school graduation for up to the equivalent of two academic school years.
  - d. 12th grade may receive credit for up to the equivalent of one academic school year.

2. Proportionate reductions are made for any student who enrolls in the program during the course of a school year.
3. For the purpose of this program, an academic year begins with the summer term. The maximum number of credits that may be earned during the academic year is the total of the high school courses and college courses. The total may not exceed 30 college credit hours per academic year.
4. College courses for which three semester hours are earned are awarded one credit toward high school graduation credit. Fractional credits are awarded proportionally.

### **Student Eligibility**

Students wishing to participate in CCP must meet all statutory eligibility requirements. For purposes of these requirements, a “relevant high school course” is defined as a high school course that provides the appropriate academic foundation or career-technical education skills for the college course in which the student intends to enroll, as determined by the applicable institution of higher education. To be eligible, students must meet one of the following criteria:

1. be considered remediation-free on one of the Ohio Revised Code (RC 3345.061(F) assessments;
2. have a cumulative unweighted high school grade point average (GPA) of at least 3.0;
3. have a cumulative unweighted high school GPA of at least 2.75 but less than 3.0 and received an "A" or "B" grade in a relevant high school course;
4. for participating seventh or eighth grade students without a cumulative unweighted high school GPA available, have received an A or B grade in a relevant high school course or
5. have participated in CCP prior to September 30, 2021 and scored within one standard error of measurement below the remediation-free threshold on one of the RC 3345.061(F) assessments, and
  - A. have a cumulative high school GPA of at least 3.0 or for participating seventh or eighth grade students a cumulative GPA of 3.0 in the applicable grade level or
  - B. receives a recommendation from a school counselor, principal or career-technical program advisor.

### **Underperforming Students/CCP Probation**

A student meeting at least one of the following is considered an underperforming student for purposes of CCP:

1. Cumulative GPA of less than 2.0 in college courses taken through CCP or
2. Withdraw from or receive no credit for two or more courses in the same term.

A student meeting the definition of an underperforming student for two consecutive terms of enrollment is considered an ineligible student.

The student’s secondary school will place an underperforming student on CCP probation within the program and notify the student, parent and the college they are enrolled in of their status. The student may enroll in no more than one college course in any term when on CCP probation and cannot enroll in a college course in the same subject as a college course in which they received a grade of D or F or for which they received no credit. Students enrolled in impermissible courses who fail to dis-enroll prior to the college’s no-fault withdrawal date are responsible for all costs associated with the course(s) and dismissed from CCP as an ineligible student.

If a student takes a permissible college course after placement on CCP probation and the course grade

raises the student's cumulative college course GPA to 2.0 or higher the student is removed from CCP probation and may participate in CCP without restrictions unless they again meet the definition of an underperforming student. A student on CCP probation who does not raise their GPA to the required minimum through the course grade, is dismissed from CCP by the student's secondary school.

Students dismissed from the program are prohibited from taking any college courses through CCP and must dis-enroll for any college courses they may be registered for in the next term prior to the no-fault withdrawal date.

Each secondary school establishes an academic progress policy defining the progress students must achieve to be reinstated in CCP on CCP probation. The policy must state that failure to make academic progress as defined in the policy will result in an extension of CCP dismissal. The policy also includes the procedures for a student to request an appeal of their CCP status.

A student may request the secondary school allow the student to participate in CCP after one term of CCP dismissal. Summer term is not counted as a term of dismissal unless the student is enrolled in one or more high school courses during the summer. Upon review of the student's academic progress through review of their full high school and college academic records the school will: continue the student's dismissal; place the student on CCP probation or allow the student to participate in CCP without restrictions in accordance with the school academic progress policy.

A student may appeal their status to the Superintendent within five business days of notification of CCP dismissal or prohibition from taking a college course in the same subject as a college course in which they received a grade of D or F or for which they received no credit. Upon consideration of any extenuating circumstances separate from academic performance that may have affected the student's CCP status the Superintendent will issue a decision within 10 business days after the appeal is made and may:

1. allow the student to participate in the program without restrictions;
2. allow the student to take a course in the subject area in which they received a grade of D or F or for which they received no credit;
3. allow the student to participate in CCP on CCP probation or
4. maintain the student's dismissal from the program.

The Superintendent's decision is final.

If the decision is to continue the student's dismissal and the student is enrolled in a college, the student's college will allow the student to withdraw from all courses in which the student is enrolled without penalty and the student's secondary school shall not be required to pay for those courses. If the Superintendent fails to issue a decision on the appeal within the required timeframe and the student is enrolled in a college, the college will allow the student to withdraw from all impermissible courses without penalty and, if the decision on the appeal is made after the institution's prescribed no-fault withdrawal date, the student's secondary school shall pay for those courses.

### **Summer Term Eligibility**

A student who is scheduled or anticipated to graduate from high school may not participate in CCP for any term beginning after the student's scheduled or anticipated graduation date or in any course offered at a college during a summer term that begins during the student's last quarter of high school.

### **Financial Responsibilities**

1. If a student elects to enroll for college credit only (Option A), the student is responsible

- for all costs associated with the course.
2. If a student elects to enroll for the combination high school/college credit (Option B), the District is responsible for all costs associated with the eligible course at a public college/ university.
  3. Students participating in CCP under Option B at a private college may be charged tuition and/or fees unless they are economically disadvantaged.
  4. If a student fails a CCP course, the student or parent(s) may be responsible for all costs associated with the course. The District may not seek reimbursement from a student who fails a course if he/she is economically disadvantaged, unless the student has been expelled.
  5. Students enrolled for the combination of high school/college credit are not eligible for financial aid from the college.
  6. Upon parental application and determination of need an eligible student, as defined by State law, enrolling for the combination of high school and college credit in the program may receive full or partial reimbursement for the necessary costs of transportation between the secondary school that he/she attends and the college/ university in which he/she is enrolled.

### **Other Considerations**

1. A student enrolled in the program follows the District attendance policy, as well as the District code of conduct, for curricular and extracurricular activities. These policies and codes are applicable during the time the student is attending high school and is on school property for any class or activity.
2. If a student is expelled from the District, the Board will deny high school credit for college courses taken during the period of the student's expulsion.

The Superintendent must send written notice of a student's expulsion to the college where the student is taking courses to receive high school credit. The notice must state the date the expulsion is scheduled to expire and whether the Board has denied high school credit for postsecondary education courses taken during the expulsion. If the expulsion period is extended, the Superintendent must notify the college of the extension. The college may withdraw its acceptance of a student who has been expelled. Unless otherwise authorized by State law, the expelled student is ineligible to enroll in a college under CCP for subsequent college terms during the expulsion period.

3. The student enrolled in this program must recognize that the master schedule is not altered or adjusted in order to permit enrollment. Adjustments to individual schedules may be made by the school administration.
4. The District will not deny students the opportunity to participate in extracurricular activities because of their participation in CCP. The District adheres to the Ohio High School Athletic Association for eligibility to participate in athletics. In order to be eligible, the student must have passed five courses that count toward graduation during the prior grading period. The five courses may be a combination of high school and college courses. Students also must meet any additional District eligibility requirements.

### **Correspondence Courses**

High school courses offered through correspondence courses are accepted for credit toward graduation

only when they meet the following criteria.

1. Credits earned in correspondence schools directly affiliated with state universities are evaluated by the school administration for students who wish to qualify for graduation from high school.
2. Credits earned from correspondence schools not directly affiliated with an accredited college or university may not be applied toward graduation
3. Credits earned from schools that have been established primarily for correspondence study, rather than an institution primarily for residence study, are not accepted toward graduation.

### **Course Work Prior to Ninth Grade**

Student work successfully completed prior to the ninth grade is applied towards graduation credit if the course is taught by a teacher holding a license valid for teaching high school and is designated by the Board as meeting the high school curriculum requirements.

### **Physical Education Exemption**

A student who, during high school, has participated in interscholastic athletics, marching band or cheerleading for at least two full seasons is not required to complete any physical education courses as a condition to graduate. However, the student is required to complete one-half unit, consisting of at least 60 hours of instruction, in another course of study.

A student who, during high school, has participated in show choir for at least two full seasons is not required to complete any physical education courses as a condition to graduate. However, the student is required to complete one-half unit, consisting of at least 60 hours of instruction, in another course of study.

### **Junior Reserve Officer Training Corps (JROTC) Exemption**

A student who has participated in JROTC for at least two full school years is not required to complete any physical education courses as a condition to graduate. In addition, the academic credit received from participating in JROTC may be used to satisfy the one-half unit of Physical Education and completion of another course is not necessary for graduation.

### **Community Service**

The District offers community service education, which acquaints students with the history and importance of volunteer service and with a wide range of existing community needs. Community service opportunities may be considered an elective towards a graduation seal.

**\*Section policy established per WCS Board Policy IKF**

### **Graduation Plans\***

The Board desires that all students are able to earn a high school diploma. Recognizing students may be at risk of not earning a high school diploma, the Board adopts the following policy.

Currently, the District develops a graduation plan for each student enrolled in grades nine through 12 to address the student's academic pathway to meet the curriculum requirements specified by the District and to satisfy the applicable state of Ohio graduation requirements.

The plan is developed jointly by the student and a representative of the District and updated each school year in which the student is enrolled in the District until the student qualifies for a high school diploma. The District invites the student's parent, guardian or custodian to assist in developing and updating the

graduation plan.

Graduation plans supplement the Board-adopted career advising policy.

A student's individualized education plan (IEP) may be used in lieu of a graduation plan when the IEP contains academic goals substantively similar to a graduation plan.

### **At-Risk Students**

The Board directs the Superintendent/designee to develop criteria for identifying students at risk of not qualifying for a high school diploma. This criteria at minimum includes a student's lack of progress on the graduation plan developed by the District in accordance with law. The criteria also may include other factors such as student absences or misconduct and other factors deemed appropriate by the administration.

The Board directs the Superintendent/designee to develop procedures for identifying at risk students. These procedures must include a method for determining if a student is not making adequate progress in meeting the terms of the student's graduation plan. Procedures must allow for identification of students as at risk in any of grades nine through 12 and may include identification of students in other grades.

The District provides written notice to the parent, guardian or custodian of an at-risk student in each year a student has been identified as at risk. This written notice includes all of the following:

A statement that the student is at risk of not qualifying for a high school diploma;

A description of the District's or school's curriculum requirements, or the student's IEP, and, as appropriate, the applicable graduation conditions of State law;

A description of any additional instructional or support services available to the at-risk student through the District or school.

The District assists students at risk of not graduating with additional instructional or support services to help the student qualify for a high school diploma. These services may include any of the following:

- Mentoring programs;
- Tutoring programs;
- High school credit through demonstrations of subject area competency;
- Adjusted curriculum options;
- Career-technical programs;
- Physical health care services;
- Family engagement and support services.

## **ATHLETIC ELIGIBILITY**

### **General Eligibility**

The Ohio High School Athletic Association outlines eligibility rules and regulations that cover a broad spectrum. Listed below are those basic rules with academic eligibility rules listed in the following section. Specific information can be found on the OHSAA website or by contacting the athletic offices.

1. High School: After entering ninth grade for the first time, students are permitted 8 consecutive semesters of playing eligibility regardless of whether they participate in a sport or not. A student will become ineligible when he/she turns 20 years of age.
2. Middle School: A student who turns 15 before August 1 of the school year in which he/she desires to participate is not eligible for seventh and eighth grade athletics (there are two limited exceptions to this regulation outlined in Bylaw 4-2-2 OHSAA).
3. A student must be a legal resident of the Whitehall City School District or have an approved open enrollment.
4. A student's parent(s) or legal guardian(s) must reside in Ohio.
5. A student must maintain amateur status.
6. A student may not provide any false information regarding name, address, academic performance, or the like.
7. A student may not participate on any non-school team of the same sport while participating on any school team. This includes rec, travel, church, community, all-star, etc.
8. A student may not be recruited to attend or participate at a member school.
9. A student may not use anabolic steroids or other performance enhancing drugs.
10. Students must have all OHSAA and WCSD forms (physical, transfer, foreign exchange, etc.) on file with the school prior to any participation.

### **Academic Eligibility**

The student must pass the equivalent of five half or full credit courses in the previous grading period as required by the Ohio High School Athletic Association for High School participation and four full credit courses in the previous grading period for Middle School. In addition, the following requirements must be met to be eligible to participate in extracurricular activities:

A student must obtain a minimum GPA of 2.0 the preceding grading period to be eligible to participate in extracurricular activities.

1. All grades (passing, failing, and incomplete) will be averaged to determine the GPA.
2. A grade marked as an incomplete will be treated as an "F" until make-up work is completed and the grade is officially changed.
3. "WF - Withdrawal Failing" will be averaged as an "F" unless the course was dropped by teacher recommendation due to incorrect placement.
4. Eligibility for new students to the Whitehall City School District will be determined by meeting minimum standards as set by the OHSAA upon receiving transcripts from the previous school. Provisions may be made for individual students with special or adjusted educational needs and/or extenuating circumstances (i.e. medical).
5. Athletic Directors shall have the right to require attendance at study sessions for participating students, on an individual and/or group basis, to be eligible for participation in extracurricular activities.
6. Attendance is necessary for a student to receive the maximum benefit from the instructional program in the Whitehall City Schools.
7. Student athletes are required to attend school at least half of the school day. (11am) except for excused appointments to be eligible to participate in practices or contests.
  - a. If a student athlete leaves school due to illness the day of a practice/contest, he/she must provide the athletic department with a physician's note to be eligible to participate.
  - b. If a student athlete leaves school due to reasons other than illness, they must have prior approval by the athletic department in order to be eligible for participation that day.

8. During their sports season, student athletes who arrive after the start of the official school day (tardy unexcused, absent unexcused, or have disciplinary issues during the day) could face the following consequence:

Possible loss of playing time or removal from the team may occur should the student acquire any one of the following:

1. 7 or more unexcused absences in a quarter.
2. 7 or more unexcused tardy to school in a quarter.
3. 3 or more assignments to ISS in a quarter.
4. 2 or more Out of School Suspensions, including Emergency Removal.
5. Failing 2 or more classes at grade checks and - week quarter grade reports.

### **Grade Checks:**

1. Students must meet the five (HS) or four (MS) course requirement as well as the 2.0 GPA in the preceding quarter to be eligible for participation.
2. Students will engage in grade checks every two weeks during the span of the sports season they are participating in.
3. After the 1st Grade check of the quarter, Students not meeting the 2.0 requirement will be required to conference with the Athletic Director, Coaches, and Parents.
4. After the 2nd Grade check of the quarter, Students not meeting the 2.0 requirement will be placed on an academic support contract and may lose playing time based upon the Athletic Directors discretion.
5. Students placed on an academic support contract will remain in effect until the end of sports season to allow for continuous academic support.

### **Academic Commitment Waiver(s):**

One waiver is permitted in both the middle school and the high school for those students who fall below the established academic guidelines. Waivers may be used only for the minimum GPA average for their respective grade level. Students requesting a waiver must read and sign an Academic Commitment Application along with a parent/guardian and submit it to the Athletic Director. An academic support contract will be accompanied in conjunction with the waiver. The GPA requirement for the student's grade level must be achieved at this time during the waiver period. In addition, if there are unexcused missed assignments and/or misconduct in the classroom, the waiver may be revoked and the student-athlete would be ineligible for the remainder of the grading period. Summer school grades, exams, and final grades do not count towards OHSAA eligibility at any grade level. Fourth quarter grades determine the eligibility status of a fall athlete.

## **ABSENCES**

### **Student Absences and Excuses (Policy JED)**

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

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

1. personal illness of the student;
2. illness in the student's family necessitating the presence of the child;
3. quarantine for contagious disease or;
4. emergency or other set of circumstances in which the judgment of the Superintendent constitutes a good and sufficient cause for absence from school, which may include but not be limited to absences due to documented medical, behavioral or dental appointments.

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

1. needed at home to perform necessary work directly and exclusively for parents or legal guardians for a limited period of time when approved in advance by the Superintendent (applies to students over 14 years of age only when all statutory obligations have been met for such excusal);
2. death in the family (applies to absences of up to 18 school hours unless a reasonable cause may be shown for a longer absence);
3. observance of religious holidays consistent with the truly held religious beliefs of the student or the student's family;
4. traveling out of state to attend a Board-approved enrichment activity or extracurricular activity (applies to absences of up to 24 school hours);
5. college visitation;
6. Pre-enlistment reporting to military enlistment processing station;
7. absences of a student of a military family for purposes of visiting their parent, legal guardian or custodian who is an active duty member of the uniformed services that has been called to duty for, is on leave from, or immediately returned from deployment to a combat zone or combat support posting;
8. absences due to a student's placement in foster care or change in foster care placement or any court proceedings related to their foster care status;
9. absences due to a student being homeless or;
10. as determined by the Superintendent.

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

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

the reason for the absence or tardiness in accordance with procedures and timelines defined in District level policies and procedures.

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

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

Last Revised: October 8, 2020

### **Excused Absences**

The only reasons for which absences will be considered excused include:

- Personal illness of the student
- Illness in the student's family
- Death in the family
- Quarantine for contagious disease
- Religious reasons
- As determined by the superintendent

Excessive absences will require a doctor's admit slip for verification and documentation. Excessive absences are defined as 10 or more days absent (excused or unexcused).

### **House Bill 410**

Passed by the Ohio General Assembly in December 2016 House Bill 410 encourages and supports a preventative approach to excessive absences and truancy. Missing too much school has long-term, negative effects on students including lower achievement and graduation rates. Beginning in the 2017-18 school year several changes took effect:

Regular attendance is an important ingredient in students' academic success. Excessive absences interfere with students' progress in mastering knowledge and skills necessary to graduate from high school and prepare for higher education and the workforce. The district will partner with students and their families to identify and reduce barriers to regular school attendance. The district will use a continuum of strategies to reduce student absence including but not limited to:

- Notification of student absences to the parent and guardian
- Development and implementation of an absence intervention plan, which may include supportive services for students and families
- Counseling
- Parent education and parenting programs
- Mediation
- Intervention programs available through juvenile authorities and,
- Referrals for truancy, if applicable

### **Multi Day Illness**

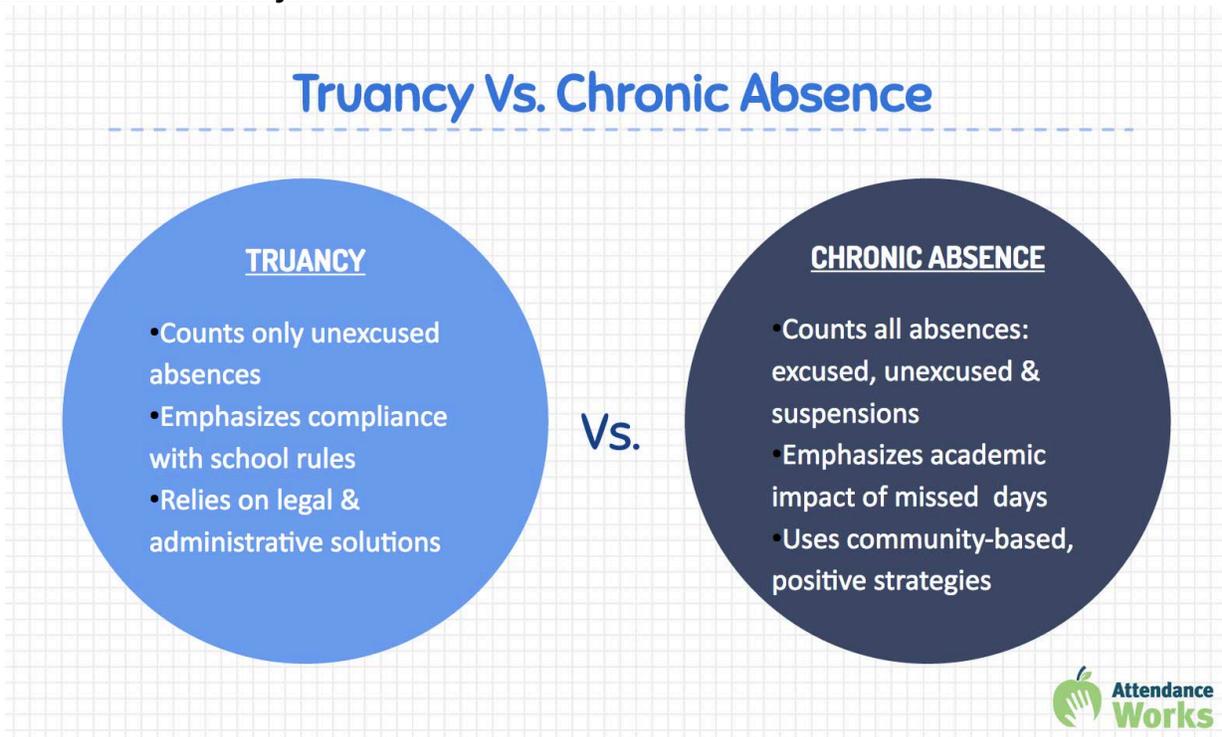
- If a student is anticipated to be absent for multiple days, it is the parent's responsibility to contact the school for daily assignments.

- Parents must give teachers a 24-hour notice to prepare homework assignments for ill children.
- Teachers will select assignments that should be made up and how much review and remedial work will be required.
- Parents are encouraged to help with directions and give examples, but all work must be done independently.

**Extended Illness/Recovery**

- If a student requires an extended period of absence due to chronic illness or the need to recover from an injury or surgery, the district can provide virtual home instruction to assist the student in staying current with school work.
- A letter from a medical professional is REQUIRED. The letter must include a general description of the condition making home instruction necessary and an estimated date of return to school.
- To initiate this process, please contact the Special Services office at (614) 417-5013.

**Definition of Truancy and Chronic Absences**



**What is the difference between chronic absenteeism, excessive absences, and habitual truancy?**

Below is a breakdown of how different types of absenteeism compare.

Absenteeism Type	Consecutive Hours	Hours per School Month	Hours per School Year
Chronic Absenteeism	NA	NA	10% of total hours either <i>excused</i> or <i>unexcused</i>
Excessive Absences	NA	38 excused or unexcused hours absent <i>unless</i> the absence is medically excused	65 excused or unexcused hours absent <i>unless</i> the absence is medically excused
Habitual Truancy	30 hours <i>without</i> a legitimate excuse for the consecutive absences	42 hours <i>without</i> legitimate excuses for absences	72 hours <i>without</i> legitimate excuses for absences

### **District Responsibilities**

When a student is excessively absent from school, the following will occur:

1. The district will notify the student's parents in writing within seven days of the triggering absence
2. The student will follow the district's plan for absence intervention. The student and family may be referred to community resources

If you have questions or concerns about your student's attendance, please reach out to the school office.

### **Attendance**

Regular attendance is a most important factor in the establishment of a good scholastic record. To obtain perfect attendance, a student must be at school every day with no tardies or early dismissals. Work missed through absences is difficult to make up. There is no substitute for the actual participation in the daily classroom discussion and work. Excessive absences are a contributing factor when considering the retention of a child.

If a child is absent, parents are required to call the school before 9:00 a.m. to inform us of the child's absence. School telephone numbers are listed after the cover page. A message can be left on voicemail, as it is checked regularly. Parents shall also send a note explaining the absence to the child's teacher when the child returns to school. In that note, parents should state if the child is contagious or needs special attention. Notes will also provide attendance documentation for the building staff.

It is important for our students to follow the routine upon dismissal. Please ensure that your child is picked up at the appropriate dismissal time.

- Be sure to communicate all routine dismissal information to your child's teacher in writing.

- If your child is to be dismissed differently for the day, please send written communication of the change to your child's teacher.
- If there is an emergency change to your child's dismissal and you are unable to send written documentation, please call the office as soon as possible **and no later than one hour prior to school dismissal**. We may not be able to change dismissal for students with less than one hour's notice.

**Students should not arrive at school before the start of breakfast. Teachers and staff are not on duty and there will be no adult supervision. Children are expected to leave the building and school grounds immediately upon dismissal.**

***Board Policy: JED***

### **Early Release and Late Start**

Students can be granted early release/late start in their schedule. This is a privilege and not a right. If a student on either option starts to fail a class, the option may be removed from their schedule.

Students that are granted early release must exit the building immediately after their last bell.

# Career Advising\*

The Board views career advising as helping students understand themselves relative to their abilities, aptitudes, interests, attitudes, strengths and limitations. This process is meant to assist students in the development of their potential and their decisions relating to educational and career matters. This policy is supplemented by student graduation plans developed in accordance with law.

This policy is reviewed biennially and made available to students, parents, guardians/custodians, local postsecondary institutions and residents of the District. This policy is posted in a prominent location on the District website.

The District will do all of the following.

1. Provide students with grade-level examples linking schoolwork to one or more career field(s) through use of the State Board adopted career connections.
2. Create a plan to provide career advising to students in grades nine through twelve.
3. Provide additional interventions and career advising for students who are identified as at risk of dropping out of school using both research- and locally-based methods developed with input from classroom teachers and guidance counselors.
4. Train employees on advising students on career pathways, including the use of online tools.
5. Develop multiple, clear academic pathways students can use to earn a high school diploma.
6. Identify and publicize courses in which students can earn both traditional academic and career-technical credit.
7. Prepare students for their transition from high school to their postsecondary destinations.

Student success plans (SSP) are developed for students identified as at risk of dropping out of school. A SSP identifies the student's chosen academic pathway to graduation and the role of career-technical and competency based education and experiential learning, as appropriate in that chosen pathway. The student's parents, guardians or custodians are invited to assist in the development of the SSP. A copy of the SSP, a statement regarding the importance of a high school diploma and the academic pathways available to the student for successful graduation is provided to parents, guardians or custodians who do not participate in development of the student's SSP. Following SSP development, the District provides career advising aligned with the student's individual plan and the District's plan for career advising.

\* Section policy established per WCS Board policy IJA

## CELEBRATORY ITEMS

In order to preserve a quality educational environment, delivery/presentation of these types of items must be made outside of the school day and school building. Celebratory items which include, but are not limited to: flowers, balloons, stuffed animals, toys, candy, and food will not be accepted at school. Delivery will be denied and instructions to return the items will be made.

## DANCES

School dances are open only to Whitehall-Yearling High School students with the exception of prom and homecoming, and only at these two events with prior permission of the administration. Once students leave a school dance, they may not return. Students attending these events from other schools must have a "Home School or Parent Permission Slip" on file with the sponsoring organization.

## DISCIPLINE

Effective discipline, which requires respect for the rights of others, is necessary if all students are to attain a quality education. The Board delegates to school officials the authority to enforce district policies, regulations and school rules governing student conduct. We believe that when students are aware of what is expected of them, the great majority of our students will make wise choices. Per the Ohio Department of Education, WCS has established a PBIS Plan (Positive Behavior Interventions and Support). However, when a student fails to meet expected standards of behavior, the student will be held accountable for their behavior. The Whitehall City Schools Student Code of Conduct enables students, families, and staff to learn District expectations. The examples of offenses listed in the WCS Code of Conduct are not intended to provide a complete list of offenses that may result in disciplinary action. Any act that disrupts learning and threatens the order, the safety of students, and/or the school environment will be considered for disciplinary action.

For a complete statement governing or describing all the relationships and processes involved in student discipline, see the Student's Code of Conduct.

## ELECTRONIC DEVICES, COMPUTERS/LAPTOPS, TEXT/SOCIAL MEDIA

**Will update once given direction**

This policy is designed to protect the educational program of all students **not to** limit home/school communications. In most cases, a student may be given permission to use a designated office telephone in the Attendance Office to contact a parent/guardian.

### **Computer/Chromebook Rules**

1. Students who use a proxy server to circumvent the filters will have their network password disabled.
2. Students will refrain from visiting chat rooms or viewing indecent sites or images, playing games, watching videos or music.
3. Students will not use computers to view social media.
4. Students will only visit web sites directly related to an assignment.
5. Damage to chrome books or other school technology devices will be treated as acts of vandalism.
6. Failure to comply may result in removal of student's computer privileges for a nine-week grading period or longer as well as other disciplinary action.

### **Texting/Social Media**

The taking, disseminating, transferring or sharing of obscene, pornographic, lewd or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, emailing or sexting, etc.) may constitute a crime under state and/or federal law. Any students who engage in this type of conduct may be punished under this Code of Conduct and will be reported to law enforcement and/or other appropriate state or federal agencies, which may result in arrest, criminal

prosecution, and lifetime inclusion on sexual offender registries.

## EMERGENCIES

Students should seek adult help in an emergency. Seek the aid of a staff member immediately; staff will report the emergency to the office at once.

### Emergency School Closings and Notifications

#### **Full-Day Closure Procedure**

1. **Decision Process**
  - a. When conditions necessitate, the Superintendent may decide to close/cancel school for the entire day.
2. **Notification Methods** The Superintendent will initiate these measures to ensure families and staff are informed quickly and efficiently:
  - a. Local radio and television stations will be notified promptly.
  - b. Updates will be posted on the Whitehall City Schools website and social media accounts.
  - c. Automated phone calls will be sent to households.

#### **Early Release Due To Weather Or Other Emergency Situations**

These steps are designed to ensure timely communication and safety during unforeseen events.

1. **Decision Process**
  - a. If conditions warrant closing schools early, the Superintendent may authorize an early release.
  - b. This decision is reserved for extreme circumstances only.
2. **Notification Methods**
  - a. Automated phone calls will be sent to households with accurate contact information.
  - b. Updates will be posted on the Whitehall City Schools website and social media accounts.
  - c. Local radio and television stations will be informed as early as possible.

#### **Two-Hour Delayed Start**

- Schools will open **two hours later** than their usual start time.
- Buses will operate **two hours later** than their regular pick-up schedules.
- Morning preschool programs will be **canceled**.
- Midday pickups and field trips will be **canceled**.
- Breakfast programs will still be **offered**.

### Evacuation Drills

In case of a fire drill, fire, or for any other reason that causes mass movement of personnel from the building, the following procedure will be used:

1. Upon the sound of the fire alarm, move quickly and quietly to the indicated exits. Students exiting front doors should not enter the parking lot area or be seen near automobiles. Students are not to go to their lockers/restroom.

2. Once outside, students are to move toward the stadium in their assigned area and remain with their classroom teacher.
3. When leaving and re-entering the building, students will display proper behavior. In all cases, move 150 feet or more from exits, turn and face the building, leaving all driveways empty. Remain in groups with your teacher. Do not return to the building until you have been instructed to do so by your teacher. Teachers are to account for all people in his/her group.
4. Names of students not accounted for must be given to an Administrator or an Administrator's designee.

**EVERYONE** must leave the building at the sound of the fire alarm. The building should be evacuated in three minutes or less!

**\*Section policy established per WCS Board Policy IKFC**

### **ILLNESS OR INJURY AT SCHOOL**

In the event of serious illness or injury, emergency medical services will be called. Attempts will be made to contact a child's parents when serious illness or injury occurs at school.

Please keep your school informed if you change your place of employment, your sitter, or any of your emergency contacts. Ill or injured elementary students will not be sent home alone.

At Whitehall City Schools, we take the health and well-being of our students seriously. The goal of the nursing staff is to keep students healthy and in school. There are occasions when students will be sent home or asked to remain out of school. These include:

- Vomiting – A student will be sent home and may return to school once he or she has been free from vomiting for 24 hours without the use of medication or with a physician's note deeming the student is not contagious. Exceptions are made for students with a related documented medical condition on file.
- Diarrhea – A student will be sent home if he or she is complaining of persistent diarrhea and may return after the student has been free from diarrhea for 24 hours without the use of medication, or with a physician's note deeming the student is not contagious. Exceptions are made for students with a related documented medical condition on file.
- Fevers – A student will be sent home with a temperature of 100.4 or higher. A student may return when he or she is fever free for 24 hours without the use of fever-reducing medication (Tylenol and Ibuprofen).
- Any symptoms/illness that significantly impairs a student's ability to learn at the discretion of the nursing staff.

Parents will be asked to pick up students that are displaying any of the above symptoms. The nursing staff advises having back-up plans for sick students and updated contact information in Infinite Campus. If a student is displaying any of the above symptoms prior to the start of the school day, please call and speak to your students' nursing team member for directions. If there are any questions regarding these procedures, please reach out to your students' nursing team members.

## **LIBRARY RULES**

- A. All pupils in the school are entitled to use the library and borrow books.

- B. All students visiting the library must arrive on the pass list entered at your study hall teacher's kiosk and immediately sign in. The student must check in and receive a pass from their study hall teacher before entering the library.
- C. Students may access the Internet in order to complete school assignments. Non-academic Internet use is not permitted.
- D. Students may use the printer in order to complete school assignments. Non-academic printing is NOT permitted.
- E. E-mail is only permitted for academic and school-related purposes.
- F. Headphones are only permitted if they are required for school assignments.
- G. Loud talking, horseplay, bullying or off-task behavior is not permitted.

## LOCKERS

Lockers are assigned to students for their personal belongings, but are considered school property. Sharing lockers is prohibited. The locker and its contents may be searched at an Administrator's discretion. All lockers must be locked.

## LUNCH BREAKS

WYHS has a closed lunch policy. No student is permitted to leave for lunch. Students are to report directly to the cafeteria at their assigned time. Students are to stay in the cafeteria during their entire lunch period. Roaming the halls, bathrooms on additional floors, or out of assigned area will result in a consequence. All students are to help maintain a clean cafeteria and clean up after themselves. Food and drink will be confined to the cafeteria.

The following common courtesies are expected of our students during lunch:

1. **NO fast food/restaurant food is permitted to be brought into, delivered to, or consumed, inside the school building during the school day.**
2. Moving ahead of others in the lunch line is unacceptable.
3. Loud talk and noise are not appropriate behaviors.
4. Throwing food, paper or other items is unacceptable.
5. After eating, all trash/trays in your area must be disposed of properly.
6. No food may be taken from the cafeteria during lunch.
7. Restrooms to be used during the lunch periods are those on either side of the library doors.
8. Respectful behavior with the Cafeteria Staff is required.
9. Students are expected to stay seated except when picking up or disposing of lunch items.

Students may go to another part of the building during lunch ***if*** they:

- a) Have a PASS initiated by a staff member. (The electronic pass must be VIEWED by a duty teacher prior to the student leaving the cafeteria area.) *and*
- b) Have signed out of the cafeteria with the duty teacher.

## **Food and Drinks**

Vending machines are provided throughout the building for student and staff use before and after school. These machines are not accessible during the school day. No food or drink other than water is permitted in the classroom provided there are no special restrictions due to sensitive equipment, labs or assignments. No food is to be consumed in school classrooms.

## **MEDICATION**

Students are not permitted to carry over-the-counter or prescription medications unless noted by a physician. A medication form must be signed by a parent and physician each school year to allow medication to be administered by the school office. Inhalers are the only medication that is allowed to be carried by the student after the medication form is filled out and signed. All other over-the-counter and prescription medication must be left in the school office.

## **PARKING/DRIVING**

Driving to school is a privilege and will be permitted to and from school as long as the student driver follows all safety and parking regulations listed below. Students are responsible at all times for the vehicles they drive to school and their contents.

### **Safety & Parking Regulations**

- A student's vehicle must be registered at the office prior to being parked on school property.
- A parking pass will be issued to the vehicle and must be displayed at all times while on school property. (There is no fee for the first parking pass)
- Students are required to park in the student designated area only – all others will be towed at the owner's expense.
- The lots on the east and southeast side of the school's tennis courts have been designated as student parking.
  - *There is no student parking in any other school property area.*
- Responsible operation of a vehicle on school property is mandatory. Any action or operation deemed to be in violation of safety protocol will result in the revocation of parking privileges. Additionally, these actions will be referred to the WPD School Resource Officer.
- Replacement passes are available at a charge of \$5.00.

***VIOLATORS WILL BE TOWED AT THE OWNER'S EXPENSE!***

## **PARTICIPATION PRIVILEGES**

Participation in all school activities outside of the classroom is a privilege – not a right. These activities include, but are not limited to, school dances, including Homecoming and Prom, field trips, extra-curricular activities, duties assigned in relation to extra-curricular activities, senior activities, and graduation. Additionally, admittance to any other school (theater and assemblies) or athletic events are included. Only those students in good standing will be entitled to these privileges.

Removal of privileges may occur should the student acquire any one of the following:

1. At the time of the event students may not have an F in any course.
2. May not have more than one OSS or 3 ISS at the time of the event.
3. You must have at least 90% attendance

Students should take notice that attendance at the Homecoming dance and Prom will have increased disqualification criteria and will be evaluated for the six weeks prior to these two specific events.

## POSTERS/FLYERS

All posters and/or flyers for publicizing school events must be approved by the principal or designee. These items must be hung in designated areas only.

## SCHOOL CLIMATE

School climate refers to the quality and character of school life. At WYHS, we strive to create an environment that fosters positive goals, values, interpersonal relationships, teaching and learning practices and organizational structures. Our Positive Behaviors, Interventions and Support (PBIS) team has created a framework of strategies and practices that help promote our positive climate. Our RAMS (respectful, accountable, motivated, safe) Way expectations are how we conduct ourselves here at Whitehall-Yearling High School.

Some examples of incentives provided by PBIS are:

- PBIS Points
  - These are points given to students who are caught demonstrating any of the RAMS expectations.
- RAMS Finest Celebration
  - Each nine weeks, staff members have the opportunity to nominate a student that displays good character.

While every attempt is made to use preventative strategies to encourage positive student behavior it may become necessary to assign consequences for repeated violations. Please be aware that you may be excluded from extracurricular events such as: athletic events, school dances and formals (i.e. Jr/Sr. Prom) and other events selected by administration.

## SCHOOL COUNSELORS

Students are assigned to a School Counselor by alphabet:

- Denise Bunsey: Students with last names beginning with the letters, A - K;  
[bunseyd@wcsrams.org](mailto:bunseyd@wcsrams.org)
- Jocelyn Thomas: Students with last names beginning with the letters, L - Z;  
[thomasj@wcsrams.org](mailto:thomasj@wcsrams.org)
- Sheryl Bailey Johnson: Students with last names beginning with the letters, L - Z;  
[baileys@wcsrams.org](mailto:baileys@wcsrams.org)

School Counselors are available to assist students in career, personal, social, emotional and educational areas. Please be sure to make an appointment to meet with your counselors. An emergency is an exception.

Procedures for making an appointment with a Counselor are as follows:

- Students may make an appointment through visiting our Counseling Web page and clicking the "**make an appointment**" button on the left side of the screen,  
**OR**
- Students can email their counselor. You will then be contacted within 48 business hours.
- Additional personnel providing counseling services are:
  - Corrine Byers, Social Worker
  - Rachel Baker, I Know I Can, College Counselor
  - An Ohio Guidestone Counselor

## STUDENT AMBASSADORS & AIDES

Ambassadors represent the best of what WYHS has to offer. This position is the first impression guests have of our school. In order to serve in this capacity or as a student aide, students must comply with all rules required of WYHS Students.

- Maintain a 2.5 Cumulative GPA
- Be considered Sophomore Status
- Dress in accordance with WYHS Dress Code
- Have minimal to no discipline incidents
- Be willing to work as a team.

## TEXTBOOKS

Textbooks are the property of the Board of Education and are loaned to students with the expectation that books and materials will be returned in good condition with allowances made for depreciation. Students are responsible for the books and will be assessed for damaged or lost books. Transcripts will not be released until all fines are paid.

## UNAUTHORIZED USE OF THE BUILDING, LOITERING AND TRESPASSING

**No students will be permitted to use the building when school is not in session without authorization and supervision and will be subject to school disciplinary action should this policy be violated.**

Any student using the building without authorization and supervision will be referred to the local police authorities. The high school is equipped with a security system. Unauthorized use of the building will result in an audible alarm and electronic notification of the police department.

## USE OF ELEVATOR

The elevator is primarily for the use of the building maintenance staff. Students who are not able to climb the stairs because of a physical problem may use the elevator with permission from an Administrator. The number of elevator passes is limited. A student no longer needing an elevator pass is to promptly return it to the office. A student with a lost or missing pass as well those with a pass which is not returned by the last day of the school year may incur a restitution/replacement charge. We request a doctor's or trainer's note to allow the student to keep the pass for more than a day.

## VISITORS

Parents are always welcome at WYHS. We ask that an appointment be made to see any staff member. Adult visitors must check in with the school secretary in the Attendance Office and present identification and state their business. This rule is in effect because state law requires it for the protection of students and staff. Student visitors are not permitted.

Bringing visitors to school is discouraged. However, if there is a valid reason why a visitor must come to school with one of our students, this will be considered by the principal or assistant principal. The visitor must have a pass from the office.

## WITHDRAWAL FROM SCHOOL

Upon withdrawing from Whitehall-Yearling, a student/parent must contact the School Counseling Secretary for further instructions.



## **THINGS TO KNOW ABOUT WYHS**

School Colors: Black and White (Red is used as a trim color)

School Mascot: THE RAM!

Athletic Conference: Central Buckeye League

### **Fight Song**

Fight, Whitehall, fight  
Win this battle, tonight!  
Let's give three big cheers for the great Black and White  
Fight! Fight! Fight!  
Win fellows, win,  
Onward, forward tonight!  
For a victory, Whitehall  
We will Fight! Fight! Fight!

### **Alma Mater**

We sing thy praises, Dear Alma Mater.  
We stand by thee so strong  
and forever true.  
Heaven guide and keep you.  
We shall never fail you.  
Dear, Whitehall-Yearling High!

### **The RAMS Way**

Our students follow the RAMS way everyday!

Respect  
Accountable  
Motivated  
Safe



# Student Code of Conduct

Whitehall City School District (WCS) celebrates and rewards respectful, accountable, motivated and safe behavior within its schools. We believe that when students are aware of what is expected of them, the great majority of our students will make wise choices. Per the Ohio Department of Education, WCS has established a PBIS Plan (Positive Behavior Interventions and Support). However, when a student fails to meet expected standards of behavior, the student will be held accountable for their behavior. The Whitehall City Schools Student Code of Conduct enables students, families, and staff to learn District expectations. The examples of offenses listed in the WCS Code of Conduct are not intended to provide a complete list of offenses that may result in disciplinary action. Any act that disrupts learning and threatens the order, the safety of students, and/or the school environment will be considered for disciplinary action.

## **Student Rules of Conduct First Warning**

Your acknowledgment of these rules constitutes a first warning. You will be given no further warnings. It is your responsibility to familiarize yourself with these rules and the consequences of violating them. The rules herein apply to all students when on all school premises, at all school-sponsored activities, and when aboard a school bus or other Board-owned vehicle. The application of policies in this handbook applies to all Whitehall City Schools activities.

## **Availability of Board of Education Policies**

The Board of Education has established policies and procedures that pertain to students, staff, and school operations. These policies and procedures can be found via links on the District website.

## **Notice of Language Assistance**

Whitehall City Schools will take reasonable steps to ensure that persons with Limited English Proficiency (LEP) have meaningful access and an equal opportunity to participate in all services, activities, and programs available throughout the district. It is the policy of WCS to ensure meaningful communication with LEP students and families and to communicate information related to the education of all students. All services needed to comply with this policy will be provided for students and their families in need of such assistance free of charge. For assistance, please call 614-417-5000.

## **Rights of Students and Parents/Guardians**

In public schools, parents/guardians and students have certain rights given by federal and state laws and Board of Education policies. Nevertheless, the individual rights of students will be weighed against the safety and welfare of the majority of students in the schools.

**Whitehall City Schools believes that:**

- Students have the right to learn.
- Students have the right to feel safe.
- Students have the right to be treated fairly.
- Students have the right to respectfully express their thoughts, feelings, and opinions.
- Students have the right to feel valued & affirmed.
- Students have the right to learn and grow from their mistakes.
- Students have the right to be engaged & involved in their own learning.

**Due Process of Law**

As a WCS student and parent/guardian, you have the right to due process of the law. Before a student is suspended, the student has the right to receive written notice of the reason for the intended suspension and has an opportunity for an informal hearing. Before a student is expelled, the student and the parent/guardian, have the right to receive written notice of the reason for the proposed expulsion and have an opportunity for an informal hearing before the Superintendent or Designee.

**School's Right to Search**

Lockers are assigned to students for their personal belongings, but are considered school property. Sharing of lockers is prohibited. The locker and its contents may be searched at the Administrator's discretion. All lockers must be locked.

Lockers, desks, and any storage place provided for student use is, and remains at all times, property of the Whitehall City School Board of Education. These areas and the contents therein are subject to search at any time, pursuant to board policy. Students' vehicles at school or at a school function may also be searched pursuant to board policy. The regulation also applies to the use of any school district equipment including furniture, computers, and related accessories. The Board also authorizes the use of devices and canines trained in detecting the presence of drugs when the Administration has reasonable suspicion that illegal drugs or devices may be present in a school.

There are certain circumstances in which school officials may be authorized to conduct a search of a student or a student's personal property based on individualized reasonable suspicion. School officials may conduct a search of a student's person or property if they have reasonable suspicion that the search will turn up evidence that the student has violated or is violating the law or school rules and regulations.

**Rights and Responsibilities of Students**

As a WCS Student, you have the responsibility:

- To know and follow the rules and regulations of Whitehall City Schools;
- To do your part to create a positive environment at your school by working toward academic excellence, striving for perfect attendance, and participating in school activities;
- To respect the dignity and worth of yourself, your fellow students, your teachers, and the school staff;
- To respect the authority of teachers, school administrators, and other authorized personnel in maintaining discipline;

- To behave in a way that does not disrupt the educational process or lead to physical or emotional harm;
- To learn problem-solving skills to effectively handle conflict situations in an effort to avoid disrespectful and harmful behaviors.

**STUDENTS ARE PERSONALLY AND SOLELY RESPONSIBLE FOR THE CARE AND SECURITY OF THEIR PERSONAL BELONGINGS AND THE SCHOOL ITEMS ISSUED TO THEM. THE WHITEHALL CITY SCHOOL DISTRICT AND BOARD OF EDUCATION ASSUME NO RESPONSIBILITY FOR THE LOSS, THEFT, DAMAGE, OR VANDALISM OF A STUDENT'S PERSONAL OR SCHOOL-ISSUED PROPERTY.**

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## Student Bus Conduct

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Students on a bus or other authorized Board of Education transportation vehicles are under the authority of and directly responsible to the bus/vehicle driver. The driver has the authority to enforce the established regulations for bus/vehicle conduct. Disorderly conduct or refusal to submit to the authority of the driver will be sufficient reason for refusing transportation service to any student. A student may be suspended from school bus/vehicle riding privileges for all or part of a school year for any violation of established regulations for bus conduct and/or conduct occurring on the bus/vehicle in violation of the Student Code of Conduct. Before a suspension from bus/vehicle riding privileges is imposed, the Superintendent or other designated District personnel will provide a student with notice of an intended suspension and an opportunity to appear before the Superintendent or other designated personnel. Disciplinary suspension periods will be commensurate with the infraction(s) committed as determined by the Superintendent or designated personnel.

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### Consequences and Strategies to Correct Behavior

All students have the right to learn. No student has the right to disrupt the learning activities of others. The safety and security of your child is our highest priority. We are committed to providing a safe learning environment. The WCS staff is responsible for providing corrective instruction to students who fail to meet the behavioral expectations. Multiple options for correcting student behavior may be selected depending on an individual student's needs.

Considerations for action include: the age and grade level of the student, disabilities, student's history of misbehavior, specific offense, and its seriousness in nature.

Each building establishes its own school-wide PBIS Plan that includes activities for teaching and encouraging expected behaviors. The school principal and staff communicate the school-wide PBIS Plan to parents/guardians and students on an annual basis, as well as to new student enrollees.

### Extra-Curricular Code of Conduct

The most important goal of the WCS District extra-curricular program is to provide every participant the opportunity to grow mentally, morally, physically, and emotionally, and to further provide for the safety, health, and welfare of the participant. It must be remembered that participation in extra-curricular activities is not a right but a privilege that may be regulated. Therefore, all students who participate in interscholastic athletics or other extra-curricular activities at any time must meet the WCS Code of Conduct and the conditions that apply which are outlined in this manual.

### Behavioral Intervention Strategies in our District

An intervention strategy is an action designed to help a student overcome academic and/or behavioral barriers to learning. School personnel will use intervention strategies to help prevent or reduce negative behaviors. This list is not inclusive of all interventions that a team or administrator may decide to provide for a student.

**1. Parent/Guardian Contact/Conference**

Notification and a conference with the parent(s)/guardian(s) should take place regarding the student's behavior for disciplinary actions.

**2. School-Based Behavioral Interventions**

Examples of interventions include strategies such as the creation of a behavioral contract with the student, participation in anger management training, loss of privilege, office time-out, loss of recess, re-teaching the behavioral expectation, referral to a school counselor, referral to the school's health lab, other support services, and development of a community service plan or a behavior improvement program/plan.

**3. Detention**

A student may be required to stay after school as a consequence of their behavior in the classroom. Detentions will be held each Wednesday from 3:30 until 4:30 pm. Students may also use detention time to go to tutoring. Students who have early release can serve their detentions in the office at the time of their scheduled release. Students will be notified of their detention on Tuesday nights by email. Failure to serve detention will result in automatic ISS. Students who are referred to detention more than once a week will result in automatic ISS.

**4. Emergency Removal**

Exclusion of a student who poses a continuing danger to District property or persons in the District or whose behavior presents an ongoing threat of disrupting the educational process provided by the District. The emergency removal may be for part of a day and does not count toward suspension days.

**5. In-School Suspension**

Reassignment of the student from the classroom to an alternative setting will take place. Students assigned to in-school suspension will be excluded from extracurricular activities until the next school day following the completion of their suspension. Students will be pulled for ISS as space allows and may not be the day immediately following the incident. Failure to serve ISS does result in a 3 day OSS. ISS assignments will be tracked in increments of threes. If a student reaches three ISS assignments in a quarter (9 week) they will be subject to OSS in the following daily increments 1, 3, 5, 7, 10.

**6. Out-of-School Suspension**

Removal of a student from school for a period of one to ten days will be decided based upon the level of offense. While students are suspended from school, they may have the opportunity to work on class assignments. During the suspension, students are not permitted to participate in extracurricular activities, be on any school property, or ride in any school bus/vehicle. Appeal procedures are available at any school building upon request and are included in the notice of suspension. Classwork will be provided when the outcome decided upon is an out-of-school suspension.

**7. Expulsion**

Removal of a student from school for a period of eleven school days to one calendar year will occur based upon the severity of the offense. Students expelled from the district are not permitted to participate in extracurricular activities, be on any school property, or ride in any school bus/vehicle. Expulsion may result in the loss of credit for courses being taken at school, at the Eastland-Fairfield Career & Technical Schools, or at any college or university, whether under an Education Option, CCP, or at the student's own expense. Expulsion may extend into the following school year. Additionally, any student expelled will not have access to the School of Choice, Community Choice, or Open Enrollment Lottery Process for transfer between schools upon their return the following school year, and are not permitted to be on other school campuses that serve as an extension to our program (college campus, career centers, etc.).

#### **8. Individualized Plan**

Grades and related academic credit(s) are awarded to students upon successful completion of their assignment.

#### **9. Use of Outside Agencies**

School buildings may also utilize outside agencies to provide services and positive behavior interventions.

### **10. CORPORAL PUNISHMENT WILL NOT BE PERMITTED**

#### **Surveillance Equipment**

The WCS District is dedicated to a safe and secure school system. For student safety and welfare, video surveillance equipment and other devices are placed throughout the buildings and school grounds and on buses. Actions recorded on these cameras may be used as evidence in disciplinary action. Any attempt to damage or interfere with the function of these devices will result in disciplinary action by the school and possible referral to local law enforcement agencies.

#### **School Resource Officers**

The School Resource Officer program is a cooperative agreement between the Whitehall City School District and the City of Whitehall. This program assigns Police Officers to support the Whitehall City School District. In addition to their law enforcement duties, the School Resource Officers provide mentoring to students, interact with faculty, and participate in the classroom as guest speakers. The addition of the School Resource Officers has not only provided a safe school environment but also enhances a positive relationship between students and the police.

#### **Anonymous Safety Reporting**

Please report all safety issues to the office. Students who feel uncomfortable reporting this information to the office may see an administrator, teacher, or counselor. Additionally, concerns can be reported to the Safer Ohio School Tipline by calling 844-723-3764. Calls to the Safer Ohio School Tipline can be made anonymously.

#### **Student Infractions**

The goal of all disciplines is to correct and modify behavior to ensure a safe and positive learning environment. The district will utilize both supportive and corrective measures to address student misbehaviors. Multiple options for correcting student behavior may be selected depending on individual student needs including the age and grade level of the student, history of misbehavior, and seriousness of any specific offense.

Infractions are generally classified into three categories:

**Level I: Minor Offenses**

- Violations that have the potential to negatively impact the safe learning environment.

**Level II: Moderate Misconduct or Repeated Level I Offenses**

- Violations that may cause harm or potential harm to person or property.

**Level III: Serious Misconduct or Repeated Level I or Level II Offenses**

- Violations of serious misconduct, illegal offenses, health-threatening offenses that may cause harm or potential harm to a person or property

The level of infractions and potential school and district responses are outlined in the WCS Infraction Matrix section below. The matrix is followed by a description of each infraction. Both the matrix and descriptions serve as a general guide. Infraction classifications and disciplinary consequences may vary as determined by the school or district administrator.

**WCS Infraction Matrix**

**Level I: Minor Offenses**

- Violations that have the potential to negatively impact the safe learning environment.

**Level II: Moderate Misconduct or Repeated Level I Offenses**

Violations that may cause harm or potential harm to person or property.

**Level III: Serious Misconduct or Repeated Level I or Level II Offenses**

- Violations of serious misconduct, illegal offenses, health-threatening offenses that may cause harm or potential harm to a person or property

**Corrective Measures:** Multiple options for correcting student behavior may be selected depending on individual student needs including the age and grade level of the student, history of misbehavior, and seriousness of any specific offense.

## SUMMARY OF STRATEGIES & CONSEQUENCES

Student Code of Conduct Infractions	Code of Conduct Infraction Number	Infraction Level			Support Initiatives			Corrective Measures				
		Level 1: Minor Infraction	Level 2: Moderate Infraction	Level 3: Serious Infraction	Parent & Student Conference	School Based Intervention	Referral to Student Support Programs	Detention	Community Service	In School Suspension	Out of School Suspension or PALS	Referral for Expulsion
Alcohol and Drugs	1			X	X	X	X			X	X	X
Counterfeit Substances	2		X		X	X	X			X	X	X
Smoking or Use of Tobacco	3				X	X	X			X	X	
Committing a Felonious Act or Other Violation of Law	4			X	X	X	X				X	X
Possession or Use of Weapons or Dangerous Instruments	5			X	X	X	X				X	X
Inducing Panic	6		X	X	X	X	X			X	X	X
False Alarms and Reports	7		X	X	X	X	X			X	X	X
Inappropriate Behavior - Disturbance/Horseplay/Loitering	8	X	X		X	X	X	X	X	X	X	
Unauthorized Touching or Hitting or Throwing	9	X	X	X	X	X	X	X	X	X	X	X
Disruptive Behavior	10	X	X	X	X	X	X	X	X	X	X	X
Bullying and Hazing (Harassment and Intimidation)	11			X	X	X	X				X	X
Disrespect	12	X	X		X	X	X	X	X	X	X	
Insubordination	13	X	X		X	X	X	X	X	X	X	
Damage to School Property/Vandalism	14		X	X	X	X	X		X	X	X	X
Extortion	15		X	X	X	X	X			X	X	X
Fires	16		X	X	X	X	X			X	X	X
Theft or Possessing Stolen Property	17	X	X	X	X	X	X	X	X	X	X	X
Public Display of Affection (P.D.A.)	18	X			X	X	X	X	X	X		
Sexual Misconduct	19		X	X	X	X	X			X	X	X
Pornography & Sexting	20			X	X	X	X				X	X
Presence in an Unauthorized Area or Trespassing	21	X	X	X	X	X	X	X	X	X	X	X
Truancy/Missing from Class	22	X	X	X	X	X	X	X	X	X	X	X
Tardiness	23	X			X	X	X	X	X	X		
Driving Regulations/Use of Auto/Illegal Parking	24	X	X		X	X	X	X	X	X	X	
Gambling	25	X	X		X	X	X	X	X	X	X	
Use of Property	26	X	X		X	X	X	X	X	X	X	
Bus Behavior	27	X	X		X	X	X	X	X	X	X	
Academic Dishonesty	28	X	X	X	X	X	X	X	X	X	X	X
Creating a Safety Hazard	29	X	X	X	X	X	X	X	X	X	X	X
Dress Code Violation	30	X			X	X	X	X	X	X		
Improper Possession and/or Use of Electronic Equipment/Devices	31	X	X	X	X	X	X	X	X	X	X	X
Inappropriate Material	32				X	X	X	X	X	X	X	X
Inappropriate Use of Social Media	33	X	X	X	X	X	X	X	X	X	X	X

### Substance Use Matrix

This matrix serves as an additional guide for substance use infractions. Early intervention and drug screening are embedded to best support and educate students. Interventions and consequences to substance use infractions may include mandatory individual and/or family-based education, counseling, small group discussions, etc.

Tobacco/	Drugs and/or Alcohol	Disciplinary Strategies and Consequences
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Vaping (non-drug)		
1st Offense	N/A	Up to 10-day suspension without an expulsion. Can be reduced to 3 days (1 day OSS, 2 days ISS/PALS) with completion of drug screen and intervention deemed necessary.
2nd Offense	1st Offense	Up to 10-day suspension without an expulsion. Can be reduced to 5 days (2 days OSS, 3 days ISS/PALS) with completion of drug screen and intervention deemed necessary.
3rd Offense	2nd Offense	Up to 10-day suspension (7 days OSS, 3 days ISS/PALS) without an expulsion. Referral to an outside agency.
N/A	3rd Offense	Up to 10-day suspension with recommendation for expulsion.

## Code of Conduct Infraction Descriptions

### 1. Alcohol and Drugs

- a. For purposes of this section of the Code of Conduct, the term "Substance" shall include, but not be limited to the following: alcohol; illegal drugs; medications; narcotics; hallucinogens; amphetamines; barbiturates; marijuana; steroids; caffeine tablets; K2, spice, posh, "legal weed", or any other marijuana substitute; look-alike drugs; or any substance that is represented to be, to contain, to mimic, or be used to produce the same or similar effects as illegal drugs, narcotics, hallucinogens, amphetamines, barbiturates, marijuana, edibles, alcohol, CBD products, stimulants, depressants, or other intoxicants; or any other controlled substance as defined under the laws of Ohio or federal law. E-cigarettes, vaping, juuling, IQOS, or the use of other similar devices used to inhale or ingest foreign substances will be treated as a drug violation.
- b. A student shall not possess, solicit, use, conceal, sell, distribution, offer to sell, purchase, be under the influence of, show evidence of consumption, supply, distribute, or transmit any substance, or otherwise violate Board Policy.
- c. "Possession" includes, but is not limited to, retention of a substance on the student's person or in a bag, purse, wallet, locker, desk, or vehicle. Included in this prohibition is the possession of drug paraphernalia, which includes, but is not limited to rolling papers, and other items used to inject, inhale, administer, deliver, ingest, or otherwise consume a substance.
- d. Any student that enters the building with a strong substance smell will be immediately ER for the day.
- e. Students appearing to be under the influence will be immediately ER for the day, subsequent to a personal search.

### 2. Counterfeit Substances

- a. No student shall possess any counterfeit "Substance," as the term is defined under "Alcohol and Drugs,". No student shall possess any counterfeit money, nor shall any student make, sell, offer to sell, give, package, conceal, supply, transmit, or deliver a counterfeit substance. Possession is defined under "Alcohol and Drugs."

- b. No student shall directly or indirectly represent a counterfeit Substance as a Substance that is prohibited by the Code of Conduct by describing, either with words or conduct, its effects as being the same or similar to the physical or mental effects associated with the use of a Substance.
- c. No student shall directly or indirectly represent a counterfeit Substance as a Substance that is prohibited by the Code of Conduct.
  - Any Substance that bears, or whose container or label bears, a trademark, trade name, or other identifying mark used without authorization of the owner or rights to such trademark, trade name, or identifying mark;
  - Any unmarked or unlabeled contraband that is represented to be a Substance prohibited by the Code of Conduct, which is manufactured, processed, packaged, or distributed;
  - Anything that is represented to be a Substance prohibited by the Code of Conduct but does not fall within the definition of a "Substance."
  - Anything that a reasonable person would believe to be a Substance prohibited by the Code of Conduct because of its similarity in shape, size, color, markings, labeling, packaging, distribution, or the price for which it is sold or offered for sale.

**3. Smoking or Use of Tobacco**

- a. Ohio law prohibits pupils from smoking and/or using and/or possessing and/or selling tobacco in any area under the control of the school district or at any activity supervised by any school in that district.
- b. E-cigarettes, vaping, juuling, IQOS, or the use of other similar devices used to inhale or ingest foreign substances will be treated as a drug violation.
- c. Therefore, a student shall not smoke, otherwise use, possess, buy, sell, attempt to sell, distribute, or burn tobacco in any form, including, but not limited to, cigarettes, electronic cigarettes/vaporizers, vaping devices, cigars, clove cigarettes, chewing tobacco, snuff, and any other nicotine products.
- d. Students may be assumed to be smoking if any one of the following conditions exists;
  - odor of smoke present,
  - more than one person in a restroom stall,
  - or refusing to come out of the stall if asked.
- e. Students can not carry lighters on their person. They will be confiscated.

**4. Committing a Felonious Act or Other Violation of Law**

A student shall not commit any act not listed herein that constitutes a felony, misdemeanor, or violation of an ordinance.

**5. Possession or Use of Weapons or Dangerous Instruments**

- a. A student shall not possess, transmit, or conceal a dangerous weapon, dangerous instrument, or "look-alike" counterfeit weapon or instrument. Such items include, but are not limited to, explosives, bullets, fireworks, mace and/or pepper spray, firearms, knives, BB or pellet guns, tasers or any object that can reasonably be considered a dangerous instrument. Look-alike weapons include but are not limited to, any object a reasonable person might consider, under the circumstances, to be a weapon or dangerous instrument, this includes toy look-alike guns.
- b. Additionally, [O.R.C. Sec. 2923.122](#) makes it a felony for any person to knowingly convey, attempt to convey, or possess any deadly weapon or dangerous ordinance onto or on any property owned by or controlled by, or to any activity held under the auspices of, a school. Students suspected of having a weapon may be subjected to a personal search. A violation may result in the student being expelled for a period of one calendar year. Violators of the Code of Conduct may be referred to civil authorities. Whenever a student is suspended, expelled, or permanently

excluded from school for a Code of Conduct violation involving a firearm, knife, or other weapons, the student may lose or be denied a driver's license.

**6. Inducing Panic ([ORC 2917.31](#))**

- No student shall induce panic, i.e., cause the evacuation of any school building or otherwise cause serious public inconvenience or alarm, by:
  - Initiating or circulating a report or warning of an alleged or impending fire, explosion, crime, or other catastrophes, knowing that such a report or warning is false. Examples include, but are not limited to, pulling a fire alarm when you know there is no fire, making a bomb threat when you know there is no bomb, and making a fake "hit list".
  - Threatening to commit an offense of violence, as that term is defined in O.R.C. Section 2917.31. Examples include, but are not limited to, threatening to kill, assault, kidnap, rape, or rob someone, to commit extortion, to provoke a riot, to commit arson, or to discharge a firearm at or into the school.
  - Committing any offense with reckless disregard for the likelihood that its commission will cause serious public inconvenience or alarm. For purposes of this policy, reckless disregard means perversely disregarding a known risk that your conduct is likely to cause serious public inconvenience or alarm, and being heedlessly indifferent to the effects of your actions on others.
  - Any student who violates this rule will be subject to school discipline, in accordance with board policy and the Code of Conduct. In addition, any student who violates this rule may be referred to the authorities. Under Ohio law, any person who "induces panic" is guilty of a felony, regardless of whether anyone is hurt or the school suffers economic harm.
  - Students may be expelled for one calendar year. (See ORC Section 2917.31)

**7. False Alarms and Reports**

A student shall not initiate a fire alarm or initiate a report warning of a fire, bombing, bomb threat, or other catastrophe or emergency without cause, or give false information or falsely report school incidents. A violation may result in the student being expelled for a period of up to one calendar year.

**8. Inappropriate Behavior - Disturbance/Horseplay/Loitering**

- a. A student shall not be involved in any type of inappropriate behavior, including but not limited to excessive noise and blocking/loitering in hallways, which will also include excessive noise for electronic devices and/or speakers.
- b. DISTURBANCES: Students causing disturbances on school premises (i.e. insubordination to teachers or other school employees or possession of firecrackers, smoke bombs, etc.) or having possession of, or threatening with, any type of weapon may be suspended from school.

**9. Unauthorized Touching or Hitting or Throwing**

This is the act of physically touching or hitting, or making physical threats to a student or employee of the school system, or any other person while on school property or at a school event. This includes spitting or forcing bodily fluid onto a person. Charges may be filed in the event of an assault. A violation may result in the student being expelled for a period of up to one calendar year.

**10. Disruptive Behavior**

A student shall not disrupt, attempt to disrupt, or urge others to disrupt the educational process, normal school operations, or any school or school-sponsored activity by violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or other disorderly conduct.

**11. Bullying and Hazing (Harassment and Intimidation)**

- a. Ongoing and/or pervasive harassing, hazing, intimidating, bullying, and/or dating violence behavior by any student in the District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. Harassment, hazing,

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

b. Bullying is defined according to [ORC 3313.666](#)

■ Ongoing and/or pervasive hazing, harassment, intimidation, bullying, or dating violence can include many different behaviors. Examples of conduct that could constitute prohibited behaviors include, but are not limited to:

1. physical violence and/or attacks;
2. threats, taunts, and intimidation through words and/or gestures;
3. extortion, damage, or stealing of money and/or possessions;
4. exclusion from the peer group or spreading rumors;
5. repetitive and hostile behavior with the intent to harm others through the use of information and communication technologies and other web-based/online sites (also known as cyberbullying), such as the following:
  - a. posting slurs on web sites, social networking sites, blogs or personal online journals;
  - b. sending abusive or threatening emails, web site postings or comments and instant messages;
  - c. using camera phones to take embarrassing photographs or videos of students and/or distributing or posting the photos or videos online, and
6. using web sites, social networking sites, blogs or personal online journals, e-mails or instant messages to circulate gossip and rumors to other students.

**12. Disrespect**

- a. A student shall not use abusive, obscene, profane, or offensive language, gestures, or signs toward another student, school employee, or adult.
- excluding others from an online group by falsely reporting them for inappropriate language to Internet service providers.

**13. Insubordination**

A student shall not fail to comply with reasonable requests or directives of adults or school employees.

**14. Damage to School Property/Vandalism**

A student shall not knowingly cause or attempt to cause physical damage to any school building or school property or private property of another, including the private property of school employees on school property. Parents, guardians, or custodians shall be held financially responsible for any such property damage, by their child, pursuant to O.R.C. [3109.09](#), [2307.70](#), and any other applicable sections of law. The building administrator will determine the extent of the damage and will assign discipline.

**15. Extortion**

- a. Extortion is defined, by Ohio Revised Code, as exposing or threatening to expose any matter tending to subject a person to hatred, contempt, or ridicule, or to damage any person's personal or business repute, or to impair any person's credit.
- b. A student shall not commit an act of extortion, threatened extortion, or threaten reprisals in order to secure an object, benefit, or service from another person.

**16. Fires**

A student shall not burn or attempt to burn any part of any building or objects, or any other property belonging to another person or to the Whitehall City Schools, unless authorized by school personnel.

**17. Theft or Possessing Stolen Property**

- a. A student shall not steal or attempt to steal property. If a student finds an item that does not belong to him/her, they must immediately turn it into a staff member. A person commits a theft when he/she:
  - obtains or exerts unauthorized control over the property of the owner (including computer software or copyrighted material); or
  - obtains by deception control over the property of the owner; or
  - obtains by threat control over the property of the owner; or
  - obtains control over stolen property, knowing the property to have been stolen or under circumstances, as would lead him/her to reasonably believe that the property was stolen, and he/she:
    - 1. intends to deprive the owner of the use or benefit of the property; or
    - 2. knowingly uses, conceals, or abandons the property in such a manner as to deprive the owner of such use or benefit; or
    - 3. uses, conceals, or abandons the property, knowing such use, concealment, or abandonment probably will deprive the owner of such use or benefit.

**18. Public Display of Affection (P.D.A.)**

Students shall not have physical contact including but not limited to: cuddling, kissing and/or any other intimate touching.

**19. Sexual Misconduct**

Students shall not engage in sexual misconduct on school grounds or at school-sanctioned events as defined in Ohio Revised Code ([ORC 2907.01](#)), including but not limited to fondling, sexual contact, sexual activity, intercourse, masturbation, nudity, prostitution, sexual acts that are harmful to juveniles,

**20. Pornography & Sexting**

- a. The possessing, taking, disseminating, transferring, or sharing of nude, obscene, pornographic, lewd, or otherwise illegal images or photographs.
- b. Whether by local storage or electronic data transfers or otherwise (commonly called texting, emailing, posting on social media, etc.) may constitute a crime under state and/or federal law.
- c. Any person possessing, taking, disseminating, or sharing nude, obscene, pornographic, lewd, or otherwise illegal images or photographs may be punished under this Code of Conduct and may be reported to the appropriate law enforcement agencies.

**21. Presence in an Unauthorized Area or Trespassing**

- a. A student shall not be on school grounds or in any unauthorized area of school grounds or any Whitehall City Schools building without permission.
- b. A student shall not be outside the building without permission.
- c. A student shall not leave school grounds without permission.

**22. Truancy/Missing from Class**

- a. Refer to the attendance section of the handbook and the Whitehall City Schools board policy [JEDA](#) and [Ohio House Bill 410](#).
- b. A “habitual truant” is any child of compulsory school age who is absent without a legitimate excuse for 30 or more consecutive hours, 42 or more hours in one month or 72 or more hours in a school year.
- c. School administrators will begin this process with the School Absence Intervention Team.
- d. If a student fails to attend an assigned period without an excuse, the absence will be counted as unexcused and the student may receive disciplinary action.

**23. Tardiness**

- a. Students are expected to arrive at school on time.
- b. Students are expected to abide by the school's class schedule and schedule, arriving to class on time.
- c. Tardiness to School: Refer to the attendance section of the handbook and the Whitehall City Schools board policy [JEDA](#).
- d. Tardiness to Class: If a student arrives late to class without a pass or excuse, the student will be considered tardy to class and may be referred to the office for additional discipline.
- e. Tardies to class policy: Tardies will be tracked on a quarterly (9 week) schedule. Consequences will be as follows: 5 tardies to class will be automatic In School Suspension. 10 tardies to class will receive 1 day OSS. 15 tardies to class will receive 3 days OSS. 20 tardies to class will receive 5 days OSS.

**24. Driving Regulations/Use of Auto/Illegal Parking**

Students are not permitted to park in designated staff, visitor, and/or handicapped spaces, or improperly use an automobile to and from school and on school property, or be in violation of the parking code.

**25. Gambling**

Students may not gamble anywhere on school grounds or a school event.

**26. Use of Property**

Students may not use any school-owned property or another student’s property without permission.

**27. Bus Behavior**

- a. A student shall not violate the bus rules listed in below. All bus discipline will be reported to the transportation supervisor and school administrator. (Refer to the School Bus Conduct section)
- b. Inappropriate behavior on bus/school transportation may result in suspension from riding privileges.
- c. The following regulations pertain to school bus conduct and are intended to ensure the safety and welfare of the students, the bus driver and other drivers on the road and to ensure the safety and proper maintenance of school buses. Students will:
  - 1. Railroad Crossing - Be quiet, do not talk when the bus is approaching a railroad crossing or highway intersection
  - 2. Seats -Remain seated in assigned seats. Fighting also will not be permitted.
  - 3. Windows- Keep hands, heads, books and miscellaneous objects inside the bus, never outside the windows. Windows are to be opened only by approval of the driver.
  - 4. Eating –Eating or drinking on the bus is not permitted.
  - 5. Quiet -Talk quietly -no yelling inside the bus or out the windows.
  - 6. Throwing Objects -Do not throw objects inside the bus or out the bus windows.
  - 7. Bus Stops -Wait until bus stops and driver gives the signal for crossing before leaving the residence side to board the bus. ·

8. Crossing-Cross in front of the bus ONLY, approximately ten feet in front of the bus.
  9. Time -Will be at designated pick-ups on time in the mornings and in the evenings when school is dismissed.
  10. 10. Profanity – the use of profanity or smoking, while on the bus, is not permitted
- In general, students riding school buses shall be expected to conduct themselves in the same manner as in the classroom.
  - Students are always under the direction of the driver while on the school bus.
  - Riding to school is a privilege and convenience. The failure of a student to follow these regulations may result in his forfeiting the privilege of transportation by school bus.
  - Prior to the start of school: Bus rules will be sent home to students/parents.
  - The following disciplinary procedure will be used on school buses:
    1. FIRST INCIDENT: The driver provides a formal warning to the student and issues a student misconduct report to the building principal or designee.
    2. SECOND INCIDENT: The driver issues a bus conduct report which includes up to a three-day suspension from bus transportation. \*Parents will be notified of a loss of transportation privileges. The principal will set up a meeting with the parent, student and driver to discuss the problem.
    3. THIRD INCIDENT: The driver issues a bus conduct report which includes up to a ten-day suspension from bus transportation. \*The parents will be notified of the loss of transportation privileges. The parents and student will meet with the principal prior to reinstatement to the bus. An intervention plan will be developed to prevent future misconduct.
    4. FOURTH INCIDENT: The driver issues a bus conduct report which includes up to a 30-day suspension from bus transportation. \*Parents and student will be required to attend a conference with the principal to determine if/when riding privileges may be reinstated based upon meeting specific criteria.
    5. FIFTH INCIDENT: The driver issues a bus conduct report which includes a loss of transportation privileges for the remainder of the school year. Parents will be notified of the loss of transportation privileges.
  - The following severe inappropriate behavior may result in the loss of transportation privileges for the remainder of the year at the time of the incident:
    1. Fighting on the bus during the route.
    2. Throwing an object at the bus driver during the route.
    3. Using profanity at the bus driver during the route.
    4. Willfully causing damage to the school bus.
  - Prior to implementing a suspension from the bus, it is necessary for the building administrator to contact parents/guardians. As some families do not have phones, the administrator may need to rely on mailing a notification of suspension to the home. In order to better communicate with the driver, the administrator will indicate the start and end date for the suspension on the bus misconduct form and fax it to the driver.

## **28. Academic Dishonesty**

- a. A student shall not cheat or use unauthorized materials on tests or other schoolwork.
- b. Academic Dishonesty is failure to appropriately acknowledge another's intellectual property in one's own work, to falsify facts or misuse information, to use unauthorized materials during a test, quiz, or exam, or to assist or contribute to another's academic misconduct. If a student is

concerned that his or her work may violate academic integrity, then it is the responsibility of the student to confer with the teacher prior to submitting work for credit.

- Definitions

1. *Cheating*: The act of deception by submitting work as one's own. This includes, but is not limited to copying another student's assignment either all or in part, or supplying a student with another's assignment. Cheating also includes using unauthorized materials such as notes, books, prohibited technology, calculators, or computers during a test, quiz, exam, or project. Students may not share information on tests, quizzes, and projects unless the teacher has explicitly given permission to do so.
2. *Plagiarism*: The act of presenting the published ideas or words of another as one's own. This includes but is not limited to books, poems, speeches, films, TV, newspapers, magazines, and Internet media. Using information from such sources requires proper citations and formatting in order to give credit to the author or speaker.
3. *Forgery*: The act of altering signatures, school-related forms, documents, or records (either paper or electronic form) for academic advantage.
4. *Stealing*: The act of taking academic information for personal gain. Examples include, but are not limited to, taking another student's work without permission, taking an exam key, removing a test from a teacher's room without permission, obtaining electronic material from a teacher's computer, or keeping test booklets instead of returning them to the teacher.
5. *Inappropriate Use of Technology* - I will not pass off work created by artificial intelligence as my own. This includes using artificial intelligence to generate responses to prompts, write essays, produce content, or solve problems. Doing so constitutes academic dishonesty.

**29. Creating a Safety Hazard**

- a. Students shall not create a safety hazard.

**30. Dress Code Violation**

- a. A student shall not violate the dress code. ([Refer to the Dress Code section](#))
- b. Students found in continuous violation will be subject to refusal of the right to wear the specific item (e.g. Hats, hoods)
- c. Students out of dress code will be sent home to change or ISS if there is space available.

**31. Improper Possession and/or Use of Electronic Equipment/Devices**

- a. Please refer to the following board policies - Computer/Online Services - Acceptable Use and Internet Safety ([EDE](#)), Bring Your Own Technology Program ([EDEB](#)), Use of Electronic Communications Equipment by Students ([JFCK](#)), and [Personal Communication Devices](#).
- b. This infraction includes all personally owned devices, including cell phones.
  - Students will use approved devices only for an educational purpose, and only when directed by a classroom teacher or administrator.
  - Students must keep devices turned off and stored away when not directed to use them.
- c. All electronic devices may be searched if there exists a reasonable suspicion that they may have been used in an activity prohibited by the Code of Conduct.
- d. Students are expected to use technology in a responsible way that does not violate academic dishonesty infraction (#28).
- e. Students are NOT permitted to record anyone without their permission for any reason.

### **32. Inappropriate Material**

- a. Students are not to possess, bring, make, transmit, conceal, sell, or offer to sell inappropriate material or items. Example: pornographic or obscene material.

### **33. Inappropriate Use of Social Media**

- a. Care must be taken on social media to maintain an atmosphere of respect consistent with the behavior expected of students in school.

*Note: This is a representative listing of rules and violations. It is not a complete listing of all acts of misbehavior that may require disciplinary action. The Whitehall City Schools administration reserves the right to take disciplinary action as the situation warrants.*

In addition to these items, a student may be subject to school disciplinary action, for misconduct that occurs off school property to the extent that the misconduct, regardless of when it occurs, is directed at a district official (or employee or the property of such official or employee.) Such action is deemed appropriate by the Board of Education because disrespectful acts could negatively affect student behavior at school and thereby cause deterioration in the learning environment. See ORC 3313.661(A).

Certain violations of the Code of Conduct involving firearms, knives, bomb threats, or serious physical harm to persons or property can result in the student being expelled for a period of up to one calendar year or being permanently excluded from school. See board policy.

Given a specific set of circumstances, charges may be filed against anyone who has violated the law in addition to school punishment.

The Code of Conduct shall apply to conduct not specifically set forth herein which substantially and materially disrupts or interferes with good order, discipline, or operation of the academic or educational process taking place in the school, or which substantially and materially is, or poses a threat to, the safety of persons or property.

Whitehall City Schools comply with all requirements of state and federal law in regard to the discipline of disabled students.

All Student Handbook policy references were current at the time of publication. Policies are subject to change as the Board of Education updates policies throughout the year. All discipline and policy enforcement will be based on current Board of Education policy located on the District website and/or at <https://go.boarddocs.com/oh/whitehall/Board.nsf/Public>. Please refer to board policies online for the most recent version.

In determining whether disciplinary action set forth in this policy is to be implemented, District administrators shall use a preponderance of evidence standard. Further, any individual charged with making a disciplinary determination under this policy shall retain all documents, electronically stored information ("ESI"), and electronic media. In addition, this statement of due process rights is to be placed in all student handbooks (see next page) in a manner that will facilitate understanding by students and their parents.

These procedures shall not apply to in-school disciplinary alternatives including in-school suspensions. An in-school suspension is one served entirely in a supervised learning environment within a school setting. Nor shall these disciplinary alternative procedures apply to students who are prohibited by

authorized school personnel from all or part of their participation in cocurricular, interscholastic, and/or non-interscholastic extra-curricular activities.

### **Board of Education Procedures and Rules**

It is not the intention of this manual to be all-inclusive of the District's policies. The procedures listed below are for reference only and can be obtained in their entirety at the WCS district office. Board policies are available on the WCS website.

**Due Process Rights** – Policy [JFA](#) Student Suspension and Expulsion Procedures The Board of Education recognize that students have limited constitutional rights when it comes to their education. Accordingly, the Board establishes the following procedures which Administrators shall use when dealing with students:

### **Students Subject to Suspension**

When a student is being considered for an out-of-school suspension by the Superintendent, Principal, or other administrators:

ated and/or received as part of an investigation.

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 to explain his/her actions.
3. An attempt will be made to notify parents or guardians by telephone if a suspension is issued.
4. Within one (1) school day of the suspension the Superintendent, Principal, or other administrators will notify the parents, guardians, or custodians of the student. The notice will include the reasons for the suspension and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the suspension to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within ten (10) calendar days after the date of the notice to suspend. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.
5. If a student leaves school property without permission immediately upon violation (or suspected violation) of a provision of the Student Code of Conduct/Student Discipline Code or prior to an administrator conducting an informal hearing as specified above, and the student fails to return to school on the following school day, the Principal, assistant Principal, Superintendent, or any other administrator, may send the student and his/her parent(s)/guardian(s) notice of the suspension, and offer to provide the student and/or his/her parents an informal hearing upon request to discuss the reasons for the suspension and to allow the student to challenge the reasons and to explain his/her actions, any time prior to the end of the suspension period.

### **Appeal of Suspension to the Board or its Designee**

The student who is eighteen (18) or older or the student's parent(s) or guardian(s) may appeal the suspension to the Board or its designee. They may be represented in all such appeal proceedings.

A verbatim record will be kept of the hearing which will be held in a private session at the request of the student, parent, or guardian. The procedure to pursue such an appeal will be provided in regulations approved by the Superintendent. Notice of appeal must be filed, in writing, with the Treasurer or the Superintendent within ten (10) calendar days after the date of the notice to suspend.

## **Appeal to the Court**

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

## **Students Subject to Expulsion**

When a student is being considered for expulsion by the Superintendent:

1. The Superintendent will give the student and parent, guardian, or custodian written notice of the intended expulsion, including reasons for the intended expulsion.
2. The student and parent or representative have the opportunity to appear before the Superintendent or designee to challenge the proposed action or to otherwise explain the student's actions. The written notice will state the time and place to appear, which must not be earlier than three (3) school days nor later than five (5) school days after the notice is given unless the Superintendent grants an extension upon request of the student or parent.
3. Within one (1) school day of the expulsion, the Superintendent will notify the parents, guardians, or custodians of the student and the Treasurer of the Board. The notice will include the reasons for the expulsion and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.

## **Appeal of Expulsion to the Board**

A student who is eighteen (18) or older or a student's parent(s) or guardian(s) may appeal the expulsion by the Superintendent to the Board or its designee. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the expulsion to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within fourteen (14) calendar days after the date the expulsion begins. They may be represented in all such appeal proceedings and will be granted a hearing before the Board or its designee.

A verbatim record will be kept of the hearing which will be held in private session at the request of the student, parent, or guardian.

The procedure to pursue such an appeal will be in accordance with regulations approved by the Superintendent. Notice of appeal must be filed, in writing, within fourteen (14) calendar days after the date the expulsion begins with the Treasurer of the Board or the Superintendent.

## **Appeal to the Court**

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

## **Students Subject to Emergency Removal**

Students whose conduct warrants emergency removal shall be dealt with in accordance with the rights and procedures outlined in Policy [JGDA](#) - Emergency Removal.

## **Students Subject to Permanent Exclusion**

Students whose conduct is that for which permanent exclusion is warranted shall be dealt with in accordance with the rights and procedures outlined in Policy [JEGA](#) - Permanent Exclusion.

## **Students Subject to Suspension from Bus Riding/Transportation Privileges**

Students whose conduct warrants suspension from bus riding and/or transportation services shall be dealt with in accordance with the rights and procedures outlined in Policy [JFCC-R](#) (also see [EEACC-R](#)) Student Conduct on District Managed Transportation

**Whitehall City School Policies** - <https://go.boarddocs.com/oh/whitehall/Board.nsf/Public>

### **CONCERNS/QUESTIONS**

The district encourages parents to first work with their child's teacher(s) to address concerns or resolve conflicts. If you have further concerns after meeting with the teacher(s), contact the school's administration.

## **STUDENT DRESS CODE**

Part of the total educational process for students is learning to dress appropriately and behave responsibly in a variety of situations. Students are expected to dress in a manner appropriate to the school environment which does not cause disruption to the academic process. Research has shown a correlation between appearance and behavior, especially in the school setting.

These regulations will assist parents, students, faculty, and administrators in determining appropriate student standards for dress while at school or school-sponsored activities.

1. Students are responsible for dressing according to the approved dress code.
2. Parents/guardians are also responsible for ensuring students are dressed appropriately for school
3. Administration and faculty, together, are responsible for the enforcement of the dress code. The dress code is enforced at school and school functions are not open to the public. The decision of the principal is final with regard to dress code violations.
4. When dress or grooming interferes with the cleanliness, health, welfare, or safety of students, or when dress or grooming disrupts the educational process by being distracting, indecent or inappropriate, it is prohibited. Clothing must be worn as designed.
5. Sponsors and teachers of elective programs (such as vocational classes) or elective activities (such as sports and music) may require more strict standards regarding dress and appearance for participants in their program or activity.
6. As new trends in fashion or dress emerge or become out of date, the District reviews and revises the dress code to reflect the standards of the community.

Students shall adhere to the following guidelines for dress and appearance:

1. All clothing must conceal undergarments at all times. Shirts that reveal undergarments, cleavage, bare chests, or excessive skin, whether due to the transparency, length, fit, or lack of coverage of the shirt, are not permitted
2. Skirts, shorts, and dresses must be at mid-thigh or below. Garments may not be form-fitting unless covered by an appropriate loose-fitting garment that completely covers both the front and rear private and buttocks areas.
3. Shorts, skirts, and pants must be appropriately sized for the student and worn at the waist. Biking pants or spandex are not allowed. Leggings and other form-fitting bottoms will not be permitted unless worn with a loose-fitting top that completely covers both the front private and rear buttocks area.

4. Tank tops, tube tops, halter tops, spaghetti straps, muscle shirts, and any shirt revealing cleavage, midriffs, backs, or chests are not allowed. No transparent or open mesh garments or garments with large open sides may be worn without an underliner. Undergarments must not be exposed.
5. Shoes must be worn at all times and must not present a safety hazard. No flip-flops or slippers. Safety considerations may dictate the type of footwear worn in specific classes or school settings.
6. Headcoverings, sleepwear, and outerwear including but not limited to hats, hoodies, bandanas, sunglasses, masks, sweatbands including arm and leg bands, and other outdoor or head apparel are not permitted. Exceptions may be made by an administrator for religious, medical, or safety reasons. Headwear of any type that obstructs one's identity or makes it difficult to identify an individual will not be allowed.
7. Hooded articles of clothing may be permitted at the high school only but only if hoods are down and not worn on the head.
8. Clothing or accessories that could be interpreted as promoting hate or communicating negative, profane, or vulgar messages, or which advertise or are in any way related to alcohol, tobacco drugs, or weapon; or have sexual, vulgar, suggestive, or objectionable messages (explicit or implied) are not permitted.
9. Sleepwear including but not limited to pajamas, bonnets, blankets, and slippers is not permitted to be worn in school.
10. Hair must be clean and groomed.
11. Accessories that could be dangerous to persons or destructive to school property are not allowed.
12. The presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangement, trademark, or any other attribute, denotes membership in a gang is not permitted.
13. The length and style of hair (both facial and head) and jewelry shall be limited if it constitutes a health or safety hazard, a distraction, or harmful to the building or equipment. In both cases, the student may be required to wear a protective covering or remove jewelry.
14. Clothing with large or inappropriately placed tears and holes are not allowed.
15. All clothing must be appropriately sized.
  - A. Pants/skirts must be cut to fit and worn at the waist.
  - B. Pants should not drag on the ground.
  - C. Pants worn low are prohibited.
  - D. No skin-tight clothing.
16. Wearing outdoor jackets/coats/hoodies in the building is not permitted in the middle school.

Violation of the dress code can result in exclusion from class until the violation can be resolved and/or disciplinary action is taken. In case of questionable dress (not explicitly covered in these guidelines), the problem will be discussed with the student, and appropriate corrective and/or disciplinary action may be taken. When necessary, a home contact seeking parental cooperation and assistance will be made.

Repeating infractions will result in appropriate discipline. Exceptions to these guidelines may be made by building principals for activities such as proms, physical education, and other special events.

# APPENDIX



*We are relationship-driven, resourceful, resilient, and ready!*

Dear Parents/Guardians and Students,

There is a law regarding truancy in Ohio of which everyone needs to be aware and understand School-aged students are now considered "**habitual truants**" if they are absent **without excuse** for:

- 30 or more consecutive hours
- 42 or more hours in a month
- 72 or more hours in a school year

By Board of Education policy, the only absences that will be considered excused are illness of the student, illness in the family, death in the family, quarantine for contagious disease or religious reasons. All other absences will be considered unexcused. In order for an absence to be excused, a phone call the morning of the absence or a note when the student returns to school is required. Once a student has reached 65 hours of excused absences in addition to the parent notification additional information/documentation may be required.

In an effort to correct truancy problems, parents/guardians will be notified by the school when a student's absence is approaching one of the levels listed above.

If the attendance problem is not corrected once parents/guardians are notified, the Board will direct the administration to develop an intervention strategy to improve the student's attendance.

**If these interventions are not successful, the district will file a complaint with the juvenile court.**

It is very important that students are in school on time all day each and every day. We encourage parents/guardians to make sure that your child is in school or that the school is notified with a reason for any absence.

We appreciate your cooperation in assisting us with the educational progress of your student by encouraging regular attendance.

Thank you,

Dr. Sharee Wells, Superintendent



*We are relationship-driven, resourceful, resilient, and ready!*

## **Notice of Right to Know Teacher Qualifications 2025 - 2026 School Year**

Re: No Child Left Behind (NCLB) Act, Section 1111 (h) (6) (A)

Dear Parent/Guardian:

You have the right to know about the teaching qualifications of your child's classroom teacher in a school receiving Title I funds. The Federal No Child Left Behind (NCLB) Act requires that any local school district receiving Title I funds must notify parents that they may ask about the professional qualifications of their child's classroom teacher.

These qualifications include:

1. Whether the teacher has met the Ohio teacher licensing criteria for the grade level and subject areas in which the teacher provides your child instruction.
2. Whether the teacher is teaching under emergency or temporary status that waives the state licensing requirements.
3. The undergraduate degree major of the teacher and any other graduate degree or certification (such as National Board Certification) held by the teacher and the field of discipline of certification or degree.
4. Whether your child is provided services by instructional paraprofessionals and if so their qualifications.

You may ask for the information by returning this letter to my attention at 625 S. Yearling Road, Whitehall, 43213 or by email at [seymourb@wcsrams.org](mailto:seymourb@wcsrams.org). You may also fax to (614-417-5023).

**Child's Full Name:** \_\_\_\_\_

**Parent/Guardian Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**School:** \_\_\_\_\_

**Teacher's Name:** \_\_\_\_\_

Sincerely,

*Brian Seymour*

Deputy Superintendent

## NONDISCRIMINATION

The Board is committed to an environment in which all individuals, including students, staff, job applicants, the general public and individuals with whom it does business, are treated with dignity and respect. The Board prohibits discrimination based on race, color, national origin, ancestry, citizenship status, religion, sex, economic status, age, disability, military status or legally acquired genetic information.

### **District Compliance Officer(s)**

The Board designates the following individual(s) to serve as the District's compliance officer:

**Name:** Doug Shoemaker

**Title:** Director of Employee, Legal, and Partnership Services

**Address:** 675 S. Yearling Road, Whitehall, OH 43213

**Phone number:** 614-417-5119

**Email:** [nondiscrimination@wcsrams.org](mailto:nondiscrimination@wcsrams.org)

The name, title, and contact information of this individual is annually published in District handbooks and on the District website.

The compliance officer is responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including, but not limited to, Title II of the Americans with Disabilities Act, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination in Employment Act of 1975.

The compliance officer is responsible for addressing any inquiries or complaints regarding discrimination or retaliation in a prompt and equitable manner.

### **Reports and Complaints of Unlawful Discrimination/Harassment**

Individuals who feel they have been subjected to unlawful discrimination or retaliation may file a complaint, either orally or in writing, with the compliance officer or an administrator, supervisor or other district-level administrator. Employees are required to promptly report to the compliance officer or an administrator, supervisor or other district-level administrator when they become aware of incidents of unlawful discrimination or retaliation. All other persons associated with the District are encouraged to promptly report when they become aware of such incidents. Any administrator, supervisor or district-level administrator who receives such a complaint must forward it to the compliance officer.

The Board has developed complaint procedures, which are made available to every member of the school community. The complaint procedures are not intended to interfere with the rights of any individual to pursue action through State and/or Federal law, contact law enforcement, or file a complaint with the United States Department of Education, Office of Civil Rights, the Ohio Civil Rights Commission or the Equal Employment Opportunity Commission.

The Board has adopted separate policies and procedures for sexual harassment, including the identification of the Title IX Coordinator. All sexual harassment reports must be managed in accordance with the sexual harassment policy and procedure.

### **Interim Measures and Responsive Action**

Upon receiving a complaint, the compliance officer will consider whether any interim measures should be taken to restore or preserve equal access to the District's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment, or deter discrimination.

The District shall enforce its prohibitions against unlawful discrimination by taking responsive action reasonably calculated to stop and prevent further misconduct. Employees or students who engage in unlawful discrimination or retaliation may be subject to disciplinary action. The Board has identified disciplinary penalties, which may be imposed on the offender(s).

### **Confidentiality**

Matters, including the identity of both the reporting party and the responding party, are kept confidential to the extent possible.

### **Retaliation**

No one shall retaliate against an employee or student because he/she files a grievance; assists or participates in an investigation, proceeding or hearing regarding the charge of discrimination of an individual; or because he/she has opposed language or conduct that violates this policy. Any administrator, supervisor or district-level administrator who is aware of such retaliation shall forward it to the compliance officer. Reported acts of retaliation will be promptly investigated and addressed.

## **NOTICES**

### **DESIGNATION OF REQUIRED TITLE IX COORDINATOR**

The following individual has been designated to serve as the District's Title IX Coordinator[s]. Such Coordinator[s] is authorized to coordinate the District's efforts to comply with its responsibilities under Title IX.

**Name:** Doug Shoemaker

**Title:** Director of Employee, Legal, and Partnership Services

**Address:** 625 S. Yearling Road, Whitehall, OH 43213

**Phone number:** 614-417-5119

**Email:** [nondiscrimination@wcsrams.org](mailto:nondiscrimination@wcsrams.org)

### **NOTIFICATION OF POLICY**

The District does not discriminate on the basis of sex in its education program or activities, including admission and employment, and is required by Title IX and its implementing regulations not to discriminate in such a manner. Inquiries about the applicability of Title IX and its implementing regulations to the District may be referred to the District's Title IX Coordinator, to the Assistant Secretary for the U.S. Department of Education's Office for Civil Rights, or both.

### **NOTIFICATION OF GRIEVANCE PROCEDURE**

The District has adopted a grievance procedure to provide for the prompt and equitable

resolution of student and employee complaints alleging any action that would be prohibited by Title IX and its implementing regulations. This procedure describes how to report or file a complaint of sex discrimination, how to report or file a complaint of sexual harassment, and how the District will respond.

The District's Policy and Procedures can be found at: [BoardDocs® LT](#)

## **GUIDELINES FOR PRIVATELY FUNDED OR PRIVATELY PROVIDED PERSONNEL**

These guidelines apply to persons who provide services or supports to students in school or during related activities but who are privately funded or provided. Such persons are not school district employees or agents and are not in any way affiliated with the School District.

These guidelines apply to persons who provide services or supports to students in school or during related activities but who are privately funded or provided. Such persons are not school district employees or agents and are not in any way affiliated with the School District.

1. It is in the sole discretion of the Superintendent or the Superintendent's designee to permit or deny a request by a parent, guardian, or custodian [1] (hereinafter "parent") to allow the parent to privately provide or arrange for a person to provide services or supports to a student in school or during related activities.
2. The Superintendent or Superintendent's designee can terminate any private provider arrangement at any time without cause and prohibit the private provider from continuing to provide services or supports to a student during the school day or on School District property.
3. The private provider will provide a written acknowledgment that they have read and will follow these guidelines and any other information/conditions as deemed appropriate by the School District.
4. Prior to providing services or support to a student, the private provider and the parent will meet with the Principal and any other administrators, as determined by the School District (e.g., special education coordinator), to discuss the logistics of the services including where and when the service will be provided to the student.
5. A BCI criminal records check, including a fingerprint check, of the private provider must be conducted and shall be paid for by the parent or private provider. Private providers must meet the same criminal records check standards as School District teacher applicants.

6. The private provider shall not interfere or disrupt in any way with School District personnel or the provision of the student's educational program.
7. Private providers shall conduct themselves in an appropriate and professional manner and shall follow all relevant State and Federal laws and regulations and all relevant School District and school building policies, regulations, and requirements. A private provider shall interact and work cooperatively with all School District personnel.
8. The private provider is responsible for maintaining or assuring that he or she is covered by liability insurance in an amount deemed appropriate by the Superintendent or Superintendent's designee. The private provider is responsible for maintaining or assuring that he or she is covered by medical insurance, as deemed appropriate by the Superintendent or Superintendent's designee. Proof of insurance shall be submitted to the School District, upon request.
9. The private provider shall assume that risk of all accidents, injuries, or property damage caused by the private provider and related in any way whatsoever to the provision of services or supports to a student and shall sign a liability release, as requested by the School District. The parent shall also sign a liability release, as requested by the School District.
10. The parent shall assume all responsibility for any compensation paid to the private provider and for compliance with all legal requirements relating to tax withholding, payroll taxes, Workers' Compensation, Unemployment Compensation, and retirement or Social Security benefits.

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[1] All references to parent, guardian or custodian in these guidelines also incorporate a reference to a student who is 18 years of age or older. When a student is 18 years of age or older, the student, in addition to the parent, guardian, or custodian, assumes the responsibilities of the "parent" pursuant to these guidelines, unless otherwise specifically provided.

## PROMOTING PARENTAL INVOLVEMENT

The Board promotes parental involvement in the public school system. The Board directs the Superintendent/designee to develop procedures necessary to comply with the provisions of this policy. This policy is made publicly available and posted prominently on the District's website.

This policy does not prescribe all rights of parents or preempt or foreclose claims or remedies in support of parental rights that are available under the constitution, statutes or common law of Ohio.

Nothing in this policy requires disclosure or activity that is in conflict with or in violation of any of the following:

1. the Health Insurance Portability and Accountability Act (HIPAA) privacy rule;
2. Revised Code (RC) Chapter 3798;
3. RC 2317.02, 4732.19 or 5122.04;
4. the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232g;
5. the Ohio Constitution, Article I, Section 10a and any laws enacted to implement that section, including RC 2930.07 and 2930.10;

Nothing in this policy requires disclosure or activity in violation of any court order, including any of the following:

1. a condition of bond;
2. a protection order or consent agreement issued pursuant to RC 2151.34, 2903.213, 2903.214, 2919.26 or 3113.31 **or**
3. a condition of a community control sanction, post-release control sanction or parole;

Nothing in this policy requires disclosure or activity in violation of a specific request for nondisclosure made pursuant to a criminal investigation or grand jury subpoena in which the student is the victim and a parent is the alleged perpetrator.

Nothing in this policy prohibits or prevents mandatory reporting under RC 2151.421.

Nothing in this policy prohibits or limits the career and academic mentoring and counseling between teachers and students in the regular course of the school day.

### Definitions

The following definitions apply for the implementation of this policy:

"Biological sex:" the biological indication of male and female, including sex chromosomes, naturally occurring sex hormones, gonads and unambiguous internal and external genitalia present at birth, without regard to an individual's psychological, chosen or subjective experience of gender.

"HIPAA privacy rule:" has the same meaning as in RC 3798.01.

"IEP:" has the same meaning as in RC 3323.01.

"Parent:" has the same meaning as in RC 3313.98.

"Sexuality content:" any oral or written instruction, presentation, image or description of sexual concepts or gender ideology provided in a classroom setting. This does not include instruction or presentations required by State law in sexually transmitted infection education, sexually transmitted

infection education emphasizing abstinence, child sexual abuse prevention, sexual violence prevention education or incidental references to sexual concepts or gender ideology occurring outside of formal instruction or presentations on such topics, including references made during class participation and in schoolwork.

"Student's mental, emotional or physical health or well-being:" includes, at a minimum, a student's academic performance; any significant sickness or physical injury, or any psychological trauma suffered by a student; any harassment, intimidation or bullying, as defined by State law, by or against a student in violation of school district policy; any request by a student to identify as a gender that does not align with the student's biological sex; and exhibition of suicidal ideation or persistent symptoms of depression, or severe anxiety, or other mental health issues.

"Age-appropriate content" and "developmentally appropriate content:" activities or items that are generally accepted as suitable for children of the same chronological age or level of maturity or that are determined to be developmentally appropriate for a child, based on the development of cognitive, emotional, physical and behavioral capacities that are typical for an age or age group.

### **Sexuality Content**

The District ensures any sexuality content is age-appropriate and developmentally appropriate for the age of the student receiving the instruction, regardless of age or grade level. The District provides parents the opportunity to review instructional materials that include sexuality content prior to providing instruction or permitting third parties to do so on behalf of the District. Upon request of the parent a student is excused from instruction including sexuality content and is permitted to participate in an alternative assignment.

Instruction including sexuality content is not provided to students in kindergarten through third grade by the District or any third party acting on behalf of the district.

### **Student Health and Well-Being**

The District promptly notifies a student's parent of any substantial change in the student's services, including counseling services, or monitoring related to their mental, emotional or physical health or well-being or the school's ability to provide them a safe and supportive learning environment. The parental notice reinforces the fundamental right of parents to make decisions regarding the upbringing and control of their children and that the District does not inhibit parental access to the student's education and health records maintained by the school.

Notice is provided through the methods the District generally communicates with parents including, but not limited to, email, phone call, letter or other direct forms of communication.

District personnel are prohibited from directly or indirectly encouraging a student to withhold information from a parent concerning the student's mental, emotional or physical health or well-being, or a change in related services or monitoring. District personnel are prohibited from discouraging or prohibiting parental notification of and involvement in decisions affecting a student's mental, emotional or physical health or well-being.

### **Parental Authorization for Student Health Care Services**

The District obtains parental authorization before providing any type of health care services to students, including physical, mental and behavioral health care services and parents can choose whether to authorize the District to provide health care services. The Board directs the Superintendent to adopt

procedures to obtain necessary authorization from parents, which may include but is not limited to whatever means the District generally obtains parental authorization.

At the beginning of each school year, the District notifies parents of each health care service offered at, or facilitated in cooperation with, their student's school and their option to withhold consent or decline any specified service. Parental consent to health care services does not waive the parent's right to access the student's educational or health records or to be notified about a change in the student's services or monitoring.

Prior to providing a health care service to a student, the District notifies parents whether the service is required to be provided by the District under State law and if other options for a student to access the service exist. This requirement and other notices outlined in this policy can be satisfied by an annual notice to parents at the beginning of the school year.

Provisions related to parental authorization for student health care services do not apply to emergency situations, first aid, other unanticipated minor health care services or health care services provided pursuant to a student's IEP or section 504 plan.

### **Concerns and Appeals Procedure**

A parent may file a written concern with a school principal or assistant principal regarding a topic addressed in this policy, which must be resolved within 30 days after receipt. Written concerns received by a school principal or assistant principal about this policy are investigated fully and fairly. Anonymous written concerns may not be investigated.

A parent may appeal a principal's or assistant principal's decision to the Superintendent. If a parent appeals a principal's or assistant principal's decision, the Superintendent/designee must conduct a hearing on the decision. Based on the findings of that hearing, the Superintendent decides whether to affirm the principal's or assistant principal's decision. If the Superintendent does not affirm the decision, they determine the resolution to the parent's concern.

A parent may appeal the Superintendent's decision to the Board. If a parent appeals the Superintendent's decision, the Board must review the Superintendent's decision and, if the Board determines it necessary, hold a hearing on the Superintendent's decision. Based on the findings of that hearing, the Board decides whether to affirm the Superintendent's decision. If the Board does not affirm the decision, it determines a new resolution to the parent's concern.

Nothing in this procedure prevents a parent from contacting a member of the Board regarding the parent's concerns with the operation of a school under its supervision.

The Board directs the Superintendent/designee to develop procedures to ensure prompt and fair attention to written concerns about this policy. The District notifies parents of their right to file a written concern by whatever means the District generally communicates with parents including, but not limited to, email, phone call or other direct forms of communication.

**Board Policy: IGBLA**



Dear Whitehall Families,

We are pleased to share that Whitehall City Schools will continue its partnership with OhioGuidestone to provide vital support services for our students and the broader Whitehall community. In collaboration with the ADAMH Board of Franklin County, OhioGuidestone will deliver prevention services designed to address and reduce behaviors that may place students at higher risk for future life challenges. OhioGuidestone is Ohio’s leading provider of community-based behavioral health care.

Their whole-person approach includes school-based and community prevention services, as well as mental health and substance use treatment through both in-person and telehealth options. By working with partners across the state, they connect children and families to the right supports, even when additional services outside their network are needed.

Prevention services may be provided in a variety of ways, including whole-classroom programs, small group sessions, and individual support. OhioGuidestone staff may also offer consultation, crisis intervention, and referrals for further care as needed. In urgent or emergency situations, Whitehall City Schools may share limited parent/guardian contact information (such as name, phone number, address, and student name) with OhioGuidestone to ensure families can be reached and supported appropriately.

We are grateful for this ongoing partnership and look forward to continuing to support the health and well-being of all our students.



## HEART OF OHIO FAMILY HEALTH

Whitehall City Schools – Heart of Ohio Family Health – School-Based Health Center  
Heart of Ohio Family Health (HOFH) and Whitehall City Schools (WCS) have established a partnership to improve the overall health and wellness of students, staff, and families. **As a WCS student, your child will automatically be enrolled with HOFH services.**

School-Based Health Services include and are not limited to the following:

- Referrals to and within HOFH specialties for both student and family
- Enrollment in HOFH's 340B Drug Discount Program
  - Provides a 20-95% discount on prescription drugs
- Sliding Fee Scale Discount Program
  - Places a cap on out-of-pocket payments if patients should lose health insurance
- HOFH Transportation and Telemedicine
  - Telemedicine is an alternative to traditional health care when a patient has time, transportation, or access constraints. These appointments are performed via telephone or video chat.
  - Transportation services to bring patients from other school locations to Whitehall-Yearling High School (or other HOFH clinics, if applicable) for care, and back to school when complete.
- Data Sharing between HOFH and WCS
  - Helps HOFH track health trends and intervention outcomes among the population
  - Can assist with improving the quality of care
- Mentoring and Internship pairings
  - Pairs students with HOFH providers and staff for hands-on educational opportunities through internships and mentor-mentee relationships
  - Ultimate Goal: to pique student interest in clinical careers post-high-school.
- Alternative Penalty Program
  - Utilizes HOFH Behavioral Health services in lieu of (or in addition to) traditional academic penalties such as suspension or expulsion



This health center is a Health Center Program grantee under 42 U.S.C. 254b,  
and a deemed Public Health Service employee under 42 U.S.C. 233(g)-(n).

**Administration:** 5000 E. Main Street, Columbus, OH 43213 • Tel: (614) 235-5555 • Fax (614) 536-1994



## 2025-2026 Student Photographs, Videos, Website Publishing, and/or Recordings Opt-Out

Instructions: Please complete all sections of this Opt-Out Form and return the signed form to your child's principal by [Date] of the current school year, or within 30 days of your child's enrollment in school.

A parent may withhold permission to have a student photographed, videotaped, and/ or audiotaped during school-sponsored activities, learning experiences, and/or media events. As the parent or guardian of the student identified above, I understand that if I opt-out, my child will not be included in pictures taken by school staff, students, or anyone outside the school, including commercial photographers and the media, nor will my child's picture be part of a school yearbook, memory book, memory video, sports team, club, or any other medium.

**Note: This does not include videotaping by security cameras in school or on school buses.**

If you do not want your child to be photographed, videotaped and/or audiotaped, check the box below and sign:

**DO NOT** allow my child to be photographed, videotaped and/or audio taped during school-sponsored activities and/or learning experiences.

Parent or Guardian Name: \_\_\_\_\_ (Print)

Parent or Guardian Signature: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Student's School: \_\_\_\_\_

Administration Office | 625 South Yearling Road | Whitehall, Ohio 43213

**PERIOD 8, 8-9, 9, 9-10, 10, 10-11, 11**      **Teacher's Name** \_\_\_\_\_  
(Circle that which applies)



## Student Handbook Acknowledgement Form

Student Name: \_\_\_\_\_  
(Please Print)

I acknowledge that I have received a copy of the Whitehall-Yearling High School, 2025-2026 Student Handbook which includes the Student Code of Conduct approved by the Whitehall City Schools Board of Education.

- I understand that it is my responsibility to read and comply with the Code of Conduct and other policies contained in said Handbook.
- I acknowledge that I am expected to conform to the rules contained in the Student Handbook and Code of Conduct.
- I understand the importance of respecting the rights and responsibilities of all students and staff within the building.
- I acknowledge that I understand the expectations of the Acceptable Use Policy (AUP) and agree to abide by the policy.
- The above-mentioned Student Handbook and AUP describe important information and I understand that I should consult an Administrator regarding any questions about said handbook, AUP and their policies.

Therefore, I state, by evidence of my signature below, that I acknowledge receiving a copy of the the 2025-2026 Whitehall City Schools Student Handbook containing the policies and procedures of Whitehall City School District including, but not limited to, the Student Code of Conduct, Dress Code policy, Weapons in School policy, Student Conduct policy, Hazing and Bullying policy and the Technology Acceptable Use policy.

A copy of said handbook was provided to me by the Whitehall City School District.

Student Signature: \_\_\_\_\_  
(or written name)

Today's Date: \_\_\_\_\_